



# PAZHASSIRAJA COLLEGE

Pulpally, Wayanad, Kerala, India, 673579

## GRIEVANCE REDRESSAL CELL

MINUTES OF THE GRC MEETING HELD ON 28/3/2019

Chairperson of the meeting: Dr. Roy A O

Venue: Principals chamber

Members present :

1. Dr. Roy A O (Chairperson)
2. Mr. Shelji Mathew (CGRC- convenor)
3. Dr. Saju k P
4. Prof. Thara Philip
5. Ms. Lizy P K
6. Ms. Sarannya Mohan
7. Ms. Sanija S

The suggestions / Greivences / complaints posted by the students from the various departments from June 2018 to March 2019 were discussed in the meeting.

**Grievences and Complaints:**

Major issues raised in different departments are given below

- Issue regarding Internal marks given
- Another opportunity to submit assignments and present seminars

All the actions taken by the deparment level redressal committee to redress the grievences raised by their students were approved and appreciated the concerned departments for their timely action.

Shelji Mathew( CGRC- Convenor)

SHELJI MATHEW  
Asst. Professor  
Dept. of Travel & Tourism  
PazhassiRaja College  
Pulpally- 673579

Dr. Roy A O (Principal)

Principal

Pazhassi Raja College  
Pulpally. Pin:673579



## Redressed Greivances : 2018-19

SINO	DATE	NAME OF AGGRIEVED	DEPARTMENT	GRIEVENCE	REDRESSED	TIME TAKEN (Days)
1	27.10.2018	ARSHID P.P	MA ECONOMICS	APC	ACCEPT MEDICAL CERTIFICATE AND APC IS GIVEN	3
2	17.12.2018	ANJANA	MSC MICROBIOLOGY	INTERNAL MARK	INTERNAL MARK IS INCREASED	5
3	27.03.2019	NAMITHA	MSC MICROBIOLOGY	INTERNAL MARK	INTERNAL MARK IS INCREASED	4
4	11.02.2019	FOURTH SEMESTER STUDENTS	BSC MICROBIOLOGY	CORRECTION REGRADING INTERNAL MARK	CHANGED THEIR INTERNAL MARK	4
5	17.12.2018	MUHAMMED THASLEEM AND AISWARYA K T	BSC MICROBIOLOGY	INTERNAL MARK REGARDING	CONSIDER THE ISSUE BY SEMINAR	6
6	25.08.2019	ELDO K S	BVOC AGRICULTURE	ATTENDENCE	SOLVED	3
7	04.12.2018	ANEETA JOHN	BVOC AGRICULTURE	ISSUE REGARDING ASSIGNMENT MARK	GRANTED THE MARK	3
8	07.01.2019	NAYANA	BVOC AGRICULTURE	INTERNAL MARK	SOLVED	4
9	14.01.2019	VISHNU	BVOC AGRICULTURE	INTERNAL MARK	CONDUCT RE TEST	6
10	03.05.2019	KAMAL	BVOC AGRICULTURE	ATTENDENCE	SOLVED	3
11	20.06.2019	FINGLE STEIN	BVOC AGRICULTURE	SHORTAGE IN ASSIGNMENT MARK	INCREASED MARK	4
12	28.07.2019	RASMINA	BVOC AGRICULTURE	SHORTAGE IN ASSIGNMENT MARK	SOLVED	3
13	01.07.2019	ASWIN SURESH	BVOC AGRICULTURE	ISSUE RELATED ASSIGNMENT	SOLVED	3



				MARK		
14	8.08.2019	APARNA	BVOC AGRICULTURE	INTERNAL EXAM	CONDUCTED RE TEST	5
15	9.08.2019	SAMBHU	BVOC AGRICULTURE	INTERNAL EXAM	CONDUCT RE TEST	5
16	11.04.2018	NUSARATH	BVOC AGRICULTURE	CORRECTION REGRADING INTERNAL MARK	SOLVED	3
17	18.04.2018	KAVYA	BVOC AGRICULTURE	ASSIGNMEMNT MARK	SOLVED	3
18	19.09.2019	SUBHASH	BVOC AGRICULTURE	INTERNAL EXAM	CONDUCTED RE TEST	6
19	27.9.2019	SUBASH	BVOC AGRICULTURE	INTERNAL EXAM	CONDUCTED RE TEST	6
20	29.09.2019	SHERIN MARTIN	BVOC AGRICULTURE	CORRECTION REGARDING INTERNAL MARK	SOLVED	4
21	03.08.2019	VISHNU RAJAN	BA HISTORY	SHORTAGE IN INTERNAL MARK	SOLVED	1 WEEK
22	10.06.2018	ANUSREE P B	BA HISTORY	SHORTAGE IN INTERNAL MARK	SOLVED	1 WEEEK
23	03.08.2019	ANOOP JAMES	BA HISTORY	SHORTAGE IN INTERNAL MARK	SOLVED	1 WEEK
24	10.08.2018	MUHAMMED RAFI M R	BVOC FOOD	CORRECTION IN INTERNAL MARK	CONSIDER THE COMPLAINT AND REUPLOAD THE MARK	5
25	14.09.2019	GOKUL KRISHNA	BVOC FOOD	CORRECTION IN INTERNAL MARK	SOLVE THE ISSUE	4
26	18.08.2019	NIZA	BVOC FOOD	SHORTAGE IN INTERNAL MARK	SOLVED	3
27	16.08.2018	MUHAMMED RAFI	BVOC FOOD	SHORTAGE IN ASSIGNMENT MARK	CONSIDER THE ISSUE AND SOLVED	5
28	25.08.2018	GOKUL KRISHNAN	BVOC FOOD	SHORTAGE IN ASSIGNMENT MARK	SOLVED	3



29	24.08.2019	AKHIL SABU	BVOC FOOD	ASKING ANOTHER DAY FOR SEMINAR TOPIC	GRANDED ANOTHER DAY	2
30	05.10.2018	SACHIN	BVOC FOOD	INTERNAL EXAM	CONDUCT RE TEST	5
31	11.11.2019	VISHNU	BVOC FOOD	INTERNAL EXAM	CONDUCT RE TEST	5
32	16.08.2018	VYSHAK	BVOC FOOD	ASSIGNMENT MARK	SOLVED	4
33	25.09.2019	BASIL	BVOC FOOD	INTERNAL EXAM	CONDUCT RE TEST	5
34	16.09.2019	ABIN	BVOC FOOD	CORRECTION IN ASSIGNMENT MARK	REVALUATE AND SOLVE THE ISSUE	5
35	21.05.2018	ADARSH	BVOC FOOD	SEMINAR MARK	SOLVED	4
36	27.08.2019	JESNA	BVOC FOOD	ASKING ANOTHER DAY FOR SEMINAR TOPIC	GRANDED ANOTHER DAY	3
37	28.09.2019	SUSAN	BVOC FOOD	ASSIGNMENT MARK	SOLVED	4
38	22.10.2018	ALEX THOMAS	TTM	APC	ACCEPTED MEDICAL CERTIFICATE AND APC INCREASED	6
39	23.10.2018	SANA TOMY	TTM	INTERNAL EXAM	CONDUCT RETEST AND INCREASED MARKS	5
40	24.10.2018	RONI VARGHEES	TTM	APC	ACCEPTED MEDICAL CERTIFICATE AND APC INCREASED	6
41	25.10.2018	AMAL UNNITHAN	TTM	INTERNAL MARK	CONDUCT RETEST	5
42	26.10.2018	VIVEK SANIL	TTM	APC	SOLVED	6
43	21.02.2019	IRSHAD	TTM	APC	SOLVED	6
44	10.10.2018	ANAGHA.K.B	MCOM	INTERNAL MARK	SOLVED	4
45	17.10.2018	JESIN PAILY	MCOM	INTERNAL MARK	SOLVED	5
46	14.11.18	NAYANA SAJI	MCOM	INTERNAL	SOLVED	5



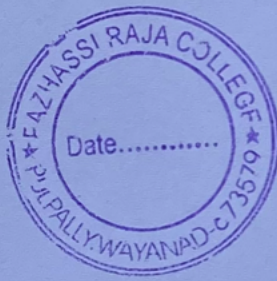
				MARK		
47	14.11.2018	JOBIN JOHNSON	MCOM	INTERNAL MARK	SOLVED	4
48	10.03.2019	AMILDA ROY	MCOM	INTERNAL MARK	SOLVED	5
49	14.03.2019	VISHNU MOHAN	MCOM	INTERNAL MARK	SOLVED	5
50	10.03.2019	ABIN K T	MCOM	INTERNAL MARK	SOLVED	5
51	11.11.2018	BASIL MATHEW	BBA	INTERNAL MARK	SOLVED	5
52	11.11.2018	SYAM VISHNU PRASAD	BBA	INTERNAL MARK	SOLVED	6
53	25.10.2018	VIVEK	BBA	ATTENDANCE SHORTAGE	SOLVED	5
54	20.09.2018	MELBIN MATHEW	BBA	ATTENDANCE SHORTAGE	SOLVED	4
55	13.03.2019	MELVIN K MATHEW	BBA	INTERNAL MARK	SOLVED	5
56	13.03.2019	AJAY BABY	BBA	INTERNAL MARK	SOLVED	5
57	14.11.2018	AKSHAY ROY	BBA	INTERNAL MARK	SOLVED	4
58	11.03.2019	SREEJITH KUMAR	BBA	INTERNAL MARK	SOLVED	6
59	11.03.2019	ATHULYA THOMAS	BBA	INTERNAL MARK	SOLVED	4
60	11.11.2018	NIKHIL GEORGE	BBA	INTERNAL MARK	SOLVED	5
61	11.11.2018	ALTHAF THANGAL	BBA	INTERNAL MARK	SOLVED	6
62	8.03.2019	DAWN JOSE	BBA	INTERNAL MARK	SOLVED	5
63	8.03.2019	RAJESH C.R	BBA	INTERNAL MARK	SOLVED	7
64	08.11.2018	STANIYA FRANCIS	BSC BIOCHEMISTRY	REGARDING INTERNAL MARK	CONSIDER AND TAKE PROPER ACTION	5
65	06.11.2019	THIRD YEAR STUDENTS	BSC BIOCHEMISTRY	REGARDING STUDY LEAVE	GIVE PERMISSION	2
66	25.01.2019	AKHIL M K	BSC BIOCHEMISTRY	SHORTAGE ON ATTENDENCE	CONSIDER AND TAKE ACTION	4
67	29.01.2019	ASHISH	BSC BIOCHEMISTRY	REGARDING ATTENDENCE	TAKE ACTION	4



68	28.03.2018	SAFEENA SHERIN	BA ENGLISH	INTERNAL MARK	SOLVED	5
69	28.03.2018	ASWIN BBU	BA ENGLISH	INTERNAL MARK	SOLVED	5
70	17.09.2018	ANISHA M	MASS COMMUNICATION	NON AVAILABILITY OF SANITARY NAPKINS	SOLVED	8

Attached herewith: Sample supporting documents

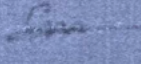
## Supporting Documents:



Department of Commerce  
Pazhassiraja College Pulpally  
Grievance Redressal Form

1. Name: Syam Nishan Prasad
2. Class: 1st sem BBA
3. Issue: Misleading Mark

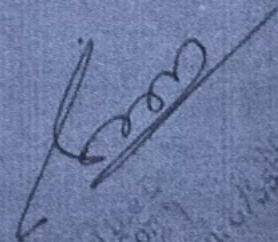
I request you to consider my issue and take a favourable decision regarding it.

Signature of the student 

Place: Pulpally

Date: 11-11-2018



  
Head of Dept.  
of Commerce  
Pazhassiraja  
Wayanad Pulpally

2018 - 2019

19

As per the department meeting held on 26/06/18 a grievance redressal committee was constituted to address the grievances of students related to internal or external evaluations. The members of the committee were Head of the department, senior faculty of the department, class tutors, course teachers and two representatives of the students.

Grievance Redressal Committee

Sl.No	Name	Designation
1.	Mr. Saleel M.M	H.O.D
2.	Fr Kusdikose VC	Tutor II DC & Course Teacher
3.	Josefa K. Joseph	Tutor I DC and Course Teacher
4.	Sanisha V.F	Tutor III DC and Course Teacher
5.	Minnu Babu	Course Teacher
6.	Najma Rahman	Course Teacher
7.	Joslin Ouseph	Student Representative
8.	Premjith A.P	Student Representative



*[Signature]*

Principal  
Puzhassi Raja College  
Alapatty, Pin 673573



From: Ajmal M

To: Joshy Mathew

HOD

Department of History

Sr.

2019-2020 21021000 300 semester

and Assignment and seminar and submit  
പ്രവർത്തനങ്ങളും രഹിതർ പ്രവർത്തിച്ചു internal  
mark കഴിഞ്ഞു.

Date: 04-06-2019

Place: Pulloally

Signature  
Ajmal M  
Ajmal



Department of History

69

Governance Redressal Cell - 2018-19.

Regularly  
20/8/18

A meeting of the governance Redressal Committee of the Department of History held on 20/8/2018 and took the following decisions.

Agenda:

1. Re constitute the governance Redressal Cell at the Department of History for the Academic year 2018-19.

② To elect two representatives of the student body to the Cell.

Decisions:

It is resolved to conduct an Association meeting to elect the student representative to the Committee.

The Department reconstituted the Governance Redressal Committee comprising the Course teacher Lizzy P.K, and Dr. Paul S. Pillai and Dr. Jasy Mathan, Head of the Department of History.

Participants Signature:

1. Dr. Jasy Mathan  
Dr. Paul S. Pillai  
Mrs. Lizzy P.K.





From: Anusree. P.B

To, Joshy Mathew

HOD

Department of History

Sir,

2018-2019 വിദ്യാർത്ഥനർക്കു 600 അമ്പലപ്പുഴ

Assignment കളും Seminars കളും submit

നടത്തണമല്ലോ രജിസ്ട്രേഷൻ ചെയ്തിട്ടു internal mark

ചെയ്തിട്ടില്ല

മേൽ

Anusree. P.B

Date: 10-06-2018

Place: Pulpally

Anusree



From Room,  
Pazhassi Raja  
1st SEM PU


17.9.2018

2016

TO,  
HOD  
Department of Mass Communication  
and Journalism.

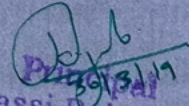
Sir,

ഇന്നലെ ഒരു പെൻഷൻ കർമ്മം നടന്നു  
തോളത്തിൽ വളരെ അത്യാവശ്യ ഘട്ടത്തിൽ പോലും  
സാമ്പത്തിക നഷ്ടം ഉണ്ടായി. ഇത് വളരെ ദുഃഖ  
സൃഷ്ടിച്ചു. അതിനാൽ നമ്മുടെ  
വിചാരിച്ചതിലധികം സാമ്പത്തിക നഷ്ടം ഉണ്ടായി.  
മേൽ ഉൾക്കൊള്ളുന്ന പ്രതിപാദനം  
കണക്കിലെടുത്ത് അപേക്ഷിക്കുന്നു.

പണം  
Pazhassi Raja  


MARCEP/CE/P.5



  
Pazhassi Raja College  
Pulpally, Pin: 673571

Place: 