




Rashtreeya Sikshana Samithi Trust

# R V INSTITUTE OF MANAGEMENT

CA-17, 36<sup>TH</sup> CROSS, 26<sup>TH</sup> MAIN, 4<sup>TH</sup> T BLOCK, JAYANAGAR, BANGALORE - 41

## Student Grievance Redressal Cell Committee

SL	NAME	DESIGNATION	POSITION	E-MAIL
01	Dr.Purushottam Bung	Professor & Director	Chairman	director.rvim@rvei.edu.in
02	Dr.Anupama .K.Malagi	Professor	Member	anupama.rvim@rvei.edu.in
03	Ms.Anitha D'Silva	Sr.Asst Professor	Member	anithadsilva.rvim@rvei.edu.in
04	Mr.A.Chandran	Assistant Professor	Member	chandrana.rvim@rvei.edu.in
05	Ms.Anupama S.M	Librarian	Member	anupamasm.rvim@rvei.edu.in
06	Mr.Chethan Kumar	Asst. Manager – Admin/HR	Member	chethankumarb.rvim@rvei.edu.in
07	Mr.Abhishek Jagadish Joshi	IInd Year MBA Student	Member	abhi100joshi@gmail.com

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Rashtreeya Sikashana Samithi Trust

## **R V Institute of Management**

CA- 17, 36th Cross, 26th main, 4th T Block, Jayanagar Bangalore-41

### **GRIEVANCE REDRESSAL CELL** **MINUTES OF THE MEETING**

**Venue :** Board Room

**Date :** 4-11-2020

**Time :** 3.00- 4.00pm

**Day :** Wednesday

#### **Agenda:**

1. To review the progress of work done by the committee from the date of the last meeting till the present date.
2. To Schedule Online classes using Zoom platform for 3<sup>rd</sup> semester
3. To Schedule project guidance on Zoom and other platforms due to pandemic
4. To instruct faculty members to maintain minimum number of assignments, project work, and MOOC programmes
5. To allot students in each classroom as per government protocol for the conduct of University exams.
6. To provide guidelines for the Computer Lab sessions

#### **Brief proceedings of the meeting:**

The meeting was chaired by the Director and the members from the committee. Prof. Anitha BM D'silva, Faculty, Department of Marketing welcomed the Director and Committee members for the meeting. As a preface of the meeting she read the minutes of the previous meeting that was held on 10-4-2020. The members discussed various grievance faced by the students and staff.

*Some of them are as follows:*

*[Handwritten signature]*

**1. Schedule Online classes using zoom platform for 3<sup>rd</sup> semester:** Due to COVID-19 Pandemic the Karnataka Government had extended the provision of Online classes for the students at higher secondary level. Due to which the classes had to be scheduled on online platform using Zoom, Google meet etc. It was decided to schedule online classes for 45 minutes duration and by giving a 15 minute break between the classes.

The Time table will run accordingly but with the change in the timings.

<b>Classes</b>	<b>Timings</b>
• 1st class	10.00 am to 10.45 am
• Break	10.45 am to 11.00 am
• 2nd Class	11.00 am to 11.45 am
• Break	11.45 am to 12.00 noon
• 3rd Class	12.00 noon to 12.45 pm
• Lunch Break	12.45 pm to 2.00 pm
• 4th Class	2.00 pm to 2.45 pm
• Break	2.45 pm to 3.00 pm
• 5th Class	3.00 pm to 3.45 pm
• Break	3.45 pm to 4.00 pm

## **2. Scheduling project guidance on Zoom and other platforms for classes:**

All the Faculties members had to meet students by setting up a Zoom meeting to guide the students related to the project work. The issue of meeting guides and discussing about the project was thus sorted out.

## **3. Submission of assignments and project work, and Taking up MOOC programme:**

Teachers were given the flexibility to offer MOOC courses using Coursera platform, NPTEL platform. MOOC courses need to be completed before the semester ends and internal Assessment marks to be allotted.

**4. Conduct of BCU Exams:** BCU exams had to be conducted by following the protocol given by the Government. The issue was sorted out by making an arrangement of 9 physical classes including Seminar hall and conference hall. Each hall had only 20 students being allotted.


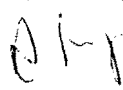


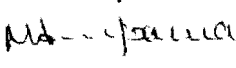



5. **Guidelines to be followed during the Computer Lab sessions by the students:** It was decided that the Computer labs will open throughout the day and the students can avail the benefit for Business Analytics classes. The students were instructed to maintain social distancing and sit in the alternate computers during the Lab session.

The meeting ended at 4.00pm. Dr. Anupama Malagi, Faculty, Department of Human resource proposed a formal vote of thanks to the Director and members of the cell for participating and deliberating on various issues and coming out with fruitful, tangible solutions. Prof. Anitha BM D'silva, Faculty, Department of Marketing noted down the minutes of the meeting. The members decided to meet again in the coming semester.

### **Members present in the Meeting**

Student Grievance Redressal Cell Committee

1. Dr.Purushottam Bung Professor & Director Chairman 
2. Dr.Anupama .K.Malagi, Professor, Member 
3. Prof.Anitha BM D'Silva Sr.Asst Professor, Member 
4. Prof.A.Chandran ,Assistant Professor, Member 
5. Ms.Anupama S.M, Librarian, Member 
6. Mr.Chethan Kumar, Asst. Manager -Admin/HR Member 
7. Mr.Abhishek Jagadish Joshi, IInd Year MBA, Student, Member 