

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES,  
RAJAMPET  
Grievances & Redressal Cell  
Circular

25/10/2021

This is to inform you that a meeting of Grievance & Redressal committee of AITS, Rajampet, will be held on 26/10/2021, Tuesday, from 05:00 P.M. at the Conference room. All members are requested to attend the meeting to discuss following agenda.

Agenda(GRC/21-22/1) :

1. Confirmation to the minutes of last meeting held on 21/03/2021.
2. Discussion about the previous grievances and their resolutions after Omicron-2.
3. Regarding renewal of eduGrievance software for all the students and staff members.
4. Miscellaneous, by permission of chair.



G&R Cell Coordinator

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum, *G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES  
RAJAMPET

Grievances & Redressal Cell

Minutes of Meeting

26/10/21

Today on 26/10/2020 , Wednesday from 05:00 P.M. onwards a meeting of grievance & Redressal Committee (GRC) held at the Conference room to discuss agenda in presence of following members :

1. Mrs.P. Syamala Devi, *AITG G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum,*G & R Cell In-charge -- ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

Members Absent: NIL

Agenda(GRC/21-22/1) :

1. Confirmation to the minutes of last meeting held on 26/03/2021.
2. Discussion about the previous grievances and their resolutions after Omicron-2.
3. Regarding renewal of eduGrievance software for all the students and staff members.
4. Miscellaneous, by permission of chair.

Dr. S.M.V. Narayana,Principal, Prof. M. Subba Rao, Dean-professional bodies, Dean-Student affairs and G & R cell coordinator given some opening address to members.

RESOLUTIONS

**GRC/21-22/1.1 :**

The minutes of last meeting read and confirmed with unanimity.

The members shown full of their enthusiasm to deliver promptly the very purpose of constituting this committee because any delay in redressal will create many confusion and further increase in grievances.

**GRC/21-22/1.2 :**

The principal, Dean-professional bodies, Dean-Student affairs and G&R cell coordinator are discussed about grievances during Omicron-2 with cell members. And also discussed about the pending grievances.

**GRC/21-22/1.3 :**

The committee has discussed with principal about renewal of eduGrievance software for all the students and staff members.

**GRC/21-22/1.4 :**

Miscellaneous by the permission of chair :

It was suggested to fix up a meeting time with the principal, but Principal said that it is not possible because any time students can feel to meet the institutional head , they can.

Members appreciated the gesture of the Dr.S.M.V.Narayana sir.

The meeting concluded with vote of thanks.



Mrs.P. Syamala Devi  
AITS G&R Cell Coordinator  
AITS, Rajampet


ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES,  
RAJAMPET  
Grievances & Redressal Cell  
Circular

14/12/2021

This is to inform you that a meeting of Grievance & redressal committee of AITS, Rajampet, will be held on 15/12/2021, Wednesday, from 05:00 P.M. at the Conference room. All members are requested to attend the meeting to discuss following agenda.

Agenda(GRC/21-22/2) :

1. Confirmation to the minutes of last meeting held on 26/10/21.
2. Conducting Farewell day celebrations.
3. Permission for Industrial Tour.
4. Miscellaneous, by permission of chair.

  
G&R Cell Coordinator

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum, *G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES  
RAJAMPET  
Grievances & Redressal Cell  
Minutes of Meeting

14/12/21

Today on 15/12/21 , Wednesday from 05:00 P.M. onwards a meeting of grievance & redressal committee (GRC) held at the Conference room to discuss agenda in presence of following members.

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf-Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum,*G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

Members Absent:

NIL

Agenda(GRC/21-22/2) :

1. Confirmation to the minutes of last meeting held on 26/10/21.
2. Conducting Farewell day celebrations.
3. Permission for Industrial Tour.
4. Miscellaneous, by permission of chair.

Mr. M.SubbaRao, Professor, Dean-Student affairs and G & R cell coordinator given some opening address to members.

RESOLUTIONS

GRC/21-22/2.1 :

The minutes of last meeting read and confirmed with unanimity.

The members shown full of their enthusiasm to deliver promptly the very purpose of constituting this committee because any delay in redressal will create many confusion and further increase in grievances.

**GRC/21-22/2.2 :**

A grievance received regarding Conducting Farewell day celebrations. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.

**GRC/21-22/2.3 :**

A grievance received regarding Permission for Industrial Tour. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.


**GRC/21-22/2.4 :**

Miscellaneous by the permission of chair :

It was suggested to fix up a meeting time with the principal, but Principal said that it is not possible because any time students can feel to meet the institutional head , they can.

Members appreciated the gesture of the Dr.S.M.V.Narayana sir.

The meeting concluded with vote of thanks.

  
Mrs.P. Syamala Devi  
AITS G&R Cell Coordinator  
AITS, Rajampet


ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES,  
RAJAMPET  
Grievances & Redressal Cell  
Circular

26/03/2022

This is to inform you that a meeting of Grievance & redressal committee of AITS, Rajampet, will be held on 28/03/2022, Thursday, from 05:00 P.M. at the Conference room. All members are requested to attend the meeting to discuss following agenda.

Agenda(GRC/21-22/3) :

1. Confirmation to the minutes of last meeting held on 15/12/21
2. Repair water cooler in Civil Block.
3. Cool water, ME Block.
4. Miscellaneous, by permission of chair.

  
G&R Cell Coordinator

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum, *G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES  
RAJAMPET

Grievances & Redressal Cell

Minutes of Meeting

26/03/22

Today on 26/03/22, Thursday from 05:00 P.M. onwards a meeting of grievance & redressal committee (GRC) held at the Conference room to discuss agenda in presence of following members.

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum, *G & R Cell In-charge - ECE*
7. Dr. P. Roja, *G & R Cell In-charge - H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge - MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge -MBA*

Members Absent: NIL

Agenda(GRC/21-22/3) :

1. Confirmation to the minutes of last meeting held on 15/12/21
2. Repair water cooler in Civil Block.
3. Providing Cool water, ME Block.
4. Miscellaneous, by permission of chair.

Mr. M.SubbaRao, Professor, Dean-Student affairs and G & R cell coordinator given some opening address to members.

RESOLUTIONS

**GRC/21-22/3.1:**

The minutes of last meeting read and confirmed with unanimity. The members shown full of their enthusiasm to deliver promptly the very purpose of constituting this committee because any delay in redressal will create many confusion and further increase in grievances.

**GRC/21-22/3.2:**

A grievance received regarding Repair water cooler in Civil Block. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.

**GRC/21-22/3.3:**

A grievance received regarding Providing Cool water, ME Block. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.




**GRC/21-22/3.4:**

Miscellaneous by the permission of chair:

It was suggested to fix up a meeting time with the principal, but Principal said that it is not possible because any time students can feel to meet the institutional head , they can.

Members appreciated the gesture of the Dr.S.M.V.Narayana sir.

The meeting concluded with vote of thanks.

  
Mrs.P. Syamala Devi  
AITS G&R Cell Coordinator  
AITS, Rajampet

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES,  
RAJAMPET

Grievances & Redressal Cell

Circular

30/05/22

This is to inform you that a meeting of Grievance & redressal committee of AITS, Rajampet, will be held on 31/05/2022, Tuesday, from 05:00 P.M. at the Conference room. All members are requested to attend the meeting to discuss following agenda.

Agenda(GRC/21-22/4) :

1. Confirmation to the minutes of last meeting held on 26/03/22.
2. Conducting the Sports day celebrations.
3. Request for window curtains in the class rooms ( PG Block).
4. Black board problem in ME105.
5. Request for additional water taps & tumblers for drinking water.
6. Miscellaneous, by permission of chair.

  
G&R Cell Coordinator

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum,*G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES  
RAJAMPET

Grievances & Redressal Cell

Minutes of Meeting

31/05/22

Today on 31/05/22, Thursday from 05:00 P.M. onwards a meeting of grievance & redressal committee (GRC) held at the Conference room to discuss agenda in presence of following members.

1. Mrs.P. Syamala Devi, *AITS G & R Cell coordinator*
2. Mr. Shaik Ashraf Ali, *G & R Cell In-charge - CE Dept*
3. Mrs. M. Maruthi Nandini, *G & R Cell In-charge-EEE*
4. Mrs.N. Keerthi, *G & R Cell In-charge - ME.*
5. Dr. K. Karpaga valli, *G & R Cell In-charge -CSE*
6. Mrs.S. Fayaz Begum,*G & R Cell In-charge – ECE*
7. Dr. P. Roja, *G & R Cell In-charge – H&S*
8. Mrs. P. Kavitha, *G & R Cell In-charge – MCA*
9. Mrs. V.Vedavathi, *G & R Cell In-charge –MBA*

Members Absent: NIL

Agenda(GRC/21-22/4) :

1. Confirmation to the minutes of last meeting held on 26/03/22.
2. Conducting the Sports day celebrations.
3. Request for window curtains in the class rooms ( PG Block).
4. Black board problem in ME105.
5. Request for additional water taps & tumblers for drinking water.
6. Miscellaneous, by permission of chair.

Mr. M.SubbaRao, Professor, Dean-Student affairs and G & R cell coordinator given some opening address to members.

RESOLUTIONS

**GRC/21-22/4.1:**

The minutes of last meeting read and confirmed with unanimity. The members shown full of their enthusiasm to deliver promptly the very purpose of constituting this committee because any delay in redressal will create many confusion and further increase in grievances.

**GRC/21-22/4.2:**

A grievance received regarding Conducting the Sports day celebrations.. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.

**GRC/21-22/4.3:**

A grievance received regarding Request for window curtains in the class rooms ( PG Block). The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.

**GRC/21-22/4.4:**

A grievance received regarding Black board problem in ME105. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.

**GRC/21-22/4.5:**

A grievance received regarding Request for additional water taps & tumblers for drinking water. The committee has discussed and forwarded the grievance to concern authority to resolve the grievance.


**GRC/21-22/4.6:**

Miscellaneous by the permission of chair:

It was suggested to fix up a meeting time with the principal, but Principal said that it is not possible because any time students can feel to meet the institutional head , they can.

Members appreciated the gesture of the Dr.S.M.V.Narayana sir.

The meeting concluded with vote of thanks.

  
Mrs.P. Syamala Devi  
AITS G&R Cell Coordinator  
AITS, Rajampet



# ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES - RAJAMPET

(AUTONOMOUS)

Approved by AICTE, New Delhi. Affiliated to Jawaharlal Nehru Technological University, Anantapuramu  
Accredited by NBA & NAAC with 'A' Grade. Recognized by UGC, New Delhi under section 2(f) & 12(B).

## GRIEVANCE AND REDRESSAL CELL Annual Report for the academic year 2021-22

No of Grievance: 15

Pending: Nil

S.No	Grievance Date	Grievance Description	Status
1	6/07/2021	Electric board is damaged and switches are not working in the class room 308.	Resolved
2	15/07/2021	Cleanly maintenance of canteen premises	Resolved
3	24/07/2021	Request for extra notice board	Resolved
4	15/09/2021	Request for CRT classes	Resolved
5	12/01/2022	Request for change of existing black board in room number PG 411	Resolved
6	20/01/2022	Request for new LCD projector	Resolved
7	03/02/2022	Request for S-Chairs for staff	Resolved
8	21/02/2022	Request for conduct of freshers day celebrations	Resolved
9	9-3-2022	Fan, ME-307	Resolved
10	30-3-2022	Fan problem for faculty, ME -101	Resolved
11	06/04/2022	Request to the projector repair in Room no. 320	Resolved
12	20/04/2022	Repair of the projector in lecture hall 205	Resolved
13	05/05/2022	Computer facility in faculty room no.2	Resolved

14	13/05/2022	Request for window curtains in the class rooms ( PG 411, PG 406	Resolved
15	05/06/2022	4 benches need to be repaired in Room No.309,310	Resolved



**Co-ordinator**  
**Grievance and& Redressal Cell**