



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(An Autonomous Institution)

[Sponsored by Lavu Educational Society, Affiliated to JNTUH & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



VMTW/EST/00/GRC/2024/07

Date: 01-10-2024

PROCEEDINGS OF THE GRIEVANCE REDRESSAL COMMITTEE A.Y. 2024-2025

The chairman of the committee further resolved to nominate the following staff members to act as grievance redressal committee of the institution.

S.N	Name of the Committee Member	Designation	Position	Signature
1	Dr. G. Apparao Naidu	Principal	Chairman	
2	Dr. B. Phijik	Dean Academics	Member	
3	Dr. P. Rajendra Prasad	Dean IQAC	Member	
4	Mrs. M. Parimala	HOD-CSE	Member	
5	Dr. M.Vishnu Vardhana Rao	HOD-CSE(AI&ML)	Member	
6	Mr. P. Hari Krishna	HOD-ECE	Member	
7	Dr. T. Srinivasulu	HOD-BS&H	Member	
8	Dr T. Pullaiah	Associate Professor,	Member	
9	Mr. K. Bharath Reddy	Associate Professor	Member	
10	Mrs. B. Geetha	Asst.Prof.,	Member	
11	Mrs.V. Suzan Shalini	Asst.Prof.,	I/C Grievance Cell	

Functions of GRC:

1. The committee should meet once in a month.
2. Receives complaints and grievances from students
3. The coordinator compiles the complaints received from the students and submits the same to the committee.
4. Suggestion boxes are placed in all A & B blocks and students are drop their grievances in the boxes.
5. The boxes should be opened in the presence of Principal and I/C of the Grievance Cell.

Term: Two years and shall continue to be in force until reconstruction.

Meetings: The meetings may be scheduled as and when necessary.

PRINCIPAL

Copy to:

All members of GRC,
Principal Office file.



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VMTW/GRC/Cir/2024-25/08

Date: 03-11-2024

Circular

The 16th Grievance Redressal Cell (GRC) meeting for the academic year 2024-25 has been planned to conduct on 05th November 2024, Friday at 2:00 P.M. All the members of the Grievance Redressal Committee are hereby informed to attend the meeting.

AGENDA

1. Review and confirmation of the minutes of 15th GRC meeting held on **12th Oct 2023**
2. Action taken on GRC meeting held on 12th oct 2023, if any
3. Discussion on Purchase request by GRC.
4. Planning and discussion about Digital Equipment and implementing in next 15 days
5. Any other matter with the permission of the chair


Principal

Copy to:

All members of GRC
Office file

**16th Grievance Redressal Cell Meeting on 05th NOV 2024 at 2:30p.m at
Board room**

AGENDA

1. Review and confirmation of the minutes of 15th GRC meeting held **on 12th Oct 2023**
2. Action taken on GRC meeting held on 12th oct 2023 ,if any
3. Discussion on Purchase request by GRC.
4. Planning and discussion about Digital Equipment and implementing in next 15 days
5. Any other matter with the permission of the chair

Members Present:

- 1 Dr.G.Apparao Naidu
- 2 Dr.B.Phijik
- 3 Dr. P. Rajendra Prasad
- 4 Mrs.M.Parimala
- 5 Dr.Vishnu Vardhana Rao
- 6 Mr.P.Hari Krishna
- 7 Dr.T.Srinivasulu
- 8 Dr.T.Pullaiah
- 9 Mr. K. Bharath Reddy
- 10 Mrs.B.Geetha
- 11 Mrs.V. Suzan Shalini

Convener


Principal

Minutes of the 16th Grievance Redressal Committee Meeting held on 5th November 2024

The Quorum (Minimum 40%) was satisfied'

The 16th Grievance Redressal Committee (GRC) meeting for the Academic Year 2024-2025 was held on 5th November 2024, at 2:00 PM, at Board Room, Vignan's Institute of Management and Technology for Women, Hyderabad with the following members are present the meeting.

Agenda 1: Review and confirmation of the minutes of 15th GRC meeting held on 12th Oct ,2023

The Committee reviewed the minutes of the previous GRC meeting. The members confirmed that the minutes accurately reflected the discussions ND decisions taken .The minutes were approved

Agenda 2: Action taken on the meeting held on 12th Oct ,2023,if any.

The Committee reviewed the action items from the 15th GRC meeting

Item	Action Taken
1 The Committee noted the request received from students	Resolution: The Principal reviewed the recommendation and approved to purchase of SMART T.V in B-BLOCK seminar hall
2 The students requested for Smart T.V for Labs seminar hall	

Agenda 3: Discussion on Purchase request by GRC.

NO issues .were received during the reporting period of 14th meetings

Agenda 4:Planning and discussion about learning and implementing next 15 days

The committee discussed and with recommendations of the management the following task was completed. Purchased SMART T.V, for B-BLOCK Seminar hall and fixed properly by technician and with the support of floor supervisor.

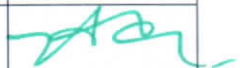
Agenda 5: Any other matter with the permission of the chair

With the permission of the Chair, no further matters were brought forward for discussion. The meeting concluded with a vote of thanks to the Chair and all members.

CONVENOR


PRINCIPAL

Members present:

.No	Name of the Committee Member	Designation	Signature
1	Dr.G.Apparao Naidu	Principal	
2	Dr.B.Phijik	Dean Academics, HOD	
3	Dr.P.Rajendra Prasad	Dean IQAC	
4	Mrs.M.Parimala	HOD-CSE	
5	Dr.Vishnu Vardhan Rao	HOD-AIML	
6	Mr.P.Hari Krishna	HOD-ECE	
7	Dr.T.Srinivasulu	HOD-BSH	
8	Dr.T.Pullaiiah	Assoc.,Prof.,	
9	Mr.K.Bharath Reddy	Assoc.Prof.,	
10	Mrs.B.Geetha	Asst.Prof.,	
11	Mrs.V.Suzan Shalini	Asst.Prof.,	