

INTERNAL ORDER

22.01.2024

Grievance Redressal Committee for students: - Guidance and counseling unit is re-constituted with **Prof. Sunil S**, Associate Professor, Department of Computer Science & Engineering and **Prof. Chris Merin Varghese**, Assistant Professor, Department of Civil Engineering as Conveners with effect from 22.01.2024 till further notice.

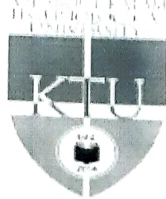
Grievances Redressal Committee – Students

Sl. No.	Name	Position/Designation	Contact Details
1	Dr. G. Venugopal	Chairman, Principal	principal@stthomascollege.ac.in 9495547376
2	Prof. Sunil S.S	Member – Associate Professor – Computer Science and Engineering	sunil@stthomascollege.ac.in 9495661960
3	Prof. Chris Merin Varghese	Member – Assistant Professor – Civil Engineering	chrimerin@stthomascollege.ac.in 9496122691
4	Prof. Joju P John	Member – Assistant Professor – Mechanical Engineering	joju@stthomascollege.ac.in 9496324619
5	Prof. Thushara Thulasi	Member – Assistant Professor- Electronics & Communication Engineering	thushara@stthomascollege.ac.in 8137075278
6	Ms. Akshara Satheesh	Special Invitee- Student Representative	9778138912

The Heads of the departments and all the members of faculty and staffs are requested to extend all the help to them.


Principal





APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

CET campus, Thiruvananthapuram - 695 016

Ph: 0471 2598122; Fax: 2598522 www.ktu.edu.in Email: university@ktu.edu.in

No. KTU/ASST9(ACADEMIC)/3241/2023

Thiruvananthapuram

Dated: 08.01.2024

CIRCULAR

Sub:- APJAKTU - ACADEMIC - UGC Regulation (Redressal of Students Grievances) 2023 -
Appointment of Ombudsperson-Intimation- Reg.

Ref :- 1.The University Grants Commission (Redressal and Grievances of Students)
Regulations, 2023.

2.UO.No. 2682/2023/KTU dated: 15.10.2023.

As per Clause 5 of the University Grants Commission (Redressal of Grievances of Students) Regulations 2023, a Students Grievance Redressal Committee(SGRC) shall be constituted in affiliated Colleges. Clause 6(i) of the Regulations provides that the University shall appoint an Ombudsperson for redressal of grievances of students of the University and Colleges/ institutions affiliated with the University. Any student aggrieved by the decision of the Committee may prefer an appeal to the Ombudsperson preferably within a period of 15 working days from the date of receipt of the decision of the Committee. Dr Dharmaraj Adat is appointed as the Ombudsperson of APJ Abdul Kalam Technological University as per reference cited 2 above.

All affiliated institutions of the University shall strictly adhere to Clause 8 and 9 of the UGC Regulation on Redressal of Students' Grievances 2023. The details of an online portal for grievance with the details of Ombudsperson and SGRC shall be published on the notice boards/websites with immediate effect.

Dr. VINU THOMAS *

Dean (Academic)

To

- 1.Principals of all affiliated colleges.
- 2.PA to Registrar/ Dean Academics
3. JD (IT) (for publishing in the University website).

Forwarded / By Order

St. Thomas College of Engineering and Technology, Chengannur

AY:2023-24(Even)

Ref: GRC M34/23-24/25.01.2024

Grievance Redressal Committee – Guidance and Counseling unit

Meeting – 34 (Notice)


It is proposed to conduct a grievance redressal committee meeting on 29.01.2024 at 1.00 pm at Board room. The following faculty members and student representatives are requested to be present without fail.

Faculty members:


1. Mr. Sunil S S, Associate Professor, Dept of CSE 


2. Ms. Chris Merin Varghese, AP, Dept of CE, 

3. Ms. Thushara Thulasi, AP, Dept of ECE 

4. Mr. Joju P John, AP, Dept of ME 

Students

1. Akshara Satheesh 

2. Mr. Muhammed Nabeel 

3. Mr. Jestin P Rajeev 

Agenda

1. To discuss about the extracurricular activities to be done in current semester
2. To discuss Industrial visit/tour of students


Chairman

Ref : GRC M34/23-24/25.1.24

Minutes of Grievance Redressal Committee - Guidance and Counseling unit meeting.

Venue : Board Room

Date : 29/1/2024

Faculty Members.

- 1. Mr. Sunil S S , Asso. Professor, Dept of CSE
- 2. Ms. Chris Merin Varghese, Asst. Professor, Dept of CE
- 3. Ms. Thushara Thulasi, Asst. Professor, Dept of ECE
- 4. Mr. Joju P. John, A.P, Dept of ME

Students.

- 1. Ms Akshara Satheesh
- 2. Mr. Mohammed Nabeel
- 3. Mr. Justin P Rajeev

Discussion.


- 1. Students are advised to utilize the counseling session available on all Fridays.
- 2. First year students requested permission to conduct a one day tour for them.
- 3. Students Requested extension of IV dates for higher semester as they have supplementary exams till February 9, 2024
- 4. First year students requested to provide activity hour for them also.
- 5. Discussion on extracurricular activities to be conducted in the even semester was done. Tech Fest Vyvidh 2K24 is planning to schedule on third week of march and Spike 2K24 on fourth week of march.
- 6. KTU circular dated 8.01.2024 regarding appointment of ombudsperson for redressal of student's grievance. ~~KTU~~ by the university.


Action taken of meeting held on 15.11.2023

- IV for S4, S6, S8 is sanctioned ^{which} to be scheduled after completion of odd semester exams.

Decisions taken in meeting on 29/1/2024

- Request of 1st year students regarding their one day IV and activity hour will be discussed in academic council meeting.
- Extension of IV dates for higher semesters will also be discussed in academic council meeting.


Convener


Chairman



NAAC ACCREDITED INSTITUTION &
NBA ACCREDITED PROGRAMMES

INTERNAL ORDER

30.10.2023

Grievance Redressal Committee for students: - Guidance and counseling unit is re-constituted with **Prof. Sunil S**, Associate Professor, Department of Computer Science & Engineering and **Prof. Chris Merin Varghese**, Assistant Professor, Department of Civil Engineering as Conveners with effect from 30.10.2023 till further notice.

Grievances Redressal Committee – Students

Sl. No.	Name	Position/Designation
1	Dr. Shajan Kuriakose	Chairman, Principal
2	Prof. Sunil S.S	Member – Associate Professor – Computer Science and Engineering
3	Prof. Chris Merin Varghese	Member – Assistant Professor – Civil Engineering
4	Prof. Vishnuraj A.S	Member – Assistant Professor – Mechanical Engineering
5	Prof. Thushara Thulasi	Member – Assistant Professor- Electronics & Communication Engineering
6	Ms. Akshara Satheesh	Special Invitee- Student Representative

The Heads of the departments and all the members of faculty and staffs are requested to extend all the help to them.


Principal

St. Thomas College of Engineering and Technology, Chengannur

AY:2023-24(ODD)

Ref: GRC M33/23-24/13.11.2023

Grievance Redressal Committee – Guidance and Counseling unit

Meeting – 33 (Notice)

It is proposed to conduct a grievance redressal committee meeting on 15.11.2023 at 3.30 pm at Board room. The following faculty members and student representatives are requested to be present without fail.

Faculty members:

1. Mr. Sunil S S, Associate Professor, Dept of CSE 

2. Ms. Chris Merin Varghese, AP, Dept of CE 

3. Ms. Thushara Thulasi, AP, Dept of ECE 

4. Mr. Vishnu Raj A S, AP, Dept of ME 

Students

1. Akshara Satheesh, CSE 

2. Mr. Sreedev V, CE 

3. Munna Krishna, ME 

Agenda

1. Utilisation of counseling session providing in the college
2. To discuss about the academic activities and its fulfillment






Chairman

Minutes of Grievance Redressal Committee ^{meeting} for students -
Guidance and Counseling Unit.




Venue: Board Room

Date: 15/11/2023

Faculty Members

1. Mr. Sunil SS, Asso. Professor, Dept. of CSE 
2. Ms. Chris Merin Varghese, Asst. Professor, Dept of CE 
3. Ms. Thushara Thulasi, Asst. Professor, Dept of ECE 
4. Mr. Vishnuraj A.S, Asst. Professor, Dept of ME 


Students

1. Ms. Akshara Satheesh 
2. Mr. Sreedev V 
3. Mr. Munna Krishna 

Discussion

1. Committee members are requested to direct students which require counseling to external counsellor who is available in the college during Friday afternoon.
 2. Students are advised to utilize the remedial classes arranged for weaker students.
 3. Students requested to sanction permission for conducting their study tour.
- Action Taken: Study tour/IV will be permitted in the next semester after discussing in academic council of college.


Convenor


Chairman.