St. PETER'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(An Autonomous Institution)
Affiliated to Anna University | Approved by AICTE
Avadi, Chennai 600 054

Phone:044-26558091/92 www.spcet.ac.in mail: spcet2008@gmail.com

STUDENT GRIEVANCE REDRESSAL CELL (SGRC)

ACADEMIC YEAR 2026– 2027

The students of St. Peter's College of Engineering & Technology and their parents can approach "The SGRC committee of SPCET, if they have any grievances regarding college. They can send their complaints by post / in person / email, for the following grievances;

Academic grievances:

- Related to theory and practical classes
- Related to Internal assessment
- Related to appearance of semester examinations
- Related to prevention of students to attend the class
- Related to Academic schedule
- Related to special classes

Non Academic Grievances:

- Related to return of certificates.
- Related to scholarship (SC /ST & BC / MBC)
- Related to basic facilities in the college and hostel
- Related to laboratory facilities
- Related to quality of food in the hostel
- Related to caution deposit
- Related to Extracurricular and co-curricular activities
- Related to medical and transport facilities
- Related to code of conduct
- Related to Issue of transfer certificate
- Related to impose of fine
- Related to Ragging
- Related to Harassment of students by faculty / staff members / fellow students
- Related to indisciplinary activities of the students / staff members

Dr.M.Chinnappandian

Coordinator

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STUDENT GRIEVANCE REDRESSAL CELL (SGRC)
GENERAL INSTRUCTIONS

1. To facilitate the redressal of the grievance of a student or group of students, a Grievance Redressal Committee is instituted
2. The committee members are
   - Principal
   - Nominated Professors
   - Physical Director
   - Deputy Warden (Hostel)
   - Students
3. The committee meets once in a semester and when a situation warranting the conduct of meeting arises
4. Grievances can be brought to the committee by the student in one of the following ways:
   - Drop their grievance in writing in a sealed envelope in to the grievance and suggestions box placed at certificate section, Block-III
   - Sending an e-mail to grievance@spcet.ac.in
   - Filling the online grievance link in college website
5. Common Academic issues should be represented through class representative and HOD
6. Anonymous grievances will not be considered
7. The committee will meet the aggrieved student(s) in person. In case, this pertains to an entire class of students, the class representative can meet the committee on behalf of the entire class
8. The committee shall look into the grievances and take corrective action, wherever necessary and the students concerned will be informed about the action taken
9. The committee will maintain confidentiality regarding the particulars of student(s) who have brought the issue to the notice of the committee

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SPCET/PRI/CIR/26-27/SGRC/001 Date: 13.07.2026

CIRCULAR

This is to inform that the Students Grievance Redressal Cell (SGRC) committee for 2026–2027 academic year was formed and planned a meeting on 22 nd July 2026 in Block III - Seminar Hall at 10:30AM. All members are requested to attend the meeting and extend their cooperation.

S. No.	Name	Designation & Department	Role
1	Dr. S. Poorna Chandra	Principal	Chairman
2	Dr. M. Chinnappandian	Professor-Mech	Co-ordinator
3	Dr. K. Purushothaman	Professor-Dean Scholarship	Member
4	Dr. Tharani Vimal	Dean (A)	Member
5	Dr. S. Thenesh Kumar	CoE	Member
6	Dr.Preethy Rebacca	Professor & Head-CSE	Member
7	Dr.Inzamamulhaq	Physical Director	Member
8	Mr.G. Ganapathy Raman	Deputy warden	Member
9	Ms.R.Dhanalakhmi	III year - CSE	Student Representative
10	Ms. Srimathi	III year – IT(B)	Student Representative
11	Mr.Mozhivallavavan.M.N	III year – EEE	Student Representative
12	Mr.Mohan Elango.K	III year - ECE	Student Representative
13	Ms.Kavinaya R R	III year – AI& DS	Student Representative
14	Mr. Kalaisudar	III year - Mechanical	Student Representative
15	Mr. M.Afan Sherif	I year - MBA	Student Representative

PRINCIPAL

To
All HODs
Copy to:
Chairperson / Trustees / Secretary/office file IQAC

13/7/26

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Ref No: SPCET/PRI/26-27/SGRC/MOM/001 Date: 13.07.2026

MINUTES OF THE STUDENT GRIEVANCE REDRESSAL CELL COMMITTEE MEETING HELD ON 22 nd July 2026 AT 11.00 A.M IN THE SEMINAR HALL, BLOCK III FOR THE ACADEMIC YEAR 2026– 2027 (ODD SEM).

The first meeting of the reconstituted Students Grievance Redressal Cell (SGRC) committee meeting for the academic year 2023 - 2024 was held on 22.07.2024 at 10.30 A.M in the Seminar Hall, Block III.

The following members were present in the meeting

S. No.	Name	Designation & Department	Role
1	Dr. M. Chinnappandian	Professor-Mech	Co-ordinator
2	Dr. Tharani Vimal	Dean (A)	Member
3	Dr. S. Thenesh Kumar	CoE	Member
4	Dr. K. Purushothaman	Professor-Dean Scholarship	Member
5	Dr.Preethy Rebacca	Professor & Head-CSE	Member
6	Dr.Inzamamulhaq	Physical Director	Member
7	Mr.G. Ganapathy Raman	Deputy warden	Member
8	Ms.R.Dhanalakhmi	III year - CSE	Student Representative
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10	Mr.Mozhivallavavan.M.N	III year – EEE	Student Representative
11	Mr.Mohan Elango.K	III year - ECE	Student Representative
12	Ms.Kavinaya R R	III year – AI& DS	Student Representative
13	Mr. Kalaisudar	III year - Mechanical	Student Representative
14	Mr. M.Afan Sherif	I year - MBA	Student Representative

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The first meeting of the college SORC committee for the academic year 2026 – 2027 for Even semester started sharply at 10:30 A.M. Initially the coordinator Dr. M.Chinnappandian welcomed all the members to the meeting. Afterwards, Dr. Tharani Vimal, Dean (A), the business of the meeting was carried forward with the following agenda.

The following points were discussed for student's discipline:

- **Acknowledgment**: The SORC committee coordinator expressed gratitude to all HODs and faculty members for their cooperation in maintaining student discipline on campus.
- **General Instructions**: The coordinator presented and read out the general instructions formed for the SORC to the members attending the meeting.
- **Grievance Types**: An explanation was given by the coordinator regarding the general list of academic and non-academic grievances.
- **Objective Explanation**: The main objectives for students were outlined by the coordinator.
- **HOD Instructions**: HODs were instructed to inform advisors to monitor student grievances and take appropriate action to resolve them.
- **Regular Monitoring**: HODs were requested to regularly monitor the academic cooperation between faculty and students.
- **Student Feedback**: Students were asked about any discrepancies they faced in the previous semesters.
- **Hostel Meeting Discussion**: The coordinator discussed a recent meeting conducted for hostel students and noted that no grievances were registered.
- **Scholarship Information**: Information about various scholarships was discussed, and students belonging to SC/ST & BC/MBC categories were encouraged to report any scholarship issues to the SORC Committee.
- **Ongoing Facilities**: It was noted that existing facilities continue to be enhanced for the welfare of students.

Dr. M.Chinnappandian

Coordinator