

# **Proceedings of the Meeting of the Redressal Committee**

The meeting of the Redressal Committee was held on **04.08.21** at 2 pm in R& D Cell.

of Patna Women's College, under the Chairmanship of Dr. Sister M.Rashmi A.C.

The following members were present.

1. Dr. Sister M.Rashmi A.C.
2. Dr. Sister M. Tanisha A.C.
3. Prof. Ameeta Jaiswal
4. Dr. Smita Kumari
5. Dr. Shobha Srivastav
6. Dr. Sister Celine Crasta A.C.
7. Ms. Norin Raj Lakra
8. Ms. Nikhila Narayan
9. Dr. Alka Kumari
10. Sister M. Jincy A.C.
11. Dr. Debjani Sarkar hose

After a short prayer, the chairperson Dr. Sister M.Rashmi A.C. , Principal, Patna Women's College welcomed the members after which the agenda for the day was taken for discussion.

## **Agenda 1**

1. Review of the activities and guidelines of the Committee.

### **Resolutions:**

#### **Review of the activities of the Committee:**

1. There was no complain received by the committee in the suggestion box. The complain that was received via mail was resolved.
2. Study Hall for the student has been constructed.
3. Number of lights of the library was increased.
4. Fees of many students have been reduced during COVID period.
5. COVID scholarship has been introduced.

#### **Guidelines of the Committees**

1. Students should be aware of the existence of the redressal cell and the suggestion box during the time of orientation like other years.
2. Members will regularly check the Suggestion Box.

3. Different members were allotted to check the box located in different places.

1<sup>st</sup> Floor – Sr. Celine, Library- Sr. Jincy, Science Block – Dr. Shobha Srivastav, MCA Block- Ms Nikhila, BCA department-Ms. Noorin.

4. Monthly Checking of the Suggestion Box should be conducted.

5. Every complain should not be entertained.

6. Only genuine complain should be considered.

7. Hate letters should be ignored.

8. Any official information should be given during official hours.

9. Personal guidance (mentoring) should be given in each department.

**Any Other:**

1. Induction of the new member in the committee.

**Resolutions:**

1. Ms. Vineeta Priyadarshi , coordinator NCC will be inducted in the committee.

The meeting was concluded by thanking everyone present.

Chairperson

Secretary