



SOUTH EAST ASIAN EDUCATION TRUST (R) S.E.A. College of Engineering & Technology

(Approved by All India Council for Technical Education (AICTE), New Delhi)
Affiliated to Visvesvaraya Technological University (VTU), Belagavi, Recognised by Government of Karnataka)

Ref.

Date... 28/4/2022

GRIEVANCE REDRESSAL CELL COMMITTEE REPORT

ACADEMIC YEAR 2021-22

Introduction

As suggested by University Grants Commission, New Delhi, the College has established a Grievance Redressal Cell, to provide a mechanism for redressed of students' grievances and ensure the transparency in admission, and prevention of unfair practices, etc. The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge of Grievance Redressal Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at near Principal cabin. Grievances may also be sent through e-mail to the officer in- charge of Student's Grievance Cell.

Objective:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Cell should be constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring free atmosphere in the College through promoting cordial Student-student and Student-Teacher relationship etc.
- Encouraging the Students to express their grievances I problems freely and frankly, without any fear of being victimized.
- Suggestion (or) complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics & Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters: -

- Academic Matters: Related to timely issue of duplicate Mark sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

- The cases will be attended promptly on receipt of written grievances from the students the cell formally will review all cases and will act accordingly as per the Management policy.
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Follow up & covering:

- Grievance Redressal Cell shall coordinate, cover and insure redressal within the requested time (maximum 10 days).
- Depending up on the soborness of grievance the Grievance Redressal Cell will follow them up regularly till their final disposal.

Exclusion:

Student Grievance Cell shall not entertain following issues.

1. Decisions of the Academic Council / Board of studies and other academic / administrative committees constituted by the college.
2. Decisions with regard to award of scholarships / fee concessions / awards / medals.
3. Decisions made by college under the Discipline Rules and Misconduct.

4. Decisions of the college in admissions of my courses.

5. Decisions of the competent authority on assessment and examination result.

Committee Members:

The following are the Grievance Redressal Cell committee members for the academic year 2021-22.

Sl No	Name	Designation
1.	Dr. B. Venkatanarayana	Conveyor
2.	Mr. Ramesh S Bhujari, Basic Science	Member
3.	Mrs. Revathi K, ECE	Member
4.	Mr. M. Balakrishna, Maths	Member
5.	Mrs. Gayathri. N, ISE	Member
6.	Dr. Suresha P, ME	Member

Meeting Dates:

The members of the committee met on the below dates to discuss various problems faced by our students and find the solution for the same.

Sl. No	Dates of Meeting	Venue
1	22/04/2022	Principal Chamber
2	25/01/2022	Principal Chamber
3	26/10/2022	Principal Chamber
4	22/07/2021	Principal Chamber
5	24/04/2021	Principal Chamber
6	28/01/2021	Principal Chamber

Consolidated Issues Discussed and Action Taken Report:

Sl No	Problems Identified	Action Taken
1.	Attendance to Students attending Sports, Cultural Activities and NCC programs.	Attendance will be provided to those students attending sports, cultural and NCC programs after submission of relevant documents.
2.	Vehicle Parking in One Area for faculties.	Vehicle parking area for faculties alone will be finalized after discussion with management.

3.	Industrial Visits to Students	HOD's of concerned department are informed to conduct atleast one industrial visits in each academic year.
4.	Extra Classes for slow learners	HOD's are informed to include extra classes for difficult subjects in the time table and make sure all the slow learning students are attending the same.
5.	Misbehavior of students with security personnel's and smoking inside college campus.	Students who are found misbehaving with security personnel's or smoking inside campus will be suspended from classes for duration of one month.
6.	Mal Practices in University Exams	Implementation of measures to prevent mal practicing by students in university exam and strict action as per university norms against student caught doing mal practice in university exam.

Approval Details:

Approval Authority	Committee Members
Administrator	Principal
Approved on	28-04-2022

Principal, SEACET



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Ref.

Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/04


CIRCULAR

Date: 21 -04-2022

The Grievance Redressal Committee members are hereby informed to attend the meeting on 22-04-2022 at 10.30am in Principal chamber to address the issues.

Agenda:

- To ensure the actions to resolve the issues mentioned in the previous meeting
- To discuss on the recent grievances.


Convener
College of Engineering & Technology
Ekta Nagar, Basavanapura, Virgonagar Post
BANGALORE - 560 049



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Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/03

MINUTES OF MEETING

Venue: Principal Chamber

Date: 22-04-2022

Time: 10.30 A.M

The following members were present in the meeting

S.No	Name	Designation
1	Dr. B. Venkatanarayana (Principal)	Convener
2	Mr. Ramesh Bujari, Basic Science	Member
3	Mrs. Revathi K, ECE	Member
4	Mr. M. Balakrishna, Maths	Member
5	Mrs. Gayathri. N. ISE	Member
6	Dr.Suresha P, ME	Member

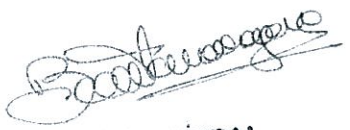
Points Discussed

- Discussed on issues addressed in the previous meeting.
- Availability of drinking water in all floors.
- Maintenance of washrooms.

Action Taken

The Convener informed the house keeping to ensure the availability of water in all the floors and to maintain the washrooms clean and it must be strictly followed.

It was decided to conduct next meeting on July 2022.


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Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/03

CIRCULAR

Date: 24-01-2022

The Grievance Redressal Committee members are hereby informed to attend the meeting on 25-01-2022 at 10.30am in Principal chamber to address the issues.

Agenda:

- To ensure the actions to resolve the issues mentioned in the previous meeting
- To discuss on the recent grievances.

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GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/03

MINUTES OF MEETING

Date: 25-01-2022

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

S.No	Name	Designation
1	Dr. B. Venkatanarayana (Principal)	Convener
2	Mr. Ramesh Bujari, Basic Science	Member
3	Mrs. Revathi K, ECE	Member
4	Mr. M. Balakrishna, Maths	Member
5	Mrs. Gayathri. N. ISE	Member
6	Dr. Suresha P, ME	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Consideration of attendance for students participating in cultural activities like sports/NCC students.
- Request for vehicle parking in one area.

Action Taken

It has been decided to conduct academic meeting and to take decision regarding attendance and also to discuss with management to finalize an area for vehicle parking.

It was decided to conduct next meeting on April 2022.

[Signature]
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Ref.

Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/02

CIRCULAR

Date: 25-10-2021

The Grievance Redressal Committee members are hereby informed to attend the meeting on 26-10-2021 at 10.30am in Principal chamber to address the issues.

Agenda:

- To ensure the actions to resolve the issues mentioned in the previous meeting
- To discuss on the recent grievances.


PRINCIPAL
SEA College of Engineering & Technology
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Ref.

Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/02

MINUTES OF MEETING

Date: 26-10-2021

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

S.No	Name	Designation
1	Dr. B. Venkatanarayana (Principal)	Convener
2	Mr. Ramesh Bujari, Basic Science	Member
3	Mrs. Revathi K, ECE	Member
4	Mr. M. Balakrishna, Maths	Member
5	Mrs. Gayathri. N. ISE	Member
6	Dr.Suresha P, ME	Member

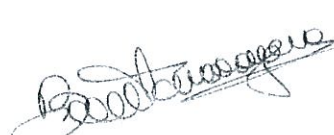
Points Discussed

- Discussed on issues addressed in the previous meeting.
- Request industrial visits.
- Maintenance of classrooms like fans and lights.

Action Taken

The Convener informed the Concerned HODs to organize Industrial visit and also informed the electrician to look after all the electricity repair works of all the classrooms and staffrooms.

It was decided to conduct next meeting on January 2022.


Principal
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Ref.

Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/01

CIRCULAR

Date: 21-07-2021

The Grievance Redressal Committee members are hereby informed to attend the meeting on 22-07-2021 at 10.30am in Principal chamber to address the issues.

Agenda:

- To ensure the actions to resolve the issues mentioned in the previous meeting
- To discuss on the recent grievances.

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Ref.

Date.....

GRIEVANCE REDRESSAL COMMITTEE

Ref: GRC/Meeting/2021/01

MINUTES OF MEETING

Date: 22-07-2021

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

S.No	Name	Designation
1	Dr. B. Venkatanarayana (Principal)	Convener
2	Mr. Ramesh Bujari, Basic Science	Member
3	Mrs. Revathi K, ECE	Member
4	Mr. M. Balakrishna, Maths	Member
5	Mrs. Gayathri. N. ISE	Member
6	Dr.Suresha P, ME	Member


Points Discussed

- Discussed on issues addressed in the previous meeting.
- To conduct extra classes for the slow learners .
- To provide more reference books in the library.

Action Taken

It has been decided to conduct extra classes and informed all HODs to plan accordingly and informed the librarian to get books referred for all subjects.

It was decided to conduct next meeting on October 2021.


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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/04

CIRCULAR

Date: 23-04-2021

The Grievance Redressal Committee members are hereby informed to attend the meeting on 24-04-2021 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances

[Handwritten Signature]
23/04/2021

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SEA College of Engineering & Technology
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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/04

MINUTES OF MEETING

Date: 24-04-2021

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1.	Dr. B. Venkatanarayana	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5.	Dr. Sonu Nagori, MBA	Member
6.	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Misbehavior of students in the campus was complained by the securities.
- Smoking inside campus was discussed by the faculties.

Action Taken

It has been decided to take strict action against the students who misbehaved inside the campus and students will be suspended for one month if found smoking inside the campus.

It was decided to conduct next meeting on July 2021.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/03

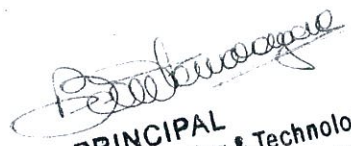
CIRCULAR

Date: 27-01-2021

The Grievance Redressal Committee members are hereby informed to attend the meeting on
28-01-2021 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.


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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/03

Date: 28-01-2021

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1.	Dr. B. Venkatanarayana	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5.	Dr. Sonu Nagori, MBA	Member
6.	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Shortage of staffs in the department

Action Taken

It was decided to discuss with the management for the recruitment process.

It was decided to conduct next meeting on April 2021.


PRINCIPAL

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/02

CIRCULAR

Date: 22-10-2020

The Grievance Redressal Committee members are hereby informed to attend the meeting on 23-10-2021 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.


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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/02

Date: 23-10-2020

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1.	Dr. E. Venkatanarayana	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5.	Dr. Sonu Nagori, MBA	Member
6.	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Mal practices in exams.

Action Taken

It has been decided to take strict action against the students done malpractice during exams and steps to prevent malpractices was implemented.

It was decided to conduct next meeting on April 2021.


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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/01

CIRCULAR

Date: 25-07-2020

The Grievance Redressal Committee members are hereby informed to attend the meeting on 27-07-2020 at 10.30 AM in Principal chamber to address the issues.

Agenda:

To ensure the actions to resolve the issues mentioned in the previous meeting

To discuss on the recent grievances.

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GRIEVANCE REDRESSAL COMMITTEE

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Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Sonu Nagori, MBA	Member
6	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Request of Canteen.
- Register should be maintained in front of library for both students and staffs.

Action Taken

It has been decided to take to the notice of the management to reopen the canteen which was closed due to Covid. Also separate register to be maintained in front of library for staffs and students and informed the same to the librarian.

It was decided to conduct next meeting on October 2020.

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SEACollege of Engineering & Technology
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CIRCULAR

Date: 24-01-2020

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(Approved by All India Council for Technical Education (AICTE), New Delhi)

Affiliated to Visvesvaraya Technological University (VTU), Belagavi, Recognised by Government of Karnataka

GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/03

Date: 25-01-2020

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Sonu Nagori, MBA	Member
6	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting
- Inadequate lighting.

Action Taken

It has been decided to arrange adequate electricity supply inside the campus by the approval of the management. It was decided to conduct next meeting on April 2020.

PRINCIPAL
SEA College of Engineering & Technology
Ekta Nagar, Basavanapura, Virgonagar Post
BANGALORE - 560 049

EktaNagar, Near Ayyappanagar Circle, Devasandra Main Road, Virgonagar Post, K.R.Puram, Bangalore-560049, INDIA.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/02

CIRCULAR

Date: 23-10-2019

The Grievance Redressal Committee members are hereby informed to attend the meeting on 24-10-2019 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

PRINCIPAL
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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/92

Date: 24-10-2019

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Sonu Nagori, MBA	Member
6	Mrs. Balakrishna , Maths	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Need of class committee members.

Action Taken

It has been decided to discuss with all the HODs and make arrangement to form class committee members for communication process. It was decided to conduct next meeting on January 2020.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/01

CIRCULAR

Date: 27-07-2019

The Grievance Redressal Committee members are hereby informed to attend the meeting on 29-07-2019 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/01

Date: 29-07-2019

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Nirupama, Mech	Member
6	Mr. Ravindra K. S, Chemistry	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Unhygienic toilet

Action Taken

It was ordered to housekeeping to clean the toilets and make sure the availability of adequate water. It was decided to conduct next meeting on October 2019.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/04

CIRCULAR

Date: 25-04-2019

The Grievance Redressal Committee members are hereby informed to attend the meeting on 26-04-2019 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/04

Date: 26-04-2019

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Nirupama, Mech	Member
6	Mr. Ravindra K S, Chemistry	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Provide Id cards as early as possible.

Action Taken

It was ordered to the Office staffs to follow the issue of ID cards and resolve the problem immediately.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/03

CIRCULAR

Date: 23-01-2019

The Grievance Redressal Committee members are hereby informed to attend the meeting on 24-01-2019 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

Principal
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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/03

Date: 24-01-2019

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Nirupama, Mech	Member
6	Mr. Ravindra K S, Chemistry	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Uniforms

Action Taken

It was ordered to the Office staffs to arrange the availability of uniforms as early as possible for both UG and PG students.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/02

CIRCULAR

Date: 24-10-2018

The Grievance Redressal Committee members are hereby informed to attend the meeting on 25-10-2018 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/02

Date: 25-10-2018

Venue: Principal Chamber

Time: 10.30 A.M.

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Suresh K	Convener
2	Dr. Pradeep Kumar .N, ECE	Member
3	Dr. Nijaguna G S, ISE	Member
4	Dr. Sundeep Kumar, CSE	Member
5	Dr. Nirupama, Mech	Member
6	Mr. Ravindra K S, Chemistry	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Stationary for department

Action Taken

It was ordered to the Office to avail requirements letter from all the departments and provide the stationaries.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/01

CIRCULAR

Date: 25-07-2018

The Grievance Redressal Committee members are hereby informed to attend the meeting on
26-07-2018 at 10.30 AM in Principal chamber to address the issues

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

REF: Meeting/GRC/01

Date: 26-07-2018

Venue: Principal Chamber

Time: 10.30 A.M

The following members were present in the meeting

SL. NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. Manjunath V R	Convener
2	Dr. M. Pauline, HOD, CSE	Member
3	Dr. B.R. Sridhar, M.E	Member
4	Mr. M. Balakrishna, Mathematics	Member
5	Mrs. Gayathri . N, ISE	Member
6	Dr. Krishna Kumar, ECE	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Mal practices in exams.

Action Taken

It has been decided to take strict action against the students done malpractice during exams and steps to prevent malpractices was implemented..

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/03

CIRCULAR

Date: 24-04-2018

The Grievance Redressal Committee members are hereby informed to attend the meeting on
25-04-2018 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
2. To discuss on the recent grievances.

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3	Dr. B.R. Sridhar, M.E	Member
4	Mr. M. Balakrishna, Mathematics	Member
5	Mrs. Gayathri . N, ISE	Member
6	Dr. Krishna Kumar, ECE	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- Removal of dustbin wastes in girls washrooms.

Action Taken

It was ordered to the house keeping to empty the dustbins from girls washrooms daily.

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GRIEVANCE REDRESSAL COMMITTEE

REF: Meeting/GRC/02

CIRCULAR

Date: 24-01-2018

The Grievance Redressal Committee members are hereby informed to attend the meeting on 25-01-2018 at 10.30 AM in Principal chamber to address the issues.

Agenda:

1. To ensure the actions to resolve the issues mentioned in the previous meeting
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3	Dr. B.R. Sridhar, M.E	Member
4	Mr. M. Balakrishna, Mathematics	Member
5	Mrs. Gayathri . N, ISE	Member
6	Dr. Krishna Kumar, ECE	Member

Points Discussed

- Discussed on issues addressed in the previous meeting.
- No cooperation for Freshers program

Action Taken

It was discussed with the HODs and decide that all departments staff and students must cooperate for freshers program.

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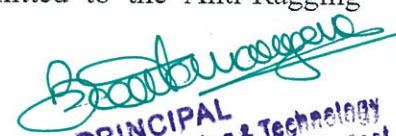
AntiRagging Committee

Objectives

- To prevent any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- To Prevent indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension there of in any fresher or any other student.
- To Prevent asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- To monitor any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- To prevent exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- To prohibit any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- To prevent any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- To prevent any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- To prevent any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Monitoring Mechanism

- It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- **Anti-Ragging Squad:** It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.
- It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action.


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Sexual Harassment Prevention Committee

Objectives :

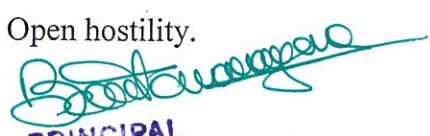
- To develop guidelines and norms for policies against sexual harassment
- To develop principles and procedures to combat sexual harassment
- To work out details for the implementation these policies.
- To prepare a detailed plan of actions, both short and long term
- To organize gender sensitization awareness programme.
- To deal with cases of discrimination and sexual harassment in a time bound manner, aiming at ensuring support services to the victimized

Monitoring Mechanism

1. The mechanism for registering complaints should be safe, accessible and sensitive.
2. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party
3. If the complainant wishes she can be accompanied by a representative.
4. All complaints made to any committee member must be received and recorded by the member, who shall then inform the chairperson about the complaint, who in turn shall call for a meeting of the committee.
5. Within three days of the receipt of a complaint, the ICC on Sexual Harassment must determine whether a prima facie case of sexual harassment is made out. It shall carefully consider the complaint and may hear the complainant and the defendant and/or any other relevant person to determine whether an enquiry by the committee is to be instituted. If the committee considers it necessary to hear the defendant at the preliminary stage it shall start the enquiry process.
6. If the committee against sexual harassment decides not to conduct an enquiry into a complaint it shall record the reasons for the same in the minutes of the committee meeting. The committee shall make the same available to the complainant in writing
7. If the committee finds an employee of the Institute involved in sexual harassment of the complainant, then immediately it recommended disciplinary action in the form of dismissal and any other relevant mechanism
8. If the committee finds a student of the Institute is involved in sexual harassment of the complainant, it can recommended disciplinary action in the form of suspension for a specific period of time or expulsion from the institution.

For this purpose, sexual harassment includes unwelcome sexually determined behavior (whether directly or by implication) such as:


- Verbal or Physical threats.
- Insulting, Abusive, Embarrassing or Patronizing behavior or Comments.
- Offensive gestures, Language, Rumors, Gossip or Jokes.
- Humiliating, Intimidating, Demeaning and/or Persistent criticism, Open hostility.


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- Suggestive comments or Body language.
- Isolation or Exclusion from normal work or study place.
- Publishing, Circulating or Displaying pornographic, Racist, Sexually suggestive or Otherwise offensive pictures or Other materials.
- Unwanted physical contact, Ranging from an invasion of space to a serious assault (The above list is not intended to be exhaustive).

The following is also sexual harassment and is covered by the committee

- Eve-teasing
- Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts
- Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like
- Touching or brushing against any part of the body and the like
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation
- Physical confinement against one's will and any other act likely to violate one's privacy


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SC/ST Committee

MEMO

As per the Provisions laid down by the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, Act No. 33 OF 1989, dated 11/09/1989) & the Notification No. GSR – 316 (E) by Ministry of Welfare, New Delhi dated 31/03/1995 and as per the UGC Directives to be adhered and followed by the Educational Institute in this regard, following shall be the SC-ST Welfare Committee of SEACET.

Objectives:-

This Committee shall be functioning for the following objectives of this Act.

- To implement, monitor and evaluate continuously the Reservation Policy in the Institute (if any applicable).
- To take necessary steps of measuring for ensuring effective implementation of the policy & programmes / schemes of the State and Central Govt. for SC-ST, if any.
- To ensure the **Prevention of Atrocities** (as defined within the meaning of this Act) on the SC, ST Staff, Faculty and Students.
- To ensure the equal opportunity in matters of Admissions/employment/promotions subject to fulfilling Qualification, Eligibility criteria and Merits.
- To hear and resolve the issues/complaints if any; of such nature of Atrocity reported/complained.



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Ekta Nagar, Basavanapura, Virgonagar Post
BANGALORE - 560 049

Grievance Redressal Committee

Objectives

- To formulate the policy to investigate and review complaints or grievances of students and faculties.
- To create awareness of availability of members for students and faculties to report grievances.
- To investigate the cause of grievances.


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OBC Committee

Objectives:

1. To educate, enlighten and empower the students and staff of OBC categories in the institute to make use of the facilities extended by the Govt. and other agencies for their educational & occupational career.
2. To collect data regarding the implementation of the policies in respect of admissions, appointments to teaching and non-teaching positions in the institute and analyze the data showing the trends and changes towards fulfilling the required quota.


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Student Council

Objectives:

The student council will act as an umbrella body for all the clubs and committees on campus, ensuring their smooth functioning at each juncture. Apart from being the link between the students and the management, the Student Council will be responsible for the brand enhancement of the campus and will constantly strive towards making the experience of the student on campus comfortable and enriching.

It will be the responsibility of the Council to ensure that all events, activities and interactions on campus are conducted in a manner acceptable to the culture and norms of the College. The Council will assist all clubs and committees on campus with their functioning and conducting of various other activities.


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Women Empowerment Committee

Objectives:

- To promote general well-being of female students, teaching and non-teaching women staff of the College and to provide and maintain a dignified, congenial working environment for women and enable them to explore their imminent potential in all aspects.
- To train women to acquire wide range of skills and knowledge and to develop and increase their social, economic and intellectual capacities for peace, security and prosperity of mankind.
- Identification of strong leadership, change-makers among women and girls and building their capacity


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