



P.T.Lee CHENGALVARAYA NAICKER COLLEGE OF ENGINEERING AND TECHNOLOGY



P.T.Lee Chengalvaraya Naicker Nagar

Oovery, Veliyur Post, Kanchipuram, 631 502.

Lr.No.P.T. Lee CNCET/AICTE/GRM/2024

02.01.2024

“Grievances & Redressal Committee”

Functions:

- Examine and enquire the student(s) and staff involved in malpractice.
- Decide the punishment depending upon the gravity of the offence. Appeal to the director
- It shall take care of the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.
- Anti ragging is one of the important and mandatory function of the committee .The committee shall look into the ragging cases. It should counsel the students for anti ragging and follow the principle of preventive actions. In addition, student committees shall be formed for anti ragging and some of the parents shall also be involved in helping the institute to avoid ragging.
- Avoiding sexual harassment in the Institute is other important and mandatory function of the committee .The committee shall try to prevent cases of sexual harassment in the institute.

Procedure:

- All complaints regarding malpractices in internal assessment tests and Semester-End Examinations should be referred to the Chairman of the committee.
- Any action on the part of candidate at an examination trying to get undue advantage in the performance at examinations or trying to help another, or derive the same through unfair means is punishable according to the gravity of the offence.
- The involvement of the Staff, who are in charge of conducting examinations, valuing examination papers and preparing/keeping records of documents relating to the examinations, in such acts (inclusive of providing incorrect or misleading information) that infringe upon the course of natural justice to one and all concerned at the examination shall be viewed seriously and recommended for award of appropriate punishment after thorough enquiry.

- The Director shall take necessary action as per the recommendations of the committee.
- Student or staff shall forward the written complaints to member secretary.
- All complaints shall be investigated and all enquiries relating to misconduct of the students shall be presented to the committee.
- If nature of complaint is not severe, students can be counseled.
- If nature of complaint is severe, to check the severity of the complaint, GRC may form a sub committee.
- Enquiry shall be done by sub-committee and enquiry report shall be forwarded to GRC.
- Committee shall give appropriate punishment on the basis of severity of the misconduct.

Tenure:

- The tenure of the nominated members shall be three years.

Meetings:

- The Committee shall meet as and when required or twice in a year.

Committee Members:

S.No	Name of the Member	Designation	Department
1	Dr. P. Palanisamy	Chairman	Principal
2	Dr.S.Boopathy	Member	Professor
3	Dr.A K Gnanasekar	Member	HOD/CSE
4	Dr.Sivakumar	Member	HOD/Mech
5	Dr.Venkatesan	Member	HOD/EEE
6	Mr.P.Rajasekaran	Member	HOD/Civil
7	Mr.S.Mohanraj	Member	AP/ECE
8	Dr.K.Sureshkumar	Member	AP/S&H
9	Mrs.M.Rajalakshmi	Member	Nominated Women
10	Ms.K.Ananthi	Member	Student Council Secretary

Dr. P. PALANISAMY, M.E., Ph.D.,
Nominated Women
Student Council Secretary

PRINCIPAL,
P.T.Lee.Chengalvaraya Naicker
College of Engineering & Technology,
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