

DON BOSCO COLLEGE (CO-ED), GUEZOU NAGAR, YELAGIRI HILLS

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Version 2.0 dated October 2021

Author: Mr Immanuel (Dean:Student Welfare)|Reviewed and Approved by: Dr S Thaddeus SDB (Principal)

The Students Grievance Redressal Committee (SGRC) is established to provide a platform for students to voice their problems and grievances related to academic and non-academic matters. SGRC looks into the complaints lodged by students and resolves them promptly and fairly. The students can approach SGRC through various modes of communication namely higrade(Student Portal), suggestion box, student welfare committee meeting or the student portal to express their grievances and suggestions regarding the academic environment and other services offered by the college. SGRC aims to create a pleasant, healthy, and disciplined atmosphere in the college and foster mutual and cordial relationships among the students, faculty, and management.

OBJECTIVES

1. To maintain a healthy working atmosphere among the students, faculty, parents, and management.
2. To address the problems and grievances of the students regarding academic and non-academic matters.
3. To ensure the dignity and rights of the students and faculty and prevent any conflict or discrimination in the college.
4. To encourage the students to express their grievances and suggestions freely and frankly, without any fear of being victimized.
5. To provide effective and impartial solutions for the students' grievances and complaints.
6. To advise the students to refrain from any agitation or violence against other students or faculty.
7. To seek feedback and suggestions from the students for improvement.
8. To strictly prohibit any form of ragging in and outside the college and handle any ragging complaints as per the anti-ragging rules.
9. To handle any women's harassment complaints as per the government rules.

COMPOSITION OF SGRC

1. Principal
2. Vice Principal (Admin)
3. Vice Principal (Academic)
4. Campus Minister
5. Dean: Students Welfare
6. Office Admin
7. Women Cell Coordinator
8. Physical Director
9. System Admin
10. Student Representative (UG-Arts)
11. Student Representative (UG-Science)

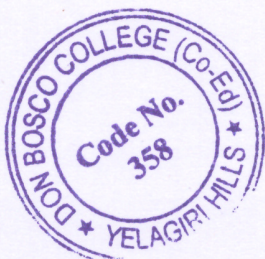
12. Student Representative (UG-Commerce & Management Studies)
13. Student Representative (PG)

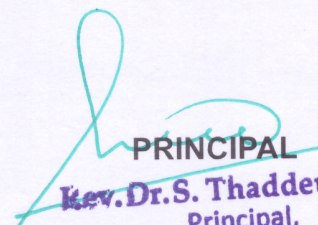
FUNCTIONS

1. SGRC has the following ways to receive student grievances through higrade(Student Portal), suggestion box, student welfare committee meeting, Head of the department, women cell, Mentor, registers and send an email to principal@dbcvelagiri.edu.in
2. The Dean of Student Welfare is responsible for collating the complaints once in a month and convening SGRC Meetings as and when required.
3. SGRC handles the cases immediately and promptly and conducts a preliminary inquiry to verify the facts and evidence. The committee provides an opportunity for the aggrieved party and the respondent to present their case and hear each other's views.
4. SGRC deliberates on the merits of the case and arrives at a fair and impartial decision, based on the rules and regulations of the institution and the relevant laws and guidelines.
5. SGRC communicates the decision and the reasons for it to the concerned parties including the management body, and suggests corrective or preventive measures if needed.
6. SGRC ensures that the students of the college respect the rights and dignity of one another and show utmost restraint and patience whenever any grievance arises.
7. SGRC ensures that there is no victimization or discrimination of the complainant or the respondent, and that the confidentiality and privacy of the parties are respected.
8. SGRC maintains a record of the grievances and their outcomes, and submits reports to the Principal at the end of every semester.
9. SGRC prepares statistical reports about the number of cases received and their outcomes and submits them to the regulatory bodies at the end of every semester.

EVIDENCES

1. Suggestion Box
2. Student Portal
3. Minutes of Student Welfare Committee Meeting
4. Grievance Ledger
5. Minutes of SGRC Meeting
6. SGRC Report (bi-annual)




PRINCIPAL
Rev. Dr. S. Thaddeus, S.T.
Principal,
Don Bosco College (Co-Ed)
Guezou Nagar, Yelagiri Hills,
Tirupattur Dist 635 85.



Don Bosco College

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dbcyelagiri.edu.in

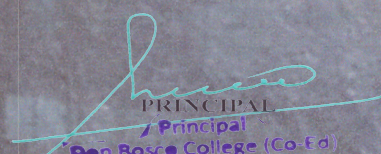
info@dbcyelagiri.edu.in

MECHANISM FOR SUBMISSION OF ONLINE/OFFLINE STUDENT GRIEVANCES



Offline Mechanism
Suggestion Box





PRINCIPAL
Don Bosco College (Co-Ed)
Guezou Nagar, Yelagiri Hills,
Tirupathur Dist. 625 853.



Online Mechanism-College Website

→ ↻ 🏠 🔍 dbcyelagiri.edu.in/pages/grievance-redressal ☆ ⬇ 📄 👤 All Bookmarks

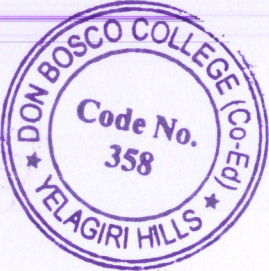
🌐 ICCP 🌐 CEETLE 👤 LMS 🎓 HiGrade+ 🏆 Placement 🕒 Career 📞 Contact 📧 Newsletter 🛡️ Anti-Ragging Cell 🗺️ Site Map

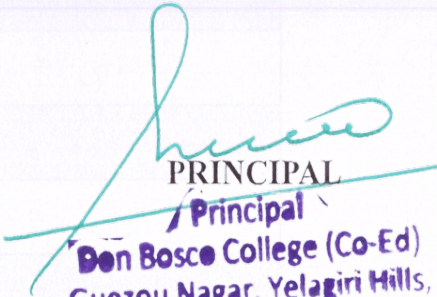
 **Don Bosco College**
Yelagiri Hills

About ▾ Committees ▾ Faculty ▾ Centres ▾ Facilities & Services ▾ Extension ▾ IQAC ▾ Publications Campus ▾

Grievance Redressal


Chairperson	Dr Thaddeus S SDB
Convener (Dean)	Mr Immanuel S
Vice Principal's	Dr Rajendran V / Mr Sam Surya S
Campus Minister	Fr Amalavanan F SDB
Women Welfare	Mrs Jayamary A
Office Admin	Mr Radha Krishnan V
Physical Director	Mr Ramkumar R




PRINCIPAL
Principal
Don Bosco College (Co-Ed)
Guezou Nagar, Yelagiri Hills,
Tirupathur Dist. 635 853.

Online Mechanism-Higrade+

→ ↺ 🏠 📄 dbcy.higrade.live/web#id=&action=4295&model=grievance.request&view_type=form&cids=1&menu_id=3018 🔍 ☆ 📄 📁 All Bookmarks

Grievance Process Faculty 📢 Current Year 2023-2024 PG College  IMMANUVEL

Grievance Requests / New

✓ Save ✕ Discard

Raised In Progress Ignored Resolved

📅 0 Meetings

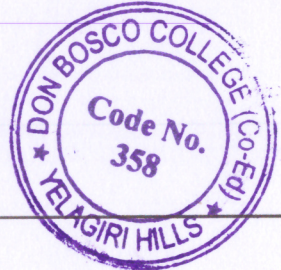
Note: While saving a Grievance Request, mail will be sent to the concerned Grievance Authority and Grievance Handler.
Kindly make sure that you want to create a Grievance Request or not.

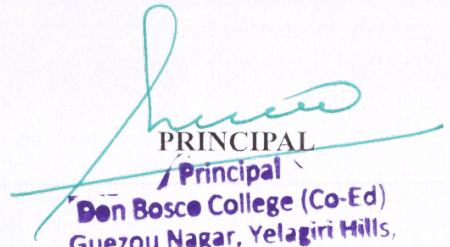
Name
SANJAY.S

Grievance Category
Staff Mr. IMMANUVEL S - Computer Science
Priority ☆☆☆

Date 18/07/2023
Upload Upload your file

Description


DON BOSCO COLLEGE (Co-Ed)
YELAGIRI HILLS
Code No. 358


PRINCIPAL
Principal
Don Bosco College (Co-Ed)
Guezou Nagar, Yelagiri Hills,
Tirupathur Dist. 635 853.



GMail Grievances

Don Bosco College <tvucoc358@gmail.com>

From 358-BA-English-April/May 2023 Result related Grievance - Reg

Don Bosco College <tvucoc358@gmail.com>
To: tvu coe <coe@tvu.edu.in>

Tue, Aug 22, 2023 at 9:21 AM

To
The Controller of Examinations,
Thiruvalluvar University,
Serkkadu, Vellore- 612115
Respected Sir,

Sub Result not published for **few paper codes** Requested -Reg.,

Greetings from Don Bosco College (Co-Ed)-358, Yelagiri Hills.

Respected Sir,

We would like to bring to your kind notice BA-English the results , but for many students the results have not been published so Please look into the issue, sort out and publish the result at the earliest for betterment of the students.

Note: For your reference we enclosed the xls sheet.

Thanking you

Yours truly,

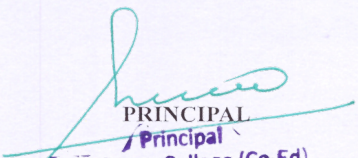
Sd/

Principal



Theory Pending Results - ENGLISH-358-Don Bosco College.xlsx
29K




PRINCIPAL
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Guezou Nagar, Yelagiri Hills,
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