



MES COLLEGE ERUMELY

STUDENTS GRIEVANCES & REDRESSAL CELL MINUTES



2016 - 2017

MINUTES OF THE MEETING HELD ON 08/06/2016

The first meeting of the Directorate of Students Grievance Redressal Cell was conducted on 08/06/2016 at 11:00 AM at Seminar Hall and was presided by Principal Mr. Maheen MN.

AGENDA

1. To Discuss the grievances received from the students of the department of Business Administration regarding their inconveniences in reaching the college from Athikkayam & Pathanad.
2. Discussion on the transportation facilities of the students.
3. Any other matter allowed with the permission of the chair.

MEMBERS PRESENT

1. Mr. Maheen MN (Principal)
2. Mr. George John (Vice Chairman, Students Grievance Redressal Cell)
3. Mrs. Sheeba Michael, (Coordinator, Students Grievances and Redressal cell (SGRC))
4. Mrs. Kavitha P.D (Member, Students Grievance Redressal Cell)
5. Mrs. Safeena K.M (Member, Students Grievance Redressal Cell)
6. Mrs. Anumol Joseph (HOD, Department of Business Administration)

DECISION

1. As a solution to the grievance received from Ms. Afsana Karim and Ms. Aneesha P.H, Department of Business Administration, it was decided to start college bus facilities from Athikkayam & Pathanad with immediate effect.
2. It was decided to implement better transportation facilities for the students.
3. It was decided that grievances received from the students should be forwarded to the coordinator (Students Grievances and Redressal cell) by respective HoDs.


Coordinator

Students Grievances and Redressal cell (SGRC)


Principal



PRINCIPAL
M. N. MAHEEN MN
08/06/2016

MINUTES OF THE MEETING HELD ON 14/07/2016

The meeting of the Students Grievance Redressal Cell was conducted on 14/07/2016 at 11:00 AM at Seminar Hall and was presided by Principal Mr Maheen MN.

AGENDA

1. To discuss the approval of previous minutes (08/06/2016)
2. To Discuss on the grievances received from the students of the Commerce department about the quality of food given in the canteen
3. Any other matter allowed with the permission of the chair.

MEMBERS PRESENT

- 1 Mr.MaheenMN (Principal)
2. Mr. George John(Vice Chairman, Students Grievance Redressal Cell)
3. Mrs. Sheeba Michael, (Coordinator, Students Grievances and Redressal cell(SGRC) *Subs*)
4. Mrs. Kavitha P.D(Member, Students Grievance Redressal Cell) *Kavitha*
5. Mrs. Safeena K.M(Member, Students Grievance Redressal Cell) *Sa*
6. Mrs. Maya Mol P (HOD, Department of Commerce Br. Computer Application) *May*

DECISION

1. Coordinator SGRC confirmed the minutes of last meeting.
2. The Committee decided to form a committee to monitor the food items given in the canteen.
3. Decided to fix the charges of various items after a discussion with the canteen manager.

Subs
Coordinator
(Students Grievances and Redressal cell)



Maheen MN
Principal 14/7/2016
MAHEEN M N.
Principal
M.E.S. COLLEGE ERUMELY

MINUTES OF THE MEETING HELD ON 03/02/2017

The meeting of the Students Grievance Redressal Cell was conducted on 03/02/2017 at 11:00 AM at Principal's chamber and was presided by Principal Mr Maheen MN.

AGENDA

- 1. To discuss the approval of previous minutes (14/07/2016)
- 2. To Discuss on the grievances received from the girl students of the college about the need for additional wash rooms.
- 3..Any other matter allowed with the permission of the chair.

MEMBERS PRESENT

- 1 Mr.MaheenMN (Principal) *Ms*
- 2 . Mr. George John(Vice Chairman, Students Grievance Redressal Cell)
- 3. Mrs. Sheeba Michael, (Coordinator, Students Grievances and Redressal cell(SGRC) *Sheeba*)
- 4. Mrs. Kavitha P.D(Member, Students Grievance Redressal Cell) *Kavitha*
- 5.Mrs. Safeena K.M(Member, Students Grievance Redressal Cell) *Safeena*

DECISION

- 1. Coordinator SGRC confirmed the minutes of last meeting.
- 2. It was decided to construct new washrooms for girls.

Sheeba
Coordinator

(Students Grievances and Redressal cell)

Maheen MN
Principal 3/2/2017
M.A. MAHEEN M.N.
PRINCIPAL
M.E.S COLLEGE ERUMELY

