



VEDAVYASA INSTITUTE OF TECHNOLOGY

Kakkove, Malappuram Dt., Kerala,

Affiliated To AICTE,

APJ Abdul Kalam Kerala Technological University and Govt. Of India

Phone: 0483-2832157, Mob: 9446565077

Constitution of Canteen/Committee for the academic year 23-24- EVEN semester

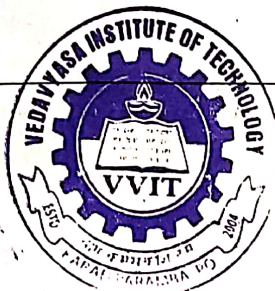
In compliance with the order of Dr Sangheethaa, Principal, issuing from the requirement of Academic Regulations of AICTE, a committee as detailed below has been constituted.

Name of the Committee:	Canteen/Committee for the year 23-24- EVEN semester
Date of Constitution:	05.01.2024
Aim of the Advisory Committee	The committee shall consider the grievances related to Canteen and give recommendations to the Principal for action.
Process of the Meetings	The Committee members shall meet when they receive any grievances from the students in oral or written form and discuss the possible solutions and recommend the case to the principal for action. The committee shall also meet atleast twice in the semester to discuss the proceedings of the meetings
Frequency of the meetings:	Two meetings in a semester.
Duties of members of the Committee	To ensure upkeep of the canteen, counsel students, keep minutes of meetings, maintain communication with parents, present minutes and action taken reports to HOD & Principal.
Higher Authority / Management	The Committee will report to the Principal
Members:	Responsibility
Dr Periasamy	Coordinator
Dr Lijin George	Member
Dr Sanal Kumar	Member
Ms Sreekala	Member
Ms Saranya	Member
Ms Amal	Member
Mr Sujikumar	Member
Mr Binoy	Member
Ms Anjusha	Member

The Constitution was adopted by the college following concurrence of the members to achieving the aims and execution of duties.

Approved


Dr Sangheethaa,
Principal



Near Ramanattukara, Karad Paramba, P.O.
Malappuram District, PIN. 673 632



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Minutes of Canteen/Committee for the academic year 23-24- EVEN semester

Date of Meeting:	26.04.2024 @ 12.00 am
Meeting called by	Dr Shangheethaa Principal
Felicitator	Dr Periasamy
Type of meeting	Canteen Review Meeting
Venue	Principal Champer
Members:	Responsiblity
Dr Periasamy	Coordinator
Dr Lijin George	Member
Dr Sanal Kumar	Member
Ms Sreekala	Member
Ms Saranya	Member
Ms Amal	Member
Mr Sujikumar	Member
Mr Binoy	Member
Ms Anjusha	Member

Agenda	Discussion on the recent issues	
Points raised	Points discussed	Action to be taken by
1 Consumables	Fresh vegetables are regularly used.	Dr Periasamy Ms Shobana Madam
2 Weekly Inspections	Carried out by all the departments on rotation basis	All HODs
3 Painting at kitchen	Must be carried out	Mr Padmanaban
4 Fencing surrounding kitchen	Must be carried out	Mr Padmanaban
5 Construction of concrete basin at kitchen	Required	Mr Padmanaban

The above points were discussed and resolved so that action will be carried out with immediate effect by concerned

Dr Periasamy	
Dr Lijin George	
Dr Sanal Kumar	
Ms Sreekala	
Ms Saranya	
Ms Amal	
Mr Sujikumar	
Mr Binoy	
Ms Anjusha	

Principal

