



Smt. N.P.S Govt College college for women

Accredited by NAAC with Grade **A**

Greampet, Near Durgam Temple, Chittoor-517002



Email: Chittoor.w.jkc@gmail.com Web site: www.npsgcwctr.edu.in

Constitution of Grievance Redressal Committee for Internal Examination and Other Grievances

Introduction

To maintain a fair and transparent academic environment, Smt. N.P. Savitramma Government College for Women, Chittoor, has constituted a **Grievance Redressal Committee** for the academic year 2023–2024. This committee is responsible for addressing and resolving grievances related to internal examination assessments, as well as curricular, co-curricular, and other academic concerns. By adhering to institutional guidelines, the committee aims to ensure that all processes are conducted fairly, efficiently, and in a time-bound manner, thus fostering trust and confidence among students and faculty.

1. Objectives of the Grievance Redressal Committee

The primary objectives of the committee are:

- To provide a structured mechanism for addressing grievances.
- To ensure that internal examinations and other academic activities are conducted in a fair and unbiased manner.
- To promote transparency and accountability in the evaluation of academic and co-curricular activities.

2. Composition of the Committee

The Grievance Redressal Committee comprises the following members:

- **Committee Coordinator:**
 - Dr. G. Dharmamoorthy
- **Members:**
 - Dr. P. Sivaragini (Department of Microbiology)
 - C. Kornala Devi (Department of Zoology)
 - N. Kasthuramma (Department of Commerce)
 - G. Suresh (Department of Physical Education)
 - C. Kumari (Department of Library Science)

This diverse composition ensures representation from various departments, fostering a holistic approach to grievance resolution.

3. Observations on Grievance Redressal

For the academic year 2023–2024, the institution has not received any grievances related to internal examinations. This reflects the effectiveness of the measures taken to ensure fairness in the academic processes, including:

- **Pre-Examination Transparency:** Clear communication of internal examination mechanisms and schedules to students well in advance.
- **Fair Conduct of Examinations:** Strict adherence to institutional guidelines during the examination process.
- **Unbiased Evaluation:** Faculty members evaluate answer scripts impartially, maintaining high standards of fairness.
- **Transparent Co-Curricular Assessment:** Co-curricular activities are assessed with the same level of transparency, ensuring efficiency and equity.

4. Time-Bound Resolution Mechanism

The committee is committed to resolving any grievances in a timely manner. Its proactive approach reflects the institution's dedication to addressing concerns before they escalate.

Conclusion

The Grievance Redressal Committee at Smt. N.P. Savitramma Government College for Women has been instrumental in creating an atmosphere of trust and transparency. The absence of grievances for the academic year 2023–2024 demonstrates the effectiveness of the institution's mechanisms in addressing potential issues proactively. This achievement highlights the college's commitment to fairness in academic and co-curricular assessments, contributing to a positive and inclusive learning environment.

Circular

Date: 28th Aug, 2023.

Subject: Constitution of Grievance Redressal Committee

Dear Faculty and Students,

This is to inform you that a Grievance Redressal Committee has been constituted to address the concerns and grievances of students for the academic year 2023-2024. The committee has been formed by the guidelines of the institution to ensure a fair and transparent process for resolving issues that may arise during the academic session.

Composition of the Committee:

1. Committee Coordinator:

- Dr. G. Dharmamoorthy

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)

The Grievance Redressal Committee will begin its functions effective immediately and will remain active throughout the academic year. Students are encouraged to approach the committee with any grievances or issues they may encounter. The committee will strive to ensure that all grievances are heard, reviewed, and resolved promptly and impartially.

For any queries related to grievances or the functioning of the Grievance Redressal Committee, please contact the committee coordinator, Dr. G. Dharmamoorthy.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy



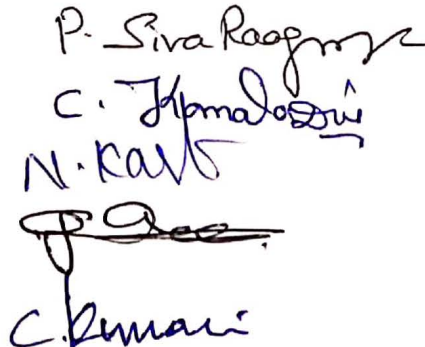
Principal

Principal

Smt. N.R.S.Govt. College for Women
GHITTOOR-517002.(A.P.).

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)



Circular

Date: 28th Aug, 2023.

Subject: Constitution of Grievance Redressal Committee

Dear Faculty and Students,

This is to inform you that a Grievance Redressal Committee has been constituted to address the concerns and grievances of students for the academic year 2023-2024. The committee has been formed by the guidelines of the institution to ensure a fair and transparent process for resolving issues that may arise during the academic session.

Composition of the Committee:

1. Committee Coordinator:

- Dr. G. Dharmamoorthy

2. Members:

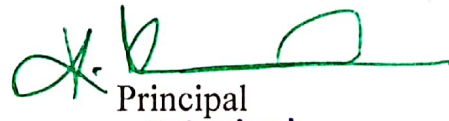
- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)

The Grievance Redressal Committee will begin its functions effective immediately and will remain active throughout the academic year. Students are encouraged to approach the committee with any grievances or issues they may encounter. The committee will strive to ensure that all grievances are heard, reviewed, and resolved promptly and impartially.

For any queries related to grievances or the functioning of the Grievance Redressal Committee, please contact the committee coordinator, Dr. G. Dharmamoorthy.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy



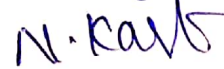
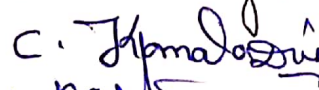
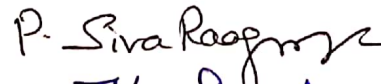
Principal

Principal

Smt. N.R.S.Govt. College for Women
GHITTOOR-517002.(A.P.).

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)



Letter
num

Chittoor
01-09-2023

From

Smt. N. P. Savithramma Degree college
Chittoor.

To

The principal Sir

Respected principle Sir,

Sub: To Complaint about Bathroom taps.

Sir in our College bathroom taps are not in good condition. It is not working properly. Students are suffering from this issue. So, please take any actions regarding this sir.

Thanking you,



Signature of the student

G. Tejaswini

K. Naseeba

V. Suneetha

M. Sathya Lakshmi

P. Deepika

Circular

Date: 7th September 2023

Subject: Grievance Redressal Committee Meeting

Dear Coordinator and Committee Members,

This is to inform you that a meeting of the Grievance Redressal Committee has been scheduled to discuss student grievances. The meeting will address complaints regarding taps in bathrooms and other issues raised by students.

Meeting Details:

Date: 8th September 2023

Time: 4:00 PM

Venue: Meeting Hall

Your presence and active participation are crucial to ensure a thorough discussion and effective resolution of these concerns. Please come prepared to contribute constructively to the agenda.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy



Principal

Principal

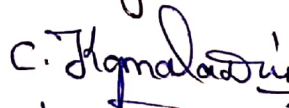
Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.)

2. Members:

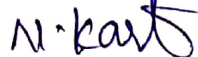
- Dr. P. Sivaragini (Department of Microbiology)



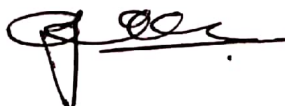
- C. Komala Devi (Department of Zoology)



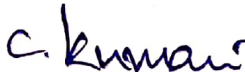
- N. Kasthuramma (Department of Commerce)



- G. Suresh (Department of Physical Education)



- C.Kumari (Department of Library Science)



Meeting Minutes

Date: 8th September 2023

Time: 4:00 PM

Location: Meeting Hall

Attendees:

- Dr. K. Manohar, Principal
- Grievance Redressal Committee Coordinator
- Grievance Redressal Committee Members

Agenda:

1. Discussion of grievances raised by the students.
2. Addressing tap problems in bathrooms and other issues.

Minutes of the Meeting:

1. Welcome and Opening Remarks:

Dr. K. Manohar, Principal, welcomed all the members of the Grievance Redressal Committee and called the meeting to order.

2. Review of Student Grievances:

- The committee reviewed the grievances submitted by the students. The primary issues discussed were:
 - Tap problems in the bathrooms.
 - Other miscellaneous issues impacting the students.

3. Discussion and Analysis:

- The committee analyzed the nature and severity of the grievances.
- Detailed discussions were held regarding the tap problems, with several members providing input on potential solutions.

4. Action Items:

- The Principal addressed the committee, emphasizing the importance of resolving the issues promptly to ensure the well-being of the students.
- Dr. K. Manohar instructed the Grievance Redressal Committee to:
 - Prioritize the resolution of the tap problems in the bathrooms.
 - Investigate and address the other issues raised by the students.
 - Provide a status report on the progress made by the next meeting.

5. Closing Remarks:

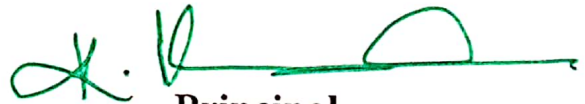
- The Principal thanked the committee members for their participation and encouraged them to work diligently towards resolving the grievances.
- The meeting was adjourned at 5:00 PM.

Next Meeting:

- To be scheduled based on the progress of the action items.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy



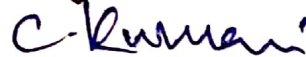
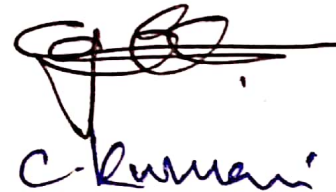
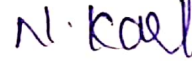
Principal

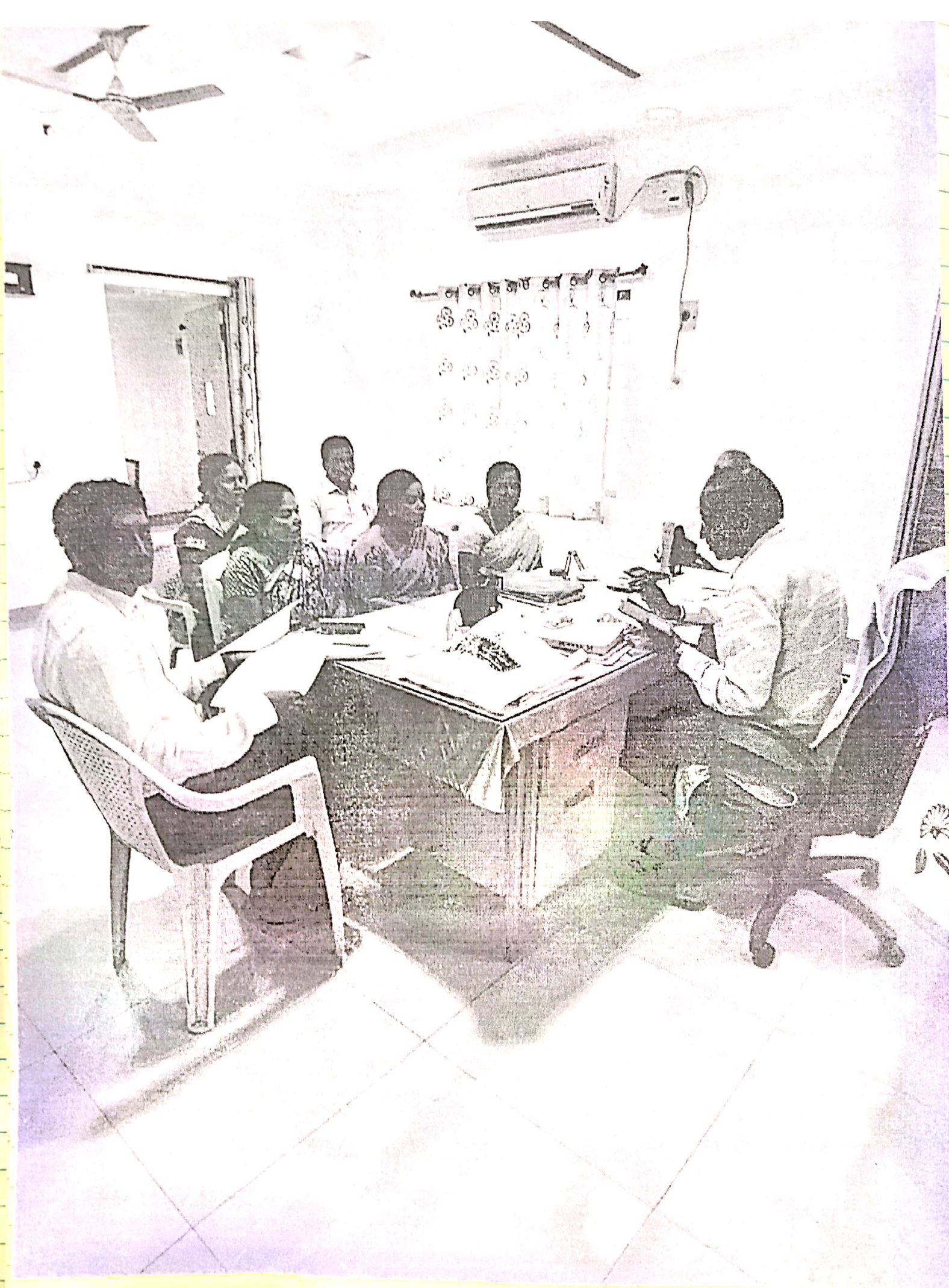
Principal

Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.).

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)





Chitthod
22-12-2023.

From

SMT. NP Savitrama womens college students.

To

Principle sir

Respected Sir

Subject :- Complinting The issue of ventilation, fans

Sir in your college we are face the problem
fans and lights are not work good condition.
So take immidiately any action Sir

Thank you Sir

Signature of the students

G. Tejaswini

S. Karthika

K. Gayathri

K. Chandana

E. Aswini

K. Naseeba

Circular

Date: 27th December 2023

Subject: Grievance Redressal Committee Meeting

Dear Coordinator and Committee Members,

This is to inform you that a meeting of the Grievance Redressal Committee has been scheduled to discuss student grievances. The meeting will address complaints regarding Fans, Lights and other issues raised by students.

Meeting Details:

Date: 28th December 2023

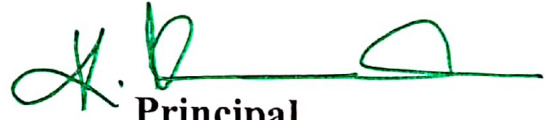
Time: 4:00 PM

Venue: Meeting Hall

Your presence and active participation are crucial to ensure a thorough discussion and effective resolution of these concerns. Please come prepared to contribute constructively to the agenda.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy



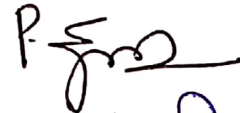
Principal

Principal

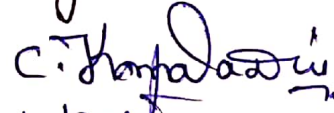
Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.).

2. Members:

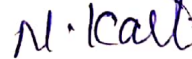
- Dr. P. Sivaragini (Department of Microbiology)



- C. Komala Devi (Department of Zoology)



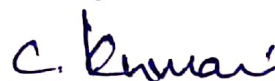
- N. Kasthuramma (Department of Commerce)



- G. Suresh (Department of Physical Education)



- C.Kumari (Department of Library Science)



Meeting Minutes

Date: 28th December 2023

Time: 4:00 PM

Location: Meeting Hall

Attendees:

- Dr. K. Manohar, Principal
- Grievance Redressal Committee Coordinator
- Grievance Redressal Committee Members

Agenda:

1. Discussion of grievances raised by the students.
2. Addressing Problems with Fans, light, and other issues.

Minutes of the Meeting:

1. Welcome and Opening Remarks:

Dr. K. Manohar, Principal, welcomed all the members of the Grievance Redressal Committee and called the meeting to order.

2. Review of Student Grievances:

◦ The committee reviewed the grievances submitted by the students. The primary issues discussed were:

- Lights and fans problems.
- Other miscellaneous issues impacting the students.

3. Discussion and Analysis:

- The committee analyzed the nature and severity of the grievances.
- Detailed discussions were held regarding the Lights and fans problems, with several members providing input on potential solutions.
- The grievances discussed in the meeting held on 8th September 2023 have been resolved

4. Action Items:

- The Principal addressed the committee, emphasizing the importance of resolving the issues promptly to ensure the well-being of the students.
- Dr. K. Manohar instructed the Grievance Redressal Committee to:
 - Prioritize the resolution of the Lights and fans problems.
 - Investigate and address the other issues raised by the students.
 - Provide a status report on the progress made by the next meeting.

5. Closing Remarks:

- The Principal thanked the committee members for their participation and encouraged them to work diligently towards resolving the grievances.

◦ The meeting was adjourned at 5:00 PM.

Next Meeting:

- To be scheduled based on the progress of the action items.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy

Principal
Principal
Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.).

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh (Department of Physical Education)
- C.Kumari (Department of Library science)

P. Sivaragini

C. Komala Devi

N. Kasthuramma

G. Suresh

C. Kumari



Requesting letter

Chittoor.
11/6/2024.

To
The principal
Smt nps government
Degree College women
Chittoor

X. V. 11/6/24

Respected madam.

we are the student of
Smt nps Degree government College women. Larva
plant is not working so we are request your
to get it repaired and provide us drinking water
kindly to the needful as soon as possible

Thanking you madam.

1. Q.S. Nouzia
2. K. Theja
3. P. Vineetha
4. K. Archana
5. T. Lahari
6. B. Charni
7. G. Mounika
8. A. Keerthi
9. P. Dhruva
10. P. Yamini
11. A. Adilakshmi
12. V. pushpa.
13. S. Rajiya
14. M. Sireesha

Circular

Date: 14th June 2024

Subject: Grievance Redressal Committee Meeting

Dear Coordinator and Committee Members,

This is to inform you that a meeting of the Grievance Redressal Committee has been scheduled to discuss student grievances. The meeting will address complaints regarding Drinking water, RO plant problems, and other issues raised by students.

Meeting Details:

Date: 15th June 2024

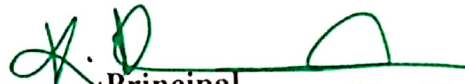
Time: 4:00 PM

Venue: Principal chamber

Your presence and active participation are crucial to ensure a thorough discussion and effective resolution of these concerns. Please come prepared to contribute constructively to the agenda.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy


Principal
Principal
14-7-24
Smt. N.P.S. Govt. College for Women
CHITTOOR-517002.(A.P.).

2. Members:

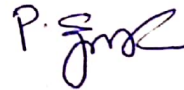
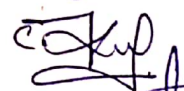
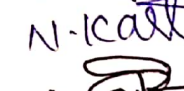
- Dr. P. Sivaragini (Department of Microbiology)

- C. Komala Devi (Department of Zoology)

- N. Kasthuramma (Department of Commerce)

- G. Suresh Babu (Department of Physical Education)

- C.Kumari (Department of Library Science)



Minutes of the Grievance Redressal Committee Meeting

Date: 15th June 2024

Time: 4:00 PM

Venue: Principal's Chamber

Attendees:

- Dr. K. Manohar, Principal
- Grievance Redressal Committee Coordinator
- Grievance Redressal Committee Members

Agenda

1. Complaints regarding drinking water
2. RO plant problems
3. Other issues raised by students

Welcome, and Opening Remarks:

Dr. K. Manohar, Principal, welcomed all the members of the Grievance Redressal Committee and called the meeting to order.

Discussion and Decisions:

1. Drinking Water Issues:

- Discussed the current problems students are facing with the drinking water facilities.

- Identified areas that need immediate attention to ensure the provision of clean and safe drinking water.

2. RO Plant Problems:

- Detailed the specific issues with the RO plant that have been reported by students.

- Principal Dr. K. Manohar approved the necessary repairs for the RO plant.

- The work was allocated to the Grievance Redressal Committee with instructions to complete it as early as possible.

3. Other Issues:

- Addressed additional grievances raised by students.
- Assigned committee members to investigate and propose solutions for these issues.

Action Items:

1. Immediate initiation of repair work on the RO plant.
2. Follow up with the maintenance team to ensure prompt resolution.
3. Continuous monitoring of drinking water quality.
4. Committee members to submit progress reports.

Next Meeting:

- The committee will convene again to review the progression of the work and discuss any further issues.

The meeting concluded with a unanimous agreement to address the concerns raised and to work towards a swift resolution.

1. Committee Coordinator:

- Dr. G. Dharmamoorthy




Principal 15-9-24
Smt. N.P.S.Govt. College for Women
CHITTOOR-517002.(A.P.).

2. Members:

- Dr. P. Sivaragini (Department of Microbiology)
- C. Komala Devi (Department of Zoology)
- N. Kasthuramma (Department of Commerce)
- G. Suresh Babu (Department of Physical Education)
- C.Kumari (Department of Library science)

