



St. Xavier's Catholic College of Engineering  
(Autonomous)  
Chunkankadai, Nagerecoil – 629003

5629

**CIRCULAR**

**Sub: SXCCE –Grievance Redressal Committee –meeting- Reg.**

Grievance Redressal committee meeting is arranged on 18<sup>th</sup> December, 2024 at 3:00 pm at Board room.

**Agenda:**

1. To present the minutes of previous meeting and action taken.
2. To review the Grievances received in this period & action taken.
3. Other matters (General Discussion)

All the members of the committee are requested to attend the meeting without fail.

6/10/24  
"PRINCIPAL"

To  
Members

# St.Xavier's Catholic College of Engineering

## Grievance Cell Meeting

Venue: Board Room

Time: 3.00pm

Date: 18-11-2024

S.No	Name	Designation / Department	Position	Signature
1.	Dr.J.Maheswaran	Principal	Chair person	<i>Dr.J.Maheswaran</i> 18-11-2024
2.	Dr.V.Christus Jeya Singh	Vice Principal	Dean, Student affairs	<i>Dr.V.Christus Jeya Singh</i>
3.	Dr.A.Suhasini	AP/H&Sc	Secretary	<i>Dr.A.Suhasini</i>
4.	Dr.Jain B Marshal	AP/EEE	Secretary	<i>Jain B Marshal</i>
5.	Dr.M.Jeyasutha	AP/MCA	Member	<i>Dr.M.Jeyasutha</i>
6.	Mrs.V.Femila Savio	AP/ECE	Member	<i>Mrs.V.Femila Savio</i>
7.	Mr.L.G.Agnel Livingston	AP/CSE	Member	<i>Mr.L.G.Agnel Livingston</i> 18/11/2024
8.	Mrs.S.Shiela Balanta	AP/Civil	Member	<i>Mrs.S.Shiela Balanta</i>
9.	Mrs.G.GeoJenefer	AP/IT	Member	<i>Mrs.G.GeoJenefer</i>
10.	Mr.Anitto JX	AP/Mech	Member	
11.	Mrs.S.Josephin Kala	AP/MBA	Member	<i>Mrs.S.Josephin Kala</i>
12.	Mrs.Mary Jansi Rani Y	AP/AI&DS	Member	<i>Mrs.Mary Jansi Rani Y</i>

### Special Invitee

Fr. S. Godwin Seiva Jaspus CORRESPONDENT

*Fr. S. Godwin Seiva Jaspus*  
18/11/2024

**St. Xavier's Catholic College of Engineering  
(AUTONOMOUS)  
Nagercoil- 629003**  
**Grievance Redressal Committee Meeting-I, 2024-'25**

**Date:** 18-11-2024

**Venue:** Board Room

**Time:** 3.00 pm

**Members present:** Enclosed

**Agenda:**

1. To present the minutes of previous meeting and action taken.
2. To review the Grievances received in this period & action taken.
3. Other matters (General Discussion)

The Principal welcomed all the members

**Agenda: 1** Minutes of previous meeting & action taken

<b>Sl.No</b>	<b>Matters</b>	<b>Action taken</b>
1.	The MBA block has more monkeys that make hazard to the external examiners as well.	The MBA building is completely open, allowing the monkeys to shelter in the exposed areas. Controlling monkeys' access to the block is therefore quite challenging. Told the forest department, but they didn't reply.
2.	In ECE block dogs are roaming more, they follow the two wheeler driving people.	Action will be taken soon.
3.	Class rooms are not cleaned properly.	Hygienic supervisor is instructed to inform the workers for cleaning the class rooms neatly.
4.	Food wastes are not segregated by the students, because three separate drums are nowadays not available.	Will be informed to the hygienic departments.

**Agenda 2: Grievances received in this period& action taken:**

Six grievances were received from the boxes. One website complaint also received from july 2024 to till now.

Sl.No	Grievances	Action taken
1.	Long-distance students are requesting that the college hours can be from 9 am to 4 pm in order to get home early.	Now the college timing for students is 9 am to 12.15 pm and 1 pm to 4.15 pm. To fulfill the requirements of contact periods and credits, it is must to have the minimum working hours from 9am – 4.15pm for students.
2.	In order to catch the buses and reach home earlier, parents and students are asking that the improvement exam time can be from 4 pm to 5 pm.	Coaching classes are conducted for failures in IAT. 4.15 pm to 4.45 pm – coaching 4.45 pm to 5.45pm - writing Once they complete the answers, they can leave.
3.	Change the water filter in the college because recently there was a lizard inside the water filter. Being conscious on the students health, change the water filters and replace it with new water filter in each department.	Location is not given. Discussed with Estate Officer, he told that entry of lizard is not possible into filter since it has tight cap. Change of filter and cleaning is done by the plumber periodically.
4.	Requesting for no change in the bus in the existing routes rather upset.	In order to reduce the strength and to cover few more areas, change in routes is made based on the representation of students & parents.
5.	Not all the systems in the Simulation lab are functioning.	Out of 55 systems, 9 systems with i5 configuration, 15 with i3 and remaining with Dual/quad core specifications, Recently we procured 15 new i5 systems. III yr EEE students (32 number) and IV yr EEE (49 number) are using this lab. In addition the students are permitted to use

		adjacent renewable energy lab, which is having 15 number of i5 systems.
6.	To wear chappals along with color dress on Friday.	Explained the girl student about the policy of dress code and the concerned girl convinced.

**Website Grievance:**
**GRIEVANCE FROM THE WEBSITE**

102403

 Others 23-09-  
2024  
17:49

Respected Sir/Madam, We, the parents of Aashish AR, are writing to address the unjust suspension imposed on our son for using a mobile phone during the college-organized Freshers' Day event. The event was attended by students and parents, and the video was recorded with our consent. No prior communication regarding mobile restrictions was given. We request the immediate termination of the suspension. We wish to resolve this matter internally. If no resolution is reached, we will escalate t

**Action**

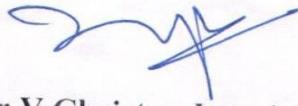
Three boys of Iyr UG created, edited and uploaded a trolling video in Instagram mocking our Iyr UG inauguration ceremony which degraded the brand and image of the institution. For this, they were suspended and after preliminary enquiry they were handed over to the parents explaining the mistake committed by them. Other two parents accepted their wards mistake. The mother of Aashish.A.R, didn't accept the suspension and requested to cancel the suspension. Her request was denied and explained the seriousness of the mistake. She has requested for TC for her son and she was issued with TC of her son after completing the formalities.

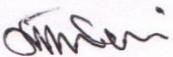
### **Agenda 3: Other matters (General discussion)**

- It is recommended that grievances from the class committee be discussed at the GRC subcommittee meeting.
- It is advised to keep applying hand sanitizer in automated machines throughout the institution.
- It is observed that the waiting hall for girls is not kept clean properly; the windows are closed and there is no light coming in.
- It is proposed that the ultrasonic devices aid in regulating monkeys' access to the campus.

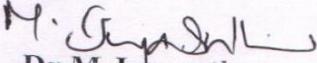
The Principal thanked all the members and the meeting came to an end at 4.05pm.

  
**Dr.J.Maheswaran**  
(Principal)

  
**Dr.V.Christus Jayasingh**  
(Vice Principal)

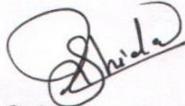
  
**Dr.A.Suhasini**  
(AP/H&Sc Secretary)

  
**Dr.Jain B Marshal**  
(AP/EEE Secretary)

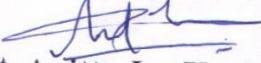
  
**Dr.M.Jeyasutha**  
(AP/MCA, Member)

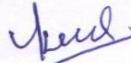
  
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