



**Proceedings of student grievance redressal cell meeting**

Date of meeting : 16/07/2019

Time : 4.30 PM

Venue : Room 1-11

Agenda no.	Particulars
SDMCU/SGRC-MON/2019-20/01/01	Responsibilities
SDMCU/SGRC-MON/2019-20/01/02	Conducting survey
SDMCU/SGRC-MON/2019-20/01/03	Any other matter

Members present :

Sl.no	Name	Designation
1.	Gajanana.R.Bhat	Co-Ordinator
2.	Ms. Rathnavathi	Member
3.	Ms.Shakunthala	Member
4.	Ms. Sangeetha B	Member

Members absent : NIL

The Co-Ordinator welcomed the members of the committee

Action taken : NIL

SDMCU/SGRC-MON/2019-20/01/01

Responsibilities

The Co-Ordinator of the committee discussed about the responsibilities of the committee.

The Co-Ordinator further described it is a statutory committee as per the rules of UGC.

Hence it is responsible to get the feedback from the students and redress the problems of the students. The committee should receive appeals , complaints and find solution to the problems of students.

SDMCU/SGRC-MON/2019-20/01/02

Conducting survey

The Co-Ordinator explained that committee should conduct various surveys in order to improve the facilities and conditions to create cordial atmosphere in the college. The members suggested various areas of survey from the students. It was decided to prepare questionnaire.

SDMCU/SGRC-Mon/2019-20/01/03


Any other matter

As there was no other issue to discuss the meeting ended with the vote of thanks at 5.30 PM.



**ATTESTED**

  
PRINCIPAL  
S.D.M. COLLEGE  
UJIRE - 574240, D.K.

  
Gajanana.R.Bhat  
Co-Ordinator

# SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE (AUTONOMOUS)



UJIRE – 574 240

DAKSHINA KANNADA, KARNATAKA STATE

(Re-Accredited by NAAC at 'A' Grade with CGPA 3.61 out of 4)

Ph: 08256-236221, 2361011(O), Fax: 236220

e-Mail:sdmcollege@rediffmail.com, sdmcollege@sdmcujire.in, Website: www.sdmcujire.in

## Proceedings of student grievance redressal cell meeting

Date of meeting : 06/09/2019

Time : 4.30 PM

Venue : Room 1-11

Agenda no.	Particulars
SDMCU/SGRC-MON/2019-20/02/01	Survey to the students
SDMCU/SGRC-MON/2019-20/02/02	Preparation of questionnaire
SDMCU/SGRC-MON/2019-20/02/03	Any other matter

Members present :

Sl.no	Name	Designation
1.	Gajanana.R.Bhat	Co-Ordinator
2.	Ms. Rathnavathi	Member
3.	Ms. Sangeetha B	Member

Members absent : Ms. Shakunthala

The Co-Ordinator welcomed the members to the second meeting of the committee.

Action taken : As discussed in the previous meeting the committee member Ms. Rathnavathi listed some areas for the survey.

SDMCU/SGRC-Mon/2019-20/02/01

Survey to the students

The Co-Ordinator started discussion with the concern for conducting the survey there are various areas related to the students' grievance and it is discussed to get the oral feedback in the beginning in order to prepare the questionnaire. The members suggested various areas like restroom facilities, drinking water facilities, classroom conditions etc. During September, November and December. Some of the areas should be surveyed and it was agreed to do so.

SDMCU/SGRC-MON/2019-20/02/02

#### Preparation of questionnaire

The committee members discussed to set questions in order to distribute them. It was discussed to take the help campus audit committee to survey. They also agreed that students have to go to computer section to give feedback and submit the answers.

SDMCU/SGRC-MON/2019-20/02/03

#### Any other matter

The members decided to prepare questions as early as possible and conduct the survey. The meeting ended with vote of thanks by the Co-Ordinator.

**ATTESTED**



  
PRINCIPAL  
S.D.M. COLLEGE  
UJIRE - 574240, D.K

Gajanana.R.Bhat

Co-Ordinator



# SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE (AUTONOMOUS)

UJIRE – 574 240



DAKSHINA KANNADA, KARNATAKA STATE

(Re-Accredited by NAAC at 'A' Grade with CGPA 3.61 out of 4)

Ph: 08256-236221, 236101(O), Fax: 236220

e-Mail: [sdmcollege@rediffmail.com](mailto:sdmcollege@rediffmail.com), [sdmcollege@sdmcujiire.in](mailto:sdmcollege@sdmcujiire.in), Website: [www.sdmcujiire.in](http://www.sdmcujiire.in)

## Proceedings of student grievance redressal cell meeting

Date of meeting : 06/12/2019

Time : 4.30 PM

Venue : Room 1-10

Agenda no.	Particulars
Agenda 1 SDMCU/SGRC-MON/2019-20/03/01	Progress of the survey
SDMCU/SGRC-MON/2019-20/03/02	Questionnaire
SDMCU/SGRC-MON/2019-20/03/03	Any other matter

Members present :

Sl.no	Name	Designation
1.	Gajanana.R.Bhat	Co-Ordinator
2.	Ms. Rathnavathi	Member
3.	Ms.Shakunthala	Member
4.	Ms. Sangeetha B	Member

Members absent : NIL

The Co-Ordinator welcomed the members to the meeting of the committee for the month of December.

Action taken : The member Ms. Rathnavathi reported that the survey is going on various areas.

SDMCU/SGRC-MON/2019-20/03/01

Progress of survey

The members reported that the campus audit committee is assisting in conducting the survey. The questions are submitted to them to make the task easier. The result of the survey will be analyzed and the action will be taken on the basis of that.

SDMCU/SGRC-MON/2019-20/03/02

Questionnaire preparation

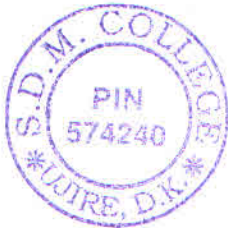
The committee decided to prepare more questionnaire on classroom facilities and restrooms. Ms.Rathnavathi is preparing questionnaire on these areas. The survey will be conducted in the same month and in the next month.

SDMCU/SGRC-MON/2019-20/03/03


Any other matter

The members are asked to think about more areas for the survey and the satisfactory level of the students. The meeting concluded with the vote of thanks by the Co-Ordinators.

**ATTESTED**



  
PRINCIPAL  
S.D.M.COLLEGE  
UJIRE - 574240, D.K

  
Gajanana.R.Bhat  
Co-Ordinator

# SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE (AUTONOMOUS)



UJIRE - 574 240

DAKSHINA KANNADA, KARNATAKA STATE

(Re-Accredited by NAAC at 'A' Grade with CGPA 3.61 out of 4)

Ph: 08256-236221, 236101(O), Fax: 236220

e-Mail:sdmcollege@rediffmail.com, sdmcollege@sdmujire.in, Website: www.sdmujire.in

## Proceedings of student grievance redressal cell meeting

Date of meeting : 17/01/2020

Time : 4.40 PM

Venue : Room 1-10

Agenda no.	Particulars
SDMCU/SGRC-MON/2019-20/04/01	Survey on library reading
SDMCU/SGRC-MON/2019-20/04/02	Questionnaire
SDMCU/SGRC-MON/2019-20/04/03	Any other matter

Members present :

Sl.no	Name	Designation
1.	Gajanana.R.Bhat	Co-Ordinator
2.	Ms. Rathnavathi	Member
3.	Ms.Shakunthala	Member
4.	Ms. Sangeetha B	Member

Members absent : NIL

The Co-Ordinator welcomed the members for the meeting.

Action taken : The member Ms. Rathnavathi reported that the survey is conducted as scheduled in the previous meeting.

SDMCU/SGRC-Mon/2019-20/04/01

Survey on library reading

The Co-Ordinator briefed about the survey to be conducted in the month. The members reported that they are conducting survey on reading hours of the students and the condition of restrooms. The questions are being prepared and will be submitted to the campus audit committee. They will be conducted in the same month.

SDMCU/SGRC-MON/2019-20/04/02

#### Questionnaire

The members shared the issue of previous survey and said that the request for more drinking water facility is provided and survey will be conducted on the satisfactory level of the students. Therefore the questionnaire will be prepared and supplied to the campus audit committee.

SDMCU/SGRC-MON/2019-20/04/03

#### Any other matter

The Co-Ordinator expressed happiness over the work done by the committee and the areas of survey to help the students. The meeting concluded at 5.30 PM with the vote of thanks.

**ATTESTED**



  
PRINCIPAL  
S.D.M. COLLEGE  
UJIRE - 574240, D.K.

Gajanana.R.Bhat

Co-Ordinator



# SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE (AUTONOMOUS)



UJIRE – 574 240

DAKSHINA KANNADA, KARNATAKA STATE

(Re-Accredited by NAAC at 'A' Grade with CGPA 3.61 out of 4)

Ph: 08256-236221, 236101(O), Fax: 236220

e-Mail:sdmcollege@rediffmail.com, sdmcollege@sdmcujire.in, Website: www.sdmcujire.in

## Proceedings of student grievance redressal cell meeting

Date of meeting : 20/02/2020

Time : 4.30 PM

Venue : Room 1-09

Agenda no.	Particulars
SDMCU/SGRC-MON/2019-20/05/01	Areas of survey
SDMCU/SGRC-MON/2019-20/05/02	Copy of the report
SDMCU/SGRC-MON/2019-20/05/03	Any other matter

Members present :

Sl.no	Name	Designation
1.	Gajanana.R.Bhat	Co-Ordinator
2.	Ms. Rathnavathi	Member
3.	Ms.Shakunthala	Member
4.	Ms. Sangeetha B	Member

Members absent : NIL

The Co-Ordinator welcomed the members for the meeting of the month of February.

Action taken : As decided in the previous meeting the surveys were conducted on different areas.

SDMCU/SGRC-MON/2019-20/05/01

Areas of survey

The Co-Ordinator expressed positively about the work done by the members in getting the feedback of the students. Various areas that are required for the students are considered for

survey at different stages. The members also felt that the surveys have helped the students and the committee to understand the situation better.

SDMCU/SGRC-MON/2019-20/05/02

Copy of the Report

The committee members reported that the campus audit committee submitted the report of the analysis conducted after the survey. There are various areas for improvement. The Co-Ordinator agreed that they should be submitted to the higher authority in order to provide better facility to the students.

SDMCU/SGRC-MON/2019-20/05/03

Any other matter

The Co-Ordinator discussed with the members about any other possible area of survey to help the students. The members felt that they have tried to include most of the important aspects in their survey. As there was no other issue for the discussion the meeting ended at 5.30 PM with the vote of thanks by the Co-Ordinator.

**ATTESTED**



*[Signature]*  
PRINCIPAL  
S.D.M. COLLEGE  
UJIRE - 574240, D.K.

*[Signature]*  
Gajanana.R.Bhat  
Co-Ordinator