



SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS
Approved by AICTE, New Delhi & Affiliated to JNTUA, Ananthapuramu, AP.
An ISO 9001 : 2015 & ISO 14001 : 2015 certified Institution
Near C.Gollapalli, Tirupati - 517505, AndhraPradesh

SEAGI/CIRCULAR/GRIEVANCE REDRESSAL COMMITTEE/2022

Date: 22-08-2022

Proceedings

Sub: Constitution of GRIEVANCE REDRESSAL COMMITTEE for the Academic Year 2022-23 – Reg.

The prime stakeholders of SEAGI are the Students, Faculty/Staff and Parents. It's our endeavor to make all efforts to ensure transparency in all the activities at different stages. Therefore, SEAGI provides mechanism to Students, Faculty/Staff and Parents for redressal of their grievances. Grievances may be related to any of the following matters:

Academic Matters – Issues related to attendance, co-curricular & extension opportunities, assessment, marks, and other examination related matters etc.

Financial Matters – Issues related to charging of fees, scholarships and payments.

Administration Matters – Issues related to admission, certificates and documents, transport, victimization or Harassment or discrimination and Ragging by colleague students or teachers etc.

Infrastructure Matters – Issues related to sanitation, educational on-line resources, library, laboratories, sports and cultural facilities, hostel, cafeteria.

The aggrieved Students, Faculty/Staff and Parents can lodge complaint on the said matter at Department-Level/Section Head in writing or On-line.

The Grievance will be redressed through appropriate committee appointed by the Principal.

The **GRIEVANCE REDRESSAL COMMITTEE** is constituted with the following Members:

S.No	Name	Designation	Department	Position
1	Dr.K. Rajasekhar	Principal	CIVIL	Chairman
2	Mr. M. Purushotham	Asst. Professor	CSE	Convener
3	Mr. D. Suresh Reddy	Asst. Professor	COE	Member
4	Mrs. G. Kavitha	Asst. Professor	EEE	Member
5	Mr. R. Raghuram	Asst. Professor	MECH	Member
6	Mr. V.Nagaraja	Asst. Professor	ECE	Member
7	Mrs. N. S. Divya	Asst. Professor	H&S	Member
9	Mrs. P.Gnanaprasuna	Asst. Professor	MBA	Member

Copy to:

1. Principal's Office
2. A.O
3. Convener of GRC
4. All the above members
5. Heads of all the departments
6. IQAC Cell
7. Website In-Charge


PRINCIPAL
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Siddhartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505



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AN ISO 9001:2015 & ISO 14001:2015 Certified Institution

Near C. Gollapalli, TIRUPATI(Rural) – 517 505, (A.P)

Phone :8008202337,9966700414

College e-mail ID : siddarthaedu@gmail.com , Website : siddarthaedu.in

Proceedings

Sub:Constitution of INTERNAL COMPLAINTS COMMITTEE for the academic Year 2022-2023.

As per the AICTE Regulations,2016 (INTERNAL COMPLAINTS COMMITTEE) for gender sensitization, prevention and prohibition of sexual Harassment of Women Employees and students also redressal of grievances in institution, the Internal Complaints Committee has been constituted with the following composition.

Roles and Responsibilities of Internal Complaints Committee

1. Implementation of the Anti-sexual Harassment Policy at the Work Place and Prevent discrimination.
2. Submitt an Annual Report
3. Create an Annual Report
4. Create Awareness at the Workplace by way of Documents, notices, workshops, seminars, etc
5. Provide a safe and accessible mechanism of complaint to the Committee.
6. Recommend appropriate redressal and punitive action against the guilty to the Management.

S.No	Name	Designation	Position	Phone No.
1.	Mrs Pavitra Nelakurthi	Assistant Professor(ECE)	Presiding Officer	7794007796
2.	Dr. V.K.Madhusmitha Rani	Professor(H&S)	Member	9441079394
3.	Mrs T.Bhavya	Assistant Professor(CSE)	Member	7989833667
4.	Mrs M.B.Jyothi	Assistant Professor(MBA)	Member	8639812858
5.	Mrs V.Priyanka	Assistant Professor(CIVIL)	Member	8179531679
6.	Mrs P.Sneha	Assistant Professor(MECH)	Member	7989112188
7.	Mr V. Giridhar	Lab technician(MECH)	Member	9490182557
8.	Mr.M.Anjaneyulu	Supervisor	Member	8639692313

Copy to :

1. The Principal's Office
2. The A.O
3. The Convener of Internal Complaints Committee
4. All the above Members
5. The Heads of all Departments
6. The IQAC Cell
7. The Web Site In-charge


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Proceedings

Sub: Constitution of ANTI -RAGGING COMMITTEE for the Academic Year 2022-23 – Reg.

As per AICTE (Anti Ragging Committee) Regulations, 2009, for Prevention and Prohibition of ragging in Institution, Anti Ragging committee has been constituted with the following members for the academic year 2022-23.

Objectives:

- ❖ To prohibit, prevent and eliminate the scourge of ragging including any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student.
- ❖ To monitor, direct and oversee the functions and performance of the Anti-Ragging Squads in prevention and curbing of ragging in the institution.

Roles and Responsibilities:

1. To secure almost all areas in the college (i.e. canteen, parking places, different blocks, play grounds etc.) and ensure that at least one faculty member is present at a particular time at all locations to avoid ragging.
2. To take precautions to avoid ragging activities at other locations like bus stops and give instructions to appoint student volunteers & secret informers at various boarding points.
3. To conduct anti-ragging campaigns in the form of Flexes, Posters and Boards in college premises and surrounding areas where there is a chance of ragging.
4. To associate with Grievances & Redressal committee and help in anti-ragging activities.
5. To conduct awareness programs on Anti - Ragging in the form of meetings and PPTs to the senior students, faculty & non-college personnel.
6. To conduct meeting whenever required and discuss relevant issues, in

The Anti-Ragging Committee is constituted with the following Members:

S.No	Name	Designation	Department	Position
1.	Dr. K. Raja Sekhar	Professor	Civil Engineering	Principal
1	Mr. G. Narendra Nath	Asst. Professor	Mechanical Engineering	Convener
2	Mr. S. Murali	Police	Head Constable	Member
3	Mr. Prakash (SAKSHI)	Local Media	Sakshi Reporter	Member
4	Mr. G. Vijay Kumar	Asst. Professor	Civil Engineering	Member
5	Mr. M. Purushottam	Asst. Professor	CSE	Member
6	Ms. C. Sakila Banu	Asst. Professor	EEE	Member
7	Mr. K. Mahaboob Basha	Asst. Professor	H&S	Member
8	Mr. A. Naga Rajesh	Asst. Professor	MBA	Member
9	Mr. M. Venkatesh	Asst. Professor	Mechanical Engineering	Member
10	Mr. D. Vijaya Kumar Reddy	Asst. Professor	ECE	Member
11	Mr. D. Surendra	Non-Teaching Staff	Librarian	Member
12	Mr. P. Lakshmi Narayana	Non-Teaching Staff	Physical Director	Member
13	Mrs. S. Sunitha	Parent	-	Member
14	Mr. V. Madhava Reddy	Parent	-	Member
15	Mr. R. Eswar Reddy	Student Senior	CSE	Member
16	Ms. G. Bhagya Sree	Student Senior	CSE	Member
17	Ms. A. Gayathri	Student Fresher	ECE	Member
18	Mr. N. Krishna Chaitanya	Student Fresher	CSE	Member

Copy to:

1. Principal's Office
2. AO
3. Convener of Anti-Ragging Committee
4. All the above members
5. Heads of all the departments
6. Controller of Examinations
7. Website In-Charge


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SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS
(An Integrated Campus for Engineering & MBA)
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Near C.Gollapalli, Tirupati - 517501, Andhra Pradesh

SEAGI/Circular/SC, ST& OBC Cell/2022

Date: 08-08-2022

Proceedings

Sub.: Constitution of SC, ST& OBC Cell for the Academic Year 2022-23 – Reg.

The SC, ST& OBC cell has been reformed in the year 2022. The aim of the cell is to assist the students who belong to SC, ST & Other Backward Communities (OBC), for supporting academic performance and financial benefits from the government. The cell also focuses on monitoring the strict implementation of reservation policy as per UGC guidelines.

Objectives:

- To integrate and promote the students who belong to SC, ST& OBC community at par with the main stream student body.
- To create a platform where students can point out their problems, regarding academic and non academic matters.
- To observe the reservation policy for SC, ST& OBCs in the institution.
- Committee often meets the students and to monitor the implementation of reservation policy in the institution.

Responsibilities:

- Faculties belong to SC, ST& OBC communities, to understand their problems and to assist them in resolving the problems.
- Creating awareness among the SC, ST& OBC students regarding the various Government and Non-Government scholarship schemes.
- To disseminate and counsel SC, ST& OBC students of the college to utilize the benefits of the schemes offered by the Government and UGC.

The SC, ST& OBC Cell is constituted with the following Members.

S. No	Name of the Faculty	Designation	Department	Position
1	Dr. G. Sreedevi	Professor	ECE	Convener
2	Mr. Mahaboob Basha	Asst. Professor	H&S	Co- Convener
3	Mrs. K. Hima Bindu	Asst. Professor	MBA	Member
4	Ms. M. Latha	Asst. Professor	CSE	Member
5	Mr. G. Babu Prasad	Asst. Professor	Mechanical Engineering	Member


PRINCIPAL

Copy to:

1. Principal's Office
2. All the above members
3. Convener of IQAC
4. All the Heads of the departments
5. A.O
6. Website In-Charge

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Near C. Gollapalli, Tirupati – 517 505, Andhra Pradesh

Grievance Redressal Cell

Minutes of Meeting

Date & Time of the Meeting :25-04-2023

Venue : Board Room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mr M Purushotham	Convener	
Mr M Srinivasamoorthy	Member	
Mrs G Kavitha	Member	
Mr R Raghuram	Member	
Mr V Nagaraj	Member	
Mrs N S Divya	Member	
Mrs P Gnanaprasuna	Member	

The Convener of the Grievance Redressal Cell welcomed the members of the cell. The following are the resolutions made by the committee in this meeting:

1. Grievances received and redressed in the academic year 2022-23. The following major grievances put up by the students through off line communication were redressed.
 - Provide additional RTC bus from Tirupati Bus stand to College Via MR Palli Route
 - Additional Beds Provide in Girls Sick Room
 - Up gradation of system configurations in computer Lab required
2. An awareness program on the Grievance redressal Policy was conducted for the I B. Tech students.
3. It is resolved that an awareness program on Grievance Redressal Policy and mechanism of redressal shall be conducted for the Faculty, Non-Teaching and students (II B.Tech (LE)) within Two weeks after commencement of the class work as per Academic Calendar.

Convener, GRC

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dis

Tirupati
16-08-2022

from

N. Mrudula
22915A0216
II-year - EEE
SEAGI, Tirupati

To

The principal
SEAGI
C. Gollapalli

Respected sir,

Sub:- Requesting to schedule busses according to college timing.

I am writing to request your attention and assistance in optimizing the bus schedule of the APRTC to align with the timings of our college. The adjustment would greatly benefit the students who rely on APRTC buses for their daily commute to and from college.

The current bus schedule often does not align well with the class timings of our college, resulting in inconvenience and disruptions for the students. Many students face challenges with reaching college on time and returning home after classes, which can affect their academic performance and daily routines. We believe that a more coordinated schedule can alleviate these issues.

Thank you for your attention to this matter. We look forward to a positive response and an improved bus schedule that benefits our college-going community.

Yours sincerely
N. Mrudula

Buses i/c

Yes, will be considered

16/08/22

B. Sasikala (229LIA3306)	CSE(AI & ML)	B. Sarbalg
K. V. Sushma (229LIA3321)	CSE(AI & ML)	K. V. Suma
K. Harika (229LIA0577)	CSE(AI & ML)	B. Harika
CH. Deepthi (229LIA0527)	CSE	ch. deepthi
K. Bhavana (229LIA3324)	CSG(AI & ML)	K. Bhavana
GANUSHA (229L5A0207)	ECE	Gi. Aarjal
B. Sushma (219LIA0413)	ECE	B. Suf
B. Sireesha (219LIA0423)	ECE	Sireesha
B. Drakshayani (219LIA0414)	ECE	B. Drakshayani
K. siceesha (219LIA0450)	ECE	K. siceesha
K. Yaswitha (219LIA0448)	ECE	K. Yaswitha
J. Tejaswari (219LIA0533)	CSE	J. Tejaswari
K. Jahnvi (219LIA0549)	CSE	K. Jahnvi
K. Yamuna (219LIA0527)	CSE	K. Yamuna



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SEAGI/GRC/2022-23

20-08-2022

CIRCULAR

A meeting is convened on 22-08-2022 @ 03:00 PM in the Board Room to look into grievance raised by the student Ms. N. Mrudula (Roll No. 229L5A0216) of B. Tech. EEE regarding the schedule Public Transport busses according to College timings

All the Grievance Committee members are requested to attend the meeting without fail.


Convener

Grievance Redressal Committee

Encl.: Grievance Raised by Student

Copy to.:

1. Members of the Committee
2. Aggrieved student

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Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)



Grievance Redressal Cell

Minutes of Meeting

Date & Time of the Meeting : 22-08-2022

Venue : Board Room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mr M Purushotham	Convener	
Mr M Srinivasamoorthy	Member	
Mrs G Kavitha	Member	
Mr R Raghuram	Member	
Mr V Nagaraj	Member	
Mrs N S Divya	Member	
Mrs P Gnanaprasuna	Member	

Issue: Requesting to Schedule Public Transport busses according to College Timeings Reg.

Resolution:

The committee perused the concern of the student Ms N Mrudula B. Tech. EEE regarding the to Schedule Public Transport busses according to College Timings. The committee understood that problem and resolved it with a discussion with the APSRTC divisional manager and changing the public bus transportation timings to match our college timings

Convener, GRC

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Tirupati Dist. (A.P.)



SEAGI/GRC/2022-23

01-09-2022

CIRCULAR

As per the request to majority of the students the schedule of public transportation buses has been revised following

	Old Timing	New Timing
Bus-1	8.00AM	7.45AM
Bus-2	8.30AM	8.15AM
Bus-3	9.15AM	8.30AM


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Copy to.:

1. Chairman
2. Director
3. HOD/Staff Members
4. All the students
5. Notice Board

Tirupathi,
18-11-2022.

from,

V. Lakshmi Priya,

229L1A0456

Department of ECE,

1st year,

To, The Principal,

SEAG.I,

subject :- Requesting to provide additional cots in sick
room.

Respected Sir, I am writing to requesting your
Assistance to provide additional cots in the sick room,
at present only 4 beds are available it is not sufficient.
So, please take this issue as serious and provide additional
cots in sick room and above place additional Dust bin's.

Thanking you Sir,

yes, will be considered

Principal
PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

Yours faithfully
V. Lakshmi Priya
(229)



SEAGI/GRC/2022-23

21-11-2022

CIRCULAR

A meeting is convened on 24-11-2022 @ 03:00 PM in the Board Room to look into grievance raised by the student Ms. V Lakshmi priya (Roll No. 229L1A0456) of B. Tech. ECE regarding to arrange additional Cots in Girls Sick Room

All the Grievance Committee members are requested to attend the meeting without fail.

Convener
Grievance Redressal Committee

Encl.: Grievance Raised by Student

Copy to.:

1. Members of the Committee
2. Aggrieved student

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Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)



Grievance Redressal Cell

Minutes of Meeting

Date & Time of the Meeting :24-11-2022

Venue : Board Room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mr M Purushotham	Convener	
Mr M Srinivasamoorthy	Member	
Mrs G Kavitha	Member	
Mr R Raghuram	Member	
Mr V Nagaraj	Member	
Mrs N S Divya	Member	
Mrs P Gnanaprasuna	Member	

Issue: Requesting to arrange additional Cots in Girls Sick Room Reg.

Resolution:

The committee perused the concern of the student Ms V Lakshmi Priya B. Tech. ECE regarding to requesting to arrange additional cots in girls sickroom, as per student request additionally four cots placed in the sick room

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Convener, GRC



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SEAGI/GRC/2022-23

02-12-2022

CIRCULAR

As per the request to majority of the Girl students to arranged four additional
Cots in Girls Sick Room


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Tirupati Dist. (A.P.)

Copy to.:

1. Chairman
2. Director
3. HOD/Staff Members
4. All the students
5. Notice Board



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Minutes of meeting

Date & Time of the Meeting: 11-07-2022

Venue : Board room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mrs. G Vasavi	Convener	
Mr. M Praveen Reddy	Member	
Mr. A Anil Kumar	Member	
Mr. Y Anudeep Reddy	Member	
Ms. S Reddypallavi	Member	

The Convener of the Grievance Redressal Cell welcomed the members of the cell. The following are the resolutions made by the committee in this meeting:

1. Grievances received and redressed in the academic year 2021-22

The following major grievances put up by the students through written and oral communication were redressed.

- Change of college bus timings.
- Extension of time for Payment of fee (due to JVD Fee reimbursement)
- To replace the damaged doors in girls wash room

2. It is resolved that an awareness program on Grievance Redressal Policy and mechanism of redressal shall be conducted for the students (I B. Tech and II B. Tech) through Induction program.

3. All the faculty mentors are to be instructed that they should give awareness to the mentee students about the policy.

Convener: GRC

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TIRUPATI
24/03/2022

From

J. Ramesh
219LIA0213
II-year - EEE
SEAT, Tirupati

TO

The principal
Siddhartha Engineering College
Tirupati

Respected Sir,

Sub :- Request for one month permission to pay JVD
instalment fee REGD

I am J. Ramesh bearing Roll NO : 219LIA0 213 , studying
in IInd year EEE in our college. I have joined in this institution
through counselling. but now [II year] I have not yet received
the JVD second instalment fee till now so I kindly request
you to please give me one month permission to pay the 2nd
instalment fee.

Thanking you sir

Office Mn
you

Principal
Siddhartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

Yours sincerely

J. Ramesh



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Near C. Gollapalli, TIRUPATI - 517 505 Andhra Pradesh

SEAGI/GRC/2021-22

Date: 24-03-2022

CIRCULAR

A meeting is convened on 24-03-2022 @ 03:00 PM in the Principal's chamber to look into grievance raised by the student Mr. J. Ramesh (Roll No. 209L1A0213) of B. Tech. EEE regarding the remittance of fee to College which she receives from the Government of Andhra Pradesh under Jagananna Vidya Deevena (JVD) scheme.

All the Grievance Committee members are requested to attend the meeting without fail.

Convener

Grievance Redressal Committee

Encl: Grievance Raised by Student

Copy to:

1. Members of the Committee
2. Aggrieved student


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Near C. Gollapalli, TIRUPATI - 517 505 Andhra Pradesh

SEAT/GRC-REPORT/2021-2022

DATE: 24-03-2022

MINUTES OF MEETING

Date & Time of the Meeting: 24-03-2022

Venue : Board room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mrs. G Vasavi	Convener	
Ms. N Manasa	Member	
Mr. M Praveen Reddy	Member	
Mr. A Anil Kumar	Member	
Mr. Y Anudeep Reddy	Member	
Ms. S Reddypallavi	Member	
Mr. K Dwarakanath	Member	

Issue: Concern-permission for late payment of fee-Reg.

Resolution:

The committee perused the concern of the student Mr. J. Ramesh B. Tech. EEE regarding the remittance of fee to college which he receives from Government of Andhra Pradesh under Jagananna Vidya Deevena (JVD) scheme. The committee on its enquiry understood that the fee is being credited by the government under vidyadeevana scheme to mother's account in a phased manner. Hence the student shall be permitted to remit the amount as and when he received from the government

Convener

Grievance Redressal Committee

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

Tirupati
04-11-2021

From
G. Mounika
209LIA0536
II Year, CSE
SEAT, Tirupati
To
The principal
Siddhartha Educational Academy of Institutions,
Tirupati

Respected sir,

Sub: Request for change of timings of college bus

I am G. Mounika bearing Roll No: 209LIA0536, studying IIst year CSE in our college. I am coming from Srikalahasti in our college bus. Since the college bus starts at 4pm, I am reaching the homely lately by 7:00 pm. So to reach my home a little bit early, I request you to make the bus departure timing 20 minutes earlier.

Thanking you sir,

Yours sincerely
G. Mounika

Bonus etc
yes
K. S. S. S.
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SEAT/GRC/2021-2022

Date: 04-11-2021

CIRCULAR

A meeting is convened on 04-11-2021 @ 03:00 PM in the Board Room to look into grievance raised by the student G. Mounika (209L1A0536) of B Tech CSE Regarding the college bus timing which was arranged through college transport.

All the Grievance Committee members are requested to attend the meeting without fail.

Convener

Grievance Redressal Committee

Encl: Grievance Raised by Student

Copy to:

1. Members of the Committee
2. Aggrieved student

PRINCIPAL

**Siddhartha Educational Academy
Group of Institutions
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Near C. Gollapalli, TIRUPATI - 517 505 Andhra Pradesh

SEAT/GRC-REPORT/2021-2022

DATE: 06-11-2021

MINUTES OF MEETING

Date & Time of the Meeting: 04-11-2021

Venue : Board room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mrs. G Vasavi	Convener	
Ms. N Manasa	Member	
Mr. M Praveen Reddy	Member	
Mr. A Anil Kumar	Member	
Mr. Y Anudeep Reddy	Member	
Ms. S Reddypallavi	Member	
Mr. K Dwarakanath	Member	

Issue: College Bus Timing-Reg.

Resolution:

The committee perused the concern of the student G. Mounika (209L1A0536) of B Tech CSE regarding the bus timings. The committee on its enquiry understood the problem faced by her and majority of the students and it was resolved to change the bus timings after discussing with Transport Manager and Administrative Officer as per the requirement of the majority of students.

Convener
Grievance Redressal Committee

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)



SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS
(Approved by the AICTE, New Delhi & Affiliated to JNTUA, Anantapur)
Near C. Gollapalli, TIRUPATI - 517 505 Andhra Pradesh

Date: 08-11-2021

CIRCULAR

As per the request of majority of the students the college Bus Timing of Route: Tirupati-Renigunta-Sri Kalahasti has been revised as follows:

Old Timing : 04:00 PM

New Timing: 03:40 PM

I request all the students to make note of it and utilize the college bus facility.

Copy to:

1. Chairman
2. Director
3. HODs and Staff
4. All students: to readout in class rooms
5. Notice Boards


PRINCIPAL
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Near C. Gollapalli, TIRUPATI - 517 505 Andhra Pradesh

Grievance Redressal Cell

Minutes of meeting

Date & Time of the Meeting: 21-07-2021

Venue : Board room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mrs. G Vasavi	Convener	
Ms. N Manasa	Member	
Mr. M Praveen Reddy	Member	
Mr. A Anil Kumar	Member	
Mr. Y Anudeep Reddy	Member	
Ms. S Reddypallavi	Member	
Mr. K Dwarakanath	Member	

The Convener of the Grievance Redressal Cell welcomed the members of the cell. The following are the resolutions made by the committee in this meeting:

1. Grievances received and redressed in the academic year 2020-21

The following major grievances put up by the students through oral communication were redressed.

- Expansion of space in the canteen
- Regular checking up for the portability of the drinking water
- To monitor the cleanliness and hygiene of the canteen
- Replacement of lights and fans which are not in working condition or repair of tube lights condition in all class rooms

2. An awareness program on the Grievance redressal Policy was conducted for the I B. Tech students.

3. It is resolved that an awareness program on Grievance Redressal Policy and mechanism of redressal shall be conducted for the Faculty, Non-Teaching and students (II B. Tech (LE)) within Two weeks after commencement of the class work as per Academic Calendar.

Convener, GRC

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Grievance Redressal Cell

Minutes of Meeting

Date & Time of the Meeting : 20-01-2020

Venue : Board Room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mr. R Raguram	Convener	
Mr. S Vinodh Kumar	Member	
Mr. K Karthik	Member	
Mrs. M Santhi	Member	
Mr. P Naveen Kumar	Member	
Ms. C Chithra	Member	
Mr. M Loksh	Member	

The Convener of the Grievance Redressal Cell welcomed the members of the cell. The following are the resolutions made by the committee in this meeting:

1. Grievances received and redressed in the academic year 2019-2020:
The following major grievances put up by the students through oral communication were redressed.
 - Installation of one more water coolers
 - Installation of sanitary napkin vending machines in the girl's common rooms
2. It is resolved that an awareness program on Grievance Redressal Policy and mechanism of redressal shall be conducted for the Faculty, Non-Teaching, and students (I B. Tech and II B. Tech (LE)) within Two weeks after commencement of the class work as per Academic Calendar.

Convener, GRC

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Grievance Redressal Cell

Minutes of Meeting

Date & Time of the Meeting :10-07-2019

Venue : Board Room

Members Present:

Name of the Member	Position	Signature
Dr.K. Rajasekhar	Chairman	
Mr. B T Prasad	Convener	
Mr. G Chandra Sekhar Reddy	Member	
Mr. R Chakravarthy	Member	
Mr. G Narendra Nath	Member	
Mr. S Sreekanth	Member	
Ms. M. Lakshmi Prasana	Member	
Mrs. T. Revathi	Member	

The Convener of the Grievance Redressal Cell welcomed the members of the cell. The following are the resolutions made by the committee in this meeting:

1. Grievances received and redressed in the academic year 2018-2019:
The convener was happy to share that there were no Grievance received during academic year 2018-2019.
2. The committee was reviewed the existing policy and after elaborate discussions, the committee has accepted to continue the existing policy and publish the policy for immediate implementation.
3. The committee resolved to publicize the grievance Redressal policy and mechanism of redressal among the stake holders of the college through College Website and Notice Boards.
4. It is resolved that an awareness program on Grievance Redressal Policy and mechanism of redressal shall be conducted for the Faculty, Non-Teaching, and students (I B. Tech and II B. Tech (LE)) within Two weeks after commencement of the class work as per Academic Calendar.

Convener, GRC

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