



Khatra Adibasi Mahavidyalaya

P.O.: Khatra, Dist. Bankura, West Bengal, Pin: 722140
Phone: 8900057220 E-mail: khatraacollege@gmail.com / kacollege@rediffmail.com
Website: www.khatraadibasimahavidyalaya.in
NAAC Accredited B+ (2nd Cycle)

Ref. No.: KAM/GRC/01/22-23

Date: 04.04.2022

Financial Year 2022-23 Grievance Redressal Cell Meeting Notice Meeting No: KAM/GRC/01/22-23 Date: 0.04.2022

All the members of Grievance Redressal Cell of the College are hereby informed that the first meeting of the Grievance Redressal Cell(Financial Year 2022-23) will be held on 11.04.2022 at 3.30 in the office chamber of the Principal. All members are requested to be present in time

Sl No	Name and Designation	Signature
1.	Sreerupa Bhattacharjee, Convener	Sreerupa Bhattacharjee
2	Md. Asif Ikbal Jt. Convener	Md. Asif Ikbal
3.	Dr. Tuhin Majumdar ,Asstt. Convener	Tuhin Majumdar
4.	Dr. Alope Bhowmik, Member	Alope Bhowmik
5.	Muchiram Soren, Member	Muchiram Soren
6.	Dr. Amiya Kumar Satpati Member	Amiya Kumar Satpati
7.	Tapan Patra ,Member	Tapan Patra
8	Dilip Baskey, Member	Dilip Baskey

Agenda :

Agenda 1: To discuss few grievance of the students. Agenda 2: Miscellaneous

Dr. Nityananda Patra

Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya
Sreerupa Bhattacharjee, Convener

Md. Asif Ikbal Jt. Convener

Coordinator
IQAC

Khatra Adibasi Mahavidyalaya
Khatra : Bankura



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Date: 11.04.2022

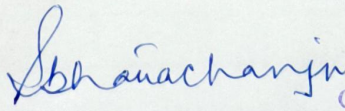
Meeting Minutes: Khatra Adibasi Mahavidyalaya - Grievance Redressal Cell Meeting Summary.

Meeting Summary: Chaired by Dr. Nityananda Patra, Principal of Khatra Adibasi Mahavidyalaya, the Grievance Redressal Cell convened to discuss recent activities and address pertinent issues. Dr. Patra commenced the meeting by reviewing the committee's activities from the previous financial year. He informed the attendees about the reception of one formal and one verbal complaint. Additionally, he acknowledged concerns voiced by female students regarding the cleanliness of the girls' common room bathrooms. Though not formal complaints, Dr. Patra stressed the significance of addressing all student concerns and assured the committee that steps would be taken to increase the frequency of cleaning, ideally to daily maintenance. Furthermore, Dr. Patra brought attention to a student request letter concerning the repair of malfunctioning water coolers on campus. Recognizing the importance of accessible cold water, especially in hot summer weather, he pledged swift action to rectify the situation.

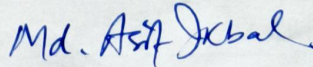
With no further matters raised, the meeting adjourned with gratitude extended to Dr. Patra for his leadership as the chair.

Dr. Nityananda Patra

Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura


Sreerupa Bhattacharjee, Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya

Md. Asif Ikbal Jt. Convener




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Ref. No.: KAM/GRC/02/22-23

Date: 04.05.2022

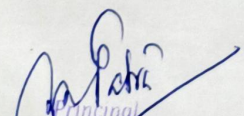
Financial Year 2022-23 Grievance Redressal Cell Meeting Notice Meeting No: KAM/GRC/01/22-23 Date: 11.05.2022

All the members of Grievance Redressal Cell of the College are hereby informed that the first meeting of the Grievance Redressal Cell(Financial Year 2022-23) will be held on 11.05.2022 at 3.30 in the office chamber of the Principal. All members are requested to be present in time

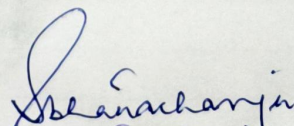
Sl No	Name and Designation	Signature
1.	Sreerupa Bhattacharjee, Convener	Sreerupa Bhattacharjee
2	Md. Asif Iqbal Jt. Convener	Md. Asif Iqbal
3.	Dr. Tuhin Majumdar ,Asstt. Convener	Tuhin Majumdar
4.	Dr. Aloke Bhowmik, Member	Aloke Bhowmik
5.	Muchiram Soren, Member	Muchiram Soren
6.	Dr. Amiya Kumar Satpati Member	Amiya kumar Satpati
7.	Tapan Patra ,Member	Tapan Patra
8	Dilip Baskey, Member	Dilip Baskey

Agenda :

Agenda 1: To discuss few grievance of the students. Agenda 2: Misc


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Khatra Adibasi Mahavidyalaya
Khatra :: Bankura


Coordinator
IQAC
Khatra Adibasi Mahavidyalaya
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Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya



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Ref. No.: KAM/GRC/R-02/22-23

Date: 11.05.22

Minutes of the Grievance Redressal Cell Meeting at Khatra Adibasi Mahavidyalaya:

Chair: Dr. Nityananda Patra, Principal

The Grievance Redressal Cell convened under the leadership of Dr. Nityananda Patra, the Principal of Khatra Adibasi Mahavidyalaya, to discuss recent activities and address important issues.

Dr. Patra commenced the meeting by reviewing the committee's activities over the previous month. He informed the attendees about the receipt of one formal and several verbal complaint. Additionally, he noted concerns raised by female students regarding the cleanliness of the girls' common room bathrooms. While these concerns were not formal complaints, Dr. Patra emphasized the importance of addressing all student concerns. He assured the committee that steps would be taken to increase the frequency of cleaning, ideally to daily maintenance.

Furthermore, Dr. Patra brought attention to a student request letter concerning the repair of malfunctioning computer and printers in college library. Recognizing the importance of accessible internet connection, especially in time before forth coming even sem exam, he pledged swift action to rectify the situation.

With no further matters raised, the meeting adjourned, with gratitude extended to Dr. Patra for his leadership as the chair.

Dr. Nityananda Patra

Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

Sreerupa Bhattacharjee, Jt. Convener

Md. Asif Ikbal Jt. Convener

Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya

Md. Asif Ikbal

Coordinator
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Ref. No.: KAM/GRC/01/23-24

Date: 14.04.23

Financial Year 2023-24 Grievance Redressal Cell Meeting Notice Meeting No: KAM/GRC/01/23-24 Date: 14.04.202

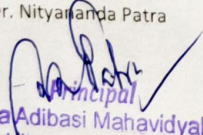
All the members of Grievance Redressal Cell of the College are hereby informed that the first meeting of the Grievance Redressal Cell(Financial Year 2022-23) will be held on 14.04.24 at 3.30 in the office chamber of the Principal.All members are requested to be present in time

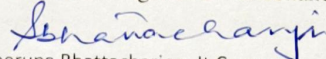
Sl No	Name and Designation	Signature
1.	Sreerupa Bhattacharjee, Convener	Sreerupa Bhattacharjee
2	Md. Asif Ikbal Jt. Convener	Md. Asif Ikbal
3.	Dr. Tuhin Majumdar ,Asstt. Convener	Tuhin Majumdar
4.	Dr. Alope Bhowmik, Member	Alope Bhowmik
5.	Muchiram Soren, Member	Muchiram Soren
6.	Dr. Amiya Kumar Satpati Member	Amiya kumar Satpati
7.	Tapan Patra ,Member	Tapan Patra
8	Dilip Baskey, Member	Dilip Baskey

Agenda :

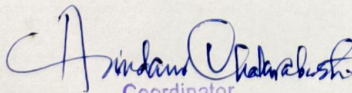
Agenda 1: To discuss few grievance of the students. Agenda 2: Miscellaneous

Dr. Nityananda Patra


Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura


Sreerupa Bhattacharjee, Jt.Convener
Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya

Md. Asif Ikbal , Jt Convener


Coordinator
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Ref. No.: Ref. No.: KAM/GRC/R-01/23-24

Date: 14.04.23

Minutes of the Grievance Redressal Cell Meeting at Khatra Adibasi Mahavidyalaya:

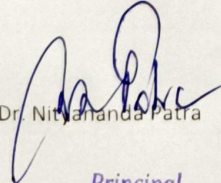
Chair: Dr. Nityananda Patra, Principal

The Grievance Redressal Cell convened under the leadership of Dr. Nityananda Patra, Principal of Khatra Adibasi Mahavidyalaya, to address recent activities and pertinent issues.

Dr. Patra commenced the meeting by reviewing the committee's recent endeavors. He informed attendees about the reception of one formal complaint and several verbal grievances. Additionally, he highlighted concerns voiced by female students of UGC Girl's hostel regarding the hygiene of the girls' bathrooms. Although not formally reported, Dr. Patra stressed the significance of addressing all student concerns and assured the committee that measures would be implemented to enhance the cleanliness, ideally ensuring daily maintenance.

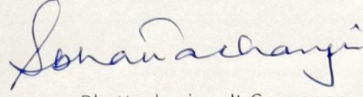
Furthermore, Dr. Patra drew attention to a student request letter regarding the repair of internet connection in the college library. Acknowledging the importance of a functional internet connection, particularly in preparation for the upcoming semester exams, he committed to promptly addressing the issue.

With no further matters raised, the meeting concluded, expressing appreciation to Dr. Patra for his leadership as the chair.



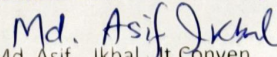
Dr. Nityananda Patra

Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

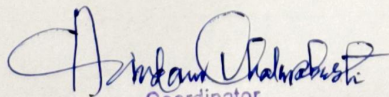


Sreerupa Bhattacharjee, Jt. Convener
Convener

Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya



Md. Asif Ikbal, Jt Conven



Ananta Chakrabarti
Coordinator
IQAC
Khatra Adibasi Mahavidyalaya
Khatra Bankura



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Ref. No.: KAM/GRC/02/23-24

Date: 05.12.23

Financial Year 2023-24 Grievance Redressal Cell Meeting Notice Meeting No: KAM/GRC/02/23-24 Date: 12.12.2023

All the members of Grievance Redressal Cell of the College are hereby informed that the first meeting of the Grievance Redressal Cell(Financial Year 2023-24) will be held on 12.12.23 at 3.30 in the office chamber of the Principal.All members are requested to be present in time

Sl No	Name and Designation	Signature
1.	Sreerupa Bhattacharjee, Convener	Sreerupa Bhattacharjee
2	Md. Asif Ikbal Jt. Convener	Md. Asif Ikbal
3.	Dr. Tuhin Majumdar ,Asstt. Convener	Tuhin Majumdar
4.	Dr. Alope Bhowmik, Member	Alope Bhowmik
5.	Muchiram Soren, Member	Muchiram Soren
6.	Dr. Amiya Kumar Satpati Member	Amiya Kumar Satpati
7.	Tapan Patra ,Member	Tapan Patra
8	Dilip Baskey, Member	Dilip Baskey

Agenda :

Agenda 1: To discuss few grievance of the students. Agenda 2: Miscellaneous

Dr. Nityananda Patra

Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

Sreerupa Bhattacharjee, Jt. Convener

Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya

Md. Asif Ikbal , Jt Convener

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Ref. No.: KAM/GRC/R-02/23-24

Date: 12.12.23

Minutes of the Grievance Redressal Cell Meeting at Khatra Adibasi Mahavidyalaya:

Chair: Dr. Nityananda Patra, Principal

Under the leadership of Dr. Nityananda Patra, Principal of Khatra Adibasi Mahavidyalaya, the Grievance Redressal Cell convened to address recent activities and pressing concerns.

Dr. Patra commenced the meeting by providing an overview of the committee's recent endeavors. He informed the attendees about the reception of one formal complaint and several verbal grievances. Additionally, he emphasized the concerns raised by female students residing in the UGC Girl's hostel regarding the hygiene standards of the hostel campus. They submitted an application for the proper cleaning of the campus. Dr. Patra stressed the importance of addressing all student concerns and assured the committee of measures to enhance cleanliness, aiming for daily maintenance.

Furthermore, Dr. Patra drew attention to a student request letter regarding minor electrical repairs needed in the UGC Girl's hostel. Recognizing the importance of addressing such issues promptly, especially with the upcoming semester exams approaching, he pledged swift action to rectify the situation.

With no further matters raised, the meeting concluded, expressing gratitude to Dr. Patra for his effective leadership as the chair.

Dr. Nityananda Patra

[Signature]
Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

Sreerupa Bhattacharjee, Jt. Convener

[Signature]
Convener
Grievance Redressal Cell
Khatra Adibasi Mahavidyalaya

Md. Asif Ikbal, Jt. Convener

[Signature]
Md. Asif Ikbal

[Signature]
Coordinator
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Ref. No.: KAM/GRC/01/24-25

Date: 03.04.2024


Financial Year 2024-25 Grievance Redressal Cell Meeting Notice Meeting No: KAM/GRC/01/24-25 Date: 09.04.2024

All the members of Grievance Redressal Cell of the College are hereby informed that the first meeting of the Grievance Redressal Cell(Financial Year 2024-25) will be held on 09.04.2024 at 3.30 in the office chamber of the Principal. All members are requested to be present in time

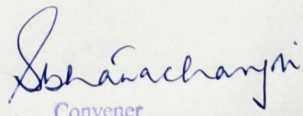
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1.	Sreerupa Bhattacharjee, Convener	Sreerupa Bhattacharjee
2	Md. Asif Ikbal Jt. Convener	Md. Asif Ikbal
3.	Dr. Tuhin Majumdar ,Asstt. Convener	Tuhin Majumdar
4.	Dr. Alope Bhowmik, Member	Alope Bhowmik
5.	Muchiram Soren, Member	Muchiram Soren
6.	Dr. Amiya Kumar Satpati Member	Amiya Kumar Satpati
7.	Tapan Patra ,Member	Tapan Patra
8	Dilip Baskey, Member	Dilip Baskey

Agenda :

Agenda 1: Tointroduce a comprehensive grievance redressal policy . Agenda 2:
Miscellaneous


Principal
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura


Coordinator
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Date: 09.04.2024

Under the leadership of Dr. Nityananda Patra, Principal of Khatra Adibasi Mahavidyalaya, the Grievance Redressal Cell convened to address recent activities and pressing concerns. After detailed discussion, it was resolved that the Grievance Redressal Policy will be introduced from the upcoming Academic Session, i.e., 2024-25. The guidelines of the policy are as follows:

Grievance Redressal Policy:

At Khatra Adibasi Mahavidyalaya, we recognize the importance of an efficient Grievance Redressal System in fostering a secure and harmonious environment for both our staff and students. In compliance with UGC guidelines, we have instituted the Grievance Redressal Committee, operating under the direct oversight of the Principal.

The key responsibilities of the Grievance Redressal Committee include:

- **Grievance Acceptance:** Accepting written grievances from both staff and students, encompassing various issues within the college.
- **Grievance Handling:** Developing and implementing an effective mechanism to address and resolve reported grievances promptly and fairly.
- **Reporting to Management:** Sharing findings and recommendations with the college management for further action when necessary.
- **Prompt Action:** Diligently listening to, recording, and examining grievances submitted by staff and students, taking immediate steps to address them.

Evaluation of Grievances: Attending to grievances based on their authenticity and severity, implementing appropriate measures for satisfactory resolution.

Representation to Concerned Departments: Representing grievances to relevant departments, such as maintenance, transportation, academics, and amenities, seeking their assistance in resolution.



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Date: 09.04.2024

Periodic Meetings: Convening regular meetings to review the progress of grievance resolution and ensuring appropriate settlement of all matters.

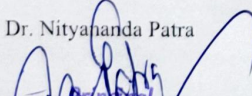
Follow-up: Maintaining regular follow-up on grievances, ensuring periodic review until their final resolution.


Confidentiality: Respecting the confidentiality of involved parties and maintaining strict confidentiality when handling grievances.

At Khatra Adibasi Mahavidyalaya, we are committed to upholding a fair and supportive environment for all. Students who feel they have been treated unfairly in academic matters have the right to appeal. If an issue remains unresolved through informal means, students may file a grievance with the Grievance Redressal Cell (CGRC). The GRC follows formal procedures as per UGC guidelines, and a Student Representative (Ombudsman) is available to assist students in presenting their case. It is important to note that decisions made by the Grievance Redressal Committee are final and not subject to further appeal.

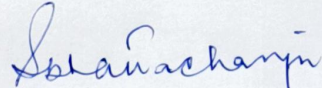
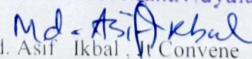
We are dedicated to addressing grievances promptly and ensuring a satisfactory resolution for all members of our college community.

Dr. Nityananda Patra


Principal
Khatra Adibasi Mahavidyalaya
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Coordinator
IQAC

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