

**MAR GREGORIOS COLLEGE OF ARTS & SCIENCE**

**GRIEVANCE REDRESSAL MECHANISM**

**ACTION TAKEN REPORT (ATR)**

**ACADEMIC YEAR 2017-18**

<b>Sl. NO</b>	<b>GRIEVANCES</b>	<b>ADDRESSED</b>
1	Sweeping work not done properly in the second floor in new building	Informed office superintendent to monitor the sweeping work to be properly done
2	No proper water supply in the wash basins	Informed office superintendent to monitor the adequate supply of water in the wash basins
3	Slow running of fan in room number 405	Replaced new fans in room number 405
4	More number of chairs to be needed for MSW department	Chairs provided to MSW students
5	It was discussed in the meeting to allocate name boards for all the classrooms and in all chambers	Efforts taken and placed name boards for all the classrooms and in all chambers
6	Complaints raised that server is not working for three days	Informed system administrator to look after and rectify it
7	Lack of board facilities in M.Com	Informed chief superintendent to arrange for board facilities
8	It was discussed and expressed the inadequate availability of lounge area for girls.	The management of the college took initiative for the provision of lounge area for girl students
9	Girls students to provide for sanitary napkins through vending machines	Installed vending machines in girls rest room
10	Expressed to involve more number of girls students for indoor games	Physical director took initiative to have more number of indoor game activities

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**ACTION TAKEN REPORT (ATR)**

**ACADEMIC YEAR 2018-19**

<b>Sl. NO</b>	<b>GRIEVANCES</b>	<b>ADDRESSED</b>
1	Students expressed their grievances to increase the number of days for educational tour	The management has decided to grant permission depends upon the need of the trip
2	It was discussed and expressed that OD can be given to the students who are undertaking training from the companies if it is required	HOD's can consider OD with the permission from the principal for the training students if it is required
3	Students expressed their views to introduce more number of clubs in the college campus	Added more number of clubs
4	Students expressed their views to lend necessary number of books during university examinations	It is decided in the core committee meeting to provide necessary books to the needy students during university examinations with the permission of principal
5	Proper timing to be allotted for the students of Shift –I and II to take Xerox from the study material	Proper initiatives taken to give different timings of Shift –I and Shift –II students, worked on it and timing mentioned in notice board
6	Students expressed to have more number of newly edited competitive books in the library	Competitive books such as GATE, TANCET, TNPSC purchased in the library for the benefit of students
7	Students expressed their views that some of the students were depressed after the declaration of university results, in order to motivate and encourage the students in academics we are giving proper counseling and guidance to such students to come out of such depression	Good counseling were provided to the depressed students with the help of our college counsellor.
8	College council members have given their opinion and discussion on the availability of books in the library and instructed the library in-charge to take necessary steps to make more number of books available to the students in the library	Library in-charge scrutinized the availability of books and purchased more number of books
9	It was expressed by the students during returning of books, there arises lot of issues because the whole college students are coming on the same day to return the books such things can be avoided and allot department wise return	Department wise book return facility made available according to the convenience of the students

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**ACTION TAKEN REPORT (ATR)**

**ACADEMIC YEAR 2019-20**

<b>Sl. NO</b>	<b>GRIEVANCES</b>	<b>ADDRESSED</b>
1	Students expressed their grievance that refreshments can be given to all the participants	Provided cool drinks and biscuits to all the participants
2	Students expressed their grievance to have a covered park area for the two wheelers	The management decided to provide covered park area for two wheelers
3	It was discussed in the meeting the necessity of more number of drawing tables for visual communication department	Purchased more number of drawing tables for visual communication department in room number T21
4	It was discussed in the meeting during university examinations it is mandatory for all the students taking exams must come in formal dress code	Strictly monitored the dress code for students
5	Students expressed their grievance not to collect fine for the late comers	Instead of collecting fine, late comers were asked to wait inside the library
6	It was also discussed in the meeting all the student representative association members namely English, Tamil etc., to actively conduct many programs for the welfare of the associations	All the associations started actively conducting various programs for their associations