



# DON BOSCO COLLEGE, KOHIMA

## Staff Grievance Redressal Cell COMMITTEE

### MEETING

Academic Year : 2019-2020

Semester: ..ODD. (1, 3, 6)

#### SEMESTER PLANNER

Time and date: 12:30 PM, 25 SEPT, 2020			
Place: GOOGLE MEET			
Number of Participants: 17			
Date	Activity	Place	In charge
25/9/20	MEETING	GOOGLE MEET	Dr. Pinky Sagolsem
Minute/report made by: DR. PINKY SAGOLSEM			

*Tsitshowe-i*  
Signature  
Convener

*fr. P. Suresh.*  
Signature  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

*[Signature]*  
Signature  
IQAC Coordinator  
Coordinator  
Don Bosco College, Kohima



## Staff Grievances Cell Meeting

Date- 25/09/2020

Time- 12:30 pm to 1:30pm

Venue- Google Meet

### Order of the programme

Chairperson : Dr. Velhou Koza  
Invocation : Dr. Lanukumla  
Bible Reading : Dr. Imtinaro  
Sharing of grievances : All the staff (5 minutes each)

### Open Discussion

Remark : Fr. T P James  
Principal DBHS, Convenor Staff Grievances Cell DBCK  
Benediction : Miss Sentuile



Fr. P. Suresh.  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland





**Don Bosco College, Kohima**  
**Students Grievance Redressal Cell**

**Date: 10-07-2022**

**Notice**

All the members of the Students Grievance Redressal Cell are requested to attend the meeting of Students Grievance Redressal Cell scheduled on 15<sup>th</sup> July, 2022 at 1:30 P.M in Dean office, Don Bosco College Kohima.

The agenda of the meeting are:

- i. Highlights on Students Grievance Redressal Cell policy
- ii. Discuss on the role and functions of Students Grievance Redressal Cell
- iii. Suggestions for proper implementation of policy



*[Signature]*  
General Secretary  
Students Forum  
Don Bosco College Kohima

*[Signature]*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland



## Report

DBCK Students Grievance Redressal Cell members held its meeting on 12<sup>th</sup> July 2023 at 1:30 P.M in Dean Office, Don Bosco College Kohima. The agenda of the meeting were to discuss on the Grievance received from students online and offline mode and to come with remedial measures.

The meeting began with a prayer by the Chairman of the cell. The convenor highlighted the Grievance received from the complaint box, which was followed by discussion and suggestions. Taking note of the discussion, the following decisions were taken

1. The issue will be handed over to Discipline Committee for further action.
2. Notification/warning from Dean Desk will be circulated to prevent similar cases in the future
3. If such incidents reoccurs, the person involved (Culprit) will be terminated



*J.P. Suresh*  
*[Signature]*  
General Secretary  
Students Forum  
Don Bosco College Kohima

*[Signature]*  
Mrs. Zareli Kezo  
DSA and convenor  
Students Grievance Redressal  
Cell DBCK





**Date: 27/7/22**

## **Notice**

It is hereby notified to all the redressal cell under BICC (Bosco Internal Complaints Committee) that BICC will conduct a meeting on 29<sup>th</sup> July, 2022 at 12:20 P.M. in IQAC room.

**The Agenda of the Meeting are:**

- 1. Putting up of complainit Box in the college premises.**
- 2. Meeting schedule for the current academic year.**

All the convenor of the redressal cells under BICC are requested to be present in the meeting.

**Sd/  
Convenor BICC**



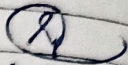
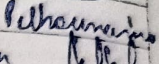
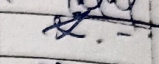

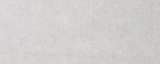
## Report

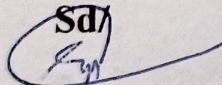
The BICC conducted a meeting on 29<sup>th</sup> July 2022 at 12:20 P.M. in IQAC room. The convenors of the four redressal cell under the BICC that are, Staff Grievances Redressal Cell, Administrative Staff Grievance Redressal Cell, Alumni Grievance Redressal Cell, Parents Grievance Redressal Cell and Students Grievance Redressal Cell attended the meeting. The meeting come up with the following things to do:

1. Maintaining a drop box or complaint box for Staff/ Administrative Staff/Students Grievance Redressal Cell
2. Dates for meeting:
  - i. 28<sup>th</sup> August 2022- Alumni Grievance Redressal Cell
  - ii. 5<sup>th</sup> September 2022- Administrative Staff Grievance Redressal Cell
  - iii. 11<sup>th</sup> November 2022-Parents Grievance Redressal Cell
  - iv. 5<sup>th</sup> December 2022-Academic Staff and Students Grievance Redressal Cell.



## Attendance

Sl No.	Name	Designation	Signature
1	Dr. Pearly Sagohun	Asst. Prof. English	
2	Pelhoumimus Kienhuo	Asst. Prof. English	
3	Dr. Justiniano Longbeuer	Asst. Prof. Education	
4	VIPHRESENO YHOKHA	Asst. Prof. <sup>dept.</sup> <sub>secretary</sub>	
5	Ranelii Kezo	Asst. Prof. <sub>MS</sub>	

  
**Convenor BICC**





**Kohima, Nagaland, India**

**CL 665 (S), Ziekezou, Kohima - Meluri Rd, Kohima, Nagaland 797003, India**

**Lat 25.684441°**

**Long 94.115857°**

**29/07/22 12:23 PM**



Higher school

Google





**Don Bosco College, Kohima**  
**Students Grievance Redressal Cell**

**Date: 6-07-2023**

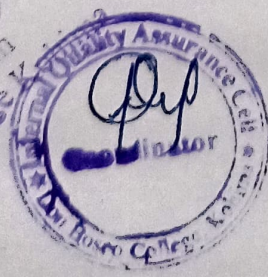
**Notice**

All the members of the Students Grievance Redressal Cell are requested to attend the meeting of Students Grievance Redressal Cell scheduled on 12<sup>th</sup> July, 2023 at 1:30 P.M in Dean Office, Don Bosco College Kohima.

The agenda of the meeting are:

- i. To discuss on the Grievance received from students online and offline mode
- ii. To come with remedial measures

*[Handwritten Signature]*  
General Secretary  
Students Forum  
Don Bosco College



*[Handwritten Signature]*

Mrs. Zavelu Kezo  
DSA & Convenor  
Students Grievance Redressal Cell  
DBCK