



**CPA COLLEGE OF GLOBAL STUDIES | PUTHANATHANI**

Affiliated to University of Calicut, Recognized by Govt. of Kerala and Run by: Nice Educational Trust

CHELOOR, PUTHANATHANI, PUNNATHALA.P.O, MALAPPURAM- 676 552, KERALA, INDIA  
Ph: 0494-2973333, Mob:7510363333 | E-mail:cpacollegeinfo@gmail.com | Website:cpacollege.ac.in


## GRIEVANCE REDRESSAL COMMITTEE

The institution has a transparent mechanism carried out by the Grievance Redressal Committee (GRC) for the timely redressal of grievances raised by students from time to time.

The GRC is constituted in accordance with the UGC Regulations, 2018 aimed at addressing and effectively resolving grievances of students. The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non- academic matter within the campus through the online and grievance/ suggestion box.

The institution aims at solving the grievances of the students within stipulated to academic and non- academic matter within the campus through the online and grievance/ suggestion box. The institution aims at solving the grievances of the students within stipulated time.



  
PRINCIPAL  
CPA College of Global Studies  
Puthanathani, Punnathala P.O  
Malappuram Dt - 676552



# CPA

**COLLEGE OF GLOBAL STUDIES**

Affiliated to University of Calicut & Recognized by Govt. of Kerala


Cheloor, Puthanathani, Malappuram Dt

cpacollegeinfo@gmail.com



## DEPARTMENT GRIEVANCE REDRESSAL CELL



  
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**CPA COLLEGE OF GLOBAL STUDIES**

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## DEPARTMENT OF COMMERCE (FINANCE)




## INTERNAL QUALITY ASSURANCE CELL (IQAC)

CPA COLLEGE OF GLOBAL STUDIES, PUTHANATHANI

2022-23



  
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Puthanathani, Punnathala P.O  
Malappuram Dt - 676552



## DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE (DSGRC)

This committee constituted as per the University Grants Commission (Redress of Grievances of Students) Regulations, 2019. The Grievance Redressal Cell of CPA College of global studies maintains a conducive and unprejudiced educational environment. Complaints of students and parents are redressed as soon as they are received. All complaints are scrutinized by the Grievance Redressal Cell and the resolutions are recorded. The basic aim is to ensure transparency in all academics, prevent unfair practices in higher educational institutions and provide a mechanism for redressal of their grievances.

## POLICIES AND REGULATIONS

- Students can register their grievances either in writing or by using the online redressal Portal on the College website.
- Students can also drop their grievance/concern in the Grievance box kept in college.
- Confidentiality and Privacy of students would be maintained in all cases.
- The Grievance Redressal Cell examines the cases and directs them to respective committees.
- The respective committees should handle the grievances within seven working days.
- The report should be handed over to the principal for immediate action

## OBJECTIVES

- To render a platform for the students to address their complaints, Issues and concerns.
- To develop a responsive and accountable attitude among all the stakeholders
- in order.
- To maintain a harmonious educational atmosphere in the College.
- Identify the weaknesses and address them in a positive and structured manner
- Bridging the gap between college management, teachers and student






## PROCEDURE

- The individual can visit the grievance cell at any given point of time to voice their concerns.
- A grievance cell member will maintain a book of records to ensure transparency.
- The concern/issue will be addressed and communicated to the higher authority.
- A feedback for the same will be communicated to the individual who has raised the grievance
- A suggestion box will be placed in the campus to address concerns.
- All complaints are collected, analysed, scrutinized and handled by the College Grievance Redressal Cell
- After scrutinize the complaints, General in nature (Teacher, Facilities and Examination) complaints are addressed by College Grievance Redressal Cell and other complaints are send to respective cells as per it's nature to 'Anti Ragging Cell' (physical and psychological harm) and 'Cell to Prevent Sexual Harassment of Women' (discrimination, harassment, retaliation or sexual assault at all levels)
- The SGRC shall resolve the grievance within period of fifteen days of receiving the complaint
- The SGRC shall provide a copy of the order to the aggrieved person(s).
- After receiving the complaint, the concerned parties are called and give equal opportunities to put their point of views. This process makes it more transparent and unbiased.
- If required SGRC will forward grievances to management on the basis of severity of the issue.
- Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents and faculty. The collective efforts of the management,

department heads, class teachers, various staff coordinators of clubs and associations and the



  
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Grievance Redressal Cell resolve the complaints promptly and efficiently. The effective complaint management mechanism improves better stakeholder relationship and contentment.



  
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**DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE  
(DSGRC)**

Sl. No.	Name	Designation	Position
1.	NIZAMUDHEEN K	Head of the Dept.	Chairperson
2.	NISHEEJA FARSANA	Assistant Professor	Faculty Member
3.	GOPIKA	Student	Student's Representative
4.	MUHAMMED FASIL T	Student	Student's Representative

**MINUTES ON THE MEETING OF THE GRIEVANCE  
REDRESSAL CELL**

DATE: 1/07/2022

VENUE: DEPARTMENT OF COMMERCE

**AGENDA**

1. Monitoring the functioning of grievance redressal forum.
2. Interaction with student representatives.
3. Discussions of initial grievances.

**MEMBERS PRESENT**

- 1 NIZAMUDHEEN K
- 2 NISHEEJA FARSANA
3. SUBIN (Class tutor)
4. Gopika
5. MUHAMMED FASIL T



  
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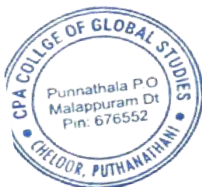
## **MEMBERS ABSENT**

1. Nil

## **MINUTES**

1. Students requested to recorded classes they missed due to technical reasons. 2. Discussed on the proper functioning of through grievance box.

3. The committee decided to forward the identified grievances to the College Council.



  
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**DEPARTMENT OF MANAGEMENT STUDIES  
GRIEVANCE REDRESSAL CELL**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CPA COLLEGE OF GLOBAL STUDIES, PUTHANATHANI**



  
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## **DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE (DSGRC)**

This committee constituted as per the University Grants Commission (Redress of Grievances of Students) Regulations, 2019. The Grievance Redressal Cell of CPA College of global studies maintains a conducive and unprejudiced educational environment. Complaints of students and parents are redressed as soon as they are received. All complaints are scrutinized by the Grievance Redressal Cell and the resolutions are recorded. The basic aim is to ensure transparency in all academics, prevent unfair practices in higher educational institutions and provide a mechanism for redressal of their grievances.

## **POLICIES AND REGULATIONS**

- Students can register their grievances either in writing or by using the online redressal Portal on the College website.
- Students can also drop their grievance/concern in the Grievance box kept in college.
- Confidentiality and Privacy of students would be maintained in all cases.
- The Grievance Redressal Cell examines the cases and directs them to respective committees.
- The respective committees should handle the grievances within seven working days.
- The report should be handed over to the principal for immediate action

## **OBJECTIVES**

- To render a platform for the students to address their complaints, Issues and concerns.
- To develop a responsive and accountable attitude among all the stakeholders in order.
- To maintain a harmonious educational atmosphere in the College.
- Identify the weaknesses and address them in a positive and structured manner
- Bridging the gap between college management, teachers and student

## **PROCEDURE**

- The individual can visit the grievance cell at any given point of time to voice their concerns.
- A grievance cell member will maintain a book of records to ensure transparency.
- The concern/issue will be addressed and communicated to the higher authority.
- A feedback for the same will be communicated to the individual who has raised the grievance
- A suggestion box will be placed in the campus to address concerns.



  
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- All complaints are collected, analysed, scrutinized and handled by the College Grievance Redressal Cell
- After scrutinize the complaints, General in nature (Teacher, Facilities and Examination) complaints are addressed by College Grievance Redressal Cell and other complaints



  
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are send to respective cells as per it's nature to 'Anti Ragging Cell' (physical and psychological harm) and 'Cell to Prevent Sexual Harassment of Women' (discrimination, harassment, retaliation or sexual assault at all levels)

- The SGRC shall resolve the grievance within period of fifteen days of receiving the complaint
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- After receiving the complaint, the concerned parties are called and give equal opportunities to put their point of views. This process makes it more transparent and unbiased.
- If required SGRC will forward grievances to management on the basis of severity of the issue.
- Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents and faculty. The collective efforts of the management, department heads, class teachers, various staff coordinators of clubs and associations and the Grievance Redressal Cell resolve the complaints promptly and efficiently. The effective complaint management mechanism improves better stakeholder relationship and contentment.

#### **DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE (DSGRC)**

Sl.No.	Name	Designation	Position
1.	SAFEER PARAYIL	Head of the Dept.	Chairperson
2.	MARY JOBY C	Assistant Professor	Faculty Member
3.	ARSHAD	Student	Student's Representative
4.	SIRAJUNNISA	Student	Student's Representative



  
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## **MINUTES ON THE MEETING OF THE GRIEVANCE REDRESSAL CELL**

DATE: 19/09/2022

VENUE: DEPARTMENT OF MANAGEMENT STUDIES

### **AGENDA**

1. Constituting the grievance redressal forum for 2022-2023
2. Planning activities
3. Awareness on the functioning of the grievance box.

### **MEMBERS PRESENT**

- 1 HOD Safeer Parayil
- 2 Mary Joby c
3. Arshad
4. Sirajunnisa

### **MEMBERS ABSENT**

1. Nil

### **MINUTES**

1. The new grievance redressal committee came into power including conveners of the committee in the year 2022-2023
2. Coordinator explained the functioning of the campus grievance redressal mechanism through grievance box.
3. Committee decided to take necessary actions



  
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**DEPARTMENT OF COMMERCE (CO-OPERATION)  
GRIEVANCE REDRESSAL CELL**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CPA COLLEGE OF GLOBAL STUDIES,  
PUTHANATHANI 2022-23**



  
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## **DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE (DSGRC)**

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- The Grievance Redressal Cell examines the cases and directs them to respective committees.
- The respective committees should handle the grievances within seven working days.
- The report should be handed over to the principal for immediate action

## **OBJECTIVES**

- To render a platform for the students to address their complaints, Issues and concerns.
- To develop a responsive and accountable attitude among all the stakeholders in order.
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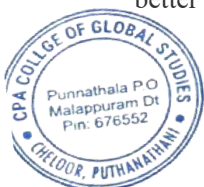


  
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## PROCEDURE

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- The concern/issue will be addressed and communicated to the higher authority.
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- A suggestion box will be placed in the campus to address concerns.
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Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents and faculty. The collective efforts of the management, department heads, class teachers, various staff coordinators of clubs and associations and the Grievance Redressal Cell resolve the complaints promptly and eeffective complaint management mechanism improves better stakeholder relationship and contentment.



  
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**DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE  
(DSGRC)**

Sl. No.	Name	Designation	Position
1.	BINDU	Head of the Dept.	Chairperson
2.	MUHAMMED JABIR CV	Assistant Professor	Faculty Member
3.	SUDARSH VIJAY	Student	Student's Representative
4.	MAJIDHA	Student	Student's Representative



  
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## **MINUTES ON THE MEETING OF THE GRIEVANCE REDDRESSAL CELL**

DATE: 1/07/2022

VENUE: DEPARTMENT OF COMMERCE( CO-OPERATION)

### **AGENDA**

1. Monitoring the functioning of grievance redressal forum.
2. Interaction with student representatives.
3. Discussions of initial grievances.

### **MEMBERS PRESENT**

BINDU

MUHAMMED JABIR CV

SUDHARSH VIJAY

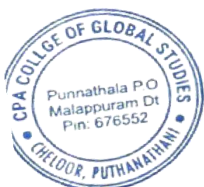
MAJIDHA

### **MEMBERS ABSENT**

1. Nil

### **MINUTES**

1. Students requested to recorded classes they missed due to technical reasons. 2. Discussed on the proper functioning of through grievance box.
3. The committee decided to forward the identified grievances to the College Council.



  
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**PG DEPARTMENT OF ENGLISH**  
**GRIEVANCE REDRESSAL CELL**



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**CPA COLLEGE OF GLOBAL STUDIES, PUTHANATHANI**



  
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## **DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE (DSGRC)**

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## **OBJECTIVES**

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- Identify the weaknesses and address them in a positive and structured manner
- Bridging the gap between college management, teachers and student

## **PROCEDURE**


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- A grievance cell member will maintain a book of records to ensure transparency.
- The concern/issue will be addressed and communicated to the higher authority.



  
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- A feedback for the same will be communicated to the individual who has raised the grievance
- A suggestion box will be placed in the campus to address concerns.
- All complaints are collected, analysed, scrutinized and handled by the College Grievance Redressal Cell
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**DEPARTMENTAL STUDENT GRIEVANCE REDRESSAL COMMITTEE  
(DSGRC)**

Sl. No.	Name	Designation	Position
1.	Asha P	Head of the Dept.	Chairperson
2.	Deepa	Assistant Professor	Faculty Member
3.	Akhil Nasim	Student	Student's Representative
4.	Mufeedha P	Student	Student's Representative



  
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## **MINUTES ON THE MEETING OF THE GRIEVANCE REDDRESSAL CELL**

DATE: 08/07/2022

VENUE: ENGLISH DEPARTMENT

### **AGENDA**

1. Constituting the grievance redressal forum for the academic year 2021-2022
2. Discussion with student activities.
3. Planning activities and further action plan.

### **MEMBERS PRESENT**

- 1 HOD Asha P
- 2 Deepa M
3. Akhil Nasim
4. Mufeedha

### **MEMBERS ABSENT**

1. Nil

### **MINUTES**

1. Conveners briefed their planned activities for the academic year 2021-2022
2. Student representatives requested more drinking water facilities in each floor.
3. Students representatives also requested to have more projectors in the classrooms. The committee sanctioned the request.



  
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# GRIEVANCE REDRESSAL CELL 2021-22

## MEMBERS :

1. Vice principal (chairman)
2. Mrs. Deepa. m (secretary)
3. Mr. Nizamudheen (Member)
4. Mrs. Bindu (member)



*[Signature]*  
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Date : 04/07/2022

Time : 2.30 pm

Place : Principal's chamber

AGENDA :

Disciplinary Action

- 1. ~~Hyssair K~~
- 2. ~~Sathavelloor E.~~
- 3. ~~Deepa. M~~
- 4. ~~Dhanya~~
- 5. ~~Mary Hanthra~~
- 6. ~~Bindu. R~~
- 7. ~~Mohd. Nuhad-CP~~
- 8. ~~MRSIBS SIBS-21~~
- 9. ~~Nooruelheen. M.T~~
- 10. ~~Safreen Parayil~~
- 11. ~~Jafar K~~
- 12. ~~Hareesh E.S.~~
- 13. ~~Nijla. K.T~~
- 14. ~~Nigandhaa~~

*[Handwritten signatures and initials in green and black ink]*



CPA College, Puthanathi, Melappuram  
P.O. No. 676552

## MINUTES OF THE MEETING.

### AGENDA

#### Disciplinary Action

Decided that:

in the date of 4/03/21, the names of following students are reposted as part of indiscipline acts from their part, occurred in the college surroundings. on the basis of reports and adequate evidences, the college council has decided to suspend them for further enquiry.

1. MOHAMED ASHIK P (6<sup>th</sup> sem. B Com Fin)
2. MOHAMMED SAIF P (6<sup>th</sup> sem B Com Fin)
3. ANAS K K (6<sup>th</sup> sem " )
4. MOHAMMED KHALEEL K
5. MUHAMMED SHA (6<sup>th</sup> sem cooperation)
6. ASNIE P T (6<sup>th</sup> sem BTM)
7. SHAHEER T (6<sup>th</sup> sem BTM)
8. IHSANUL HAQUE KP (6<sup>th</sup> sem BTM)
9. ABDUL ASIF V K (6<sup>th</sup> sem BTM).

2. An Enquiry committee is formed for further enquiry based on available evidences against above accused students and subsequently, to be taken more disciplinary actions against them. The committee includes a chairman, writer and a member Mr. SUBIN K the chairman (Dept of commerce), Mrs. Asha P the writer (Dept of Eng) and Mr. MOHAMMED NISHAD CP member (Dept of Travel and Tourism), have been selected for the enquiry committee.

Date: 14/11/2021

Time: 2.30 pm

Venue: Principal's chamber

AGENDA :

Disciplinary Action.

1. ~~Harish~~ K H
2. Sadeyullah M
3. Nizemdeen Kum
4. Deepam

*[Handwritten signature]*



*[Handwritten signature]*  
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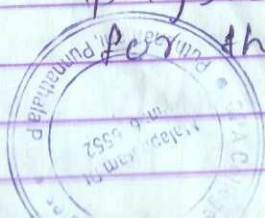
## MINUTES OF THE MEETING.

### AGENDA

### Disciplinary action.

Decided that

- The names of following students are reported as part of indisciplinary acts occurred in the college surroundings in 2 cases. On the basis of 1<sup>st</sup> information reports and adequate evidences, the college council has decided to suspend them for further enquiry.
  - ABDUL BASITH .K (6<sup>th</sup> sem Bcom Fin)
  - FARSAN ALI OT (6<sup>th</sup> sem BTTM)
  - MUHAMMAD SHANITH .T (6<sup>th</sup> sem BTTM)
  - SHANIB AFRIDI K (6<sup>th</sup> sem BTTM)
- An Enquiry committee is formed for further enquiry based on available evidences against above accused students and subsequently, to be taken more disciplinary actions against them. The committee includes a chairman writer and a member. Mr. Muhammed Wishad .CP (Department of Travel and Tourism), MOHAMMED TABIR CV (Dept of management), Mr. ILYAS KP (CPA Dept of commerce), Mr. MUHAMMED SHAMEEM .P (Dept of physical education) have been selected for the enquiry committee.



*[Handwritten signature]*

*[Handwritten signature]*

Date: 10/01/22

Time: 2 pm

Venue: principal's chamber.

# AGENDA SUSPENSION - DISCUSSION ON ENQUIRY COMMITTEE REPORT

## PARTICIPANTS

1. Hassan
2. Sadayachan
3. Deepa
4. Arizomachan



*[Signature]*  
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## MINUTES OF THE MEETING

### AGENDA :

SUSPENSION - DISCUSSION ON ENQUIRY  
COMMITTEE REPORT

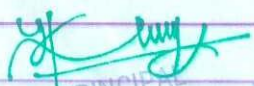
### DECIDED THAT

1. On the basis of the report, submitted by the enquiry committee, formed as part of disciplinary action taken on 14/12/2021 Tuesday (The committee includes A chairman, warden and a member. Mr. MUHAMMED NISHAD .C.P, (Dept of travel and tourism) MOHAMMED TABIR .C.V (Dept of Management) MR. ILYAS K.P (PG Dept of commerce), Mr. MUHAMMED SHAMEEM.P (Department of physical education) - the following decisions are taken:-

1. Suspension of ABDUL BASITH .K (6<sup>th</sup> sem B.com finance) will be expired on 14<sup>th</sup> January 2022. By 17<sup>th</sup> January onwards, he can attend in regular classes.

2. Other suspended students named - FARSAN ALI .OT (6<sup>th</sup> sem BTM), MOHAMMAD SHANITH .T (6<sup>th</sup> sem BTM), SHANIB AFRIDI .K (6<sup>th</sup> sem BTM) duration again extended to further discussion.



  
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Date: 20/01/22.

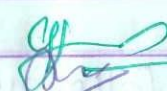

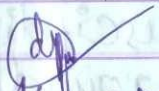

Time: 2:00 pm

venue: principal's cham

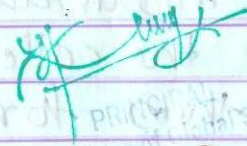
AGENDA :

SUSPENSION - DISCUSSION ON ENQUIRY COMMITTEE REPORT

PARTICIPANTS

1. Hussain - K 
2. Zadaulheem 
3. Deepa 
4. 



  
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 Malappuram Dt - 676552

8. An Enquiry committee is formed for teacher  
 conduct based on available evidence against  
 above accused students and suggested to  
 take more disciplinary action against them.  
 The committee includes a chairman, writer and  
 members. Mr. Zubin K is the chair, representative  
 of students) Mr. RAHMAN MOL P (representative  
 of parent and teacher) Mr. THE SIMON (Principal  
 & others) have been selected for the enquiry  
 committee.

## AGENDA:

### SUSPENSION - DISCUSSION ON ENQUIRY COMMITTEE REPORT

DECIDED THAT:

1. The suspended students named - FAIRSAN ALI OT (6<sup>th</sup> sem BTM), MUHAMMAD SHANITH T (6<sup>th</sup> sem BTM), SHANIB AFRIDI K (6<sup>th</sup> sem BTM) can attend the college and meet the principal, with their parents on 24/01/22 Monday 9:30 am.

2. The names of following students are reported as part of indisciplinary acts occurred in the college surroundings. On the basis of 1<sup>st</sup> information reports and adequate evidences, the college council has decided to suspend them for further enquiry.

MOHAMMED SAQIB CT (3<sup>rd</sup> BTM)

MOHAMMED ARSHAD (3<sup>rd</sup> BTM)

MAHABOOB N.P (3<sup>rd</sup> BTM)

3. An Enquiry committee is formed for further enquiry based on available evidences against above accused students, and subsequently, to be taken more disciplinary actions against them. The committee includes a chairman, writer and a member. Mr. SUBIN K is the chief, (Department of Commerce) Mrs. RAHSINA MOL P (Department of Travel and Tourism) Mr. LINS SIMON (Department of Botany) have been selected for the enquiry committee.



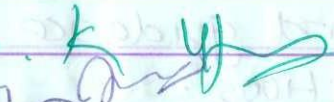
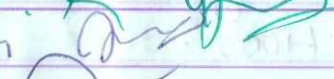
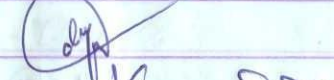



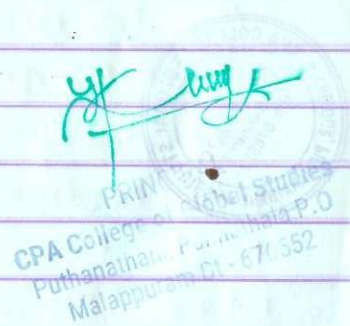
Date : 22/07/22  
Time : 10:30 Am  
venue : principals chamber

AGENDA

FURTHER DISCUSSION ON DISCIPLINARY ACTION.

PARTICIPANT

1. Hussain 
2. Scudapellem 
3. Deepa 
4. Alig 



12 11

88 - 2202

## MINUTES OF THE MEETING.


### AGENDA

1. Further discussion on disciplinary action

DECIDED THAT

on the report of enquiry committee, the suspension of Saleem Sabith (Admn no. 2116 - 3<sup>rd</sup> Sem BA English) is changed to his termination from this college, and will be given ways and guidance for his better transfer selections.



  
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MEETING

Date: 19/9/22

Time: 12:00 pm

venue: ...

### AGENDA

1. Disciplinary action
2. Suspension enquiry report.

### PARTICIPANTS

1. ~~...~~
2. Saadul Khan
3. Deepa
4. ...



Principal  
 CPA College of Studies  
 Puthanathara, Ponnathala P.O  
 Malappuram District 676552

14

## MINUTES OF THE MEETING.

### AGENDA.

1. Disciplinary action
2. suspension enquiry report.

### DECIDED THAT

1. As per the 1<sup>st</sup> information report on the indisciplinary actions happened in 2 incidents from following students, they have been suspended for further enquiry.

1. FARHAN -
2. MUHAMMED AJMAL SHIBILI C- 3<sup>rd</sup> BTM
3. SAFROS - 3<sup>rd</sup> BBA
4. RIFAS - 5<sup>th</sup> BCOM Finance.
5. IRSHAD - 3<sup>rd</sup> BBA
6. MOHAMMED NISHAD .K - 3<sup>rd</sup> BTM.
7. MOHAMMED ASHIQUE .KT .3<sup>rd</sup> BTM.

An enquiry committee is formed for further proceedings. -

Mrs. Bindu R (Dept of commerce)

Mrs. Dhanya S Nair (Dept of psychology)

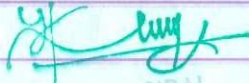
Mr. Mohammed Nishad (Dept of Travel and Tourism)

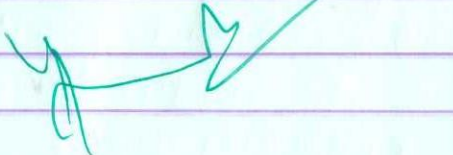
Mr. Jafar (Dept of Arabic)

Mr. Nooruddeen (physical education)

2. The further actions on suspended students MUHAMMED ARSHAD - 3<sup>rd</sup> BTM, in another disciplinary action, will be taken over after getting enquiry report on it from the committee.



  
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CPA College of Global Studies  
Pimpri



Date : 30/09/22 M

Time : 3.15 PM

venue : principal's chamber.

AGENDA

- 1. Disciplinary action - disciplinary discussion on enquiry reports.

PARTICIPANTS:

- 1. [Signature]
- 2. Saadullah [Signature]
- 3. Deepa [Signature]
- 4. [Signature]

[Signature]



CPA College of Global Studies  
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Malappuram Dt - 676552

## MINUTES OF THE MEETING

### AGENDA

1. Disciplinary action - discussion on enquiry reports.

### DECIDED THAT:

1. On the basis of enquiry report, further action should be taken on the suspended student MUHAMMED ARSHAD - 3<sup>rd</sup> BTM, that there is no way other than his termination from the college, as his past history support it.
2. The suspended student, MUHAMMED FARHAN - 5<sup>th</sup> BTM will be allowed to continue in the college with strict warning and after signing TC and parents' affidavit.
3. The suspension of following students is prolonged for further enquiry. An enquiry committee is formed as Mr. SUBIN K, Mr. SALEEM AHMAD SHAFI, Mrs. Rahsina. Are the committee members.  
students' name:
  1. MOHAMMED NISHAD . K - 3<sup>rd</sup> BTM
  2. MUHAMMED SARFAROSH - 3<sup>rd</sup> BBA
4. The below said students' suspension is withdrawn on the basis of enquiry report which states the innocence of the accused and reconciliation of attendance in the duration of suspension



Students name:

1. MUHAMMED AJMAL SHIBILI - 3<sup>rd</sup> BTM.
2. MUHAMMED RIFAS - 5<sup>th</sup> Bcom Finance
3. MUHAMMED IRSHAD .T.P - 3<sup>rd</sup> BBA

AS part of disciplinary action following students are restricted to enter the college. Their parents should attend the college also

Shabir shad - 5<sup>th</sup> BTM

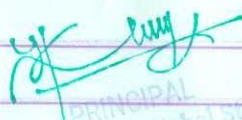
Maidul .ik - 3<sup>rd</sup> BBA

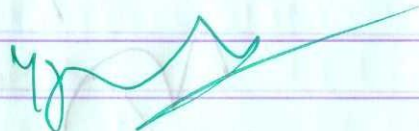
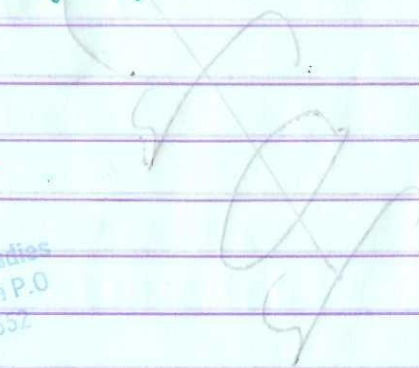
Hameem - 3<sup>rd</sup> Bcom cooperation

Anjal - 3<sup>rd</sup> Bcom coop

Muhammed Raneesh .kk - 3<sup>rd</sup> BBA



  
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Malappuram Dt. 676552

MINUTES OF THE MEETING

Date: 7/02/23

Time: 11:15 am

Place: principal's  
chamber.

## AGENDA

Disciplinary action.

## PARTICIPANTS

1. Mr. Sathya Narayanan
2. Mrs. Deepa M
3. Mr. Ali Zaidan





## MINUTES OF THE MEETING.

## AGENDA

Disciplinary action.

proceedings in the meeting:

- The following named students of 4<sup>th</sup> Sem Bcom Finance, were suspended on the ground of prima facie evidences of undisciplined behaviour towards faculties, which was reported by them, at the time of industrial visit journey and other disobedient acts from their part.

MOHAMMED NAZIL P (Admn. no: 2083)

SAKEER. K (Admn. no. 1905)



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MINUTES OF THE MEETING

Date: 06/03/2023

Time: 10:00 AM

Place: Principal's chamber.

AGENDA

- 1. Disciplinary action for issue related arts fest

PARTICIPANTS

- 1. Jissank
- 2. Satharatharan
- 3. Deepa M.
- 4. Prizantha



[Signature]  
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 Puthanathalam, Punnathala P.O  
 Malappuram Dt - 676552



# MINUTES OF THE MEETING.

## AGENDA

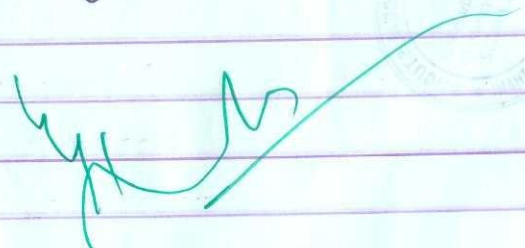
Disciplinary action for issue related to  
arts fest

proceedings in the meetings -

1. on the basis of prima facie evidence on the 2 indisciplinary incidents which were occurred in Arts Fest of the college on 04/03/2023 and the following students were suspended.

- a) AJMAL SHANIQ - (2 YEAR BTMM)
- b) MUHAMMED FAVAS : CP (2nd year Bcom cooperation)
- c) MUHAMMED HAKEEM . P (2nd year Bcom cooperation)
- d) SAYYID MUHAMMED NAJEEB (Bcom cooperation - 2nd year)
- e) ARSHAD . T (3rd year BBA)
- f) SHAJAHAN . N (3rd year BBA)



  
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Puthanathani, Punnathur  
Malappuram Dt - 676522

GRIEVANCE REDRESSAL CELL  
2023 - 24

MINUTES OF THE MEETING

Date : 14 / 06 / 23

Time : 2:45 pm

Place :

AGENDA

1. disciplinary further action for issue related arts fest - reimbursement of compensation
2. Disciplinary action for issue on 12/06/2023
3. disciplinary action for issue on 13/06/2023

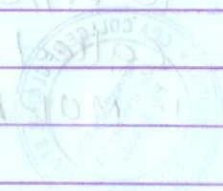
PARTICIPANTS

1. Hussain A
2. Sadaul Khan
3. Deepa M

*[Handwritten signature]*



*[Handwritten signature]*  
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 Malappuram - 676552



## MINUTES OF THE MEETING

### AGENDA

1. Disciplinary further action for issue noted arts test.
2. Disciplinary action for issue on 12/06/23
3. Disciplinary action for issue on 13/06/23

### Proceedings in the meeting

1. on the basis of enquiry report on the <sup>issue</sup> ~~at~~ at the time of Arts test on 04/03/2023, some more actions are also be taken on suspended students by granting permission to enter the class rooms as usual, and also levying an indemnity for the damage made by them of Rs. 3000/- from each student with the intimation of their parents about these matters directly in the presence principal. The following students are liable for indemnity:

1. MUHAMMED FAVAS CP (5<sup>th</sup> Sem Bcom cooperation)
2. MUHAMMED HAKEEM P (5<sup>th</sup> Sem Bcom cooperation)
3. SAYYID MUHAMMED NATEEB (5<sup>th</sup> sem Bcom cooperation)

2. The following students are suspended on the issue occurred on 12/06/23 outside the campus, from 12/06/23 for in disciplinary lives and there by violating rules and regulations of the college they are not allowed to enter the campus except when they called for.



1. MUBEEN . M (Adm no . 1829) 5<sup>th</sup> sem BBA, Department management stud

2. ISMAIL IRSHAD .K (Admn no 2028) (5<sup>th</sup> Sem  
B com finance, PG Dept of commerce-tiruvallur)

3. The following .

3. MOHAMMED ASIL (Admn no 2023) (5<sup>th</sup> sem  
Bcom cooperation s)

3. The following students are suspended on the issue occurred on 13/06/2023 inside the campus. On 13/06/23 onwards for ragging and thereby violating the rules and regulations of the college. They are not allowed to enter the college except when they are called for further enquiry or anything from office. Along with the suspension letter, the ragging complaint from the victim has been handed over to the police station nearby -

1. MOHAMED RINSHAD .K (PG Dept of commerce)
2. MOMAMED ZAHEERSHA - " finance)
3. SUJI .TK . "
4. SHAMSUDHEEN .K.P (Dept of travel and tourism)

These 4 students are suspended on 13/6/23 itself by getting legal complaint from the victim on 13/6/23

5. MOHAMMED MARSOOQ .K (PG Dept of commerce)
6. SHAHEER MUSTHAK .K " finance)
7. ANIRUDH .K . "

(These 3 students are suspended on 14/6/23 by revising complaint from the victim of same issue above).



  
PRINCIPAL

Date: 04/07/2023

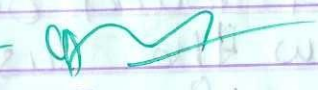
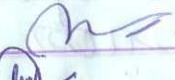

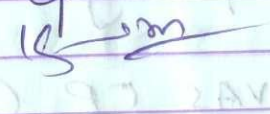
Time: 2:30 pm

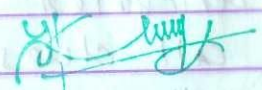
Place:

AGENDA:

Discussion on the letter submitted by suspended student sayyid mubammed Najeeb.

PARTICIPANTS

- 1. Hussain 
- 2. Sabarathnam 
- 3. Deepa 
- 4. Muzammil 



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## MINUTES OF THE MEETING


### AGENDA

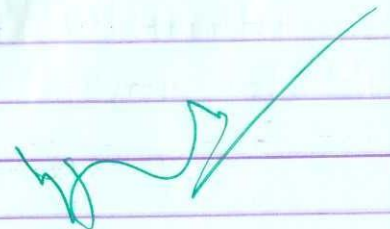
Discussion on the letter submitted by suspended student Sayyid Mubammed Najeeb.

Proceedings in the meeting:

1. On the ground of letter submitted by Sayyid Mubammed Najeeb (5<sup>th</sup> sem Bcom Cooperation) the suspended student stating in the letter that he has no any part in the issue on which he suspended, the council conducted more discussion on this matter, and found out that there is no way to withdraw the suspension and idemnity on him due his prior statement reports at the time of enquiry.
2. MUHAMMED FAVAS CP (5<sup>th</sup> sem Bcom Coop) another suspended, has not yet cleared all dues on this issue and was allowed to enter the class room.
3. MUHAMMED HAKEEM. P (5<sup>th</sup> sem Bcom Cooperation); another suspended, has not yet cleared the due said he will not be allowed to enter the college until these are cleared.



  
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Putlana, P.O. Putlana, Dist. Malajyandri, Pin 416552



Date: 30/11/23  
Time: 2:30 pm  
place: [illegible]

AGENDA:

1. Disciplinary action - further action.
2. Attendance issue of Binshad in dept of English.

PARTICIPANTS

1. Husein [Signature]
2. Sadamulheem [Signature]
3. Deepam [Signature]
4. Nazam [Signature]

[Signature]



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Malappuram - 676552

## MINUTES OF THE MEETING.

## AGENDA:

Disciplinary action.

Attendance issue of Binshad in dept of English.

proceedings in the meeting.

- The suspension of following students for the indisciplinary action occurred in the Department of Management Studies on one month before and the reels published in 20<sup>th</sup> October 2023, is withdrawn by the council on the basis of enquiry committee report, and they can enter the campus on 4<sup>th</sup> December 2023 Monday and continue the study as usual. But the reentering must be with presence and affidavit of parents in front of principal.

1. MOHAMED AFAM .V (admo no .2122)
2. MOHAMMED SAFVEED K (2106)
3. MUNVIR ALI V .K (admo no .1805)
4. NIKHIL K P (admo no .1825)
5. ANSHID (2007)

- Binshad, from dept of English, 3<sup>rd</sup> sem will be treated as year out due to serious shortage of attendance, 42%



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Puthanathani, Puthanathala P.O.  
Pin. 676552

Date: 03/01/24  
Time: 11:45 AM  
Place: AQUADA

AGENDA

- 1. Disciplinary action - vehicle racing at campus.

PARTICIPANTS

- 1. Hussain A. [Signature]
- 2. Saadul Khan [Signature]
- 3. Deepa M [Signature]
- 4. Ali Zamin [Signature]



[Signature]  
 CPA College of Global Studies  
 Puthanada, Malappuram Dt. Pin: 676552



# MINUTES OF THE MEETING.

## AGENDA


Disciplinary action - vehicle racing at campus.

## Discussion & proceedings

1. The following students were suspended for indisciplined behaviour, due creating threatened condition by horroz racing of four wheel vehicle inside the campus, sitting on bonnet of the vehicle, celebrating chaatmay in a undisciplined manner, on 22/12/23.

1. MUHAMMED JUDAIR P (admo no. 1956)  
(6th B10m fin)
2. MOHAMED MUBARIS K (admo 207) "
3. MOHAMED NAZIL P (admo 2083) "
4. ISMAIL IBSHAD K (admo 2028) . "



  
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