

**MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE
RASAYANI**

1st February 2019

MINUTES OF THE MEETING OF STUDENTS GRIEVANCE REDRESSAL COMMITTEE

A meeting of the Students Grievance Redressal Committee was conducted on 30 January 2019 at 3.30 p.m. The following members were present for the meeting

1. Dr Lata Menon (Chairperson)
2. Ms. Sweta Roy Choudhury (Member) *Sweta*
3. Mr. Binit Kumar (Member Secretary) *bc*
4. Ms. Sreelakshmi Nair (Member) *sb*
5. Ms. Harshita Singh (Member) *HS*
6. Mr. Swapnil Patil (Member) *SP*
7. Ms. Shreeja Joji (Member) *SJ*

Dr Lata Menon was in the chair. She welcomed all the members present.

All the members of the committee discussed the matter at length the directions given by the various statutory authorities regarding the grievance redressal mechanism to be implemented in the institutes and suggested to increase the publicity among students and parents about the committee during the admission period. No complaint was received through online mode.

The meeting ended with vote of thanks to the chair

BC
Member Secretary


**MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE
RASAYANI**

28th January 2019

NOTICE

All the members of the Students Grievance Redressal Committee are hereby informed to attend a meeting which will be held on 30 January 2019 at 3.30 p.m in the Principal's Conference Room.

1. To read and confirm the minutes of the previous meeting.
2. Discussion on complaints if any received from any student or parent regarding admission, administrative, academic and other related subjects.
3. Points to improve the Grievance Redressal mechanism.
4. Any other matter with the permission of the chair. All the members are requested to attend the meeting positively.


Member Secretary

**MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE
RASAYANI**

Date: 11/09/2018

**MINUTES OF THE MEETING OF STUDENTS GRIEVANCE
REDRESSAL COMMITTEE**

A meeting of the Students Grievance Redressal Committee was conducted in Principal's Conference Room on 8th September 2018 at 3.00 p.m. The following members were present for the meeting.

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|----------------------------|------------------|
| 1. Dr. Lata Menon | Chairman |
| 2. Mr. Binit Kumar | Member Secretary |
| 3. Ms. Sweta Roy Choudhury | Member |
| 4. Ms. Sreelakshmi Nair | Member |
| 5. Ms. Harshita Singh | Member |
| 6. Mr. Swapnil Patil | Member |
| 7. Ms. Shreeja Joji | Member |

Dr. Lata Menon was in the chair. She welcomed all the members present.

All the members of the committee discussed the matter at length the directions given by the various statutory authorities regarding the grievance redressal mechanism to be implemented in the institutes and suggested to increase the publicity among students and parents about the committee during the admission period.

The meeting ended with vote of thanks to the chair.


Chairman

**MAHATMA EDUCATION SOCIETY'S
PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE
RASAYANI**

Date: 1 September, 2018

NOTICE

All the members of the Students Grievance Redressal Committee are hereby informed to attend a meeting which will be held on 8th September 2018 at 3.00 p.m on the following agenda in Principal's Conference Room.

1. Discussion on complaints if any received from any student or parent regarding admission, administrative, academic and other related subjects.
2. Any points to improve the Grievance Redressal mechanism.
3. Any other matter with the permission of the chair.

All the members are requested to attend the meeting positively.



Member Secretary