



PAZHASSIRAJA COLLEGE

Pulpally, Wayanad, Kerala-India, Pin-673 579
(Aided College Affiliated to University of Calicut)
Managed by Malankara Catholic Diocese of Bathery
Re-Accredited by NAAC with 'A+' Grade

Grievance Redressal Cell 2023-24

Minutes of the Grievance Redressal Cell Meeting Held on 28/3/2024

Chairperson of the meeting: Abdul Bari K K

Venue: chithrasla

Members :

Koshy C J (CGRC: convener)
Mr. Sheji Mathew
Ms. Thara Philip
Mr. Arjun Pavithran (Student Representative)

The suggestions /Grievances / complains posted by the students from the various departments from June 2023 to March 2024 were discussed in the meeting.

Grievances and Complaints:

Major issues raised in different departments are given below

- Issue regarding Internal marks given
- Marks given for the assignments
- Issue regarding APC

Action Taken:

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




ASSISTANT PROFESSOR
IN-CHARGE OF PRINCIPAL
PAZHASSIRAJA COLLEGE
PULPALLY - 673579

List of grievances received during the academic year 2023-24


Sl. No.	Name of aggrieved	department	grievance	redressed	date
1.	Kishan shaji	Department of English	Insufficient Apc	Application rejected	5/10/2023
2.	Goutham raj	Department of English	Insufficient Apc	Application rejected	5/10/2023
3.	Amal joseph	Department of English	Insufficient Apc	Application rejected	5/10/2023
4.	Jeffin titus	Department of English	Insufficient Apc	Application rejected	5/10/2023
5.	Neha sulthana	Department of English	Insufficient Apc	Application accepted and increased apc	5/10/2023
6.	Dilna manoj	Department of mass communication	Insufficient internal marks	Application rejected	1/11/23
7.	Alekha k k	BBA	Insufficient internal marks	Internal marks increased	24/10/23
8.	Basil jinson	BBA	Insufficient internal marks	Internal marks increased	24/10/23
9.	Fidha mariyam	BBA	Insufficient internal marks	Application rejected	16/1/24
10.	Tanha tabasu	BBA	Insufficient internal marks	Application rejected	16/1/24
11.	Jinu k t	BBA	Insufficient Apc	Application accepted and increased apc	21/2/24
12.	Lenin	BBA	Insufficient Apc	Application accepted and increased apc	21/2/24
13.	Lena eldho	BBA	Insufficient Apc	Application accepted and increased apc	21/2/24
14.	Alekha	BBA	Insufficient Apc	Application accepted and increased apc	21/2/24
15.	Hiba	Msc Microbiology	Insufficient Apc	Application accepted and increased apc	19/09/23
16.	Navyasree	Msc Microbiology	Insufficient Apc	Application accepted and increased apc	14/10/23
17.	Ayda Aspin	Msc Microbiology	Insufficient Apc	Application accepted and increased apc	14/10/23

18.	Yuktha p	Bvoc Agriculture	Couldn't attend university examination	Special exam conducted	14/08/2023
19.	Muhsina k s	Bvoc Agriculture	Couldn't attend model examination	Special exam conducted	23/11/2023
20.	Sneha A K	Bvoc Agriculture	Couldn't submit assignment	Assignment accepted	09/2/23
21.	Sooraj sanjay	Bvoc Agriculture	Couldn't do seminar presentation	Seminar presentation allowed	1/9/23
22.	vinayapriya	Bvoc food science	Couldn't attend model examination	Special exam conducted	16/09/23
23.	Honey govind	Bvoc food science	Insufficient internal marks	Application considered	11/11/2023
24.	Junaina P	Bvoc food science	Couldn't submit assignment	Assignment accepted	5/12/23
25.	Bayis P	Bvoc food science	Insufficient Apc	Application accepted and increased apc	10/3/24
26.	Nahala A	BTTM	Relieve from last hour	Application accepted and permission granted	11/9/23
27.	Ashams George	BTTM	Permission to enter late for first hour	Application accepted and permission granted	14/11/23
28.	Anuraj Babu	BTTM	Permission to enter late for first hour	Application accepted and permission granted	15/11/23
29.	Nirmal M Jose	BTTM	Insufficient Apc	Application accepted and increased apc	20/11/23
30.	Jithin K B	BTTM	Insufficient Apc	Application accepted and increased apc	20/11/23
31.	Arun K S	BTTM	Insufficient Apc	Application accepted and increased apc	20/11/23
32.	Dhinulal T.S	Bsc. Microbiology	Insufficient Apc	Application accepted and	6/12/23

				increased apc	
33.	Alan B. Philip	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	4/12/23
34.	Nandana P.C	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	3/2/24
35.	Rinsha	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	8/12/23
36.	Nandana P.C	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	24/2/24
37.	Vinitha V.C	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	4/12/23
38.	Smithini	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
39.	Aslaha	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
40.	Deepika	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
41.	Shishina	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
42.	Adithya	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
43.	Riya	Bsc. Microbiology	Insufficient Apc	Application accepted and increased.apc	9/2/24
44.	Harshitha	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
45.	Saiba	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	9/2/24
46.	Fathima Nishala	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	12/2/24
47.	Lisiya Joseph	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	12/2/24

48.	Alans Jose	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	14/2/24
49.	Anjens C	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	14/2/24
50.	Parvathy R.S	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	16/2/24
51.	Ajo E. Dominic	Bsc. Microbiology	Insufficient Apc	Application accepted and increased apc	16/2/24




 ASSISTANT PROFESSOR
 IN-CHARGE OF PRINCIPAL
 PAZHASSIRAJA COLLEGE
 PULPALLY - 673579

Pazhassi Raja
Dept. of Travel and Tourism
2023 - 2024-II

College, Pulpally
Management
R.V. Semester

Sl. No	Students Details	Date & Time	Gravice Note	Remarks by the student	Signature	Remarks by the course teacher.
1	Nizamal M. Jee	22/10/23, 10: AM	APC	Satisfactory	<i>[Signature]</i>	Accepted the request from the student and allowed to write the examination
2	Tilhin K.G	22/10/23, 12:00 PM	APC	Satisfactory	<i>[Signature]</i>	Accepted the request from the student and allowed to write the examination
3	Azun K.S	13/10/23, 4: PM	APL	Satisfactory	<i>[Signature]</i>	"

Signature of the Remittent members:-

1. Mr. Sheji Mathew (H.O.D) *[Signature]*
2. Mr. Suresh Kumar P.V *[Signature]*
3. Mr. Binash Kurji p.p.m *[Signature]*
4. Mr. Abin N.K (Asst. Secretary) *[Signature]*



[Signature]
SHEJI MATHIEW
Associate Professor & Head
Dept. of Travel and Tourism Management
Pazhassi Raja College Pulpally
Pozumadam (Dist. 673579)

[Signature]
PRINCIPAL IN CHARGE
PAZHASSI RAJA COLLEGE
PULPALLY - 673579

From .

Nirmal M. Jose
3rd Year
BTTM
Roll No. 35

To .

Shelji Mathew
HOD
Dept. of Travel And Tourism

Date: 01/12/23
Friday

Sir,

5th നമ്പർ ക്ലാസ്സിൽ എനിക്ക് ലോംഗ് അപ്പോയിന്റ്മെന്റ് ഉണ്ടാക്കാനായി
പ്രായോഗിക കോർസെന്റർ ഉണ്ട്. അതിനാൽ അത് പൂർണ്ണമായി
അത് സിവിൽ കോർസെന്റർ അതിർത്തികൾ വിനിയോഗിച്ച്
അയച്ചുകൊടുക്കണം.

Place: Pulpally
Date: 01/12/23

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നിർമ്മൽ. M. ജെ.


01/12/23

Ma shelji Mathew

HOD Dept of Travel and Tourism
Pazhassiyar College

Anwar Babu

2nd year BTM

Sir,

request part time session for the following
subject travel and tourism, requested 10:15 to
11:15 am session for the following subject.

Date: 14/11/2023

Place: Palpalay

Yours

Anwar Babu



Permitted by 14/11/23

please consider favourably

Considered and approved by the D.C.

by 15/11/23

Pazhassiraja
Dept. of Travel &
2023-2024

College, Pulpally
Tourism Management
Ist Semester & IIIrd Semester

Sl. No	Students Details	Date & Time	Given name & Roll No.	Remarks	Signature	Remarks by the Course Teacher
1	Nahala - A	11/1/23 (6:40 AM)		Special Permission to early relieve from last one due to inaccessibility	Satisfactory	Accepted and Permission granted.
2	Ashana George	14/1/23 (11:40 AM)		Special Permission to early relieve from 15 minutes late only in his first hour.	Satisfactory	Accepted and Permission granted.
3	Anusaj Babu	15/1/23 (9:30 AM)		Granted Special Permission to 15 mins late only in his first hour's.	Satisfactory	Accepted and permission granted.

Signature of the Committee members

1. Mr. Sheji Mathew (H.O.D.)
2. Mr. Sankar Kumar P.V.
3. Mr. Binosh Kunjappan
4. Mr. Asin N.K. (Asso. Secretary)

STAMPED AREA

SHEJI MATHEW
Associate Professor & Head
Dept. of Travel and Tourism Management
Pazhassiraja College Pulpally
Wazhanda LDQ, 673579

Principal
Pazhassiraja College
Pulpally Pin: 673579

From

Amal Joseph

Vth Semester

Dept. of English

5/10/2023

To

The HOD

Dept. of English

Sub:- Attendance Shortage.

Respected Madam,

I noticed my attendance percentage for this semester is very low. Please consider my request and improve my percentage.

Yours faithfully



Amal Joseph.

2023 - 2024

As per the department meeting held on 01/06/2023 a grievance redressal committee was constituted to address the grievances of students related to internal or external evaluation. The members of the committee are Head of the Department, Class tutors, course teachers and the representatives of the students.

Grievance Redressal Committee

Sl No.	Name	Designation
1	Josera K. Joseph	HOD
2	Theres Divya Sebastian	Tutor I DC
3	Dr. Sarthosh P.C.	Tutor II DC
4	Aswathy Cheliam	Tutor III DC
5	Fr. Dr. Kuriankose V. J.	Course Teacher
6	Aliya Joseph	Course Teacher
7.	Muhammed Shamcem	Student representative
8.	Zaneeta Parveen	Student representative


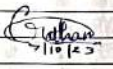
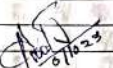
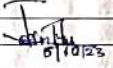

Head of the Dept. of English
Pazhassi Raja College, Pulpally

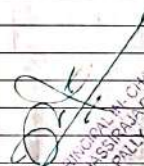
Principal
Pazhassi Raja College
Pulpally. Pin: 673577

Odd Semester

Semester V

Department - English


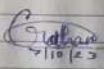
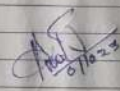
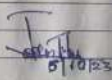

Sl No	Name of the Student	Date & Time	Grievance Nature	Signature of Student	Signature of Student	Remarks of Course Teacher
1.	Kishan SRaji	5/10/2023	Not satisfied with the APC for the V th semester.	Convinced by the explanation given by the teacher.		Not satisfied by the student's explanation.
2.	Gautham Raj	5/10/2023	Not satisfied with the APC for the V th semester.	Convinced by the teacher's explanation about low APC.		Not satisfied by the student's explanation.
3.	Amal Joseph	5/10/2023	Not satisfied with the APC.	Convinced by the explanation given by the teacher.		Not satisfied by the student's explanation.
4.	Jeffin Titus	5/10/2023	Not satisfied with the APC.	Convinced by the explanation given by the teacher.		Student's explanation was unsatisfactory.
5.	Neha Suthana	5/11/2023	Not satisfied with the internal marks.	Satisfied by the measures taken by the department.		Student's claim was found satisfactory and decided to edit the marks.


PRINCIPAL IN CHARGE
PEZZIASAPPA COLLEGE
PUDUCHI - 605019

Odd Semester

Semester V

Department: English

Sl. No	Name of the Student	Date of Time	Grievance Nature	Signature of Student	Signature of Teacher	Remarks of Course Teacher
1.	Kishan Shaji	5/10/2023	Not satisfied with the APC for the V th semester.	Convinced by the explanation given by the teacher.		Not satisfied by the student's explanation.
2.	Gautham Raj	5/10/2023	Not satisfied with the APC for the V th semester.	Convinced by the teacher's explanation about low APC.		Not satisfied by the student's explanation.
3.	Amal Joseph	5/10/2023	Not satisfied with the APC.	Convinced by the explanation given by the teacher.		Not satisfied by the student's explanation.
4.	Jeffin Titus	5/10/2023	Not satisfied with the APC.	Convinced by the explanation given by the teacher.		Student's explanation was unsatisfactory.
5.	Neha Sulthana	5/11/2023	Not satisfied with the internal marks.	Satisfied by the measures taken by the department.		Student's claim was found satisfactory and decided to edit the marks.