



KURIAKOSE ELIAS COLLEGE MANNANAM

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Criterion - VI

Governance, Leadership and Management

6.2: Strategy Development and Deployment

6.2.1.

Grievance Redressal Committee Minutes



GRIEVANCE REDRESSAL COMMITTEE MINUTES 2018-2023

2018 - 2019.

NOTICE.

There will be a meeting of the grievance redressal cell and internal complaint cell on 10-07-2018 at 3.00 p.m in the chamber of the principal. Please make it convenient to attend the meeting.

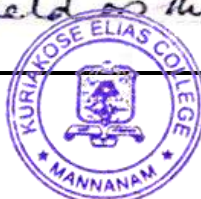
Agenda

1. Request of the student to develop the carter faculty
2. To enhance the party faculty of the students vehicle
3. To make the campus greener
4. Any other matter

1. Dr. Antony Thomas ✓
2. Rev. Fr. Joby Joseph Mukalil CSI ✓
3. Mrs. Jesline Maria Mannan ✓
4. Mrs. Vinu S George ✓
5. Dr. Dhanya P. Joseph ✓
6. Dr. Anju Augustine ✓
7. Mrs. Deepa Mary Joseph ✓
8. Mrs. Anitta P. Manuel ✓

Minutes of the Meeting

The meeting was held on 10-07-2018 at 3.00 p.m in the chamber of principal, Dr. Antony Thomas and he presided over the meeting. The meeting started with silent prayer. Detailed discussions were held as per prescribed





1. It was decided to enhance the parking facilities to the vehicles of the students.
2. Decided to develop the infrastructures and other facilities in the canteen.
3. Decisions were taken over the to make the campus green and clean.

Prof. Jesline Maria Mannam

Members Present

1. Dr. Antony Thomas
2. Rev. Fr. Roby Joseph CMI
3. Prof. Man J. George
4. Prof. Jesline Maria Mannam
5. Dr. Dhanya P. Joseph
6. Dr. Anju Augustine
7. Prof. Cheril Mary Joseph

2018 - 2019

NOTICE:

There will be a meeting of the grievance Redressal cell and Internal Complaints cell on 14-02-2019 at 3:00 pm in the chamber of the principal. Please attend the meeting without fail.





Agenda:

1. Request of the students to increase the Adequate no. of Computers in Lab.
2. Request of the students to increase the Adequate no. of fans and tube light in classroom
3. Complaints from common breakage fee in the Lab.
4. Any other matters.

1. Dr. Antony Thomas
2. Fr. Joby Joseph mukalel
3. Fr. Johnson C.S.T.
4. Dr. Jolliyamma Mathew
5. Dr. Brijit Paul
6. Prof. Stancy V. Sebastian
7. Dr. Anju Augustine
8. Dr. Smitha S.
9. Dr. Sindhu E.S
10. Dr. Dhanya P. Joseph.

Minutes of the meeting.

The meeting was held on 14-02-2019 at 3.00pm in the chamber of principal, Dr. Antony Thomas and he presided over the meeting. The meeting started with silent prayer. Detailed discussions were held as the above mentioned items in the agenda.





1. It was decided to increase the no. of computers in the lab.
2. It was decided to increase the no. of fans and lights in the class rooms.
3. It was to collect the lab dues individually.

members present.

1. Dr. Antony Thomas
2. Fr. Joby Joseph mukalel
3. Fr. Johnson Joseph C.S.T.
4. Dr. Jolliyamma mathew
5. Dr. Brijit paul. BD
6. Prof. Stacey V. Sebastian
7. Dr. Anju Augustine Anju
8. Dr. Smitha S Smitha
9. Dr. Sindhu E.S
10. Dr. Dhannya P. Joseph Dhannya

2019-2020

NOTICE:

There will be a meeting of the univarsity Redressal cell and Internal complaints cell on 20/06/2019 at 3.00 pm in the chamber of the principal. Please attend the meeting without fail.

Agenda:

1. Students requested for the gardening in front





- of the store.
2. Request of Beautification of College campus.
3. Any other matters.

1. Dr. Antony Thomas
2. Fr. Joby Joseph mukatel.
3. Fr. Johnson Joseph C.S.T
4. Dr. Jolliamma Mathew
5. Dr. Brijit Paul.
6. Prof. Stacey V. Sebastian.
7. Dr. Smitha S
8. Dr. Sindhu ES.

Minutes of the meeting.

The meeting was held on 20/06/2019 at 3.00pm in the chamber of the principal, Dr. Antony Thomas and he presided over the meeting. The meeting started with silent prayer. Detailed discussion were held as the above mentioned items in the Agenda.

1. It was decided to develop garden in front of the store.
2. Decision to make beautification of campus.

members present:

1. Dr. Antony Thomas
2. Fr. Joby Joseph mukatel
3. Fr. Johnson Joseph C.S.T.
4. Dr. Jolliamma Mathew.





- 5. Dr. Brigit Paul BD
- 6. Prof. Stanley V. Sebastian
- 7. Dr. Smitha S Smitha
- 8. Dr. Sindhu E.S

2019 - 2020

NOTICE:

There will be a meeting of the Grievance Redressal cell and Internal Complaints cell on 15/01/2020 at 3:00 pm in the chamber of the principal. please attend the meeting without fail.

Agenda:

- 1. Request of the student to conduct a inter college Fest.
- 2. Request of the student to create sports Hostel, gymnasium.
- 3. Request of the Beautification of park in front of the canteen.
- 4. Any other matters.

- 1. Dr. Antony Thomas
- 2. Fr. Joby Joseph mukalel
- 3. Fr. Johnson Joseph C.S.T
- 4. Dr. Matthews T. Thelley
- 5. Dr. Brigit Paul
- 6. Dr. Jolyanna Mathew
- 7. Dr. Finley Thomas.





- 8. Ms. Jesline Maria Manan
- 9. Dr. Smitha S.
- 10. Dr. Sindhu E.S
- 11. Dr. Dhanya P. Joseph
- 12. Dr. Anju Augustine

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minutes of the meeting

The meeting was held on 15/01/2020 at 3:00pm in the chamber of the principal, Dr. Antony Thomas and he presided over the meeting. The meeting was started with silent prayer. Detailed discussions were held on the above mentioned items in the agenda.

- 1. It was decided to conduct a cultural activity fest.
- 2. Decided to develop a new sports hostel and gymnasium.
- 3. Decided to develop a beautiful garden and park in front of the canteen.

members present

- 1. Dr. Antony Thomas
- 2. Fr. Joby Joseph mutakel
- 3. Fr. Johnson Joseph C.S.T
- 4. Dr. Matthews T. Thelley
- 5. Dr. Brijit Paul
- 6. Dr. Jollyamma Mathew
- 7. Dr. Jincy Thomas
- 8. Dr. Smitha S
- 9. Dr. Sindhu E.S
- 10. Dr. Dhanya P. Joseph
- 11. Dr. Anju Augustine
- 12. Ms. Jesline Maria Manan

BD

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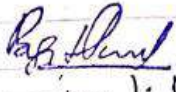




2020-2021

Notice:

There will be a meeting of the Grievance Redressal cell on 24-6-2020 at 3 pm in the chamber of the principal. please attend the meeting without fail.

Agenda:

- (1) Grievances regarding online classes
- (2) Grievances related to timetable scheduling
- (3) Any other matters

- 1 Dr. Brigit Paul (Principal) 
- 2 Fr. Dr. Xavier C.S (Viceprincipal) 
- 3 Mrs. Stancy. V. Sebastian (Mathe) 
- 4) Dr. Jollyamma Mathew (Chemistry) 
- 5 Ms. Sona Santy (II B.A. English) 

Minutes of the meeting:

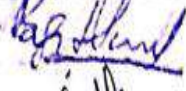




The meeting was held on 24-6-20 at 3 pm in the chamber of the principal. Meeting presided over by Dr. Brigit Paul. The meeting started with a silent prayer. Detailed discussions were held on the following points-

1. It was decided to reduce the time duration and to a convenient timing.
2. Scheduled to a timing between 9.30 to 3.30 pm
3. Regular feedbacks to be taken from the students including suggestions for improvement
4. By It was decided to take by weekly assignments.





Members present

- 1 Dr. Brigit Paul (Principal) 
- 2 Rev. Dr. Xavier CS (Vice Principal) 
- 3 Mrs. Stacey V. Sebastian 
- 4 Dr. Jollyamma Mathew 
- 5 Ms. Sona Sany (U BA English) 





2020-2021

Notice:

There will be a meeting of the Grievance Redressal Cell on 14-9-2020 at 3.00pm in the chamber of the principal. Please attend the meeting without fail.

Agenda:

- ① Request from the students for the use of ~~Library~~ College library on regular day hours.
- (2) Complaints regarding on line examination.
- (3) Any other matters

1. Dr. Brigit Paul (Principal)
2. Fr. Dr. Xavier C.S (Viceprincipal)
3. Mrs. Stacey V. Sebastian (Maths)
4. Dr. Jolyanna Mathew (Chemistry)
5. Ms. Sona Sany (II BA - English)

Minutes of the meeting

The meeting was held on 14-9-2020 at 3pm and the meeting was presided over by Dr. Brigit Paul. The meeting started with a silent prayer. Discussions were held on the above mentioned items.






1. Library to be opened and books to be provided on regular days. Due to the pandemic time for the return of books to be extended.





2. Many students' complaints regarding the online examination is addressed and it is decided to conduct the retest on offline mode.

Members Present

1. Dr. Brigit Paul (Principal) 
- (2) Rev. Dr. Xavier. CS (Viceprincipal) 
- (3) Mrs. Stacey. V. Sebastian 
4. Dr. Jollyamma Mathew 
5. Ms. Sona Senty (IPBA English) 





Grievance Redressal cell

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July 2021 - 2022

→ Notice

There will be a meeting of the grievance Redressal cell on 11th July 2022 at 3:00 PM in the chamber of the principal. Please attend the meeting without fail.

→ Agenda :

- ① Request from the students for a sports gymnasium.
- ② Request from the students to repair the water cooler
- ③ Request from the students to start a career and placement cell.
- ④ Any other matters

- (1). Fr. Dr. Xavier C.S. (Principal)
- (2). Dr. Joykutty Joseph
- (3). Ms. Stanley V. Sebastian
- (4). Dr. Isikamma Mathew
- (5). Ms. Nimisha Salin (HBA. English).

Minutes of the Meeting

The meeting of the grievance Redressal cell was held on 11th July 2022 at 3:00 PM at the principal's chamber. The meeting was presided over by the college Principal. All the members were present in the meeting. Following decisions were taken by the committee.

- (1) Sports gymnasium will begin after the lock down restrictions in the campus.





(2) It was found that due to long lock down period due to corona a complete repairing and renewal is needed, especially in the drinking water supply system. Water cooler will be repaired.

(3) It was also decided to request the college management to establish a career guidance cell in the college. For this a furnished room has to be prepared.

(4) It was also observed that there were complaints from the students regarding online classes and online evaluations. It was decided to convene a staff meeting to discuss the matter.

The meeting got over by 4.30 P.M.

Members present:

1. Fr. Dr. Xavier C.S. (Principal)
2. Dr. Joykuthy Joseph
3. Ms. Stacey V. Sebastian
4. Dr. Jollyamma Mathew
5. Ms. Nimisha Salin (Student)





November 2021 Grievance Redressal Cell

NOTICE :

There will be a meeting of the Grievance Redressal Cell on 23rd November 2021. Please attend the meeting without fail.

-> Agenda.

- 1 - Complaints regarding the electricity power failure in the lab.
2. Need of badminton court for the students
3. Complaints from students regarding the internet supply in the library.
4. Need for a better examination hall.
5. Issues regarding students uniform.
6. Any other matters

- (1) Fr. Dr. Xavier C.S. (Principal)
- (2) Dr. Jayakutty Joseph
- (3) Ms. Stancy V. Sebastian
- (4) Dr. Jollyamma Mathews
- (5) Ms. Nimisha Salim (Student).

Minutes of the meeting

The meeting of the Grievance Redressal Cell was held on 23rd November 2021 at the Principal's chamber under the presidency of Fr. Dr. Xavier C.S. The meeting began at 3.00 P.M. All the members were present. Following discussions and decisions are taken:





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1. It was decided to request the college management to take the necessary steps to make sure the continuous power supply.
2. It was decided to do the needful to build a badminton court
3. It was also decided to enhance the wifi systems in the campus. It was noted that many departments have difficulty to access the campus wifi. More routers are to be installed.
4. Principal gave assurance regarding the implementation of uniforms in the next academic year. For this a committee will be formed.

Meeting ended at 4.30 PM.

Members Present:

Fr. Dr. Xavier C.S. (Principal)
 Dr. Josephkutty Joseph
 Mr. Stanley V. Sebastian
 Dr. Jolyanmas Mathew
 Mr. Nimisha Salim (Student)





July 22nd 2022

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NOTICE :

There will be a meeting of the Grievance Redressal Cell on 22nd July 2022. Please attend the meeting without fail.

Agenda

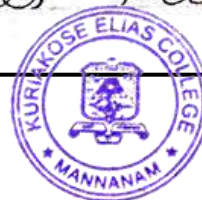
1. Hot water supply during monsoon season
2. Alteration facility with regard to uniforms
3. Any other relevant matters.

1. Dr. Jason V. Vanchipurakkal
2. Dr. Jollyamma Mathews
3. Dr. Joyshy Kutty Joseph

Minutes of the Meeting

The meeting of the Grievance Redressal Cell was held on 22nd June 2022 at the Principal's chamber. The meeting began at 2:30 p.m. All the members were present. Following decisions were taken.

1. With regard to hot water supply during monsoon season provision of hot water through





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purifiers to be arranged in all
floors.

- 2 Alteration facility to be provided
with regard to uniforms in the
following week

The meeting ended at 2:00 pm

Members Present

- 1 Dr. Ison V. Vanchipurathal
- 2 Dr. Jolyamma Mathews
- 3 Dr. Jayskutty Joseph





October 28, 2022

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NOTICE

There will be a meeting of the Grievance Redressal Cell on October 28 2022. Please attend the meeting without fail.

Agenda

- 1 Wending machine & sanitary napkins incinerator.
- 2 Other relevant matters

- 1 Dr. Ison V. Varchipurakal
- 2 Dr. Jollyamma Mathews
- 3 Dr. Jagskathy Joseph

Minutes of the Meeting

1. The meeting of the Grievance Redressal Cell was held on 28 October 2022, at the Principal's chamber. The meeting began at 2:00 p.m. All the members were present. Following decisions were taken.
 - 1 Wending machine & incinerator to be set up in the woman's hall with the help of women's cell.
 - 2 The meeting ended at 3:00 p.m.





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Members Present

- 1 Dr Ison V. Vanchipurakal
- 2 Dr. Jollyamma Mathews
- 3 Dr. Joykutty Joseph





February 2, 2023

There will be a meeting of the Grievance Redressal Cell on February 2, 2023. Please attend the meeting without fail.

Agenda

- 1 Uniform during Feb & March
- 2 Cold water supply during February & March
- 3 Ragging

- 1 Dr. Ison V Vanchipurakkal ✓
- 2 Dr. Jollyamma Mathews ✓
- 3 Dr. Jayskutty Joseph ✓

Minutes

- 1 The meeting of the Grievance Redressal Cell was held on February 2, 2023 at the Principal's chamber. The meeting began at 2:00 pm. All the members were present. Following decisions were taken:

- 1 Students need not wear uniforms during the months of February & March.





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2. Arrangement to be made to provide cold water during the months of February & March
3. Discussion was conducted with Sandhya Miss & action had been taken.

The meeting ended at 3 p.m.

Members Present

1. Dr. Ison V Vanchipurackal ✓
2. Dr. Jollyamma Mathews ✓
3. Dr. Joykutty Joseph ✓



Dr. Ison V. Vanchipurackal

PRINCIPAL
KURIAKOSE ELIAS COLLEGE
MANNANAM, KERALA - 685 561