

## **Christ College (Autonomous), Irinjalakuda**

Students Grievance Redressal cell Members  
2022-23

1. Fr. Dr. Jolly Andrews CMI (Chairman and Principal-in-Charge)
2. Dr. K.Y. Shaju (Convener, Vice Principal and HOD, Physics dept.)
3. Dr. B.P. Aravinda (Dean and HOD, BPE dept.)
4. Ms. Mary Pathrose (Lady representative, Associate Professor, English Dept.)
5. Babu Jose (Vice president, PTA)
6. Sri. Jaison Parekkadan (Municipal Ward Councilor)
7. Dr. Franco T. Francis (NCC Officer, Asst.Professor, Economics Dept.)
8. Dr. Anilkumar N. (Staff Advisor, Asst.Professor, BPE Dept.)
9. Ms.Aswathy P.V. (Student representative)

## Christ College (Autonomous), Irinjalakuda

Students Grievance Redressal Cell meeting (online)  
on 28/06/2022 Tuesday at 6.30p.m

### Agenda

1. Any reported grievances and solutions.
2. Any other matters

### Members present

1. Rev. Dr. Jolly Andrews CMI (Chairman and Principal-in-Charge)
2. Dr. K.Y. Shaju (Convener, Vice Principal and HOD, Physics dept.)
3. Mr. Babu Jose (PTA Vice President)
4. Dr. Anilkumar N. (Staff Advisor, Asst. Professor, BPE Dept.)

The online meeting via Google meet started at 6.30pm. Convener Dr. K. Y. Shaju welcomed the gathering. The agenda was discussed one by one.

1. One grievance received from students were about refund of re-valuation fee, if marks were increased.
  - A. The committee decided to resolve as per the exam manual.  
It was also decided to update the exam manual as per the revised Calicut University rules & regulations. Committee assigned Controller of Examination, Dr. Sudheer Sebastian K, for the same.

It has been decided to send the report to the Calicut university.


No other matters came for discussion.

Dr. N. Anilkumar expressed the vote of thanks.

The meeting ended at 6.45pm.

Dr. K. Y. Shaju  
Convener



  
Rev. Fr. Dr. Jolly Andrews  
Principal-in-Charge, Chairman.  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
Irinjalakuda

## Christ College (Autonomous), Irinjalakuda

Students Grievance Redressal Cell meeting  
on 29/08/2022 Tuesday at 2.30p.m

### Agenda

1. Any reported grievances and solutions.
2. Any other matters

### Members present

1. Rev. Dr. Jolly Andrews CMI (Chairman and Principal-in-Charge)
2. Dr. K.Y. Shaju (Convener, Vice Principal and HOD, Physics dept.)
3. Mr. Babu Jose (PTA Vice President)
4. Dr. Anilkumar N. (Staff Advisor, Asst. Professor, BPE Dept.)

The meeting started at 2.30pm at the principal's office. Convener Dr. K. Y. Shaju welcomed the gathering. The agenda was discussed one by one.

Attendance marking during duty leave.

- A. The committee was of the opinion, that the students who need duty leave, should inform and get consent from the concerned HOD/Coordinator. Within 10 days of taking duty leave, leave application should be filed.

Dr. N. Anilkumar expressed his opinion, that duty leave should be considered as present and it should be marked as "DL" in the software.

Fr. Principal made his point, that duty leave should be marked on daily basis, rather than keeping it pending for the last days of applying for examinations.

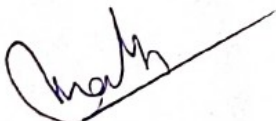
It was decided by the committee to make necessary changes in the software to enable marking duty leave.

2. Issue of refund of revaluation fee, raised during the last meeting, was resolved by granting refund to the concerned student.

No other matter came for discussion.

Dr. N. Anilkumar expressed the vote of thanks.

The meeting ended at 2.45pm.



Dr. K. Y. Shaju  
Convener



Rev. Fr. Dr. Jolly Andrews  
Principal-in-Charge, Chairman.

**Fr. Dr. Jolly Andrews**  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
Irinjalakuda

Members present

1. Fr. Dr. Golly Andrews *afms*
2. Dr. Shaju B Y *Marty*
3. Dr. Francis T. Francis *Francis*
4. BABU JOS THATTIL *Babu*