

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Agharam Road, Selaiyur, Chennai – 600073

Ref.No: BIHER/Committee/2023-54

Date: 19/06/2023

## Office Order


Sub: Bharath Institute of Higher Education and Research, Chennai.73 -  
Formation of Grievances and Redressal Committee - Order Issued -  
reg.

In order to provide efficiencies and genuine judgement based on the merits of any complaints represented by any students, a committee has been constituted in the name of **“Grievances and Redressal Committee”** under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members.

1. Dr. J. Hameed Hussain	Dean(Engineering)	Chairman
2. Prof. Dr. V. Khannaa	Dean/IT	Member
3. Prof. Dr. R. Vasuki	HOD/Biomedical	Member
4. Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Member
5. Prof. Dr. V. Manimozhi	HOD/English	Member
6. Prof. Dr. S. Prakash	HOD/EEE	Member
7. Prof. Dr. Umma Habiba	Prof/ECE	Member

Copy to

- 1) All the members of the committee
- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

  
Dean (Engineering)  
DEAN  
BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
(Declared as Deemed to be University U/S 3 of UGC Act. 1956)  
Chennai-600 073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4<sup>th</sup> July 2002)

Phone : 044-22290742 / 22290125 Telefax : 044-22293886  
Website : www.bharathuniv.ac.in



173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: BIHER/Committee/2023-57

Date: 20/06/2023

#### CIRCULAR

Sub: Bharath Institute of Higher Education and Research, Chennai.73 -  
Committee Meeting - Schedule - Intimation - reg.

All the members of the following committees are requested to attend the meeting in the cabin of Dean (Engineering) on the date and time scheduled below.

S.no	Name of the Committee	Date	Time
1.	Grievances and Redressal Committee	23/06/2023	09.00 am to 10.30 am

Dean (Engineering)  
DEAN

BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
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Chennai-600 073.

Copy to

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- 3) The PS to Pro VC Academics
- 4) The PS to ADR
- 5) The HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice Board

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Agharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESAAL COMMITTEE


### Minutes of the meeting

Venue: Dean Office Cabin		Date: 23/06/2023	Time: 09.00 am to 10.30 am	
S.no	Name of the Members	Designation		Signature
1.	Dr.J.Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof.Dr.V.Khanna	Dean/IT	Member	
3.	Prof.Dr.R.Vasuki	HOD/Bio Medical	Member	
4.	Prof.Dr.L.Jeyanthi Rebecca	HOD/IBT	Member	
5.	Prof.Dr.V.Manimozhi	HOD/English	Member	
6.	Prof.Dr.S.Prakash	HOD/EEE	Member	
7.	Prof.Dr.Umma Habiba	HOD/ECE	Member	

The following points were discussed:

- 1) The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.
- 2) This committee will consider the representation from the employee with regard to grievances, if any, and suggest a possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.
- 3) Duties and responsibilities of the Grievances and Redressal Committee in the accordance with AICTE/UGC regulations have been discussed.
- 4) The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractices. He also requested the members the same vigil.

Dean (Engineering)





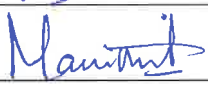


  
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Chennai-600 073.

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 30.01.2023		Time: 9.00 to 10.30 AM
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. V. Khannaa	Dean/IT	Members	
3.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
4.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
5.	Prof. Dr. V. Manimozhi	HOD/English	Members	
6.	Prof. Dr. S. Prakash	HOD/EEE	Members	
7.	Prof. Dr. Umma Habiba	HOD/ECE	Members	

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Dean (Engineering)

**DEAN (Engineering)**  
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Chennai - 600 073. Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 239 / BIHER/Committee / 2023

Date: 27.01.2023

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee  
Meeting – Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	30.01.2023	09.00am to 10.30am

Dean  
(Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

**DEAN (Engineering)**  
Bharath Institute of Science & Technology  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
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Selaiyur, Chennai-600 073.

# **BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH**

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:165/BIHER/Committee/2023

Date: 23/01/2023

## **OFFICE ORDER**

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of **“Grievances and Redressal Committee”** under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. V. Khannaa	Dean/IT	Member
3. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
4. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
5. Prof. Dr. V. Manimozhi	HOD/English	Member
6. Prof. Dr. S. Prakash	HOD/EEE	Member
7. Prof. Dr. Umma Habiba	Prof/ECE	Member



Dean (Engineering)

Copy to

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- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

**DEAN (Engineering)**  
Bharath Institute of Science & Technology  
**BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH**  
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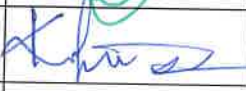
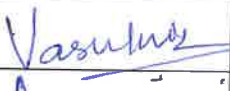

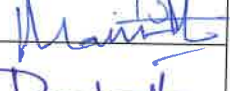
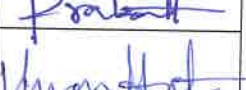
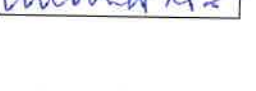


# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Agharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 20.06.2022	Time: 9.00 to 10.30 AM	
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. V. Khannaa	Dean/IT	Members	
3.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
4.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
5.	Prof. Dr. V. Manimozhi	HOD/English	Members	
6.	Prof. Dr. S. Prakash	HOD/EEE	Members	
7.	Prof. Dr. Umma Habiba	HOD/ECE	Members	

The following points were discussed:

1. The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.
2. This committee will consider the representation from the employee with regard to grievances, if any, and suggest a possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.
3. Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.
4. The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.

  
Dean (Engineering)

**DEAN (Engineering)**  
Bharath Institute of Science & Technology  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
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Chennai - 600 073. Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 235 / BIHER/Committee / 2022

Date: 16.06.2022

### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee  
Meeting – Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the  
cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	20.06.2022	09.00am to 10.30am

Dean  
(Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
Bharath Institute of Science & Technology  
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH  
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Selaiyur, Chennai-600 073.



# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:160/BIHER/Committee/2022

Date: 13/06/2022

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

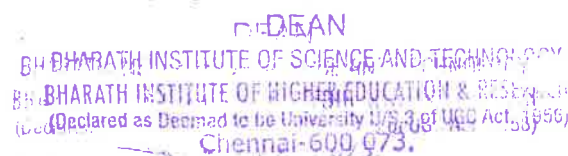
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1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. V. Khannaa	Dean/IT	Member
3. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
4. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
5. Prof. Dr. V. Manimozhi	HOD/English	Member
6. Prof. Dr. S. Prakash	HOD/EEE	Member
7. Prof. Dr. Umma Habiba	Prof/ECE	Member

  
Dean (Engineering)

Copy to

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- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
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**Bharath**  
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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 17.08.2020

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	Minutes of the previous meeting conducted on 27.02.2020 was reviewed.	Discussed points were analyzed and resolved
2	Discussion about the conduction of examination and delay in declaration of results	Issues and queries addressed by the students are examined by COE & team members and necessary action has been taken.
3	Discussed about the amenities provided by the institution.	Students are satisfied with the infrastructure facility & laboratory provided by the institution. Insignificant difficulties raised are considered and resolved by Administrative officer
4	Discussion regarding the difficulties faced by the students during online classes and online examination.	College is provided with high speed internet facility for the faculties and students are instructed to have a good internet facility for uninterrupted classes & exam.

  
**DEAN (Engineering)**  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### GRIEVANCES AND REDRESSAL COMMITTEE

#### Minutes of the meeting

Venue: Dean Office Cabin		Date: 15.02.21		Time: 1.00 to 2.00 PM	
S.No	Name of the members	Designation		Signature	
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman		
2.	Dr. Persis Urbana Ivy B	Prof./CSE	Coordinator		
3.	Mr. S. Manavalan	Asst. Prof./Auto	Member		
4.	Dr. K. Shakthivel	Asso. Prof/EEE	Member		
5.	Dr. M. Sangeetha	Prof/ECE	Member		
6.	Ms. S. Monika	Student/II BME	Special Invitee		

The following points were discussed:

1. Minutes of the previous meeting conducted on 17.08.2020 was reviewed.
2. Deviations from the admission policy for meritorious students, irregularity in the process under the declared admission policy were discussed.
3. Discussed about Non-publication or false/misleading publication of prospectus by the institution.
4. Discussion based on withholding of, or refusal to return, any document in the form of certificates submitted by the students, demand of money in excess of that specified to be charged in the declared admission policy of institution, non-payment or delay in payment of scholarships or financial aid has been carried out.

Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



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### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 147 / BIST/Committee / 2021

Date: 8.02.2021

#### CIRCULAR


Sub: Bharath Institute of Science and Technology, Chennai – 73 – Committee Meeting  
– Schedule – Intimation – reg.

All the member of the Grievances and Redressal Committee are requested to attend the meeting either in the cabin of Dean (Engineering) or in online mode on the date and time scheduled below.

Meeting link for the online attendees will be shared one day before the meeting

S.No.	Name of the Committee	Date	Time
1	Grievances and Redressal Committee	15.02.2021	01.00 to 2.00 PM

  
Dean (Engineering)

  
DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref.No:112/BIST/Committee/2021

Date: 03/02/2021

### OFFICE ORDER

**Sub:** Bharath Institute of Science and Technology, Chennai-73- Formation of  
Grievances and Redressal Committee-Order issued-regd.


In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been re-constituted in the name of "**Grievances and Redressal Committee**" with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Dr. Persis Urbana Ivy B	Prof./CSE	Coordinator
3. Mr. S. Manavalan	Asst. Prof./Auto	Member
4. Dr.K. Shakthivel	Asso. Prof/EEE	Member
5. Prof. Dr. M. Sangeetha	Prof/ECE	Member
6. Ms. S. Monika	Student/II BME	Special Invitee

  
Dean (Engineering)

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 **DEAN (Engineering)**  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
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Chennai - 600 073, Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Grievances and Redressal Committee

#### Contact details

Sl.No	Name of the members	Present Designation	Position	emailid
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	<a href="mailto:deanengineering@bharathuniv.ac.in">deanengineering@bharathuniv.ac.in</a>
2.	Dr. Persis Urbana Ivy B	Prof./CSE	Coordinator	<a href="mailto:hod.cse@bharathuniv.ac.in">hod.cse@bharathuniv.ac.in</a>
3.	Mr. S. Manavalan	Asst. Prof./Auto	Member	<a href="mailto:manavalan.kannan@gmail.com">manavalan.kannan@gmail.com</a>
4.	Dr. K. Shakthivel	Asso. Prof/EEE	Member	<a href="mailto:ksakthivelme@gmail.com">ksakthivelme@gmail.com</a>
5.	Dr. M. Sangeetha	Prof/ECE	Member	<a href="mailto:hod.ece@bharathuniv.ac.in">hod.ece@bharathuniv.ac.in</a>
6.	Ms. S. Monika	Student/II BME	Special Invitee	<a href="mailto:monikas98@gmail.com">monikas98@gmail.com</a>

  
DEAN (Engineering)  
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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 067 / BIST/Committee / 2021

Date: 10.08.2020

### CIRCULAR

Sub: Bharath Institute of Science and Technology, Chennai – 73 – Committee Meeting  
– Schedule – Intimation – reg.

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Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref.No:097/BIST/Committee/2021

Date: 03/08/2020

### OFFICE ORDER

**Sub:** Bharath Institute of Science and Technology, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been re-constituted in the name of "**Grievances and Redressal Committee**" with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Dr. K.P. kaliyamoorthy	Prof./CSE	Coordinator
3. Mr. S. Manavalan	Asst. Prof./Auto	Member
4. Dr.K. Shakthivel	Asso. Prof/EEE	Member
5. Prof. Dr. M. Sangeetha	Prof/ECE	Member
6. Ms. S. Monika	Student/II BME	Special Invitee

  
Dean (Engineering)

Copy to

- 1) All the members of the Committee
- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

 DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



**Bharath**  
**INSTITUTE OF HIGHER EDUCATION AND RESEARCH**  
(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4<sup>th</sup> July 2002)



Phone : 044-22290742 / 22290125 . Telefax : 044-22293886  
Website : www.bharathuniv.ac.in

173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

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## **BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY**

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### **GRIEVANCES AND REDRESSAL COMMITTEE**

#### **Roles & Responsibilities of Grievances and Redressal Committee**

The Committee deals with Grievances received in writing from the students about any of the following matters:-


Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.

Financial Matters: Related to dues and payments for various items from library, hostels etc,

Other Matters : Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport etc,

#### **Functions of Grievances and Redressal Committee**

- To uphold the dignity of the College by ensuring conflict free ambience in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc
- To provide responsive, accountable ways for settlement of grievances and to take necessary measures to ensure expeditious settlement of grievances of Students..
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- To support, those students who have been deprived of the services offered by the College, for which he/she is entitled.
- To make officials of the College responsive, accountable and courteous in dealing with the students.
- To ensure effective solution to the student's grievances with an impartial and fair approach.

  
DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



प्रो. रजनीश जैन  
सचिव

Prof. Rajnish Jain  
Secretary



विश्वविद्यालय अनुदान आयोग  
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)  
(Ministry of Human Resource Development, Govt. of India)

यहदुरशाह ज़फ़र मार्ग, नई दिल्ली-110002  
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

F.No. 14-4/2012(CPP-II)

7<sup>th</sup> December, 2018

**PUBLIC NOTICE**

**ON**

**UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018**

UGC had notified UGC (Grievance Redressal) Regulations, 2012 in official Gazette of India on **23<sup>rd</sup> March, 2013**. These regulations were aimed at addressing and effectively resolving grievances of students related to Higher Educational Institutions.

The UGC had received a number of responses on these regulations and hence constituted an Expert Committee to revisit UGC (Grievance Redressal) Regulations, 2012. The draft University Grants Commission (Grievance Redressal of Students) Regulations, 2018 prepared by the Committee is attached herewith for observations and suggestions of stakeholders. The feedback and comments on the above draft may be sent to UGC via email [grmhei.2018@gmail.com](mailto:grmhei.2018@gmail.com) on or before **31<sup>st</sup> December, 2018**.

**(Prof. Rajnish Jain)**

**UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI – 110 002**

**NOTIFICATION**

**F.No.14-4/2012 (CPP-II)**

**New Delhi, the \_\_ October, 2018**

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

**1. SHORT TITLE, APPLICATION AND COMMENCEMENT:**

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.
- b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- c) They shall come into force from the date of their publication in the Official Gazette.

**2. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:**

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any

qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;

(d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.

(e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

(f) "grievances" include the following complaints of the aggrieved students, namely:

- i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the admission process adopted by the institution;
- iii. refusing admission in accordance with the declared admission policy of the institution;
- iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
- v. publishing any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;



- viii. breach in reservation policy in admission as may be applicable;
  - ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
  - x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
  - xi. on provision of student amenities as may have been promised or required to be provided by the institution;
  - xii. non transparent or unfair evaluation practices;
  - xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.
- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(n) "Ombudsperson" means the Ombudsperson appointed under these regulations;

(o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

### **3. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:**

i. Every higher educational institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:

(a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

(b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;

(d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules / regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular / visiting ---- and teaching experience of every member of its teaching faculty.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution.
- (k) any other information as may be specified by the Commission:

Provided that an institution shall publish / upload information referred to in items (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in different newspapers and through other media:

- ii. Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its

publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

#### **4. GRIEVANCE REDRESSAL COMMITTEES (GRC):**

##### **A. Department Grievance Redressal Committee (DGRC)**

- (i) In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments/school/center whose composition shall be as follows:
  - a) Head of the Department / School / Center – Chairperson
  - b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
  - c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
- (v) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
- (vi) The DGRC shall provide a copy of the report to the aggrieved person(s).

##### **B. Institutional Grievance Redressal Committee (IGRC)**

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HEI, whose composition shall be as follows:
  - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI – Chairperson.
  - (b) Dean of students/Dean, Students Welfare
  - (c) Two senior academicians other than Chairperson.
  - (d) Proctor / Senior academician
- (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
- (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
- (iv) The quorum for the meetings shall be three, including Chairperson.
- (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.
- (vi) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within in a period of 15 workings days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii)The IGRC shall provide a copy of the report to the aggrieved person(s).

**C. College Grievance Redressal Committee (CGRC)**

- (i) In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:
  - a) Principal of the college -Chairperson
  - b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

**D. University Grievance Redressal Committee (UGRC)**

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of :
  - a) A senior Professor of the university – Chairperson
  - b) Dean, Student Welfare or its equivalent - Member
  - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.



(iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.

(v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

**5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:**

(i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

(ii) The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

(iii) The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

(iv) The Ombudsperson, or any member of his immediate family shall not -

(a) hold or have held at any point in the past, any post or, employment in any office of profit in the university;

(b) have any significant relationship, including personal, family, professional or financial, with the university;

(c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(v) The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of the Governor of the State or his nominee - Chairperson
  - (b) Vice-Chancellor of a University of State to be nominated by the State Government – Member
  - (c) Vice-Chancellor of the concerned State University – Member
  - (d) Registrar of the concerned State University – Secretary (non-voting)
- (vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of University Grants Commission – Chairperson
- (b) One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member

- (c) The Vice Chancellor of the university – Member
  - (d) The Registrar of the university – Secretary (Non-Voting)
- (vii) The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.
- (viii) The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

- (ix) The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

#### **6. FUNCTIONS OF OMBUDSPERSON:**

- (i) The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC;
- (ii) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.
- (iii) Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

#### **7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:**

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- (ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- (iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- (iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- (v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- (vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- (vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- (viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- (x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

#### **8. INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:**

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

#### **9. CONSEQUENCES OF NON-COMPLIANCE:**

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal

Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;
- (g) recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;
- (h) The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

**(Prof. Rajnish Jain)**  
Secretary



## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### GRIEVANCES AND REDRESSAL COMMITTEE

#### Minutes of the meeting

<b>Venue:</b> Dean Office Cabin		<b>Date:</b> 17.08.2020		<b>Time:</b> 1.00 to 2.00 PM	
S.No	Name of the members	Designation		Signature	
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman		
2.	Dr. K.P. Kaliyamoorthy	Prof./CSE	Coordinator		
3.	Mr. S. Manavalan	Asst. Prof./Auto	Member		
4.	Dr. K. Shakthivel	Asso. Prof/EEE	Member		
5.	Dr. M. Sangeetha	Prof/ECE	Member		
6.	Ms. S. Monika	Student/II BME	Special Invitee		

The following points were discussed:

1. Minutes of the previous meeting conducted on 27.02.2020 was reviewed.
2. Discussion about the conduction of examination and delay in declaration of results
3. Discussed about the amenities provided by the institution.
4. Discussion regarding the difficulties faced by the students during online classes and online examination.

Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.





# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4<sup>th</sup> July 2002)

Phone : 044-22290742 / 22290125 . Telefax : 044-22293886  
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173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073. Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 27.02.2020

#### GRIEVANCES AND REDRESSAL COMMITTEE.

Agenda No	Agenda Items	Action Taken
1	Duties and responsibilities of the Grievances and Redressal committee in the accordance with AICTE/UGC regulations have been discussed.	No action required
2	Examine and enquire the student(s) and staff involved in malpractice.	Necessary action taken by COE
3	Decides the punishment depending upon the gravity of the offence	Necessary action taken by COE
4	It shall take care of the inputs received from students observe and staff regarding.	No action required



# Bharath

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 27.02.2020

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda

1. Grievances in accordance with AICTE/UGC regulation
2. Malpractice by staff and students
3. Punishment
4. Interaction with staff and students



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 024 / BIHER/Committee / 2020

Date: 19.02.2020

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee Meeting –  
Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the  
cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	27.02.2020	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

**Dean (Engineering)**

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

**DEAN (Engineering)**  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

# **BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH**

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2020

Date: 20/01/2020

## **OFFICE ORDER**

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of **“Grievances and Redressal Committee”** under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. S. Neduncheliyan	Dean/CSE	Member
3. Prof. Dr. V. Khannaa	Dean/IT	Member
4. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
5. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
6. Prof. Dr. V. Manimozhi	HOD/English	Member
7. Prof. Dr. S. Prakash	HOD/EEE	Member
8. Prof. Dr. M. Sangeetha	HOD/ECE	Member
9. Prof. Dr. R. Sree Latha	Prof/Physics	Member
10. Mrs. B. Hemalatha	Asst.Prof/ECE	Member

  
Dean (Engineering)

Copy to

- 1) All the members of the Committee
- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board





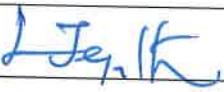
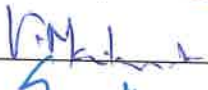
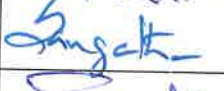


**DEAN (Engineering)**  
**BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY**  
**SELAIYUR, CHENNAI-600073.**

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagham Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 27.02.2020	Time: 9.30 to 10.30 AM	
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. S. Neduncheliyan	Dean/CSE	Members	
3.	Prof. Dr. V. Khannaa	Dean/IT	Members	
4.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
5.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
6.	Prof. Dr. V. Manimozhi	HOD/English	Members	
7.	Prof. Dr. M. Sangeetha	HOD/ECE	Members	
8.	Prof. Dr. R. SreeLatha	Prof/Physics	Members	
9.	Mrs. B. Hemalatha	Asst.Prof/ECE	Members	

The following points were discussed:

1. Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.
2. Examine and enquire the student(s) and staff involved in malpractice.
3. Decides the punishment depending upon the gravity of the offence
4. It shall take care of the inputs received from students observe and staff regarding.

  
Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4<sup>th</sup> July 2002)

Phone : 044-22290742 / 22290125 . Telefax : 044-22293886  
Website : www.bharathuniv.ac.in



173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 18.07.2019

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	Examine and enquire the student(s) and staff involved in malpractice.	Concerned staff and students were advised and warned
2	Decides the punishment depending upon the gravity of the offence	Necessary action taken by COE
3	It shall take care of the inputs received from students observe and staff regarding.	No action required
4	Indiscipline, ragging and sexual harassment activities of the students. This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of Redressal to the managements whose ultimate aim is to create a grievances less-society of employees.	No action required



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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Chennai - 600 073. Tamil Nadu.



---

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 18.07.2019

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda

1. Malpractice by staff and students
2. Punishment upon gravity of offence
3. Indiscipline, Ragging and sexual harassment activities



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
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Chennai - 600 073, Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 134 / BIHER/Committee / 2019

Date: 10.07.2019

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee Meeting –  
Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the  
cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	18.07.2019	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

Dean (Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2019

Date: 14/06/2019

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of “**Grievances and Redressal Committee**” under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. S. Neduncheliyan	Dean/CSE	Member
3. Prof. Dr. V. Khannaa	Dean/IT	Member
4. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
5. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
6. Prof. Dr. V. Manimozhi	HOD/English	Member
7. Prof. Dr. S. Prakash	HOD/EEE	Member
8. Prof. Dr. M. Sangeetha	HOD/ECE	Member
9. Prof. Dr. R. Sree Latha	Prof/Physics	Member
10. Mrs. B. Hemalatha	Asst.Prof/ECE	Member

  
Dean (Engineering)

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- 2) PA to VC
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- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 14.02.2019

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.	No Action required
2	This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of Redressal to the managements whose ultimate aim is to create a grievances less-society of employees.	Suggestions obtained and action taken
3	Duties and responsibilities of the Grievances and Redressal committee in the accordance with AICTE/UGC regulations have been discussed.	No Action required
4	The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.	No Action required



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)

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173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073. Tamil Nadu.

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 14.02.2019

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda


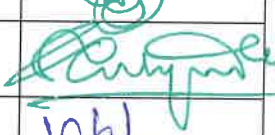





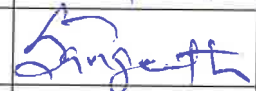


1. Steps to prevent ragging and sexual harassment
2. Malpractice
3. Duties and Responsibilities in accordance with AICTE/UGC regulation
4. Students Counselling

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 18.07.2019	Time: 9.00 to 10.30 AM	
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. S. Nedunchelivan	Dean/CSE	Members	
3.	Prof. Dr. V. Khannaa	Dean/IT	Members	
4.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
5.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
6.	Prof. Dr. V. Manimozhi	HOD/English	Members	
7.	Prof. Dr. S. Prakash	HOD/EEE	Members	
8.	Prof. Dr. M. Sangeetha	HOD/ECE	Members	
9.	Prof. Dr. R. SreeLatha	Prof/Physics	Members	
10.	Mrs. B. Hemalatha	Asst.Prof/ECE	Members	

The following points were discussed:

1. Examine and enquire the student(s) and staff involved in malpractice.
2. Decides the punishment depending upon the gravity of the offence
3. It shall take care of the inputs received from students observe and staff regarding.
4. Indiscipline, ragging and sexual harassment activities of the students. This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.

  
Dean (Engineering)

DEAN (Engineering)

BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073. Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 021 / BIHER/Committee / 2019

Date: 06.02.2019

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee  
Meeting – Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	14.02.2019	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

Dean (Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2019

Date: 21/01/2019

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of "**Grievances and Redressal Committee**" under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. S. Neduncheliyan	Dean/CSE	Member
3. Prof. Dr. V. Khannaa	Dean/IT	Member
4. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
5. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
6. Prof. Dr. V. Manimozhi	HOD/English	Member
7. Prof. Dr. S. Prakash	HOD/EEE	Member
8. Prof. Dr. M. Sangeetha	HOD/ECE	Member
9. Prof. Dr. R. Sree Latha	Prof/Physics	Member
10. Mrs. B. Hemalatha	Asst.Prof/ECE	Member

  
Dean (Engineering)

Copy to

- 1) All the members of the Committee
- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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Website : www.bharathuniv.ac.in



173, Agaram Road, Selaiyur, Tambaram,  
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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 26.07.2018

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.	No Action required
2	Regarding malpractice in the examination, the members informed that students involved in the malpractice were reported to the university authorities for necessary punishment.	Necessary action taken
3	Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.	No Action required
4	The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.	No Action required



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 26.07.2018

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda

1. Steps to prevent ragging and sexual harassment
2. Malpractice
3. Students Counselling
4. Duties and Responsibilities in accordance with AICTE/UGC regulation







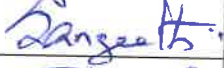




# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagham Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 14.02.2019	Time: 9.00 to 10.30 AM	
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. S. Neduncheliyan	Dean/CSE	Members	
3.	Prof. Dr. V. Khannaa	Dean/IT	Members	
4.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
5.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
6.	Prof. Dr. V. Manimozhi	HOD/English	Members	
7.	Prof. Dr. S. Prakash	HOD/EEE	Members	
8.	Prof. Dr. M. Sangeetha	HOD/ECE	Members	
9.	Prof. Dr. R. SreeLatha	Prof/Physics	Members	
10.	Mrs. B. Hemalatha	Asst.Prof/ECE	Members	

The following points were discussed:

1. The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.
2. This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.
3. Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.
4. The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.

  
Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 123 / BIHER/Committee / 2018

Date: 18.07.2018

### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee  
Meeting – Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	26.07. 2018	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

  
Dean (Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2018

Date: 12/06/2018

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of “**Grievances and Redressal Committee**” under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. S. Neduncheliyan	Dean/CSE	Member
3. Prof. Dr. V. Khannaa	Dean/IT	Member
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5. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
6. Prof. Dr. V. Manimozhi	HOD/English	Member
7. Prof. Dr. S. Prakash	HOD/EEE	Member
8. Prof. Dr. M. Sangeetha	HOD/ECE	Member
9. Prof. Dr. R. Sree Latha	Prof/Physics	Member
10. Mrs. B. Hemalatha	Asst.Prof/ECE	Member

  
Dean (Engineering)

Copy to

- 1) All the members of the Committee
- 2) PA to VC
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- 4) PA to ADR
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- 6) Administrative Officer
- 7) Notice board

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 15.02.2018

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.	No Action required
2	This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.	Suggestions obtained and action taken
3	Duties and responsibilities of the Grievances and Redressal committee in the accordance with AICTE/UGC regulations have been discussed.	No Action required
4	The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.	No Action required



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 15.02.2018

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda





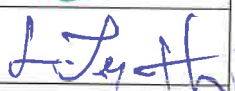


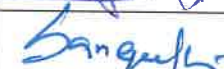


1. Steps to prevent ragging and sexual harrasment
2. Grievances of the Employee
3. Students Counselling
4. Duties and Responsibilities in accordance with AICTE/UGC regulation

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 26.07.2018	Time: 9.00 to 10.30 AM	
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. S. Nedunchelian	Dean/CSE	Members	
3.	Prof. Dr. V. Khannaa	Dean/IT	Members	
4.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
5.	Prof. Dr. L. Jeyanthi Rebecca	HOD/IBT	Members	
6.	Prof. Dr. V. Manimozhi	HOD/English	Members	
7.	Prof. Dr. S. Prakash	HOD/EEE	Members	
8.	Prof. Dr. M. Sangeetha	HOD/ECE	Members	
9.	Prof. Dr. R. SreeLatha	Prof/Physics	Members	
10.	Mrs. B. Hemalatha	Asst.Prof/ECE	Members	

The following points were discussed:

1. The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.
2. Regarding malpractice in the examination, the members informed that students involved in the malpractice were reported to the university authorities for necessary punishment.
3. Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.
4. The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.

  
Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073





# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)  
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4<sup>th</sup> July 2002)

Phone : 044-22290742 / 22290125 . Telefax : 044-22293886  
Website : www.bharathuniv.ac.in



173, Agaram Road, Selalyur, Tambaram,  
Chennai - 600 073. Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 031 / BIHER/Committee / 2018

Date: 07.02.2018

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee Meeting –  
Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the  
cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	15.02.2018	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

Dean (Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2018

Date: 22/01/2018

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of **“Grievances and Redressal Committee”** under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. S. Neduncheliyan	Dean/CSE	Member
3. Prof. Dr. V. Khannaa	Dean/IT	Member
4. Prof. Dr. R. Vasuki	HOD/Bio Medical	Member
5. Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Member
6. Prof. Dr. V. Manimozhi	HOD/English	Member
7. Prof. Dr. S. Prakash	HOD/EEE	Member
8. Prof. Dr. M. Sangeetha	HOD/ECE	Member
9. Prof. Dr. R. Sree Latha	Prof/Physics	Member
10. Mrs. B. Hemalatha	Asst.Prof/ECE	Member

  
Dean (Engineering)

Copy to

- 1) All the members of the Committee
- 2) PA to VC
- 3) PA to Pro-VC
- 4) PA to ADR
- 5) HOD/Dean of all Departments
- 6) Administrative Officer
- 7) Notice board

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073





# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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Website : [www.bharathuniv.ac.in](http://www.bharathuniv.ac.in)



173, Agaram Road, Selaiyur, Tambaram,  
Chennai - 600 073, Tamil Nadu.

## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

### Action Taken Report for the Minutes of Meeting on – 13.07.2017

#### GRIEVANCES AND REDRESSAL COMMITTEE

Agenda No	Agenda Items	Action Taken
1	Duties and responsibilities of the Grievances and Redressal committee in the accordance with AICTE/UGC regulations have been discussed.	No Action Required
2	This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of Redressal to the managements whose ultimate aim is to create a grievances less-society of employees.	Approved and Accepted
3	Financial assistance granted for his wife's medical expenses as recommended by the committee.	Approved
4	Mal practice case in the November-December University exams referred and noted	No Action required
5	University Exams subsequently held and enquiry and the examination results of the concerned students have been published.	No Action required



# Bharath

## INSTITUTE OF HIGHER EDUCATION AND RESEARCH

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## BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

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### Grievances and Redressal Committee

Date – 13.07.2017

Venue- Dean Office Cabin

Time: 9.00 to 10.30 AM

### Meeting Agenda






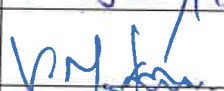

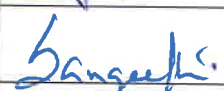


1. Duties and responsibilities in accordance with AICTE/UGC regulations
2. Financial Assistance
3. Malpractice
4. University Examination

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173,Aagharam Road,Selaiyur,Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

Venue: Dean Office Cabin		Date: 15.02.2018		Time:9.00 to 10.30 AM
Sl.No	Name of the members	Designation		Signature
1.	Dr. J. Hameed Hussain	Dean (Engineering)	Chairman	
2.	Prof. Dr. S. Neduncheliyan	Dean/CSE	Members	
3.	Prof. Dr. V. Khannaa	Dean/IT	Members	
4.	Prof. Dr. R. Vasuki	HOD/Bio Medical	Members	
5.	Prof. Dr.L. Jeyanthi Rebecca	HOD/IBT	Members	
6.	Prof. Dr. V. Manimozhi	HOD/English	Members	
7.	Prof.Dr. S. Prakash	HOD/EEE	Members	
8.	Prof. Dr. M. Sangeetha	HOD/ECE	Members	
9.	Prof. Dr. R. SreeLatha	Prof/Physics	Members	
10.	Mrs. B. Hemalatha	Asst.Prof/ECE	Members	

The following points were discussed:

1. The members were very appreciative for all the steps taken to prevent ragging and sexual harassment and as a result, there was no such incident took place in the campus.
2. This committee will consider the representation from the employee with regard to grievances, if any, and suggest and possible method of redressal to the managements whose ultimate aim is to create a grievances less-society of employees.
3. Duties and responsibilities of the Grievances and redressal committee in the accordance with AICTE/UGC regulations have been discussed.
4. The chairman thanked the members for the co-corporations and requested to counsel the students to avoid malpractice. He also requested the members the same vigil.

  
Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.



# Bharath

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Chennai - 600 073. Tamil Nadu.

### BHARATH INSTITUTE OF SCIENCE AND TECHNOLOGY

Ref: 119 / BIHER/Committee / 2017

Date: 05.07.2017

#### CIRCULAR

Sub: Bharath Institute of Higher Education & Research, Chennai – 73 – Committee Meeting –  
Schedule – Intimation – reg.

All the member of the following committees are requested to attend the meeting in the  
cabin of Dean (Engineering) on the dates and time scheduled below.

Sl.No.	Name of the Committee	Date	time
1	Greivances and Redressal Committee	13.07.2017	09.00am to 10.30am
2	Staff Selection Committee		11.00am to 12.30pm
3	Student Disciplinary Committee		02.30pm to 04.00pm

Dean (Engineering)

Copy to

1. All the Members of the Committees
2. The PS to VC
3. The PS to Pro VC Academics
4. The PS to ADR
5. The HOD / Dean of all Depts.
6. AO
7. Office File

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
SELAIYUR, CHENNAI-600073.

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Aagharam Road, Selaiyur, Chennai - 600073

Ref.No:110/BIHER/Committee/2017

Date: 16/06/2017

## OFFICE ORDER

**Sub:** Bharath Institute of Higher Education and Research, Chennai-73- Formation of Grievances and Redressal Committee-Order issued-regd.

In order to provide efficiencies and genuine judgment based on the merits of any complaints represented by any students , a committee has been constituted in the name of “**Grievances and Redressal Committee**” under the chairmanship of Prof. Dr. J. Hameed Hussain, Dean (Engineering) with the following members

1. Dr. J. Hameed Hussain	Dean (Engineering)	Chairman
2. Prof. Dr. V. Khannaa	Dean/IT	Member
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7. Prof. Dr. M. Sangeetha	Prof/ECE	Member
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Dean (Engineering)

DEAN (Engineering)  
BHARATH INSTITUTE OF SCIENCE & TECHNOLOGY  
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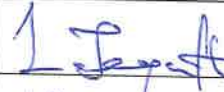


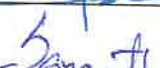

- 1) All the members of the Committee
- 2) PA to VC
- 3) PA to Pro-VC
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- 5) HOD/Dean of all Departments
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- 7) Notice board

# BHARATH INSTITUTE OF HIGHER EDUCATION AND RESEARCH

173, Agharam Road, Selaiyur, Chennai – 600073

## GRIEVANCES AND REDRESSAL COMMITTEE

### Minutes of the meeting

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Sl.No	Name of the members	Designation		Signature
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