



**SREE NARAYANA COLLEGE**

(Affiliated to the University of Calicut)  
NAAC Accredited with B Grade

Erattakulam P.O, Alathur 678682

sncalathur1970@gmail.com

04922 222 391

[www.sncollegealathur.ac.in](http://www.sncollegealathur.ac.in)



**CRITERION: 5**

**STUDENT SUPPORT AND PROGRESSION**

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PROGRESSION**

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<b>CRITERION</b>	5: Student Support and Progression
<b>KEY INDICATOR</b>	5.1 Student Support
<b>METRIC NO</b>	5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases  <ol style="list-style-type: none"><li>1. Implementation of guidelines of statutory/regulatory bodies</li><li>2. Organization wide awareness and undertakings on policies with zero tolerance</li><li>3. Mechanisms for submission of online/offline students' grievances</li><li>4. Timely redressal of the grievances through appropriate committees</li></ol>
<b>FILE DESCRIPTION</b>	<ul style="list-style-type: none"><li>• Details of student grievances, minutes of grievance redressal meetings held and reports of the same</li></ul>

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2	Minutes of Grievances Redressal Meetings
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# S.N COLLEGE, ALATHUR

Erattakulam P.O, Alathur-678682  
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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Deepumon K.*
2. Admission number/ register number *18765*
3. Year of Study *2017 - 2020*
4. Name of Class and Department *(Micro Biology)*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby complain that the lights in the Microbiology classroom are not working properly during rainy season. The dysfunction of the lights and bulbs makes us uncomfortable to sit inside the classroom. and it makes us difficult to read and study. Please take this matter into consideration.

*Deepu*  
Signature of the candidate

Forwarded by

*S. Dhi*  
(Head of the Department)  
S. DHIVA



**OFFICE USE ONLY**

1. Date of receipt of Grievance form from the student 05/07/2017
2. Measures taken to resolve the Grievance

The complaint suggested has been put forwarded to the Council and DTA for the further action. The committee has guaranteed that new lights and bulbs may be installed in the place of old ones. They have agreed, to repair the bulbs within a week. and it's ~~being~~ <sup>been</sup> resolved. by supplying adequate bulbs.

3. Number of days taken to resolve the Grievance

05 Days.

Signature

(Grievance cell co-ordinator)



*R. Kiran*  
Principal  
Sree Narayana College, Alathur  
Palakkad-678 022.



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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Chandini C.*
2. Admission number/ register number *18614*
3. Year of Study *(2017-2020)*
4. Name of Class and Department *B.Com*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby bring <sup>to your notice</sup> ~~complaint~~ that, the canteen run by workers are least concerned about hygiene value of the food they served. So I kindly request the committers to take necessary actions.

Signature of the candidate

Forwarded by

HOD (Head of the Department)

OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 11/10/2017
2. Measures taken to resolve the Grievance

The complaint has been forwarded to the concerned committee to take further actions to resolve the issue, by providing hand gloves, cleaned utensils and healthy food. The problem has been presented before canteen committee and the canteen has been closed for a week and later started functioning properly.

3. Number of days taken to resolve the Grievance

06 Days

Signature

(Grievance cell co-ordinator)

  
Principal

Principal  
Sree Narayana College, Alathur  
Palakkad- 678 682, Kerala






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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Ishnu Raj P R.*
2. Admission number/ register number *18841*
3. Year of Study *(2017-2020)*
4. Name of Class and Department *B.Com*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

*I hereby bring into your notice*  
*I complainant that two fans inside the B.com*  
*3<sup>rd</sup> year classroom are not working properly*  
*which makes us uncomfortable to sit inside*  
*the classroom. please take it into action and*  
*solve the problem immediately.*

  
Signature of the candidate

Forwarded by

*Byella*  
For (Head of the Department)



OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 10/01/2018
2. Measures taken to resolve the Grievance

The complaint put forwarded has been forwarded to the Council and PTA for further action. The committee has guaranteed that new fans may be installed in the place of old ones. They have agreed to repair the fans within a week. And its been resolved by providing adequate number of fans.

3. Number of days taken to resolve the Grievance

03 Days

Signature

(Grievance cell co-ordinator)

*R. Binu*

Principal

Stee Narayana College, Alathur  
Palakkad-678 682, Kerala





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Ajith M.*
2. Admission number/ register number - *18685*
3. Year of Study *(2017-2020)*
4. Name of Class and Department *BA Functional English.*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby complain that the drinking water filter is not functioning well. We have to wait for a long time to fill our water bottle. kindly take the necessary steps to service the filter

Signature of the candidate

Forwarded by

(Head of the Department)

OFFICE USE ONLY

1. Date of receipt of Grievance form from the student (03/07/2018)
2. Measures taken to resolve the Grievance

The committee has forwarded the complaint to the college council and PTA Executive to take the necessary action.

The PTA decided to get the water filter serviced immediately.

3. Number of days taken to resolve the Grievance

Signature

(Grievance cell co-ordinator)

5 days.

*R. Binu*  
Principal

Principal  
Sree Narayana College, Mathur  
Palakkad - 670 002, Kerala





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student : Anisha Augustine
2. Admission number/ register number 19349
3. Year of Study (2018-2020)
4. Name of Class and Department (MA English)
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby complaint that availability of books is insufficient in the library (Journals, fictional and non-fictional). So kindly take necessary actions for this issue.

Signature of the candidate

Forwarded by

(Head of the Department)



OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 12/10/2018
2. Measures taken to resolve the Grievance

This complaint is forwarded to the council members, PTA and purchasing committee. And they agreed to resolve the problem in the preceding Academic year. and certain books were purchased. in 7 placed for consecutive year.

3. Number of days taken to resolve the Grievance 1 Month

Signature  
(Grievance cell co-ordinator)

*P. Dineesh*  
Principal

Principal  
Sree Narayana College, Alathur  
Palakkad- 678 682, Kerala





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Devika E.S.*
2. Admission number/ register number *19487*
3. Year of Study *(2018-2021)*
4. Name of Class and Department *BA Finedand English*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby express my concern over the insufficiency of water <sup>supply</sup> during Summer. Kindly take necessary action to my concern.

Signature of the candidate

Forwarded by

*[Signature]*  
(Head of the Department)

OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 03/01/2020
2. Measures taken to resolve the Grievance

The Complaint has been forwarded to the various committees to take necessary actions. They came up with sudden solution by providing number of tanks inside the college in consecutive months.

3. Number of days taken to resolve the Grievance 02 Days.

Signature  
(Grievance cell co-ordinator)

*R. Divya*

Principal

Principal

Sree Narayana College, Alathur  
Palakkad- 678 682, Kerala





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### APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Aswathy S.*
2. Admission number/ register number *19686*
3. Year of Study *(2019-2022)*
4. Name of Class and Department *I year Zoology*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

This is to inform you about the situation of girls' toilets of this institution. The existing girls' toilets are not properly maintained also as the toilets are less in number. Girls find it difficult to use it within the allotted interval duration. Another issue that I would like to bring your concern is the lack of proper functioning of Sanitary Pad vending Machine and Incinerator.

*As*  
Signature of the candidate

*As*  
Forwarded by

(Head of the Department)




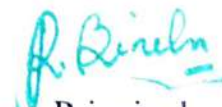
OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 01/08/2019
2. Measures taken to resolve the Grievance

The committee has forwarded the complaint to the concerned college council and PTA to take further action in this regard. The PTA has taken up this issue to solve the problem by cleaning the washrooms and repairing the mineraliser without delay. The PTA has finished the work properly and decided that the napkin vending machine may be purchased in the next year.

3. Number of days taken to resolve the Grievance :- 4 days

Signature   
(Grievance cell co-ordinator)

  
Principal,  
Sree Narayana College, Alathur  
Palakkad - 670 002, Kerala





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### APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Rahil M.R.*
2. Admission number/ register number *19618*
3. Year of Study *2019-2022*
4. Name of Class and Department *I year Economics.*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby bring to your notice that there is no sufficient number of water filters and coolers for drinking water in every corridor of the college building. The students have to walk much distance to collect drinking water because of this issue. Hence I request you to fix more water filters in the college so that it will be useful and easy for the students to collect water.

*Rahil*

Signature of the candidate

Forwarded by

*[Signature]*  
(Head of the Department)


OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 01/10/2019
2. Measures taken to resolve the Grievance

The Committee has forwarded the complaint received by the student to the College Council and PTA Executive to take proper action in this regard.

The PTA has decided to repair the existing water coolers and install new ones too to solve this issue. The PTA has repaired the faulty coolers and installed new ones too to substitute the same.

3. Number of days taken to resolve the Grievance 5 days

Signature   
(Grievance cell co-ordinator)

  
Principal

Principal  
Sree Narayana College  
Palakkad - 678 694







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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Shajudeen*
2. Admission number/ register number *20875*
3. Year of Study *2019 — 2022*
4. Name of Class and Department *I year Botany*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I would like to bring to your attention that there is non-availability of classroom for the I year Botany students in the college since it is a newly sanctioned course. I hereby request you to look into this matter and resolve this issue.

*Seju*

Signature of the candidate

Forwarded by

*[Signature]*

(Head of the Department)




**OFFICE USE ONLY**


1. Date of receipt of Grievance form from the student 04/01/2021
2. Measures taken to resolve the Grievance

The Committee has forwarded the grievance raised by the student to the Council. The College Council has agreed to provide classroom at the earliest.

The College Council discussed the matter and provided a proper classroom to the Ist year Botany students without delay.

3. Number of days taken to resolve the Grievance (Within One week) 2 days

Signature   
(Grievance cell co-ordinator)

  
Principal  
Principal  
Sree Narayana College, Muthur  
Palakkad- 676 086, Kerala





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### APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student Vishnuvaradhan
2. Admission number/ register number 19894
3. Year of Study 2019-2022
4. Name of Class and Department II<sup>nd</sup> Year BA Economics
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I would like to bring to your attention that there is a frequent power failure in the classrooms and in computer lab as well. I request you to look into this matter and solve this problem at the earliest.

Vishnu

Signature of the candidate

Forwarded by

[Signature]  
(Head of the Department)

**OFFICE USE ONLY**

1. Date of receipt of Grievance form from the student 92/92/2021
2. Measures taken to resolve the Grievance

The committee has forwarded the complaint to the College Council and PTA has agreed to take further action. PTA has checked the power supply and replaced the faulty wiring and electric supply materials and solved the issue.

3. Number of days taken to resolve the Grievance

Signature



(Grievance cell co-ordinator)



Principal

Principal

Sree Narayana College, Muthur  
Palakkad-678 682, Kerala





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Sureshchran. S*
2. Admission number/ register number *19724*
3. Year of Study *2019-2022*
4. Name of Class and Department *II<sup>nd</sup> Year BA Economics.*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

*This is to bring to your attention that the boys toilets are unhygienic and not properly maintained. kindly take action ~~tot~~ against the problem.*

Signature of the candidate

Forwarded by

(Head of the Department)



**OFFICE USE ONLY**

1. Date of receipt of Grievance form from the student 04/01/2021
2. Measures taken to resolve the Grievance

The complaint is forwarded to the Council and PTA for taking necessary action. The Council has resolved and agreed to clean the toilets within a week.

3. Number of days taken to resolve the Grievance

Signature



(Grievance cell co-ordinator)



Principal

Principal

Sree Narayana College, Alathur  
Palakkad-678 602, Kerala





# S.N COLLEGE, ALATHUR

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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Sneha Baby*
2. Admission number/ register number *21762*
3. Year of Study *2019-2022*
4. Name of Class and Department *Final Year BCom, Commerce Dept*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

I hereby complaint that two out of three fans inside the third year BCom classroom are not properly working. It makes us difficult to sit through the class hours during this summer season. Kindly take action to resolve this problem immediately.

*[Signature]*

Signature of the candidate

Forwarded by

*[Signature]*

For (Head of the Department)

**OFFICE USE ONLY**

1. Date of receipt of Grievance form from the student 12/11/2021
2. Measures taken to resolve the Grievance

This complaint is forwarded to the council and PTA for taking their actions. The committee understands that fans may be repaired or new fans may be installed in the place of old ones. The PTA has agreed to repairs the fans within a week. And its been resolved by providing adequate fans.

3. Number of days taken to resolve the Grievance

Signature

(Grievance cell co-ordinator)

04 Days.

Principal

Sree Narayana College  
Palakkad





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Aelila T.M.*
2. Admission number/ register number
3. Year of Study *2020-23*
4. Name of Class and Department *II year Zoology*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

This is to bring to your notice that my result of I MSc Zoology (Complimentary Paper - Chemistry) is marked "failed" when the University result has come out. So I kindly request you to take further action to resolve this issue.

*Aelila*  
Signature of the candidate

Forwarded by

*Dr. Analy Sarkar*  
(Head of the Department)




OFFICE USE ONLY

1. Date of receipt of Grievance form from the student 28/02/2022.
2. Measures taken to resolve the Grievance

The Committee has forwarded this complaint received from Adila T.M. (II year Zoology) to Smt. Nithya Jayan (Asst. Professor of Micro Biology and Coordinator of PU Monitoring Committee) to take further steps in this regard. The VU Monitoring Committee has agreed to contact the University Section to cross-check the marks entered. The University has re-issued the results again and the student has passed in the latest result-sheet.

3. Number of days taken to resolve the Grievance

Five days

Signature   
(Grievance cell co-ordinator)

  
Principal

Principal  
Sree Narayana College, Mathur  
Palakkad - 678 682, Kerala





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## APPLICATION FORM FOR STUDENT GRIEVANCES

1. Name of the student *Athul T.*
2. Admission number/ register number *21273*
3. Year of Study *2021-2023*
4. Name of Class and Department *First Year MA English*
5. Nature of Grievance (Specify your Grievance in below mentioned column in max 100 words and submit other supporting documents separately along with the application, if any)

*This is to bring to your attention that the boys toilets and washrooms are not properly cleaned and maintained. Kindly make necessary steps to resolve this issue.*

Signature of the candidate

Forwarded by


(Head of the Department)

OFFICE USE ONLY


1. Date of receipt of Grievance form from the student 3/9/2021
2. Measures taken to resolve the Grievance

The cell has forwarded this representation to the Principal and PTA to take immediate action. The PTA has resolved and agreed to clean the washrooms within a week properly. And certain staff's were given guidelines for the Proper maintainance.

3. Number of days taken to resolve the Grievance

Signature   
(Grievance cell co-ordinator)

03 Days

  
Principal

Principal  
Sree Narayana College, Alathur  
Palakkad - 678 682, Kerala  
12/09/21





The first meeting of the grievance redressal cell for the academic year 2017-18 convened on 06/7/2017 at 1.00 pm at Principals rooms.

Agenda

1. To give awareness about the cell to the students. To discuss about the grievance received from ~~the students~~.
2. Any other matter. Deepumar (MB) (Chairman).

Members Present:

- |                    |        |
|--------------------|--------|
| 1. Dr. R. BINDU    | HS     |
| 2. Remya Rajan E   | Ch.    |
| 3. Suchbesh T.V    | Sulhas |
| 4. Binu Ndayakumar | dy.    |
| 5. Dr. M. Binamol  | Ponk   |

The cell decided to give awareness to the students at the time of orientation and also through tutors. They are also informed about the activities of this cell through college calendar.

The Committee has forwarded the grievance to the College PTA to ensure the sufficient number of lights to be furnished in the Microbiology classrooms.



B. Binu  
Principal  
Bree Narayana College, Alathur  
Palakkad-678 682, Kerala



Meeting held on 12/10/2017

Agenda

- To discuss about the grievance received from Chandini (B.Com)
- Any other matters

Members Present

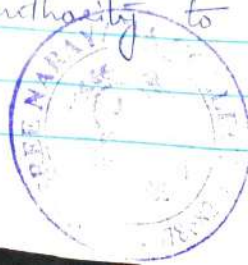
1. Dr. R. BINDU RB
2. Remya Rajan E A RA
3. Suchesh. V SV
4. Binu Ulagakumar BU
5. Dr. Binu M. M BM

Minutes

- The Committee has discussed the general matters related to college and also the grievance received from Chandini (B.Com) in particular.

The grievance is forwarded to the College Council to take action into the un-hygiene condition of the canteen premises where the food is cooked and served.

The Canteen Committee has decided to warn the canteen authority, to ensure cleanliness.



R. Bindu  
Principal  
Sree Narayana College, Alathur  
Palakkad - 678 682, Kerala

Meeting held on 11/01/2018

Agenda

- 1) To discuss about the grievance received from Fishmeegj (Blom.)
- 2) Any other matters

Members Present

1. Dr. R. BINEX *He*
2. Remya Rajan *FA*
3. Sudheesh. P. V *Sakhs*
4. Binu Madhukumar *King*
5. Dr. M. Binuraj *Poz*

Minutes

- The committee has discussed the issues in general and the grievance received from Fishmeegj (Blom.) about the non-functioning of tubelights in the final year Blom class.
- The committee has forwarded the grievance to the College PTA to take further action. The PTA has agreed to fix new lights in the classrooms wherever they are necessary.



*P. Binil*

Principal  
Sree Narayana College, Alathur  
Palakkad-678 682, Kerala

2018-19

Meeting Held on 04/7/2018.

### Agenda

- \* The Committee had its first meeting for the academic year 2018-19 on 4/7/2018.
- The Committee has decided to discuss the general issues in the college and the one received from Ajith M (BA English) in particular.

### Members Present

1. Dr. R. BINDU PH
2. Kemya Rajan K PH
3. Jyoti K PH
4. Suchendran. TV PH

### Minutes

- \* The Committee has decided to forward the grievance letter received from Ajith M to the College PTA so that a proper action may be taken in favour of the students.
- The PTA has agreed to repair the faulty water filters in the college.



A. Bindu

Principal

Sree Narayana College, Alathur  
Palakkad-678 682, Kerala



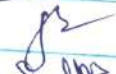
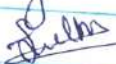


Meeting held on 15/10/2018

### Agenda

- \* The committee has to discuss general issues and the one grievance received from Mr. Anisha Augustine (MA English) with regard to the insufficient number of books in the library for post graduate courses.

### Members Present

1. Mr. R. BINDU 
2. Kemya Rajan K 
3. Jeyan R 
4. Sudhosh. T.V 

### Minutes

- \* The committee has discussed the grievance with regard to the insufficient number of books available in the library for post-graduate students. The committee has forwarded this to the College Council and the Purchase Committee to take further action in this regard.



R. Bindu

Principal  
Sree Narayana College  
Palakkad-679 102



2019-20

The first meeting of grievance redressal cell held on 5/8/2019 at 4.00 pm in the principals room.

Agenda:- Awareness to the students regarding the cell  
Any other matters.

Members Present:-

Dr. A. Bindu

Sudheesh T.V.

Rekha R.

Muhammad Suhail K. - College Union Chairman

Athira R. (Vice Chair Person)

Sri. Vasudevan Thevattapuram - PTA Vice President

Sathya Bhama - Ward Member -

Sri Jyoti K. NSS Programme officer.

Aradhana Kar. - Staff Adviser

ANILA BALAN

Minutes

Committee decided to convey the functioning of the cell to the students through orientation, college e-board and through activities of IOAC as in the previous years. The committee has the responsibility of addressing the student grievances to settle it fastly.



*A. Bindu*

Principal  
Stree Narayana College, Alathur  
Palakkad-678 682, Kerala

Meeting held on 2/8/2019  
 The Committee has reviewed some grievances from students which are to be discussed below.

### Agenda

- 1) To discuss and solve the grievance regarding the unhygienic condition of toilets and the lack of proper functioning of incinerator.

### Members Present

1. Dr. R. Bindu ~~HA~~
2. Anila Balan ~~LA~~
3. Remya Jayan K ~~JA~~
4. Jyoti KK ~~JK~~

### Minutes:

The Committee has decided to forward this to College Council and PTA to take action regarding this.









R. Bindu

Principal  
 Sree Narayana College, Palakkad  
 Palakkad - 676 011, Kerala

Meeting held on 2/10/2019

Agenda :- Grievance regarding insufficient number of water coolers

Members Present :-

1. Dr. R. Birdu 
2. Anila Balan 
3. Kanyas Rajan 
4. Rakha R 
5. Mubammad 
6. Tyn KR 

Minutes -

The Committee has forwarded the grievance to the college PTA to take further action. The PTA has agreed to repair the existing faulty coolers and, install new ones too.



R. Birdu  
Principal  
Sree Narayana College, Alathur  
Palakkad-673 002 Kerala







Meeting held on 3/1/2020

Agenda:- To discuss about representation regarding shortage of water - supply in the college during summer days.

(2)

Members Present.

1. Dr. R. Bindu 
2. ANILA BALAN 
3. Remya Rajan K 
4. Jyoti K R 

Minutes:-

The committee has forwarded the grievance letter to the college authority to ensure the regular water supply during summer days.



R. Bindu

Principal  
Sree Narayana College  
Batalakudi, 678 007, Kerala



2020-21.

The first meeting of the 2020-21 Grievance redressal cell convened on ~~at~~ at 10:00 pm in Principals Room.

Agenda: To give awareness to students regarding grievance redressal cell.

Members Present - ~~He~~

Dr. B. Bindu ~~He~~

Anita Paban ~~He~~

Ramya Rajan ~~He~~

Rakitha R ~~He~~

Sharafuddeen - Student Rep ~~He~~

Sri. Vasudevan Thennitaperum FTA Vice President

Sathya Bhama - Ward Member

Teju K. NS Programme Officer

Drehana K M Staff Adviser

Minutes -

The committee decided to inform about grievance redressal cell to the students especially first year students. Since almost classes are done through <sup>online</sup> ~~due to~~ Covid-19, awareness classes also proposed to give through online mode.

Also college calendars are also can make use to give them aware.



*A. Bindu*

Principal  
Sree Narayana College, Aathur  
Palakkad-673 302, Kerala

After the lockdown, the classes resumed in January 2021 and the committee has received some grievances from students which are discussed below.

Agenda: -

1. A grievance from Vishnuvardhan with regard to the frequent power failure in the college.
2. A grievance from Surendran S (II Economics) regarding the unhygiene condition of boys' toilet.
3. A grievance from Shajudeen (I Botany) regarding the non-availability of Botany class resumed on 4/1/2021.

Members Present:-

Dr. R. Bindu

Anila Balan

Remya Rajan

Relcha R.

Liju K. (NSS Programme Officer)

Archana K.M. (Staff Advisor)

Minutes:

- \* The committee has forwarded the grievances received from the students regarding the frequent power failure in the college, non-availability of Botany class for first years and the unhygiene condition of boys' toilet to the College Council and PTA. The PTA has resolved the issue by taking further action.



R. Bindu  
Principal  
Sree Narayana College, Palakkad  
Palakkad-678 682, Kerala



2021-22

The first meeting of grievance redressal cell for the academic year 2021-22 convened on Aug 2021 at 1.00 pm in the college principals room

Agenda-

- To give awareness about the cell to the first year students
- Any other matter.

Members present:-

- Dr. R. Bindu
- Anila Balan - (Co-ordinator)
- Smt. Remya Rajan E (Dept of English)
- Sri. Sudhesh T.V. (Dept of Commerce)
- Sri Anil (Dept of English)
- Kum. Bhavana (Student Representative)
- Sri. Udaya Prakash B - PTA Vice President
- Sathya Bhana - Ward Member (Representative of local body)
- Smt. Divya H - NSS Programme officer
- Dr. Teothilakshmi S.K - Staff Advisor

As the cell is constituted with the purpose of ensuring the welfare of students, especially women, the committee decided to conduct orientation to the first year students at the time of their course orientation day which will organise by the college; and also through college calendar.

In case of any grievance arise from the part of students, the committee pledged to address that matter in proper manner to settle their grievance

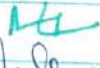



R. Bindu  
Principal  
Sree Narayana College, Alathur  
Palakkad-678 632, Kerala


The Meeting held on 6/9/21.

The meeting of the Committee convened on 6/9/21 based on the representation of Athul (M.A English).


Members Present:

Dr. R. Bindu 

Anila Balan 

Remya Rajan 

Sudheesh P. V. 

Anil Kumar 

Divya H 

Minutes :-

Committee decided to put forward this issue to the PTA to clean toilets and washrooms with immediate effect.



R. Bindu

Principal  
Sree Narayana College, Alathur  
Palakkad-678 682, Kerala



The meeting of the grievance redressal cell  
convinced on 15/11/2021

Agenda:-

To discuss about general issues of the  
Students.

To provide remedy to the representation  
given by Sneha Babu (Final B.Com)

Members Present:

Dr. R. Bindu. ~~AK~~

Anila Balan. ~~AK~~

Remya Rajan. ~~AK~~

Sudheesh TV. ~~AK~~

Anil TV. ~~AK~~

Divyarthi. ~~AK~~

The committee decided to forward this  
matter to the PTA to repair or reinstall  
fans in B.Com classes as it is very  
essential during hot summer season.  
Committee request PTA to take immediate  
action as it is very difficult to sit without  
fans in class rooms.



R. Bindu

Principal  
Sree Narayana College, Alathur  
Palakkad-678 682, Kerala

The meeting of the Committee held on  
1/3/2022 at 1.00 p.m in the Commerce  
department

Agenda :- Representation of Akila (M.Sc Zoology)


Members Present:


Dr. R. Bindu 

Anila Balan 

Remya Rajan 

Sudheesh TV 

Anil Kumar 

Divya 

Minutes:-

The issue of this student is related with University examination results variation i.e., her result marked "failed" in University results, but she <sup>will not</sup> ~~is not~~ come under the category of "failure". The cell contacted PG Monitoring Committee Convenor Smt. Nitya Jayan to make a representation to the University. Based on this, the monitoring committee contacted University Secular to cross check the marks entered and identified that she has passed. Based on this the University has re-issued her "passed" certificate to her.





Principal  
Sree Narayana College, Atathur  
Palakkad-678 692, Kerala

## SREE NARAYANA COLLEGE ALATHUR.

### REPORT OF STUDENTS GRIEVANCE REDRESSAL CELL 2017-2018

In keeping with the national policy to create a healthy environment for students by strengthening institutional support system and legal machinery. The cell has been constituted in the college with the following members.

Dr. E.N Sivadasan . Principal

Dr. Wilsanand– Co-ordinator (Dept of Zoology)

Members:

- 1.Smt . Rakhi .R (Dept of Malayalam )
2. Smt . Remya Rajan. E (Dept of English)
3. Sri Ajay Prabha – Student Representative
4. Sri Vasudevan Thennilapuram –PTA Vice President
7. Sathya Bhāma –Ward Member ( Representative of local body.)
8. Dr. Binumol– NSS Programme Officer.
9. Smt Archana K.M – Staff Advisor.

The cell is constituted with the responsibility of ensuring the welfare of student community especially women. It also aims to settle their grievances with full justice. Any kind of major issue has to be reported first to the convenor or tutor in charge , then to the HOD concerned. If justice is denied, she/he can then approach the Principal. The decision of the Principal is final at the college level.

Students are properly informed about this cell through orientation class to freshers and through college calendar. During this academic year, a few complaints has been reported from different students of the college, and the redressal cell was properly attended that issues by providing adequate remedies of the grievance.



*P. Binu*  
Principal  
Sree Narayana College, Alathur  
Polekkad- 676 002, Kerala



## **SREE NARAYANA COLLEGE ALATHUR.**

### **REPORT OF STUDENTS GRIEVANCE REDRESSAL CELL 2018-2019**

In keeping with the national policy to create a healthy environment for students by strengthening institutional support system and legal machinery. The cell has been constituted in the college with the following members.

Dr. E.N Sivadasan . Principal

Dr. Wilsanand– Co-ordinator (Dept of Zoology)

Members:

1. .Smt . Rakhi .R (Dept of Malayalam )
2. Smt . Remya Rajan. E (Dept of English)
4. Sri .Amjith . –College Union Chairman
6. Sri Vasudevan Thennilapuram –PTA Vice President
7. Sathya Bhama –Ward Member ( Representative of local body.)
8. Sri Jiju . K – NSS Programme Officer.
9. Smt Archana K.M – Staff Advisor.

The cell is constituted with the responsibility of ensuring the welfare of student community especially women. It also aims to settle their grievances with full justice. Any kind of major issue has to be reported first to the convenor or tutor in charge , then to the HOD concerned. If justice is denied, she/he can then approach the Principal. The decision of the Principal is final at the college level.

Students are properly informed about this cell through orientation class to freshers and through college calendar. During this academic year, a few complaints has been reported from different students of the college, and the redressal cell was properly attended that issues by providing adequate remedies of the grievance.

complaints has been reported from different students of the college, and the redressal cell was properly attended that issues by providing adequate remedies of the grievance.



*A. Binu*  
Principal  
Sree Narayana College, Alathur  
Palakkad- 678 602, Kerala

**SREE NARAYANA COLLEGE ALATHUR.**  
**REPORT OF STUDENTS GRIEVANCE REDRESSAL CELL 2020-2021**

In keeping with the national policy to create a healthy environment for students by strengthening institutional support system and legal machinery. The cell has been constituted in the college with the following members.

Dr. R. Bindu (Principal )

Smt. Anila Balan – Co-ordinator (Dept of Commerce)

Members:

1. Sri Sudheesh T.V (Dept of Commerce)
2. Smt . Remya Rajan. E (Dept of English)
3. Smt. Rekha R (Dept of English)
4. Sri. Sharafudeen –Student representative
5. Sri Vasudevan Thennilapuram –PTA Vice President
6. Sathya Bhama –Ward Member ( Representative of local body.)
7. Sri Jiju . K – NSS Programme Officer.
8. Smt Archana K.M – Staff Advisor.

The cell is constituted with the responsibility of ensuring the welfare of student community especially women. It also aims to settle their grievances with full justice. Any kind of major issue has to be reported first to the convenor or tutor in charge , then to the HOD concerned. If justice is denied, she/he can then approach the Principal. The decision of the Principal is final at the college level.

Students are properly informed about this cell through orientation class to freshers and through college calendar. During this academic year, due to COVID - 19 pandemic , majority of classes are through on-line ,there is no more grievance has been reported from any part of the campus. But still a few complaints has



been received after the reopening of college due to lock down and the cell was properly attended that issues by giving solutions to them.



*P. Binu*

Principal  
Sree Narayana College, Alathur  
Palakkad- 678 682, Kerala

## SREE NARAYANA COLLEGE ALATHUR.

### REPORT OF STUDENTS GRIEVANCE REDRESSAL CELL 2021-2022

In keeping with the national policy to create a healthy environment for students by strengthening institutional support system and legal machinery. The cell has been constituted in the college with the following members.

Dr. R. Bindu (Principal )

Smt. Anila Balan – Co-ordinator (Dept of Commerce)

Members:

1. Smt . Remya Rajan. E (Dept of English)
2. Sri Sudheesh T.V (Dept of Commerce)
3. Sri. Anil (Dept of English)
4. Kum.Bhavana–Student representative
5. Sri Udaya Prakash .B –PTA Vice President
6. Sathya Bhama –Ward Member ( Representative of local body.)
7. Smt. Divya . H– NSS Programme Officer.
8. Dr.Jeothilakshmi. S.K – Staff Advisor.

The cell is constituted with the responsibility of ensuring the welfare of student community especially women. It also aims to settle their grievances with full justice. Any kind of major issue has to be reported first to the convener or tutor in charge , then to the HOD concerned. If justice is denied, she/he can then approach the Principal. The decision of the Principal is final at the college level.

Students are properly informed about this cell through orientation class to freshers and through college calendar. During this academic year, due to COVID -19 pandemic, the first term classes are through on-line mode. This year also there is no more grievance has been reported from any part of the campus. Some problems are reported and the cell attended these issues by providing solutions to them.



Smt. Anila Balan (Convenor)

  
Principal  
Sree Narayana College, Alathur  
Palakkad- 676 602, Kerala