

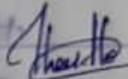
ACADEMIC YEAR 2023-2024

NOTICE

A meeting of the Grievance Redressal Cell is scheduled on 06-07-2023 at 10:00 A.M. Venue of the meeting is the Principals rooms. All the members of the committee are requested to attend the meeting without fail.

Agenda:

- * To discuss about the activities to be undertaken by the cell in the current academic year.
- * To discuss and find solutions to the complaints registered by the students and take proper actions.


Convener

Minutes of the Meeting

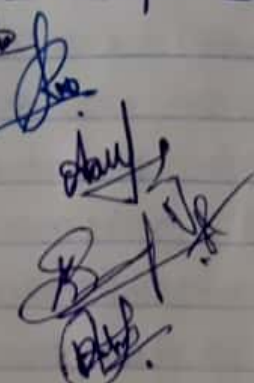
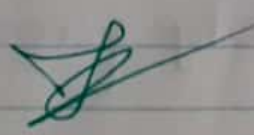
Date: 06-07-2023

Time: 10:00 A.M.

Venue: Principals rooms.

Members Present at the meeting

1. Dr. T.H. Jitha [Principal]
2. Theertha Jay
3. Dileep Kumar P.G.
4. Adv. Aswathy Babu P
5. Smt. Viji M.P.
6. Sneha V.S.
7. P.R. Robert.



A meeting of the Students Grievances Redressal Cell was convened on 06.07.2023 at the Principal's rooms, at 10:00 A.M. All the members were present at the meeting. The principal presided over the meeting. Convener, Ms. Inertha Jay delivered the welcome speech. The main agenda of the meeting. The main agenda of the meeting was to discuss and find solutions to the complaints received and to discuss about the activities to be undertaken by the cell in the current academic year respectively.

The main complaint received so far was regarding Hostel. Some of the hostel inmates (Scholar students and PU students) complained about the block in their toilets in Ladies Hostel I.

Decisions Taken:

- It was decided to resolve the issue of blockage in toilets in Ladies hostel I. The issue was addressed to the Hostel Warden of our College, and directed to furnish a request to the Principal. So that the Principal can resolve the issue by requesting it to the Manager and get the fund sanctioned for the same.
- It was decided to inform the students and make them aware about the 24 x 7 in website. So that they will be aware about the provision to get their complaints registered at any time through website.
ie. 24 x 7

Action Taken:

1. The Principal and the Convener visited the hostel in the presence of hostel warden and the matron.
2. The request regarding the hostel issue was already forwarded.
3. It was ensured that all the mentors have informed the students regarding the provision in website to give their complaints 24x7.

NOTICE

A meeting of the Grievance Redressal Cell is scheduled on 19-10-2023 at 2:30 PM. Venue of the meeting will be Principals room. All the members of the Committee are requested to attend the meeting. Agenda of the meeting is as given below.

- * To take proper remedial actions for the complaints given by the students.


Convenor


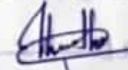

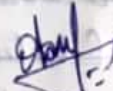


Minutes of the meeting.

Date: 19-10-2023

Time: 2:30 PM

Venue: Principals room.

Members present at the Meeting.

1. Dr. T. H. Jitha (Principal) 
2. Theertha Jay 
3. Viji M.P. 
4. Adv. Arwathy Babu P 
5. Dileep Kumar P.U. 
6. P.R. Robert 

A meeting of the Students Grievance Redressal Cell was convened on . The meeting was conducted at the Principals cabin. All the members were present at the meeting. The main agenda of the meeting was to discuss and find proper solutions to the various complaints given by the students.

Following were the complaints received:

1. Suggestions were made by the student union representatives to make necessary arrangements in the library for e gate
2. To clear the entire campus and cut unwanted grass
3. To open the side gates in front of the college
4. No toilet facility at the Canteen.

Decisions Taken:

1. It was decided by the team to make necessary arrangements to fix e gate in the library for seamless entry and exit management.
2. It was identified by the cell members that some areas in the campus are full of wastes and grass covered. So decided to clean the same with the help of NSS.
3. Side gates of the college at either sides were almost closed in view of proper security at the main entrance. It was decided to open both the side gates.
4. Canteen renovations actually provided a toilet inside but the works were pending. It was decided to move the pending works immediately and to assign the Canteen Committee to follow up the same.

Action taken:

1. The principal had a thorough discussion with the librarian about the need of e gate system and decided to make

- it function before the first year's admission (1st Oct)
2. A meeting was conducted with the NSS programme officers and the volunteers to clean the entire campus.
 3. Started cutting the grass around the campus.
 4. Securitys at the College gates were given instructions to open the side gates at the morning time and then at the closing time for the students vehicles to pass and park.
 5. Directions were given also to be present at the side gates by the securitys at the time of opening the gates.

NOTICE

A meeting of the Grievance Redressal Cell will be conducted on 9-01-24 at 2:00 pm at the Principal's cabin. All the members are requested to attend the meeting on time.

Agenda:

1. To resolve the complaints at the canteen regarding rate of the snacks being increased.
2. To discuss in detail about the need for ICT enabled facilities in the Department as suggested by the P.U. Students of Malappuram Dept.
3. To clean the water tanks

[Signature]
Convener

Minutes of the meeting.

Date: 09-01-2024

Time: 2:00 pm.

Venue: Principals room.

Members Present at the meeting.

1. Dr. T.H. Jitha (Principal) *[Signature]*
2. Meertha Jay *[Signature]*
3. Dileep Kumar P.U. *[Signature]*
4. Adv. Aswathy Babu P *[Signature]*
5. Sreeja V.S. *[Signature]*
6. Viji M.P. *[Signature]*

A meeting of the Grievance Redressal Cell was conducted on [] at 2:00 pm. Venue of the meeting was the Principals rooms. All the members of the committee were present at the meeting. The Principal presided over the meeting.

It is ~~Principal~~ informed that there are a couple of complaints regarding Canteen snack rates. Because the rates were increased and the students were not able to afford the current rates. They requested to maintain the previous rates.

Other complaints were regarding interactive panel and cleaning of water tanks. The PU students of Malayalam dept suggested that Drama and Cinema are included in their syllabus so that it would be effective if there is an interactive panel in their Dept. Another complaint raised was regarding the cleaning of water tanks.

Decisions taken:

1. It was decided to communicate the canteen runners to decrease the rates of snacks.
2. To request the Management to provide Interactive panels for the College.
3. To give necessary directions to clean the water tanks.

Action taken:

1. Canteen snacks rates were reduced and maintained the previous rates.
2. Request was forwarded to the Management for providing interactive panel and sanctioned.
3. Water tanks were cleaned in association with PTA and fresh water without any odour or colour was pumped afterwards.
(Date should be included)