



MOHANDAS COLLEGE OF ENGINEERING AND TECHNOLOGY

(A NAAC ACCREDITED INSTITUTION)

ANAD, NEDUMANGAD, THIRUVANANTHAPURAM - 695541

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Students' Grievance Cell M-CET

OBJECTIVE

The Students' Grievance Cell M-CET (SGC) is constituted for the speedy redressal of the problems reported by the students of M-CET at the Department Level. The objective of the Cell is to redress their grievances related to academic/administrative/personal problems and to ensure effective solution to the Student's grievances with an impartial and fair approach.

SCOPE

- SGC deals with grievances reported in writing by any student/students of the Department
- SGC may deal with but not resolve upon issues represented by any student/students of the Department on matters pertaining to more than one Department, in case the matter involves students of concerned dept.
- SGC may deal with but not resolve upon issues represented by any student/students of the Department pertaining to general issues at College level in case the matter involves students of concerned dept.
- SGC may deal with issues brought before it by GRC

MEMBERS

Convener	Head of the Dept.
Members	Senior staff Advisor of the dept.
Special Invitees	Staff advisors /faculty/Technical staff of the dept. Senior most lady faculty of the dept, in case none of the other members are ladies and the matter of concern involves lady student/students.

COURSE OF ACTION

- Student /Students should submit the written representation to the Convener, SGC.
- SGC meeting will be convened by Convener SGC regularly on fortnightly basis to consider the submitted grievances , if any
- Emergency meeting shall be convened by Convener SGC taking into account the seriousness / importance of the issue reported.
- Any employee staff of the concerned dept. (members of Teaching faculty/ technical staff) directly or indirectly associated/informed of the issue may submit the written representation to the Convener SGC, or the Convener SGC reserves the right to ask for such representation/explanation from employee.
- The decision based on grievance received and resolved will be communicated to the Student/ Students/ by Convener, SGC with copy to the concerned Staff Advisor/Advisors
- Convener SGC should forward copy of the report of the findings confidentially to the Chairman GRC, for any issue dealt at dept. level involving student of other depts./ matter pertaining to general issues at College level



Dr. S. SHEELA
PRINCIPAL

Mohandas College of Engineering & Technology
Anad, Nedumangad, Thiruvananthapuram- 695 544

MOHANDAS COLLEGE OF ENGINEERING & TECHNOLOGY
ANAD, NEDUMANGDU

Dated, 01/08/2023

ORDER

Sub: Establishment of a Grievance Redressal committee for the redressal of Grievances of students, parents and others

Ref: No.1-101/DPG/AICTE/ombudsman/2012 July 9, 2012 of the member Secretary,
AICTE

GRIEVANCE REDRESSAL CELL M-CET (Student)

Grievance Redressal Committee has been established in this Institution with Director as the Ex-officio, Principal as Chairman, Deans, and senior Advisor as the members and HODs, Warden, Staff advisors, Administrative Officer and Chairman / Secretary of College Student Union as special invitees whenever necessary.

Ex-officio Members

Dr. Ashalatha Thampuran, Director

Chairman

Dr. S. Sheela, Principal

Convener

Prof. Nishada S.G, CSE Department

Members

Dr. Deepa Nair, HOD EEE Dept

Prof. Tintu V.R, EEE Dept

Prof. Sreeja K, MCA Department

Prof. Cletus, Workshop Superintend

Prof. Remya, CE department

Prof. Neethu U, EE Department

Prof. Nishada S.G will co-ordinate all the activities of the Grievance and Appeals Committee


PRINCIPAL/DIRECTOR

