

GRIEVANCE REDRESSAL CELL FOR NON-TEACHING STAFF

Minutes of the meeting

Venue: College Council room

Date & Time: 07.02.2022 at 10:30 a.m.

Members List:

1. Mr. Manickam, Head-Infrastructure, CARE - Convener
2. Ar. Loganathan, Prof & Dean, Architecture - Member
3. Ms. Ruchi Sinha Assistant Prof, Chettinad School of Law - Member
4. Dr. P Senthil, Prof & Dean i/c, Chettinad School of Physiotherapy - Member
5. Mr. Manikandan, Sr. Technician, Dept.of Biochemistry, CHRI - Member
6. Mrs. I. Vimala, Nursing Superintendent, CHRI - Member
7. Mrs. Sournavalli, Secretary, FAHS, CHRI - Member
8. Mr. E. Palani Raja - Secretary, Chettinad College of Nursing - Member

The convener welcomed the members and took up the agenda for discussion.

Agenda 1: To issue extra set of uniforms for non-teaching staff

It was discussed on behalf of all non-teaching staff working in Chettinad Academy of Research Education to provide extra sets of uniform. It was also discussed to issue the uniforms during outside of working hours too so that it will be convenient for all and not affecting their routine duty.

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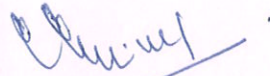


Agenda 2 : Grievance reporting in CARE website

The committee members discussed about creating awareness on grievance reporting among non-teaching staffs online in university website as well as reporting to the committee members through the contact numbers displayed in various places in the campus. The convener requested for sharing the awareness material in the university social media platform.

The members of the committee agreed for the same and it was decided to raise a request to Vice Chancellor and Registrar for necessary action.

The convener thanked all the members and with this the meeting came to an end


Mr. Manickam,

Head- Infrastructure-CARE

Convener, Grievance Redressal Cell for Non-teaching Staff

CC:

The Vice Chancellor, CARE

Registrar, CARE

Dean, CHRI

Director, Research

Principal, FAHS,

Principal, CCN