



# AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved By AICTE, Permanently Affiliated to JNT University, Kakinada,  
Tamaram, Makavarapalem, Narsipatnam(R D), Visakhapatnam Dist-531113)

AIETM/2020-21/Committee

Date: 02/07/2020

The Principal is pleased to appoint the following faculties as members of Grievance Redressal Committee for the Academic Year 2020-21. 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

2020-21

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

Copy to:

1. Notice Board
2. All the Members

Dr. Mohan Rao  
Principal

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



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**AIETM/2020-21**

**Date: 03/07/2020**

### **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 hereby 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.

#### **2020-21**

<b>S.No</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Committee</b>
1	M V Ramana murthy	EEE, Asst.Professor	Coordinator
2	N V Ashok Kumar	CSE, Asst.Professor	Member
3	K V S Ganesh	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: 5311



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**AIETM/2020-21/ Committee**

**Date: 13/04/2021**

A meeting of all committee members are convened 15<sup>th</sup> Apr, 2021 at 10:30 AM in the coordinator chamber to discuss the problems of Grievance Redressal for the academic year 2020-2021.

**GRIEVANCE REDRESSAL COMMITTEE MEMBERS**

**2020-21**

S.no	Committee	Department	Signature
1.	N V Ashok Kumar Member	CSE	
2.	K V S Ganesh Member	ECE	
3.	S Rishikesh Member	EEE	
4.	V Hari Kiran Member	MECH	
5.	T Gopi Member	MBA	
6.	Dr A Srinivasu Rao Member	H&BS	

**Copy to:**

1. Notice Board
2. All the Committee Members

  
**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 15<sup>th</sup> Apr, 2021 at 10.30 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 Site Office In-Charge on the issues reported**

With regard to students request for the separate waiting hall in every floor, the Site Office In-Charge was instructed to arrange the separate waiting hall in every floor.

**To discuss with the Site Office In-Charge**

Students have requested to internet connection in the systems, it was suggested to the site office in-charge to provide internet facility to all the systems.

**Such other matters suggested by members.**

There was no other matter.

*M. V. Ramana Murthy*  
Coordinator

*[Signature]*  
Principal

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**Academic Year 2020-21**

**Minutes of the Grievance Redressal Committee meeting held on 15.04.2021 Thursday at 10.30 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	K V S Ganesh	Asst. Professor	Member
4	S Rishikesh	Asst. Professor	Member
5	V Hari kiran	Assoc. Professor	Member
6	T Gopi	Asst. Professor	Member
7	M Santhosh Kumar	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	01.11.2020	College Bus Students	Extra bus to be needed in kurmannapalem route.	Resolved to forward to Transport In-charge.
2	20.11.2020	J Renuka	Breakfast menu to be changed (puri can be replaced for chapathi).	Resolved to forward to Hostel In-charge.
3	11.12.2020	Hostel Students	Phone timing to communicate with parents need to be increased in hostel.	Resolved to forward to Hostel In-charge.
4	20.12.2020	A Manohar	Need more Technical certification courses.	Resolved to forward to Class In-charge.
5	28.01.2021	Hostel Students	Evening snacks is not sufficient in Mess.	Resolved to forward to Hostel In-charge.

*M V Ramana Murthy*  
M V Ramana Murthy  
Coordinator



*Dr. C. Mohan Rao*  
Dr. C. Mohan Rao  
Principal  
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**Action Taken**

- Students are requested for extra buses for kurmannapalem route, it was suggested to bus In-charge for extra buses.
- Students are requested to do more certification courses and which was suggested to class In-charge for more certification courses.
- Students requested for proper meals and breakfast menu to be changed with sufficient curries which are not available at canteen, and it was suggested to hostel In- charge for proper meals.
- Students requested to increase phone timings to communicate with parents in hostel and which was suggested to hostel In-charge for increasing timing for communicating with parents.
- Students requested for more snacks in the evening, it was suggested to Hostel In-charge to provide more snacks.

**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**