



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/2020-21/01

Date: 24-07-2020

STUDENT GRIEVANCE READDRESS CELL

2020-21

KITS Engineering College ensures a safe and vibrant learning environment. The college entails its students to express themselves freely, without fear and apprehensions, and safeguards student rights and protects them from exploitations of any kind and from any source.

To render the promises to practice, KITS Engineering College is vigilant and offers freedom of expression irrespective of gender, but firm on strict rules and regulations for maintaining decorum within the campus. The Disciplinary Committee is in charge of this, and the team steers the machinery with regard to campus discipline. KITS has created a mechanism for redressal of students' grievances at Student Redressal And Grievance Committee.

Student Redressal And Grievance Cell is constitute with the following members for the academic year 2019-20.

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

STUDENT REPRESENTATIVES

S. No.	Roll Number	Student Name	Year	Department
1.	17JU1A0101	MUNNANGI AJAY KUMAR	IV	CE
2.	17JU1A0204	NALLABOTHULA ASHA JYOTHI	IV	EEE
3.	17JU1A0320	KUNCHALA SRIHARI	IV	ME
4.	17JU1A0469	SIRIVELLA SAILAJA	IV	ECE
5.	17JU1A05B1	NAKKA VIJAYA LAKSHMI	IV	CSE
6.	18JU1A0132	GAJAVALLI RAMESH BABU	III	CE
7.	18JU1A0220	INDLA SIVA NARAYANA	III	EEE
8.	18JU1A0315	MOTAKATLA VENKATA SRINIVASA REDDY	III	ME
9.	18JU1A04A0	REPANA VENKATA RAMANA	III	ECE
10.	18JU1A05A4	GOLLA THULASI	III	CSE
11.	19JU1A0506	VUTUKURI BALA GOPI	II	CSE
12.	19JU1A0203	VAVILALA GURURAM	II	EEE
13.	19JU1A0312	RAVIPATI SHIVAIAH	II	ME
14.	19JU1A0475	SYED SUMAYA TASLIM	II	ECE
15.	19JU1A0105	PULUKURI DANIAL RAJU	II	CE

Objectives:


- All the grievances of the students which could not be settled in the routine process should be referred to this committee.
- Committee tries to settle the issues amicably in a time bound manner.
- Introduces a reasonable and reliable solution for grievances of various issues received from students/parents
- Ensures that the grievances are resolved on time impartially and confidentially.
- Ensures that at least one faculty member will be present at any particular time at all the locations to avoid ragging activities.
- Takes precautions to avoid ragging activities at other locations like bus stops and gives instructions to the student volunteers and secret informers at various boarding points.

Roles:

- Canvases about anti-ragging in the forms of Flexes, Posters and Boards in college premises and surrounding areas where there is a chance of ragging.
- Arranges counseling and guidance programs arranged for the fresher's and parents regarding ragging.
- Takes affidavits from the students and parents regarding Ragging during the Admission.
- Provides helpline details inside and outside college premises.
- Resolves the complaint received from the victim.

Responsibility:

- To receive any grievance/complaint from student regarding harassment.
- To investigate the case based on the above mentioned complaints related to harassment within 10 working days.
- To conduct a systematic enquiry on receiving any complaints from aggrieved students and submit a detailed report to the undersigned for suitable action.


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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.

COORDINATOR**Copy to:**

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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:

- 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.


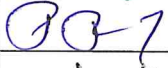
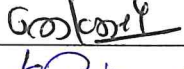


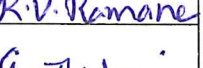
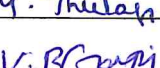
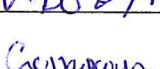
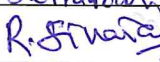

COMMITTEE MEMBERS:

S. No.	Name	Designation & Department	Status
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2.	P. Ram Mohan	Associate Professor, H&S	Convenor
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6.	REPANA VENKATA RAMANA	18JU1A04A0	Student Member
7.	GOLLA THULASI	18JU1A05A4	Student Member
8.	VUTUKURI BALA GOPI	19JU1A0506	Student Member
9.	VAVILALA GURURAM	19JU1A0203	Student Member
10.	RAVIPATI SHIVAIAH	19JU1A0312	Student Member


OUTCOME:

- 1) To read and confirm the minutes of the previous meeting of the student's grievance readressal cell held on 19/07/2019. The house gave confirmation to the minutes.
- 2) 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.
- 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.

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

S. No.	Name	Designation & Department	Status	Signature
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