

CSI COLLEGE OF ENGINEERING, KETTI

CSICE/DR/099/2025

07.05.2025

CIRCULAR

CLASS COMMITTEE MEETING – Grievances and Action Taken

The students have recorded their grievances in the two class committee meetings held this year in their respective departments. The major grievances and action taken are listed below, for the benefit of the students.

S. No.	Student's Grievances	Action taken	Officer responsible to complete the job within a week time
1.	<u>Drinking water supply:</u> Water doctors through which drinking water is being supplied was not working then and there.	All the water doctors are ensured to work without any break or failure. If any defect is noticed the students can immediately bring it to the notice of the HoD concerned and it will be attended to without any delay.	HoDs / Dr.Sathyabama
2.	<u>Maintenance of Toilets.</u> Water storage bin has to be cleaned properly	The water storage bin will be cleaned regularly by the maintenance staffs.	Mr Panneer Selvam
3.	<u>Cleanliness of the class rooms.</u> The class rooms are not cleaned on daily basis.	The class rooms are being cleaned daily. The students are advised to put the waste paper into the dust bins placed in the class rooms and avoid littering on the floors. The HoDs will visit the class rooms daily to ensure the cleanliness in the class rooms.	All HoDs
4.	<u>Wash Basin:</u> The wash basin shall be fixed for washing hands after lunch, in the CSE block	A wash basin will be fixed in the first floor of the CSE block for the benefit of the students.	Prof. Gokulram, APCE
5.	<u>Rash Driving:</u> Mr. Ramesh, Driver is	The concerned driver is suitably warned. He has assured to correct	Prof. Benjamin, APME

	reported to drive in a rash manner	himself.	
6.	<u>Broken Glass Panel.</u> The glass panel in bus no. 9 is broken and water splashes inside	The defective glass will be replaced.	Prof. Benjamin, APME
7.	<u>Standing in bus.</u> The students are made to stand in the bus sometimes.	Such incidents have become inevitable when unexpected bus breakdown happens. If any bus is overcrowded during the routine trips, students can inform for taking suitable action.	Prof. Benjamin, APME
8.	<u>Uniform.</u> The students shall be relieved from College uniform frequently.	All the students are expected to be present in the College Uniform only on every Mondays, Special occasions and examinations. During the lab classes, they are exempted to come in College uniform but in the lab uniform	All HoDs to give suitable modified instructions
9.	<u>Hostel Menu.</u> Need changes in the Hostel Menu	The Hostel menu is finalized in consultation with hostel student representatives. Any additional suggestion is welcome in the Hostel meeting	Associate Warden Deputy Warden
10.	<u>Industrial visit.</u> Industrial visit for 4 to 5 days	Industrial Visits are arranged as per the guidelines given by the commissioner of the Technical Education and Anna University. IVs are now made into Technical Visit for a day but any numbers of one day visits subject wise are allowed. Of late, accidents and deaths during the student trips do not permit violation of the guidelines given by the Governing bodies.	All HoDs
11.	<u>Rest room maintenance.</u> Maintenance of rest rooms in the college	All efforts are made to maintain properly. Specific complaints if any will be attended to immediately	<u>Ladies Toilet.</u> HoD/CSE HoD/ECE Mrs. Shobana, Accountant <u>Gents Toilet.</u> Mr. Panneer Selvam
12.	<u>Group Study.</u> Group Study for slow	The faculty concerned is available for group study since	All HoDs

	learners	last year. Anyway this will be seriously monitored by the HoDs	
13.	<u>Wifi</u> Wifi needed to be provided in the departments	All departments are connected with Wifi, the HoDs can be approached if it fluctuates.	HoD/CSE
14.	<u>G-pay Facility:</u> G-pay facility shall be arranged in the college	G-pay facility is already arranged in the Accounts office and Canteen. Such facility will be arranged in stores and Reprography section within a week	Mr Serlin, Accountant
15.	<u>Hostel Study Hours:</u> The study hour needs to be changed from 8.30 p.m. to 9.30 p.m. instead of 6.30 p.m. to 7.30 p.m.	The suggestion from the students is accepted	Associate Warden Deputy Warden (boys) Deputy Warden (Girls)


Director

To

All Students/All Faculty/All HoDs

The HoDs are requested to widely circulate among the students

Copy to: Correspondent

Principal

IQAC

Office file