



STUDENTS GRIEVANCE AND APPEAL COMMITTEE

MINUTES OF MEETING

Students Grievance and Appeal Committee conducted a meeting with the members and student representatives of various departments at the board room on 11/4/2023. The meeting commenced at 12.55- pm.

Agenda

- 1.Review of previous minutes
- 2.Grievances from all departments
- 3.Any other matters

The following are the points discussed in the meeting and action was taken.

Sl.no	Grievance discussed	Action Taken
1	Time slot allotted for lunch break (12.35 pm to 1.15 pm) is not sufficient for M.C.A. hostellers (girls). Hostlers requested to make necessary arrangements for the provision of food from canteen.	Informed the authority for further action
2	Students expressed their inconvenience in new bus timing. They asked for rescheduling the bus time in accordance with new college timing. Students prefer to the previous college timing	The problem has been brought to the notice of the Director for further action.
3	Scarcity of water in wash rooms are causing inconvenience to MBA students. Wash rooms (boys and girls) requires urgent maintenance.	Remedial measures were taken and the problems has been resolved . Maintenance work of the wash rooms will be completed within one month.

4	Students requested for a bike shed and demanded for the levelling of ground near entrance of parking ground to avoid skidding	The construction of the bike shed is in progress and will be provided to the students as soon as possible
5	Students are worried about the stray dogs inside the campus	Appropriate measures will be taken by the authorities to resolve the issue soon.
6	Students unanimously expressed their concern about the cleanliness of drinking water cans provided in their departments. Empty drinking water cans in the administrative block are not refilled in time.	Necessary arrangements are taken by the authority to provide clean drinking water to students without delay.
7	(i)MCA students raised their difficulty in travelling by bus no. 2 due its poor working condition (ii)Rush in bus no.5 (iii)Leakage in bus no.6 during rain (iv) Request for including Pothencode route bus during celebrations in college and exam days	The Director ensured the provision of good conditioned buses in all routes at the earliest
8	S6 CSB students requested to furnish their class room with curtains and to remove the wasp nest found in their class.	Concerned persons are directed by the authority do the required furnishing and to clear the wasp nest..

Resolved

[Signature]

Chairperson

[Signature]

Principal

LOURDES MATHA COLLEGE OF SCIENCE & TECHNOLOGY
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Copy to:
All Members



	Name	Department	Signature
1.	Dr. Beshiba Wilson Principal	- Chair person	
2.	Dr. Lekshmi P. Nair	ASH	
3.	Ms. Cino Joseph	MBA	
4.	Dr. Jijju Jay	EC	
5.	Ms. Indu Rajan	CE	
6.	Ms. Anjana J	MCA	
7.	Ms. Shreeja Beevi	CSE	
8.	Ms. Ashika M.	EEE	
9.	Mr. Bijo B.S	ME	

Student Representatives

Sr No.	Name	Department	Signature
1.	Settna Mary James	MCA	
2.	Abiya . U	S6 ECE	
3.	Vaisha . S. Nair	S6 CSE	
4.	Aswathy . P . A	S4 CSE	
5.	Sona . G . L	S4 CE	
6.	Jithu . P . Jeead	S6 ME	
7.	Saheer Araz . S	S6 ME	
8.	Anasooja . J . J	S2 HBA	
9.	Ebi varghese	S2 MBA	