



AL-AZHAR COLLEGE OF ENGINEERING AND TECHNOLOGY, THODUPUZHA

Perumpillichira , Thodupuzha, Idukki, Kerala 685605

Grievance Redressal Committee Meeting Minutes

Academic year: 2022-2023

Date : 4/11/2022

Venue: Seminar Hall

Recorded By: Neethu CT (AP, ECE)

Agenda:

1. Discussion about college infrastructure and facilities
2. Students suggestions.

Name of Attendees with signature

Faculties:

1. Dr.D F Melvin Jose (Principal)- Chairman
2. Neethu C T (Assistant Professor, ECE) - Co-ordinator
3. Abhilash Sajeev (Assistant Professor AP ,ME)
4. Aayisha Parveen (Assistant Professor, CE)

Students:

1. Ijas Iqbal S7 ME
2. Abin sony S5 ECE
3. Meenakshi K madhu S3 CSE

The meeting was started at 1.30 pm. All the above faculties and students were present till the adjournment of the meeting. The following points were discussed and the actions taken are as follows.

Agenda	Points Discussed
Agenda 1: Discussion about college infrastructure and facilities :	<ul style="list-style-type: none">• Inconvenience with the college bus timing• Purchase of Lab equipment's and maintenance
Agenda2 : Students suggestions.	<ul style="list-style-type: none">• Inconvenience with the conduct of internal examination of two subjects per day

Other items beyond agenda with the permission of chair:-

Action Taken

- College bus timing will reschedule from December 1st onwards
- Steps initiated for the purchase of lab equipment's and maintenance. Requested to submit the quotation from each department.
- Internal exam will conduct for one subject per day

Faculty in charge



chairman

PRINCIPAL

Al-Azhar College of Engineering & Technology