



NEHRU COLLEGE OF MANAGEMENT COIMBATORE

**Nehru Gardens, Thirumalayampalayam post,
Coimbatore. 641105 Telephone: 0422 227 0007**

e-mail: ncmprincipal@nehrucolleges.com

website: www.ncmbschool.com

NAAC SSR CYCLE - II

Criteria –V

METRIC 5.1.4

STUDENTS SUPPORT AND PROGRESSION

Student Support

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases



Nehru College of Management
Affiliated to Bharathiar University, Coimbatore & Approved by AICTE, New Delhi
Accredited by NAAC with B++ grade Recognized by UGC with 2(f) 12(B)
An ISO 9001: 2015 Certified Institution



NEHRU COLLEGE OF MANAGEMENT
Affiliated to Bharathiar University & Approved by AICTE, New Delhi
Accredited by NAAC with "B++" grade Recognized by UGC with 2(f) 12(B)
An ISO 14001:2004 & 9001: 2015 Certified Institution,
"Nehru Gardens" Thirumalayampalayam, Coimbatore - 641 105.



Ref. No.: NCM/GEN/ 98A/03/2022

Date: 31.03.2022

Internal Complaints Committee

The College has formulated a Strict policy framework against sexual harassment and has constituted an Internal Complaints Committee in accordance with the guidelines delineated by the UGC and notifications issued by the University of Delhi pertaining to the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressed) Act, 2013. The committee ensures a conducive and secure environment for growth and development of students.

Member Name

Dr.R.Moses Daniel,
Principal, NCM
Mr. K. Anandhan
Assistant Professor -MCA
Ms.S.Sreeja,
Assistant Professor -MBA
Ms.V. Sriharidevi
Assistant Professor -MCA

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Ref No: NCM/GREN/002/01/2022

Date: 06.01.2022

GRIEVANCE COMMITTEE MINUTES OF THE MEETING

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener
06.01.2022	3:00 pm - 4:05 pm	Principal Office	Dr.R.Moses Daniel, Principal, NCM
Members Present: <ol style="list-style-type: none">1. Dr.R.Moses Daniel (Principal)2. Mr. K. Anandhan (AP)3. Ms.S.Sreeja (AP)4. Ms.V. Sriharidevi (AP)			
Points Discussed	Decision Taken	Staff Responsible	Target Date
1. Online portal created to register complains which is user friendly to students, parents, alumni and so on.	Created online portal.	Ms. S.Sreeja	Completed
2. Installation of new water coolers.	New water cooler installed.	Ms.V. Sriharidevi	Completed

Next Suggested Date of Meeting: 23.06.2022

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Signature of the Convener



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Ref No: NCM/GREN/001/11/2021

Date: 01.11.2021

**GRIEVANCE COMMITTEE
MINUTES OF THE MEETING**

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener
01.11.2021	11:30am - 12:30 pm	Principal Office	Dr.R.Moses Daniel, Principal, NCM
Members Present: 1. Dr.R.Moses Daniel (Principal) 2. Mr. K. Anandhan (AP) 3. Ms.S.Sreeja (AP) 4. Ms.V. Sriharidevi (AP)			
Points Discussed	Decision Taken	Staff Responsible	Target Date
1. Minutes of meeting to be done online too so that anyone can register a complaint if they have. (parents, Alumni . etc)	To form an Online complaint form.	Ms. S.Sreeja	06.01.2022
2. Water cooler to be changed	To install new water cooler.	Ms.V. Sriharidevi	06.01.2022

Next Suggested Date of Meeting : 06.01.2022

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Online Grievance Redressal Cell

The Grievance Redressal Cell attempts to address genuine problems and complaints of students, faculty and parents whatever be the nature of the problem. Students are encouraged to use the online redressal link provided in the College website to express constructive suggestions and grievances. They are requested to note that making a complaint is serious and therefore they expect to utilize in a responsible manner. At the same time, the college assures students that once a complaint is registered, it will be treated with sensitivity and confidentiality.

<https://www.ncmbschool.com/Grievance-Redressal-form.html>

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(Affiliated To Bharathiar University)

"Nehru Gardens", Thirumalayampalayam, Coimbatore - 105



Grievance Redressal Mechanism

1. PREAMBLE

Nehru College of Management is committed to providing a safe, fair and harmonious learning and work environment. Grievance Redressal Cell was set up at Nehru College of Management in accordance with the University Grants Commission regulations 2012 (The Gazette of India, March 23-29, 2013), for handling day-to-day grievances related to students, parents and staff members.

Grievance Redressal Cell facilitates the resolution of grievances in a fair and impartial manner involving the respective School/Dept./Office (dealing with the substantive function connected with the grievance), maintaining necessary confidentiality, as the case may be. Any stakeholder with a genuine grievance may approach Grievance Redressal Cell to submit his/her grievance in writing or send through e-mail on

"ncmprincipal@nehru.colleges.com".

2. OBJECTIVES

- To ensure a fair, impartial and consistent mechanism for redressal of varied issues faced by the stakeholders;
- To uphold the dignity of the University by promoting cordial Student-Student relationship, Student-teacher relationship, teacher-teacher relationship;
- To develop a responsive and accountable attitude among the stakeholders, thereby maintaining a harmonious atmosphere in the University campus;
- To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality;
- To ensure that the views of each grievant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized;
- To advise stakeholders to respect the right and dignity of one another, and not behave in a vindictive manner towards any of them for any reason.

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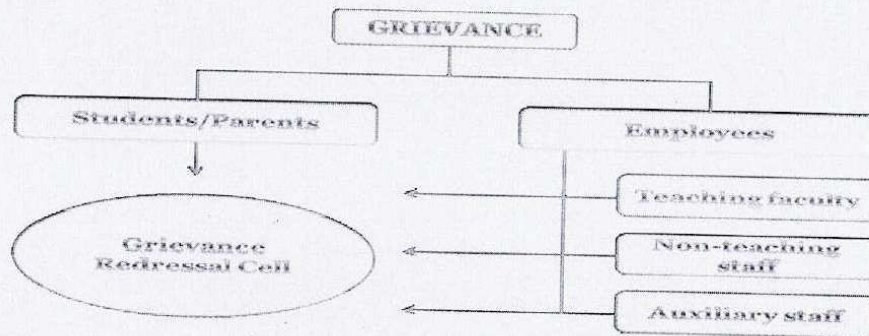
3. DEFINITIONS

Grievance: Grievance means a formal complaint—includes any kind of discontent or dissatisfaction or negative perception, whether expressed or not, arising out of anything connected with University that a student or parent or staff member thinks, believes, or even feels, is unfair, unjust or inequitable.

Grievant: Grievant means a student, parent, staff member or group of students or parents or staff members submitting the grievance.

Days: Days means working days exclusive of Sundays, holidays or vacation days as set forth in the academic calendar. In counting days, the first day shall be the first full working day following the receipt of the grievance.

4. GRIEVANCE REDRESSAL MECHANISM IN RELATION TO THOSE INVOLVED



5. GRIEVANCES REDRESSAL COMMITTEE

A high-power committee handles the function of remedying of grievances. It is guided by the principles of natural justice while redressing the grievances. The committee will consider only formal grievances, received in person or in box, and put its best efforts in order to arrive at a right decision/amicable solution expeditiously.

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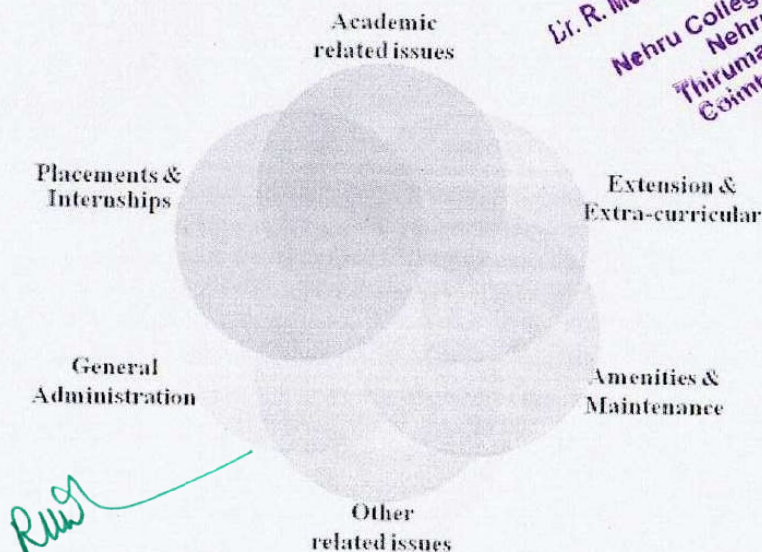


Functions of the Committee:

- To provide with proper advocacy to stakeholders to express their grievances freely and frankly without any fear of being victimized;
- To ensure that there is no reprisal of any kind against any applicant, witness, or any other participant in the grievance redressal process by reason of such participation in the grievance process.
- To analyse the merits of grievances and conduct formal hearings and investigation as the case may be
- To protect the privacy and confidentiality of all parties during the investigation, consistent with and subject to the policy guidelines;
- To obtain the facts through relevant sources in a fair and objective manner, to work out a resolution of the issues involved with the parties named in the grievance application;
- To ensure speedy disposal of every grievance application - within a maximum period of one month of the receipt of application;

6. APPLICABILITY: All students, parents, staff members, and other stakeholders during their stint in the university.

7. TYPES OF GRIEVANCES



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Type of Grievance	Specification
Academic related issues	Admissions, Examinations, Assessments, Evaluation, Library facilities, Issuance of certificates, Add-on courses, Research related issues, etc.
Extension & Extra-curricular	Students club registration, Award of non-academic credits, Physical Education, etc.
Amenities & Maintenance	Hostel facilities –Allocation of rooms, Standard of meal, Wi-fi internet connectivity, Utility-stores, Computer facilities, Drinking water, Sanitation & hygiene, Maintenance, Medical facilities, etc.
Placements & Internships	On-campus or off-campus interviews, soft skills training, Internships, etc.
Other related issues	Safety & Security, Discipline, Misbehaviours, Emergency services, etc.

8. STANDARD OPERATING PROCEDURE(SOP)

Any student or parents or staff member wants to initiate a grievance may in the first instance bring the issue to the notice of the Head of the respective school/department/office, who will address the issue and try to resolve it within 7 working days of the receipt of the grievance.

If, there is no response within the stipulated time from the respective school/department/office or grievant is dissatisfied with response/resolution to his/her grievance, then the grievant is free to represent his/her grievance to the University Grievance Redressal Cell.

If, the grievance is against the respective Head of school/department/office, then the grievant may directly submit his/her grievance in writing submit in person at the Grievance Redressal Cell, to the Officer-In-Charge of Grievance Redressal Cell.

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FORMAL REGISTRATION: Any aggrieved student or parent or staff member with a genuine grievance will submit his/her Grievance in writing along with necessary documents, if any, through any of the following modes:

- submitting a signed hard copy of the grievance complaint in person to the Officer-In-Charge of Grievance Redressal Cell

ACKNOWLEDGEMENT: The Grievance Redressal Cell shall acknowledge the receipt of each grievance complainant immediately

FORWARDING: Upon receipt of grievance the Grievance Redressal Cell shall categorise, analyse the merits of the grievance, and forward the grievance to the respective school/department/office/individual (dealing with the substantive function linked with the grievance) requesting them to enquire into the grievance and redress within such period as may be specified, not exceeding 7 days from the receipt of grievance complaint.

FOLLOW UP & MONITORING: Grievance Redressal Cell shall coordinate, monitor and ensure redressal within the stipulated time. Depending up on the seriousness of grievance the Grievance Redressal Cell will follow them up regularly till their final disposal by way of reminders.

SCRUTINY: Grievance Redressal Committee will make a thorough review of the redressal process. In case the committee feels satisfied with the resolution provided by the respective school/department/office/individual, then it will intimate the same to the grievant via e-mail. Once the grievant indicates acceptance of the resolution at this level, then the matter is deemed closed.

CALL FOR HEARING: If the Grievance Redressal Committee is not satisfied with the resolution provided by the respective department/office/individual or upon the grievant's written request, the committee shall fix a date for hearing, and intimate the same to the respective school/department/office/individual as well as the grievant via e-mail. If, at the conclusion of the hearing, the committee feels that additional information, testimony is necessary to make a decision, it may request

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that the parties submit such additional information. In this event, the hearing will remain open until receipt of the requested documents(s).

INVESTIGATION: If a resolution is not achieved through hearing, then it will take necessary steps to conduct an investigation (fair and impartial investigation) of the facts giving rise to the grievance as it determines necessary to reach a conclusion on the merits of the grievance application. Grievance Redressal Committee will have the right to interview witnesses, if, it determines necessary and/or helpful to the investigation including those recommended by a party to the grievance.

FINAL DECISION: After the hearing or investigation the Grievance Redressal Committee shall use its best efforts to work out a resolution of the issues involved with the parties named in the grievance application – pass an order indicating the reasons for such order, as may be deemed fit.

COMMUNICATING THE DECISION: Upon completion of proceedings, the Grievance Redressal Committee shall communicate the final decision to both parties via email, which shall be binding on both the parties.

CLOSURE OF COMPLAINT: The complaint shall be considered as disposed off and closed when:

- the grievant has indicated acceptance of the resolution;
- the grievant has not responded within four weeks from the date of receipt of information on resolution

The proceeding concerning each grievance will be recorded in a systematic manner. The information relating to the proceedings shall be treated as confidential and can be viewed only by the members of Grievance Redressal Committee, for the purpose of investigation.

FEEDBACK: Grievance Redressal Cell will collect formal feedback from relevant stakeholders (students, parents, staff, etc.) from time to time; especially from the parties involved, on account for reviewing and improving the grievance handling and redressal process.

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GENERAL GUIDELINES:

The grievance must always be in the form of a detailed written complaint submitted in person to the Officer-In-Charge of Grievance Redressal Cell, within 15 days from the date of occurrence of the event giving rise to the grievance. However, the University may extend this time frame where a delay is due to circumstances beyond control of aggrieved person such as illness, etc.

Formal grievance complaint shall include:

- o a clear and concise statement of the event/issues, and a summary of steps taken, if any, by the grievant to resolve the problem or issues prior to the filing
- o a reasonably detailed description of the relevant facts, including the name/s of person/s, copies of relevant documents or other evidence relevant to the grievance
- o full name, contact information of the person escalating/initiating the grievance complaint

Group Grievance: If, it is a group grievance, list of all persons who are parties to the grievance to be attached. The list must include each person's name, university ID, Phone number/Email ID, etc. The list must also designate one individual as spokesperson for the group.

Timeframe: It shall be the endeavour of the Grievance Redressal Committee to ensure redressal/disposal of every grievance within a period of one month of the receipt of application/grievance complaint.

Prohibition against Retaliation: The Institution will strictly prohibit retaliation against any grievant, witness, or any other participant in the grievance redressal process by reason of such participation. Any concerns about the retaliation related to this process should be disclosed by the party to the Grievance Redressal Committee.

No proxy will be allowed: The aggrieved student or parent or staff member shall have to apply individually and represent his/her case before the Grievance Redressal Committee – in other words no proxy will be allowed to represent his/her case.

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Confidentiality: The Nehru College of Management shall maintain confidentiality of the grievance throughout the grievance process. All information collected will



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be treated as confidential and will not be disclosed to third parties without the consent of the parties involved. However, disclosures may be required for the purpose of fact-finding or efforts to resolve the grievance. Parties involved in the grievance process will also have to maintain the confidentiality of the information discussed during the fact-finding process and the identity of the grievant.

Documentation: The information relating to the proceedings of grievances shall be treated as confidential and can be viewed only by the members of Grievance Redressal Committee, for the purpose of investigation. In order to monitor the redressal process from time to time the Grievance Redressal Cell shall maintain a grievance register under the supervision of Officer-in-Charge of Grievance Redressal Cell, which shall contain the following heads. The

register will be treated as confidential and may not be accessed by anyone other than the members of Grievance Redressal Committee.

1	2	3	4	5	6	7	8
Date of receipt of grievance/complaint	Name & address/contact details of sender/applicant	Nature of grievance/complaint	Name of the Department from which the clarification/resolution sought	Date on which the respective Dept. was asked	No. and date of reminder(s) issued	Date on which the clarification received/resolution arrived	Date of supply of suitable reply / information to the applicant

Alternative avenues for redressal of grievances: Although all students, parents and staff members may avail themselves of this procedure towards resolving their grievances, they can also try to resolve issues informally – if they believe that an informal resolution is possible at their department/Office level.

Appeals: If, the grievant is dissatisfied with the decision/ resolution of the Grievance Redressal Committee, then he/she can appeal the decision to the Board of Management (BOM) within seven days of the receipt of the committee's decision. The Board of Management shall provide final decision within thirty days of receipt of the appeal, which shall be binding on both parties.

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9. APPENDICES:

APPENDIX I

FORMAL GRIEVANCE REGISTRATION FORM
(Suggested Form)

Grievant's Profile		
Name:		
University ID:	Dept./Office:	<div style="border: 1px solid black; display: inline-block; padding: 2px;">Student</div> <div style="border: 1px solid black; display: inline-block; padding: 2px;">Parent</div> <div style="border: 1px solid black; display: inline-block; padding: 2px;">Staff member</div>
Gender : Male/Female		
Phone:	Email:	

Grievance Details		Type of Grievance
<input checked="" type="radio"/> Academic Related		<input type="radio"/> Extension & Extra-curricular
<input type="radio"/> Amenities & Maintenance		<input type="radio"/> Placements & Internships
<input type="radio"/> General Administration		<input type="radio"/> Other related issues
Date of Occurrence:	Have you discussed this issue with your Mentor and/or HoD/ Director/ Controlling Officer? <div style="display: flex; justify-content: space-around;"><div style="border: 1px solid black; padding: 2px;">Yes</div><div style="border: 1px solid black; padding: 2px;">No</div><div style="border: 1px solid black; padding: 2px;">Not applicable</div></div>	Mentor's/HoD's/Director's /Controlling officer's Name:
Note: Must be filed within 5 working Days	Date(s) of discussion:	Phone:

[Signature]
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Issue of Grievance: (Describe what happened, when and where, how your student experience or employment has been affected, and indicate names of others involved. Attach any supporting documentation.)

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Action Requested: Indicate the action(s) that would resolve your grievance.

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I declare that the information provided by me is true and factual to the best of my knowledge. Date:

Grievant Signature:

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DATE	Complaint	Area	Received Signature	Office Address
7/3/2022	Water Ducts (No water)	B Block	✓	B St
9/3/22	Fan required	B. Block	✓	
16/3/22	Ac not working	B Block (12)		
16/3/22	Ac is not working	B Block MBA (A)		
17/2/2022	LCD Not working Kalpana Lab Admin	B Block 1st floor non A/c room	Kalpana	
17/2/2022	LCD required. Kalpana Lab Admin (3 nos required) due to Elective Subjects.	B Block 2nd floor.	Kalpana	
4-4-2022	^{one} Tube Light not working	Library - II - I		
11-4-2022	Extra Chairs may be removed from MCA Class Rooms	1st floor		

Principal

Dr. R. Moses Daniel MBA, Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.

Principal

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The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organization wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through**

appropriate committees Response: A. All the Above

Dr. R. Moses Daniel, MBA, Ph.D., PGDCA, 2008
Principal
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Coimbatore - 641 105.



Date: 29/03/2021

Members Present:

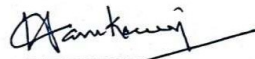
Dr. R. Moses Daniel, Principal - NCM
Dr. L. Karthikeyan, Director-MBA
Mr. K. Anandan, Asst., Prof., - MCA
Mrs. S. Sreeja, Asst., Prof., - MBA

Minutes of the Meeting


Anti-Ragging Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
29/03/2021	10:30am-11:30am	Board Room	Dr. R. Moses Daniel (Principal)	
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Due to online session no such complaints have been registered. 2. The committee will be working in its full capacity after the lockdown. 3. In case of emergency the committee can have an online meet 4. Date for next meet in case of any issue.		The committee members ensure the no such activities even the regular classes commence.	Mr. K. Anandan, Asst., Prof., - MCA	

Next Suggested Date of Meeting: 10/06/2021


DIRECTOR
Dr. L. KARTHIKEYAN
B.Sc(Ag), MBA, PGDBF, SET, Ph.D
DIRECTOR - MBA
NEHRU COLLEGE OF MANAGEMENT
T.M. PALAYAM, COIMBATORE - 641 105.




PRINCIPAL
Dr. R. Moses Daniel MBA, Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.


Dr. R. Moses Daniel, MBA, Ph.D., PGDCA, 2011
Principal
Nehru College of Management
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Coimbatore - 641 105.



Date: 25/03/2021

Members Present:

Dr. R. Moses Daniel, Principal - NCM
Dr. L. Karthikeyan, Director-MBA
Dr. E. Muthu Kumar, Professor - MBA
Dr. S. Kavipriya, Asst., Prof., - MCA
Mr. K. Anandan, Asst., Prof., - MCA

Minutes of the Meeting


Grievance Handling Committee


Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
24/03/2021	10:00am-11:00am	Principal Office	Dr. R. Moses Daniel (Principal)	
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Due to online session no such complaints have been registered. 2. The committee will be working in its full capacity after the lockdown. 3. In case of emergency the committee can have an online meet 4. Date for next meet in case of any issue April 27 th .			Dr. L. Karthikeyan (Director-MBA)	

Next Suggested Date of Meeting: 27/04/2021


DIRECTOR
Dr. L. KARTHIKEYAN
B.Sc(Ag), MBA, PGDBF, SET, Ph.D
DIRECTOR - MBA
NEHRU COLLEGE OF MANAGEMENT
T.M. PALAYAM, COIMBATORE - 641 105.




PRINCIPAL
Dr. R. Moses Daniel MBA, Ph.D., PGDCA, PGDIB
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.


Dr. R. Moses Daniel, MBA, Ph.D., PGDCA, PGDIB
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Date: 03/04/2021

Members Present:
 Dr. R. Moses Daniel, Principal – NCM
 Mrs. S. Sreeja, Asst., Prof., -MBA
 Mrs. A. Nandhini, Asst., Prof., - MCA

Minutes of the Meeting

Women Empowerment Cell

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
02/04/2021	10:30am-11:30am	Principal Office	Mrs. S. Sreeja, Asst., Professor - MBA)	
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Due to online session no sexual harassment complaints have been registered. 2. The committee will be working in its full capacity after the lockdown. 3. In case of emergency the committee can have an online meet 4. Date for next meet in case of any issue.		The committee members ensure the No harassment even the regular classes commence.	Mrs. S. Sreeja, Assistant Professor- MBA	

Next Suggested Date of Meeting: 15/06/2021

Sreeja
 CONVENER



Rudra
PRINCIPAL
 Dr. R. Moses Daniel MBA., Ph.D., PGDCA., PGDIB
 Principal
 Nehru College of Management
 Nehru Gardens
 Thirumalayampalayam,
 Coimbatore - 641 105.

Rudra
Dr. R. Moses Daniel, MBA., Ph.D., PGDCA., PGDIB
Principal
Nehru College of Management
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Establishment of Grievance Redressal Committee in the Institution for the year 2019-2020

A Centralized Confidential Students Grievance Redressal Committee has been constituted to redress the grievances and complaints of the students.

Objectives of Grievance Redressal Committee:

- To uphold the dignity in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc
- To provide responsive, accountable and easily accessible machinery for settlement of grievances and to take measures in the college undertakings to ensure expeditious settlement of grievances of Students in order to maintain a harmonious educational atmosphere in the institute.
- It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.
- To make officials of the College responsive, accountable and courteous in dealing with the students.
- In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be sent through e-mail to the ncmprincipal@nehrucolleges.com or officer incharge of Students' Grievance Cell.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
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S.NO	Name	Designation	Position
1	Dr R. Moses Daniel	Principal, NCM	Chairman
2	Mr.T.B Fenn	Professor	Secretary
3	Dr. E. Muthukumar	Professor	Member
4	Mr. K. Anandan	Assistant Professor	Member
5	Dr. E. Chandra Blessie	Assistant Professor	Member

Principal

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

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Ref. No: NCM/GREN/001/10/2019

Date: 10.10.2019

Minutes of the Meeting
Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
10.10.2019	11:20am – 11:35 am	Board Room	Dr.R. Moses Daniel	
Members Present: Dr. R. Moses Daniel Mr.T.B Fenn Dr. E. Muthu Kumar Mr. K. Anandan Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Discussion on infrastructure facility		To be discussed with the management	Dr. E. Muthu Kumar	Done
2. Discussion on college timings		To consult with the management	Dr. E. Chandra Blessie	Done

Signature of the Convener

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
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Ref. No: NCM/GREN/002/12/2019

Date: 20.12.2019

Minutes of the Meeting
Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
20.12.2019	11:20am – 11:35 am	Board Room	Dr.R. Moses Daniel	
Members Present: Dr. R. Moses Daniel Mr.T.B Fenn Dr. E. Muthu Kumar Mr. K. Anandan Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Discussion on purchase of Management Articles 2. Discussion on Toilet cleaning		Informed to librarian Setting up of Cleaning calendar	Mr. K. Anandan	Nil

Signature of the Convener

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
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Ref. No.: NCM/GEN/ 98A/03/2019

Date: 31.03.2019

Internal Complaints Committee

The College has formulated a Strict policy framework against sexual harassment and has constituted an Internal Complaints Committee in accordance with the guidelines delineated by the UGC and notifications issued by the University of Delhi pertaining to the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressed) Act, 2013. The committee ensures a conducive and secure environment for growth and development of students.

Member Name

Dr. R. Moses Daniel
8056332932
(Principal NCM)

Ms. V. Srihari
8220755704
(Associate Professor)

Mr. Sivakumar . P
9791259277
(Assistant Professor)

Principal

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2000
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2000
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Ref. No.: NCM/GEN/ 99A/04/2019

Date: 10.04.2019

Minutes of the Meeting

Internal Complaints Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener
10.04.2019	4:00pm – 4:35 pm	Board Room	Dr. R. Moses Daniel
Members Present: Dr. R. Moses Daniel Ms. V. Sriharidevi Mr. Sivakumar . P			
Points Discussed	Decision Taken	Staff Responsible	Target Date
1. Educate the student about gender harassment and legal procedures	To conduct a program on sexual harassment in educational institutions	Ms. V. Srihari	Completed

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Principal
Nehru College of Management
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Signature of the Convener

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
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1	Dr. S. Franklin John	Principal, NCM	Chairman
2	Mr. T.B Fenn	Professor	Secretary
3	Dr. E. Muthukumar	Professor	Member
4	Ms. Vimala.KV	Assistant Professor	Member
5	Dr. E. Chandra Blessie	Associate Professor	Member


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Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. ANIMA
Principal,
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T.M. Palayam,
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Ref. No: NCM/GREN/001/08/2018

Date: 20/08/2018

Minutes of the Meeting
Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
20/08/2018	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Mr. T.B Fenn Dr. E. Muthukumar Ms. Vimala.KV Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Wash Basin Facility 2. Network (Wi-fi Problem)		Planning to provide water tap at MBA Block B System Administrator instructor about the complaint	Ms. Vimala.KV	Nil

Signature of the Convener

Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. ARUNTA
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
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Ref. No: NCM/GREN/001/12/2019

Date: 05.12.2018

Minutes of the Meeting

Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
05.12.2018	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Mr. T.B Fenn Dr. E. Muthukumar Ms. Vimala.KV Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
1. Placing mirror in student bathroom		Action taken	Ms. Vimala.KV	Nil

Dr. E. Moses Daniel, MBA., Ph.D., PGDCA, 2013
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Signature of the Convener
Dr. S. FRANKLIN JOHN, DBA, M.Phil, Ph.D. JUNE 2014
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.



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Ref. No.: NCM/GEN/ 98A/03/2018

Date: 31.03.2018

Internal Complaints Committee

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Member Name

Dr. S. Franklin John
9987540304
(Principal NCM)

Dr. VK. Jayan
9987530894
(Associate Professor)

Mr. Sivakumar . P
9791259277
(Assistant Professor)

Principal

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2001
Principal
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Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. ANIMA
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Ref. No.: NCM/GEN/ 98A/03/2018

Date: 13.08.2018

Minutes of the Meeting

Internal Complaints Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
13.06.2018	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Mr. Sivakumar . P Ms. V. Srihari				
Points Discussed		Decision Taken	Staff Responsible	Target Date
No complaints registered		Encouraging students to approach the concerned committee without any incubations	Nil	Nil

Signature of the Convener

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
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Dr. S. Franklin John, BBA, M.Phil, Ph.D. Anna
Principal,
Nehru College of Management
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- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment.
- It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.

S. No	Name	Designation	Position
1	Dr. S. Franklin John	Principal, NCM	Chairman
2	Mr. T.B Fenn	Professor	Secretary
3	Dr. E. Muthukumar	Professor	Member
4	Ms. Vimala.KV	Assistant Professor	Member
5	Dr. E. Chandra Blessie	Associate Professor	ember

Principal

Dr. S. FRANKLIN JOHN, DBA, M.Phil, Ph.D. ARUNA
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.

Dr. E. Moses Daniel, MBA., Ph.D., PGDCA, 2013
Principal
Nehru College of Management
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Ref. No: NCM/GREN/001/08/2017

Date: 11.08.2017

Minutes of the Meeting

Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
11.08.2017	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Mr. T.B Fenn Dr. E. Muthukumar Ms. Vimala.KV Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
Inclusion of recreation club for students to ease out stress.		To be discussed with the management	Dr. E. Muthukumar	Done

Dr. E. Moses Daniel, MBA., Ph.D., PGDCA, 2009
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Signature of the Convener

Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. ANIMA
Principal,
Nehru College of Management
T.M. Palayam,
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Ref. No: NCM/GREN/001/12/2017

Date: 19.12.2017

Minutes of the Meeting

Grievance Redressal Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
19.12.2017	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Mr. T.B Fenn Dr. E. Muthukumar Ms. Vimala.KV Dr. E. Chandra Blessie				
Points Discussed		Decision Taken	Staff Responsible	Target Date
No complaints registered		Nil	Nil	Nil

Signature of the Convener

Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. ANIMA
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.

Dr. R. Moses Daniel, MBA., Ph.D., P30CA, 2010
Principal
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Ref. No.: NCM/GEN/ 98A/03/2017

Date: 31.03.2017

Internal Complaints Committee

The College has formulated a Strict policy framework against sexual harassment and has constituted an Internal Complaints Committee in accordance with the guidelines delineated by the UGC and notifications issued by the University of Delhi pertaining to the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressed) Act, 2013. The committee ensures a conducive and secure environment for growth and development of students

Member Name

Dr. S. Franklin John

9987540304

(Principal NCM)

Dr. VK. Jayan

9987530894

(Associate Professor)

Mr. Sivakumar . P

9791259277

(Assistant Professor)

Principal

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA, 2003
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Dr. S. Franklin John, MBA, M.Phil, Ph.D. ANIMA
Principal,
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Ref. No: NCM/GREN/001/09/2017

Date: 13.09.2017


Minutes of the Meeting

Internal Complaints Committee

Date of the Meeting	Time of Meeting	Venue of Meeting (Mode)	Convener	
13.06.2019	11:20am – 11:35 am	Board Room	Dr. S. Franklin John	
Members Present: Dr. S. Franklin John Dr. VK. Jayan Mr. Sivakumar . P				
Points Discussed		Decision Taken	Staff Responsible	Target Date
To conduct a program on women empowerment		to organize a guest lecture on Women empowerment through digitization media	Ms. Sheeja, AP/NCM	Done


Dr. A. Moses Daniel, MBA., Ph.D., PJDCA, 2009
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Signature of the Convener


Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D. JNU
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.