



SREE NARAYANA COLLEGE

Karamcode P.O, Chathannur, Kerala- 691572

Affiliated to University of Kerala

NAAC accredited with 'B' grade



Email: snychthannur@gmail.com; Ph: 0474-2593312; Website: <https://snechathannur.ac.in/>

Circular/web-link/committee report justifying the objective of the metric

1. 2021-2022

a) Report of Grievance Redressal Cell

In the beginning of the academic year (2021-22), the Grievance Redressal cell for students was constituted with the objective of tracking and resolving the grievances of students. A meeting was constituted with Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry) as convenor and Dr. M. G. Biju (Department of Commerce) and Dr. Subhash Chandran C. S. (Dept. of Hindi) as members. The meeting discussed the action plan of the cell during the academic year. The meeting decided to give an awareness class by Discipline committee to encourage the students to express their grievance freely without any fear of being victimized. The Grievance Redressal cell received a complaint from History Department regarding the non-working of fans and lights in classrooms. Another complaint from PG students of Chemistry Department regarding the lack of first aid kit in the Chemistry lab. These matters were discussed with their respective HODs. As a result, the PTA repaired the fans and lights and distributed first aid kit to the chemistry lab. Students from the Mathematics department gave a complaint regarding the shortage of water supply. The meeting discussed the complaint seriously and initiated the maintenance process of pipelines and the damaged pipes were replaced and new pipelines were installed. The next complaint was received from the students of Commerce Department regarding the water purifier maintenance and the issue was resolved. The Grievance Redressal cell resolved all the complaints raised by students during the

academic year. The meeting analyzed the feedback form from the students and concluded that mechanism and methodologies adopted by the Grievance Redressal cell were successful.

Office of the cell

Convenor : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Members : Dr. M. G. Biju (Department of Commerce)

: Dr. Subhash Chandran C. S. (Dept. of Hindi)

b) Report of Anti-Ragging Cell

Anti-Ragging cell is tasked with resolving any complaints made by students regarding ragging and as a result, the cell is taken strong action on the basis of the grievance related to ragging. Each year, the Anti-Ragging cell is started its activity at the beginning of the academic year. The Anti-Ragging cell constituted on 28/06/2021 and it consists of two committees; Anti-Ragging committee/Squad and Anti-Sexual harassment cell. The cell selected convenors and members of each cell.

The Anti-Ragging cell conducted an awareness program for newly admitted graduate and post graduate students. Also, the cell organized a counselling session to the students along with their parents on the same day of admission. The cell collected undertaking from students and their guardians for supporting anti-ragging through student representative in each class. The cell facilitated the students with support and encouraging them to complaint against such a ragging and harassments to the tutor//HoD/Principal. The Anti-Ragging cell organized a webinar on the topic, '**Anti-Ragging Laws in India**' on 5th August 2021 by Adv. K. G. Baiju. The session was an interactive one and seemed to be effective for the students.

The cell evaluated its performance evaluation at the ending of academic year (2021-22). Also, the cell discussed the future plan of action for the next academic year.

Office of the Cell

Principal : Dr. M. S. Latha

1. Anti-Ragging Committee/Squad

Chairperson : Dr. M. S. Latha (Principal)

Convenor : Dr. Subhash Chandran C. S. (Dept. of Hindi)

Members : Dr. Vishnu S. (Dept. of Commerce)

: Dr. Biju Sukumar (Dept. of Physical Education)

: Mr. Binoy S. (Dept. of Commerce)

Lady Rep. of the faculty: Mrs. Muthu S. (Dept. of Chemistry)

Management Nominee: Dr. G. Jayadevan (Treasurer, S. N. Trust)

2. Anti-Sexual Harrassment cell

Convenor : Mrs. Nisha T. V. (Dept. of Commerce)

Members : Mrs. Muthu S. (Dept. of Chemistry)

: Mrs. Divya B. P. (Dept. of Commerce)

: Mrs. Rasmi K (Dept. of Mathematics)

c) Report of Internal Complaints Committee

In the beginning of the academic year (2021-22), Internal Complaint Committee was constituted with the objective of developing a permanent mechanism for the prevention, prohibition and redressal of sexual harassment of women and to actively promote a social and physiological environment that will raise awareness about and prevent acts of sexual harassment of women in the college. The meeting on 22/07/2021 evaluated the activities of the Committee for the academic year. The meeting confirmed that the institution has a zero tolerance policy for any sort of harassment of its students, teachers and other staff. As per the recommendation of the committee, an awareness programs were conducted by respective tutors in each class. There were no cases or complaints reported during the academic year. It shows the effective functioning of the committee.

Office of the cell

Principal : Dr. M. S. Latha

Women Presiding officer : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Members

(from teaching staff) : Dr. Subhash Chandran C. S. (Dept. of Hindi)
: Mrs. Jiji S. P. (Dept. of Commerce)

Members

(from non-teaching staff) : Mr. M. Mukundan (Office Superintendent)
: Mrs. Sheela D.

Student members : Priya S. (I M. Sc. Mathematics)
: Adwaith S Kumar (I DC History)
: Kavitha Vijayan (II DC Commerce)

2. 2020-2021

a) Report of Grievance Redressal Cell

In the beginning of the academic year (2020-21), the Grievance Redressal cell for students was constituted with the objective of tracking and resolving the grievances of students. A meeting was constituted with Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry) as convenor and Dr. M. G. Biju (Department of Commerce) and Dr. Subhash Chandran C. S. (Dept. of Hindi) as members through google meet. The meeting discussed the action plan of the cell during the academic year. The regular classes were switched to online classes, as a result of the epidemic and the beginning of lockdown. Students faced different difficulty in attending the online classes. Aiswarya L., II DC Industrial chemistry student complained the cell about the need for smart phone claiming she could not attend online classes without one. The cell advised the college council to gather any complaints about not having a smart phone to take online classes. Our teaching faculty from Chemistry Department Mrs. Muthu S. gifted smart phone to Aiswarya L. and another student Sneha G., from History Department who raised the same grievance. The meeting analyzed the feedback form filled by the students and concluded that mechanism and methodologies adopted by the Grievance Redressal cell were successful.

Office of the cell

Convenor : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Members : Dr. M. G. Biju (Department of Commerce)

: Dr. Subhash Chandran C. S. (Dept. of Hindi)

b) Report of Anti-Ragging Cell

Anti-Ragging cell is tasked with resolving any complaint made by students regarding and as a result the cell took decisive action based on the complaint. Anti-Ragging cell is starts its activity at the beginning of every academic year. The Anti-Ragging cell constituted on 15/06/2020 and it consists of two committees; Anti-Ragging committee/Squad and Anti-Sexual harassment cell.

The cell selected office bearers in the Anti-Ragging cell through google meet due to COVID 19 pandemic. The cell discussed the plan of action during the academic year. Due to

COVID 19 pandemic, lockdown started and regular classes were transformed into online classes. Thus, no cases were reported. The Anti-Ragging cell organized a webinar on the topic, **‘Know The Rules of Campus’** on 15th February 2021 by Adv. K. G. Baiju. The session was an interactive one and seemed to be effective for the students.

Also, the meeting discussed the future plan of action for the next academic year at end of the academic year.

Office of the Cell

Principal : Dr. M. S. Latha

1. Anti-Ragging Committee/Squad

Chairperson : Dr. M. S. Latha (Principal)
Convenor : Dr. Subhash Chandran C. S. (Dept. of Hindi)
Members : Dr. Vishnu S. (Dept. of Commerce)
: Dr. Biju Sukumar (Dept. of Physical Education)
: Mr. Binoy S. (Dept. of Commerce)

Lady Rep. of the faculty: Mrs. Muthu S. (Dept. of Chemistry)

Management Nominee : Dr. G. Jayadevan (Treasurer, S. N. Trust)

2. Anti-Sexual Harrassment cell

Convenor : Mrs. Nisha T. V. (Dept. of Commerce)
Members : Mrs. Muthu S. (Dept. of Chemistry)
: Mrs. Divya B. (Dept. of Commerce)
: Mrs. Reshmi K (Dept. of Mathematics)



SREE NARAYANA COLLEGE, CHATHANNUR

Affiliated to University of Kerala

Anti-ragging cell organise a Webinar on

Know The Rules of Campus

Resource person

Adv. K. G. Baiju,
Part-time Law Lecturer,
Department of Commerce,
Sree Narayana College,
Chathannur.



DATE : 15th February 2021 @ 7.30 pm

Principal
Dr. M. S. Latha

Coordinators
Dr. Subhash Chandran C. S. & Mrs. Nisha T. V.

Webinar link
<http://meetgoogle.com/rtd-fyge-uku>

Adv. K. G. Baiju handling the webinar session.

3. 2019-2020

a) Report of Grievance Redressal Cell

In the beginning of the academic year (2019-20), the Grievance Redressal cell for students was constituted with the objective of tracking and resolving the grievances of students. A Cell was constituted with Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry) as convenor and Dr. M. G. Biju (Department of Commerce) as member. The meeting discussed the action plan of the cell during the academic year. The meeting analyzed the feedback form filled by the students during last year and concluded that the mechanism and methodologies adopted by the Cell were successful to avoid grievances. The meeting conducted an awareness class by Discipline committee to encourage students to express grievance freely without any fear of being victimized. During the discussion held on 29/07/2019, the issue with the classroom's malfunctioning fans and lights were raised. The members of the Cell discussed the grievances with Principal and PTA and ensured the redressal of the matter as early as possible. Based on the discussion, with immediate effect, the college PTA approved to repair or replace fans and lights in the class rooms and to fix new lights and fans, where there were not fixed yet. Another grievance regarding the non-working of purifiers was resolved by repairing them and installing two water purifiers in the college to resolve the lack of drinking water. The grievances that were reported before the Grievance Redressal cell during the year (2019-20) were resolved satisfactorily.

Office of the cell

Convenor : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Member: Dr. M. G. Biju (Department of Commerce)

b) Report of Anti-Ragging Cell

Anti-Ragging cell is responsible for addressing any grievances raised by students related to ragging and thus the cell will take strong action on the basis of the grievance related to ragging. The Anti-Ragging cell constituted on 21/06/2019 and it consists of three committees, viz, Anti-Ragging committee, Anti-Ragging Squad and Anti-Sexual harassment cell.

The cell selected office bearers for each of the committee and student representatives from each class for the academic year (2019-20). The cell discussed the plan of action for the

academic year. The cell organized an awareness program for each first year students. The cell provided the students with assistance and encouraged them to report to their tutor about any social discrimination and harassment. The Anti-Ragging cell organized an awareness class on the topic, '**Anti-Narcotic, Anti-Ragging - Cyber Laws**' on 19th September 2019 by Adv. Poornima G. The session was an interactive and informative one.

At the end of the academic year, the cell evaluated the performance evaluation. The cell concluded that there were no complaints reported during this academic year. Thus, the Principal appreciated all the members, tutors and student representatives for their performance and vigilant observation.

Office of the Cell

Principal : Dr. Subhash Chandran C. S.

1. Anti-Ragging Committee

Chairperson : Dr. Subhash Chandran C. S. (Principal)
Convenor : Dr. N. B. Sreekala (Dept. of Chemistry)
Members : Dr. Vishnu S. (Dept. of Commerce)
: Dr. Biju Sukumar (Dept. of Physical Education)
: Mrs. Bhavyasree P. G. (Dept. of Physics)

Lady Rep. of the faculty: Mrs. Muthu S. (Dept. of Chemistry)

Management Nominee : Dr. G. Jayadevan (Treasurer, S. N. Trust)

PTA Nominee : Ms. Sunitha Vinod

2. Anti-Ragging Squad

Convenor : Dr. Vishnu S. (Dept. of Commerce)
Members : Mr. Binoy S. (Dept. of Commerce)
: Mrs. Muthu S. (Dept. of Chemistry)
: Dr. Biju Sukumar (Dept. of Physical Education)

3. Anti-Sexual Harrassment cell

Convenor : Dr. N. B. Sreekala (Dept. of Chemistry)
Members : Dr. M. G. Biju (Dept. of Commerce)
: Mrs. Bhavyasree P. G. (Dept. of Physics)
: Mrs. Biji B. (Dept. of Commerce)
: Mrs. Rasmi K. (Dept. of Mathematics)



SREE NARAYANA COLLEGE, CHATHANNUR

Affiliated to University of Kerala

Anti-ragging cell organise an awareness class on

Anti-Narcotic, Anti-Ragging - Cyber Laws



Resource person

Adv. Poornima G.,
Advocate, Kolam



DATE : 19th September 2019 @ 10.00 am

Principal

Dr. Subhash Chandran C. S.

Coordinators

Dr. Sreekala N. B. & Dr. Vishnu S.



Adv. Poornima G., handling the awareness class on 'Anti-Narcotic, Anti-Ragging – Cyber Laws'.

4. 2018-2019

a) Report of Grievance Redressal Cell

In the beginning of the academic year (2018-19), the Grievance Redressal cell was constituted for monitoring the grievances from the students. A meeting was constituted with Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry) as convenor and Dr. M. G. Biju (Department of Commerce) as member. The meeting discussed the action plan of the cell during the academic year. The meeting examined the feedback form filled by the last year degree students and concluded that the mechanism and methodologies adopted by the Grievance Redressal cell were successful in the college to avoid grievances. There were no written or oral complaints reported from the students during the academic year. The committee concluded that the methodologies adopted by the college during this academic year were also successful to avoid grievances.

Office of the cell

Convenor : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Member : Dr. M. G. Biju (Department of Commerce)

b) Report of Anti-Ragging Cell

For addressing grievances raised by the students, the Anti-Ragging cell is constituted in a meeting held on 11/06/2018. It consists of three committees: Anti-Ragging committee, Anti-Ragging Squad and Anti-Sexual harassment cell.

The Anti-Ragging cell appointed teachers and volunteers in every block to check ragging related activities. The Anti-Ragging cell selected convenors and members in each committee. As per the Supreme Court of India and UGC guidelines, the Anti-Ragging cell take some necessary measures to prevent ragging cases. The cell has the power to suspend the culprit from the college, withholding scholarship/fellowship and other benefits and denial of good conduct certificate depending upon the nature of ragging. The Anti-Ragging cell organized a seminar on the topic, '**Sensing the Crimes Among Youth**' on 10th September 2018 by Adv. Prasanth R. S. The session was an interactive one and seemed to be effective for the students.

At the end of the academic year, the cell evaluated the performance evaluation and confirmed that there were no complaints reported during this academic year.

Office of the Cell

Principal : Dr. T. Pradeep

1. Anti-Ragging Committee

Chairperson : Dr. T. Pradeep (Principal)

Convenor : Dr. Subhash Chandran C. S. (Dept. of Hindi)

Members : Mr. Kiran Mohan M. (Dept. of Malayalam)
: Mrs. Bhavyasree P. G. (Dept. of Physics)

Lady Rep. of the faculty: Mrs. Muthu S. (Dept. of Chemistry)

Management Nominee : Dr. G. Jayadevan (Treasurer, S. N. Trust)

PTA Nominee : Ms. Sunitha Vinod

2. Anti-Ragging Squad

Convenor : Mr. Kiran Mohan M. (Dept. of Malayalam)

Members : Mr. Binoy S. (Dept. of Commerce)
: Mrs. Muthu S. (Dept. of Chemistry)
: Dr. Subhash Chandran C. S. (Dept. of Hindi)

3. Anti-Sexual Harrassment cell

Convenor : Dr. N. B. Sreekala (Dept. of Chemistry)

Members : Dr. M. G. Biju (Dept. of Commerce)
: Mrs. Bhavyasree P. G. (Dept. of Physics)
: Mrs. Biji B. (Dept. of Commerce)
: Mrs. Rasmi K. (Dept. of Mathematics)



SREE NARAYANA COLLEGE, CHATHANNUR

Affiliated to University of Kerala

Anti-ragging cell organise a Seminar on

Sensing the Crimes Among Youth



Resource person

Adv. Prasanth R. S.,
Advocate, Kolam.



DATE : 10th September 2018 @ 10.00 am

Principal
Dr. T. Pradeep

Coordinators
Dr. Subhash Chandran C. S., Dr. Sreekala N. B. & Mr. Kiran Mohan M.



Adv. Prasanth R. S., handling the seminar session.

5. 2017-2018

a) Report of Grievance Redressal Cell

The Grievance Redressal cell was constituted at the beginning of the academic year (2017-18) with the aim of reviewing the grievances from the students. A meeting was constituted with Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry) as convenor and Dr. M. G. Biju (Department of Commerce) as member. During the academic year, there were no written or oral complaints reported from the students. The meeting discussed the action plan of the cell during the academic year. Also, the Cell distributed feedback form to students. The panel found that the methodologies adopted by the college were effective.

Office of the cell

Convenor : Dr. N. B. Sreekala (Head of the Department, Dept. of Chemistry)

Member : Dr. M. G. Biju (Department of Commerce)

b) Report of Anti-Ragging Cell

Anti-Ragging cell is responsible for addressing any grievances raised by students related to ragging and thus the cell has the right to take strong action on the basis of the grievance related to ragging. The Anti-Ragging cell constituted on 12/06/2017 and it consists of three committees; Anti-Ragging committee, Anti-Ragging Squad and Anti-Sexual harassment cell.

The cell selected office bearers for each of the committee for the academic year (2017-18). The cell discussed the plan of action for the academic year. The cell organized counselling session for the newly admitted students. The meeting selected student representative from each class. Also, the meeting addressed the student representative as a vigilant observer inside the class and college. The Anti-Ragging cell organized a seminar on the topic, '**Ragging and Its Consequences**' on 19th September 2017 by Adv. Leena Padmadas. The session was a very nice and informative one.

At the end of the academic year, the cell evaluated the performance evaluation. The cell analysed that there were no complaints reported during this academic year. Thus, the Principal appreciated all the members, tutors and student representatives for their performance and vigilant observation.

Office of the Cell

Principal : Dr. Subhash Chandran C. S.

1. Anti-Ragging Committee

Chairperson : Dr. Subhash Chandran C. S. (Principal)

Convenor : Dr. Rajasekharan A. (Dept. of Commerce)

Members : Mr. Kiran Mohan M. (Dept. of Malayalam)

: Mrs. Bhavyasree P. G. (Dept. of Physics)

Lady Rep. of the faculty: Mrs. Muthu S. (Dept. of Chemistry)

Management Nominee : Dr. G. Jayadevan (Treasurer, S. N. Trust)

2. Anti-Ragging Squad

Convenor : Mr. Kiran Mohan M. (Dept. of Malayalam)

Members : Mr. Binoy S. (Dept. of Commerce)

: Dr. Rajasekharan A. (Dept. of Commerce)

: Mrs. Muthu S. (Dept. of Chemistry)

: Ms. Reshma Salim (Dept. of English)

3. Anti-Sexual Harrassment cell

Convenor : Dr. N. B. Sreekala (Dept. of Chemistry)

Members : Dr. M. G. Biju (Dept. of Commerce)

: Mrs. Bhavyasree P. G. (Dept. of Physics)

: Mrs. Biji B. (Dept. of Commerce)

: Mrs. Rasmi K. (Dept. of Mathematics)



SREE NARAYANA COLLEGE, CHATHANNUR

Affiliated to University of Kerala

Anti-ragging cell organise a seminar on

Ragging and Its Consequences



Resource person

Adv. Leena Padmadas,
Advocate, Kolam



DATE : 19th September 2017 @ 10.00 am

Principal

Dr. Subhash Chandran C. S.

Coordinators

Dr. Rajasekharan A., Dr. Sreekala N. B. & Mr. Kiran Mohan M.



Adv. Leena Padmadas handling the seminar session.