



RAIDIGHI COLLEGE

(A NAAC Accredited College)

P.O. & P.S. -Raidighi, South 24 Parganas, Pin- 743383

Phone No. 9735340005

Website – www.raidighicollege.in

Email – principal.raidighi@gmail.com, raidighicollege95@gmail.com



Report on Grievance Redressal Cell Meetings in 2018-19 session

Meeting no – 1

Date: 5th July 2018

Agenda:

1. Dealing with grievances, if any
2. Discussion on the modes of spreading awareness about grievance submission.
3. Miscellaneous

Minutes of the meeting:

- No grievance was received. So there was no discussion on agenda 1.
- The members discussed about the modes of grievance submission. Any stakeholder (student/staff) with a genuine grievance may submit the same in writing and dropping it in the complaints/grievance box in the college campus.
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

8/7/2018

5/7/18

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Meeting no - 2

Date: 14th Sept 2018

Agenda:

1. Confirming the resolutions of the last meeting
2. Dealing with the grievance submitted by girl students about unclean toilets
3. Miscellaneous

Minutes of the meeting:

- In the last meeting the mode of grievance submission was discussed which was confirmed in this meeting.
- A few girl students of Semester I, had submitted a grievance about unclean toilets. The issue was discussed in the meeting and it was decided that sweepers will be made to clean the toilets regularly and properly.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

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Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

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Dr. Sudhin Sinha (Teachers' Council Secretary)

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Meeting no – 3

Date: 8th Jan 2019

Agenda:

1. Confirming the resolutions of the last meeting
2. Dealing with the grievance submitted by hostel students regarding insufficient bins in girls' hostel
3. Miscellaneous

Minutes of the meeting:

- In the last meeting the grievance of unclean toilets submitted by girl students was discussed and it was decided to deploy sweepers for regular cleaning of toilets. The grievance was resolved.
- Hostel students from the girls Hostel has submitted a grievance related to insufficient bins in the hostel. The problem was discussed in this meeting and it has been decided that mor number of bins shall be provided in each floor of the hostel.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

8/1/19

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Meeting no - 4

Date: 11th April 2019

Agenda:

1. Confirming the resolutions of the last meeting
2. Discussing grievance submitted, if any
3. Miscellaneous

Minutes of the meeting:

- In the last meeting the grievance of insufficient bins in girls' hostel was discussed and it was decided that sufficient bins will be provided. The grievance was thus resolved.
- There was no grievance submitted in this meeting and thus there was no discussion on agenda 2.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

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Report on Grievance Redressal Cell Meetings in 2019-20 session

Meeting No. : 1

Date: 14th Aug, 2019

1. Dealing with grievances, if any
2. Discussion on the modes of spreading awareness about grievance submission.
3. Miscellaneous

Minutes of the meeting:

- No grievance was received. So there was no discussion on agenda 1.
- The members discussed about the modes of grievance submission. Any stakeholder (student/staff) with a genuine grievance may submit the same in writing and dropping it in the complaints/grievance box in the college campus.
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

DS
14/8/19

Sudhin

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Meeting No. : 2

Date: 21st Nov, 2019

Agenda:

1. Confirming the resolutions of last meeting
2. Discussion on the grievance submitted by students about faulty tubelights and fans in classrooms
3. Miscellaneous

Minutes of the meeting:

- The last meeting resolutions were confirmed.
- The members present discussed about the grievance submitted (agenda 2) and it was decided that faulty tubelights and fans in classrooms will be repaired asap.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

DS 21/11/19

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Meeting No. : 3

Date: 9th Jan, 2019

Agenda:

1. Confirming the resolutions of last meeting
2. Discussion on the grievance submitted by students about repairing drinking water facility in AJC Bose Bhavan
3. Miscellaneous

Minutes of the meeting:

- The last meeting resolutions were confirmed.
- The members present discussed about the grievance submitted (agenda 2) and it was decided that the aquaguard facilities in AJC Bose Bhavan will be repaired and made functional .

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

Sudhin Sinha

DS 9/1/19

Sasabindu Jana 01/1/19



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Meeting No. : 4 (online)

Date: 18th April, 2020

Agenda:

1. Confirming the resolutions of last meeting
2. Discussion on the grievance, if any
3. Miscellaneous

Minutes of the meeting:

- The last meeting resolutions were confirmed.
- No grievance was received. So there was no discussion on agenda 2.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

DS
18/4/20

Sudhin

18/04/20



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Report on Grievance Redressal Cell Meetings in 2020-21 session

Meeting no – 1 (online)

Date: 10th July 2020

Agenda:

1. Discussing the objective and functioning of the cell during online academic session
2. Discussing about spreading awareness regarding online submission of grievances
3. Miscellaneous

Minutes of the meeting:

- The members discussed the working procedure and objective of the cell. Any stakeholder (student/staff) with a genuine grievance may approach Grievance Redressal Cell.

As online classes are being held, students/staff may submit his/her grievance through e-mail at grievance.redressal@raidighicollege.org.in

- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

DS
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Meeting no - 2 (online)

Date: 16th Dec 2020

Agenda:

1. Discussing about the grievance submitted by a few Science students about the lack of network in their locality due to which they missed online classes
3. Miscellaneous

Minutes of the meeting:

- The cell accepted that network issue is a valid reason and thus the departments would be requested to repeat the classes as far as possible and provide study material if any missed class cannot be repeated. The matter would thus hopefully be convenient to the students.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

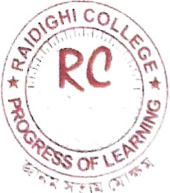
Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

Dr. Debasree Saha
16/12/20

Dr. Sudhin Sinha

Dr. Sasabindu Jana
16/12/20



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Meeting no – 3 (online)

Date: 22nd Apr 2021

Agenda:

1. Dealing with grievances, if any
2. Miscellaneous

Minutes of the meeting:

- No grievance was received. So there was no discussion on agenda 1.
- Since, face to face interaction is minimum during online classes (due to Covid), the students might hesitate to bring up their grievances and this can be a serious issue. Thus, the cell decided to request departments to create awareness and encourage students to point out grievances if they have any. That would help in the betterment of the academic environment of the college.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

DS
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Sudhin Sinha

Dr. Sasabindu Jana
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Report on Grievance Redressal Cell Meetings in 2021-22 session

Meeting No. : 1 (online)

Date: 2nd July, 2021

Agenda:

1. Discussing the objective and functioning of the cell
2. Plan of action
3. Miscellaneous

Minutes of the meeting:

- The members discussed the working procedure and objective of the cell. Any stakeholder (student/staff) with a genuine grievance may approach Grievance Redressal Cell by writing his/her grievance and dropping it in the complaints/grievance box in the college campus or send his /her grievance through e-mail at grievance.redressal@raidighicollege.org.in
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

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Meeting No. : 2

Date: 3rd Dec, 2021

Agenda:

- Discussion on the grievance submitted by Science teachers regarding repair of scientific instruments post Covid
- Miscellaneous

Minutes of the meeting:

- The cell discussed about the grievance related to repairing of Scientific instruments and it was decided that arrangements for the repairing of instruments in question will be done urgently.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

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Meeting No. : 3

Date: 10th Feb, 2022

Agenda:

- Discussion on the grievance submitted by students regarding regular cleaning of laboratories and classrooms
- Miscellaneous

Minutes of the meeting:

- The members discussed about the above mentioned grievance and it was decided that additional sweepers will be arranged for regular cleaning of laboratories nad classrooms.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

Dr. Debasree Saha
10/2/22

Dr. Sasabindu Jana
10/2/22



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Meeting No. : 4

Date: 21st Apr, 2022

Agenda:

1. Discussion on the grievance submitted, if any
2. Miscellaneous

Minutes of the meeting:

Minutes of the meeting:

- No grievance was received. So there was no discussion on agenda 1.
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr.Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr.Sudhin Sinha (Teachers' Council Secretary)

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Report on Grievance Redressal Cell Meetings in 2022-23 session

Meeting no - 1

Date: 8th July 2022

Agenda:

1. Discussing the objective and functioning of the cell
2. Discussion on grievances, if any
3. Miscellaneous

Minutes of the meeting:

- The members discussed the working procedure and objective of the cell. Any stakeholder (student/staff) with a genuine grievance may approach Grievance Redressal Cell by writing his/her grievance and dropping it in the complaints/grievance box in the college campus or send his /her grievance through e-mail at grievance.redressal@raidighicollege.org.in
- The students of girls' hostel have submitted a grievance regarding lack of regular cleaning in the hostel. The cell discussed the problem and it was resolved that regular cleaning will be ensured in the hostel building and campus.
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

8/1/22
07/08/22
Principal



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Meeting no – 2

Date: 16th Sept 2022

Agenda:

1. Discussion on grievances, if any
2. Miscellaneous

Minutes of the meeting:

- A grievance was received from students regarding lack of sufficient benches and ceiling fans in room no. 7 and 8 in AJC Bose Bhavan. The members present discussed the problem and it was decided that adequate benches and ceiling fans will be provided in these classrooms.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

Dr. Sasabindu Jana 16/9/22
Dr. Debasree Saha 16/9/22
Dr. Sudhin Sinha 16/9/22



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Meeting no - 3

Date: 31st Jan 2023

Agenda:

1. Discussion on grievances, if any
2. Miscellaneous

Minutes of the meeting:

- A grievance was received from girls' hostel students regarding repairing of the water pump in the hostel. The cell discussed the grievance and it was decided that an electrician will be employed for the repairing. It was also decided that if repairing of the pump is not possible, a new pump will be installed in the hostel building.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)

Dr. Sudhin Sinha (Teachers' Council Secretary)

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Meeting no – 4


Date: 25th Apr, 2023

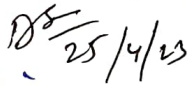
Agenda:

1. Discussion on grievances, if any
2. Miscellaneous

Minutes of the meeting:

- No grievance was received. So there was no discussion on agenda 1.
- The cell decided to meet on the basis of grievances received as and when the situation arises.

Members Present: Dr. Sasabindu Jana (Principal and Chairperson of Grievance Redressal Cell)  25⁰⁴/₂₃

Dr. Debasree Saha (Convenor of Grievance Redressal Cell)  25/4/23

Dr. Sudhin Sinha (Teachers' Council Secretary) 