



# Sree Narayana College of Education

(Affiliated to MG University, Approved by NCTE)

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## KEY INDICATOR

### 5.1 STUDENT SUPPORT

#### METRIC: 5.1.3

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases such as

1. Institution has guidelines regarding redressal mechanism approved by appropriate statutory/regulatory bodies
2. Details of members of grievance redressal committees are available on the institutional website
3. Awareness programmes are conducted to communicate the guidelines for redressal of student grievances to teachers and students
4. Provision for students to submit grievances online/offline
5. Grievance redressal committee meets on a regular basis
6. Student grievances are addressed within 7 days of receiving the complaint

**Grievance redressal committee meets minutes**

  
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### 5.1.3 Minutes of Grievance Redressal Committee

Academic Year 2022-23

A grievance redressal committee meeting was held on 5-10-2022. The committee members present in the meeting are

1. Dr P J Jacob -Principal
2. Anish P Chirackal-Course coordinator
3. Sunimol T -Staff Advisor
4. Jyothi -Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Insufficient supply of cups and buckets in the washroom	Bought new cups and buckets

A grievance redressal committee meeting was held on 17-2-2022. The committee members present in the meeting are

1. Dr P J Jacob -Principal
2. Anish P Chirackal-Course coordinator
3. Suneetha K G -Staff Advisor
4. Nissamol Maria Mathews-Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request for postponement of first-semester internal exam	The exam was postponed to March
2.	Extension for submission for First-semester practical works from April to May	The submission date has been extended to May.



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### Academic Year 2021-22

A grievance redressal committee meeting was held on 7-12-2021. The committee members present in the meeting are

1. Dr P J Jacob -Principal
2. Anish P Chirackal-Course coordinator
3. Nisha John -Staff Advisor
4. Asha G-Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request to repair the damaged fans	Repaired damaged fans

A grievance redressal committee meeting was held on 21-3-2022. The committee members present in the meeting are

1. Dr P J Jacob -Principal
2. Anish P Chirackal-Course coordinator
3. Suneetha K G -Staff Advisor
4. Nissamol Maria Mathews-Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Provision of a new cricket bat	Bought a new cricket bat



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### Academic Year 2020–21

A grievance redressal committee meeting was held online on 3-7-2020. The committee members present in the meeting are

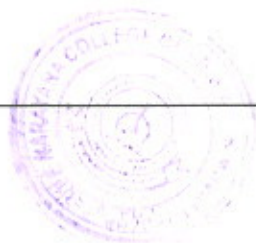
1. Dr P J Jacob -Principal
2. Anish P Chirackal-Course coordinator
3. Sunimol T -Staff Advisor
4. Anupriya Rajan-Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Rescheduling of the online classes	Time of online classes rescheduled



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### Academic Year 2019-2020

A grievance redressal committee meeting was held on 10 August 2019. The committee members present in the meeting are

1. Dr P V Suraj Babu -Principal
2. Anish P Chirackal-Course coordinator
3. Teena Baby-Staff Advisor
4. Saranya S-Staff Advisor
- 5 Asha G-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request for a new cooler for drinking water	New cooler bought

A grievance redressal committee meeting was held on 17-12-2019. The committee members present in the meeting are

1. Dr P V Suraj Babu -Principal
2. Anish P Chirackal-Course coordinator
- 3Sunimol T -Staff Advisor
4. Anupriya Rajan-Staff Advisor
- 5 Jincy P. Joseph-Staff Secretary
6. Kamalakshi Vasu - Hostel warden

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request to improve the quality of hostel food	The quality of food improved



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### Academic Year 2018-19

A grievance redressal committee meeting was held on 17 October 2018. The committee members present in the meeting are

- 1 Dr P V Suraj Babu -Principal
2. Anish P Chirackal-Course coordinator
3. Teena Baby -Staff Advisor
4. Saranya S-Staff Advisor
- 5 Suneetha K G-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request to place curtains in the classrooms	Necessary action has been taken

A grievance redressal committee meeting was held on 10-3-2019. The committee members present in the meeting are

1. Dr P V Suraj Babu -Principal
2. Anish P Chirackal-Course coordinator
3. Jincy P. Joseph-Staff Advisor
4. Nisha John-Staff Advisor
- 5 Suneetha K G-Staff Secretary

#### Agenda

To discuss the various troubles and inconveniences faced by student teachers in the initiative of the college union and to take necessary remedies.

#### The Resolution of Grievance Redressal Committee

Sl No	Grievances Received	Action Taken
1.	Request to conduct sports in two days	Sport day is conducted in two days



  
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