



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS)

Approved by AICTE New Delhi, Affiliated to JNTUH, Accredited by NAAC with 'A+' Grade  
Kandlakoya , Medchal Road, Hyderabad -501401.

CMRCET/PRIN/SGRC/2024-25/01

Date: 4<sup>th</sup> June 2024

## OFFICE ORDER

The Student Grievance Redressal committee has been reconstituted with the following members

S.No	Name of the member	Designation	Position in the committee
1	Major Dr.VA Narayana	Principal	Chairman
2	Dr. P. Raveendra Babu	Professor & HoD, ECE	Convener
3	Dr. M. Chandra Sekhar Reddy	Professor & HOD, H&S	Member
4	Dr. P. Sruthi	Professor & HOD, CSE AIML	Member
5	Dr. P. Swetha	University Nominee	Member
6	Mr. N.Aakash (21H51A0474)	Male Student	Member
7	Ms. K.Himaja (21H51A1209)	Female Student	Member
8	P. Varshitha Patel (23h51a0554)	Female Student	Member

PRINCIPAL

Copy Submitted to: (1) The Secretary garu (for kind information please).

Copy to: (1) Deans  
(2) IQAC  
(3) Controller of Examination  
(4) All HODs  
(5) Administrative Officer  
(6) Accounts Officer

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



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Kandlakoya, Medchal Road, Hyderabad -501401.

CMRCET/PRIN/SGRC/CIR/AY2024-25/01

Date: 08-07-2024

## CIRCULAR

This is to inform all the members of Student Grievance Redressal committee that a meeting is scheduled on 12<sup>th</sup> July 2024 i.e Friday at 12:30PM in principal Board Room. All the members are requested to attend the meeting.

PRINCIPAL

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

Copy Submitted to: (1) The Secretary garu (for kind information please).

- Copy to:
- (1) Deans
  - (2) IQAC Coordinator
  - (2) Controller of Examination
  - (3) All HODs
  - (4) Exam Branch
  - (5) Administrative Officer
  - (6) Accounts Officer
  - (7) All members of the Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/2024-25/02

Date: 12<sup>th</sup> July 2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 12<sup>th</sup> July, 2024

As per the circular No. CMRCET/PRIN/SGRC/CIR/AY2024-25/01 dated 8<sup>th</sup> July 2024, a meeting was held on 12<sup>th</sup> July 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

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. Create awareness among the stake holders about the standard operating procedures of the grievance redress mechanism of the institute
2. As for as SOP's are concerned it is decide to strictly follow the guidelines given by the UGC and gazette of India.
3. On third Saturday of every month at 3:00 PM, grievance boxes will be opened in the presence of chairman, convener and IQAC Coordinator.
4. 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.

Principal

PRINCIPAL

CMR COLLEGE OF ENGG. & TECH.  
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Hyderabad-501401.



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 20-07-2024

The grievance boxes in the campus are opened on 20<sup>th</sup> Jul, 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Dr. P. Raveendra babu, Professor & HOD, ECE
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be “1”.

Convener

Student Grievance Redressal committee





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CMRCET/PRIN/SGRC/CIR/AY2024-25/02

Date: 27/ Jul/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 31<sup>st</sup> July, 2024 i.e Wednesday at 09:30AM in principal board room to hear and address the various grievances received from the grievance boxes on 20<sup>th</sup> July 2024. All the members are requested to attend.

Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

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

Copy to:

- (1) Deans
- (2) IQAC Coordinator
- (2) Controller of Examination
- (3) All HODs
- (4) Exam Branch
- (5) Administrative Officer
- (6) Accounts Officer
- (7) All members of the Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/2024-25/02

Date: 31<sup>st</sup> July 2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 31<sup>st</sup> July, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/02 dated 27<sup>th</sup> July 2024. A meeting was held on 31<sup>st</sup> July 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 20<sup>th</sup> July 2024.

### 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 only "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			NIL -			
2						

Convener

Student Grievance Redressal committee



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 17-08-2024

The grievance boxes in the campus are opened on 17<sup>th</sup> August 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Dr. P. Raveendra babu, Professor & HOD , ECE 
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.

  
Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/03

Date: 25/08/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 31<sup>st</sup> August 2024 i.e Saturday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 17<sup>th</sup> August 2024. All the members are requested to attend.

Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

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

Copy to:

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CMRCET/PRIN/SGRC/2024-25/03

Date: 31-08-2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 31<sup>st</sup> August, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/03 dated 25<sup>th</sup> August 2024. A meeting was held on 31<sup>st</sup> August 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 17-08-2024.

### Grievances Received:

No grievances were received from the Grievance boxes.

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						

P.R.  
Convener

Student Grievance Redressal committee



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 21-09-2024

The grievance boxes in the campus are opened on 21<sup>st</sup> Sep, 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Dr. P. Raveendra babu, Professor & HOD , ECE
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be “2”.

Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/04

Date: 25/09/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 30<sup>th</sup> September 2024 i.e Monday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 21<sup>st</sup> September 2024. All the members are requested to attend.

Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
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Hyderabad-501401.

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CMRCET/PRIN/SGRC/2024-25/04

Date: 30-09-2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 30<sup>th</sup> September, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/04 dated 25<sup>th</sup> September 2024. A meeting was held on 30<sup>th</sup> September 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 21-09-2024.

### Grievances Received:

A total of "2" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "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						

Convener

Student Grievance Redressal committee





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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 19-10-2024

The grievance boxes in the campus are opened on 19<sup>th</sup> October 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Dr. P. Raveendra babu, Professor & HOD, ECE
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be “0”.

Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/05

Date: 25/10/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 29<sup>th</sup> october 2024 i.e Tuesday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 19<sup>th</sup> October 2024. All the members are requested to attend.

Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

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

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- (7) All members of the Grievance Redressal Committee



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CMRCET/PRIN/SGRC/2024-25/05

Date: 29-10-2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 29<sup>th</sup> October, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/05 dated 25<sup>th</sup> October 2024. A meeting was held on 29<sup>th</sup> October 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 19<sup>th</sup> October 2024.

### Grievances Received:

No grievances were received from the Grievance boxes.

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						

  
Convener

Student Grievance Redressal committee



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 16-11-2024

The grievance boxes in the campus are opened on 16<sup>th</sup> November 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Dr. P. Raveendra babu, Professor & HOD, ECE
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be "1".

Convener

Student Grievance Redressal committee





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CMRCET/PRIN/SGRC/CIR/AY2024-25/06

Date: 26/11/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 30<sup>th</sup> November 2024 i.e Saturday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 16<sup>th</sup> November 2024. All the members are requested to attend.

Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

- Copy to:
- (1) Deans
  - (2) IQAC Coordinator
  - (2) Controller of Examination
  - (3) All HODs
  - (4) Exam Branch
  - (5) Administrative Officer
  - (6) Accounts Officer
  - (7) All members of the Grievance Redressal Committee

PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
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CMRCET/PRIN/SGRC/2024-25/06

Date: 30-11-2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 30<sup>th</sup> November, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/06 dated 26<sup>th</sup> November 2024. A meeting was held on 30<sup>th</sup> November 2024 with all the members of grievance redressal mechanism committee

The following members were Present

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 16<sup>th</sup> November 2024.

### 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 only "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			NIL			
2						

P. Raveendra babu  
Convener

Student Grievance Redressal committee



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 21-12-2024

The grievance boxes in the campus are opened on 21-12- 2024 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Dr. P. Raveendra babu, Professor & HOD , ECE
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be “2”.

Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/07

Date: 27/12/2024

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 31<sup>st</sup> December 2024 i.e Tuesday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 21<sup>st</sup> December 2024. All the members are requested to attend.

Copy Submitted to: (1) The Secretary garu (for kind information please).

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

Copy to:

- (1) Deans
- (2) IQAC Coordinator
- (2) Controllor of Examination
- (3) All HODs
- (4) Exam Branch
- (5) Administrative Officer
- (6) Accounts Officer
- (7) All members of the Grievance Redressal Committee





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Kandlakoya, Medchal Road, Hyderabad -501401.

CMRCET/PRIN/SGRC/2024-25/07

Date: 31-12-2024

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 31<sup>st</sup> December, 2024.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/07 dated 27<sup>th</sup> December 2024. A meeting was held on 31<sup>st</sup> December 2024 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 21<sup>st</sup> December 2024.

### Grievances Received:

A total of "2" 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 only "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			NIL			
2						

Convener

Student Grievance Redressal committee



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS)

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Kandlakoya, Medchal Road, Hyderabad -501401.

CMRCET/PRIN/SGRC/2024-25/08

Date: 17<sup>th</sup> Jan 2025

## OFFICE ORDER

The Student Grievance Redressal committee has been reconstituted with the following members

S.No	Name of the member	Designation	Position in the committee
1	Dr.A.Seshu Kumar	Principal	Chairman
2	Dr. P. Raveendra Babu	Professor & HoD, ECE	Convener
3	Dr. M. Chandra Sekhar Reddy	Professor & HOD, H&S	Member
4	Dr. P. Sruthi	Professor & HOD, CSE AIML	Member
5	Dr.P. Swetha	University Nominee	Member
6	Mr. N.Aakash (21H51A0474)	Male Student	Member
7	Ms. K.Himaja (21H51A1209)	Female Student	Member
8	P. Varshitha Patel (23h51a0554)	Female Student	Member

PRINCIPAL

Copy Submitted to: (1) The Secretary garu (for kind information please).

Copy to: (1) Deans  
(2) IQAC  
(3) Controller of Examination  
(4) All HODs  
(5) Administrative Officer  
(6) Accounts Officer

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



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Kandlakoya , Medchal Road, Hyderabad -501401.

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 18-01-2025

The grievance boxes in the campus are opened on 18-01-2025 in presence of the following members.

1. Chairman – Dr.A.Seshu Kumar, Principal 
2. Convener – Dr. P. Raveendra babu, Professor & HOD , ECE 
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be "0".

  
Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/09

Date: 25/01/2025

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 31<sup>st</sup> January 2025 i.e Friday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 18-01-2025. All the members are requested to attend.

  
Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

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

Copy to:

- (1) Deans
- (2) IQAC Coordinator
- (2) Controller of Examination
- (3) All HODs
- (4) Exam Branch
- (5) Administrative Officer
- (6) Accounts Officer
- (7) All members of the Grievance Redressal Committee





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CMRCET/PRIN/SGRC/2024-25/09

Date: 31-01-2025

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 31<sup>st</sup> January, 2025.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/09 dated 25<sup>th</sup> January 2025. A meeting was held on 31<sup>st</sup> January 2025 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Dr.A.Seshu Kumar, Principal
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S
4. Member - Dr. P. Sruthi, Professor & HOD, CSM
5. Member- Dr.P.Swetha, University Nominee
6. Student Member - Mr. N.Aakash (21H51A0474)
7. Student Member - Ms. K.Himaja (21H51A1209)
8. Student Member - Ms. P. Varshitha Patel (23h51A0554)

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 18-01-2025.

### Grievances Received:

No grievances were received from the Grievance boxes.

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						

P.R.  
Convener

Student Grievance Redressal committee



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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 15-02-2025

The grievance boxes in the campus are opened on 15-02-2025 in presence of the following members.

1. Chairman – Major. Dr. A.Seshu Kumar, Principal 
2. Convener – Dr. P. Raveendra babu, Professor & HOD , ECE 
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.

  
Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/10

Date: 25/02/2025

## CIRCULAR

This is to inform to all the members of grievance redress mechanism committee that a meeting is scheduled on 28<sup>th</sup> February 2025 i.e Friday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 15-02-2025. All the members are requested to attend.

Copy Submitted to: (1) The Secretary garu (for kind information please)

Principal

PRINCIPAL

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

Copy to:

- (1) Deans
- (2) IQAC Coordinator
- (2) Controller of Examination
- (3) All HODs
- (4) Exam Branch
- (5) Administrative Officer
- (6) Accounts Officer
- (7) All members of the Grievance Redressal Committee





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CMRCET/PRIN/SGRC/2024-25/10

Date: 28-02-2025

## Student Grievance Redressal committee

### Minutes of Meeting held on 28<sup>th</sup> February, 2025.

With reference to circular CMRCET/PRIN/GRC/CIR/AY2024-25/10 dated 25<sup>th</sup> February 2025. A meeting was held on 28<sup>th</sup> February 2025 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Dr.A.Seshu Kumar, Principal *h*
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE *P.R.*
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S *gready*
4. Member - Dr. P. Sruthi, Professor & HOD, CSM *P.S.*
5. Member- Dr.P.Swetha, University Nominee *Swetha*
6. Student Member - Mr. N.Aakash (21H51A0474) *Aakash*
7. Student Member - Ms. K.Himaja (21H51A1209) *Himaja*
8. Student Member - Ms. P. Varshitha Patel (23h51A0554) *Varshitha*

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 15-02-2025

### 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 only "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				<i>NIL</i>		
2						

*P.R.*  
Convener

Student Grievance Redressal committee





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## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Report of Opening Grievance Boxes in the Campus

Date: 15-03-2025

The grievance boxes in the campus are opened on 15<sup>th</sup> March 2025 in presence of the following members.

1. Chairman – Major. Dr. A.Seshu Kumar, Principal 
2. Convener – Dr. P. Raveendra babu, Professor & HOD, ECE 
3. IQAC Coordinator – Dr. G. Devadasu, Professor & HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be "0".

  
Convener

Student Grievance Redressal committee



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CMRCET/PRIN/SGRC/CIR/AY2024-25/11

Date: 25/03/2025

## CIRCULAR

This is to inform to all the members of Student Grievance Redressal committee that a meeting is scheduled on 29<sup>th</sup> March 2025 i.e Saturday at 12:30PM in principal board room to hear and address the various grievances received from the grievance boxes on 15<sup>th</sup> March 2025. All the members are requested to attend.

Principal

PRINCIPAL

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

Copy Submitted to: (1) The Secretary garu (for kind information please).

Copy to:

- (1) Deans
- (2) IQAC Coordinator
- (2) Controller of Examination
- (3) All HODs
- (4) Exam Branch
- (5) Administrative Officer
- (6) Accounts Officer
- (7) All members of the Grievance Redressal Committee



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CMRCET/PRIN/SGRC/2024-25/11

Date: 29-03-2025

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting held on 29<sup>th</sup> March 2025.

With reference to circular CMRCET/PRIN/SGRC/CIR/AY2024-25/11 dated 25<sup>th</sup> March 2025. A meeting was held on 29<sup>th</sup> March 2025 with all the members of Student Grievance Redressal committee.

The following members were Present

1. Chairman - Dr.A.Seshu Kumar, Principal *ASK*
2. Convener - Dr. P. Raveendra babu, Professor & HOD, ECE *PR*
3. Member - Dr. M. Chandra Shekar Reddy, Professor & HOD, H&S *CSR*
4. Member - Dr. P. Sruthi, Professor & HOD, CSM *PS*
5. Member- Dr.P.Swetha, University Nominee *PS*
6. Student Member - Mr. N.Aakash (21H51A0474) *Aakash*
7. Student Member - Ms. K.Himaja (21H51A1209) *Himaja*
8. Student Member - Ms. P. Varshitha Patel (23h51A0554) *Varshitha*

### Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 15<sup>th</sup> March 2025.

### Grievances Received:

No grievances were received from the Grievance boxes.

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				<i>NIL</i>		
2						

*P.R.*  
Convener

Student Grievance Redressal committee