



DATE: 24.03.2018

GRIEVANCES REDRESSAL COMMITTEE

Sub: Reconstitution of Grievances Redressal Committee for the academic year 2018-2019 as per AICTE and UGC norms

1. Mrs.P.MeenaSundari - Assistant Professor, Faculty member
2. Dr.P.Narayanasamy - Professor, Faculty member
3. Mrs.T.Meenakshi - Assistant Professor, Faculty member
4. Mr.V.P.Segottuvel - Advocate, External member

In continuation of the proceedings of Governing council, the Grievances Redressal Committee for the academic year 2018-2019 is reconstituted and the above mentioned members are appointed in the Grievances Redressal Committee.




Principal
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KARUMATHAMPATTI
COIMBATORE - 641 659.

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Approved by AICTE & Affiliated to Anna University, Chennai.

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Karumathampatti, Coimbatore - 641 659 Tamil Nadu, INDIA

☎ : 0421- 2264900 (100 LINES) ☎ : 0421 - 2264999 ✉ : info@jit.ac.in, www.jit.ac.in



Jansons Institute of Technology

Karumathampatti, Coimbatore – 641 659

JIT/GRC/2018-19/03

24.09.2018

CIRCULAR

I am herewith intimating that we have a meeting on 9.10.2017 at 10 am (Venue - Board room), for the follow up actions to be planned regarding redressal of grievances for this academic year 2018- 2019. All the members of the committee are hereby requested to make your presence without fail.

Copy to :

1. The Office
2. All HoDs
3. Committee members




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JIT/GRC/2017-18/04

28.1.2019

CIRCULAR

I am herewith intimating that we have a meeting on 4.2.2019 at 10 am (Venue - Board room), for the follow up actions to be planned regarding redressal of grievances for this academic year 2017- 2018. All the members of the committee are hereby requested to make your presence without fail.

Copy to :

1. The Office
2. All HoDs
3. Committee members



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Minutes of Meeting

Form No: QA07

Name of the Meeting :Grievances Redressal Committee

Review Period :7.02.2018 – 02.06.2018

Venue :Board Room, Office

Date :02.06.2018

Chairman/ Chairperson of the meeting (Name and designation): Dr.V.Nagarajan, Principal, Chairperson

Members Present:

Name	Designation	Name	Designation
Mrs.P.Meena Sundari	Faculty member Assistant Professor	Mrs.T.Meenakshi	Faculty member Assistant Professor
Dr.P.Narayanasamy	Faculty member Professor	Mr. Segottuvel VP	External member Advocate

Members Absent:

Name	Designation	Name	Designation
Nil			

S.No.	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1.	Follow up decisions of previous meeting - Review the minutes of the previous meeting of Students' Grievances Redressal Committee	Confirmation	2.06.2018	All members	Continuous follow up
2.	Reports of grievances for the past 4 months 1. Students requested for Bus facility after special class 2. Some drivers complained that there are issues in clutch and brake in some buses	1. Bus was arranged as requested 2. Buses were sent for service	Continuous Continuous	Office Office	Continuous follow up Continuous follow up

Rev.No.00; Rev. Date 06.01.2016





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Karumathampatti, Coimbatore – 641 659

Minutes off Meeting

	3. Students requested for more throwing events in Intramural event. 4. Students requested for OD for sports 5. Reports of maintenance register, available in Hostel, both boys and girls from concerned incharges. 6. Reports of maintenance register, available in office	3. PD sir assured that Next year it will be included 4. HoDs informed that ODs will be provided if it comes through proper channel 5. Problems has been sorted out and no pending grievances 6. Problems has been sorted out and no pending grievances	Continuous Continuous Continuous Continuous	PD and Faculty members All members Office Office	Continuous Continuous Achieved Achieved
3.	Fresh Grievances	Students' Grievances Redressal Committee, to consider the fresh representations received from other students.	Continuous	All members	Continuous follow up
Copy to : 1. Notice board 2. All HoDs 3. All members			Prepared by	Dr.V.Nagarajan	
			Approved by	Dr.V.Nagarajan	

PRINCIPAL
JANSONS INSTITUTE OF TECHNOLOGY
Date: 03.06.2018
KARUMATHAMPATTI
COIMBATORE - 641 659.
JIT



Jansons Institute of Technology

Karumathampatti, Coimbatore – 641 659

Minutes off Meeting

Form No: QA07

Name of the Meeting :Grievances Redressal Committee

Review Period :3.06.2018 – 09.10.2018

Venue :Board Room, Office

Date :09.10.2018

Chairman/ Chairperson of the meeting (Name and designation): Dr.V.Nagarajan, Principal, Chairperson

Members Present:

Name	Designation	Name	Designation
Mrs.P.Meena Sundari	Faculty member Assistant Professor	Mrs.T.Meenakshi	Faculty member Assistant Professor
Dr.P.Narayanasamy	Faculty member Professor	Mr. Segottuvel VP	External member Advocate

Members Absent:

Name	Designation	Name	Designation
Nil			

S.No.	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1.	Follow up decisions of previous meeting - Review the minutes of the previous meeting of Students' Grievances Redressal Committee	Confirmation	9.10.2018	All members	Continuous follow up
2.	Reports of grievances for the past 4 months 1. Students complained that some bus drivers were rude.	1. Drivers were instructed to be normal with students. 2. Mess incharge will be informed earlier	Continuous Continuous	All drivers	Continuous follow up

Rev.No.00; Rev. Date 06.01.2016






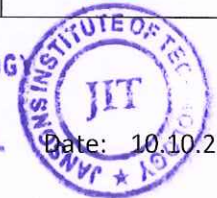
Jansons Institute of Technology

Karumathampatti, Coimbatore – 641 659

Minutes off Meeting

	<p>2. Drivers complained that if buses reach late due to traffic issues they couldn't get break fast.</p> <p>3. Boy Hostel students requested for extra bat to play</p> <p>4. Reports of maintenance register, available in Hostel, both boys and girls from concerned incharges.</p> <p>5. Reports of maintenance register, available in office</p>	<p>3. Students request is accepted</p> <p>4. Problems has been sorted out and no pending grievances in Hostel</p> <p>5. Problems has been sorted out and no pending grievances in office</p>	<p>10.10.18</p> <p>Continuous</p> <p>Continuous</p>	<p>Mess Incharge</p> <p>PD</p> <p>Office</p> <p>Office</p>	<p>Continuous follow up</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p>
3.	Fresh Grievances	Students' Grievances Redressal Committee, to consider the fresh representations received from other students.	Continuous	All members	Continuous follow up
Copy to : 1. Notice board 2. All HoDs 3. All members			Prepared by	Dr.V.Nagarajan	
			Approved by	Dr.V.Nagarajan	

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Date: 10.10.2018



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Minutes off Meeting

Name of the Meeting :Grievances Redressal Committee

Review Period :10.10.2018 – 04.02.2019

Venue :Board Room, Office

Date :04.02.2019

Chairman/ Chairperson of the meeting (Name and designation): Dr.V.Nagarajan, Principal, Chairperson

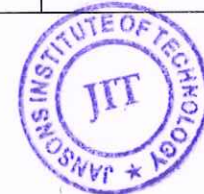
Members Present:

Name	Designation	Name	Designation
Mrs.P.Meena Sundari	Faculty member Assistant Professor	Mrs.T.Meenakshi	Faculty member Assistant Professor
Dr.P.Narayanasamy	Faculty member Professor	Mr. Segottuvel VP	External member Advocate

Members Absent:

Name	Designation	Name	Designation
Nil			

S.No.	Points Discussed	Actions planned	Target Date	Responsibility	Remarks
1.	Follow up decisions of previous meeting - Review the minutes of the previous meeting of Students' Grievances Redressal Committee	Confirmation	4.2.2019	All members	Continuous follow up
2.	Reports of grievances for the past 4 months 1. Housekeeping ladies informed that they are in need of more persons in ground floor due to more usage.	1. Additional persons were allotted 2. All are informed that some	Continuous	Office	Continuous follow up



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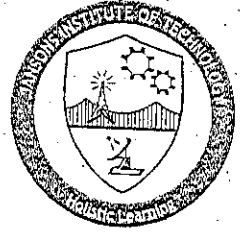
Minutes off Meeting

	<p>2. Drivers complained that since constructions were going on in the roads, they weren't able to reach college in time.</p> <p>3. Students requested that special classes should be cancelled for them if they go for practice before the matches</p> <p>4. Students requested that they need to go for extra matches other than zonal</p> <p>1. Reports of maintenance register, available in Hostel, both boys and girls from concerned incharges.</p> <p>2. Reports of maintenance register, available in office</p>	<p>buses will start earlier by 5 minutes to overcome traffic jam</p> <p>3. Students request for accepted</p> <p>4. Students will be permitted for 2 more tournaments per semester</p> <p>5. Problems has been sorted out and no pending grievances in Hostel</p> <p>6. Problems has been sorted out and no pending grievances in office</p>	<p>Continuous</p> <p>Continuous</p> <p>Continuous</p> <p>Continuous</p> <p>Continuous</p>	<p>All staff and students</p> <p>All staff and students</p> <p>All staff and students</p> <p>Office</p> <p>Office</p>	<p>Continuous follow up</p> <p>Continuous follow up</p> <p>Continuous follow up</p> <p>Achieved</p> <p>Achieved</p>
3.	Fresh Grievances	Students' Grievances Redressal Committee, to consider the fresh representations received from other students.	Continuous	All members	Continuous follow up
Copy to :			Prepared by	Dr.V.Nagarajan	
<p>1. Notice board</p> <p>2. All HoDs</p> <p>3. All members</p>			Approved by	Dr.V.Nagarajan	

PRINCIPAL
JANSONS INSTITUTE OF TECHNOLOGY
KARUMATHAMPATTI
COIMBATORE - 641 659.

Date: 05.02.2019





Lr. No. AUC 003/2019-20/Odd

17.06.2019

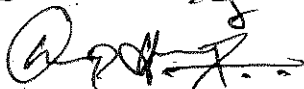
To

Dr.M.Venkatesan,
Controller of Examinations,
Office of the Controller of Examinations,
Anna University: Chennai,
Chennai – 600 025.


Sir,

Sub: Provisional Certificate, Consolidated Statement of Mark sheet and Apr / May 2019
Semester Grade Sheet - Requested – Reg.
Ref: Student requisition letter dt. 17.06.2019

It is informed that **DEEPAK RAJ S (711115105004)**, is an Electrical and Electronics Engineering department student of 2015 – 2019 batch at Jansons Institute of Technology, Karumathampatti, Coimbatore. The Student is willing to pursue his higher studies at abroad. The student has also cleared all the subjects in Apr / May - 2019. I will be highly obliged if you provide the Provisional certificate, Consolidated Statement of Mark sheet and Apr / May 2019 Semester Grade Sheet for the above student in advance.

Received by

Deepakraj S.
17.06.2019.




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17/06/2019.
Karumathampatti

From.

Deepak raj S.

71115105004,

EEE dept,

Jansons Institute Of Technology,
Karumathampatti.

To

The Principal,

Jansons Institute Of Technology
Karumathampatti.

Submitted to the
Principal

17/06/19

Respected Sir,

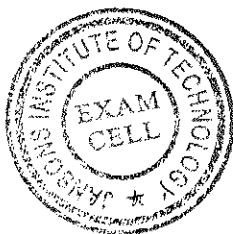
Subject: Requisition for Bonafide letter req

As I've planned to do my
masters degree in Lithuania I've to submit my
overall mark sheet for the visa verification
process. So I need my marksheets earlier
so I request you for the bonafide
certificate to get my mark sheets from
anna university.

Thanking you.

Yours truly,
Deepak Raj S.

17/06/19





JANSONS INSTITUTE OF TECHNOLOGY

KARUMATHAMPATTI, COIMBATORE - 641 659

GENERAL GRIEVANCES DETAILS

ACADEMIC YEAR: 2018 - 19

Review Month	No of Grievances Registered	No of Grievances Solved	Remarks
March-2018	18	17	1 (Annual maintenance)
April-2018	26	24	2 (Annual maintenance)
May-2018	19	19	Nil
June-2018	2	2	Nil
July-2018	19	19	Nil
August-2018	19	16+3	3(1.9.18, 6.9.18, 6.10.18)
September-2018	35	31+4	4(2.10.18, 5.10.18, 15.10.18)
October-2018	31	29+2	2(1.11.18)
November-2018	26	25	1 (Annual maintenance)
December-2018	28	27	1 (Annual maintenance)
January-2019	14	13+1	1 (2.2.19)
February-2019	21	19+1	1 (Annual) 1 (20.3.19)
March-2019	21	18+2	1 (Annual) 2 (4.4.19, 6.4.19)
April-2019	17	14+3	3(2.5.19, 6.9.19)
Total No. of Reviews	296	289	7 Annual maintenance. <u>Solved.</u>




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Mechanisms for submission of online students' grievances



Jansons Institute of Technology
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SUBMIT YOUR GRIEVANCE

Enter your Name:

Enter your mail_id:

Enter your Mobile Number:

Select your Department:

Type of Complaint:

Category:

- Academic
- General
- Ragging
- Harassment

Your Grievance:

BACK SEND



[Signature]
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