



## Executive Meeting

Students Grievances and Redressal Cell  
Katahguri College,

Dist. Nagaon, Assam.

Venue: IQAC room

Date: 29-03-2018. Time: 2:30 P.M.

Today on 29-03-2018 an executive meeting of the Students Grievances and Redressal cell is held at IQAC room, Katahguri College under the chairmanship of Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:-

1. Taking chair by the chairperson.
2. Objectives of the meeting.
3. Discussion on about making seal.
4. Discussion on about conduct an awareness programme.
5. Discussion on about nomination the resource person for awareness programme.
6. Others.

### Signatures of the Present members:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Md. Anjarul Azam Farid.
4. Shamim Khanam
5. Monisha Seikia.
6. Imdadul Alam, President of Student Union

Following resolutions have been taken by this meeting:-

Resolution No-1: In today's meeting it is decided that to make seal in the

name of chairperson and Convenor respectively for proper functioning of Students grievances and redressal cell.

### Resolution No. 2.

In today's meeting it is decided that to organise an awareness programme on Students grievances and redressal process by the Convenor of this cell.

### Resolution No. 3.

In today's meeting it is decided that to nominate the resource person from the teaching staff of our College i.e. Mr. Iqbal Bahar Choudhury, IQAC Co-ordinator, Mr. M.H. Khandaker, Asstt. professor, Mr. Saïdur Rahman, Asstt. prof. and Ashrumoni Deka, Asstt. professor to conduct the awareness programme.

The meeting ended with the vote of thanks after the valuable speech of chairperson.

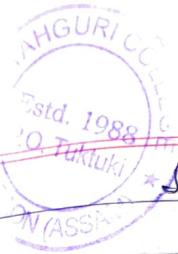


Principal  
Katahguni College  
Nagaon (Assam)



Convenor  
Students Grievance and Redressal Cell  
Katahguni College





## Executive Meeting

Students Grievances and Redressal Cell  
Katakuri College.

Date: 20/06/2018

Venue: Teachers Common Room.

An executive meeting of Students grievances and redressal cell is held on 20/06/2018 at 2:30 p.m. at teachers Common Room of Katakuri College under the Chairmanship of Dr. Khairul Islam, Principal of Katakuri College.

### Agendas the meetings:

1. Chairing by the Chairperson.
2. purpose of the meeting.
3. Recitation of earlier meeting and its approval.
4. Discussion regarding on about Grievance/ Suggestion Box.
5. Discussion on about Grievances and Redressal format preparation.
6. Discussion about opening of Grievance/ Suggestion box.
7. others.

### Signatures of the members:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Sikria.
4. Md. Anjarul Azam Khan
5. Shamim Khanam
6. Imdadul Alam, President of Student Union

In the meeting the following resolution unanimously have been taken.

#### Resolution No-1:

In the meeting resolution have been taken to review read out and accept the resolutions of the previous meeting.

#### Resolution No-2:

Today in the meeting a resolution has been taken to prepare a grievance/ suggestion box for dropping the complaint or suggestion letter and also setting it in front of the office room of Katakgori College.

#### Resolution No-3:


In the meeting a resolution has been taken to prepare a application format for grievances and redressal and also decided that to provide the format to aggrieved students and others when it's necessary.


#### Resolution No-4:

In the meeting a resolution has been taken that to open the grievance/ suggestion box by end of the every month through the presence of the Convenor or Chairperson of Students grievance and redressal cell.



At last, the meeting ended with the vote of thanks after the valuable speech of the chairperson of Dr. Khairul Islam, Principal of the College.

  
Principal  
Kalahuri College  
Dist. Jorhat (Assam).

  
Convenor  
Students Grievance and Redressal Cell  
Kalahuri College



## Executive Meeting

Students Grievances and Redressal Cell  
Katakuri College

Date: 06/03/2019, Time: 2.35 P.M.

Venue: Teachers Common Room.

Today on 06-03-2019 an executive meeting of the Students grievances and redressal Cell is held at teachers common room under the chairmanship of Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:-

- (1) Taking Chair by the Chairperson.
- (2) Objectives of the meeting.
- (3) Reviewed the resolution of the previous meeting.
- (4) Discussion on the Complaints lodged by the Students.
- (5) Action taken against the Complaints.
- (6) Discussion on organise an awareness programme of Students grievances and redressal.
- (7) Others
- (8) Chairperson's Comment and end of the meeting.

Signature of the members - Present

- (1) Dr. Khairul Islam.
- (2) Shamim Khanam
- (3) Md. Shahidul Islam.
- (4) Monisha Saikia.
- (5) Md. Anjarul Azam Fakir.



## Proceedings:-

The convenor briefed the objectives of the meeting and urged all the members to discuss on Complaints in the Complaint/grievance box, which were opened on 27/02/2019. The Convenor called upon the members to discuss and take needful action.

Complaint: 1- Regarding water filter in College Campus.

Follow up action:- The Cell will place the matter before the College authority.

Complaint: 2- Regarding inadequate reference books of Political Science in College Library.

Follow up action:- The Cell will inform the matter to the Librarian of the College Library.


## Resolutions:-


Resolution No-1:- In the meeting resolution has been taken to review read out and accept the resolutions of the previous meeting.

Resolution No-2: In today's meeting it is decided that to organise an awareness programme on Students grievances and redressal mechanism by this Cell. It is also decided that to nominate the following persons as resource person from the teaching staff of our college.

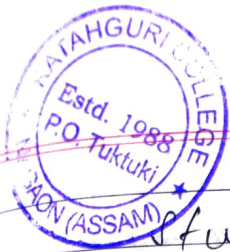
1. Saïdur Rahman, Asstt. professor,
2. Md. Shahidul Islam, Asstt. professor  
to conduct the awareness programme.

The chairperson extends thankfulness for the Co operation of the members and their valuable suggestion to solve the complaints raised by the students and declared the end of the meeting.

  
Principal  
Katabguri College  
Moulvibazar (Assam)

  
Convener  
Students Welfare and Redressal Cell  
Katabguri College





## Executive meeting

Students Grievances and Redressal Cell  
Katahguri College

Date: 27/02/2020

Time: 1:30 p.m.

Today on 27-02-2020 an executive meeting of the Students Grievances and Redressal Cell is held at Teachers Common room under the Chairperson of Dr. Khairul Islam, Principal of the College cum Chairperson of the Cell.

The Convener of the Cell stated the objectives of the meeting and urged all to discuss regarding the Complaints/grievances in the Complaint/Suggestion box, opened on 25/02/2020.

### Agendas:-

1. Taking chair by the Chairperson.
2. objectives of the meeting.
3. Discussion on the Complaints lodged by the students.
4. Action taken against the Complaints.
5. Others
6. Chairperson Comment and end of the meeting.

### Members Present in the meeting:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Saikia.
4. Md. Ayanul Azam Faruk
5. Shamim Khanam.

### Proceeding:-

The Convener of the Cell urged all to discuss regarding the grievances:-

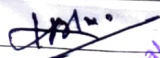
Complaint-1:- Regarding unhygienic Condition of the toilet in the Girls' Common Room.


Follow up Action:- The cell will place the matter before the College Authority.

Complaint-2: Request to provide Pure drinking water in the College Campus.

Follow up Action: The Cell will place the matter before the College Authority.

The Chairperson extended thanks and gratitude for the patient-hearing of the members and urged upon them to get their future support and Co-operation. He also thanked all for their valuable suggestions in the solving the raised complaints of the students.

  
Principal  
Katahguni College  
Nga-Angson (Assam)

  
Convener  
Students Grievance and Redressal Cell  
Katahguni College





## Executive Meeting

Students Grievances and Redressal Cell  
Katakuri College

Date: 04-11-2020 Time: 3 P.M.

Today on 04-11-2020 an executive meeting of the Students Grievances and Redressal Cell is held at IQAC Room under the chairperson of Dr. Khairul Islam, Principal of the College cum chairperson of the Cell.

### Agendas:-

1. Taking Chair by the Chairperson.
2. objectives of the meeting.
3. Reviewed the resolutions of the earlier meeting.
4. Discussion regarding organize an awareness programme.
5. Discussion on the Complaints Lodged by the Students.
6. Action taken against the Complaints.
7. Others.
8. Chairperson's Comment and end of the meeting.

Signature of the members Present:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Md. Aujarul Azam Fakir.
4. Manisha Saikia.
5. Shamim Khanam.

## Resolutions:-

No-1:- In the meeting resolution have been taken to review readout and accept the resolutions of the previous meeting.

No-2:- In today's meeting, it is decided that to organise an awareness programme on students grievances and redressal process by this cell. It is also decided that to nominate the following resource persons from the teaching staff of our college to conduct the awareness programme - i.e.

1. Mr. Firuz Khan, Asstt. professor,
2. Mr. Farajuddin Ahmed, Asstt. professor
3. Mrs. Monisha Sainik, Asstt. professor etc.

## Proceeding:-

The Convener of the cell stated the objectives of the meeting and urged all the members present in the meeting to discuss regarding the complaints collected from the Complaints/Grievances box, opened on 02/11/2020.

Complaint-1:- Request to provide free Mask facility.



Follow up Action:- The Cell will place the matter to the Principal of the College.

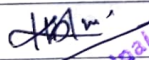
Complaint-2:- Request for water facility in Girls' toilet.


Follow up Action:- The Cell will place the matter to the College Authority.

Complaint-3:- Request to provide Carrom board and chess in the girls' Common Room.

Follow up Action:- The meeting resolved to place the matter before the College Authority.

The meeting came to an end with the chairperson's comment and he thanked all the members present in the meeting for their suggestions regarding the complaints lodged by the students.

  
Principal  
Kishanpur College  
Kishanpur (Assam)

  
Convenor  
Students Grievance Redressal Cell  
Kishanpur College



## Executive Meeting

Students Grievances and Redressal cell  
Katahguri College

Date: 02-03-2021 Time: 2:30 P.M.

Today on 02.03.2021 an executive meeting of the Students Grievances and Redressal cell of Katahguri College is held at Teachers Common room under the chairmanship of Dr. Khairul Islam, Principal of the College.

### Agendas of the meetings:-

1. Taking Chair by the chairperson.
2. objectives of the meeting.
3. Discussion on Complaints Lodged by Students.
4. Discussion on needful follow up action.
5. Others.
6. Chairperson's comment and declaration of Conclusion of the meeting.

### Members present of the meetings:

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Seickia.
4. Md. Anjarul Azam Faris
5. Shamim Khanam

In the meeting, the Convener of the cell explained the objectives focusing on the complaints/grievances lodged by the students in the grievance/suggestion box, opened on 27/02/2021. After thorough discussion on different items



of agenda, the following resolutions have been taken unanimously adopted.


Agenda item No-3:- Discussion on complaints lodged by students:-


1. Request to provide another one water tube well installation in college campus.
2. Request to supply mask in Covid-19 period.

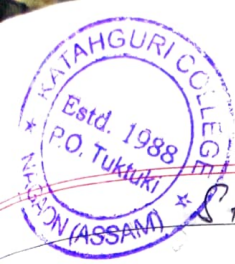
Resolutions:-

1. The matter will be placed before the college authority at the earliest needful action and also resolved the matter within the short time.
2. The cell will inform and request the college authority for fulfill their needs within a short period of time.

At last, the meeting ended with the vote of thanks after the valuable speech of the chairperson.

  
Principal  
Katahuri College  
Naga-Bagan (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahuri College



## Executive Meeting

Students Grievances and Redressal Cell  
Katahguri College

Date: 15-09-2021, Time: 2:30 p.m.

Today on 15/09/2021 an executive meeting of the Students Grievances and Redressal Cell is held at IQAC room under the chairperson of Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:-

1. Taking chair by the chairperson.
2. Objectives of the meeting.
3. Discussion regarding organise an awareness programme.
4. Discussion on nomination the resource person for awareness programme.
5. Others.
6. Chairperson's Comment and end of the meeting.

### Signature of the members:-

1. Dr. Khairul Islam
2. Md. Shahidul Islam.
3. Shamim Khanam
4. Monisha Suikea
5. Md. Anwarul Azam Rizki

Following resolutions have been taken in this meeting:-





Resolution No-1:- In today's meeting, it is decided that to organise an awareness programme on Students grievances and redressal process within the first week of October, 2021 for aware of academic and non-academic matters of grievances.

Resolution No-2:- In today's meeting it is decided that to nominate the resource person for conducting the awareness programme from the teaching staff of our college i.e. ① Asst. professor - Saidev Rahman, Department of Political Science, ② Asst. prof. Niku Prava Devi, Department of Assamese and ③ Asst. prof. Monisha Saikia, Department of Assamese.

Resolution No-3:- In today's meeting, it is decided that the notification for awareness programme will be served among the students for attending in the programme by the Convener of this cell.

The meeting ended with the chairperson's comment and thanked all the members.

  
Principal  
Katalguri College  
Dist. Angam (Assam)

  
Convener  
Students Grievance and Redressal Cell  
Katalguri College



## Executive Meeting

Students Grievances And Redressal Cell  
Katahguri College

Date: 03-12-2021

Time: 2.10 P.M.

Today on dated 03/12/2021, an executive meeting is held at 2.10 P.M. onwards in the Teachers Common Room to discuss about the grievances lodged by the students under the chairmanship of the cell Mr. Khairul Islam, Principal of Katahguri College.

### Agendas:-

1. Taking chair by the chairperson.
2. objectives of the meeting.
3. Recitation of the earlier meeting and its adaptation.
4. Discussion on grievances lodged by students.
5. Action taken against the grievances.
6. Others.
7. Chairperson's comment and declaration of conclusion of the meeting.

### Signature of the present members:-

1. Dr. Khairul Islam
2. Md. Shahidul Islam.
3. Md. Anjarul Azam Fakir.
4. Monisha Saikia.
5. Shamim Khanam
6. Ashraful Alam (President) Student



In the meeting, the Convenor of the Cell explained the objectives focusing on the grievances lodged by the students in the Grievance/Suggestion box i.e.

Grievance No-1 - Regarding repairing of one fan in classroom No-1.

Grievance No-2:- Regarding adequate number of old question paper supply in library.


After the thorough discussion on different items of agenda, the following resolutions have been taken unanimously:-


Resolution No-1: In the meeting resolution have been taken to review read out and accept the resolutions of the previous meeting.

Action Taken:-1- The matter of repairing of one fan in classroom will be placed before the College authority for proper action.

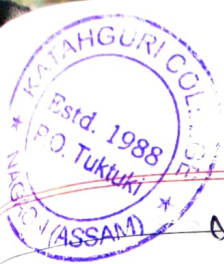
Action Taken-2:- The matter of old question paper supply in library will be placed before the Librarian of the College for proper action.

The Chairperson extended sincere thanks and gratitude to the members present and declare to conclude the meeting.

  
Principal  
Katahguni College  
Nias, Sibogaon (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahguni College





## Executive meeting

Students Grievances and Redressal Cell  
Katahguri College

Date: 03/03/2022

Venue: Teachers Common Room

Time: 3.20 P.M. onwards.

Today on dated 03/03/2022, an executive meeting is held at 3.20 P.M. onwards in the Teachers Common room of Katahguri College to discuss about the grievances lodged by the students under the chairmanship of the cell Dr. Khairul Islam (Principal) of the College.

### Agendas of the meeting:-

1. Taking Chair by the chair person.
2. Objectives of the meeting.
3. Discussion on Complaints/grievances lodged by students.
4. Action taken against the grievances.
5. Others.
6. Chairperson's Comment and declaration of conclusion of the meeting.

### Signatures of the Present Members:

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Saikia.
4. Md. Anjuranul Azam Parip.
5. Shamim Khanam.
6. Ashraful Alam (President) Student Union

In the meeting, the Convener of the Cell explained the objectives focusing on the grievances lodged by the students



In the grievance/suggestion box - i.e.  
Provide ceiling fan in classroom no. 04,  
cleaning the backside of the classroom,  
playing Carrom board in the offtime  
in the Girls' Common Room. Also,  
convenor of the cell intimated the  
members about the action taken on  
resolutions adopted in the previous  
meeting held on dated 03/12/2021.  
After thorough discussion on different  
items of agenda, the following resolutions  
have been unanimously adopted :-

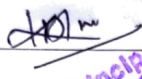
Agenda item No. 3: Discussion on grievances  
lodged by students:-

1. Request to provide another one fan in classroom no. 04.
2. cleaning the backside of the classroom.
3. playing Carrom board in the offtime in the Girls' Common Room,

Resolution No.:-

1. The matter will be placed before the college authority and resolved the matter within the short time.
2. The cell will inform and request the college authority take action to clean the backside of the classroom within a short period of time.
3. The cell will inform the matter to the authority and secretary Girls' Common Room to solve the matter as soon as possible.

The Chairperson at length urges upon the members for their patient hearing over the problems faced by the students and suggested to provide a congenial academic environment in the college. The meeting concluded with the chairperson's comment and extended thanks for the co-operation and support of the members present.

  
Principal  
Katahguri College  
Mishakagaon (Assam).

  
Convenor  
Students Grievance and Redressal Cell  
Katahguri College





Executive Meeting  
Students Grievances and Redressal Cell  
Katakuri College

Date: 06/09/2022

Venue: IQAC room, Time: 3:30 p.m.

Today on 06/09/2022, an executive meeting is held at the IQAC room under the chairmanship of Dr. Khairul Islam, Principal of the College.

Agendas:-

- i. Taking chair by the chairperson.
- ii. objectives of the meeting.
- iii. Discussion on the grievances lodged by the students.
- iv. Action taken against the grievances.
- v. others
- vi. Chairperson's Comment and end of the meeting.

Signature of the members - Present

1. Dr. Khairul Islam.
2. Md. Salahuddin Islam.
3. Shamim Khanam
4. Monisha Saikia.
5. Md. Anjarul Azam Fakir
6. Ashraful Alam (President) Student

The Convenor of the Cell stated the objectives of the meeting and urged all the members present in the meeting to discuss regarding the grievances collected from the grievance/suggestion box.

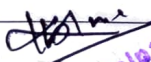
Grievance-1: - Request available more items (food) in college canteen.


Grievance-2: Request cleaning the toilet in girls common room.

Action taken-1: The cell will place the matter before the college authority and also inform to the owner of the canteen.

Action taken-2: The cell will place the matter before the principal and also take proper action.

The chairperson delivered a speech at the end of the meeting and also declare to conclude the meeting.

  
Principal  
Katahguri College  
Nga. Singaon (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahguri College





Executive meeting  
Students Grievances and Redressal Cell  
Katahuri College  
Venue: Teachers Common room  
Date: 03/11/2022.

Today on dated 03-11-2022, an executive meeting is held at 2.45 p.m. onwards in the teachers common room to discuss about the grievances lodged by the students under the chairperson of the cell Dr. Khairul Islam, Principal of the college.

### Agendas:-

- i. Taking chair by the chairperson.
- ii. objectives of the meeting.
- iii. Discussion on grievances lodged by students.
- iv. Action taken against the grievances.
- v. others.
- vi. chairperson's comment and declaration of conclusion of the meeting.

Signature the present members:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Md. Anjarul Azam Faris.
4. Monisha Saikob.
5. Shamim Khanam
6. Merazul Islam (President, Student Union)

In the meeting, the Convenor of the Cell explained the objectives focusing on the grievances lodged by the students in the grievance box - i.e. request for providing drinking water supply in library and request for providing games and sport items before commencement of the college week. After the thorough discussion on different items of agenda, the following resolutions have been taken unanimously :-

### Agenda Item No-3 :-

Discussion on grievances lodged by students :-


- i. Request for providing drinking water supply in library.
- ii. Request for providing games and sport items before commencement of the college week.


### Resolutions :-

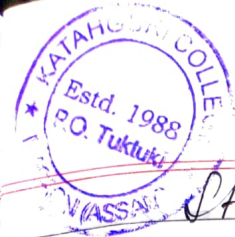
- i. The matter will be informed the Librarian of college for necessary action.
- ii. The matter will be informed the Convenor of Games and Sports Cell for proper action.



The chair person delivered a speech at the end of the meeting and hoped that the matters be solved for the betterment of the students. He extended thanks to all present on this day and declare to conclude the meeting.

  
Principal  
Katahguni College  
Mata Nagaon (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahguni College



## Executive meeting

Students Grievances and Redressal Cell  
Katakuri College.

Venue: office of the Principal,  
Katakuri College.

Date: 06/02/2023

Time: 3:20 P.M. onwards.

Today on dated 06-02-2023, an executive meeting is held at 3:20 P.M. onwards in office room of the Principal to reconciliation the quarrel matters, written petition lodged by the students under the chairperson of Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:-

- i. Taking chair by the chairperson.
- ii. objectives of the meeting.
- iii. Discussion on reconciliation of quarrel matters between two groups of students.
- iv. others.
- v. chairperson's comment and conclusion of the meeting.

### Signatures of the members:

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Seikia.
4. Md. Anjarul Azam Fakir.
5. Shamim Khanam
6. Merazul Islam (President, Student-Union)



In the meeting, the Convenor of the Cell explained the objectives focusing on the written petition about the quarrel matters between the two groups of students in college week - 2023.

The subject matter of quarrel :-

violation of disciplinary rules by the junior students in play ground for looting the games and sports items in college week.

Parents of the students, Union Body (members), Co-ordinator of IQAC also attended in this meeting. After the thorough discussion in this regard, the following resolution have been taken unanimously in the presence of parents.

### Resolutions:-

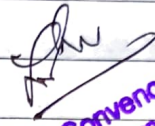
i. The matter will be resolved after the long hearing of the 1st party, 2nd party and witness person along with their parents suggestion.

ii. The cell will inform the matter to the convenor of Games and Sports Cell of Katakuri College to get the way to recovery the looting items.

The meeting come to an end with the chairperson's comment and he thanked all the parent members present in the meeting for their valuable suggestions regarding complaints lodged by the students.



Principal  
Katahguri College  
Nagaon (Assam)



Convenor  
Students Grievance and Redressal Cell  
Katahguri College





## Executive Meeting

Students Grievances and Redressal Cell  
Katakuri College

venue: Teachers Common Room

Date: 02-06-2023, Time: 2:30 P.M.

Today on dated 02/06/2023, an executive meeting is held at Teachers Common Room at 2:30 P.M. onwards to discuss about the grievances lodged by the students under the chairmanship of the cell Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:-

1. Taking chair by the chairperson.
2. objectives of the meeting.
3. Discussion on grievances lodged by students.
4. Follow up action taken against the grievances.
5. Others.
6. chairperson's comment and conclusion of the meeting.

### Signature of the Present members:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Shamim Khanam
4. Monisha Seikia.
5. Md. Anjarul Azam Fakir.
6. Merzatul Islam (President Student Union)

In the meeting the convenor of the cell explained the objectives focusing

on the grievances lodged by the students in the grievance/suggestion box - i.e. request for creating google form of grievance redressal in college website, request for providing certificate course in college campus and request for providing sufficient reference books of Political Science in college library. After the thorough discussion on different items of agenda, the resolutions have been taken unanimously :-

### Agenda Item No-38

Discussion on grievances lodged by students :-

- i. Request regarding creating and uploading the google form for lodge grievance redressal in college website.
- ii. Request for providing free Certificate Course in college Campus.
- iii. Request for providing sufficient reference books of Political Science in college library.

Resolutions have been taken in this meeting :-

Resolution No-1:- The matter will be placed before the principal of the college for proper action.






### Resolution No-2:


The matter will be placed before the convenor of Admission and Academic Committee of Katahguri College for necessary action.

### Resolution No-3:

The matter will be placed before the Librarian of the College and College authority for proper action.

The Chairperson delivered a speech at the end of the meeting and hoped that the matters be solved for the betterment of the students. He extended thanks to all present members on this day and declare to conclude the meeting.

  
Principal  
Katahguri College  
P.O. Tuktuki (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahguri College



## Executive Meeting

Students Grievances and Redressal Cell

Katabguri College

Venue: IQAC Room

Date: 04-09-2023

Time: 3.30 P.M.

Today on dated 04-09-2023, an executive meeting is held at IQAC room at 3.30 P.M. onwards to discuss about the grievances lodged by the students under the chairmanship of the Cell Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting :-

1. Taking Chair by the chairperson.
2. Objectives of the meeting.
3. Discussion on grievances lodged by students.
4. Follow up action taken against the grievances.
5. Others
6. Chairperson's Comment and Conclusion of the meeting.

### Signature of the Present members:-

1. Dr. Khairul Islam
2. Md. Shahidul Islam
3. Monisha Saikia
4. Md. Anjarul Azam Fakiro
5. Shamim Khanam

In the meeting, the Convenor of the Cell explained the objectives focusing on the grievances lodged by the students in the Grievance/Suggestion box, - i.e -



request for repairing desk-bench in class room No-05, request for providing water supply in college library reading room. After the thorough discussion on these items of agenda, the resolutions have been taken unanimously :-

As per Agenda item No. 03 :-

Discussion on grievances lodged by students :-

- i. Request for repairing desk-bench in class room no-05.
- ii. Request for providing water supply in college library reading room.

Resolutions have been taken in this meeting :- (follow up action taken) :-

Resolution No-1:-

The matter will be placed before the college authority for needful action and resolved the matter within the short time.

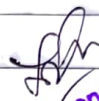
Resolution No-2:-

The Cell will inform the matter to the Librarian of college at the earliest for needful action and resolved the matter very soon.

The meeting come to an end with the chairperson's comment and he thanked all the members present in the meeting for their suggestions regarding the grievances lodged by the students.

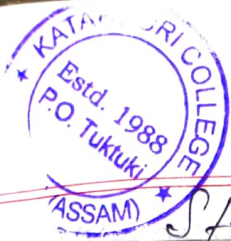
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Principal  
Katahguni College  
Katahguni (Assam)



Convenor  
Students Grievance and Redressal Cell  
Katahguni College





## Executive Meeting

Students Grievances and Redressal Cell  
Katakuri College

Venue: Teachers Common Room

Date: 04/12/2023

Time: 2.20 P.M.

Today on 04-12-2023, an executive meeting is held at teachers common room at 2.20 P.M. onwards to discuss about the grievances lodged by the students under the chairmanship of the cell Dr. Khairul Islam, Principal of the College.

### Agendas:-

1. Taking chair by the chairperson.
2. objectives of the meeting.
3. Discussion on grievances lodged by students.
4. Follow up action taken against the grievances.
5. Others.
6. Chairperson's Comment and Conclusion of the meeting.

### Signature of the members:-

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Md. Anwarul Azam Pkris-
4. Monisha Suiikia.
5. Shamim Khanam
- 6/ Najibul Ahmed. (President Student union)

In the meeting, the convenor of the Cell explained the objectives focusing on the grievances lodged by the students in the grievance/suggestion box, - i.e.

request for providing Pure drinking water in College Campus. After the thorough discussion on different items of agenda, the following resolutions have been taken unanimously.


Discussion on Complaints lodged by Students :-

- i. Request for Providing Pure drinking water in College Campus.

Resolution have been taken in this meeting :-

Resolution No. 1:- In this meeting it is decided that the matter will be placed before the college authority for proper action.

The meeting ended with the chairperson's comment and thanked all the members.

  
Principal  
Katahuri College  
Katahuri (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahuri College



## Executive Meeting

Students Grievances and Redressal Cell

Katahguri College

Venue: Teachers Common Room

Date: 05/03/2024

Time: 3.20 P.M. onwards.



Today on 05/03/2024, an executive meeting is held at Teachers Common room at 3.20 P.M. onwards to discuss about the grievances lodged by the students under the chairmanship of the Cell Dr. Khairul Islam, Principal of the College.

### Agendas of the meeting:

1. Taking chair by the chairperson.
2. Objectives of the meeting.
3. Discussion on grievances lodged by students.
4. Follow up action taken against the grievances.
5. Others.
6. Chairperson's comment and conclusion of the meeting.

### Signature of the members:

1. Dr. Khairul Islam.
2. Md. Shahidul Islam.
3. Monisha Saikia.
4. Md. Anjarul Azam Paks.
5. Shamim Khanam
6. Najbir Ahmed (President Student Union)

In the meeting, the Convener of the cell explained the objectives focusing on the grievances lodged by the students in grievance/suggestion box - i.e. request for providing FYUAP- NEP, 2020 course related books in college library, request for providing adequate number of ceiling fans in classroom no. 03. After thorough discussion on different items of agendas, the following action taken has been step :-

Discussion on grievances lodged by students:-

Grievance-1: Request for providing FYUAP- NEP-2020 course related books in college library.

Action Taken:-

The cell will place the matter before the college authority along with librarian of college at the earliest for needful action and resolve the matter as soon as possible.


Grievance; 2- Request for providing adequate number of ceiling fans in classroom no. 03.


Action Taken :-

The cell will place the grievance for redressal before the principal of college for proper action.



The chairperson's delivered a speech at the end of the meeting and hoped that the matters be solved for the betterment of the students. He extended thanks to all present members on this day and declare to conclude the meeting.

  
Principal  
Katahguni College  
Katahguni (Assam)

  
Convenor  
Students Grievance and Redressal Cell  
Katahguni College