

# Objectives & Functions Of Grievance Redressal Committee

**Objectives:**The College Administration is responsible for providing a safe and secure environment for all of its employees and students. In accordance with UGC standards, the College has established a Grievance Redressal Committee to address the issues of both staff and students. The Committee is under the direct supervision of the Principal. The Principal's complaints are transmitted to the appropriate Committee members, who investigate the issues based on the severity of the matter. South East Manipur College students have the right to challenge any academic problem in which they believe they have been treated unequally. Disputes over grades, course requirements, faculty or staff conduct, fines, and administrative policies and procedures are all examples of student issues.

## **Functions:**

1. Accept formal complaints about the system from students and staff.
2. To develop and implement a system for dealing with grievances that has been reported.
3. If required, report the findings to management for further action.
4. Periodic meetings should be held to discuss whether the grievances have been resolved.
5. Follow up on these issues at regular intervals until they are finally resolved.
6. To maintain a suggestion box for complaints and suggestions in the college campus.
7. Organize awareness programs on anti-ragging, safety and security, community harmony and campus ethics.

## **Committee Members:**

1. The grievances redressal committee shall consist of members as required to the work.
2. The Principal shall appoint the members in consultation with the staff, convener from amongst the nominated/elected member shall be appointed by the principal.

## **Grievances Redressal Committee Members:**

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|------------------------------------|--------------------------------|-------------|
| 1. L Solomon Dangsawa              | , Vice Principal               | - Convener  |
| 2. Roel Anita Moyon,               | Assistant Professor, English   | - Secretary |
| 3. Dr. Moirangthem Santirani Devi, | Assistant Professor, History   | - Member    |
| 4. Naorem Homeshwar Singh,         | Assistant Professor, Economics | - Member    |
| 5. Roel Serungam Moyon,            | Head Clerk                     | - Member    |