



AL-AMEEN ENGINEERING COLLEGE

An Autonomous Institution

(Accredited by NAAC with "A" Grade)

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai.)

Karundevanpalayam, Nanjai Uthukkuli Post, Erode District - 638 104, Tamilnadu. INDIA.

96777 94947, 96777 61786 E-Mail : alameenengg@yahoo.com



ISO 9001:2015 Certified

Alhaj. A.K. Jaffarullah
Secretary & Correspondent

Dr. A.M.J. Md. Zubair Rahman, Ph.D.,
Principal

No. AEC / GRC / 2023-24 / 001

Date : 06.04.2023

OFFICE ORDER

Reconstitution Of Grievance Redressal Committee (GRC)

The Institute has reconstituted the Grievance Redressal Committee (GRC) as per the Circular issued by the AICTE F.NO 1-101/AICTE/PGRC/Regulation/2019 Dated 31.03.2023 for two years, from 2023 to 2024, to handle individual and collective grievances of the Institution's stakeholders. The Principal leads the committee, and all necessary actions and GRC conclusions will be conveyed to the complainant as needed.

The committee's members are as follows:

S. No.	Name of the Member	Role	Designation	Contact Details & Email ID
1	Dr.A.M.J. MD. Zubair Rahman	Chairman	Principal	Ph: 04242500354 principal@alameen.ac.in
2	Dr. N. Rameshkumar	Member Secretary	Dean (Administration)	Ph: 9842022458 nrameshkumar@alameen.ac.in
3	Dr. A. Sathik Basha	Member	ASP / EEE	Ph:9944620951 sathikbanu@gmail.com
4	Mrs. J. Manimekalai	Member	AP / S&H	Ph:9659576234 jmanimekalai@alameen.ac.in
5	Mrs. Y. Devakumari	Member	AP / S&H	Ph: 9600887070 ydevakumari@alameen.ac.in
6	Mr. N. Jafarulla	Member	AP / S&H	Ph: 8248563630 njafarulla@alameen.ac.in
7	Mr. M.S. Mohammed Musthaq	Member	AP / MECH	Ph: 9976851073 msmusthaq@alameen.ac.in
8	Mr. K. Murukesan	Member	Estate Officer	Ph: 9677734405 murukesherde@gmail.com
9	Mr. K. Mohamed Thanveer	Student Representative	III Year / CSE	--

A student representative has been appointed to the committee to represent the students of our institution.

The College has already established an Online Grievance Redressal Mechanism to resolve grievances. The AICTE Ombudsperson and Anna University Standing University Grievance Redressal Committee functions were notified to the Institute's GRC members.

Web Portal: <https://alameen.ac.in/student-form/>

Whatsapp / Call: Dr. N. Ramesh Kumar, Dean (Administration),
Member Secretary,
Cell: 9842022458

Email: The complainant may raise the grievance on email id grievancecell@alameen.ac.in

Suggestion Box: Written grievances can be submitted to the Suggestion Box located in each department's HOD Cabin and Principal room.

Anna University Standing University Grievance Redressal Committee

The Convener

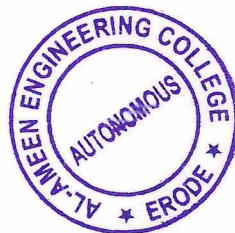
Standing University Grievance Redressal Committee
(Constituent Colleges)
Office of the Director - Constituent Colleges
University Administrative Building
Chennai, 600025
e-mail ID: ccaugrcell@annauniv.edu

AICTE Ombudsperson for Grievances

Prof. R.V. Raja Kumar,
Ombudsperson (PGDM), AICTE,
C/o Public Grievance Redressal Cell,
All India Council for Technical Education,
New Delhi-110070
Email : complaint@aicte-india.org

A-m-3-nh
06/04/21
Principal

Dr. A.M.J. MD. ZUBAIR RAHMAN
M.E.,M.S.,Ph.D.,
PRINCIPAL
AL-AMEEN ENGINEERING COLLEGE
(AUTONOMOUS)
KARUNDEVANPALAYAM, ERODE - 638 104.



Copy to

1. All Members concerned.
2. College and Department Notice Board.
3. All HoD and Dean.
4. Principal Office.



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Principal

No. AEC / GRC / 2024-25 / 001

Date : 24.08.2024

CIRCULAR

This is to inform the concerned that meeting of Grievance Redressal Committee will be held on **27.08.2024 (Tuesday) at 03.30 P.M.** The following members are requested to attend the meeting to be held in Principal Office.

Members invited

S. No.	Name of the Member	Role	Designation	Signature
1	Dr. N. Rameshkumar	Member Secretary	Dean (Administration)	
2	Dr. A. Sathik Basha	Member	ASP / EEE	
3	Mrs. J. Manimekalai	Member	AP / S&H	
4	Mrs. Y. Devakumari	Member	AP / S&H	
5	Mr. N. Jafarulla	Member	AP / S&H	
6	Mr. M.S. Mohammed Musthaq	Member	AP / MECH	
7	Mr. K. Murukesan	Member	Estate Officer	
8	Mr. Mohammed Aadam H F	Student Representative	II Year / AD	

Copy to

- All Members concerned.



All members concerned

A. P. Lashin

13/9/24

A. Lashin Eo.

20/08/24

Dr. A.M.J. MD. ZUBAIR RAHMAN
M.E., M.S., Ph.D.,
PRINCIPAL
AL-AMEEN ENGINEERING COLLEGE
(AUTONOMOUS)
KARUNDEVANPALAYAM, ERODE - 638 104.

Al-Ameen Engineering College (Autonomous),

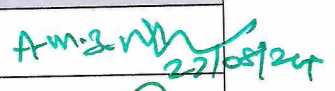
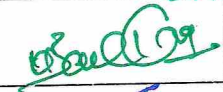
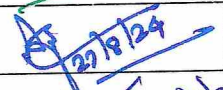
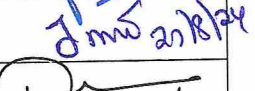
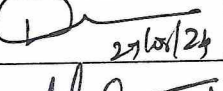
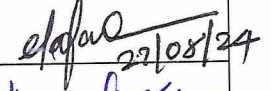
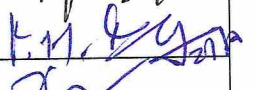

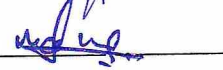
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Erode - 638104

GRIEVANCE REDRESSAL COMMITTEE

Minutes of Meeting

The Grievance Committee Meeting was conducted on 27th August 2024 at 03:30PM in the Principal Office.

The following members were present:

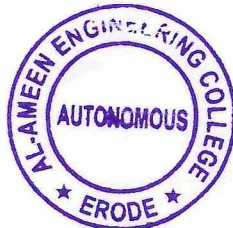
S. No.	Name of the Member	Role	Designation	Signature
1	Dr.A.M.J.MD. Zubair Rahman	Chairman	Principal	
2	Dr. N. Rameshkumar	Member Secretary	Dean (Administration)	
3	Dr. A. Sathik Basha	Member	ASP / EEE	
4	Mrs. J. Manimekalai	Member	AP / S&H	
5	Mrs. Y. Devakumari	Member	AP / S&H	
6	Mr. N. Jafarulla	Member	AP / S&H	
7	Mr. M.S. Mohammed Musthaq	Member	AP / MECH	
8	Mr. K. Murukesan	Member	Estate Officer	
9	Mr. Mohammed Aadam H F	Student Representative	II Year / AD	

Points Discussed

1. **Mr. Mohammed Aadam H F of II Year Artificial Intelligence and Data Science Department** has been nominated as Students Representative of GRC for the academic year 2024-2025.
2. Boys Hostel students requested that **gym hours** be extended till **8 p.m.**
3. Boys Hostel students requested that the **rusty bathroom sinks** be replaced.
4. Students at the girl's hostel requested that **more trees be planted** at the **Hostel building' entrance.**
5. Boys Hostel First Floor students demanded a **water cooler** be installed on their floor, as it is only available on the Ground Floor.
6. As promised by the Principal in previous meetings, a new basketball court has been constructed and is now open for student usage.

Meeting Concluded with Vote of thanks by Member Secretary.


Member Secretary



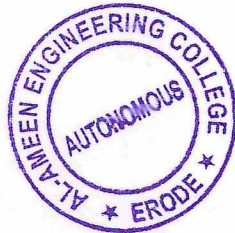

Principal


Dr. A.M.J. MD. ZUBAIR RAHMAN
M.E., M.S., Ph.D.,
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GRIEVANCE REDRESSAL COMMITTEE – Action Taken Report Against The Meeting
held On 27.08.2024

S. No.	Grievances / Suggestions	Action Taken
1	Boys Hostel students requested that gym hours be extended till 8 p.m.	The Principal directed the Physical Direct or to open the gym until 7 p.m. on week days. Students were informed through a circular with effect from 26.08.2024.
2	Boys Hostel students requested that the rusty bathroom sinks be replaced.	Mr. Murukesan, the estate officer, agreed to fix rusty sink within five days on or before 02.09.2024.
3	Students at the girl's hostel requested that more trees be planted at the Hostel building' entrance.	Mr. Murukesan, Estate Officer, promised to plant additional seedlings on or before 06.09.2024.
4	Boys Hostel First Floor students demanded a water cooler be installed on their floor, as it is only available on the Ground Floor.	The Principal committed to install a new water cooler on the first floor on or before 05.09.2024.
5	As promised by the Principal in previous meetings, a new basketball court has been constructed and is now open for student usage.	The new basketball court is currently in use by students with effect from 01.09.2024.


Member Secretary 28/8/24




Principal 01/9/24
Dr. A.M.J. MD. ZUBAIR RAHMAN
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