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**AL-AMEEN COLLEGE OF LAW**

Affiliated to Karnataka State Law University and Recognised by Bar Council of India

ACCREDITED WITH NAAC B++

Behind Al - Ameen Towers, Hosur Road, Bangalore – 560027

**Criteria-2.5.2 Mechanism to deal with internal examination-related grievances is transparent, time-bound & efficient**

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### **STUDENTS/SC ST's GRIEVANCE REDRESSAL COMMITTEE**

Al-Ameen College of Law has established the machinery to sort out the issues between student and college and also to address the issues related to any sort of discrimination. We address grievance in such a way that a student who believe that, he / she has been treated unfairly with respect to his / her academic / administrative affairs or is convinced to be discriminated will be redressed. Through grievance cell we to settle a problem. We will make sure that student will express feelings by initiating and pursuing the grievance as per the rules and regulations of college. The grievance cell enquires and analyses the nature and pattern of the grievances in a strictly confidentiality. The grievance will be disclosed to only those, who are Victim/have legitimate role in resolving the matter. The grievance will be addressed according to the principles of Natural Justice and will be heard as per rule" the right to be heard and right to be treated without bias".

We have given the rights to the students to approach the cell for their grievances regarding academic matters, examination matters, financial matters, health services, library and other services.

#### **Grievance Redressal Procedure:**

The students have to place their grievances logging in to the website and they have to submit the grievances through the specified form which will directed to the specified mail, which will be handled by the committee. Further the student can also directly approach the committee and can submit the grievances in

writing. Once the coordinator receives the grievance will in turn intimates the matter to the committee for necessary action. Final report based on grievance received and resolved will be submitted to the Principal and further course of action will be decided and the same shall be intimated to the student.

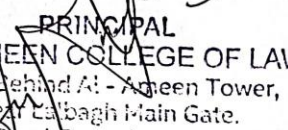
**Grievance Redressal Committee:**

The Grievance Redressal Committee shall be constituted at the college with Principal, student welfare officers, senior faculty member and a student representative. The Student Grievances Cell shall ensure disposal of every application as speedily as possible.

**COMPOSTION OF STUDENTS GRIEVENCE REDRESSAL CELL**

NAME	DESIGNATION
DR. WASEEM KHAN PRINCIPAL	CHAIRPERSON
MRS YASMEEN TABASSUM	CO-ORDINATOR
MR. ABDUL ASHIK RAWOTHAR, SWO	CO-ORDINATOR
MRS JAYALAKSHMI	MEMBER
MRS SAHELA BEGUM	MEMBER

NAME	DESIGNATION
MS. MALAIKA ALI	STUDENT REPRESENTATIVE
MR. SHIVABALAN	STUDENT REPRESENTATIVE

  
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**AL-AMEEN COLLEGE OF LAW**

**STUDENTS GRIEVANCE REDRESSAL CELL**

**Guidelines For Students Grievance Redressal Cell**

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge Students' Grievance Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be sent through e-mail to the officer in-charge of Students' Grievance Cell.

**Objective:**

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Cell should be constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

**Scope :**

The cell will deal with Grievances received in writing from the students about any of the following matters:-



- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

**Functions :**

- The cases will be attended promptly on receipt of written grievances from the students
- The cell formally will review all cases and will act accordingly as per the Management policy
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

**Procedure for lodging complaint :**

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

**The Composition of the Grievance Cell is as follows: -**

Sr. No.	Names	Designation	Contact Details
1	MR. SENDIL KUMAR	Co-ordinator	9739995852
2	MS. SAHANA FLORENCE	MEMBER	9742604072
3	MR. SHESHADRI	MEMBER	7259320927
4	MR.MUSTAKEEN ALAM	MEMBER	9945854590
5	MRS. MISHA THOMAS	MEMBER	



## STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING.

3<sup>rd</sup> May 2017, meeting was conducted in the presence of the coordinators in charge and the student representatives.

### AGENDA.

① Conducting of Internal Assessment.

### COMMITTEE MEMBERS.

Mrs. Waseem Khan - Chairperson

Mrs. Yasmeen Tabassum

Mrs. Jayalakshmi

Mrs. Shala Begum

Ms. Syed Suhail

### RESOLVED

The committee held regular meeting to discuss and analyze the concerns raised by students regarding the internal assessment process. The committee members held consultation with faculty members, administrative staff, and relevant stakeholders to gather their input on improving the internal assessment process. It was observed that there was a need to improve transparency in the internal assessment process. The committee also decided to implement a comprehensive communication plan to ensure that students are well-informed about assessment details and any changes that may occur.

The committee is committed to working collaboratively with institution's administration and faculty to implement these recommendations.

## MEETING

On the 9<sup>th</sup> of September 2017, meeting was held in the presence of in charge co-ordinator & the members of the Students Grievance Redressal Cell .

### AGENDA :

1. Reconstitution of committee
2. Awareness to students .

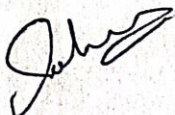
### RESOLVED:

1. Committee was reconstituted ,
  - **Co-ordinator**  
Yasmeen Tabassum (vice Principal)
  - **Members:**  
Sahana Florence  
Jaylakshmi  
Kennedy  
Nousheen
2. Awareness to Students , as per the discussion over the subject the students of the 1<sup>st</sup> yr LL.B 3yrs Course & LL.B 5yrs course were given information about the students Grievance Redressal Cell & the students were also informed that they could approach this cell in case if there were any incidences occurring in the college with them.
3. No cases were reported as so far.

Mrs Yasmeen Tabassum :



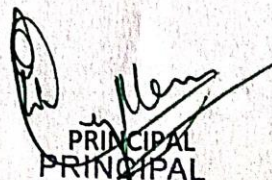
Ms Sahana Florence :



Mrs Jaylakshmi:

Mr kemnedy :

Ms Nousheen :

  
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## Students Grievance Redressal Committee Meeting

10<sup>th</sup> May 2018, meeting was conducted in presence of in-charge co-ordinator & the members of the students Grievance Redressal Cell.

### AGENDA:

- ① Discussion of time table of Internal Assessment
- ② Any Other Matter concerned

### RESOLVED

- ① The Internal Assessment for the upcoming academic year, is crucial for evaluating the progress and performance of our students. We propose the following agenda timetable to ensure a smooth and well-organized assessment process.

Review and finalize assessment criteria.

Prepare assessment material and resources.

Communicate assessment schedule and guidelines to faculty and students.

Administer assessment as per the predefined schedule. Ensure the security and integrity of assessment procedures.

- ② No other matter was discussed.

Mrs. Yasmeen Tabassum

Mrs. Jaylakhmi

Mrs. Sakana Florence

## MEETING

On the 20<sup>th</sup> of October 2018, meeting was held in the presence of in charge co-ordinator & the members of the Students Grievance Redressal Cell .

### AGENDA :

1. Awareness to students

### RESOLVED:

1. Awareness to Students , as per the discussion over the subject the students of the 1<sup>st</sup> yr LL.B 3yrs Course & LL.B 5yrs course were given information about the students Grievance Redressal Cell & the students were also informed that they could approach this cell in case if there were any incidences occurring in the college with them.
2. No cases were reported as so far.

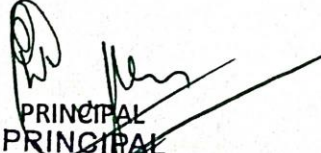
Mrs Yasmeen Tabassum :

Ms Sahana Florence :

Mrs Jaylakshmi:

Mr kemnedy :

Ms Nousheen :

  
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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE Meeting

6<sup>th</sup> May 2019, the meeting was held in presence of the in-charge co-ordinators & the member of student Grievance Redressal Cell.

### AGENDA

- ① Awareness To the student
- ② Any other related matter

### Resolved

One of the primary objectives of the SGRC is to ensure that every student is aware of the student Grievance Redressal Cell. To encourage open communication, we established suggestion boxes at various locations within the institution. The students of 1<sup>st</sup> yr. LLB Sys. course & LLB 5yr. Course were given information about the student Grievance Redressal Cell & students were also informed that they could approach this cell in case of any such incidents occur that needs attention.

Mrs. Yasmeen Tabassum

Mrs. Jayalakshmi

Mrs. Sahana Florence

## MEETING

On the 3<sup>rd</sup> of September 2019, meeting was held in the presence of in charge co-ordinator & the members of the Students Grievance Redressal Cell .

### AGENDA :

2. Awareness to students

### RESOLVED:

3. Awareness to Students , as per the discussion over the subject the students of the 1<sup>st</sup> yr LL.B 3yrs Course & LL.B 5yrs course were given information about the students Grievance Redressal Cell & the students were also informed that they could approach this cell in case if there were any incidences occurring in the college with them.
4. No cases were reported as so far.


Mrs Yasmeen Tabassum :

Ms Sahana Florence :

Mrs Jaylakshmi:

Mr kemnedy :

Ms Nousheen :

  
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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING

12<sup>th</sup> May 2020, the meeting was held through online platform in presence of in-charge co-ordinators & the members of the Students Grievance Redressal Cell.

### AGENDA:

- ① Online classes for the academic year

### RESOLVED:

The committee reviewed the minutes of the previous meeting held on 6<sup>th</sup> May 2019. There were no pending actions from the previous meeting.

The committee discussed the grievances related to online classes that have been reported by the students. All the key points were discussed such as connectivity issue, technical problems, Assessment Challenges.

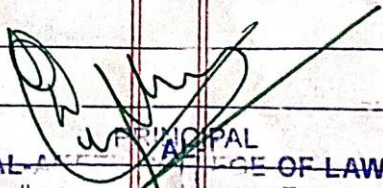
The committee outlined various action plan to address the grievances related to online classes.

- ② No other matter was discussed.

Mr. Yasmeen Tabbassum

Ms. Jayalaksini

Ms. Abdul Ashik Rawoosha

  
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STUDENT GRIEVANCE REPRESENTATIVE COMMITTEE MEETING

On 14<sup>th</sup> Dec. 2020, the meeting was conducted through online mode in the presence of co-ordinator of the S.G.R.C. and the student representatives.

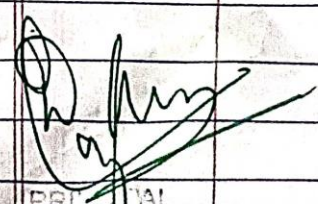
AGENDA:

- ① Overview of formation of S.G.R.C.

RESOLVED:

The committee discussed the technical difficulties in accessing online classes, challenges in adapting to online learning tools and platforms. Assessment and evaluation-related concerns and also concerns about the quality of instruction. The committee addressed all the concerned matter and the way to resolve it. The students were encouraged technical support for resolving connectivity and device-related issues. A helpdesk to assist students was formed through online portal. Faculty members were encouraged to increase interactive elements in online classes such as discussion forums, breakout rooms, & virtual office hours.

Mrs Yasmeen Tabbasum  
 Mrs Jayalakshmi  
 Mr. Abdul Ashraf Rawther



STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING

On 5<sup>th</sup> October 2021, meeting was held in the presence of the incharge co-ordinator and the members of the Students Grievance Redressal cell.

AGENDA:

① Awareness to Students

RESOLVED

① The Students were given information about the Students Grievance Redressal cell and they were also informed that they can approach the cell in case if such incidents were occurring with them in the college. The students were given information about the working pattern of the cell and the guidelines of the Students grievance redressal cell, so as to develop a responsible and accountable attitude for all.

② No cases were reported so far.

- Mrs Vasmeen Tabassum
- Mrs Jayalakshmi Jayalakshmi V.
- Mrs Sahela Begum
- Mr Syed Saifail

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### STUDENT REDRESSAL COMMITTEE REPORT

On 11<sup>th</sup> Dec 2021, meeting was held in the presence of In charge co- Ordinator and the members of the students Grievance Redressal cell.

#### AGENDA:

1. Reconstitution of committee
2. Awareness to students on guidelines and lodging of complains

#### RESOLVED

##### 1. Reconstitution of committes


The Grievance Redressal committee has been re-constituted at the college with principal, student welfare officers, senior faculty member and student representatives. The student Grievances cell shall ensure disposal of every application as early as possible. The composition of student's grievance redressal cell is as follows

- **CHAIRPERSON**  
Dr. Waseem Khan, Principal
- **CO-ORDINATOR**  
Mrs. Yasmeen Tabassum
- **MEMBER**  
Mr. Abdul Ashiq Rawoathar, SWO  
Mrs. Jayalakshmi  
Mrs. Sahela Begum
- **STUDENT REPRESENTATIVE**  
Ms. Malaika Ali  
Mr. Siva Balan

##### 2. Awareness to students


The students were given information about the working pattern of students redressal cell and the guidelines of the students grievance redressal cell has also been uploaded on the website to develop a responsible and accountable attitude for all. Grievances may also be sent through e-mail to the officer in – charge of students grievance cell or the students can directly register their complain by filing it online as to encourage the students to express their grievances freely and frankly without fear of being victimised


##### 3. No cases were reported so far

Mrs Yasmeen tabassum 

Mr. Abdul Ashiq 

Mrs. Jayalakshmi 

Mrs. Sahela Begum 

  
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15/04/19**MEMO**

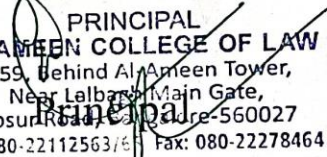
It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 16<sup>th</sup> April 2019 at 10:30 a.m . All the faculty members are hereby directed to attend the same without fail.

  
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19/08/19

**MEMO**

It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 20<sup>th</sup> August 2019 at 10:30 a.m. All the faculty members are hereby directed to attend the same without fail.

  
PRINCIPAL  
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D-11/03/20

**MEMO**

It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 13<sup>th</sup> March 2020 at 10:30 a.m . All the faculty members are hereby directed to attend the same without fail.

PRINCIPAL  
AL-AMEEN COLLEGE OF LAW  
# 59, Behind Al-Ameen Tower,  
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Hosur Road, Bangalore - 560027  
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15/07/21

**MEMO**


It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 16<sup>th</sup> July 2021 at 10:30 a.m through online mode . All the faculty members are hereby directed to attend the same without fail.

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AL-AMEEN COLLEGE OF LAW  
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D:20/09/20

**MEMO**

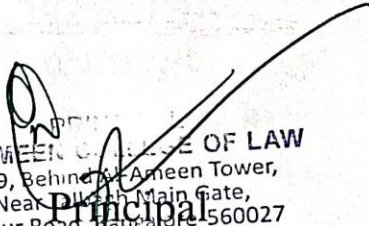
It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 21st September 2020 at 10:30 a.m . All the faculty members are hereby directed to attend the same without fail.

  
PRINCIPAL  
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01/02/22

**MEMO**

It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 2<sup>nd</sup> February 2022 at 10:30 a.m . All the faculty members are hereby directed to attend the same without fail.

  
AL-AMEEN COLLEGE OF LAW  
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13/10/22

**MEMO**

It is hereby informed to all the teaching faculties that the examination committee meeting will be conducted on 14<sup>th</sup> October 2022 at 10:30 a.m. All the faculty members are hereby directed to attend the same without fail.

  
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25/08/2018

# MEMO

The meeting was conducted for formation of Examination Committee for the academic year 2018-19.

It is resolved that the organization of the Examination committee is as follows,

- |   |              |
|---|--------------|
| 1. Dr. Waseem Khan M.I<br>(Principal)   | Chairman     |
| 2. MRS. Jayalakshmi.V<br>(Asst Prof)    | Co-ordinator |
| 3. Ms. Bhavya Gunashekar<br>(Asst Prof) | Co-ordinator |

It is further resolved that the examination committee shall be responsible for conducting Internal Assessment Test for 80-20 pattern, unit test for odd.

  
Dr. Waseem Khan M.I

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Main Gate

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55, Fax 080 22- 54

The 1<sup>st</sup> Meeting of Examination Committee was convened on 19<sup>th</sup> September 2018, at 10:30 A.M, Chaired by Mr. Waseem Khan M.T., Principal, AACI in Principal chamber to discuss the following agenda.

Agenda:

- (1) Formation of Examination Committee for the year 2018-19.
- (2) Conducting Internal Assessment Test for Odd Semester 2018-19.
- (3) Conducting Unit-wise Test for odd semester 2018-19.

For: It was resolved that the following faculty members shall be Examination Committee.

(1) Mrs. Jayalakshmi.V. (2) Mr. Bhavya Gunashelkar.  
Faculty member Present:

(1) Dr. Waseem Khan. M.T.  
[Principal]

(2) Mrs. Yasmeen Tabassum  
[Vice Principal]

(3) Mrs. Jayalakshmi.V.  
[Asst. Prof]

(4) Mrs. Bhavya Gunashelkar  
[Asst. Prof]

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Jayalakshmi.V.

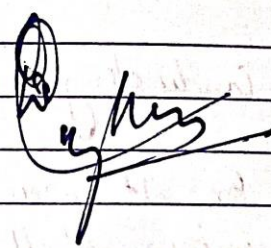
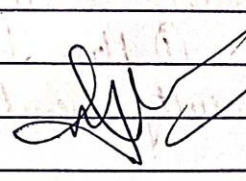
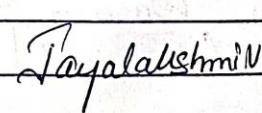
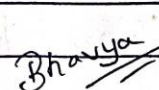
Bhavya

The II<sup>nd</sup> meeting was conducted, on 16<sup>th</sup> April 2019, at Principal's chamber, Presided by Dr. Waseen Khan M.I. Principal, AACL.

### AGENDA

- ① Conducting Internal Assessment Test for the even Semester 2018-19.
- ② Conducting Unit-wise test for all semesters & courses.

Faculty members Present

- ① Dr. Waseen Khan. M.I.  
[Principal] 
- ② Mrs. Yasmeen Tabassum  
[Vice-Principal] 
- ③ Mrs. Jayalakshmi V.  
[Asst. Prof.] 
- ④ Mrs. Bhanya Gunashelkar  
[Asst. Prof.] 

The III<sup>rd</sup> Meeting was conducted on 20<sup>th</sup> August 2019, Presided by Dr. Waseem Khan M.T, Principal, AACL.

### AGENDA.

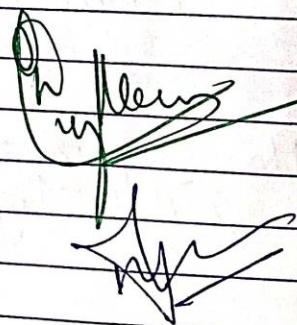
- ① Formation of Examination Committee. 2019-20.
- ② Conducting Unit-wise test for all the Semesters & Course.
- ③ Conducting Internal Assessment Test for the odd Semester 2019-20.

It was resolved that the following faculty member shall constitute has Coordinators of Examination Committee.

- ① Mrs. Jayalaxshmi.v
- ② Ms. Bhavya Gunashelkar

### Faculty Members Present.

① Dr. Waseem Khan. M.T.  
[Principal]



② Mrs. Yasmeen Tabasum  
[Vice Principal]

Jayalaxshmi.v

③ Mrs. Jayalaxshmi.v  
[Asst Prof]

④ Mrs. Bhavya Gunashelkar  
[Asst Prof]

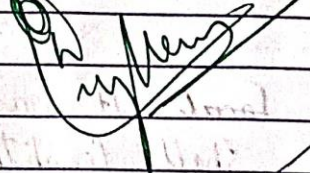
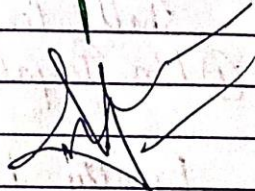
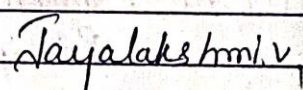
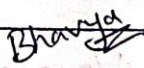
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Hosur Road, Bangalore-560027  
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The IV<sup>th</sup> Meeting was convened on 13<sup>th</sup> March 2020, presided by Dr. Waseem Khan. M.T., Principal, AACL,

### AGENDA.

- ① To Conduct - Internal Assessment Test for the even semester 2019-20
- ② To Conduct - Unit wise Test for all the batches.

### Faculty members Present :-

- ① Dr. Waseem Khan. M.T.  
[Principal] 
- ② Mrs. Yasmeen Tabassum  
[Vice-Principal] 
- ③ Mrs. Jayalakeshmi V.  
[Asst. Prof.] 
- ④ Mrs. Bhavya Gunashekara  
[Asst. Prof.] 

The V<sup>th</sup> meeting was convened on 21<sup>st</sup> September 2020 presided by Dr. Waseem Khan M.T, Principal, AACL, for the academic year 2020-21.

### AGENDA:

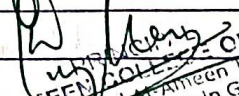
- ① Formation of Examination Committee for the academic year 2020-21.
- ② To conduct unit-wise test.
- ③ To conduct Internal Assessment Test 2020-21. Odd Semester.

It was resolved that the following faculty members shall be coordinators for Examination Committee.

- ① Mrs. Jayalakshmi.V
- ② Mr. Mubarak Khan
- ③ Mr. Abdul. Ashik.

The following members were present.

- ① Dr. Waseem Khan. M.T  
[Principal]
- ② Mrs. Jayalakshmi.V  
Asst Prof.
- ③ Mr. Mubarak Khan  
Asst. Prof.
- ④ Mr. Abdul Ashik.  
Asst Prof.

  
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Jayalakshmi.V.

Mubarak

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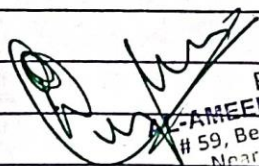
The VI meeting was convened on 16<sup>th</sup> July 2021, presided by Dr. Waaseem Khan M.T., Principal DA through online mode.

### AGENDA:-

- ① To conduct Internal Assessment Test 2020-21 even semester through online mode.
- ② To conduct Unit-wise test online mode.

The following members were present.

- ① Dr. Waaseem Khan M.T.  
[Principal]
- ② Mrs. Yasmeen Tabassum.  
[Vice-Principal]
- ③ Mrs. Jayalakshmi.V.  
Asst. Prof.
- ④ Mr. Hubarak Khan  
Asst. Prof.
- ⑤ Mr. Abdul Ashik.  
Asst. Prof.



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The VII meeting was convened and presided by Dr. Waseem Khan M.T., Principal AACL, in Principal's chair on 02<sup>nd</sup> February 2022.

### AGENDA:-

- ① To Conduct Internal Assessment Test 2021-22 odd semester.
- ② To Conduct Unit-wise Test.

The following members were present.

① Dr. Waseem Khan M.T.  
[Principal]

② Mrs. Yasmeen Tabassum  
[Vice-Principal]

③ Mrs. Jayalakshmi.v  
[Asst Prof]

④ Mrs. Mubarak Khan  
[Asst Prof]

⑤ Mr. Abdul Ashik.  
Asst. Prof.

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*Jayalakshmi.v.*

*Mubarak Khan*

*Waseem Khan*  
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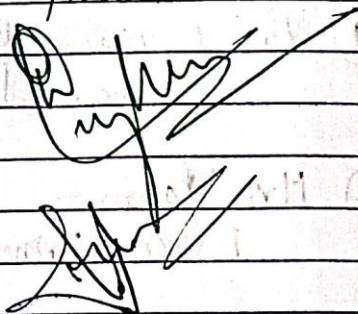
The VIII<sup>th</sup> meeting was convened on 14<sup>th</sup> October 2022 presided by Principal, at Principal's Chamber.

### Agenda:-

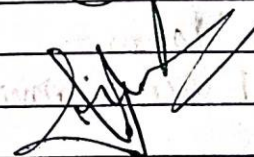
- (1) To Conduct Internal Assessment Test 2021-22 Even semester.
- (2) To Conduct Unit wise - Test for all semester & Courses.

The following faculty members were present.

(1) Dr. Wasim - Khan M.I  
[Principal]



(2) Mrs. Tasmeen Tabassum  
[Vice-Principal]



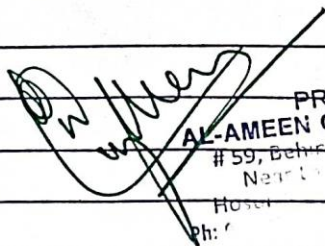
(3) Mrs. Jayalakshmi V.  
[Asst. Prof.]

Jayalakshmi V.

(4) Mrs. Hubairat Khan  
[Asst Prof.]

Hubairat Khan

(5) Mr. Abdul Ashik.



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STUDENTS GRIEVANCES  
RECORDED

Student Name:

Mohammed Salman K.

Complaint

- ① Regarding difficulty in accessing online course materials.
- ② Insufficient feedback on assignments and projects.

Resolution of Grievances

- ① Coordinated with IT department to streamline the online platform and ensure consistent access.
- ② Conducted workshops for faculty members to emphasize the importance of timely and constructive feedback.

Members present

① Mrs. Yasmeen ~~Patel~~

② Mrs. Sahela Begum B ~~Patel~~

Student Name:

Mujeeb Ahemed

41621101064 - Reg No.

Complaint

Regarding re-examination  
of Internals

Resolution of

- After an in depth review of the concerns raised, the eligibility criteria for re-exams of Internals were reassessed and made more inclusive.
- To ensure every student is informed, a centralized communication channel was established for re-exam Schedules and other related announcements.
- Clear guidelines and sample papers were shared with students to demystify the format & content of re-exams, aiming to make the preparation process more straightforward.

4

Student Name:

Rohini Priya S

Complaint

- ① Regarding Insufficient Seating in the library.
- ② Malfunctioning lab equipment

Resolution of Grievances

- Added new Seating areas and extended library hours.
- Upgraded and repaired the faculty lab equipment.

Members present

① Mrs Vasanth Babasam

② Syed Sahil

Student Name

Roni Ignatia J  
4162111086.

Complaint

Regarding the library  
and study resources.

Resolution of Grievances

- The library committee collaborated with faculty and students to update the collection, ensuring that the latest editions of textbooks and essential journals are available.
- extended library hours was introduced, allowing students to utilize the library's resources late into the evening. The library's weekend schedule was also revised to cater to the needs of the students.

Members present

- (1) Sahela Begum
- (2) Syed Suhail

Student Name

Tauheed

41121111035


Complaint:


Regarding re-examination  
of internals

Resolution of Grievances

After an in-depth review of  
the concerns raised, the eligibility  
criteria for re-examination of  
internals were reassessed and  
given the permission for the same.

Members present

① Mr. B. D. L. M. Rawoof 

② Sahela Begum 

Student Name  
Mohseem Shariff

41621111063

Complaint

Regarding the re-examination of internal

Resolution of Grievances

① After the review of the concern re-examination of the internal were permitted and given the permission for the conduct of the exam.

② Clear guidelines were shared with the students to make them familiar with the format and content of re-exam aiming to make the process easy & transparent.

Members present

- 1 BBPUL M. Lawoother (P)
- ② Sakela Begum (P)