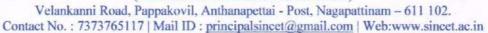


SIR ISSAC NEWTON COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi and Permanently Affiliated to Anna University, Chennai.)
(An ISO 9001:2015 Certified Institution)





13-07-2022

SINCET/GRC/CIR/04

Circular

As part of our on-going efforts to ensure a safe and conducive environment for all students, faculty, and staff, we are convening a meeting of the Grievance Redressal Committee on 14-07-2023 at 11.30 a.m.. All the committee members are advised to attend the meeting without fail.

Agenda:

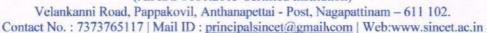
- 1. Opening Remarks and Introduction
- 2. Review of Previous Meeting Minutes
- 3. Discussion on Recent Incidents (if any)
- 4. Planning and Implementation of Preventive Measures

Principal
PRINCIPAL
Sir Issac Newton College
of Engineering and Technology
Pappakovil, Nagapattinam - 611 102



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Minutes of Meeting

Meeting Date: 14-07-2023

Meeting Time: 11.30 a.m.

Meeting Venue: Principal Room

The meeting of the Grievance Redressal Committee of the college was conducted on 14-07-2023 at 11.30 a.m. in the principal room. The meeting commenced with the principal welcoming the committee members.

Points discussed:

- It was suggested to place some more Feedback Boxes at frequently used places of all the floors. The chairman reviewed and approved.
- It was also discussed that the boxes should not be opened in the absence of Principal.
 The chairman reviewed and approved.
- It was discussed that the Grievance Redressal system must be clearly conveyed to the students. The chairman consented to conduct an awareness program shortly.

Members present:

S.no.	Name of the squad member	Profession	Associated with
01	Dr. A. KUMARAVADIVEL	Principal	Chairman
02	Mr. P. MALAISELVARAJA	HoD – Mechanical	Secretary
03	Mrs. J. SIVASANKARI	HOD - Science & Humanities	Member
04	Mr.P. NAVANEETHAKRISHNAN	HoD - ECE	Member
05	MR.N. RAGUVARAN	HoD - EEE	Member
06	Dr. G. GIFTSON SAMUEL	Research Director	Member

Principal
PRINCIPAL
Sir Issac Newton College
of Engineering and Technology
II Magapattinam - 611 102