

Student Grievance and Redressal Committee

Report 2023-24

The Student Grievance and Redressal Committee was convened for the proper redressal, if any, of the grievance of the students in the beginning of the academic year.

The Committee organized for a term of two years consists of the following members:

Chairperson : Dr Mariamma Antony (Associate Professor)

Faculty Members : Dr. Sithara K Urumbil (Associate Professor)

Dr. Silpa Anand S (Assistant Professor)

Ms. Priyanka E K (Assistant Professor)

Dr Anuroj T J (Assistant Professor)

Student Representative : Fathimath Rima Faizal (BA English)

Date :1.08.2023

Agenda:

The committee gathered in the beginning of the academic year at the Visitor's Room and discussed the action plan for the 2023-24.

Decisions taken:

1. To display the details of the Committee Members on the college notice board.
2. To follow the existing three tier system of grievance redressal.
 - A. Class level -- By the class teacher
 - B. Department level -- by the Head of the Department or by a senior teacher of the department.
 - C. College level - The Committee

grievances Received and Measures taken:

1. grievance on the fans not working in some exam halls

Measures taken: The matter is to be reported to the Principal and request for the fans to be repaired.

The matter was reported to the Principal who took measures to repair the fans.

2. The locks of the students bathroom has to be repaired

Measures taken: The issue was reported to the Principal and the Bursar and the locks were repaired immediately.

3. The announcements through the sound system was not audible in some classes

Measures taken: The issue was reported and the sound system was repaired

