

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 05th September, 2014.

As per the circular No CMRCET/PRIN/GRM/2014-15/Cir-01, dated 03rd September, 2014. A meeting was held on 05th September, 2014 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *M. Ramalinga Reddy*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P. Raveendra babu*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *K. Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *P. Sridhar*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *P. Hima Bindhu*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *M. Chandra Shekar Reddy*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Y. Saveri Reddy*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V. Venkataiah*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *A. Kashiram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *G. Manoj Kumar*
12. Student Member - Chitedi Janardhan *Chitedi Janardhan*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

1. To create awareness about the guidelines for grievance redress mechanism provided by the University Grants Commission and gazette of India among all the members of the committee.
2. To finalize the Standard Operating Procedures for implementing grievance redressal mechanism in the institution.
3. To discuss the roles and responsibilities of each member of the committee.

Summary of Committee Resolutions:

1. At the initial stage it is very important to create awareness among all the stake holders of the organization about the grievance redress mechanism established in the institution.
2. Create awareness among the stake holders about the standard operating procedures of the grievance redress mechanism of the institute
3. As for as SOP's are concerned it is decide to strictly follow the guidelines given by the UGC and gazette of India.
4. On third Saturday of every month at 3:00 PM, grievance boxes will be opened in the presence of chairman, convener and IQAC Coordinator.
5. The committee will meet again as per the grievances received from the stakeholders or as and when required according to the directions of the chairman.

***** End *****

PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad 501401

GRIEVANCE REDRESSAL MECHANISM COMMITTEE
Minutes of Meeting held on 22 Sept, 2014.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 03, dated 20 Sept, 2014. A meeting was held on 22 Sept, 2014 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *M. Ramalinga Reddy*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P. Raveendra Babu*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *K. Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *P. Sridhar*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *P. Hima Bindhu*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *M. Chandra Shekar Reddy*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Y. Saveri Reddy*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V. Venkataiah*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *A. Kashiram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *G. Manoj Kumar*
12. Student Member - Chitedi Janardhan *C. JANARDHAN*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 20 Sept, 2014.

Grievances Received:

A total of "5" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "2" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1	R. M. Chandana (13H51A0445)	Student	Academic Infrastruct ure	20.09.2014	Request to issue 6 books from library for each student	Accepted
2	Mr. B. Sai Teja (12H51A0205)	Student	Academics	20.09.2014	Request to provide library facility on Sunday	Accepted
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE
Minutes of Meeting held on 20 Oct, 2014.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 04, dated 18 Oct, 2014. A meeting was held on 20 Oct, 2014 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *M.R.Reddy*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P.R.*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *S.S.*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *Hima Bindhu*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *Chandra*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Saveri*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V.V.*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *K.Ram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *Manoj*
12. Student Member - Chitedi Janardhan *C. JANARDHAN.*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 18 Oct, 2014.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 22 Dec, 2014.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 05, dated 20 Dec, 2014. A meeting was held on 22 Dec, 2014 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *toppy*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P.R*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *K Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *PS*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *Bijc*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *Yashu*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Saveri*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V. Venky*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *Kashiram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *Manoj*
12. Student Member - Chitedi Janardhan *C. JANARDHAN*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 20 Dec, 2014.

Grievances Received:

A total of "3" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
2						
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[Signature]
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[Signature]
Coordinator
Grievance Redressal Committee

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 19 Jan, 2015.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 06, dated 17 Jan, 2015. A meeting was held on 19 Jan, 2015 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *ramlinga*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P.R*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *Sridhar*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *Hima Bindhu*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *Chandra*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Saveri*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V. Venkataiah*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *Kashiram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *Manoj*
12. Student Member - Chitedi Janardhan *C. JANARDHAN*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 17 Jan, 2015.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "1" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1	Mr. A. Bramhananda Reddy	Associate Professor	Academic Infrastruct ure	17.01.2015	Request to Provide ICT tools in the campus for effective Teaching	Accepted
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 23 Mar, 2015.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 07, dated 21 Mar, 2015. A meeting was held on 23 Mar, 2015 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *MRR*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P.R*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *K.S*
4. Member - Mr. P. Sridhar, Associate Professor, ME *PS*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *PHB*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *CSR*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *YSR*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V.V*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *KRAM*
10. Student Member - B Nikhil Kumar *B. NIKHIL K*
11. Student Member - G Manoj Kumar *MANOJ*
12. Student Member - Chitedi Janardhan *C. JANARDHAN*
13. Student Member - Pitta Uday *P. UDAY*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 21 Mar, 2015.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
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[Signature]
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[Signature]
Coordinator
Grievance Redressal Committee

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 20 Apr, 2015.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 08, dated 18 Apr, 2015. A meeting was held on 20 Apr, 2015 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *M. Ramalinga Reddy*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P. Raveendra babu*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *K. Soujanya*
4. Member - Mr. P. Sridhar, Associate Professor, ME *P. Sridhar*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *P. Hima Bindhu*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *M. Chandra Shekar Reddy*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *Y. Saveri Reddy*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V. Venkataiah*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *A. Kashiram*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *G Manoj Kumar*
12. Student Member - Chitedi Janardhan *Chitedi Janardhan*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 18 Apr, 2015.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "1" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1	Mrs. E. V. Naga Jyothi	Associate Professor	Infrastructure	18.04.2015	Request to arrange white boards for teaching in all class rooms	Accepted
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(Signature)
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(Signature)
Coordinator
Grievance Redressal Committee

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 22 Jun, 2015.

With reference to circular CMRCET/PRIN/GRM/2014-15/CIR- 09, dated 20 Jun, 2015. A meeting was held on 22 Jun, 2015 with all the members of grievance redressal mechanism committee.

The following members were Present

1. Chairman - Dr. M. Ramalinga Reddy, Principal *MRM*
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *PRB*
3. Member - Mrs. K. Soujanya, Associate Professor, EEE *KS*
4. Member - Mr. P. Sridhar, Associate Professor, ME *PS*
5. Member - Mrs. P. Hima Bindhu, Associate Professor, MBA *PHB*
6. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *CSR*
7. Member - Mrs. Y. Saveri Reddy, Assistant Professor, ECE *YSR*
8. Member - Mr. V. Venkataiah, Assistant Professor, CSE *V.V.*
9. Member - Mr. A. Kashiram, Assistant Professor, CE *KRAM*
10. Student Member - B Nikhil Kumar *B. Nikhil*
11. Student Member - G Manoj Kumar *G Manoj*
12. Student Member - Chitedi Janardhan *C. JANARDHAN*
13. Student Member - Pitta Uday *P. Uday*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 20 Jun, 2015.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
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