



CHRIST THE KING ENGINEERING COLLEGE

Karamadai, Coimbatore - 641104

[Approved by AICTE, New Delhi & Affiliated to Anna University Chennai]

Ph: +91 91500 76729

Email: principal@ckec.ac.in

Web: www.ckec.ac.in

Ref.: CKEC/Griev-Redr/2022-2023/02

Date: 17.07.2022

CIRCULAR

A Meeting for the Members of **Students Grievance cum Redressal Committee** will be held on 18.7.2023(Tuesday) at 4:00 p.m. in the Principal's cabin. All committee members must attend the upcoming meeting without fail. Your presence and participation are vital to ensure that we have a successful discussion and to make informed decisions. Thank you for your cooperation.

AGENDA:

- General Instruction on the duties of the committee
- Motivating students to speak up about their grievances in crucial
- To depute faculty members to identify the areas of conflict among students and propagate the strength of unity and collaboration
- To maintain secrecy about complaints of students
- Remedial actions to be taken against any grievances

S. Jeyakumar
17/7/22
CONVENER

S. Jeyakumar
PRINCIPAL
17/7/22

Copy To:

1. The Principal's file
2. All HoDs
3. File / Students Grievance cum Redressal Committee members
4. IQAC



S. Jeyakumar
Dr. MJEYAKUMAR, M.E., Ph.D
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
Coimbatore - 641 104.



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Ref.: CKEC/Griev-Redr/2022-2023/03

Date: 19.07.2022

Minutes of Meeting of The Students Grievance Cum Redressal Committee

A Meeting of the Students Grievance Cum Redressal Committee was held on 18.07.2023 (Tuesday) at 4:00 p.m. in the Principal's cabin.

The following were the proceedings of the meeting:

- The duty of the committee was explained to all members by the Chairperson Principle
- The problems expressed by the students should be conveyed to the management through proper channels for solving the issue
- The secrecy of the problem as well as the identity of the student who raised the issue should be maintained
- The remedial measures taken against complaint in any way should not harm the career of any student
- Faculty and staff on the campus also should be given the freedom to express their grievance to the cell
- The grievance box should be opened and checked every week by the cell members

With this discussions and approval of the minutes the meeting came to an end.

Sl.NO.	Name of Members	Port-folio	Designation	Signature
1.	Dr.R.Suganya	Chairperson	Assistant Professor	6381667541
2.	Mr.M.Arumuga Babu	Member	Assistant Professor	8870176442
3.	Mrs.R.Sujitha	Convener	Assistant Professor	9943169656
4.	Mrs. S. Dhanalakshmi	Member	Assistant Professor	8940000743
5.	Dr.Ismail C	Member	Others-Physician	9894098982

Sujitha
CONVENER

M. Jeyakumar
PRINCIPAL
19/7/22

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M. Jeyakumar
Dr.M.JEYAKUMAR, M.E.,Ph.D.
PRINCIPAL
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Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
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Ref:CKEC/ Griev-Redr /2022-2023/04

Date:10.08.2022

CIRCULAR

The meeting for the members of student's grievance come redressal committee will be held on 11.08.2022 (Thursday) at 04:00 p.m. in the principle's cabin. All committee members must attend the upcoming meeting without fail. Your presence is crucial for effective collaboration and decision-making. Thank you for your cooperation.



CONVENER


PRINCIPAL

Copy to:

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2. All Hod's
3. IQAC




DR.M.JEYAKUMAR, M.E..Ph.D.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
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Ref:CKEC/ Griev-Redr /2022-2023/05

Date:12.08.2022

Meeting Of The Minutes Of Students Grievance Cum Redressal Committee

[Action taken report]

The meeting for the members of student's grievance come redressal committee was conducted on 11.08.2022 (Thursday) at 04:00 p.m. in the principle's cabin.

The following were the proceedings of the meeting.

As per the grievances received from the students through the suggestion box,

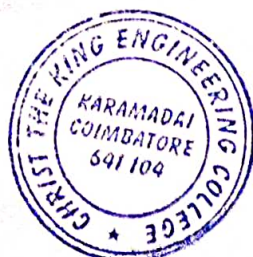
- In the second floor of St. Xavier block, the tap of the water doctor was broken
- In first floor, the latches of the first two toilets were broken

The following actions were taken for the grievances:

Sl.No	Grievance received through suggestion box	Action taken
1.	In the second floor of St. Xavier block, the tap of the water doctor was broken	The electricians attended the problem and new tabs were fitted
2.	In first floor, the latches of the first two toilets were broken	Taps in the students toilets were repaired and functioning well

[Signature]
12/8/22
CONVENER

[Signature]
12/8/22
PRINCIPAL



[Signature]
DR.M.JEYAKUMAR, M.E.P.E.O
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
Coimbatore - 641 104.

25/07/22

From

Jemini Karan. B
Christ the King engineering college
Karamadai

To

The Principal
Christ the King engineering college
Karamadai

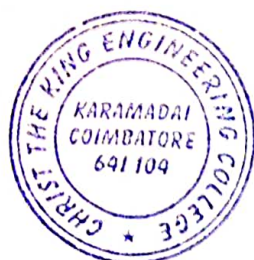
Respected Sir

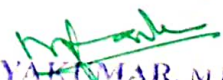
sub. To repair the restroom latches.

As I would like to inform you that the latches of the restroom doors in the first floor are broken and there is a leakage in one of the taps. We therefore request you to kindly repair the doors and the taps kindly do the needful.

Thanking you

Yours obediently
Jemini Karan. B




Dr. M. JEYAKUMAR, M.E., Ph.D.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE
Chikkarsampalavem Village,
Karamadai, Mettupalayem Taluk,
Coimbatore - 641 104.

From

07/08/2022

Divya.R,

Christ the King Engineering college,
Karamadai.

to

the Principal,
Christ the King Engineering college,
Karamadai.

Respected Sir,

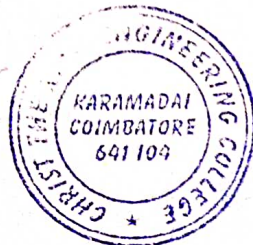
Sub:- Insufficient water supply on the
second floor

Most humbly I want to inform
you that these days we are not
getting sufficient water to drink. Our
second floor of St. Xavier block. The
pressure of tap water is so low
at the same time it was broken.
The result is that we all mostly
remain thirsty during recess.

We therefore, request you to kindly
order a booster pump installation to
end the inconvenience to all of us
Thanking you



Divya



Yours Obediently, *Divya*
D.M. Jeyakumar, M.E., P.E.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE
Chikkaramalayam Village,
Karamadai, Mettupalayam Taluk,
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Web: www.ckec.ac.in

Ref:CKEC/ Griev-Redr /2022-2023/06

Date:14.11.2022

CIRCULAR

The meeting for the members of student's grievance come redressal committee will be held 15.11.2022(Tuesday) on at 04:00 p.m. in the principle's cabin. All committee members must attend the upcoming meeting without fail. Your presence is crucial for effective collaboration and decision-making.. Thank you for your cooperation.

[Handwritten signature]
CONVENER

[Handwritten signature]
PRINCIPAL
[Handwritten signature]

Copy to:

1. The Principal's file
2. All Hod's
3. IQAC



[Handwritten signature]
Dr.M.JEYAKUMAR, M.E..Ph.D.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
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Ref:CKEC/ Griev-Redr /2022-2023/07

Date:16.11.2022

Meeting Of The Minutes Of Students Grievance Cum Redressal Committee

[Action taken report]

The meeting for the members of student's grievance come redressal committee was conducted on 15.11.2022(Tuesday) at 04:00 p.m. in the principle's cabin.

The following were the proceedings of the meeting.

- In the Drawing Hall, tube light is not functioning
- In the Lecture Hall 301, Fans are working at slow speed
- In the Lecture Hall 202 , dustbin was broken
- In canteen.extra benches are requested

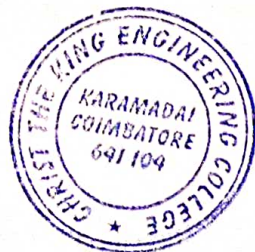
As per the grievances received from the students through the suggestion box,

The following actions were taken for the grievances:

Sl.No	Grievance received through suggestion box	Action taken
1.	In the Drawing Hall, tube light is not functioning	The electricians attended the problem and new tube light was fitted
2.	In the Lecture Hall 301, Fans are working at slow speed	The electricians attended the problem fans were repaired and functioning well
3.	In the Lecture Hall 202 , dustbin was broken	New dustbin was given
4.	In canteen, extra benches are requested	Extra benches were built in the canteen

S. J. Jeyakumar
16/11/22
CONVENER

D. M. Jeyakumar
PRINCIPAL
16/11/22



D. M. Jeyakumar
D.M.JEYAKUMAR, M.E.,P.E.D.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
Coimbatore - 641 104.

Akash. P

IInd year - Mech.

Christ the King Engineering College.

Karamadai.

17/10/2022.

The principal.

Christ the King Engineering College.

Karamadai.

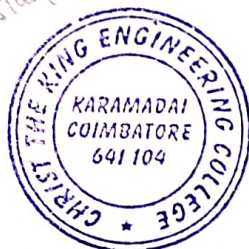
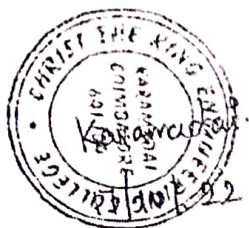
Respected Sir:

sub: Request for speed adjustment of fans in
Lecture hall 301.


I am writing to inform you that the fans in
Lecture Hall 301 are operating at a slow
speed, causing discomfort to students and faculty.
Adequate ventilation is essential for a conducive
learning environment, especially in warm weather.

Please adjust the fan speeds at your earliest
convenience to improve the situation.

Thanking you...



Sincerely:


D.M. JEYAKUMAR, M.E., Ph.D.
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
Chikkarampalayam Village,
Karamadai, Mettupalayam Taluk,
Coimbatore - 641 104.

Karuppaiya K
IInd year - Mech
Christ the King Engineering College
Karamadai.

6/10/2022

The Principal
Christ the King Engineering College
Karamadai.

Respected Sir,

Sub: Request for Repair of non-Functional Tubelight
in Drawing hall.

I am writing to bring to your attention an issue regarding the lighting in the drawing hall. The tubelight in the hall has not been functioning for the past week. As a result, students facing significant difficulties during drawing session, which require adequate lighting for precision and accuracy.

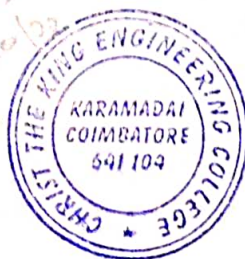
We kindly request the necessary maintenance be carried out at the earliest convenience to repair the faulty tubelight.

Thank you for your attention to this matter.
We appreciate your prompt action in resolving this issue.



6/10/2022

Karamadai.



Sincerely,
Karuppaiya K.

D. M. MEYAKUMAR, M.E., Ph.D
PRINCIPAL
CHRIST THE KING ENGINEERING COLLEGE,
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Web: www.ckec.ac.in

Ref:CKEC/ Griev-Redr /2022-2023/08

Date:14.03.2023

CIRCULAR

A Meeting for the Members of Students Grievance cum Redressal Committee will be held on 15-03-2023 (Wednesday) at 4.00 p.m. in the Principal's cabin. All committee members must attend the upcoming meeting without fail. Your presence and participation are vital to ensure that we have a successful discussion and make informed decisions. Thank you for your cooperation.

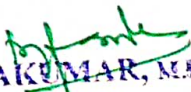

14/3/23
CONVENER


PRINCIPAL
14/3/23

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Dr.M.JEYAKUMAR, M.E.,Ph.D.
PRINCIPAL
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Ref:CKEC/ Griev-Redr /2022-2023/09

Date:16.03.2023

MINUTES OF THE MEETING OF STUDENTS GRIEVANCE CUM REDRESSAL COMMITTEE

(Action taken report)

A meeting of the Students Grievance cum Redressal Cell Committee was held on 15.03.2023(Wednesday) at 4.30 p.m. in the principal's cabin.

The following were the proceedings of the students:

As per the grievances received from the students through the complaint box, the following were expressed:

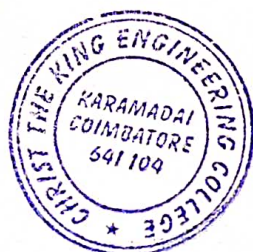
1. On the LH205, one ceiling fan is not working.
2. The door lock is broken in the LH208
3. The desk is broken and needs repair in LH101.

The action taken report for the above grievances:

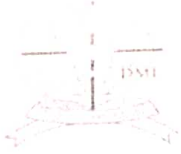
Sl. No.	Grievances Received through the complaint box opened	Action Taken
1.	On the LH205, one ceiling fan is not working.	The ceiling fan was repaired and functioning well now.
2.	The door lock is broken in the LH208	The new latch was fixed and rectified.
3.	The desk is broken and needs repair in LH101.	The desk was repaired.


CONVENER


PRINCIPAL
16/3/23




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Ref:CKEC/ Griev-Redr /2022-2023/10

Date:16.05.2023

STUDENT'S GRIEVANCE CUM REDRESSAL COMMITTEE

GRIEVANCES APPEALED

Duration	No of Grievance appealed	No of Grievance redressed	Average time for grievance redressal in no.of days
Jul 2022 to Aug 2022	2	2	1
Sep 2022 to Nov 2022	4	4	2-3
Dec 2022 to May 2023	3	3	2-3

[Signature]
PRINCIPAL
16/5/23



[Signature]
D.M.JEYAKUMAR, M.E..Ph.D
PRINCIPAL
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Chikkarampalayam Village,
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