



AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, Regd. By Govt. of T.S& Affiliated to JNTUH, Hyderabad)

NAAC "B++" Accredited Institute

Gunthapally (V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

www.aietg.ac.in email:principal.avanthi@gmail.com

5.1.4 Grievance Redressal Committees formation for 2018-2023

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Principal

PRINCIPAL
Avanthi Institute of Engg. & Tech
Gunthapally (V), Abdullapurmet (Mdl), R.R. Dist.



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www.aietg.ac.in email:principal.avanathi@gmail.com

Date:18/06/2022.

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college Board Room and all the members of the committee are requested to attend the meeting on 20-06-2022 at 2:00pm

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2022-2023.
2. Awareness program on Grievance Redressal Committee mechanism.
3. Any other topic with the permission of the chairman.


PRINCIPAL
Avanathi Institute of Engg. & Tech
Gunthapally (V), Abdullapurmet (M), RR Dist, Near Ramoji Film City, Hyderabad - 501512.
Chairman

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4. Office



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Date: 20/06/2022.

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 20-06-2022 at 2:00 p.m. in the college Board Room. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2022-23.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2022-2023.

Resolution:

It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2022-23. In every department, a few faculties are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.

Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about identifying and sharing any grievances by organizing awareness programs and guest lectures.

Members:



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S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr.PITCHI REDDY	AO	MEMBER	
4	Dr. CHANDRA SHEKAR RAO	Assistant Professor	MEMBER	
5	Mr.KAPA REDDY RAJA MANOHAR	Assistant Professor	MEMBER	
6	Mr.PITTALA VENKATSWAMY	Assistant Professor	MEMBER	
7	Ms.SRILAKSHMI DAMERLA	Assistant Professor	MEMBER	
8	Ms.ALLA SRAVANI	Assistant Professor	MEMBER	
9	Mr.BALAKRISHNA GOUD GARDULLA	Assistant Professor	MEMBER	
10	GOPU BHASKER 19Q61A0523	Student (IV CSE)	MEMBER	
11	K AJAY KARTHIK 19Q61A0426	Student (IV ECE)	MEMBER	
12	S RAJESH GUPTA 20Q61A0571	Student (III MECH)	MEMBER	
13	GUNTA MAHESH 20Q61A0410	Student (III ECE)	MEMBER	
14	GURRALA NAGA SAI 21Q61A6651	Student (IICSE-AIML)	MEMBER	



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Date:14/06/2021.

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college Board Room and all the members of the committee are requested to attend the meeting on 16/06/2021 at 11.30 AM.

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2021-22.
2. Awareness program on Grievance Redressal mechanism.
3. Any other topic with the permission of the Chairman.

Chairman

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PRINCIPAL

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Date: 16/06/2021.

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 16/06/2021 at 11:30 AM. in the college Board Room. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2021-22.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2021-22.

Resolution:

It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2021-22. In every department, a few faculty are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.

Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about identifying and sharing any grievances by organizing awareness programs and guest lectures.

Members Present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	














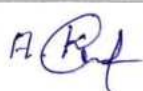
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2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	AssistantProfessor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	V.SURESH 19Q65A0352	Student (III MECH)	MEMBER	
11	V.SHIVA KUMAR 20Q61A0574	Student (II CSE)	MEMBER	
12	TEEGALA SAI KUMAR 18Q61A0437	Student (IV CSE)	MEMBER	
13	AREBOINA KISHORE 19Q61A0216	Student (III EEE)	MEMBER	



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Date:20-10-2020.

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college Board Room and all the members of the committee are requested to attend the meeting on 22- 10-2020 at 2.00 pm.

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2020-21.
2. Awareness program on Grievance Redressal mechanism.
3. Any other topic with the permission of the Chairman.

Chairman

PRINCIPAL

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Date:22-10-2020.

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 22-10-2020 at 2:30 p.m. in the college Board Room. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2020-21.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2020-21.

Resolution:

It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2020-21. In every department, a few faculty are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.

Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about identifying and sharing any grievances by organizing awareness programs and guest lectures.



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	research-related issues, etc.
Extension & extra-curricular	Alumni registration, an award of non-academic credits, physical education, etc.
Amenities & maintenance	Hostel facilities-allocation of rooms, the standard of a meal, wi-fi internet connectivity, utility-stores, computer facilities, drinking water, sanitation & hygiene, maintenance, medical facilities, etc.
Placements & internships	On-campus or off-campus interviews, soft skills training, internships, etc.
General administration	Collection of fee on-line fee payment gateway, id cards, scholarships, hr-related issues, transportation, etc
Other related issues	Safety & security, discipline, misbehaviours, emergency services, etc.

Formation of the Grievance Redressal Committee (GRC)

A grievance redressal committee shall be established to deal with the complaints of students/teaching or non-teaching staff. The Committee shall consist of the following members nominated by the employer:

- The Principal of the college - Chairman.
- One Professor shall act as Coordinator.
- At least three committee members must be senior teaching professors nominated by the principal
- A student:- a representative from among students of the college to be nominated by the Principal based on academic merit or Competence in sports or performance in co-curricular activities.

Meeting of the Committee

(i) The Committee shall meet at least twice every academic year.

(ii) The chairperson of the Committee can call a special meeting at any time upon written request of not less than one-third of the total number of members of the Committee, on a date not later than 15 days after receipt of such requisition by the chairperson.

Method



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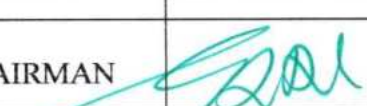
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The following procedure shall be followed for the investigation or inquiry of the complaints received by the GRC.

- Once received, the complaint shall be determined, reviewed, and conveyed to the department/office/individual responsible for the substantive role of the claim, requesting that the grievance be investigated and resolved within a specified time, or no later than seven days from the date of receipt of the grievances complaint.
- In the case of a grievance received through a suggestion or grievance box, the box should be opened in the presence of a committee member including a student.
- The Grievance Redressal Committee shall coordinate, supervise, and ensure that grievances are resolved on time. Depending on the severity of the complaint, the Grievance Redressal Committee may follow up on it daily with reminders before it is finally resolved.
- The Grievance Redressal Committee will review the redressal mechanism in depth. If the committee is satisfied with the solution provided by the relevant department/office/individual, the committee will notify the grievant in writing, and the matter will be considered closed until the grievant shows approval of the resolution at this stage.
- If the Grievance Redressal Committee is not pleased with the solution issued by the respective department/office/individual, or upon the grievant written request, the committee will schedule a hearing and notify the college/department/office/individual, as well as the grievant, via letter. If the committee determines that additional information or testimony is required to decide after the hearing, it will request that the parties send that information. In this case, the trial will be continued until the necessary documents are received.
- After the hearing or investigation, the grievance redressal committee shall use its best efforts to work out a resolution of the issues involved with the parties named in the grievance application pass an order indicating the reasons for such order, as may be deemed fit.

Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	CHAIRMAN	





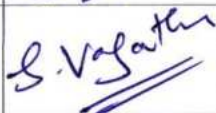





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2	Dr. Y. JAYAPRADHA	Director - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
5	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
6	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
9	Mr.S.RAJENDHAR	Assistant Professor	MEMBER	
10	CHERUKURI RAKESH 19Q61A0519	Student (II CSE)	MEMBER	
11	N SRIKANTH REDDY 19Q65A0408	Student (III ECE)	MEMBER	
12	GUNTI NAVEEN 18Q61A0209	Student (III EEE)	MEMBER	
13	DEVA NITHIN 17Q61A0417	Student (III EEE)	MEMBER	
14	ARJILLI HARISH 17Q61A0564	Student (IVCSE)	MEMBER	
15	CHETTY VIKAS 19Q65A0327	Student (II MECH)	MEMBER	



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Date:24-06-2019.

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college Board Room and all the members of the committee are requested to attend the meeting on 26-06- 2019 at 2:00 pm.

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2019-20.
2. Awareness program on Grievance Redressal mechanism.
3. Any other topic with the permission of the Chairman.

Chairman

PRINCIPAL

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Date:26-06-2019.

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 26-06-2019 at 2:00 p.m. in the college Board Room. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2019-20.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2019-20.

Resolution:

It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2019-20. In every department, a few faculty are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.

Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about identifying and sharing any grievances by organizing awareness programs and guest lectures.

Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	Chairman	












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2	Dr. Y. JAYAPRADHA	Director - HR	Coordinator	
3	Mr. PITCHI REDDY	AO	Member	
4	Mr. RAGHU SALLA	Assistant Professor	Member	
5	Ms. SHADA SOWMYA	Assistant Professor	Member	
6	Ms. SHIRISHA MEKA	Assistant Professor	Member	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	Member	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	Member	
9	Mr.S.RAJENDHAR	Assistant Professor	Member	
10	G AKASH KUMAR 16Q61A0587	Student (IV CSE)	Member	
11	GAI SAI KIRAN 16Q61A0425	Student (IV ECE)	Member	
12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	
13	GURRAM SOWMYA 17Q61A0474	Student (III ECE)	Member	
14	KOTLA MAHESH 18Q61A0572	Student (II CSE)	Member	
15	VANJA MANASA 16Q61A0574	Student (IV CSE)	Member	



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Date: 27-06-2018.

GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR

This is to inform all the committee members that there will be a meeting at the college Board Room and all the members of the committee are requested to attend the meeting on 29-06-2018 at 2:00 pm.

Agenda:

1. Formation of the Grievance Redressal Committee for the academic year 2018-19.
2. Awareness program on Grievance Redressal mechanism.
3. Any other topic with the permission of the Chairman.

Chairman

Copy to:

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Date: 22-06-2018.

MINUTES OF GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The meeting of the Grievance and Redressal committee was held on 29-06-2018 at 2:00 p.m. in the college Board Room. The Chairman extended a warm welcome to the members of the committee. He addressed the present members to look into the complaints lodged by the students and to resolve such issues in the college for the academic Year 2018-19.

The Committee discussed the following agenda at the meeting:

Item-1

Formation of the Grievance Redressal Committee for the academic year 2018-19.

Resolution:

It was discussed to reconstitute the Grievance Redressal Committee for the academic year 2018-19. In every department, a few faculty are formed to look into the problems faced by the students in the campus. The committee should settle genuine grievances and also the matters of psychological harassment by faculty, up to a satisfaction level so as to create a healthy relationship among the students in the campus. The grievance will include any matter related to the student. The committee is advised to contribute effectively to dispose the grievances at the earliest. The number of grievances settled or pending will be reported to the Principal/Director.



Item-2

Awareness program on Grievance Redressal mechanism.

Resolution:

As per the discussions done by the members of the committee, it was agreed by the committee members to spread awareness among the students and staff about identifying and sharing any grievances by organizing awareness programs and guest lectures.

Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.MD.YUSUF ALI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	








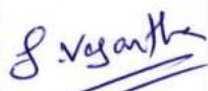
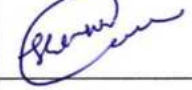

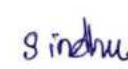
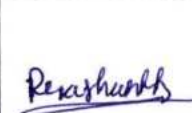
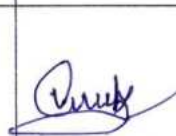

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3	Mr. PITCHI REDDY	AO	MEMBER	
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