



INTERNAL QUALITY ASSURANCE CELL (IQAC)

GRIEVANCE AND REDRESSAL COMMITTEE (FACULTY)

INTIMATION

AY/SEM: 2025-2026 /ODD

MEETING: 3

Date: 06/11/2025

The following members are hereby requested to attend the *Grievance and Redressal Committee (Faculty)* meeting scheduled on 12/11/2025, 12.45 pm at Mechanical Seminar Hall.

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:-

- Welcome Address by the Chairperson.
- Confirmation of Minutes of the previous meeting.
- Review of Grievances Received during the semester and actions taken, if any
- Evaluation of Redressal Mechanism Effectiveness.
- Planning for Next Semester's Initiatives and faculty sensitization.
- 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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ATTENDANCE

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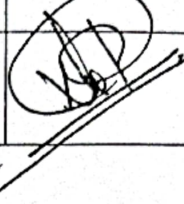
Date: 12/11/2025

Time: 1.00 PM-1.15 PM

Venue: Mechanical Seminar Hall.

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	

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11	Ms. Sreelekshmi K.S	Assistant Professor, MCA	Member	
12	Ms. Neethu Kuncheria	Assistant Professor, MBA	Member	

Copy to:-

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3. IQAC





INTERNAL QUALITY ASSURANCE CELL (IQAC)

GRIEVANCE AND REDRESSAL COMMITTEE (FACULTY)

Minutes of the Meeting

Agenda:-

- Welcome Address by the Chairperson.
- Confirmation of Minutes of the previous meeting.
- Review of Grievances Received during the semester and actions taken, if any
- Evaluation of Redressal Mechanism Effectiveness.
- Planning for Next Semester's Initiatives and faculty sensitization.
- Any Other Matter with the permission of the Chair.

Points Discussed:-

- The Chairperson, welcomed the members.
- The minutes of the previous meeting were discussed. As no faculty grievances were received during the current semester, the Committee discussed plans to enhance faculty awareness and strengthen support mechanisms for the upcoming semester.
- No additional matters were raised.

Action Taken Report based on 19/09/2025

- Since no grievances were reported during the semester, the Committee focused on maintaining a positive environment and planning proactive measures for the upcoming semester. All recommended actions have been noted and are at various stages of implementation.

Dr. Devika Sarath
Co-ordinator



Dr. Vinodh P Vijayan
Principal