

# Student Grievance Redressal Cell

## Committee

As an element of constant endeavour to ensure transparency in all the activities at different stages, the Institute shall provide proper mechanism to students and staff for redressal of their grievances. This Committee will deal with all the grievances raised and are common problems at Institute level pertaining to both Academics and Administration. The aggrieved member shall submit his/her petition to the Grievance Redressal Committee in a sealed envelope marked '**Confidential**'. On receipt of such petitions, the Grievance Redressal Committee will endeavour to send its recommendation to the Principal / Director / Disciplinary Authority for further action(s). In case of false and frivolous complaint (if proved), the Grievance Redressal Committee will recommend Principal/ Disciplinary Authority to take appropriate action against the complainant. Complaints dropped in the 'Suggestion Box' by students, staff, and parents and oral complaints are also redressed. All complaints are scrutinized by the Committee appointed by the management and/or the grievance redressal cell.

## Objectives

To develop an organisational framework to resolve grievances of students and other stakeholders and to provide them an access to immediate, hassle free recourse to have their Grievances redressed.

## Selection Procedure

The Chairperson for this Committee will be appointed by the Executive Council of the Institute and all other members will be nominated by the Chairperson of this Committee.

## Roles and Responsibilities

*[The roles and responsibilities listed here are only indicative, but not exhaustive. The IQAC Team reserves rights to Edit/ Append / Delete any part or all of these roles and responsibilities from time to time and as required for compliance with the IQAC criteria]*

- Formulate the policy to investigate and review the cause(s) of complaint(s) or grievance(s) of students and staff, and suggest redressal measures within the framework of Institute / University / Government rules.
- Create awareness on availability of members for students and staff to report on their grievances.
- Ensuring effectual solution depending upon the gravity of the complaint.
- Instruct the HODs concerned to attend to the grievances and refer / report the matters to the Principal / Director / Grievance Redressal Authority .
- Attend to Students' grievances related to Examination(s) and recommend for the implementation of suitable redressal mechanisms and minimize the grievances.
- Maintain records of the Grievances reported, redressed / referred and submit the same to the IQAC Committee on a periodical basis.

**Members :**

S.No	Name of the Member	Designation	Role	Contact No
1	Dr. S Appa Rao	Chair Person	Professor	
2	Dr S S N Anjaneyulu	Asst. Prof	Faculty Member-CSE	9966402442
3	Mr Subhani Shail	Asst. Prof	Faculty Member-CSE	
4	Dr B V S T Sai	Prof	Faculty Member- S & H	7013330345
5	Mr I Aravind	Asst. Prof	Faculty Member-CE	8106059905
6	D SekharBabu	Asst. Prof	Faculty Member-EEE	8555051700
7	P Vinod Kumar	Asst. Prof	Faculty Member-Pharma	9177177882
8	Y Srinivasa Rao	Professor	Faculty Member-MBA	9966222305
9	REMALLA KARUNYA	23BJ1A4237	II-Year AIML	
10	SHAIK.NEEHAL PARI	23BJ1A4242	II-Year AIML	
11	GANGADHARI NANDINI	23BJ1A5443	II-Year AIDS	
12	PULIVARTHI VAISHNAVI	23BJ1A5490	II-Year AIDS	
13	YEKULA DURGA BHAVANI	23BJ1A54B3	II-Year AIDS	
14	KANAPARTHI NAVYA	23BJ1A0408	II-Year ECE	
15	DEVARAPALLI SRAVANI	23BJ1A0529	II-Year CSE	
16	YANDRAPATI PRANAVI	22BJ1A4249	III-Year AIML	
17	CHALLA GEETHA RAMYA SRI	22BJ1A5428	III-Year AIDS	
18	RAJAVARAPU SRAVANTHI	22BJ1A54H5	III-Year AIDS	
19	DONTHUVENKATA SUBBA JOSHITHA	22BJ1A0537	III-Year CSE	