



Grievance Redressal Cell 2019-20

MINUTES OF THE MEETING

GENERAL INFORMATION			
MEETING DATE AND TIME	16/12/2019	02.30 to 03.00 pm	
MEMBERS PRESENT	Name	Designation	Signature
	Dr. Kavyashree R	Chairperson	
	Dr. P Prakash	Member Secretaaty	
	Mr. Mohan	Member	
	Dr. Shivaji Bole	Member	
	Ms. Akshatha B	Member	

AGENDA

To discuss about the campus maintenance and installation of CCTV camera.

DISCUSSION

The following matter was discussed:

- Prompt action to be taken in maintaining the electrical control systems along with replacing and repairing lights, fan, switches etc.
- Measures in maintaining the washroom cleanliness. Consistent inspection of the washroom by the house keeping supervisor and to educate the housekeeping staffs are the key factors to maintain the cleanliness. The Do's and Dont's pamphlets also to be pasted in the washrooms to create cleanliness awareness.
- Installation of CCTV in every floor of the campus and the proposal of the same to be given to the management.

DECISION TAKEN

Campus maintenance and washroom cleanliness to be executed with high priority and to propose the management regarding the installation of the CCTV cameras in each floor.

Member Secretary(GRC)

Chairperson(GRC) & Principal
Dr. R. KAVYASHREE
Principal
The Oxford College of Science
17th 'B' Main, Sector-IV, HSR Layout
Bangalore-560 102



Grievance Redressal Cell 2019-20

MINUTES OF THE MEETING

GENERAL INFORMATION			
MEETING DATE AND TIME	15/4/2019	02.30 to 03.00 pm	
MEMBERS PRESENT	Name	Designation	Signature
	Dr. Kavyashree R	Chairperson	
	Dr. P Prakash	Member Secretary	
	Mr. Mohan	Member	
	Dr. Shivaji Bole	Member	
	Ms. Akshatha B	Member	

AGENDA

To discuss about the improvement exam and plumbing work of the college.

DISCUSSION

The following matter was discussed:

- Installation of new pipelines that are acid resistant and corrosion free, new taps and other plumbing works to be carried out as part of the campus maintenance.
- Measures on improving the maintenance of the campus along with the cleanliness of the washrooms.
- Details on the beautification measures of the campus to be proposed to the management for its execution.
- The students should use blue books provided by the college for the improvement exams. Class teachers should educate students to take up improvement exams if one feels like it might affect their IA marks.

DECISION TAKEN

Maintenance of the college campus and implementation of improvement exams.

Member Secretary(GRC)

Chairperson(GRC) & Principal
Dr. R. KAVYASHREE
Principal
The Oxford College of Science
17th 'B' Main, Sector-IV, HSR Layout
Bangalore-560 102.