Academic Year 2017-2018



SMCE/OEADTN/FM-45L/01/MGAA-GRC

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202.

2017 - 2018 (Odd/Even)

| MCE/GRC/01/2017 | CIRCULAR- | | MEETING AGENDA | Da | te:04-07-2017 |
|----------------------------|---------------------------------------|--|--|-----------------|-----------------------------------|
| eeting Name: | Grievance redressel committee M | eeting | | | |
| ate of Meeting: | 05/07/2017 | | Time: | 12.30PM | |
| Meeting Chair: | Principal | | Location: | Principal Cabin | |
| Meeting Minute Taker: | Principal | | Meeting Documenter: | Principal | |
| 1. Meeting Objective | | [1] [[1] [[1] [[1] [[1] [[1] [[1] [[1] | | | |
| To solve the issues and re | equirements the students are in need | d | | | |
| 2.Members to Attend | | | | | |
| Name | Department | E-mail | Phone | | |
| Committee members and | d the students who have recorded the | eir grievances. | | | |
| 3. Meeting Agenda | | | 到 10 10 10 10 10 10 10 10 10 10 10 10 10 | | |
| Topic | | | | | Time |
| 1.To highlight the roles a | and responsibilities of the Committee | 2. To study the intensive | eness of grievnces and to take suit | table measures | 12.30PM |
| | | | | | |
| 4. Pre-work/Preparatio | n (documents/handouts to bring, read | ing material, etc.) | | | |
| Description | | To be | Prepared by | | |
| | | | | | 0 |
| Signature: | | | | Signature: | |
| | | | | 26 | 1 Day Cidas |
| Meeting Docu | mentor | | | ARI | Incipal VS COLLEGE OF ENGINEERING |
| Date: | | | | Date: | KANYAKUMARI DISTRICT |
| Date | | THE RESERVE OF THE PARTY OF THE | | | 70 |



SMCE/OEADTN/FM-46L/01/MGMS-GERL

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202. 2018 - 2019 (Odd/Even)

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MEETING MINUTES

Date:05/07/17

| Meeting Name: | Meeting for Hostel Students (Girls) | | Date.00101111 |
|----------------------------------|-------------------------------------|-----------|------------------|
| Date of Meeting: (MM/DD/YYYY) | 05-07-2017 | Time: | 3.30PM |
| Minutes Prepared By: | Mrs. Mamitha | Location: | Admission office |
| HARLAND STREET | | | |

1. Meeting Objective

To discuss issues related to Girlss hostel

| 2. Attendance at Meeting | | | | |
|--|---------------|---|--|---|
| Name | Department | E-mail | Phone | |
| Attending all boy hostllers | | | | |
| 3. AGENDA ITEM | 4. DISCUSSION | N/OUTCOMES / DECISIONS | 5. ACTIONS TO BE TAKEN, COMMUNICATIONS REQUIRED | 6. Date & Time of completion |
| 1.To highlight the roles and responsibilities of the Committee | | ere made on the academic and non vances of students | The students were asked to bring the grievances to grievance redressel committee | Necessary steps must be taken by the committee for the grievances given by the students |
| To study the intensiveness of grievances and to take suitable measures | | | | |



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Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202. 2018 - 2019 (Odd/Even)

Summary of Review Outputs

All possible steps must be taken depending upon the issues and needs of the students.

Signature: ...

Meeting Documenter

Date:

Signature:

Principal

Date: .

2. Attendance at Meeting



SMCE/OEADTN/FM-46L/01/MGMS-GERL

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202. 2017 - 2018 (Odd/Even)

MEETING MINUTES

Date:05/07/17

| SMCE/GERL/ | 1 /2017 | MEETING MINUTES | | |
|----------------------|----------------------------------|-----------------|------------------|--|
| Meeting Name: | Meeting for Hostel Students (Gir | | 2.20PM | |
| Date of Meeting: | 05-07-2017 | Time: | 3.30PM | |
| (MM/DD/YYYY) | | Location: | Admission office | |
| Minutes Prepared By: | Mrs. Mamitha | | | |
| | | | | |

1. Meeting Objective

To discuss issues related to Girlss hostel

| . Attendance at Meeting lame | Department E-mail | Phone | 6. Date & Time of |
|--|--|--|--|
| Attending all boy hostllers | The state of the s | 5. ACTIONS TO BE TAKEN, COMMUNICATIONS REQUIRED | completion |
| 3. AGENDA ITEM | Discussions were made on the academic and non | The students were asked to bring the grievances to grievance redressel committee | Necessary steps must be taken by the committee |
| 1.To highlight the roles and responsibilities of the Committee | Discussions were made on the deaders academic grievances of students | grievances to grievance red. | for the grievances given by the students |
| 2. To study the intensiveness of | | | |



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Summary of Review Outputs

All possible steps must be taken depending upon the issues and needs of the students.

Signature: ...

Meeting Documenter

Date:

Signature:

Dr.H. Suresh Prepal Kumanm.E.,Ph.D

STELLA MARY'S COLLEGE OF ENGINEERING ARUTHENG ANVILAL AZRICKAL POST-629 202 KANYAKUMARI DISTRICT



SMCE/OEADTN/FM-45H/07/MEAA-HL

Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District - 629202. 2017 - 2018 (Odd/Even)

2. Signature-Members to Attend

| S.No. | Name • | Designation/ Roll No & Room No | Department | Signature |
|-------|--------------------|--------------------------------|------------|-----------|
| 1. | Mr.Sivaprakash | Asst. Professor | Mech | hap te |
| 2 | Mrs.Indra | Asst. Professor | Civil | Balamia. |
| 3 | Mr.Gopal Ram | Asst. Professor | ECE | lieg eso |
| 4 | Mr.Selvin Kumar | Asst. Professor | EEE | N |
| 5 | Mrs.Mamitha | Asst. Professor | CSE | |
| 6 | Mrs. Merlin Sheela | Asst. Professor | S & H | Lunde |
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