



**ST.ANTONY'S COLLEGE OF ARTS AND SCIENCES FOR WOMEN**

Amala Annai Nagar, Thamaraijadi, Dindigul-624 005, Tamil Nadu, India.


Approved under 2 (f) & 12 (B) status of UGC Act, 1956.

[A Self-Financing Institution affiliated to Mother Teresa Women's University, Kodaikanal.  
Go. Ms. No. : 242 dt. 16.07.2007]

Date: 06.09.2023

**Circular**

Kindly assemble for a meeting at the Principal's Chamber at 3.00pm on 07.09.2023 to discuss formation of Grievance Redressal Committee in the college.

  
Principal  
**St. Antony's College of  
Arts & Sciences for women  
Amala Annai Nagar,  
Thamaraijadi (PO), Dindigul.**



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### Minutes of the meeting of Grievance Redressal Committee

Chaired by

Date :07.09.2023

Rev.Sr.Dr.V.Mary Pramila Santhi

Time: 3.00pm

Members Present:

S.No	Name	Designation	Post
1	Mrs.J.Antony Justina Mary	Vice-Principal	Co-ordinator
2	Dr.T.Mary Josephine Isabella	Academic Director	Member
3	Mrs.A.Ameenammal	Vice-Principal	Member
4	Dr.J.Revathi	Head, Physics Dept.	Member
5	Mrs.A.Princy	Assistant Professor of English	Member
6	Dr.S.Dhanalakshmi	Assistant Professor of Tamil	Member
7	Mrs.M.Waheeda Banu	Assistant Professor of Commerce	Member
8	Ms.Jothi Infanta Mary	Lab Assistant	Member
9	Ms.Mary	Office Assistant	Member
10	Mrs. Ramani Mathew	Legal Advisor	Member
11	M.Dhatchini	President, College Council	Member

- The chair person welcomed the Committee members. Then the agenda was taken up for the discussion.
- The list of grievances received from the students was placed in the meeting.
- The following grievances were addressed by the students on date 06.09.2023
  - ❖ Students from commerce department requested that Dr. Uma Mam to take over the Income Tax paper.
- It is resolved to rectify the above grievance as early as possible.



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### Action taken report for Academic grievance

S.No	Grievance Type	Action taken report	Date	Remarks	Principal Signature
1.	III B.Com CA Students requested Dr. S. Uma to take over the Income Tax paper.	<p>Dr. Uma will be acknowledged for her excellent teaching, and best practices will be shared with the faculty.</p> <p>A meeting with Infant Sandiya scheduled to address concerns regarding her teaching methods and syllabus completion. Additional training provided to Infant Sandiya to enhance her instructional techniques by Dr.S.Uma</p>	7 <sup>th</sup> Sep 2023	Resolved. Encouraged to foster a collaborative teaching environment.	

### Conclusion

The grievance raised by students has been taken seriously, and appropriate actions are being implemented. Continuous monitoring and feedback mechanisms will be established to ensure that improvements are sustained and that students feel heard and supported.

- Follow-up meetings will be scheduled to assess the effectiveness of the actions taken and make any necessary adjustments.
- The outcomes of the grievance resolution will be communicated to the students to maintain transparency and trust within the academic environment.

Principal  
Principal

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