



Estd. 1982



Sree Siddaganga College of Arts, Science and Commerce for Women

(Affiliated to Tumkur University)



B.H. Road, Tumkur-572102. Karnataka Ph: 0816-2272312 E-mail : sscasc.women@gmail.com Website : www.sscwtumkur.org

GRIEVANCES REDRESSAL CELL REPORT 2022-2023

As suggested by University Grants Commission, New Delhi, the College has established a Grievance Redressal Cell, to provide a mechanism for redressal of students' grievances and ensure the transparency in admission, and prevention of unfair practices, etc. The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge Grievance Redressal Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be sent through e-mail to the officer in-charge of Student's Grievance Cell.

Objectives:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Cell should be constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in front of the Administrative Block in which the students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- Advising all staffs to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the principal.



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Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters: -

- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

The committee shall conduct meetings twice a year and more than one, if necessary, in time of emergency in a semester. The meeting is scheduled at the principal's chamber.

- The cases will be attended promptly on receipt of written grievances from the students. The cell formally will review all matters and will act accordingly as per the Management policy.
- The cell will give report to the authority about the cases attended to and the number of pending matters, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
- Students can register their compliance through this E-Mail: rgrievancecellsscw@gmail.com

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Committee for the academic year 2022-2023

- | | |
|--|------------------------|
| 1. Dr, K C Jayaswamy
Principal | Chairperson |
| 2. Prof G. Chidanandamurthy
HOD of Dept of Botany & Micro biology | Member/IQAC |
| 3. Mrs. Divya K.
Asst professor, Dept of English | Convener |
| 4. Mrs. Shakuntala C.V.
Asst. professor /Dept of Kannada | Member |
| 5. Mrs. Pavana B.S
Asst. professor of Dept of Political science | Member |
| 6. Mrs. Harshashree S.
Asst professor, Dept of Commerce | Member |
| 7. Manasa, III BA HEP | Student representative |
| 8. Ashwini H. P. IBSc ZMb | Student Representative |



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The suggestion box was opened on 03-01-2023. The complaints received as follows

Sl. No.	Nature of the complaint	Addressed/Action taken
1	Suggestion by III BA to arrange industrial trip	Request forwarded to Principal. /Permission given and trip was arranged to Chitradurga and nearby districts
2	Request by BCA students to postpone the test internals	The request was considered but the dates of test internals could not be altered.
3	Request to provide with uniforms by I BCom students	Uniform-pink shirt/blue pants/blue blazer was introduced.

Action taken so far

- Internet facility is made available to both students and staff at the computer lab, departments & Library.
- Separate parking space provided to staff and students for vehicle parking.
- One wide room is being used for indoor game, Gym facility for ladies' staff and students.
- Toilets with incinerators' installation.
- Installation of ATM Machine in collaborates with union bank.
- Waiting rooms are providing for students.
- Installation of 2+2 Aqua Guard Distilled water system.

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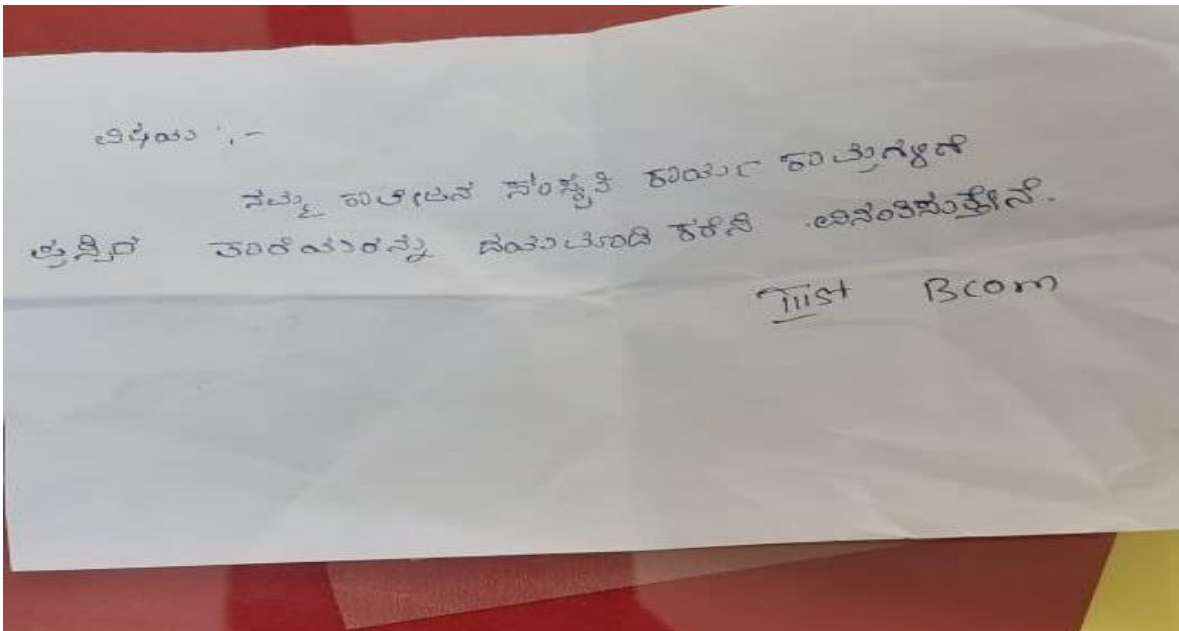
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Suggestion/Complaint box opened by Committee members



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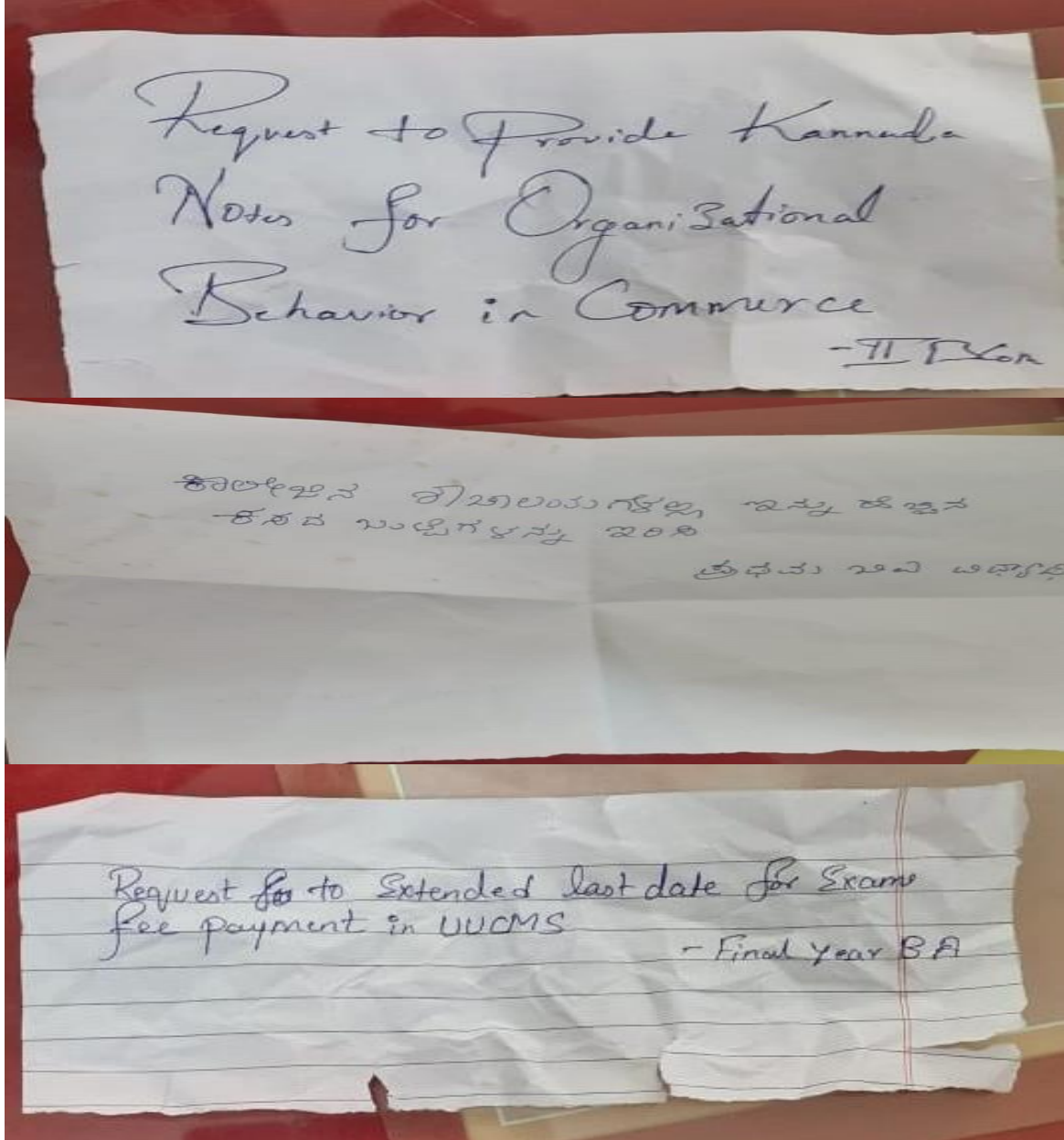
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H. D. Ven

PRINCIPAL

Sree Siddaganga College of Arts,
Science and Commerce for Women,
B.H. Road, TUMKUR.