



AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved By AICTE, Permanently Affiliated to JNT University, Kakinada,
Accredited by NBA & Recognized Under 2(f) and 12 (b) by UGC, New Delhi)
Tamaram, Makavarapalem, Narsipatnam(R D), Visakhapatnam Dist-531113

Lr No: AIETM/2018-19/Committees/6

Date: 11/06/2018

The Principal is pleased to appoint the following faculties as members of Grievance Redressed Committee for the Academic Year 2018-19. They are directed to take up the assignment and extend their support for the smooth conduct of solving Grievance Redressal issues as per the guidelines.

GRIEVANCE REDRESSAL COMMITTEE MEMBERS

2018-19

S.no	Committee	Department	Signature
1.	M V Ramana Murthy Coordinator	EEE	M.V. Rao
2.	N V Ashok Kumar Member	CSE	N.V. Ashok Kumar
3.	M Kedareshwarao Member	ECE	M. Kedareshwarao
4.	S Rishikesh Member	EEE	S. Rishikesh
5.	V Hari Kiran Member	MECH	V. Hari Kiran
6.	T Gopi Member	MBA	T. Gopi
7	M Santosh Kumar Member	H&BS	M. Santosh Kumar

Copy to:

1. Notice Board
2. All the Members

Dr. Mohan Rao
Principal

Avanthi Institute of Engg. & Technology
Principal
Tamaram, Makavarapalem Md.,
Visakhapatnam District., Pin: 531113



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AIETM/2018-19

Date: 13/06/2018

NOTICE

As notified by the All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, Grievance Redressal Committee (GRC) is constituted at the college level. GRC provides a means to submit an application for any aggrieved student seeking Redressal of the grievance. Following are nominated to be members of the Committee. Students are here by informed to use the services of the committee for redressal of their grievances. They can submit their grievance in written to the coordinator of the committee in person for appropriate action.

2018-19

S.No	Name of the Member	Designation	Committee
1	M V Ramana murthy	EEE, Asst.Professor	Coordinator
2	N V Ashok Kumar	CSE, Asst.Professor	Member
3	M kedareswarao	ECE, Asst.Professor	Member
4	M Santhosh Kumar	H&BS, Asst.Professor	Member
5	S Rishikesh	EEE, Asst.Professor	Member
6	V Hari Kiran	MECH, Assoc.Professor	Member
7	T Gopi	MBA, Asst.Professor	Member

Circulate to all Classes

All Notice Boards


Dr C Mohan Rao
Principal
Avanthi Institute of Engg. & Technology
Tamaram, Makavarapalem Md.,
Visakhapatnam District., Pin: 531113



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AIETM/2018-19/ Committee

Date: 06/03/2019

A meeting of all committee members are convened 08th Mar, 2019 at 11:00 AM in the coordinator chamber to discuss the problems of Grievance Redressal for the academic year 2018-2019.

GRIEVANCE REDRESSAL COMMITTEE MEMBERS

2018-19

S.no	Committee	Department	Signature
1.	N V Ashok Kumar Member	CSE	
2.	M Kedareshwarao Member	ECE	
3.	S Rishikesh Member	EEE	
4.	V Hari Kiran Member	MECH	
5.	T Gopi Member	MBA	
6.	M Santosh Kumar Member	H&BS	

Copy to:

1. Notice Board
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M V Ramana Murthy

Coordinator

Principal
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Minutes of the Students Grievance Redressal Committee:

The Students Grievance Redressal Committee meeting was held on 08th Mar, 2019 at 11.00 A.M in the coordinator chamber.

The Agenda for the meeting was taken up and discussed.

To ensure that the circulars/guidelines issued by UGC/AICTE on matters relating to Student Grievance Redressal are displayed in the notice board and also in the College website

The members were informed by the Coordinator to view the UGC/AICTE websites for any circulars issued by them and also to see that these circulars are brought to the notice of the students by displaying

To see that the ISO format for receiving student grievances reported is issued to all HoD's.

It was confirmed that the ISO format with regard to student suggestions and grievances have been circulated to all the HoD's, to be issued to students who request them.

To discuss with the House keeping In-charge on the issues reported

With regard to students request for the cleanliness and water shortage in the washrooms, the House keeping In-charge was instructed to maintain the washrooms neat and clean.

To discuss with the Bus In-Charge

Students have requested to increase the buses, it was suggested to the Bus in-charge to provide extra buses.

Such other matters suggested by members.

There was no other matter.

M.V. Ramesh Murthy
Coordinator

[Signature]
Principal
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Academic Year 2018-19

Minutes of the Grievance Redressal Committee meeting held on 08.03.2019 Friday at 11.00 A.M.

Members Present:

S.No	Name of the Member	Designation	Committee
1	M V Ramana murthy	Asst. Professor	Coordinator
2	N V Ashok Kumar	Asst. Professor	Member
3	M kedareswarao	Asst. Professor	Member
4	M Santhosh Kumar	Asst. Professor	Member
5	S Rishikesh	Asst. Professor	Member
6	V Hari Kiran	Assoc. Professor	Member
7	T Gopi	Asst. Professor	Member

The Committee met and discussed the following

- The statuses of grievances forward to respective In-charges and Minutes in the previous meeting were reviewed.

The following grievances were received and discussed:

S.No	Date of Grievance	Details of person	Summary of Grievance	Recommendation of committee
1	23.04.2018	M Sunitha	Drinking water problem in 3 rd floor.	Resolved to forward to Floor In-charge.
2	29.06.2018	G Pavani	Water problem in the bathrooms.	Resolved to forward to Site office In-charge.
3	28.08.2018	N Mounika	Classroom floor are not clean .	Resolved to forward to Floor In-charge.
4	16.11.2018	Bus Students	Complaint received against college transport.	Resolved to forward to Bus In-charge.

M V Ramana Murthy
M V Ramana Murthy
Coordinator



Dr C Mohan Rao
Principal
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Action Taken

- Students are requested to change the water purifier in the 3rd floor, it was suggested to floor In-charge to change the purifiers.
- Students requested to increase buses or increase seats in buses and it was suggested to bus In-charge to provide extra bus.
- Students requested for water shortage in washrooms and was suggested to the site office in-charge for proper water facilities.
- Students requested to clean classroom floors and it was suggested to site office In-charge and cleaners for floor cleanliness.

Copy to

- 1.The Principal
- 2.System Administrator
- 3.File

M V Ramana Murthy
M V Ramana Murthy

Coordinator

[Signature]
Principal
Avanthi Institute of Engg. & Technology
Tamaram, Makavarapalem Md.,
Visakhapatnam District., Pin. 531113