

# M.E.S MAMPAD COLLEGE (AUTONOMOUS)

MAMPAD COLLEGE P.O, MALAPPURAM, KERALA, INDIA, 676542

**Accredited by NAAC with A grade**

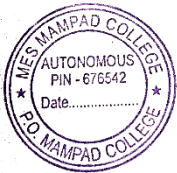
GRC/2018/01 dated 25/06/18

## NOTICE

All the Grievance Redressal Committee members are hereby informed that the meeting of the committee is scheduled on 28/6/2018 at 10 AM in the Principal's chamber. Attendance of the meeting is compulsory

### Agenda

1. To make sure that students are aware on the functioning of the cell
2. Demand for cleaning the front side of women hostel
3. Complaints regarding examinations



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P.O. Mampad College

## MINUTES OF THE MEETING

Dr.Sajitha Mohan welcomed all the members to the meeting. Then, all members discussed the complaints received by the cell after the last meeting.

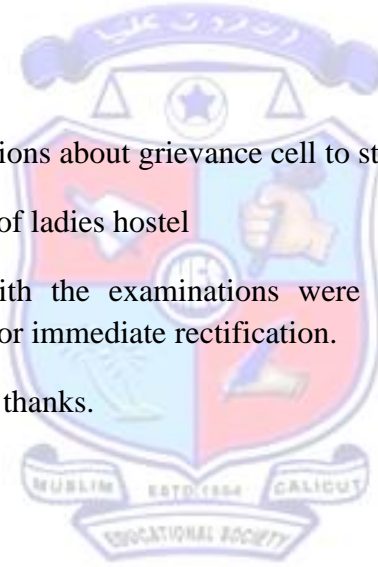
Members attended

<b>Dr.P.K.Babu</b>	<b>Principal</b>
<b>SajithaMohan</b>	<b>Coordinator</b>
<b>Balasubramaniyan Uruniankuth</b>	<b>Member</b>
<b>Sherin K.Rahiman</b>	<b>Member</b>

### Decisions

1. Decided to give awareness sessions about grievance cell to students through class tutors.
2. Decided to clean the front side of ladies hostel
3. Complaints in connection with the examinations were forwarded to the controller of examinations and recommended for immediate rectification.

Meeting concluded with a vote of thanks.



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GRC/2018/02 dated 22/08/'18

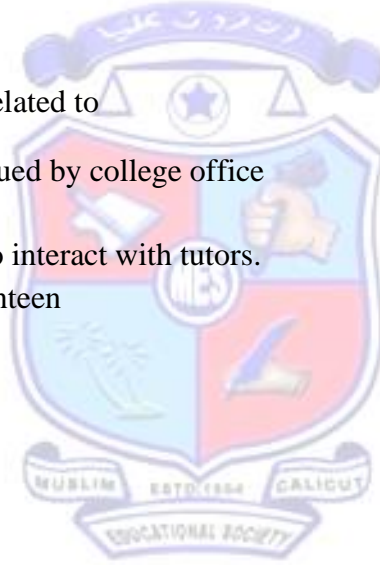
## NOTICE

All the Grievance Redressal Committee members are hereby informed that the meeting of the committee is scheduled on 27/8/2018 at 3.00pm in the Principal's chamber. Attendance of the meeting is compulsory

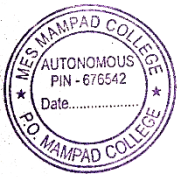
Agenda:

Complaints received by the cell related to

1. mistakes in documents issued by college office
2. Attendance claim
3. Tutorial hour – inability to interact with tutors.
4. Quality of food in the canteen



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## MINUTES OF THE MEETING

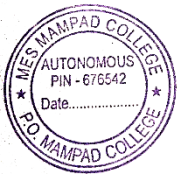
Dr.Sajitha Mohan welcomed all the members to the meeting. Then discussed the complaints received by the cell after the last meeting.

Members attended

<b>Dr.P.K.Babu</b>	<b>Principal</b>
<b>SajithaMohan</b>	<b>Coordinator</b>
<b>Shameera T.</b>	<b>Member</b>
<b>Sherin K.Rahiman</b>	<b>Member</b>

Decisions

1. To forward the complaints to the office
2. To introduce a register for attendance claim
3. Tutors have to interact with students once in every week during tutorial hour.
4. To inform the Canteen committee to look into the matter.



A handwritten signature in blue ink, appearing to be "Dr. Sajitha Mohan".

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