

**STUDENT GRIEVANCE REDRESSAL COMMITTEE**  
**MINUTES OF MEETING**

Date: 28-01-2016

**AGENDA**

1. Review of facilities in the Campus
2. Complaints received
3. Ratification of Action taken report

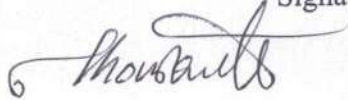


**Members of the Cell**

1. Prof. Dr. Thomaskutty P G
2. Prof. Ramachandran Nair
3. Reeya Susan John

The Student Grievance Redressal Committee meeting started at 10:00 am at the Meeting Hall.

1. Members of the committee have suggested the construction of a new canteen as the canteen at present is limited in space and as the number of batches are growing it has become cumbersome to accommodate everyone at the same time.
2. It has come to the attention of the members of the committee that there is a lack of waste baskets within the classrooms and the hallways. The same has been communicated to the management to purchase the necessary waste bins.
3. Complaints received citing lack of books in the library has been forwarded to the library committee for doing the needful.

**Members**

- |                              | Signature   |
|------------------------------|---|
| 1. Prof. Dr. Thomaskutty P G |  |
| 2. Prof. Ramachandran Nair   |  |
| 3. Reeya Susan John          |  |

  
Prof. Dr. JOHN. P.C  
Principal

Mar Gregorios College of Law  
Nalanchira, Thiruvananthapuram-695015

From,

Angel Mary John

BA. LLB

7<sup>th</sup> Semester (4<sup>th</sup> year)

12-11-2015

To,

The Principal

Mar Gregorios college of Law

Nalanchira

Torvandum.

Sub: Request to place wastebaskets in all  
classrooms.

Respected Sir,

This is to inform you that there is no  
waste basket in any of the classrooms and  
we are facing difficulties in disposing liters.

Hereby kindly requesting you to make necessary  
arrangements to place waste bins in each class  
as soon as possible.

Yours faithfully

Angel Mary John ~~BA~~ B.A LLB.



**STUDENT GRIEVANCE REDRESSAL COMMITTEE  
MINUTES OF MEETING**

Date: 13-01-2017

**AGENDA**

1. Review of facilities in the Campus
2. Complaints received
3. Ratification of Action taken report

Members of the Student Grievance Redressal Committee held at 12:00 PM at the Meeting Hall.

1. Committee members reviewed the facilities available in the institution.
2. The committee directed the staff member concerned to resolve the complaints received with respect to non-functioning of lights and fans as soon as possible.
3. As there were no other complaints, the meeting adjourned at 12:45 pm.

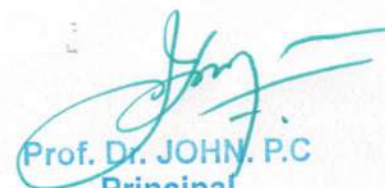
**Action Taken Report**

- Proposal has been made for constructing a new Canteen.
- Dust Bins have been placed in all the classrooms.
- Complaints regarding repair of amenities have been resolved from time to time.
- New books were purchased for the library.

**Members of the Cell**

1. Prof. Ramachandran Nair
2. Parvathi Balachandran
3. Reeya Susan John

*Handwritten signatures and initials:*  
1. Prof. Ramachandran Nair: *Dr. Ramachandran Nair*  
2. Parvathi Balachandran: *PB*  
3. Reeya Susan John: *RSJ*

  
**Prof. Dr. JOHN. P.C**  
**Principal**  
Mar Gregorios College of Law  
Nalanchira, Thiruvananthapuram-695015

From,

Kavya SS.

BA LL.B

1<sup>st</sup> Semester

December 19, 2016

To,

The Principal

Max Gregorios College of Law



Dear Sir,

This is to bring to your attention that there is a lot of littering on campus. Our classroom and canteen needs more dustbins as well as common areas. Requesting you to kindly consider this request.

Kavya SS

From,

Shiji Cherian.

8th semester BBA LCB

Mar Gregorios college of Law



To,

The Principal

Mar Gregorios college of law

Nalanchira.

27/9/2018

Subject: Complaint regarding lack of books in library.

Sir,

I am, Shiji Cherian, student of 8th Semester BBA LCB, is finding difficulty in accessing proper reference material for management subjects in our library.

As the papers Business Environment and Strategic management is dynamic, proper books and materials with relevant dates are absent.

Kindly address this grievance as the materials are insufficient and out dated.

Yours faithfully  
Shiji cherian  
Shiji

From

8<sup>th</sup> sem B.COM ബാച്ചി

മാർ ഗ്രിഗോറിയസ് കോളേജ് ഓഫ് ലോ,  
നാലാഞ്ചിറ,  
തിരുവനന്തപുരം

To

സ്കൂളിന്റെ ഡയറക്ടർ റിഡയ്ക്കൽ സെൽ  
മാർ ഗ്രിഗോറിയസ് കോളേജ് ഓഫ് ലോ,  
നാലാഞ്ചിറ,  
തിരുവനന്തപുരം

സർ,



വിഷയം:- ലൈബ്രറിയിൽ ആവശ്യപ്പെടുന്നു

പുസ്തകങ്ങൾ ഇല്ലാത്തതിനെ സംബന്ധിച്ച് -

ഞങ്ങൾ 8<sup>th</sup> Sem ~~ബാച്ചി~~ B.COM വിദ്യാർത്ഥി

വിദ്യാർത്ഥിനികളാണ്. ലൈബ്രറിയിൽ നിന്ന് ആവശ്യപ്പെടുന്നു  
പുസ്തകങ്ങൾ ലഭ്യമാക്കുന്നില്ല എന്ന വിഷയത്തിലേക്ക്  
അധികാരപ്പെടുത്തലുടെ ശ്രദ്ധ കാണിക്കുന്നതിന് വേണ്ടിയാണ്  
ഈ പരാതി എഴുതുന്നത്. താങ്കൾക്കറിയാവുന്നതായാ ഞങ്ങൾ  
8<sup>th</sup> semester സ്കൂളിന്റെ Company law, Banking  
മുഖേന വിഷയങ്ങളാണ് പഠിക്കാൻ ഉള്ളത്. കോളേജ്  
ലൈബ്രറിയിൽ ഈ വിഷയങ്ങളെ സംബന്ധിക്കുന്ന

പുസ്തകങ്ങൾ ആവശ്യപ്പെടുന്നതിനും മറ്റും  
മറ്റും വൈകാരികരായ ആശയവികാസങ്ങൾ  
അടങ്ങിയവയുമാണ്. ഈ സൂചിപ്പിക്കലും  
അടങ്ങിയവയുമാണ്. അതിൽ വേണ്ട  
assignment-കൾ, seminar-കൾ കൃത്യമായി  
അവസരം ഉണ്ട്. ആയതിനാൽ  
പ്രാതിനിധ്യം ഉണ്ടാക്കി പഠനം  
അടങ്ങിയവയുമാണ്.

22/11/2018  
നാലാമി

എസ്  
വിശ്വനാഥൻ  
8th Sem B.Com Students

**STUDENT GRIEVANCE REDRESSAL COMMITTEE  
MINUTES OF MEETING**

Date: 11-12- 2018

**AGENDA**

1. Review of facilities in the Campus
2. Complaints received
3. Ratification of Action taken report

**Members of the Cell**

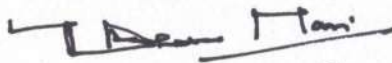
1. Prof. Ramachandran Nair
2. Dr. Leeba Babu
3. Reeya Susan John

Student Grievance Redressal Committee members held their meeting at 3:00 PM at the Meeting Hall.

1. The facilities available in the campus were reviewed.
2. The committee discussed the request of female students for pad vending machines and incinerators in the girls washrooms and decided to make necessary arrangements for the same.
3. It was decided that a register be maintained in the office to write complaints on non-functioning electronic equipment.
4. All other complaints have already been resolved. The meeting ended at 3:30pm.

**Action Taken Report**

- Complaints regarding repair of amenities have been resolved from time to time.
- New books were purchased for the library.



Prof. Ramachandran Nair



Dr. Leeba Babu

  
Reeya Susan John



**Prof. Dr. JOHN. P.C  
Principal**

**Mar Gregorios College of Law  
Nalanchira, Thiruvananthapuram-695015**



**STUDENT GRIEVANCE REDRESSAL COMMITTEE  
MINUTES OF MEETING**

Date: 15-2-2019

**AGENDA**

1. Review of facilities in the Campus
2. Complaints received
3. Ratification of Action taken report


The meeting of the committee was held at 2:00 pm at the Meeting Hall.

- The committee discussed the facilities that are there in the campus.
- The committee looked into the requests from students for parking facilities for their vehicles and decided to recommend the same to the management.
- Complaints received relating to the electrical facilities were resolved with immediate effect. The register was reviewed.
- As there was no other matter the committee adjourned its meeting at 2:45 pm.

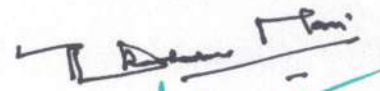
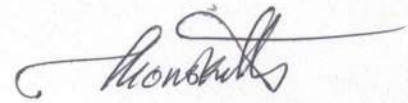
**Action Taken Report**

1. Pads have been made available in the infirmary.
2. Incinerators have been placed in the girls washroom.
3. Register is maintained in the office for writing complaints relating to electrical facilities and other amenities.

**Members of the Cell**

1. Prof. Dr. Thomaskutty P G (Vice Principal: Adm)
2. Prof. Ramachandran Nair (Vice Principal: Acdm.)
3. Dr. Leeba Babu 

**Signature**



Prof. Dr. JOHN. P.C  
Principal

Mar Gregorios College of Law  
Nalanchira, Thiruvananthapuram-695015

From

59 BBA

Mar Gregorios College of Law

Mar Ivanios Nagar

Tvm.

10-10-2017

To

Student Grievance Redressal Cell

Mar Ivanios Nagar

Tvm.

Sir, / Madam

ഞാൻ 9th semester BBA വിദ്യാർത്ഥിയാണ്  
 ഞങ്ങളുടെ ക്ലാസ്സ് മുറിയിലെ ഒരു ട്യൂത്ത് ബ്രഷ്  
 ചാനും പ്രവർത്തിക്കുന്നില്ല. ദയവായി അത്  
 രണ്ടും എന്തെങ്കിലും വേഗം പ്രവർത്തന യോഗ്യമാക്കി  
 നന്നാക്കി വിനീതമായി അപേക്ഷിക്കുന്നു.

എൻ

59 BBA വിദ്യാർത്ഥികൾ.



**STUDENT GRIEVANCE REDRESSAL COMMITTEE**  
**MINUTES OF MEETING**

Date: 08-11-2021

**AGENDA**

1. Review of facilities in the Campus
2. Complaints received
3. Ratification of Action taken report

**Members of the Cell**

1. Prof. Dr. Thomaskutty P G (Vice Principal: Adm)
2. Prof. Ramachandran Nair (Vice Principal: Acdm.)
3. Dr. Leeba Babu

Members of the Student Grievance Redressal Committee met at the meeting Hall at 11:00 am.

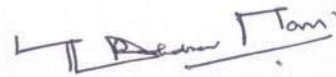
- A review of the facilities available in the campus for students and teachers were made.
- It was brought to the committee's notice that there is a lack of space in the seminar hall for all the students to gather. The members noted that construction of the auditorium has started.
- Complaints received relating to the electrical facilities were resolved with immediate effect. The register was reviewed.
- Complaints relating to lack of an incinerator in the 3rd floor girls bathroom has been received. The committee has requested the management to make the necessary changes.
- Another complaint was received on lack of vending machines for pads. Committee noted that pads are available in the infirmary for students.
- As there was no other matter the committee adjourned its meeting at 11:45 am.

**Action Taken Report**

- Separate parking space has been demarcated for Staff, students and visitors.

**Members**

1. Prof. Dr. Thomaskutty P G (Vice Principal: Adm)
2. Prof. Ramachandran Nair (Vice Principal: Acdm.)
3. Dr. Leeba Babu



Prof. Dr. JOHN. P.C  
Principal  
Mar Gregorios College of Law  
Nalanchira, Thiruvananthapuram-695015

Bipasha Manoj  
Batch Representative,  
BA. L.H.B., SEMESTER 3, Room 303  
Mar Gregorios College of Law

1<sup>st</sup> November, 2021

The Student Grievance Redressal Committee  
Mar Gregorios College of Law

Subject: Complaint regarding the dire state of the girls' restrooms


Dear Sir/Ma'am,

I write this letter to bring attention to the unkempt condition of the girls' restrooms throughout the main building.

The restrooms on the 3<sup>rd</sup> floor have dirty pipes, faulty taps and stained bidets. The restroom seems not to be regularly cleaned and constantly muddy floors are a sickening hazard. It also lacks the necessary waste bins or sanitary disposal means.

I request the cooperation of the concerned authority for speedy remedial action for the same at the earliest, so that the students may avail the facility without discomfort and reluctance.

Thanking You  
Yours Sincerely

  
Bipasha Manoj



From,

Students, IX BBA, 2018 Batch

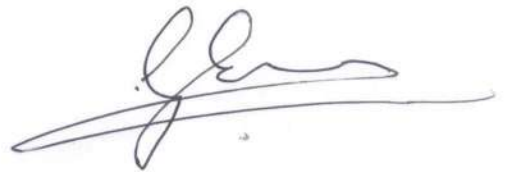
To,  
The Principal  
MGCL

Sir,

ഞങ്ങൾ പഠനകൃത്യങ്ങൾക്കുവേണ്ടി  
ഒരു പഠനവിഷയം മേൽക്കൂലി നൽകാൻ  
അനുമതി വിനീതമായി അപേക്ഷിക്കുന്നു

05/10/2021

Yours faithfully



for Students IX BBA Batch

