



ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES

(Approved by A.I.C.T.E, New Delhi & Affiliated to JNTU Anantapur, Anantapuramu)
(Institute Accredited by NAAC, Bangalore) (Institute Accredited by IE(I), Kolkata)

Academic Year
2018-2019



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16.07.2018.

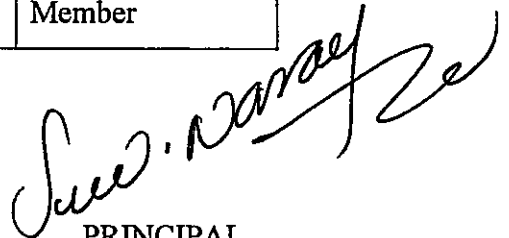
ORDER

GRIEVANCE AND REDRESSAL COMMITTEE-AY (2018-19)

The following is the Committee constituted for Grievance & Redressal Mechanism at this Institute for the period of 2018-19. All the members are requested to coordinate with Mrs. M. Lakshmi Thayaramma, Dept. of IT.

Grievance & Redressal Cell Committee

S.No	Name of the Staff Members	Designation
1.	Dr. SMV Narayana	Chairman
2.	Prof. M. Subba Rao	Ex-Officio
3.	Mrs M Lakshmi Tharayamma (IT)	Co-Ordinator
4.	Mr. G .Subhash (Civil)	Member
5.	Mr. S. Sreekanta Deekshit(EEE)	Member
6.	Mr.Y.Poorna chandra sekhar (Mech.)	Member
7.	Dr. S. Aleem Basha(CSE)	Member
8.	Dr P. Roja (H&S)	Member
9.	Mrs. U .Bhagayamma (MBA)	Member
10.	Mrs. P. Kavitha(MCA)	Member
11.	Mrs. P. Syamala Devi(ECE)	Member


PRINCIPAL

Copy to: Above Members.
Copy to: The Grievance & Redressal Cell.
Copy to: AO.



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02.01.2019

CIRCULAR

(GRIEVANCE AND REDRESSAL CELL)

A meeting is scheduled on 05.01.2019 in the Principal's chamber at 10.30a.m. All the members Grievance Redressal Cell Committee are informed to attend the meeting without fail.

Agenda:

- To uphold the confidentiality of student complaints.
- Fosters an environment where students feel comfortable voicing their grievances.
- Upon receiving complaints, it is imperative to implement appropriate remedial measures in coordination with relevant authorities.
- Assigning faculty members to pinpoint areas of conflict among students and promote the values of unity and collaboration.

PRINCIPAL

Copy to:

- Grievance Redressal Cell Committee members
- IQAC



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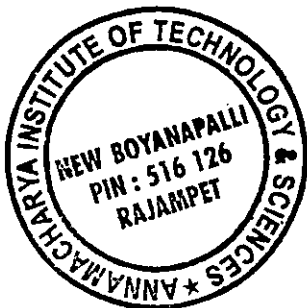
05.01.2019

MINUTES OF MEETING

The following points were discussed and shared in the meeting.

Regarding the discussion about the functioning of this committee, it was decided that:

- Grievances mentioned in the previous MOM and the Action Taken Report was reviewed.
- Issues encountered by students must be effectively communicated to the management through appropriate channels. The received grievances are:
 - Request for Board replacement in room No.319 at main block.
- Confidentiality regarding these issues must be strictly upheld.
- Remedial actions implemented should not adversely impact the academic or professional pursuits of the students.
- Each faculty /discipline should be afforded the opportunity to articulate their concerns, recognizing that faculty members may also have grievances to address.
- With these discussions the meeting came to an end.



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Lakshmi-1/5/19
Co-Ordinator



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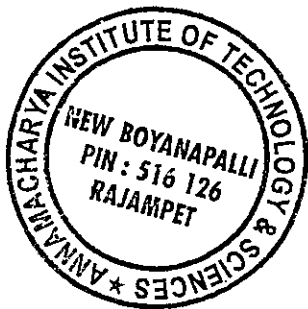
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The following members were present in the Student Grievance and Redressal Committee meeting.

Committee Members list:

S.No	Name of the Staff Members	Designation	Signature
1.	Dr. SMV Narayana	Chairman	
2.	Prof. M. Subba Rao	Ex-Officio	
3.	Mrs M Lakshmi Tharayamma (IT)	Co-Ordinator	Lakshmi T
4.	Mr. G .Subhash (Civil)	Member	Gsubhash
5.	Mr. S. Sreekanta Deekshit(EEE)	Member	S.S. Deekshit
6.	Mr. Y. Poorna chandra sekhar (Mech.)	Member	Poorna
7.	Dr. S. Aleem Basha(CSE)	Member	SABasha
8.	Dr P. Roja (H&S)	Member	
9.	Mrs. U .Bhagayamma (MBA)	Member	Bhuy
10.	Mrs. P. Kavitha(MCA)	Member	Kavitha
11.	Mrs. P. Syamala Devi(ECE)	Member	

Lakshmi T/st11/19
Co-Ordinator



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11.01.2019

ACTION TAKEN REPORT

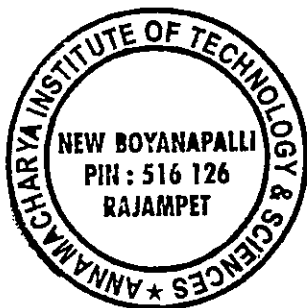
The Grievance and Redressal Committee meeting was conducted on 05.01.2019. As per the discussions, the students were requesting the following facilities.


- Request for Board replacement in in room No.319 at main block.

All the above mentioned facilities status were mentioned in the below benefits of students.

S.NO	GRIEVANCES	ACTION TAKEN
1	Board is replaced with new one in room No.319 at main block	Provided Board in room No.319 at main block ..

Lakshmi-T
11/1/2019
Co-Ordinator



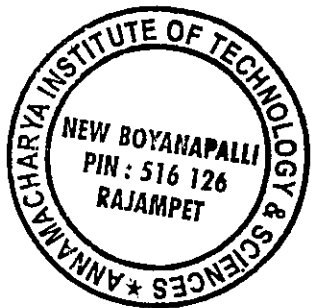
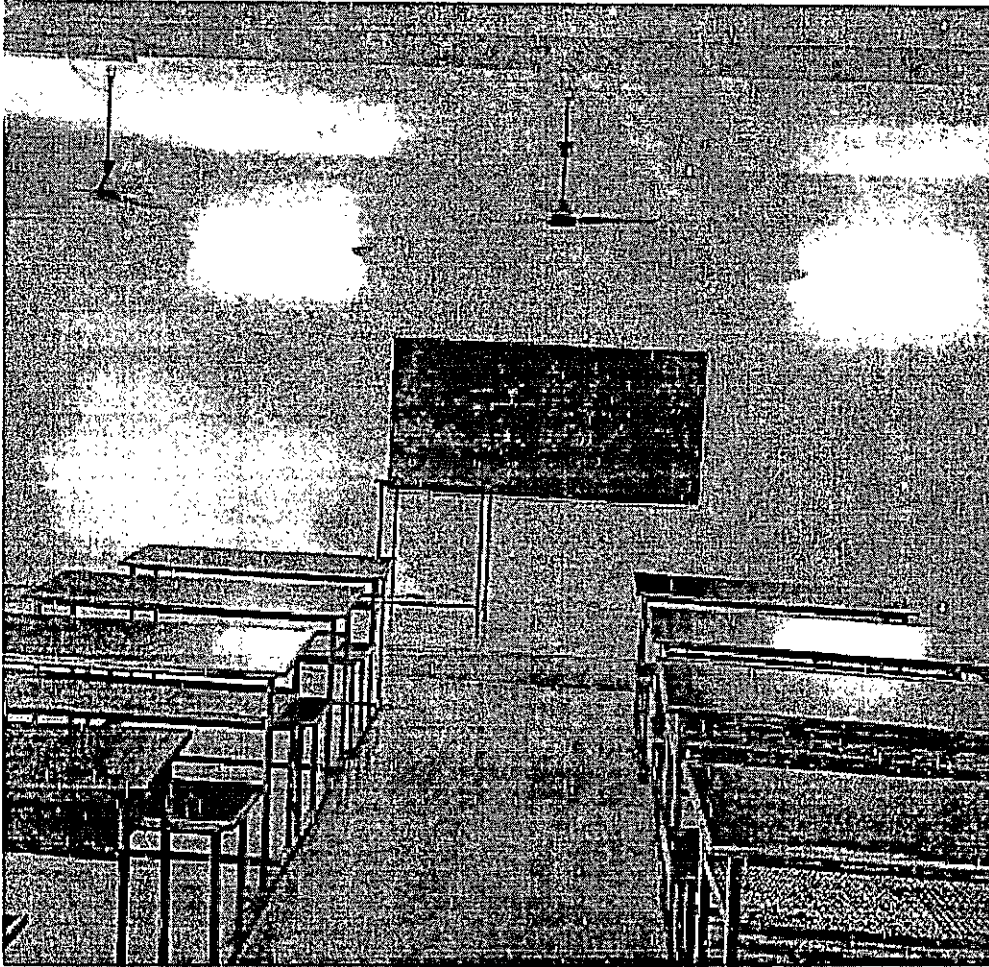

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BOARD IS REPLACED WITH NEW ONE IN ROOM NO.319 AT MAIN BLOCK



See
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24-12-2018

From

S. Charan Raj

IInd B.Tech, CSE

AITS, Rajampet

To

Grievance cell coordinator,
AITS, Rajampet

Subject: Request for arranging new board in room no: 319
at main block.

Respected sir/madam,

I, the student of II B.Tech, II Sem CSE would like to bring
to your attention on issue concerning the replacement of
black board.

With the unvisibility, it has become uncomfortable for
us to concentrate on studies while writing notes by
seeing board. In this regard I request the grievance
cell incharge to arrange for the replacement of
black board with new one.

Thanking you,

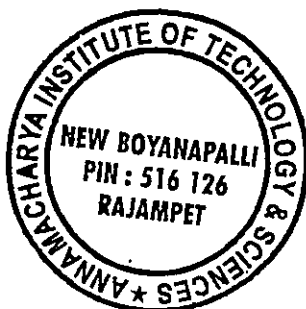
Resolved
SABasha


Yours obediently,

S. Charan Raj

GPE Pk


Grievance is Resolved




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24.09.2018

CIRCULAR

(GRIEVANCE AND REDRESSAL CELL)

A meeting is scheduled on 25.09.2018 in the Principal's chamber at 10.30a.m. All the members Grievance Redressal Cell Committee are informed to attend the meeting without fail.

Agenda:

- To uphold the confidentiality of student complaints.
- Fosters an environment where students feel comfortable voicing their grievances.
- Upon receiving complaints, it is imperative to implement appropriate remedial measures in coordination with relevant authorities.
- Assigning faculty members to pinpoint areas of conflict among students and promote the values of unity and collaboration.


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Copy to:

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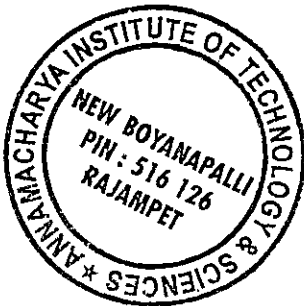
25.09.2018

MINUTES OF MEETING

The following points were discussed and shared in the meeting.

Regarding the discussion about the functioning of this committee, it was decided that:

- Grievances mentioned in the previous MOM and the Action Taken Report was reviewed.
- Issues encountered by students must be effectively communicated to the management through appropriate channels. The received grievances are:
 - Requirement of cool water.
- Confidentiality regarding these issues must be strictly upheld.
- Remedial actions implemented should not adversely impact the academic or professional pursuits of the students.
- Each faculty /discipline should be afforded the opportunity to articulate their concerns, recognizing that faculty members may also have grievances to address.
- With these discussions the meeting came to an end.



See

Lakshmi T
25/9/18
Co-Ordinator

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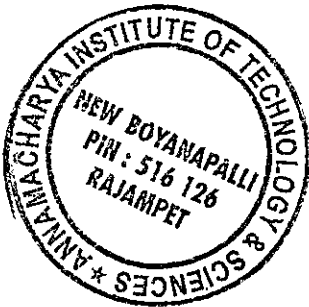
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3.	Mrs M Lakshmi Tharayamma (IT)	Co-Ordinator	Lakshmi IT
4.	Mr. G .Subhash (Civil)	Member	G.Subhash.
5.	Mr. S. Sreekanta Deekshit(EEE)	Member	S.S. Deekshit
6.	Mr. Y.Poorna chandra sekhar (Mech.)	Member	Poorna
7.	Dr. S. Aleem Basha(CSE)	Member	S.Aleem Basha
8.	Dr P. Roja (H&S)	Member	
9.	Mrs. U .Bhagayamma (MBA)	Member	Bhau
10.	Mrs. P. Kavitha(MCA)	Member	Kavitha
11.	Mrs. P. Syamala Devi(ECE)	Member	




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Lakshmi IT
25/9/18
Co-Ordinator



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30.10.2018

ACTION TAKEN REPORT

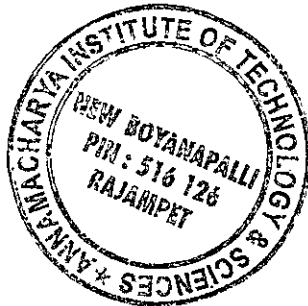
The Grievance and Redressal Committee meeting was conducted on 25.09.2018. As per the discussions, the students were requesting the following facilities.

- Requirement of cool drinking water.

All the above mentioned facilities status were mentioned in the below benefits of students.

S.NO	GRIEVANCES	ACTION TAKEN
1	Requested for cool water	Provided cool drinking water Facility

Lakshmi .T
30/10/18
Co-Ordinator



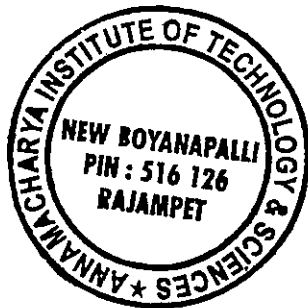
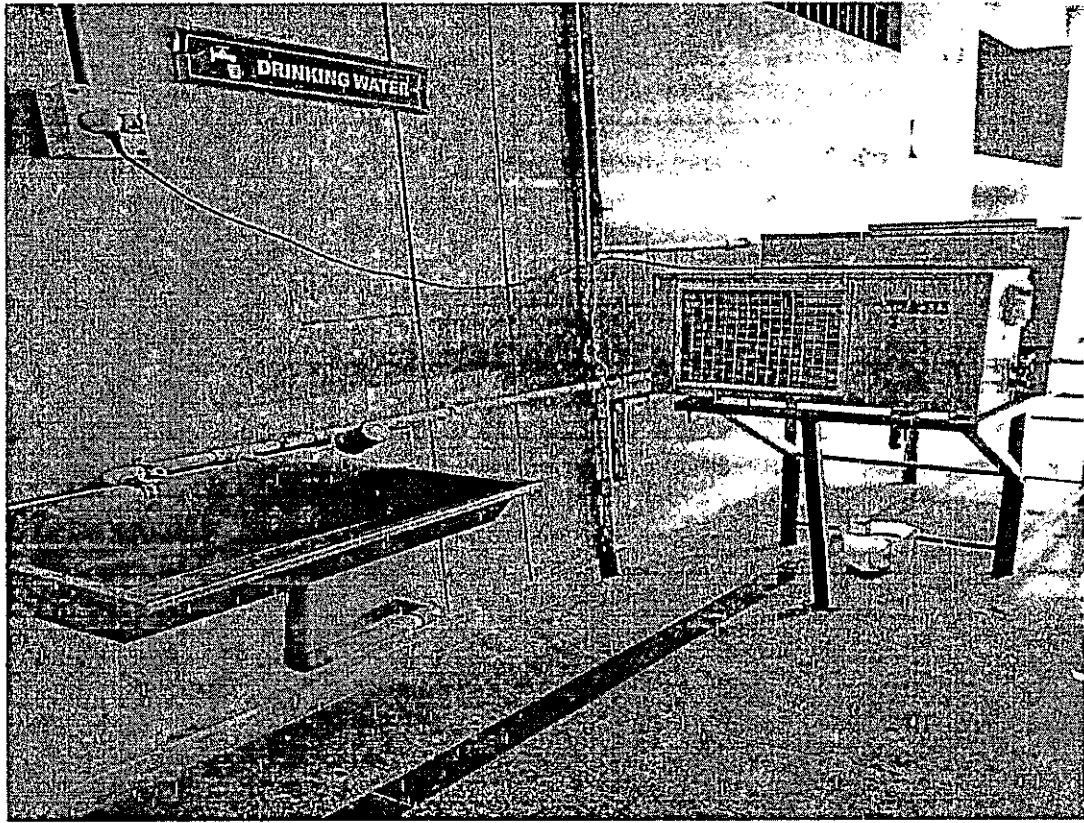
Sue
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PROVIDED COOL WATER IN PG BLOCK



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03-09-18.

N. Lasya

III. B.Tech ECE

AIITS, Rajampet

To

Grievance cell coordinator,
AIITS, Rajampet

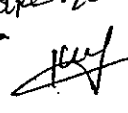
Subject: Request for arranging cool water in PG Block

Respected Sir/Madam,

I, the student of III B.Tech ~~I~~ Sem ECE would like to bring to your attention an issue concerning the availability of cool water.


With the rising temperatures, it has become increasingly uncomfortable for us to concentrate on our studies without access to cool water. In this regard, I kindly request the grievance cell to arrange for cool drinking dispensers or ensure that the existing water supply is cooled adequately.

Thanking you.

Resolved -
G.P.K.


yours obediently,

N. Lasya


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