



Kanya Maha Vidyalaya
(The Heritage Autonomous Institution)
MINUTES OF THE MEETING OF STUDENTS
GRIEVANCE REDRESSAL COMMITTEE
2022-2023

MEETING:- 1

1.	GRIEVANCE REDRESSAL MEASURES and Details of Co-Ordinators of Committee	Committee details : Chairman: Prof. (Dr.) Atima Sharma Dwivedi (Principal) Members: <ul style="list-style-type: none">• Dr. Madhumeet (Dean Student Welfare)• Mrs. Hardeep (COE)• Dr. Gurjot (Dean Admissions)• Mrs. Neeti Kapoor (General Grievances Incharge)• Dr. Neeraj Sharma (Dean Resident Life)• Mrs. Mani Khera (Member)• Ms. Tarandeep Kaur (Member)• Dr. Davinder (Member)
2.	No of Grievances reported	
3.	Action taken	
4	Grievances Represented	Action Taken
a)	Regarding cleanliness of washrooms	Cleanliness committee was instructed to keep proper record for regular cleanliness of washrooms.
b)	Regarding room allocation.	Room allocation according to time table was discussed with the time table committee.
c)	Regarding complaints of the students regarding college canteen.	The canteen in-charge was instructed to maintain cleanliness and hygiene in the college canteen.
5	Details of Conduct of committee meetings and Minutes there of	Grievance Redressal Meeting was conducted on 14-09-2022 The meeting was begun at 1:00 pm at Principal's office. With the invocation of the Almighty God, the meeting

		<p>started.</p> <ul style="list-style-type: none">• Prof. (Dr.) Atima Sharma Dwivedi (Principal) addressed the members of the committee and welcomed them.• Cleanliness issues were addressed and Cleanliness in-charge was instructed to keep proper record for regular cleanliness of washrooms.• Specific room allocation for the students of each class was discussed and time table was discussed with the time table committee.• Complaints of the students regarding college canteen were discussed and the canteen in-charge was instructed to maintain cleanliness and hygiene in the college canteen.
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MEETING:-2

1.	<i>GRIEVANCE REDRESSAL MEASURES</i> and Details of Co-Ordinators of Committee	Committee details : Chairman: Prof. (Dr.) Atima Sharma Dwivedi (Principal) Members: <ul style="list-style-type: none">• Dr. Madhumeet (Dean Student Welfare)• Mrs. Hardeep (COE)• Dr. Gurjot (Dean Admissions)• Mrs. Neeti Kapoor (General Grievances Incharge)• Dr. Neeraj Sharma (Dean Resident Life)• Mrs. Mani Khera (Member)• Ms. Tarandeep Kaur (Member)• Dr. Davinder (Member)
2.	No of Grievances reported	
3.	Action taken	
4	Grievances Represented	Action Taken
a)	Regarding availability of dustbins.	The college provides enough dustbins for waste disposal and students were motivated in the assembly to use them.
b)	Regarding hostel mess food.	The mess food incharge was cross checked for the daily menu and its nutritional standards, personal preferences of the students.
c)	Regarding classroom cleanliness.	The cleanliness incharge was informed and instructed regarding the cleanliness of the classrooms.
d)	Regarding circulation of notice in the students groups.	The class representatives were instructed to be an active part of the student council and pass on all relevant notices in their respective classes.

e)	Grievance Redressal Meeting	Grievance redressal Meeting was conducted on 16-03-2023
5	Details of Conduct of committee meetings and Minutes there of	<p>Grievance Redressal Meeting was conducted on 16-03-2023</p> <p>The meeting was begun at 1:00 pm at Principal's office.</p> <p>With the invocation of the Almighty God, the meeting started.</p> <ul style="list-style-type: none"> • Prof. (Dr.) Atima Sharma Dwivedi (Principal) addressed the members of the committee and welcomed them. • Availability of dustbins was addressed and it was acknowledged that the college provides enough dustbins for waste disposal and students must be motivated in the assembly to use them. • Concerns regarding hostel mess food were discussed and the mess food in-charge was cross checked for the daily menu and its nutritional standards, personal preferences of the students. • Issues regarding classroom cleanliness were addressed and the cleanliness in-charge was informed and instructed regarding the cleanliness of the classrooms. • Discussion was done regarding circulation of notice in the students groups and the class representatives were instructed to be an active part of the student council and pass on all relevant notices in their respective classes.