



INTERNAL QUALITY ASSURANCE CELL (IQAC)

GRIEVANCE AND REDRESSAL COMMITTEE (FACULTY)

INTIMATION

AY/SEM: 2025-2026 /ODD

MEETING: 2

Date: 12/09/2025

The following members are hereby requested to attend the *Grievance and redressal committee (faculty)* meeting scheduled on 19/09/2025, 12.45 pm at ECE Dept. Library.

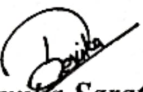
Sl No	Name of Member	Role
1	Dr. Vinodh P Vijayan	Chairperson
2	Dr. Biju Paul	Member
3	Dr. Vinod Kumar Jacob	Official from University or DTE
4	Dr. Devika Sarath	Co-ordinator
5	Dr. Simy Mary Kurian	Member
6	Mr. Sreerench Raghavu	Member
7	Dr. Manual George	Member
8	Ms. Aswathy Mariam Mohan	Member
9	Prof. Lekshmi	Member
10	Ms. Sujitha M	Member
11	Ms. Sreelekshmi K.S	Member
12	Ms. Neethu Kuncheria	Member



CLC F49- GRIEVANCE AND REDRESSAL COMMITTEE (FACULTY)

Agenda:-

1. Welcome and Opening Remarks.
2. Review of Minutes of the Previous Meeting.
3. Sharing of feedback by department representatives about the working environment.
4. Evaluation of Grievance Redressal Awareness Initiatives.
5. Any Other Matter with the Permission of the Chair.


Dr. Devika Sarath

Co-ordinator



Copy to:-

1. Principal - Office
2. Committee Members
3. IQAC



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GRIEVANCE AND REDRESSAL COMMITTEE (FACULTY)

ATTENDANCE

AY/SEM: 2025-2026 /ODD

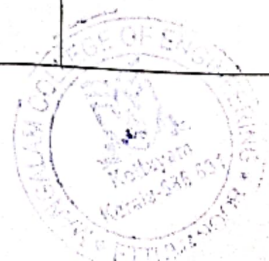
Date: 19/09/2025

Venue: ECE Dept. Library.

MEETING: 2

Time: 12.45 PM - 1.10 PM

Sl No	Name of Member	Designation	Role	Signature
1	Dr. Vinodh P Vijayan	Principal	Chairperson	
2	Dr. Biju Paul	University Professor	Member	
3	Dr. Vinod Kumar Jacob	KTU Syndicate Member	Official from University or DTE	ABSENT
4	Dr. Devika Sarath	Associate Professor, ECE	Co-ordinator	
5	Dr. Simy Mary Kurian	HOD, CSE	Member	
6	Mr. Sreerench Raghavu	Assistant Professor, CE	Member	
7	Dr. Manual George	Associate Professor, ME	Member	
8	Ms. Aswathy Mariam Mohan	Assistant Professor, EEE	Member	
9	Prof. Lekshmi	HOD, BSH	Member	
10	Ms. Sujitha M	Assistant Professor, AM	Member	
11	Ms. Sreelekshmi K.S	Assistant Professor, MCA	Member	
12	Ms. Neethu Kuncheria	Assistant Professor, MBA	Member	



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Minutes of the Meeting

Agenda:-

1. Welcome and Opening Remarks.
2. Review of Minutes of the Previous Meeting.
3. Sharing of feedback by department representatives about the working environment.
4. Evaluation of Grievance Redressal Awareness Initiatives.
5. Any Other Matter with the Permission of the Chair.

Points Discussed:-

- The Co-ordinator extended a warm welcome to all members and read the minutes of the first meeting held earlier in the academic year. The committee approved the minutes without modification.
- It was reported that no grievances have been received during the current semester, indicating continued effectiveness of the redressal framework. Members noted that a healthy and cooperative work culture continues to prevail among staff and students.
- No additional matters were raised.

Action Taken Report based on 22/08/2025

- As no grievances were reported during the period, the committee continues to monitor and promote a positive and transparent institutional environment.


Dr. Devika Sarath
Co-ordinator



Dr. Vinodh P Vijayan

Principal