



PC/NT/SGA/2024/02

10.03.2025

NOTICE

Sub:- Students Grievances & Appeal Committee- 2024-25 reg

Meeting will be conducted for Students Grievances & Appeal Committee on 14.03.2025 Friday at 2.00 pm with the following as members.

Room NO: 125

Committee

Members:-

Sl. No.	Name	Designation	Role	Signature
1	Dr. S. BrillySangeetha	Professor & Principal	Chairman	
2	Ms. Padmapriya V.K	Asst. Professor & HOD, S&H	Member	
3	Dr. John Chembukkavu	Asst. Professor & HOD, EEE	Member	
4	Ms. Rachana M K	Asst. Professor & HOD/ECE	Member	
5	Ms. Shahaziya Parvez M	Asst. Professor & HOD/R&AI	Member	
6	Ms. Anju EM	Asst. Professor & HOD/CE	Member	
7	Ms. Sindhu T V	Asst. Professor ECE	Member	
8	Ms. Gopika C S	College Union Chairperson Student, S7 CSE	Member	

Agenda:

- Student's Grievances
- Academic
- Co-curricular
- Extra-curricular

10/3/25
Chairman



Minutes of meeting of Students Grievances & Appeal on 14.03.2025 Friday at 2.00 pm

Committee Members:-

Sl. No.	Name	Designation	Role	Signature
1	Dr. S. Brilly Sangeetha	Professor & Principal	Chairman	
2	Ms. Padmapriya V.K	Asst. Professor & HOD, S&H	Member	
3.	Dr. John Chembukkavu	Asst. Professor & HOD, EEE	Member	
4	Ms. Rachana M K	Asst. Professor & HOD/ECE	Member	
5	Ms. Shahaziya Parvez M	Asst. Professor & HOD/R& AI	Member	
6	Ms. Anju EM	Asst. Professor & HOD/CE	Member	
7	Ms. Sindhu T V	Asst. Professor ECE	Member	
8	Ms. Gopika C S	College Union Chairperson Student, S7 CSE	Member	

Points discussed

- Students informed about water leakage in the toilet (Ground floor).
- Students requested to clean classrooms regularly.
- The students requested that classes be conducted in an application-oriented manner to help them better understand the syllabus

14/3/25
Chairman



ACTION TAKEN REPORT

SL NO	Points Discussed	Status
1	Students informed about water leakage in the toilet (Ground floor).	AO instructed maintains team to check water leakage in the toilet and if the leakage exists further arrangements has to be done.
2	The students requested that classes be conducted in an application-oriented manner to help them better understand the syllabus	Conducting hands-on sessions where students can directly apply what they've learned through projects, simulations, or experiments.
3	Students requested to clean classrooms regularly	AO instructed cleaning supervisor to monitor whether the class rooms are cleaned regularly.

Chairman