

ST. AUGUSTINE'S COLLEGE



MANOHARPUR

WEST SINGHBHUM (JHARKHAND) PIN-833104

(A Religious Minority College)

Established by

THE DIOCESE OF CHOTANAGPUR, CHURCH OF NORTH INDIA IN 1978

Affiliated to Kolhan University & Recognised by the Govt. of Jharkhand

Mob. No.: 7781964714, 8987906424 | E-mail Id : staugustinescoll@gmail.com

Ref. No.

Date : 03/11/21

OFFICE ORDER

Considering the need of the hour it is felt that the Grievance Redressal Cell should be constituted in order to meet different types of grievances and Harassments (Physical, Sexual, Mental etc.) faced by the students on regular intervals. The Institution takes extreme care & concerns to constitute Grievance Redressal Cell with the senior members to be sensitive enough to address the problems and take steps as and when required.

Objective

The objective of Grievance Redressal Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. The objectives of the cell are

1. To Develop an organisational framework to resolve the Grievance of students.
2. To enlighten the students on their duties and responsibilities
3. To ensure a democratic environment in the campus.
4. To make the institution student friendly.
5. To solve the various personal and educational related grievances of the students
6. To ensure the Qualitative as well as Quantitative development of the institution.

The final responsibility for Grievance Redressal rests with the principal of the college.

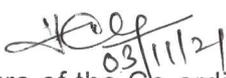
Function

To make all necessary arrangements for receiving representations / complaints / grievances / from students relating to general administration, examination and evaluation and any other problems relating to the functioning of a student in the college. The cell is constituted. The main functions of the Grievance Redressal Cell are as follows.

1. To examine the grievances.
2. To make necessary recommendations to the principal.
3. To hand over the grievances relating to examination to proper forum for redressal.
4. To redress the grievances with an immediate effect.

In case the members fail to find out any solutions then the matter is referred to the principal for final comment on the matter.

Considering the nature and depth of grievances due inquiry is made by the members of the cell and through discussion the matter is solved. If anybody is found to be guilty for any kind of nuisance he or she is given punishment with due consultation with the principal.


Signature of the Co-ordinator


Signature of the Principal
ACTING PRINCIPAL
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MANOHARPUR, W SINGHBHUM

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Ref. No.

Date : 08.11.21

The Grievance Redressal Cell is constituted consisting on the following members for the session 2021-2022 and 2022-2023. They are requested to be sensitive towards the grievances raised by the students cares should be taken to give proper justice as per the gravity of the situations.

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. S. Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

MEETING NO. 1

A meeting of Grievance Redressal Cell is held on Dt. 08.11.2021 under the chairmanship of the principal and in the presence of the members in his office chamber to discuss and sort out the grievances / complaint raised by the students.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

At the outset the Prof. S. Choudhry raised the complaint made by some students that some non-collegiate are creating disturbances in the college campus for which the study atmosphere is decorated regularly.

After through discussion on the complain raised by some students it is resolved that a disciplinary committee will be instructed to keep vigilant during college hour i.e. from 07:00 AM to 1:00 PM. So that the entry of non-collegiate can be checked. If situation found s the F.I.R will be lodged against the mischief mongers.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

Principal's Signature
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Ref. No.

Date : 28.03.22

MEETING NO. 2

A meeting of Grievance Redressal Cell is held on Dt 28.03.2022 under the chairmanship of the principal and in the presence of the members in his office chamber to discuss and sort out the grievances / complaint raised by the students.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

[Handwritten signatures and dates]
28/03/22
28/03/22
28/03/22

A member Prof. Sonal Bhuinya pointed out that some students are complaining about the no availability of requisite furniture's in the classroom.

After through dissection on the above mentioned complain regarding no availability of requisite furniture in the classroom it is resolved to purchase numbers of furniture's to provide sitting arrangement in each and every class room. The meeting is ended with vote of thanks to the chair and members present in the meeting.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

[Handwritten signature]
28/03/22
ACTING PRINCIPAL
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Ref. No.

Date : 20.07.22

MEETING NO. 3

A meeting of Grievance Redressal Cell is held on dt 20.07.2022 under the chairmanship of the principal in his office chamber to discuss and sort out the grievances raised by the students of the college.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

[Handwritten signatures and dates for members 2, 3, 4, and 5]

At the outset Prof. S. Choudhary pointed out that some students are frequently complaining about the no availability of safe drinking water in the college campus.

Another member Dr. S. Mahto apprised the cell that women students are complaining about unhygienic condition of the girls common room and insufficient space in the common room.

After through discussion on the above mentioned complains raised by the students it is resolved that a water cooler with Aqua Guard will be installed shortly to provide safe drinking water to the students. Similarly, on the second complain regarding Unhygienic and limited space of girls common room it is unanimously decided that girls students will be provided with well-furnished common room with sufficient space and hygienic Lavatory.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

[Handwritten signature of Principal]
Principal's Signature
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Ref. No.

Date : 16.11.22

MEETING NO. 4

A meeting of Grievance Redressal Cell is held on 16.11.2022 under the chairmanship of the principal in his office chamber to discuss and sort out the grievances raised by the students of the college.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

[Handwritten signatures and dates in blue ink]
16/11/22
16/11/22
16/11/22

At the outset one of the member Prof. Vikram Nag (Coordinator) raised about the no availability of Boys Common room with urinal facility.

After thorough discussion on the complains raised by the student it is unanimously decided that Boys students will be provided with well-furnished common room with sufficient space and hygienic Lavatory

The meeting is ended with vote of thanks to the chair and members present in the meeting.

[Handwritten signature of the Principal]
16/11/22

Signature of the Principal
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Ref. No.

Date : 13-03-23

MEETING NO. 5

A meeting of Grievance Redressal Cell is held on dt 13.03.2023 under the chairmanship of the principal in his office chamber to discuss and sort out the grievances raised by the students of the college.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

Handwritten signatures and dates:
13/03/23
13/03/23
13/03/23

At the outset the one member Prof. S. Bhuinya (Lect. In History) raised the complaint made by the students that the sports facilities are not satisfactory provided. so that they are debarred from getting chance to take part in different athletic competition in both college & University level.

After through discussion on the complain raised by the students it is resolved that the sports I/C and P.E.T will be instructed to make a list of sports equipment's after due consultation with the students for purchase of the same to fulfil the demand of the students.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

Handwritten signature and date:
13/03/23

Signature of the Principal

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Ref. No.

Date : 03-08-23

MEETING NO. 6

A meeting of Grievance Redressal Cell is held on dt. 03.08.2023 under the chairmanship of the principal in his office chamber to discuss and sort out the grievances raised by the students of the college.

MEMBERS PRESENT-

1. Prof. N.L. Mahto (Principal) Chairman
2. Prof. Vikram Nag (IQAC Coordinator) Member
3. Dr. Sadheshwari Mahto (Assit. Prof. In Hindi) Member
4. Prof. Surendra Choudhary (Lect. In Chemistry) Member
5. Prof. Sonal Bhuinya (Lect. In History) Member

[Handwritten signatures and dates for members 2, 3, 4, and 5]
03/08/23
03/08/23
03/08/23
03/08/23

In the meeting Prof. V. Nag (IQAC Coordinator) raised the complaint made by some students that the practical classes are not taken as per time table. Another member Dr. S. Mahto raised the complaint made by some of the students that the college canteen could not be opened till today for which they are facing acute problem.

through discussion on the complains raised by the students it is resolved that the HODs are directed to make the practical possible measures, so that the practical classes of each and every department can be taken regularly as per time table.

Similarly, on the second complain regarding the Canteen raised by some students it is resolved that before the commencement of the coming session new Canteen facilities will be provided for all staff and Students.

The meeting is ended with vote of thanks to the chair and members present in the meeting.

[Handwritten signature of the Acting Principal]
ACTING PRINCIPAL
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