



VIJAYGARH JYOTISH RAY COLLEGE

(Affiliated to The University of Calcutta)

B/2, BEJOYGARH, JADAVPUR, KOLKATA-700032

**Meeting Minutes of Grievance Redressal Cell
During the Period 2017-18 to 2021-22**

The Grievance redressal cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non academic matter within the campus through grievance suggestion box. The institution aims at solving the grievances of the students within stipulated academic and non-academic matter within the campus through the grievance / suggestion box. The institution aims at solving the grievances of the students within stipulated time.

The grievance redressal cell of the college function with the following purposes:

- i) To ensure a democratic environment in the college campus.
- ii) To acquaint all the teacher –student about their rights and duties.
- iii) To solve the various personal and educational related grievances of the teacher-student.
- iv) To make the institution student friendly
- v) To ensure the qualitative as well as quantitative development of the institution through the grievance and redressal cell.

The grievance redressal cell of the college generally in having the provision of two/three teaching staff as its member and the Principal as the chairman. The cell having the provision of being reconstituted every year its situation arise for so by the Principal himself. The following staff members are in the charge of this cell.

- a) Dr. Rajyasri Neogy (Principal), Chairman
- b) Mr. Uttam Kumar Mukherjee (Convenor)
- c) Dr. Lakshi Saha
- d) Mrs. Baishali Roy Chowdhury
- e) Mrs. Gargi Bhattacharya
- f) Dr. Saswati Gayen
- g) Dr. Bulbul Biswas

The objective of the grievance redressal cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institution. The objectives of the grievance redressal cell are: -

- i) To develop an organizational frame work to resolve grievances of the students and other stakeholders.
- ii) To provide the students access to immediate hassle free recovery to have their grievance redressal.
- iii) To enlighten the students on their duties and responsibilities to access benefits due under the policies.
- iv) To establish structured interactions with students to elicit information on their expectations.
- v) To institute a monitoring mechanism to oversee the functioning of the grievance redressal policy.



VIJAYGARH JYOTISH RAY COLLEGE

Phone : 2412-4082

(Affiliated to The University of Calcutta)

8/2, BEJOYGARH, JADAVUR, KOLKATA - 700 032

ACCREDITED BY THENAAC - B+ Grade.

Ref. No.....

Date.....

Date:17/7/18

NOTICE

A meeting of a Students' Grievance Redressal cell of Vijaygarh Jyotish Ray College will be held on 10/08/2018, Friday at 3 p.m. with the members of the committee in Principal's room. All are requested to attend the meeting.

Agenda:-

1. To read and confirm minutes of previous meeting of the Students' Grievance Redressal cell of the college.
2. Grievance regarding opening of common room on time.
3. Appeal for improvements of sports facilities in the college and proper canteen facility.
4. To consider the grievances regarding organization of different student centric programmes. .
5. Appeal of the students to introduce add on courses like communicative English and soft skill personality development etc.
6. To discuss any other matter with permission of chair.

Saswati Gayen
V.K. Mukherjee

Biswajit

Belbul Biswas
Gargi Bhattacharyya
Santosh Debnath

Signature of Committee Members

R. N. Choudhury 17.7.18

Signature of Principal

Principal
Vijaygarh Jyotish Ray College
Kolkata - 700 032



Phone : 2412-4082

VIJAYGARH JYOTISH RAY COLLEGE

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8/2, BEJOYGARH, JADAVUR, KOLKATA - 700 032

ACCREDITED BY THENAAC - B+ Grade.

Ref. No.....

Date.....

Proceedings of the meeting dated 10/8/2018

As per notice dated on 17/7/2018 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray college was held on 10/8/2018 in the Principal's chamber at 3pm.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present:-

Saswati Gayen
Gargi Bhattacharjee
Bhola
Bulbul Barman
Sampa Debnath

1. Principal Dr. Rajyasri Neogy emphasized about the purpose and work of GRC to the members.
2. Principal realized the demand of opening of lady's common room regularly. She instructed to take follow up the action immediately. Some students were found to complain regarding lack of indoor and outdoor sports facility in the college. Many members of the cell also supported this concern and proposed that the carom and table tennis boards should be repaired so that students can avail these facilities in their off-periods. . Head of the institution be requested to make necessary arrangements in consultation with the college Governing Body to make the canteen facility regular as otherwise many of our students who are coming from remote area are not getting adequate foods which is hampering their health and also their attendance in the college.
3. Some of the members opined that food prices in the canteen should be lowered and regulated and if required subsidized in order to make the canteen facility affordable for the students, especially ones coming from economically poor background. Also monitoring is required for the canteen regarding cleanliness of the canteen, drinking water and food quality. Resolved that necessary action will be taken by the authority to mitigate these problems.
4. Some cricket equipment's, football, jerseys for college football team, badminton rackets etc. are also found to be purchased. Members suggested the convener to convey this matter to our sports committee.
5. Some students suggested to start some courses to improve their spoken English and writing skill capability. Since, most of our students are coming from Bengali medium background, there is great problem for these students to properly communicate in English which in turn often hampering their job prospect. Therefore, many members of the cell were of the opinion that the college authority should initiate a frame work for some add-on courses in this connection.

The meeting concluded with vote of thanks from respected Principal (Chairman, GRC).

R. Neogy 10.8.18

Principal
Vijaygarh Jyotish Ray College
Kolkata - 700 032



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8/2, BEJOYGARH, JADAVPUR, KOLKATA - 700 032

ACCREDITED BY THE NAAC - B+ Grade.

Ref. No.....

Date...5.09.2019

NOTICE

A meeting of a Students' Grievance Redressal cell of Vijaygarh Jyotish Ray College will be held on 10.9.19, Tuesday at 3 p.m. with the members of the committee in Principal's room. All are requested to attend the meeting.

Agenda:-

1. To read and confirm minutes of previous meeting of the Students' Grievance Redressal cell of the college.
2. Issues regarding demand of more reference books of CBCS in library.
3. Discuss the issues regarding proper facilities of water in lady's toilets.
4. Complaints regarding restriction of the entry of students in Principal's room.
5. To discuss any other matter with permission of chair.

Signature of Committee Members

Saswati Gayen
Laxmi Saha
Gargi Bhattacharyya
Renuka Das
Biswajit Das
Bulbul Biswas

Signature of Principal

R. M. Das

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 10/09/2019

As per notice dated on 06/09/2019 meeting of the grievance redressal cell of VijaygarhJyotish Ray college was held on 10/09/2019 in the Principal's chamber at 3pm.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present :

Saswati Gayen

Laxmi Saha

Gargi Bhattacharyee

Pranab Dasgupta

Dr. Mukherjee

Dr. Bhowmik

1. Principal DR. Rajyasri Neogy emphasized about the purpose and work of GRC to the members highlights of her deliberation.
2. Principal realized the demand of more books in library. She instructed to take follow up the action immediately. She emphasized on renovating and enhancing library facilities. Resolved that this demand will be initiated to library committee convenor.
3. It was suggested by a majority of the sub-committee members that proper planning and implementation measurements regarding library infrastructural up gradation be taken by concerned authority seriously. In this regard, convener is suggested by the members to pursue the matter urgently. Resolved that library committee convener will be initiated about this aspect.
4. Improved water supply and sanitation and hygiene are critical for health. Members took serious concern regarding these and suggested that regular cleaning of college toilets should be made mandatory under proper monitoring.
5. A student complained the security guard restricted the entry of student to Principal's room. The committee enquired and found that security guard performed proper duties. Principal ma'am fixed the visiting hour so that any students of this college can come to Principal ma'am if needed.
6. Ensure that there is proper investigation of facts and figures related to the problem.

The meeting concluded with vote of thanks from respected Principal (Chairman, GRC).

R. Neogy

Principal

Vijaygarh Jyotish Ray College
Kharagpur, 751012



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(Affiliated to The University of Calcutta)

8/2, BEJOYGARH, JADAVPUR, KOLKATA - 700 032

ACCREDITED BY THE NAAC - B+ Grade.

Ref. No.....

Date 02/03/2020

NOTICE

A meeting of a Students' Grievance Redressal cell of Vijaygarh Jyotish Ray College will be held on 05.03.2020, Thursday at 3 p.m. with the members of the committee in Principal's room. All are requested to attend the meeting.

Agenda:-

1. To read and confirm minutes of previous meeting of the Students' Grievance Redressal cell of the college.
2. Grievances regarding laboratory facility in the department of Botany.
3. Complain of the students for non availability of second computer laboratory.
4. To discuss any other matter with permission of chair.

Signature of Committee Members

U. K. Mukherjee

Bibha Bhowmik

Pooja Bhowmik

Gargi Bhattacharyya

Saswati Gayen

Laxmi Saha
Sampa Debnath

R. Moay

Signature of Principal

Principal

Vijaygarh Jyotish Ray College

Kolkata-700 032

Proceedings of the meeting dated 5/3/2020

As per notice dated on 2/3/2020 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray college was held on 5/3/2020 in Principal's chamber.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present:-

Pradipta Bera
Saswati Gayen
Laxmi Saha
Gargi Bhattacharya
Y.K. Mukherjee
Bowd
Bulbul Bera
Sampa Debnath

In the meeting following points were discussed:-

1. In the beginning Principal read out the minute of last meeting.
2. The maintenance and repairing work was discussed and with the permission of Principal it was decided to undertake the replacement of one white board and installing electrical switches immediately. The Principal instructed to take follow up the action.
3. The facility of ICT laboratory which was most important issue. The principal assured to build such laboratory.
4. The maintenance of laboratory was discussed and the permission of Principal it was decided to undertake the necessary action for the maintenance of the science laboratories. The principal madam instructed to take follow up the action

The meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Moogy

Principal
Vijaygarh Jyotish Ray College
Kolkata - 700 032



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Ref. No:

Date: 01/06/2020

Notice

A meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 09/06/2020 Tuesday, in the Principal's chamber at Time- 2:30 p.m. Your presence is highly desirable.

Agenda: -

- i. Addressing complaints regarding display of online notices regarding admission to mid semesters, university examinations and internal examinations and assignments.
- ii. Addressing complaints regarding availability of soft copies of lecture notes and study materials.
- iii. Miscellaneous

V.K. Mukherjee

Bhaskar Kumar

Bulbul Kumar

Gargi Bhattacharya

Laxmi Saha

Saswati Gayen

Arijit Paul

Pradip Bose

Sampa Debnath

R. Roy

Signature of Principal

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 09/06/2020

As per the notice dated on 01/06/2020 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray College was held.

The following Members of the GRC were present and the following grievances were resolved:

U. K. Mukherjee

Pradip Bose

Bhaskar Das

Arijit Paul

Bulbul Biswas

Gargi Bhattacharya Saswati Gayen

1. Students raised their concern regarding notifications of admissions at various semesters and notifications for examinations could be made earlier so that they can make necessary arrangements and preparations for the aforesaid activities. The issue was brought into the notice of the authority. The college authority assured that they would look after the matter and take necessary steps for the convenience of the students. However, the authority informed the GRC about their problems regarding examination notice publication since it is dependent on similar notification from the University. The issue was discussed upon and it was inferred that students would be instructed to follow academic calendar published by college as well as University to get a prior idea about examination schedule.

2. It was also resolved that all faculty members would be requested to ensure that lecture notes and study materials would be made available to all students of their respective departments preferably through online mode. Those who are exclusively unable to access the materials would be informed by respective faculties to collect them offline by consultation.

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Neogy

Signature of Principal

Principal

Vijaygarh Jyotish Ray College
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Ref. No:

Date: 30/11/2020

Notice

A meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 04/12/2020 Friday, in the Principal's chamber at Time- 3.00 p.m. Your presence is highly desirable.

Agenda: -

- i. Confirming the proceedings of the previous meeting.
- ii. Addressing Complaints of students about issues regarding online submission of tutorial and internal assignments.
- iii. Miscellaneous

Bulbul Biswas
U.K. Mukherjee
Gargi Bhattacharya
Laxmi Saha
Saswati Gayen

Bhowdhry

Sujata Mondal

Arijit Paul
Pradip Bose
Prasenjit Das

R. Neogy

Signature of Principal

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 04/12/2020

As per the notice dated on 30/11/2020 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray College was held on 04.12.2020 in the Principal's chamber at 3.00 PM.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present:

Saswati Gayen

Bulbul Kinnas

Gargi Bhattacharya

Laxmi Saha

Bhowdh

N.K. Mukherjee

Arijit Paul

Sujata Mondal.

Sampa Debnath

Prasenjit Das

The grievances of the students raised in the previous meeting were resolved by uploading all the notices regarding admission to mid semester, university examinations, and internal examinations in the college website and also in the WhatsApp group of the respective departments. Students were also provided with the soft copies of the study materials by their respective teachers.

The complaints of some students regarding online submission of their internal and tutorial examination answer scripts was discussed upon for redressal. It was reported by the students that they are facing issues regarding uploading of scanned answer script as per instructions due to bigger file size or due to unavailability of proper network. Discussion was made and it was decided that departments would be requested to collect bifurcated (in parts) answer scripts in online mode if required. Provision for submission in offline mode if required should be made to effect.

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Neogy

Signature of Principal

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032



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Date: 05/07/2021

Ref. No:

Notice

A meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 12/07/2021 Thursday, in the Principal's chamber at Time- 3.00 p.m. Your presence is highly desirable.

Agenda: -

- Confirming the proceedings of the previous meeting.
- Complaint regarding correction of marksheets, incorrect course code, incorrectly filled examination form and issue of pass certificate.
- Complaint regarding unavailability of adequate numbers of E-books.
- Miscellaneous

U.K. Mukherjee
Georgi Bhattacharya

Laxmi Saha

Arijit Paul

Brown

Bulbul Bhowmik

Poukhi Bhowmik

Prasenjit Das

Signature of Principal

R. Ray

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 12/07/2021

As per the notice dated on 05/07/2021 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray College was held at Principal's chamber at 3.00 PM.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed

Members present:

U. K. Mukherjee

Georgi Bhattacharya

Bhaskar

Lazmi Saha

Arjit Paul

Bulbul Kumar

Premjit Das

Premjit Das

Following issues were discussed and resolved

1. The grievances raised in the previous meeting were resolved by accepting the bifurcated (in parts) answer scripts from the students. Those students who were unable to submit their answer scripts online submitted their answer scripts offline.
2. The grievances of the students regarding correction of marksheets, incorrect course code, incorrectly filled examination form and issue of pass certificate were brought to the attention of the Principal of the college and requested to take necessary action in this regard.
3. The librarian was requested to make available more E- books and also to take help from respective departments in getting the E-books.

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Neogy
Signature of Principal

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032



Phone : 033-2412-4082

VIJAYGARH JYOTISH RAY COLLEGE

(Affiliated to The University of Calcutta)
8/2, BEJOYGARH, JADAVPUR, KOLKATA-700 032

Ref. No:

Date:08/09/2021

Notice

A meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 16/09/2021 Thursday, in the Principal's chamber at Time- 2:30 p.m. Your presence is highly desirable.

Agenda: -

- Confirming the proceedings of the previous meeting.
- Addressing issues regarding correct marks entry in tutorial and theory papers and correction of CU registration certificate.
- Miscellaneous

Bulbul Bhowmik

Gargi Bhattacharyya
Utkarsh Mukherjee

Bhowmik

Laxmi Saha

Saswati Gayen

Sujata Mondal.

Avijit Paul
Prasenjit Das

Prasenjit Das

R. Neogy

Signature of Principal

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 16/09/2021

As per the notice dated on 08/09/2021 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray College was held.

The following members of the GRC were present in the meeting and following decisions were taken

Gargi Bhattacharya
Bhowal
Laxmi Saha
Rabul Bhowal
Saswati Gayen
Sujata Mondal.
U.K. Mukherjee
Pradeep Bose
Prasenjit Das

1. The grievances discussed in the previous meeting were resolved by sending request letters to the University of Calcutta regarding correction of marks sheet, correction of course code, incorrect form fill up. Letter was also sent to CU for issue of pass certificate.
2. The grievances of the students regarding correct marks entry in tutorial and theory papers and correction of CU registration certificate were brought to the attention of the Head of the Institution and requested to take necessary action in this regard.

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Neogy

Signature of Principal

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032



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VIJAYGARH JYOTISH RAY COLLEGE
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8/2, BEJOYGARH, JADAVPUR, KOLKATA-700 032

Ref. No:

Date: 19/11/2021

Notice

A meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 01/12/2021 Wednesday, in room no- 207 Time- 2:30 p.m. Your presence is highly desirable.

Agenda: -

- i. Confirming the proceedings of the previous meeting.
- ii. Addressing student's complaints regarding correction of registration data and correction of result.
- iii. Addressing issues regarding display of daily newspaper in college library.
- iv. Addressing Complaint of students regarding uncleanliness of class room.
- v. Addressing reports regarding repairing of nonfunctional lights in room no 207.
- vi. Miscellaneous

Gangsi Bhattacharya
Saswati Gayen
Bulbul Biswas
U.K. Mukherjee
Bhaskar
Sujata Mondal
Arjit Paul

Prasenjit Das

R. Neogy
Signature of Principal

Principal
Jyotish Ray College
700 032

Proceedings of the meeting dated 01/12/2021

As per the notice dated on 19/11/2021 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray College was held.

The following members of the GRC were present in the meeting and following decisions were taken

Gargi Bhattacharya

Sujata Mondal.

Bhowdhra

U.K. Mukherjee

Prasenjit Das

Bulbul Bera

Avejit Paul Poudyal Bose

1. The grievances discussed in the previous meeting were resolved by sending request letters to the University of Calcutta regarding correction in the marks obtained in tutorial and theory papers and correction of CU registration certificate
2. Two newspaper on a daily basis are to be displayed in the library for the students and the librarian concerned would be requested to look after the matter and take necessary step in this regard.
3. It was informed by the person concerned that due to pandemic situation, college was not functional on regular basis for a long time so, classrooms were found to be dusty. College authority ensured that necessary steps would be taken in this regard.
4. Two lights in Room No. 207 were reported to be nonfunctional and the maintenance personnel concerned would be requested to look after the matter and bring necessary solution as early as possible.

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

R. Newg

Signature of Principal

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032



VIJAYGARH JYOTISH RAY COLLEGE

(Affiliated to The University of Calcutta)
8/2, BEJOYGARH, JADAVPUR, KOLKATA-700 032

Phone : 033-2412-4082

Ref. No:

Date: 20/12/2021

Notice

An extended meeting of a grievance redressal cell of Vijaygarh Jyotish Ray College will be held on 30/12/2021 Wednesday, in room no- 207 Time- 2:30 p.m. Your presence is highly desirable.

Agenda: -

- Confirming the proceedings of the previous meeting.
- Review of all complaints during the time period June 2020-December 2021.
- Complaint regarding sports and installation of lift in the college building.
- Miscellaneous

Gargi Bhattacharya

Laxmi Saha

Anand Kumar

Sampa Deb Nath

U.K. Mukherjee

Balbul Kumar

Prasenjit Das

Bhaskar Das

Arjit Paul

Pranab Das

R. N. Das

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 30/12/2021

An extended meeting at the grievance redressal cell of Vijaygarh Jyotish Ray College was held in room no-207 of the college on 30/12/2021.

Following members and other authorities were present.

- I) Teachers' council secretary
- II) Member of governing body
- III) IQAC coordinator and,
- IV) Members of GRC

1. The grievances discussed in the previous meeting were resolved by sending request letters to the University of Calcutta regarding correction of registration data and correction of result. The issues regarding display of newspaper, uncleanliness of class rooms and nonfunctional lights in Room No. 207 which were raised in the previous meeting were also resolved.

2. The grievance of the students regarding sports was brought under the notice of the higher authority and it was decided that sports will be held in the month of February 2022.

3. However, the Head of the Institution informed that the complaint regarding installation of lift could not be resolved immediately.

Given below are the Records of Grievances raised by different stakeholders during the time period June 2020 to December 2021 and their status

Date	Issues raised by stakeholders	Issues resolved or not
09/06/2020	Complaints regarding display of online notices regarding admission to mid semesters, university examinations, internal examinations and assignments	Resolved
	Complaints regarding availability of soft copies of lecture notes and study materials	
04/12/2020	Complaints of students regarding problems in submitting tutorial and internal assignments in the online mode	Resolved
12/07/2021	Complaints regarding correction of mark sheets, incorrect course code, incorrectly filled examination form and issue of pass certificate	Resolved
	Complaint regarding unavailability of adequate number of E-books	
16/09/2021	Complaints of students regarding correct marks entry in tutorial and theory papers	Resolved

	Grievance regarding correction of CU registration certificate	
01/12/2021	Complaint regarding cleanliness of class room	Resolved
	Complaint regarding non functionality of lights in classrooms	
	Complaint regarding availability of newspaper on a daily basis	
	Complaints regarding correction of registration data and correction of marks	
30/12/2021	Complaint regarding lift	Not Resolved
	Complaint regarding sports.	Resolved

The Meeting concluded with vote of thanks from respected Principal (Chairman, GRC)

Gangi Bhattacharya
Utk Mukherjee

R. Neogy
Signature of Principal

Bulbul Biswas

Sampr Debnath

Biswas

Aravind

Laxmi Saha

Avijit Paul

Arul Kr Bunerjee

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032



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VIJAYGARH JYOTISH RAY COLLEGE

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ACCREDITED BY THE NAAC - B+ Grade.

Ref. No.....

Date.....13.1.22

Date: 13.1.22

NOTICE

A meeting of a Students' Grievance Redressal cell of VijaygarhJyotish Ray College will be held on 21.1.2022, Friday at 3 p.m. with the members of the committee in Principal's room. All are requested to attend the meeting.

Agenda:-

1. To read and confirm minutes of previous meeting of the Students' Grievance Redressal cell of the college.
2. Complaints of student regarding not to allow student at the college.
3. Extension of the date of submission of Tutorial copy
4. To discuss any other matter with permission of chair.

Signature of Committee Members

U. Z. Mukherjee

Anu Kr Banerji,
Laxmi Saha
Bibul Bhowmik

Arup Bhattacharya

Saswati Gayen

Amalendu Mazumder

Pradipta Das

Prasenjit Das

Signature of Principal

R. N. Das 13.1.22

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 21/01/22

As per notice dated on 13.01.22 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray college was held on 22.01.22 in the Principal's chamber at 3pm.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present :

Amalendu Mazumder

U.K. Mukherjee

Laxmi Saha

Arati Kr Banerjee

Buddhi Kumar

Gargi Bhattacharya

Saswati Gayen

Poukhi Bose

Prasenjit Das

1. Principal DR. Rajyasri Neogy emphasised about the purpose and work of GRC to members, highlights of her deliberation.

2. The complaints were discussed and it was decided to undertake the necessary action. The security guard performed his duty properly. The principal madam instructed to take follow up the action by issuing duplicate ID card.

3. The complaint regarding extension of the date of submission of tutorial was discussed but the date of submission is declared by the University, so there would be no questions for consideration.

4. Ensure that there is proper investigation of facts and figures related to the problem.

The meeting concluded with vote of thanks from respected Principal madam (Chairman, GRC)

R. Neogy 21.1.22

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032



Phone : 2412-4082

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(Affiliated to The University of Calcutta)

8/2, BEJOYGARH, JADAVPUR, KOLKATA - 700 032

ACCREDITED BY THE NAAC - B+ Grade.

Ref. No.....

Date.....13/7/22

Date: 13.7.22

NOTICE

A meeting of a Students' Grievance Redressal cell of Vijaygarh Jyotish Ray College will be held on 25.7.22, Monday at 3 p.m. with the members of the committee in Principal's room. All are requested to attend the meeting.

Agenda:-

1. To read and confirm minutes of previous meeting of the Students' Grievance Redressal cell of the college.
2. Complaints of student regarding the review of BA/BSc CBCS SEM I papers.
3. To discuss any other matter like issuing Provisional pass certificates of M.sc. Microbiology with permission of chair.

Signature of Committee Members

Laxmi Saha
Bhattacharya
V.K. Mukherjee
Anil Kumar Banerjee
Buddha Prasad
Saswati Gayen
Anandendu Mazumdar
Pradeep Bose

Signature of Principal

R. Nayak 13.7.22
Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032

Proceedings of the meeting dated 25/07/22

As per notice dated on 13.07.22 meeting of the grievance redressal cell of Vijaygarh Jyotish Ray college was held on 25.07.22 in the Principal's chamber at 3pm.

The following members of the GRC were present in the meeting and issues as per the agenda was discussed.

Members present :

Laxmi Saha
Anurag K. Banerjee

Shalini Chatterjee

Saswati Gayen

K. Mukherjee

Bulbul Binti

Anandendu Mazumder

Pradipta Behera

1. Principal DR. Rajyasri Neogy emphasized about the purpose and work of GRC to members, highlights of her deliberation.

2. Appealing for review of paper which is not controlled by college authority. She stated the office to give the message to the students that University would announce the date for review. The complaint regarding the issuing of Provisional MSc certificate, Principal madam instructed the office and coordinator of MSc Microbiology that they would make necessary official work so that the student could get Provisional certificate as early as possible.

3. Ensure that there is proper investigation of facts and figures related to the problem.

The meeting concluded with vote of thanks from respected Principal madam (Chairman, GRC)

R. Neogy 25.7.22

Principal

Vijaygarh Jyotish Ray College
Kolkata-700 032