

Students' Grievance
&
Redressal Cell
Register

2018-2019

NOTICE

A meeting of the members of students' grievance cell is proposed to be conducted on 01/05/2018 @ room no 125 @ 3.15 pm. All members are requested to be present.

Agenda: How the students can submit their grievances?

Beena
Dr. K.S. Beena
(Co-ordinator)

Members

1. Dr. Sreeja V

Sreeja V

2. Chithra P

Chithra P

3. Kavitha L.

Kavitha L.



Minutes of the meeting held on 04/07/18 @ 3.15 pm
@ room no. 125

The meeting started @ 3.15 PM
@ room no. 125 with a silent prayer.

The following matters were decided during the meeting.

- i) A format is finalized for the submission of grievances which includes
 - i) Grievance boxes available in the Principal's office
 - ii) Complaint form in the office
 - iii) They can also register their grievances through the website <http://mmnsscollege.ac.in/studentgrievance.php>
 - iv) Grievances should be informed to the tutor / HoD.

- 2) It is decided to circulate the above format to all students.

Meeting concluded @ 4.15 PM

The following members are present

1. Dr. Sreeja V

Sreeja V

2. Chithra P

Chithra P

3. Karitha L

Karitha L

Beena

Dr. K.S Beena
(co-ordinator)



[Signature]
Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

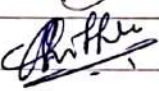
NOTICE

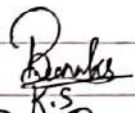
A meeting of the Students Grievance Cell is scheduled to be conducted on 12.07.2018 @ 3.15 pm room no. 125. All members are requested to be present on time.

Agenda

To take action on a complaint received from Commerce Students dtd. 11.7.2018

Members

1. Dr. Sreeja V 
2. Chithra P 
3. Kavitha L. 


K.S.
Dr. Beena
(Co-ordinator)

From,

IIIrd Year B.Com

2018-19

To,

The HOD

Department of Commerce
MMNSS College, Kottiyam.

താഴെപ്പറയുന്നവർക്ക്,

താഴെപ്പറയുന്നവർക്ക് പെൻഷൻ/ഗ്രാൻഡ്

ജോലിയിൽ തൊഴിലാളി വെർസിസ് (Verifying) ചെയ്ത maintenance
തൊഴിലാളിമാർക്ക് താഴെ (പിൻപിടിച്ചിട്ടുള്ള) ശമ്പളത്തിൽ -
താഴെപ്പറയുന്നവർക്ക് അപേക്ഷിക്കുന്നു.

എന്ന് വിശ്വസ്തമാക്കുന്നു,

ഉമാമഹേശ്വരി Umu

ശൈലജി. Sarelabhmi

11.07.2018
Kottiyam.

Minutes of the meeting held on 12.07.2018

A meeting of the members of Students' Grievance Cell was held on 12.07.18 @ 3.15 pm in room no. 215. The meeting started with a Silent Prayer.

Agenda: to discuss and redress a Complaint related to hygiene issues

Description of Grievance: Third year Commerce Students registered a complaint regarding the maintenance of vending machine (Sanitary Pads)

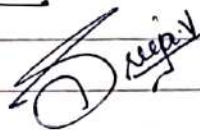
Action taken to redress:

Upon checking the Complaint it has been decided "unanimously" to forward the Complaint to the Principal in order to take necessary action.

Meeting Concluded @ 4.10 pm

Members Present

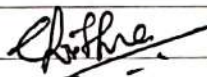
Dr. Sreeja V



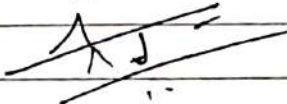
Thanks

Dr. K.S. Beena
(Co-ordinator)

Chithra.P



Kavitha.L.



Action taken

Sanitary pads vending machine was repaired.




Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

From,

Ist year B.com students

2018 - 2019

To,

The HOD

Commerce Department
MMNSS college Kottiyam.

Respected madam,

ഞങ്ങളുടെ ക്ലാസിലെ തെളിപ്പ്ന ഉപകര

നങ്ങൾക്ക് ഭംഗം വരുത്താൻ പാടില്ലാത്തവിധം പഴയ
ഉപകരണങ്ങൾ മാറ്റിയിരിക്കുന്നു.

(Fan & light)

മേൽ,

വിശ്വസ്തതയോടെ

Handan Handan

Devlin M Devlin M

Amith A. Amith A.

15.01.2019

കൊല്ലം

NOTICE

This is to inform that a meeting is scheduled to be conducted on 21.01.2019 @ 3.15 pm room no. 122, on behalf of Students' redressal cell.

Agenda: To discuss and redress a complaint related to infrastructure & electronic equipments.

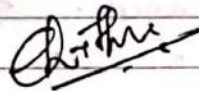
All members are requested to be present on time.

Members present

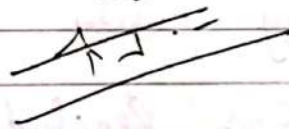
Dr. Sreeja V



Chithra. P



Kavitha. L



Beena
Dr. K.S. Beena
Co-ordinator.

Minutes of the Meeting held on 21.01.2019

Meeting started @ 3.15 pm
with a silent Prayer

Agenda: To discuss and address a complaint related to repairing of electrical equipments.

Description of Grievance: First year B.com students registered a complaint regarding the repairing of electronic equipments.

Action taken to address

On Physical Verification, it has been found that electrical equipments in first year B.com class (fan & light) have been damaged. It was decided to inform the matter to the Principal to take necessary action.

Meeting concluded by 4.00 pm

Members Present

Dr. Sreeja V

Sreeja V

Beena
Dr. K.S. Beena
Co-ordinator

Chithra P

Chithra P

Kavitha L

Kavitha L

Action Taken

Fan & light in the first year class has been replaced with new.



Principal
Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

2019-2020

14. 20.

NOTICE

A meeting of the members of the students' Grievance Cell is scheduled to be conducted on @ 3.15 pm (Room no. 125). All members are requested to be present on time.

Agenda : Modus operandi Collecting grievances from students.

Members

Dr. Sreeja V
Chithra P
Kavitha L

~~Dr. Sreeja V~~
~~Chithra P~~
~~Kavitha L~~

~~Dr. K.S. Beena~~
(CCO-ordinator)

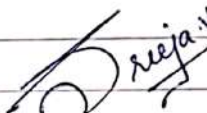
Minutes of the meeting held on

The meeting started @ 3.15 Pm
at room no. 125, with a silent prayer.

- i) A format for students for collecting grievances has been finalized. Grievances can be given to,
 - Grievance boxes available in the Principal's Office
 - as complaint forms in the College Office
 - They can also register their grievances through the website
 - Grievances should be informed to the Tutor / HoD.
- ii) It was decided to circulate the above said format to all students.

Meeting wrapped up @ 4 Pm.

The following members were present

1. Dr. Sreeja V 

2. Chithra P 

3. Kavitha L 


Dr. K.S. Beena
(Co-ordinator)


Principal
M.M.N.S.B. COLLEGE
KOTTIYAM



From
Ist zoology students
2019-20

To
The HoD
Department of Zoology
MMNSS College, Kottayam

നമ്മുടെ കോളേജിലെ അഞ്ച്
കുട്ടികളുടെ ഭരണപരിഷ്കരണം പ്രോത്സാഹി-
കരമായി വെല്ലുവിളിച്ച് കൂടുതൽ വേഗ-
തയോടെ പ്രവർത്തിക്കണമെന്ന് പ്രവർത്തി-
പ്പിച്ചിട്ടുള്ള അദ്ധ്യക്ഷൻ പദവിയിൽ നിന്നും
അഭ്യർത്ഥിക്കുന്നു.

എന്ന്,

വിശ്വസ്തതയോടെ

NOTICE

This is to inform that a meeting is scheduled to be conducted on @ 3.30 PM room no. 122 on behalf of Students' grievance cell

Agenda: To discuss and redress a complaint related to Condition of boys' toilet.

All members are requested to attend the same on time without fail

1) Dr. Sreeja V

Sreeja V

Beena
Dr. K.S. Beena
(Co-ordinator)

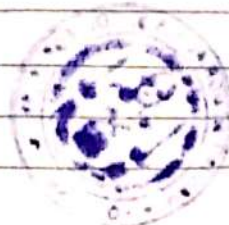
2 Chithra P

Chithra P

3. Kavitha-L

Kavitha-L

MAVITTON



Minutes of the Meeting held on

Meeting started with a silent Prayer @ 3.30pm (Room no. 122).

Agenda: To discuss and redress a Complaint related to Boys' toilet

Description of grievance: First year Zoology students registered a complaint regarding the poor condition of boys' toilet

Action taken to redress.

Condition of boys' toilet was physically verified. It was decided to inform the matter to the Principal for immediate necessary action

Meeting concluded at 4.30 pm

Members Present

Dr. Sreeja V
Chithra P
Karitha L

[Signatures]
Sreeja
Chithra
Karitha

[Signature]
Dr. Beena Ks
(Co-ordinator)

Action taken: Boys' Toilet was repaired.



[Signature]
Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

NOTICE

A meeting of members of students' Grievance & Redressal cell is scheduled to be conducted on _____ at 3.15 pm
room no. 125.

Agenda: To discuss & redress a complaint regarding cleanliness of hand washing area.

All members are requested to be present at room no. 125 on time.

Members

Dr. Sreeja V
Chithra P
Kavitha L

~~Sreeja V~~
~~Chithra P~~
~~Kavitha L~~

~~Beena~~
Dr. K.S (Beena
(Co-ordinator))

From,
IIIrd BCom Students
2019-2020

To,
The Hon
Department of Commerce
MMNSS College Kottiyam

ബഹുമാനപ്പെട്ട ടീച്ചർ,

കോളേജ് പരിപാടങ്ങൾ

ഞാൻ കൂടുതൽ നാൾക്കുള്ളിൽ പൂർത്തിയാക്കണമെന്ന് പ്രതീക്ഷിക്കുന്നതാണ്. പ്രതിപാദിക്കുന്നതിന് ശ്രമിക്കുന്നതാണ്. നന്ദി പറയുന്നതാണ്. അതുകൊണ്ടാണ് അർപ്പിക്കുന്നത്.

എന്ന്
വിദ്യാർത്ഥികൾ

1. Shankarashan (III Bcom)
2. Anoop.M (II Bcom)
3. Chinnu.A. (II Bcom)
4. Akhila Mohan (II Bcom)
5. Abhijith. (III Bcom)

Minutes of the meeting held on
@ 3.15 PM (Room No. 125)

At the outset of the meeting there was a silent prayer which followed the decisions.
Agenda: To discuss & redress a complaint related to cleanliness of hand washing area

Description of grievance: Third year Commerce students filed a petition regarding 'weed removal & cleanliness' in the hand washing area of the college

Action taken to redress: The condition was verified and ~~the~~ matter it was decided to bring the matter to the urgent attention of principal for ~~urg~~ necessary action

Meeting concluded at 4.15 PM

Members present

Dr. Sreeja ✓

~~Sreeja ✓~~

~~Banks~~
Dr. H.S. Beens
(Coordinator)

Chithra.P ✓

Kavitha.L ✓

~~Chithra.P~~

Action Taken

cleaned the area after weed removal & properly maintained.



Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

2020-2021

Notice

A meeting of the members of the Students grievance cell is scheduled to be conducted on 15/7/2020 @ 3.15 PM (room No 125). All members are requested to be present on time.

Agenda : Modus Operandi Collecting Grievances from students.

Members Present

1. Dr Sreeja V.
2. Dr Chithra V
3. Kavitha K

Sreeja

Chithra

Beena
Dr S. Beena
(Co-ordinator)

15-07-2020

Minutes of the meeting held on
15/7/2020
The meeting started @ 3.15 pm
at Room No : 125, with a silent prayer.

- i) A format for students for collecting -
complaints has been finalized. Grievances
can be given to
- Grievances boxes available in Principal office.
 - Complaint forms can be collected from College office.
 - they can also register their grievances -
through Website
 - Grievances can be informed to the tutor/HOD
 - It was decided to circulate the above notice
to all students.

Meeting wrapped up @ 4 p.m.

The following Members are present.

1. Dr. Saeja V *Saeja*
2. Dr. Chithra V *Chithra*
3. Kavithe L *Kavithe* (Co-ordinator)

BS
Principal
M.M.N.S.S. COLLEGE
KOTTIYAM



From

1st year B.Com students

2020-21

To

The HoD

Commerce Department

MMNSS College, Kottiyam

Respected Madam,

Online class commenced on 22/8/20
according to time table. We are happy to see the
students attending the class. We are happy to see the
students attending the class. We are happy to see the
students attending the class.

20/8/20

Akash Varghese (1st B.Com)

Principal

Harikrishnan.R

4/8/2020

Adithya Gini



Minutes of the meeting held on
18/8/20 @ 3.15 PM

Agenda : To discuss and redress a complaint related to On line class time table

Description of grievance : 1st year Bcom students filed a complaint regarding - time table setting on on line class. They informed their inconvenience relating to present time table.

Action Taken to Redress : The conditions were verified. It was decided to bring the matter to the urgent attention of HOD for taking necessary actions.

Meeting concluded at 4. p.m

Members Present

1. Dr. Sreeja V
2. Dr. Chithra P
3. Kavitha L

[Signature]
[Signature]
[Signature]

[Signature]
 Dr. K.S. Beena.
 (Co-ordinator)

Action taken : Issue relating to inconvenience relating to Time Table is solved.



[Signature]
 Principal
 M.M.N.S.S. COLLEGE
 KOTTIYAM

NOTICE

A meeting of members of Students Grievances Cell is scheduled to be conducted on 7/12/20 @ 3 pm. at Room No : 113.

Agenda : To discuss and redress a Complaint regarding shortage of water

All members are requested to be present Present at Room No : 113 on time.

Members Present

1. Dr. Jaya V ~~Dr. Jaya V~~
 2. Dr. Chithra P ~~Dr. Chithra P~~
 3. Kavitha L ~~Kavitha L~~
- Dr. K.S. Beena
(Coordinator)



21

From

The students
Dept. of Physics

To

The Head of the Dept.
Dept. of Physics
MM NSS college, Kottiyam

Maa'm,

This is to inform you about the ongoing issue of water shortage on the campus, which has been a major concern over the past few weeks. This has affected our daily activities including access to drinking water, sanitation and overall hygiene. We are expressing our dissatisfaction with the living conditions in the campus.

It is requested to take necessary steps to ensure a reliable and adequate water supply for the campus.

Thanking you

The Students Representatives

7th Feb. 2021
Kottiyam.

Minutes of the meeting held on
11/3/21 @ 3 pm.

Agenda : To discuss and redress a complaint related to shortage of water and other living facilities.

Description of Grievances : 1st year BSc Physics students filed a petition on shortage of water and other living facilities in the college.

Action taken to redress : The conditions were verified. It was decided to bring the matter to the urgent attention to the Principal.

Meeting Concluded at 4 pm.

Members Present

Dr. Sreeja V
Dr. Chithra J P
Kavitha K

Sreeja

Chithra

A J

Beena
Dr. K. S. Beena
(Coordinator)

Action taken : The problem relating to shortage of water is solved.



Principal
Principal
W.M.N.S.S. COLLEGE
KOTTIYAM

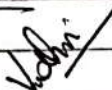
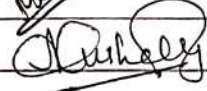
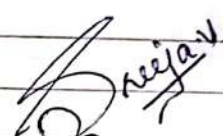
2021-2022

NOTICE

A meeting of the Members of the Students Grievance Cell is scheduled to be conducted on 21/7/21 @ 3.15pm. (Room No: 113). All the members are requested to be present in time.

Agenda: Medms Aparandi Collecting Grievances from Students.

Members Present

1. Vidhm. V.L. 
 2. Mahima. C.V. 
 3. Anusha. MG.  (Convener)
- 
Dr. Isha V

Minutes of the Meeting held
on

The meeting started at 3.p.m.
at Room NO: 113, with a silent prayer.

- i) A notice for students for collecting grievances has been finalized. Grievances can be given to
 - Grievance box available in the Principal's office
 - as complaint forms in the college office.
 - They can also register their grievance through the website.
 - Grievances should be informed to the Tutor / HOP.
- ii) It was decided to circulate the above said format to all students.

Meeting wrapped up @ 4 pm

The following Members were present

1. Vidhu. V.L
2. Mahima C.V
3. Anusha. MG

[Signature]
Dr. Preya V
(Co-ordinator)



[Signature]
Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

NOTICE

A meeting of Members of Students Grievance & Redress cell is scheduled to be conducted on 30/10/21 at 3 pm (Room No: 121)

Agenda: To discuss and redress a Complaint about non-availability of teachers and lagging of subject completion.

All members are requested to present the meeting on time

Members Present

1. Vidhm. V.L.

2. Mahima. C.V.

3. Anusha. MG

Dr. Shreya V
(Convener)

HOD of English Department.

III year 2021-2022

III year പഠിക്കുന്ന ഭരണാഭ്യാസ ക്ലാസ്സിലുള്ള

ശിഷ്യ ഭാരതീയ ലഭ്യതയെക്കുറിച്ചുള്ള

ഭരണ പ്രവർത്തനം. ഇന്നിപ്പോൾ കൂടാതെ

വിദ്യാഭ്യാസ പരിഷ്കാരം ഉൾപ്പെടെ

മറ്റും. ഭരണാഭ്യാസ ഭരണാഭ്യാസ ഭാരതീയ

ഭരണാഭ്യാസ തലമുറ ഭരണാഭ്യാസ.

പലപ്പോഴും ശിഷ്യൻ ലഭ്യതയെക്കുറിച്ചും

കൂടാതെ പല ഭാരതീയർ പരിഷ്കാര

ത്തിലുള്ള പങ്കെടുക്കുന്നു. പരിഷ്കാരങ്ങൾ

കൂടാതെ ഭരണാഭ്യാസ മേഖലയിൽ.

ഭരണാഭ്യാസ പദ്ധതികളിൽ കൂടാതെ

പലപ്പോഴും ശിഷ്യൻ കൂടാതെ

ശിഷ്യൻ ഭാരതീയർ പങ്കെടുക്കുന്നു.

തിരിച്ചും കൂടാതെ. ഭരണാഭ്യാസ ക്ലാസ്സിൽ

ഭരണാഭ്യാസ ക്ലാസ്സിൽ ശിഷ്യൻ ഭാരതീയർ

Minutes of the Meeting held on
19/11/21 at 3 pm.

Agenda : To discuss and redress
a complaint relating to non-
availability of sufficient teachers.

Description of grievances : III year students
of English fi a complaint on -
non-availability of teachers. They
informed their complaint about non-
availability of teachers.

Action taken to redress: The conditions
were verified. It was decided to bring
attention to Head of the Department.

Meeting concluded at 4 p.m

Members present

1. Vidhm. V.L
2. Mahima C.V
3. Anusha MG

[Signature]

[Signature]

[Signature]

[Signature]
Dr. Sujaya V
(Convener)

Action taken: Sufficient teachers are
provided for students.



[Signature]
Principal
N.M.N.S.S. COLLEGE
KOTTIYAM

2022-2025

NOTICE

A meeting of the Members of Students Grievance Cell is scheduled to be conducted on 29/6/22 @ 3.15 P.m C Room No 121. All Members are requested to be present on time.

Agenda : Modus Operandi Collecting Grievance from students.

Members Present

- 1 Vidhu. V. L. ✓
- 2 Karthika M. G. ✓
- 3 Kavitha h. ✓
4. Mahima C.V. ✓

Sreeja V
Dr Sreeja V
(Convener)

Minutes of the meeting held on

The meeting started @ 3.15 pm at Room No: 121. With a Silent Prayer.

- 1) A format for students for collecting complaints has been finalised. Grievances can be given to
 - Grievances boxes available in Principal office.
 - Complaint form can be collected from College office.
 - They can also register their grievance through Website.
 - Grievances can be informed to the Tutor / HOD.
 - It was decided to circulate the above notice to all students.

[Signature]



Principal
M.M.N.S.S. COLLEGE
KOTTIYAM

Notice

A meeting of Members of Student Grievances Cell is scheduled to be conducted on 13/1/23 @ 3pm. at Room No: 121

Agenda: To discuss and address a complaint regarding the lack of infrastructural facilities in ladies waiting Room.

All Members are requested to be present at Room No: 121

Members Present

1. Vidhu. V.L. ✓
2. Mahima. C.V. ✓
3. Kavitha. K. ✓
4. Mahima C.V. ✓

Dr. Shreya V
(Convener)



Sona A 5

Conti: Code: 15023116010

Dept. - Economics.

8/1/23 [1st DC]

Sir / mem Jam Sona As of 1st DC
Economics dept. We need extra 3 to 4
benches in our ladies waiting room.
So all the free chairs all departments
girls are sitting in the waiting
room especially Economics and English
students. So some times all are
standing in this waiting room. They
kindly add 3 to 4 benches in
our waiting room.

Yours faithfully,

Sona A. 5

Sona A. 5



Minutes of the Meeting held
on 20/11/23 at 3 p.m.

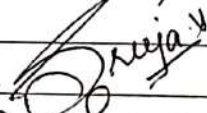
Agenda: To discuss and redress a complaint about lack of infrastructural facilities in Ladies Waiting Room.

Description of Grievances: 1st DC Economics students made a complaint about lack of infrastructural facilities in Ladies Waiting Room.

Action taken to redress: The conditions were verified. It was decided to pay attention to principal level.

Meeting Concluded at 4 p.m.

Members Present

1. Kirthika K. 
 2. Vidhu V. 
 3. Kavitha L 
 4. Mahima C.V. 
- 
Dr. Sujaya V.
(Convenor)

Action taken: Issues relating to infrastructural facilities relating to Ladies waiting room is solved.




Principal
M.N.S.S. COLLEGE
KOTTIYAM

NOTICE

A meeting of Members of Student Grievances Cell is scheduled to be conducted on 2/2/23 @ 3 p.m Room No : 121

Agenda : To discuss and address a complaint regarding internet facilities - available in the college.

All members are requested to be present at Room No : 121

Members Present

1. Vidhm. V.L
2. Mahima C.V
3. Kavi tha L
4. Mahima C.V

[Signatures]

[Signature]
Dr. Sujas V
(Coordinator)

MANNAM MEMORIAL NSS COLLEGE, KOTTIYAM

GRIEVANCE REDRESSAL CELL

Name (optional): IIIrd Chemistry Department: Chemistry
Semester: 5th Contact No (optional):

Nature of grievance : Personal / Department / Institution

Category of grievance : Teaching-learning / Infrastructure / Institutional facilities / Ragging / SC-ST

OBC- Minority Issues / Scholarships / Examination / Sexual Harrassment /

Others

Grievance

: Provide Substential facilities
for preparing competitive examination
application

Date: 27/01/2023

Signature: [Signature]

Minutes of the meeting held
on 15/2/23 at 3 p.m. at Room no 113.

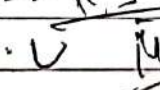
Agenda: To discuss and redress -
a complaint about non-availability of
internet facility in the college.

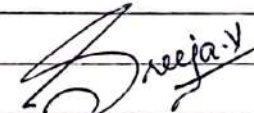
Description of Grievances: 111 De-
Chemistry students complained about
non-availability of internet facility for
meeting their competitive exam -
opportunities.

Action taken to redress: The -
conditions were verified. It was decided
to pay attention the matter to the
Principal.

Meeting Concluded at 4 p.m.

Members Present

1. Karthika H. K. 
2. Vidya V. L. 
3. Kavitha L. 
4. Malvika C. V. 


Dr. Sreeja V

(Co-ordinator)

Action taken: Internet browsing facility
provided at library.




Principal
M.M.N.S.S. COLLEGE
KOTTIYAM