



Prof. B. A. Ganai
HOD

Department of Environmental Science

University of Kashmir

Hazratbal Srinagar -190006

NO. DGRC/Env/KU/19
Dated: 20/04/19

Minutes of Meeting of Department Grievance Redressal Committee (DGRC) –Academic Matters meeting held on 20/04/19 under the chair of Prof. B.A. Ganai

Agenda: Grievance of students regarding academic matters

The meeting opened with the remarks of the Chair who emphasized on the importance of timely meeting with the students for receiving the feedback on the functioning of the department and grievances if any from the students. Students were asked to put a fair, genuine and honest account of grievances before the committee for its Redressal. After interaction and listening to the students patiently, grievances and issues that were raised include:

S.No	Grievance	Action Taken
1	Shortage of books and lack of latest editions and list of suggested readings and books available in Departmental Library	Almost fifty books costing Rs. 135000/=ave been added to the library during 2018-19 with latest edition and care will be taken in future to fulfill the requirements of students and purchase the latest books on the contents/curriculum where there is shortage. List of suggested reading has been already put on departmental website.
2	No time for Library visit to Departmental Library	All teachers are hereby strictly ordered to adhere the time table and give students enough time for Library. Teachers should stop dragging the class beyond 1 pm except in extraordinary circumstances.

3	Shortage/ Availability of chemicals for practical purposes	Resolved that there is no shortage of Chemicals/consumables but it is an issue of management. All teachers therefore must work in advance before going for the practical demonstration in lab and ensure the availability of all the material required for the practical. It will be the responsibility of a concerned teacher/s to communicate well in advance for preparation of practicals to the concerned Lab. Incharges namely Dr. Shazia Bashir (PG III and IV Semester) and Mr. Hashim Jalil Chisti (PG I and II semester).Teachers should avoid making requisitions during the time of practical and instead should use the services of lab. attendant if required at the time of practical to save the time of students. Dr. Mohammad Muslim is designated as Incharge of PG Labs and order in this case will be issued immediately.
4	Drainage block, electric fitting and space problem in Labs.	Regarding the drainage it has been taken several times with administration but has not been addressed till date. However the department will once again pursue with administration for solving this long pending issue which is hampering the work of students. Electric fitting issue will be taken with concerned wing on priority. Regarding space problem it is informed that such a demand cannot be fulfilled as of now and it is beyond the domain of the Department.
5	Duplicity in demand of assignments by some teachers	Resolved that assignments will be in the form of presentations wherever required and it is impressed upon all teachers to have the skill and creativity based assignments with an information to Head of department.
6	Demand for the use of Board and PowerPoint wherever needed.	Resolved teachers are requested to use a combination of board and power point as demanded by students.

7	Request for arranging the experts in teaching certain topics of Atmospheric dynamics	Resolved that department will try to find some specialized experts for teaching a couple of topics on Atmospheric dynamics subjected to the availability of such experts within institutions of Kashmir. Further mentioned that curriculum contents of Atmospheric Science have been reframed and revisited in recently held board of Post Graduate Studies
8	Remote sensing and GIS software for computer lab. for hands on training	Dr. Mohammad Muslim has been assigned this job to ensure that students are using the computer lab. for learning the Remote sensing/GIS Software.
9	Updating and Improvement in contents of lectures/presentation by teachers	All teachers are impressed to take care of this important and genuine demand and deliver to best possible way for satisfaction of students.
10	Furniture of I/II semester class room	Resolved that this demand has been already reflected in the Budget proposal of 2019-20.
11	Request for arrangement of some selected lectures regarding the how to crack the NET/SET/GATE on some specific topics to be identified by the students	Students are asked through class representatives to submit a list of very few selected topics for NET/SET/GATE Preparation well in advance preferably one month before such lectures are intended to be arranged. The department will try to arrange some lectures on priority subjected to the condition that it should not affect the normal academic and research work of the department.
12	Examination related queries of students should be addressed through the office of Environmental Science	Resolved that matters related to examination/Registration/Academic or IT will be addressed through the office of the Environmental Science. However, issues which pertain to some particular student/s and are solely domain of student should be taken by concerned student/s themselves.
13	Retention of books by faculty, research scholars and students for a longer period of time.	Resolved that No faculty/scholar/student should retain the book/s beyond 15 days and Library incharge is ordered to

		maintain the register for visits of students and scholars.
14	Query regarding the teaching of Noise pollution chapter by a Research scholar/s.	Resolved that the Department reserves the right of using the services of Research scholars for teaching as per the UGC and University Guidelines. However, if the students are not satisfied with the teaching assignment of any research scholar, it should be brought into the notice of Head of Department for its redressal.
15	Interactive board and screen in class rooms	Resolved that Mr. Hashim Jalil Chisti will make the all necessary preparations for making already purchased two interactive boards functional.
16	Projector Screen	Projector screens stand installed

The meeting ended with an assurance from the Chair that the Department will take all necessary steps to its best possible way for addressing the concerns of the students

1. Prof. Bashir Ahmad Ganai

Chairman



2. Prof. Azra Nahaid Kamili

Member



3. Dr. Sami Ullah Bhat

Member

