



CHHATNA CHANDIDAS MAHAVIDYALAYA.

ESTD- 2007

(AFFILIATED TO BANKURA UNIVERSITY)

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No :

Date

Sl.	Date of notice	Date & time of meeting	Online/offline	Agenda
2.	02.04.2021	09.04.2021 14:00	Online	<ol style="list-style-type: none">1. To address and resolve any issues or complaints raised by individuals within the organization.2. To provide the students with a hassle free mechanism where they can get their grievances redressed.3. To uphold fairness and transparency in the resolution process, ensuring that all parties involved are treated impartially and with respect.4. To inform the students and make them aware about their duties and responsibilities so that they can access the benefits of different policies and schemes.5. To identify recurring issues and implement preventive measures or improvements to mitigate future grievances, contributing to the overall enhancement of academic processes.6. To keep a congenial teaching-learning atmosphere in the college among staff and students



Ref : CCMV/GRC/Notice/02

Date : 02/04/2021

Notice for the **Second Meeting** of the **Grievance Redressal Cell**, Chhatna Chandidas Mahavidyalaya

All the respected members of the Grievance Redressal Cell, Chhatna Chandidas Mahavidyalaya, are hereby notified that the **Second** meeting of Grievance Redressal Cell is scheduled to be held **online** on **09.04.2021** at **14:00** hours to discuss the following agenda:

1. To identify, address and resolve any issues or complaints raised by individuals/students within the organization.
2. To provide the students with a hassle free mechanism where they can get their grievances redressed.
3. To uphold fairness and transparency in the resolution process, ensuring that all parties involved are treated impartially and with respect.
4. To inform the students and make them aware about their duties and responsibilities so that they can access the benefits of different policies and schemes.
5. To identify recurring issues and implement preventive measures or improvements to mitigate future grievances, contributing to the overall enhancement of academic processes.
6. To keep a congenial teaching- learning atmosphere in the college among staff and students
 - Each of the members is solicited to participate and contribute his or her valuable suggestions.

Link will provide before 30min of commencement of meeting

Date: 02-04-2021

Dipanjay Mukherjee
Convener

Copy Forwarded to:

Dr. Shyamal Santra, GB President

Mr. Sujay Sain, Teacher-in-Charge

Mr. Nilanjan Chaki, Assistant professor in History

Mrs. Tapati Chatterjee, (Department of History)

Dr. Rajendraprasad Mondal, (GB member)

Mr. Prasanta Kumbhakar, IQAC Co-ordinator

Mr. Dipanjay Mukherjee, Assistant professor in English (Convener) - *Dipanjay Mukherjee*



Ref : CCMV/GRC/Meeting/02
Date : 09/04/2021

Minutes of the Grievance Redressal Cell Meeting held online on
09.04.2021 at 14:00

Venue: G-meet

The Following are the members of the Grievance Redressal Cell :-

1. Nilanjan Chaki (Assistant Professor, Department of History)
2. Dr. Sujay Sain (Assistant Professor, Department of Sociology) (HOI)
3. Mrs. Tapati Chatterjee (Department of History)
4. Mr. Dipanjoy Mukherjee (Assistant Professor, Department of English) (Convenor)

It was resolved unanimously that the Grievance Redressal Cell will work tirelessly to identify and address the grievances received from every individual or stakeholder of the Institute, to form an organized way to resolve the grievances of the students and to maintain a congenial teaching learning atmosphere in the college among staff and students.

- The members of the newly formed Grievance Redressal Cell discussed the significance of the formation of the Cell, the active members of which will identify, address and resolve any issues or complaints raised by individuals/students within the organization. It was resolved that an organized platform will be provided for students to express their grievances and it was also ensured that appropriate measures will be taken to redress them effectively. The Convenor informed all the present members and the stakeholders about the installation of two Grievance Redressal Boxes on the corridor so that students can submit their grievances for solution or redressal.
- It was decided that an organized platform will be provided for students to ventilate their grievances and ensure that appropriate measures are taken to redress them effectively. An Email Id was created as grievance redressal email id: dmchhatnacollege@gmail.com; moreover students can send sms/ messages to a particular mobile no. 9614380901 to report their grievances for quick and smooth redressal.
- It was resolved that transparency will be maintained in the resolution process, ensuring that all parties involved are treated impartially and with respect. Stress was



given on effective communication between students, faculty, staff members and other concerned stakeholders.

- It was resolved that all sensitive issues will be identified so that preventive measures can be implemented to mitigate future grievances
- It was decided unanimously that the Grievance Redressal Cell will try to redress the complaints and grievances communicated to the Women's Cell and to the Anti-Ragging Cell.

The Grievance Redressal Cell Convenor informed that no grievance has yet been reported and brought the meeting to an end by offering a vote of thanks to the present members.

Members/ Stakeholders Present

Dr. Shyamal Santra, GB President

Mr. Sujay Sain, Teacher-in-Charge

Sujay Sain

Mr. Nilanjan Chaki, Assistant professor in History

Nilanjan Chaki

Mrs. Tapati Chatterjee, (Department of History)

Tapati Chatterjee

Dr. Rajendraprasad Mondal, (GB member)

R. Mondal

Mr. Prasanta Kumbhakar, IQAC Co-ordinator

P. Kumbhakar

Mr. Dipanjoy Mukherjee, Assistant professor in English (Convenor)

Dipanjoy Mukherjee

