

CRITERION 5

5.1 STUDENT SUPPORT AND PROGRESSION

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees.



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MEMBERS



DON BOSCO COLLEGE OF ARTS AND SCIENCE, KEELA ERAL

Accredited with 'B' Grade by NAAC (1st Cycle)

(Affiliated to Manonmaniam Sundaranar University, Abishekappatti, Tirunelveli)

MEMBERS OF STUDENT'S GRIEVANCE AND REDRESSAL COMMITTEE

ACADEMIC YEAR 2023 – 2024

NAME OF THE MEMBER	DESIGNATION
Dr. R.D. Thilaga	Principal
Rev. Fr. Peter Arokiaraj	Coordinator
Rev. Fr. S. Alexander Suresh	Coordinator
Dr. M. Prabhu	Vice Principal
Dr. A. Anusuya	Vice Principal
Mrs. S. Theivarathina	Vice Principal
Mr. K. Ashok	Physical Director

M. S. J.

Grievance and Redressal



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MINUTES OF THE MEETING

A grievance and redressal meeting to address concerns regarding the Job Fair, campus Wi-Fi, and certificate courses. Students raised issues about the limited participation of companies in the Job Fair and insufficient guidance, prompting the decision to invite more companies and provide dedicated coordinators for student support in future events. Complaints regarding slow Wi-Fi speeds and connectivity gaps on campus were discussed, with a resolution to conduct a network audit and upgrade the infrastructure. Additionally, grievances about delays in scheduling and the lack of practical exposure in the TALLY ERB9 certificate courses were addressed, with plans to improve scheduling and enhance hands-on training by collaborating with industry experts. All issues were acknowledged, and action plans were set to resolve them, with progress to be reviewed

Dr.R.D.THILAGA

PRINCIPAL

Mrs.V.PARVATHA

CONTROLLER OF THE EXAMINATION

Mrs.S.THEIVARATHNA

VICE PRINCIPAL

Rev.Fr.A.PETER AROCKIAYARAJ

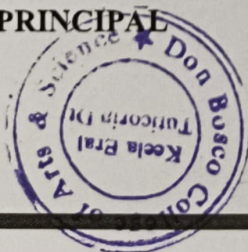
ACADEMICCOORDINATOR

Dr.M.PRABHU

VICE PRINCIPAL

Dr.A.ANUSIYA

VICE PRINCIPAL



PRINCIPAL

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COMPLAINT LETTERS

From

Ajith Kumar
III - B Com
Don Bosco College of Arts & Science,
Keela eral

To

The Principal
Don Bosco college of Arts & Science
Keela Eral,

Respected Sir,

Subject: Request for added Certificate course.

I am writing this letter to request to
add a Certificate course (Tally ERP9) upgrade
the course it will help for our future.

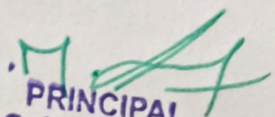
So, I request you to kindly update the
same and do the needful things.

Thanking you,

Yours obediently,
Ajithkumar

Place: Keela Eral
Date: 23/01/2023




PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

FROM;

Mery. R
10th BED
Don Bosco college of Arts and Science,
Keela Eral.

TO:

The principal
Don Bosco college of Arts and Science,
Keela Eral.

RESPECTED SIR:

SUBJECT: Request for organizing a Job Fair.

I am writing to you on behalf of the
Students of Don Bosco college of Arts and Science,
Keela Eral. As we approach the end of our
Academic year, many of us are eager to explore
Job opportunities and kick-start our careers.

In this regard, we humbly request you to
consider organizing a Job fair on our campus.

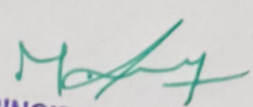
Thank you,

Date: 22/01/2024

Place: Keela Eral

Yours faithfully,
Mery. R




PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

From,

A. Abirami

IIIrd BCA

Don Bosco College of Arts and Science

Keela Eral

To,

The Principal

Don Bosco College of Arts and Science

Keela Eral

Respected Sir,

I am writing this letter to request to update 100 Mbps to 200 Mbps. It will help for our future.

So, I request you to kindly update the same and do the needful things.

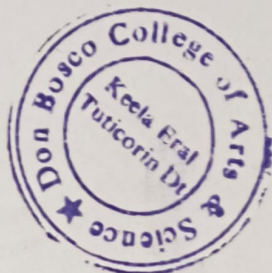
Thanking you

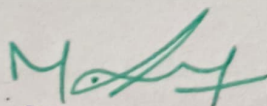
Yours obediently

A. Abirami

Place :- Keela Eral

Date :- 15/02/2024




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ACTION TAKEN REPORT

S.NO	DATE	PLAN OF ACTION	ACTION TAKEN REPORT	OUTCOMES
1	26.07.2023	Introducing certificate courses	Launched ten certificate courses and especially Tally ERB 9	Students enrolled and completed courses will boost their employability and technical skills
2	15.04.2024	Enhance campus connectivity	Installed high-speed wi-fi across the campus for students and staff	Improve teaching – learning process and research capabilities.
3	04.05.2023	Organize a job fair to enhance placement opportunities for students	Conducted a job fair with over companies participating	More than 63 students secured placements. Enhanced career opportunities



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Student's Anti Ragging Action Taken



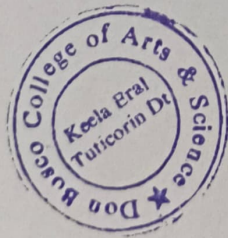
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ANTI RAGGING COMMITTEE

NAME OF THE MEMBER	DESIGNATION
Dr. R.D. Thilaga	Principal
Rev. Fr. S. Alexander Suresh	Coordinator
Mr. K. Ashok	Physical Director




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Student's Anti Ragging Committee



**DON BOSCO COLLEGE
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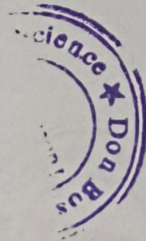
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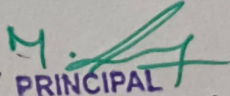
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ANTI RAGGING COMMITTEE- MINUTES

Date:03.08. 2023

The Anti-Tagging Committee meeting, held on 03.08.2023, discussed the current status of ragging on campus and confirmed that there have been no reports or incidents of ragging or bullying. The committee reviewed the existing anti-ragging policies, including the implementation of strict regulations, CCTV surveillance in key areas, and the availability of a grievance redressal system, which have all contributed to creating a safe environment. The committee acknowledged that these measures have been effective in preventing ragging and ensuring the well-being of students.




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Student's Anti Ragging Committee



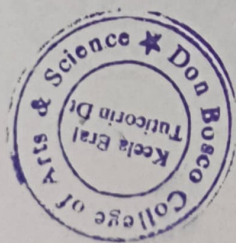
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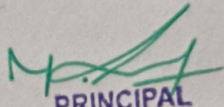
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ANTI RAGGING COMMITTEE- REPORT

The college has successfully maintained a ragging-free campus environment, and the committee commended the positive conduct of students, staff, and faculty in fostering this atmosphere. The committee further discussed plans to continue with its preventive efforts by organizing awareness programs at the beginning of each academic year. These programs will include orientations, posters, and online resources to educate students about the consequences of ragging and the college's zero-tolerance policy. The grievance redressal mechanisms will also remain in place to ensure that students feel safe reporting any concerns. The committee is committed to ensuring that the campus continues to be free from ragging and bullying incidents.




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ANTI RAGGING- ACTION TAKEN REPORT



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ANTI RAGGING ACTION TAKEN REPORT

S.NO	DATE	PLAN OF ACTION	ACTION TAKEN REPORT	OUTCOMES
1	NIL	NIL	NIL	NIL




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ANTI- SEXUAL HARRASMENT COMMITTEE



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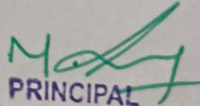
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ANTI - SEXUAL HARRASMENT COMMITTEE- MINUTES

DATE: 07.08.2023

The Sexual Harassment Committee meeting was held on 07.08.2023 to discuss the status of sexual harassment issues on campus. It was confirmed that there have been no reports or incidents of sexual harassment within the institution. The committee reviewed the college's current policies, including the internal complaint mechanism, and acknowledged that they are well communicated to students and staff. As a preventive measure, the committee conducted an awareness program, focusing on educating students and faculty about sexual harassment, its impact, and the procedures for reporting incidents. The program was well received, and the committee emphasized the importance of ongoing education to maintain a safe environment for all members of the campus community.




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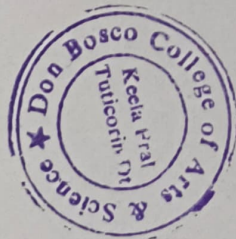
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ANTI - SEXUAL HARRASMENT COMMITTEE- REPORT

The college has successfully maintained a harassment-free environment, with no incidents of sexual harassment reported. To further support this, the Sexual Harassment Committee organized an awareness program, aimed at educating both students and staff about the definition of sexual harassment, ways to prevent it, and how to report any concerns. The program was well attended, and feedback from participants was positive, highlighting the importance of continuous education on this issue. The committee will continue to hold awareness sessions regularly to ensure that all individuals on campus understand their rights and responsibilities, helping to preserve a respectful and safe academic environment.



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ANTI-SEXUAL HARRASMENT ACTION TAKEN REPORT



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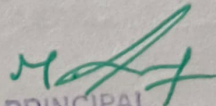
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ANTI – SEXUAL HARRASMENT ACTION TAKEN REPORT

S.NO	DATE	PLAN OF ACTION	ACTION TAKEN REPORT	OUTCOMES
1	NIL	NIL	NIL	NIL




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Don Bosco College of Arts and Science

A Christian Minority, Self-financing College, Affiliated to Manonmaniam Sundaranar University, Tirunelveli

Keela Eral, Ettayapuram TK, Thoothukudi DT, Tamilnadu - 628 908

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Declaration

I hereby declare that the details and information given above are complete and true to the best of my knowledge and conviction.



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