



RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)
NH-16, Valluru, Ongole, Prakasam (District)-523272

RGAN/Committee Formation/2019-20/GRC/01

Date: 28-06-2019

Students Counselling & Grievance Redressal Committee Formation

1. A seven-member **Students Counselling & Grievance Redressal Committee** was constituted in the College.
2. The committee is chaired by the principal, who is also the head of the institute.
3. One of the senior faculty members serves as the committee's coordinator.
4. The Remaining members are faculty from each Department.

The Students **Grievance Redressal Committee** is constituted with the following members w.e.f. 28/06/2019.

S.No	Name of the Faculty	Department	College Designation	Role	Phone No	Signature
1.	Dr.K.V.Subrahmanyam	ECE	Principal	Chairman	9490387654	
2.	Mr.K.NagaHanumaChari	ECE	Associate Professor	Coordinator	9848295912	
3.	Dr.M.Bharathi Devi	CSE	Asst. Professor	Member	9866117389	
4.	Mr.Sk.Bajid Vali	ECE	Assistant Professor	Member	9949347912	
5.	Ms.B.Aparna	S&H	Asst. Professor	Member	8978769949	
6.	Mr.Ch.Akka Raju	MBA	Asst. Professor	Member	9849223403	
7.	M.V.Sravani	CE	Asst. Professor	Member		

Copy to:

1. PA to Principal for filing
2. All HODS
3. Coordinator
4. All Committee Members
5. Notice Boards
6. Class Rooms

Principal

PRINCIPAL

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RGAN/ GRC /2019-20/ Circular/02

Date: 22-08-2019

CIRCULAR

All the members of Grievance Redressal Cell are requested to attend the meeting which will be held in English Lab at 3pm on 26/08/2019.

AGENDA:

- 1.To discuss and finalize the cell's functions and amenities.
- 2.Consider and finalize the cell's duties and tasks.
- 3.To talk about the Year Plan, Aware students about the GRC to avoid Ragging, Gender bias and ease to adjust for college environment.
- 4.Other matters, if any.

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1.	Dr.K.V.Subrahmanyam	ECE	Principal	Chairman	9490387654	
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6.	Mr.Ch.Akka Raju	MBA	Asst. Professor	Member	9849223403	
7.	M.V.Sravani	CE	Asst. Professor	Member	9030241035	

Coordinator

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RGAN/ GRC /2019-20/ MoM /02

Date: 26-08-2019

Minutes of the Meeting

Proceedings of the Meetings of GRC:

Resolutions:

- 1.The Coordinator, **Mr.K.NagaHanumaChari**, welcomed the committee members who had gathered to finish the committee's tasks..
- 2.Finalized GRC cell functions and facilities are framed and finalized after discussion with all Committee members.
- 3.Coordinators/members of the Departments discussed to implement the year plan Aware students about the GRC to avoid Ragging, Gender bias and ease to adjust for College environment for Academic year 2021-22
- 4.Students are urged to contact a member of their department's grievance committee as soon as possible if they have a complaint.

MEMBERS PRESENT:

S.No	Name of the Faculty	Department	College Designation	Role	Phone No	Signature
1.	Dr.K.V.Subrahmanyam	ECE	Principal	Chairman	9490387654	
2.	Mr.K.NagaHanumaChari	ECE	Associate Professor	Coordinator	9848295912	
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Coordinator

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RGAN/ GRC /2019-20/ Circular/03

Date: 07-01-2020

CIRCULAR

All the members of Grievance Redressal Cell are requested to attend a meeting which will be held on English Lab at 3 P.M. on 10/01/2020.

AGENDA:

1. Examine the sanitation of the classrooms, as well as fans that are not operating.
2. To inspect the unclean and filthy restrooms.
3. Involve the Students into the Social Responsibility.
4. Any issue involving internal concerns.

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7.	M.V.Sravani	CE	Asst. Professor	Member	9966762437	

Coordinator

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RGAN/ GRC /2019-20/ MoM /03

Date: 10 -01-2020

Minutes of the Meeting

Proceedings of the Meetings of GRC:

1. The following points were discussed during the meeting and the minutes were recorded as below
2. Students are asked to express their concerns, and based on the talks, it appears that their concerns include the cleanliness of washrooms and toilets.
3. Discussed the as fans that aren't operating, and gave directions to address the issues.
4. Discussion about Involving the Students into the Social Responsibility.
5. It was reported to the appropriate departments, and it was specifically ordered that a periodic examination of the washrooms and toilets be conducted.

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