

2020 – 21

S.No	Grievance	Measures Taken
<b>Student Welfare Committee meeting held on 21.12.2021</b>		
1.	Common mail ID may be created for Internal Complaints Committee so that students can send their grievances.	intercom@sethu.ac.in Mail ID is created for Internal complaints
2.	Department wise committee may be formed for girl students to redress their grievances.	Department wise committee formed for girl students
3.	Suggestion box may be kept for girls separately in some place	Suggestion box kept at various place.
4.	Information about Sports for girls should be informed to all the girls and special transport may be provided in the evenings.	The girls students are advised to stay in the hostel during sports events.
5.	Boys and girls should be counseled separately to behave in the mixed environment.	Boys and Girls counseled separately
6.	Boys should not be allowed to stay in the classrooms during lunch breaks	Circular issued
7.	Separate Dispensary is needed for girls.	Dispensary arranged for girls.
8.	In Xerox section boys are standing the girls side also. Two computers may be made available in the Xerox section so that boys don't come to the girls side.	Instruction provided and separate systems for boys and girls provided.
9.	Lady faculty members should be friendly.	Lady faculty members are informed to be friendly with the girl students to redress grievance of girl students.
10.	Girls are pushed by boys in the City bus in the evenings. Securities may help the girl students for boarding the bus.	Boys are counselled and they are asked to make way for the girl students to board the buses. Proper instruction given to Securities.
11.	City buses do not stop in front of the College because SIT boys always travel in the footboard even if space is available inside and they don't give room for girls to board the bus.	Requisition letter to TNSTC for additional buses, Girls special bus and also for properly stopping the buses at the college has been sent. Boys are also counseled.
12.	Restrooms to be cleaned at least thrice a day.	Instruction given to housekeeping department to clean the toilet.



13.	In restrooms taps are not working and doors are not proper.	Instructions are given for proper maintenance of taps and doors.
14.	Drinking water is not available in many places during breaks. It must be ensured that drinking water is available in all places during the breaks.	Instruction given and water supply available at all time.
15.	Dust bins may be provided in the classrooms by collecting money from students.	Dust bins provided in all classrooms.
16.	Martial arts may be taught to girl students for self-defense.	Martial arts arranged to girl students for self-defense.
<b>Student Welfare Committee meeting held on 07.10.2021</b>		
17.	Placement Training for Final year IT students in core subject is needed	HoD / IT provide necessary training.
18.	Online theory classes may be conducted.	After completing the lab courses, theory classes will be conducted.
19.	Comprehensive Engineering Aptitude Test may be conducted.	As per the students' suggestion, Aptitude Test conducted in the end of the 6th semester.
20.	More Library Books are needed for the Departments of Agriculture and Biotechnology.	The Librarian is asked to increase the library book
21.	The Department Library should be kept open in CSE Department.	Department Library is available at CSE Department.
22.	Separate place for Irrigation Lab is needed.	HoD / Agri arranged proper lab facility.
<b>Student Welfare Committee meeting held on 16.03.2021</b>		
23.	Bio medical students requested to organize industrial visit	HoD of Bio medical engineering organized industrial visit at suitable time.
24.	Mini project exhibition may be conducted.	Mini project exhibition conducted after the Covid '19 spread is completely over.
25.	Industry visit may be organized.	Industry visit organized after the Covid '19 spread.



26.	Placement training may be conducted every week.	Training classes arranged.
27.	Agriculture engineering students requested that the lab facilities may be properly provided to the students.	HoD of Agri. allowed the students to use the laboratories.
28.	Chemical engineering students requested that Seminar hall may be provided for them.	Seminar hall provided for Chemical engineering students.
<b>Grievance Redressal Committee meeting held on 04.03.2021</b>		
29.	First aid box may be provided in the hostel	Chemical department fix first aid box in the hostel
30.	Buckets and taps may be replaced in all the wash rooms	Estate office members replaced all buckets in washrooms
31.	Loose connection in switch board may be verified in all rooms	EB section department corrected the Loose connection in switch board
32.	Leakage is there near washroom	Estate office department rectified leakage in wash room
33.	Toilet in the first floor are broken	Estate office carried out proper repair work
34.	The option to remove faculty and student from the class when the class is going on Microsoft Teams should be disabled.	Instructed the faculty members to use the option properly available in the Microsoft teams to present the class by themselves only.
<b>Student Welfare Committee meeting held on 30.11.2020</b>		
35.	More time is needed for online exams. After completion of the exam sufficient time may be given to scan the answer sheet and send	Information given to COE to provide more time for exams
36.	The option to remove faculty and student from the class when the class is going on Microsoft Teams should be disabled.	Instructed the faculty members to use the option properly available in the Microsoft teams to present the class by themselves only.
<b>Student Welfare Committee meeting held on 28.08.2020</b>		
37.	As many students face connectivity problem in the online classes, the classes may be recorded and made available online.	Instruction given to faculty members to record the lecture class in Microsoft Teams platform for further references.



38.	It is very difficult to understand the problem oriented subjects if the derivations are not derived and problems are not solved step by step in the class. So some methods could be followed to solve the problems step by step by the faculty during the online class.	For Problem Oriented Papers: Faculty members are asked to adopt suitable teaching method for problematic paper. Preferably: The faculty members may write derivations or problems in paper step by step. The paper may be directly video graphed and streamed through Microsoft Teams. The papers may be photographed and pasted in PPT and it can be presented. Derivations or problems may be converted into pdf and shown step by step.
39.	All the materials including the presentation may be made available in some online platform.	All faculty members are instructed to upload the presentation and lecture materials through any of the following methods: Google drive link, Google Class room, Microsoft teams file, Whats App, Email etc.
40.	Class link can be shared for all the classes. The rights given for students to remove other students must be disabled	All faculty members are instructed to send Microsoft Teams link to the students through social media platform, at least 15 minutes before the commencement of the class. All faculty members are asked to make themselves as the only presenter (Only me) in the Manage Permission Options
41.	Test may be conducted as Multiple Choice questions through Microsoft Forms. In Tests each student may be given different question paper to avoid copying and discussion.	HoDs are asked to implement this suggestion wherever it is possible.
42.	Problem oriented papers may be conducted in First hour.	HoDs and time table coordinators are informed to have time table accordingly, as far as possible.
43.	Classes may be completed within the scheduled time. Training classes may be conducted for Aptitude and Competitive examinations.	Faculty members are instructed to complete the class within the scheduled time. Training and Placement cell is informed to conduct such classes for the final year students.



*Dr. A. Senthil Kumar*

**Dr. A. Senthil Kumar**  
PRINCIPAL

**SETHU INSTITUTE OF TECHNOLOGY**

Pulloor, Kariapatti - 626 115  
Virudhunagar District