



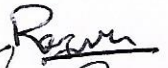
Minutes of the Grievance Redressal cell for the Academic Year-2018-2019

I Meeting

Notice

The meeting of the grievance Redressal Cell is convened on 2/7/2018 at 2 PM, by the Principal to discuss the complaints raised by students.

Members Present

Dr K.I Razia (Associate Professor, Department of Physical Education) (Convener) 

Dr A. Muhammed Thaha (Associate Professor, Department of Arabic) 

Dr. Manoj T.R Assistant Professor, Department of History) 

Dr Farook, (e Assistant Professor, Department of Arabic) 

Agenda

- 1.To discuss complaints raised by students .
- 2.Any other matters.

Decisions taken

The meeting discussed the complaint regarding conduct retest for students who could not attend internal exams and decided to take effective action regarding the same. The meeting discussed the complaint regarding cleanliness in the washrooms and decided to take awareness classes for students regarding cleanliness especially for girls.

Actions Taken Report

- 1.Awareness classes for cleanliness were conducted for students especially for girls .
2. Retest were conducted for students.




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II Meeting

Notice

The meeting of the grievance Redressal Cell is convened on 15/11/2018 at 2 PM, by the Principal to discuss the complaints raised by students.

Members Present

Dr K.I Razia (Associate Professor, Department of Physical Education) (Convener) 

Dr Anil Kumar K.M, (Assistant Professor, Department of Physics) 

Dr Farook, (Assistant Professor, Department of Arabic) 

Mr. Ramshad (Assistant Professor, Department of Arabic) 

Student Members

Agenda

1. To discuss complaints raised by students .
2. Any other matters.

Decisions taken

The meeting discussed the matter regarding improvement of cleanliness of the campus and decided to take effective measures to clean the college. The meeting discussed the suggestion for conducting additional classes and notes for students to prepare for exam.

Actions Taken Report

1. Actions were taken to clean the campus regularly.
2. Conducted additional classes and provided extra notes.




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III Meeting

Notice

The meeting of the grievance Redressal Cell is convened on 2/9/2019 at 2 PM, by the Principal to discuss the complaints raised by students.

Members Present

Dr K.I Razia (Associate Professor, Department of Physical Education) (Convener) 

Dr A. Muhammed Thaha
(Associate Professor, Department of Arabic) 

Dr. Manoj T.R (Assistant Professor, Department of History) 

Dr Farook, (e Assistant Professor, Department of Arabic) 

Mr. Ramshad (Assistant Professor, Department of Arabic) 

Student Members

Agenda

1. To discuss complaints raised by students .
2. Any other matters.

Decisions taken

The meeting discussed the complaint regarding inaudibility of public announcement system and decided to report to the authority. The meeting also discussed the lack of sufficient dust bins in the college and it was decided to take effective measures regarding the same.

Actions Taken Report

1. The public announcement system has been corrected and its now fully functional.
2. Actions were taken to place sufficient dust bins in A, B, C blocks.




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IV Meeting

Notice

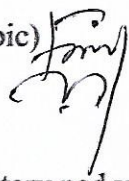
The meeting of the grievance Redressal Cell is convened on 22/3/2018 at 2 PM, by the Principal to discuss the complaints raised by students.

Members Present

Dr K.I Razia (Associate Professor, Department of Physical Education) (Convener) 

Dr A. Muhammed Thaha
(Associate Professor, Department of Arabic)

Dr Anil Kumar K.M, (Assistant Professor, Department of Physics) 

Dr Farook, (Assistant Professor, Department of Arabic) 

Decisions taken.

The meeting discussed the matter regarding the sanitary pad vending machine remain dysfunctional and it is decided to report to the authority. Another complaint that take necessary measures to take extra classes for difficult portions and it is decided to conduct extra classes.

Actions Taken Report

1. Decided to rectify the damage of sanitary pad vending machine .
2. Necessary measures were taken extra classes for difficult portions .




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