

LOURDES MATHA COLLEGE OF SCIENCE AND  
TECHNOLOGY

Lourdes Hills, Kuttichal P.O.,

Thiruvananthapuram, Kerala - 695 574

E-mail-mail@lmest.ac.in Website:www.lmest.ac.in



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 4/1/2023. The meeting commenced at 12.30- pm.

**Agenda**

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

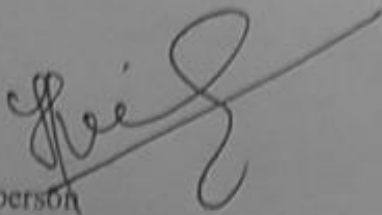
The following are the points discussed in the meeting and action was taken.

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. hostelers (girls)	Lunch time of senior batches allowed for convenience.
2	Chairs and benches in MCA classrooms and labs need to be fixed.	Detailed report is sought from HOD for further action.
3	Students reported that few fans are not working properly in the S3 civil classroom and a new fan has to be installed in the S5 civil class room.	Remedial measures were taken and the problems has been resolved
4	Students are worried about the low quality food provided at high rate in the canteen	The problem has been brought to the notice of the Director for further action.

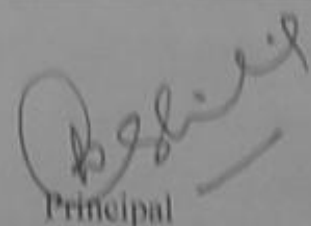
Rectified  
By  
ANJANA

5	Students raised problem that some of the lights are not working in many of S1 MBA class. Students requested for providing table fans when ac not in use.	Electrical works will be completed within a short time. Permission granted to HoD for implementation.
6	MBA students requested the provision of remote control for the smooth functioning of Air conditioner in the first and second year class rooms.	Permission granted to HoD for implementation.
7	Request for mirror in ECE staff room and EEE wash room	Permission granted to HoD for implementation.
8	Students requested to replace their damaged ID cards with new one.	Informed the HoDs to forward the details for favorable action.
9	MCA students raised their difficulty due to the uncomfortable seating arrangement in college bus (bus no. 2)	The problem has been brought to the notice of the concerned authorities for further action and rectified.
10	MBA students requested to replace HDMI port as it is not working properly.	Proper action has been taken by the System administrator.

AP  
ANNEX



Chairperson



Principal

Copy to:  
All Members



**PRINCIPAL**  
**LOURDES MATHA COLLEGE OF**  
**SCIENCE & TECHNOLOGY**  
 Lourde Hills, Kuttichal P.O,  
 Thiruvananthapuram Dist. 695 294

Members Present on 4.1.2023

1. Dr. Beshiba Wilson, - Chair person  
Principal

No.	Name	Department	Signature
2.	Dr. Lekshmi P. Nair	ASH	
3.	Ms. Cino Joseph	MBA	
4.	Dr. Jenju Joy	EC	
5.	Ms. Indu Rajan	CE	
6.	Ms. Anjana J	MCA	
7.	Ms. Sheeja Beevi	CSE	
8.	Ms. Ashitha M.	EEE	
9.	Mr. Bijo B.S.	ME	

### Student Representatives

No.	Name	Department	Signature
1.	Anto Sagar, S <sub>3</sub> CE	CE	
2.	Apsara.S	EEE	
3.	Annlet Joy	EEE	
4.	Abiya.u	ECE	
5.	Athulyamal & R	Su MCA	
6.	Sidharth. G.R.	S& ME	