



DATE: 04-10-2021

## GRIEVANCE REDRESSAL COMMITTEE

(2021-2022)

### CIRCULAR

The Following Committee Members Are Hereby Informed To Attend the Meeting Which is Scheduled On 18-10-2021 at 4:00 Pm in the Principal Office to Discuss the Issues Related To Student Grievances.

S.NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.V.Krishna Reddy	Principal	Chairman	
2	Dr.P.Prasana Murali krishna	HOD-ECE	Coordinator	
3	B.Prabhakar Rao	Associate professor-H&S	Member	
4	P. Rama Mohan	HOD-H&S	Member	
5	K.Rajkiran	Associate Professor-CSE	Member	
6	K.Rajasekhar	Associate Professor-CIVIL	Member	
7	V.Ramasubbareddy	Assistant. Professor-ECE	Member	

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OF TECHNOLOGY & SCIENCES  
DEVARAJUGATTU(VIII) 523 320  
Peddaraveedu(Mdl), Prakasam Dist.



## GRIEVANCE REDRESSAL COMMITTEE

The Proceedings of the Meeting Held in the Principal Office at 4:00pm on 18-10-2021

### 1. Agenda:

1. Initial Remarks by the Principal/Chairman-Grc.
2. Review of online grievance redressal system.
3. Any Other Topic with the Permission of the Chair.

### 2. Proceedings:

1. After welcoming all the Members to The Meeting the GRC Coordinator Placed before the Members the Agenda of the Meeting, Which Was Already Circulated Along With the Meeting Notice.
2. The Chairman –GRC (Principal), formally welcomed the members to the meeting and in his initial remarks, presented briefly the highlights of the agenda of the meeting.
3. The coordinator presented the following status of the online grievance Redressal process in the institution.
  - List of grievance cell members who are responsible to receive and dispose of the grievance online, was being framed.
  - Demonstration of online Grievance Redressal system to cell members was being done.
3. The meeting concluded, with the principal thanking all the members for their active participation.

  
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Peddaraveedu(Mdl), Prakasam Dist.



DATE: 08-09-2022

## GRIEVANCE REDRESSAL COMMITTEE

(2022-2023)

### CIRCULAR

The Following Committee Members Are Hereby Informed To Attend the Meeting Which Is Scheduled On 19-09-2022 at 4:00 Pm in the Principal Office to Discuss the Issues Related To Student Grievances.

S.NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.V.Krishna Reddy	Principal	Chairman	
2	Dr.A.Ranganayakulu	HOD-ECE	Coordinator	
3	B.Prabhakar Rao	Associate professor-H&S	Member	
4	K.Rajkiran	Associate Professor-CSE	Member	
5	Dr.CH.Kannam Naidu	Professor-CIVIL	Member	
6	V.Ramasubbareddy	Assistant. Professor-ECE	Member	
7	P. Rama Mohan	HOD-H&S	Member	

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## GRIEVANCE REDRESSAL COMMITTEE

The Proceedings of the Meeting Held in the Principal Office at 4:00pm on 19-09-2022

### 1. Agenda:

1. Initial Remarks by the Principal/Chairman-Grc.
2. Review of Previous Meeting Proceedings and Action Taken.
3. Any Other Topic with the Permission of the Chair.

### 2. Proceedings:

1. After welcoming all The Members to The Meeting the Grc Coordinator Placed before the Members the Agenda of the Meeting, Which Was Already Circulated Along With the Meeting Notice.
2. The Chairman –GRC (Principal), formally welcomed the members to the meeting and in his initial remarks, presented briefly the highlights of the agenda of the meeting. He mentioned that, most of the grievances received from the students were minor and they are resolved in the mentors meeting with students CR's.
3. The coordinator gave a brief review of previous meeting proceedings and the action taken thereon:

S.NO	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr.V.Krishna Reddy	Principal	Chairman	
2	Dr.A.Ranganayakulu	HOD-ECE	Coordinator	
3	B.Prabhakar Rao	Associate Professor-H&S	Member	
4	K.Rajkiran	Associate Professor-CSE	Member	
5	Dr.CH.Kannam Naidu	Professor-CIVIL	Member	
6	V.Ramasubbareddy	Assistant. Professor	Member	
7	P. Rama Mohan	HOD, H & S	Member	

4. As there was no other subject, the meeting concluded, with the coordinator thanking all the members for their active participation.

  
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## KRISHNA CHAITANYA INSTITUTE OF TECHNOLOGY & SCIENCES

Devarajugattu (Post) , Peddaraveedu (Mandal), Prakasam Dist. - 523 320.

(Approved by A.I.C.T.E., New Delhi, & Affiliated to JNTUK, Kakinada)

NAAC ACCREDITED INSTITUTION

Ref: KITS/SGR/2021-22/CIR01

DATE: 13-07-2021

### CIRCULAR

#### STUDENT GRIEVANCE READDRESSAL CELL

This is to inform that a meeting of Student Grievance Readdressal Cell will be held on 16-07-2021 at seminar hall. All the committee members are requested to attend the meeting and follow as per agenda.

#### AGENDA FOR THE MEETING

- The function and duties of the cell and guidelines of AICTE.
- To spread the awareness about the existence of the committee in the college.
- Enforcement of the Student Grievance Readdressal Cell for the academic year 2021-22.
- Measures to be taken to further consolidate grievance received from the students.
- Any other subject with the permission of the chair.

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NAAC ACCREDITED INSTITUTION

DATE: 16-07-2021

## MINUTES OF MEETING

### STUDENT GRIEVANCE REDRESSAL COMMITTEE

Academic Year: 2021-22

Student Grievance Redressal Committee meeting was held on 16-07-2021 in the principal chamber, following points were discussed.

#### AGENDA FOR THE MEETING

- Review of the previous meeting.
- To discuss about any Grievances received from the students in the college and actions against those cases.
- Arranging meetings
- To address students and parents regarding Student Grievances on the college fresher's day.

#### TOPICS COVERED:

- Discussed the review of the previous meeting.
- Grievances received from the students in the college premises and in the hostels.
- Informed all the committee members to visit the college campus and hostel premises.

#### COMMITTEE MEMBERS:

S. No.	Name	Designation & Department	Status
1.	Dr. V. Krishna Reddy	Principal	Chairman
2.	P. Ram Mohan	Assistant Professor, H&S	Convenor
3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	M. Gnanavardhan	Assistant Professor, CSE	Member
6.	PALUVADI SNIGDHA	19JU1A0587	Student Member
7.	DUPATI VANI	19JU1A05B0	Student Member
8.	Gajavalli Ramesh Babu	18JU1A0132	Student Member
9.	Repana Venkata Ramana	18JU1A04A0	Student Member
10.	Golla Thulasi	18JU1A05A4	Student Member

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**OUTCOME:**

- 1) To read and confirm the minutes of the previous meeting of the student's grievance readdressal cell held on 28/07/2020. The house gave confirmation to the minutes.
- 2) To make students understanding and readressal of grievances.
- 3) Coordinators are directed to contact meeting frequently and discuss day to day situation in the campus and inform the higher authorities.
- 4) To keep continues monitoring on the grievances from the students.
- 5) Members are directed to address and solve the grievances inside and outside the campus. If anything found members are asked to bring it to the notice of the principal immediately.
- 6) To organize meeting with student to advice them to regulate their own movements and interactions, especially with strangers are undesirable characters.

The Chairman thanked members for the gracious presence and active participation and giving useful suggestions.

S. No.	Name	Designation & Department	Status
1.	Dr. V. Krishna Reddy	Principal	Chairman
2.	P. Ram Mohan	Assistant Professor, H&S	Convenor
3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	M. Gnanavardhan	Assistant Professor, CSE	Member
6.	PALUVADI SNIGDHA	19JU1A0587	Student Member
7.	DUPATI VANI	19JU1A05B0	Student Member
8.	Gajavalli Ramesh Babu	18JU1A0132	Student Member
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NAAC ACCREDITED INSTITUTION

Ref: KITS/SGR/2020-21/CIR01

DATE: 25-07-2020

### CIRCULAR

#### STUDENT GRIEVANCE READDRESSAL CELL

This is to inform that a meeting of Student Grievance Readdressal Cell will be held on 28-07-2020 at seminar hall. All the committee members are requested to attend the meeting and follow as per agenda.

#### AGENDA FOR THE MEETING

- The function and duties of the cell and guidelines of AICTE.
- Enforcement of the Student Grievance Readdressal Cell for the academic year 2020-21.
- Measures to be taken to further consolidate grievance received from the students.
- To spread the awareness about the existence of the committee in the college.
- Any other subject with the permission of the chair.

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NAAC ACCREDITED INSTITUTION

DATE: 28-07-2020

## MINUTES OF MEETING

### STUDENT GRIEVANCE REDRESSAL COMMITTEE

Academic Year: 2020-21

Student Grievance Redressal Committee meeting was held on 28-07-2020 in the principal chamber, following points was discussed.

#### AGENDA FOR THE MEETING

- Review of the previous meeting.
- Arranging meetings
- To discuss about any Grievances received from the students in the college and actions against those cases.
- To address students and parents regarding Student Grievances on the college fresher's day.

#### TOPICS COVERED:

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3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	M. Gnanavardhan	Assistant Professor, CSE	Member
6.	KANAMARLAPUDI JOSHNA	19JU1A0528	Student Member
7.	BIJINEPALLI NEHA	19JU1A0562	Student Member
8.	Gajavalli Ramesh Babu	18JU1A0132	Student Member
9.	Repana Venkata Ramana	18JU1A04A0	Student Member
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**OUTCOME:**

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- 3) To make students understanding and readressal of grievances.
- 4) To keep continues monitoring on the grievances from the students.
- 5) To organize meeting with student to advice them to regulate their own movements and interactions, especially with strangers are undesirable characters.
- 6) Coordinators are directed to contact meeting frequently and discuss day to day situation in the campus and inform the higher authorities.

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8.	Gajavalli Ramesh Babu	18JU1A0132	Student Member
9.	Repana Venkata Ramana	18JU1A04A0	Student Member
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NAAC ACCREDITED INSTITUTION

5.3.2: Institution facilitates student, representation and engagement in various administrative co-curricular and extracurricular activities, following duly established processes and norms (student council, student representation on various bodies)

## STUDENT GRIEVANCE READDRESS CELL

A. Year: 2019-20

S. No.	Name	Designation & Department	Status
1.	Dr. V. Krishna Reddy	Principal	Chairman
2.	P. Ram Mohan	Assistant Professor, H&S	Convenor
3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	Y. V. Balarama Krishna Rao	Associate Professor, EEE	Member
6.	K. Sreenivas	Associate Professor, ME	Member
7.	M. Gnanavardhan	Assistant Professor, CSE	Member

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## STUDENT REPRESENTATIVES

S. No.	Roll Number	Student Name	Year	Department
1.	16JU1A0104	TANGIRALA BABU	IV	CE
2.	16JU1A0227	BANAVATH SURENDRA NAIK	IV	EEE
3.	16JU1A0332	BEJAWADA SANDEEP	IV	ME
4.	16JU1A0497	RACHARLA SUNIL KUMAR	IV	ECE
5.	16JU1A0550	VELUGURI NAGALAKSHMI	IV	CSE
6.	17JU1A0101	MUNNANGI AJAY KUMAR	III	CE
7.	17JU1A0204	NALLABOTHULA ASHA JYOTHI	III	EEE
8.	17JU1A0320	KUNCHALA SRIHARI	III	ME
9.	17JU1A0469	SIRIVELLA SAILAJA	III	ECE
10.	17JU1A05B1	NAKKA VIJAYA LAKSHMI	III	CSE
11.	18JU1A0132	GAJAVALLI RAMESH BABU	II	CE
12.	18JU1A0220	INDLA SIVA NARAYANA	II	EEE
13.	18JU1A0315	MOTAKATLA VENKATA SRINIVASA REDDY	II	ME
14.	18JU1A04A0	REPANA VENKATA RAMANA	II	ECE
15.	18JU1A05A4	GOLLA THULASI	II	CSE

  
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**5.3.2: Institution facilitates student, representation and engagement in various administrative co-curricular and extracurricular activities, following duly established processes and norms (student council, student representation on various bodies)**

## STUDENT GRIEVANCE READDRESS CELL

A. Year: 2018-19

S. No.	Name	Designation & Department	Status
1.	Dr. V. Krishna Reddy	Principal	Chairman
2.	P. Ram Mohan	Assistant Professor, H&S	Convenor
3.	Dr. P. Prasanna Murali Krishna	Associate Professor, ECE	Member
4.	K. Raja Sekhar	Assistant Professor, CE	Member
5.	Y. V. Balarama Krishna Rao	Associate Professor, EEE	Member
6.	K. Sreenivas	Associate Professor, ME	Member
7.	M. Gnanavardhan	Assistant Professor, CSE	Member

  
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Devarajugattu (Village)



## STUDENT REPRESENTATIVES

S. No.	Roll Number	Student Name	Year	Department
1.	15JU1A0126	JUTURI NAVEEN KUMAR	IV	CE
2.	15JU1A0216	DUDEKULA SAMEER	IV	EEE
3.	15JU1A0311	JATTI RAJU	IV	ME
4.	15JU1A0465	BOTCHU LAKSHMI KUMARI	IV	ECE
5.	15JU1A0595	VAGICHERLA VENKATA SUSMITHA	IV	CSE
6.	16JU1A0104	TANGIRALA BABU	III	CE
7.	16JU1A0227	BANAVATH SURENDRA NAIK	III	EEE
8.	16JU1A0332	BEJAWADA SANDEEP	III	ME
9.	16JU1A0497	RACHARLA SUNIL KUMAR	III	ECE
10.	16JU1A0550	VELUGURI NAGALAKSHMI	III	CSE
11.	17JU1A0101	MUNNANGI AJAY KUMAR	II	CE
12.	17JU1A0204	NALLABOTHULA ASHA JYOTHI	II	EEE
13.	17JU1A0320	KUNCHALA SRIHARI	II	ME
14.	17JU1A0469	SIRIVELLA SAILAJA	II	ECE
15.	17JU1A05B1	NAKKA VIJAYA LAKSHMI	II	CSE



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