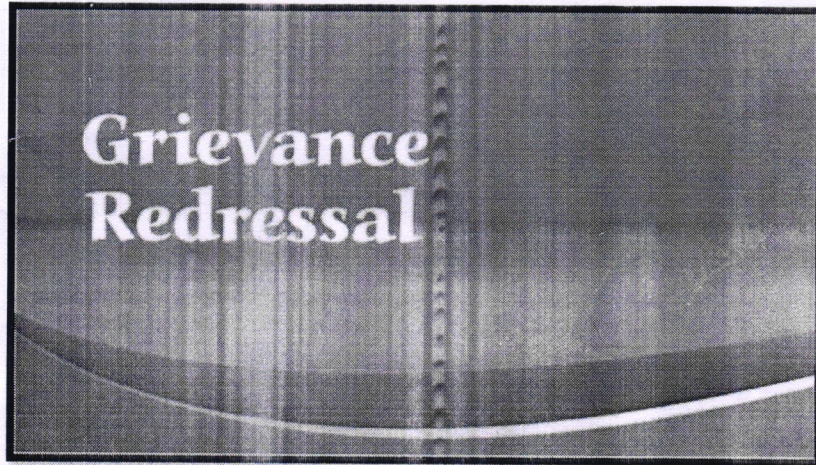




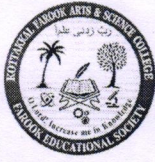
**KOTTAKKAL FAROOK**  
**ARTS & SCIENCE COLLEGE**

PARAPPUR P.O, KOTTAKKAL, MALAPPURAM DISTRICT, KERALA, 676503



MEETING MINUTES  
**GRIEVANCE REDRESSAL**  
**2023-24**





# KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE

PARAPPUR P.O, KOTTAKKAL, MALAPPURAM DISTRICT, KERALA, 676503

## Meeting 1:

- **Date:** 10th September 2023
- **Venue:** Conference Room, Main Block
- **Members Present:**
  - DR. HABEEB RAHMAN (Chairperson) *Habeeb Rahman*
  - MOHAMMED LABEEB M (Convenor) *Murad*
  - MR. SREENATH M. (HOD, Department of English)
  - DR. CHITHRA .M.(HOD, Department of Botany) *Chitra M*
  - SAMPREETH.M.(HOD, Department of Political Science) *Sampreeth*
  - JASIM RABEEH 6<sup>TH</sup> SEM BA (Chairman, college union) *Jasim*
- **Quorum:** 5 members present
- **Agenda:**
  - Review of previous year's recommendations.
  - Start of new academic year.
- **Discussion Points:**
  - Implemented more academic support sessions.
  - No grievances carried over.
- **Outcomes:**
  - Planned regular academic support and feedback sessions.
  - Established new grievance handling protocols.

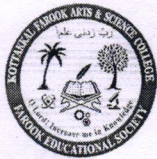
*Habeeb Rahman*



*Prof. M. Abdul Azeem*  
Chairman

Prof. M. ABDUL AZEEM  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR P.O. 676503





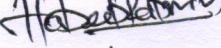
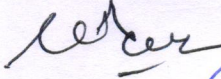
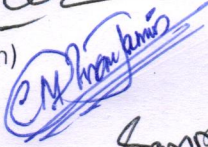
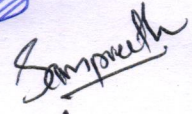
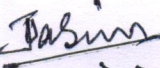
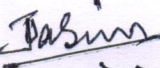
# KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE

PARAPPUR P.O, KOTTAKKAL, MALAPPURAM DISTRICT, KERALA, 676503

## Meeting 2:

- **Date:** 15th December 2023
- **Venue:** Conference Room, Main Block
- **Members Present:**

- **Members Present:**

- DR. HABEEB RAHMAN (Chairperson) 
- MOHAMMED LABEEB M (Convenor) 
- MR. SREENATH M. (HOD ,Department of English) 
- DR. CHITHRA .M.(HOD ,Department of Botany) 
- SAMPREETH.M.(HOD ,Department of Political Science) 
- JASIM RABEEH 6<sup>TH</sup> SEM BA (Chairman ,college union) 

**Quorum:** 5 members present

- **Agenda:**

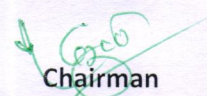
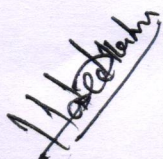
- Review of new grievance handling protocols.
- Discuss new grievances.

- **Discussion Points:**

- New protocols improved grievance resolution efficiency.
- New grievances regarding extracurricular activity funding.

- **Outcomes:**

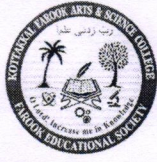
- Allocated additional funds for extracurricular activities.
- Planned regular reviews of funding needs.



Chairman

**Prof. M. ABDUL AZIZ**  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR(P.O) - 676503

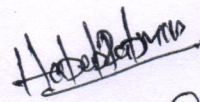
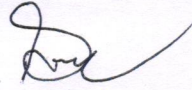
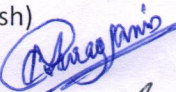
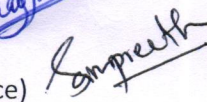
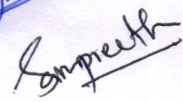
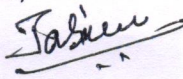


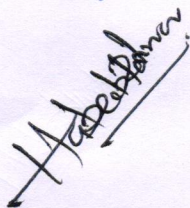


# KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE


PARAPPUR P.O, KOTTAKKAL, MALAPPURAM DISTRICT, KERALA, 676503

## Meeting 3:

- **Date:** 25th March 2024
- **Venue:** Conference Room, Main Block
- **Members Present:**
- **Members Present:**
  - DR. HABEEB RAHMAN (Chairperson) 
  - MOHAMMED LABEEB M (Convenor) 
  - MR. SREENATH M. (HOD ,Department of English) 
  - DR. CHITHRA .M.(HOD ,Department of Botany) 
  - SAMPREETH.M.(HOD ,Department of Political Science) 
  - JASIM RABEEH 6<sup>TH</sup> SEM BA (Chairman ,college union) 
- **Quorum:** 5 members present
- **Agenda:**
  - Final review of grievances.
  - Plan for next academic year.
- **Discussion Points:**
  - Reviewed grievances and actions taken.
  - Discussed plans for improving extracurricular activities.
- **Outcomes:**
  - All grievances resolved.
  - Recommendations for next year: more extracurricular support, regular feedback sessions.





  
Chairman  
**Prof. M. ABDUL AZEEZ**  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR