

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai Accredited by NAAC with 'B+' Grade, 2(f) & 12B Status Institution by UGC

IG Valley, Madurai Main Road, Manikandam, Tiruchirappalli - 620012

NAAC DOCUMENTS

QUALITY INDICATOR FRAME WORK

CRITERION - 5

STUDENT SUPPORT AND PROGRESSION

SUBMITTED BY

IQAC

INTERNAL QUALITY ASSURANCE CELL
INDRA GANESAN COLLEGE OF ENGINEERING



2018-2019

ACADEMIC YEAR

(2018-2019)

ANNUAL REPORT OF GRIEVANCE REDRESSAL COMMITTEE

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2018-19 Grievance Redressal Committee Meeting Minutes & Action Taken with Proof

REF: IGCE/GRC/2018-19/ODD/01

Date: 25/09/2018

CIRCULAR

It has been scheduled to conduct the Grievance and Redressal committee meeting at 1.00 pm in IQAC cell on 26/09/2018. Members of GRC are requested to attend the meeting and give their suggestions. The agenda of the meeting is to discuss the grievances received from the students and the action taken by the members.

Cc:

- 1. All members of GRC
- 2. IQAC Coordinator
- 3. GRC file
- 4. Office file

RINCIVAL

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganesan College of Engineering

ndra Ganesan College of Englished IG Valley, Madural Main Road Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE ATTENDANCE SHEET

REF: IGCE/GRC/2018-19/ODD/01

Date: 26/09/2018

S.No	Name	Category	Signature
1	Dr.S.Bharathi raja	Chairperson	51
2	Dr.M.Bhuvaneshwari	Coordinator	NRO
3	Dr.S.Anitha	Member	O A AC
4	Mrs.V.Hemalatha	Member	Herne
5	Mrs.T.Sugashini	Member	Cook.
6	Mr.K.N.Prabahar	Member	Pine
7	Mr.S.Prasanna	Member	Dund
8	Mr.K.Abdul Razeed	Member	
9	Mr.Thanasekaran.G	Student	The
10	Ms.Kanagavalli.J	Student	The 1-1
1	Mr.Devarajan.C	Student	Dr. 2
2	Mr.Inbaraj.A	Student	Toll

Dr. G. Balakrishnan, M.E., Fh.D.,
Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE MEETING MINUTES

REF: IGCE/GRC/2018-19/ODD/01 Date: 27/09/2018

The grievance and Redressal meeting was conducted on 26-09-2018 at 01.00 in IQAC Cell.

Following members were present in the meeting:

Name	Category
Dr.S.Bharathi raja	Chairperson
Dr.M.Bhuvaneshwari	Coordinator
Dr.S.Anitha	Member
Mrs.V.Hemalatha	Member
Mrs.T.Sugashini	Member
Mr.K.N.Prabahar	Member
Mr.S.Prasanna	Member
Mr.K.Abdul Razeed	Member
Mr.Thanasekaran.G	Student
Ms.Kanagavalli.J	Student
Mr.Devarajan.C	Student
Mr.Inbaraj.A	Student()
	Dr.S.Bharathi raja Dr.M.Bhuvaneshwari Dr.S.Anitha Mrs.V.Hemalatha Mrs.T.Sugashini Mr.K.N.Prabahar Mr.S.Prasanna Mr.K.Abdul Razeed Mr.Thanasekaran.G Ms.Kanagavalli.J Mr.Devarajan.C

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



Minutes discussed in the meeting were

- The facilitator welcomed the committee members and highlighted the importance of addressing and resolving student grievances effectively
- The minutes of the previous GRC meeting were presented and ensured all the grievances were resolved within the stipulated time period.
- The facilitator thanked the committee members for their active participation and valuable contributions to resolve the grievances.
- At the end of the meeting the chairperson insisted the GRC members to ensure that the grievances received from students at any time should be addressed and resolved within 5 working days under any circumstances.

GRIEVANCES ADDRESSED AND ACTION TAKEN REPORT

Sl.No	Grievances Addressed	Grievances Received Date	Action Taken	Grievances Redressal Date
1	Request for change night menu in hostel (complaint received from hostellers(ECE,EEE students)	19/09/2018	The grievance was forwarded to the management and changed the night menu	22/09/2018

Dr. G. Balakrishnan, M.E., Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



Indra Ganesan



Medural Main Road (NH-45B), Manikandam, Tiruchirappalli - 620 012 Approved by AICTE, NonDollif & Alfillated to Assa University Chercui NAAC Assessment, SVI States Institution by VICC

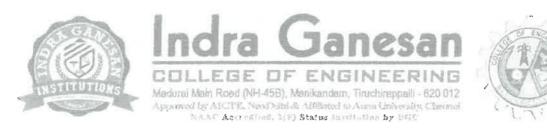
GRIEVANCE AND REDRESSAL COMPLAINT FORM

Date: 19.09.18

		- 1-1 . D. IV.C.
Name of the student Department	Devarajan. C & boys Mech	
Year	I Year	
Mail id	devathala @gmail.com	
Grievances type (please	tick):	
Academic		
Transport		
☐ Hostel		
Others		
Description: Request from (hostel	for change menu in students)	night. Request

Signature of the student

Dr. G. Balakrishnan, M.E., Pn.D.,
Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



Date:22.09,2018

CIRCULAR

Greetings from Indra Ganesan College of Engineering!

Dear hostel students,

As per the request received from the students we hereby inform that night menu will be changed from today night. Menu will be attached below

Night Menu In Already	Changed Menu
Idly	Tomato Rice
Dosai	Idly
Semiya Kichadi	Chappathi
Tomato Rice	Idly
Idly	Chappathi
Idly	Pudina Rice
Dosai	Veg Pulav
	Idly Dosai Semiya Kichadi Tomato Rice Idly Idly

PRINCIPAL

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganesan College of Engineering
IG Vallay, Madurai Main Road
Manikandam, Trichy-620 012.



REF: IGCE/GRC/2018-19/ODD/02 Date: 16/10/2018

CIRCULAR

It has been scheduled to conduct the Grievance and Redressal committee meeting at 1.00 pm in IQAC cell on 17/10/2018. Members of GRC are requested to attend the meeting and give their suggestions. The agenda of the meeting is to discuss the grievances received from the students and the action taken by the members.

PRINCIPAL

Cc:

- 1. All members of GRC
- 2. IQAC Coordinator
- 3. GRC file
- 4. Office file

Dr. G. Balakrishnam, W.S., Fa.D.,

Principal
Indra Ganesan Coilege of Engineering
IG Valley, Madural Main Road
Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE ATTENDANCE SHEET

REF: IGCE/GRC/2018-19/ ODD/02

Date: 17/10/2018

S.No	Name	Category	Signature
1	Dr.S.Bharathi raja	Chairperson	-54-
2	Dr.M.Bhuvaneshwari	Coordinator	N-Blinkara
3	Dr.S.Anitha	Member	SANTA
4	Mrs.V.Hemalatha	Member	Hemalatha
5	Mrs.T.Sugashini	Member	1. Solo
6	Mr.K.N.Prabahar	Member	Dur
7	Mr.S.Prasanna	Member	Con
8	Mr.K.Abdul Razeed	Member	Turk
9	Mr.Thanasekaran.G	Student -	Thomas colem
10	Ms.Kanagavalli.J	Student	J. Kanaga valli
11	Mr.Devarajan.C	Student	Panaga
12	Mr.Inbaraj.A	Student	t de

Dr. G. Balakrishnan, M.E., F.a.D.,
Principal
Indra Ganesan Coilege of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE

MEETING MINUTES

REF: IGCE/GRC/2018-19/ ODD/02

Date: 18/10/2018

The grievance and Redressal meeting was conducted on 17-10-2018 at 01.00 in IQAC Cell.

Following members were present in the meeting:

S.No	Name	Category	
1	Dr.S.Bharathi raja	Chairperson	
2	Dr.M.Bhuvaneshwari	Coordinator	
3	Dr.S.Anitha	Member	
4	Mrs.V.Hemalatha	Member	
5	Mrs.T.Sugashini	Member	
6	Mr.K.N.Prabahar	Member	
7	Mr.S.Prasanna	Member	
8	Mr.K.Abdul Razeed	Member	
9	Mr.Thanasekaran.G	Student	
10	Ms.Kanagavalli.J	Student	
11	Mr.Devarajan.C	Student	
12	Mr.Inbaraj.A	Student	

D:/

Dr. G. Balaki (SIII 11, 14, 12, Ph.D., Principal Indra Ganesan Codege of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-620 012.



Minutes discussed in the meeting were

- The facilitator welcomed the committee members and highlighted the importance of addressing and resolving student grievances effectively
- The minutes of the previous GRC meeting were presented and ensured all the grievances were resolved within the stipulated time period.
- The facilitator thanked the committee members for their active participation and valuable contributions to resolve the grievances.
- At the end of the meeting the chairperson insisted the GRC members to ensure that the grievances received from students at any time should be addressed and resolved within 5 working days under any circumstances.

GRIEVANCES ADDRESSED AND ACTION TAKEN REPORT

Sl.No	Grievances Addressed	Grievances Received Date	Action Taken	Grievances Redressal Date
1	Request for Tamil novel and aptitude books in the library(Received from hostellers from complaint letter box)	10/10/2018	The request was forwarded to management and books are purchased as per student requirements	13/10/2018

Dr. G. Balakrishnan, M.E., Francipal

Indra Ganesan College of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-820 012.



COLLEGE OF ENGINEERING



Madurai Main Road (NiH-458), Manikandam, Tiruchirappalli - 620 012 Apparent by AICTE. NewDelin & Affiliated to Aman University, Classical NA of Accredited, AFF Status baseliation by UGC

GRIEVANCE AND REDRESSAL COMPLAINT FORM

des Colores

Date: W Court
Name of the student KANAGAWALLI. J
Department IT
Year III
Mail id
Grievances type (please tick):
Academic
Transport
Hostel
Others
Description: No. of books on the area's Tamil + antitude are less in number. It will be helpful for us if books are made available in number of additional chills. Signature of the tudent

Dr. G. Balakrishnan, M.E., Ph.D., Principal Indra Ganesan College of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-620 012.



#63, Abhishek Nagar, GST. Road, Vandalur, Chennai - 60 048. Phone: 94444 99749 | 86107 25827

Email: srirambooks00@gmail.com

To India Ganesan College of

Invoice No. SRB

: 12/10/2006

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Dr. G. Balakrishnan, M.E., Ph.D.,

Principal

Indra Ganesan College of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-620 012.

REF: IGCE/GRC/2018-19/ EVEN/01

CIRCULAR

It has been scheduled to conduct the Grievance and Redressal committee meeting at 1.00 pm in IQAC cell on 10/04/2019. Members of GRC are requested to attend the meeting and give their suggestions. The agenda of the meeting is to discuss the grievances received from the students and the action taken by the members.

PRINCIPAL

Date: 09/04/2019

Cc:

- 1. All members of GRC
- 2. IQAC Coordinator
- 3. GRC file
- 4. Office file

Dr. G. Balakrishnan, M.E.,

Principal

Indra Ganesan College of Engineering IG Valley, Madurai Main Road

Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE ATTENDANCE SHEET

REF: IGCE/GRC/2018-19/EVEN/01 Date: 10/04/2019

S.No	Name	Category	Signature
1	Dr.S.Bharathi raja	Chairperson	-524-
2	Dr.M.Bhuvaneshwari	Coordinator	M. Bliers
3	Dr.S.Anitha	Member	SANGE
4	Mrs.V.Hemalatha	Member	Hend
5	Mrs.T.Sugashini	Member	1.26M.
6	Mr.K.N.Prabahar	Member	8-7
7	Mr.S.Prasanna	Member	
8	Mr.K.Abdul Razeed	Member	A P
9	Mr.Thanasekaran.G	Student	Thur
10	Ms.Kanagavalli.J	Student	Thanace.
11	Mr.Devarajan.C	Student	Drow
12	Mr.Inbaraj.A	Student	Tenson

Dr. G. Balakrishnan, Andrewson,
Principal
Indra Ganesan College of Engineering
IG Valley, Madural Main Road

Manikandam, Trichy-620 012.



GRIEVANCE AND REDRESSAL COMMITTEE MEETING MINUTES

REF: IGCE/GRC/2018-19/EVEN/01

Date: 11/04/2019

The grievance and Redressal meeting was conducted on 10-04-2019 at 01.00 in IQAC Cell.

Following members were present in the meeting:

S.No	Name	Category	
1	Dr.S.Bharathi raja	Chairperson	
2	Dr.M.Bhuvaneshwari	Coordinator	
3	Dr.S.Anitha	Member	
4	Mrs.V.Hemalatha	Member	
5	Mrs.T.Sugashini	Member	
6	Mr.K.N.Prabahar	Member	
7	Mr.S.Prasanna	Member	
8	Mr.K.Abdul Razeed	Member	
9	Mr.Thanasekaran.G	Student	
10	Ms.Kanagavalli.J	Student	
11	Mr.Devarajan.C	Student	
12	Mr.Inbaraj.A	Student	

(D:

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road
Manikandam, Trichy-620 012.



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GRIEVANCES ADDRESSED AND ACTION TAKEN REPORT

Sl.No	Grievances Addressed	Grievances Received Date	Action Taken	Grievances Redressal Date
1	Need coaching class for Numerical methods(Received from II EEE students through complaint box)	02/04/2019	Discussed with principal and timetable coordinator and allotted in special class time table.	06/04/2019
			India Sangsan	

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganasan College of Engineering

Indra Ganesan College of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-620 012.



Indra Ganesan



Madurai Mein Road (NH-45B), Menikandam, Tiruchirappalli - 620 012 Approved by AKTE, NowDella & Affiliated to Anna University, Chemical NAAC Accredited, 1(F) Status Institution by UGC

GRIEVANCE AND REDRESSAL COMPLAINT FORM

Date: 2/4/2019

	Λ				
Name of the st	tudent Imbo	raj. A			
Department	EEE				
Year	II. year				
Mail id					
Grievances type	e (please tick):				
Academic	C				
Transport	t				
Hostel					
Others					
Description:					
neg	d coaching	g class	for	nunical	methods

Signature of the student

Dr. G. Balakrishnan, M.E., Ph.D.,
Principal
Indra Ganesan College of Engineering
IG Valley, Madurai Main Road

Manikandam, Trichy-620 012.



DEPARTMENT OF EEE

DATE: 06.04.2019

CIRCULAR

Dear students,

Special coaching class will be scheduled for II year students for Numerical Methods subject. So All the students are instructed to attend the class compulsorily without fail.

Date: 14.05.2022

S.No	Subject Name	Date	Period	Time	Staff In charge	Staff Signature
1	NM	13.04.2019	1 TO 4	9.30AM TO 1.30 PM	Ms.S.Poongodi	
2	NM	20.04.2019	1 TO 4	9.30AM TO 1.30 PM	Ms.S.Poongodi	

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PRINCIPAL

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Dr. G. Balakrishnan, M.E., Ph.D.,
Principal

Indra Ganesan College of Engineering IG Valley, Madurai Main Road Manikandam, Trichy-620 012.