



**Grievance Redressal Committee**

PEC/ GRC /2019-20/ Circular

Date: 23-07-2019

**CIRCULAR**

All the members of Grievance Redressal Cell are requested to attend the meeting which will be held in English Lab at 3pm on 25/07/2019.

**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
4. Gender bias and ease to adjust for college environment.
5. Other matters, if any.

S.No	Name of the Faculty	Designation	Role
1.	<b>Dr.Muppa Lakshmana Rao</b>	<b>Principal</b>	<b>Chairman</b>
2.	<b>Mr.S.N.Meeravali</b>	<b>Associate Professor</b>	<b>Convener</b>
3.	<b>Mr.G. Prasad</b>	<b>Dean Students Affairs</b>	<b>Co-Convener</b>
4.	<b>Mr. V.Hari Kishore</b>	<b>HOD , CIVIL</b>	<b>Member</b>
5.	<b>Mr. G.V. Punna Rao</b>	<b>HOD,Mechanical</b>	<b>Member</b>
6.	<b>Mr.K.Vijay Srinivas</b>	<b>HOD, CSE</b>	<b>Member</b>
7.	<b>Dr. SK.Suriya Shihab</b>	<b>HOD, S&amp;H</b>	<b>Member</b>
8.	<b>Mr. K. Lakshmi Pavani</b>	<b>HOD, MBA</b>	<b>Member</b>
9.	<b>Mr. M.M.Rayudu</b>	<b>HOD, MCA</b>	<b>Member</b>
10.	<b>Dr. CH.Ravi Kumar</b>	<b>HOD, ECE</b>	<b>Member</b>
11.	<b>Mr. SK.Meera Sharif</b>	<b>HOD, EEE</b>	<b>Member</b>
12.	<b>Mr.K.Subba Reddy</b>	<b>HOD, IT</b>	<b>Member</b>
13	<b>Mr. D. Kondala Rao</b>	<b>AO</b>	<b>Member</b>
14	<b>Dodla Naga Pradeep</b>	<b>Student</b>	<b>Member</b>
15	<b>Jahnavi Nuteti</b>	<b>Student</b>	<b>Member</b>
16	<b>Bhargav Gade</b>	<b>Student</b>	<b>Member</b>
17	<b>Narayana Kalluri</b>	<b>Student</b>	<b>Member</b>

Copy to:

1. IPA to Principal for filing  
2. Convener  
3. All Committee Members

**PRINCIPAL**  
PRAKASAM ENGINEERING COLLEGE  
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S.P.S.R. Nellore Dt, (A.P.)

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Convener





Grievance Redressal Committee  
Minutes of the Meeting

PEC/ GRC /2019-20/ MoM

Date: 25-07-2019

Proceedings of the Meetings of GRCAGENDA:

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. Any other matters if any.

S.No	Name of the Faculty	Designation	Role	Signature
1.	Dr.Muppa Lakshmana Rao	Principal	Chairman	<i>M. M. Rao</i>
2.	Mr.S.N.Meeravali	Associate Professor	Convener	<i>A. S. N. Meera</i>
3.	Mr.G. Prasad	Dean Students Affairs	Co-Convener	<i>G. Prasad</i>
4.	Mr. V.Hari Kishore	HOD , CIVIL	Member	<i>V. Hari Kishore</i>
5.	Mr. G.V. Punna Rao	HOD,Mechanical	Member	<i>G. V. Punna Rao</i>
6.	Mr.K.Vijay Srinivas	HOD, CSE	Member	<i>K. Vijay Srinivas</i>
7.	Dr. SK.Suriya Shihab	HOD, S&H	Member	<i>SK. Suriya Shihab</i>
8.	Mr. K. Lakshmi Pavani	HOD, MBA	Member	<i>K. Lakshmi Pavani</i>
9.	Mr. M.M.Rayudu	HOD, MCA	Member	<i>M. M. Rayudu</i>
10.	Dr. CH.Ravi Kumar	HOD, ECE	Member	<i>Ch. Ravi Kumar</i>
11.	Mr. SK.Meera Sharif	HOD, EEE	Member	<i>SK. Meera Sharif</i>
12.	Mr.K.Subba Reddy	HOD, IT	Member	<i>K. Subba Reddy</i>
13.	Mr. D. Kondala Rao	AO	Member	<i>D. Kondala Rao</i>
14.	Dodla Naga Pradeep	Student	Member	<i>Naga Pradeep</i>
15.	Jahnavi Nuteti	Student	Member	<i>Jahnavi Nuteti</i>
16.	Bhargav Gade	Student	Member	<i>Bhargav Gade</i>
17.	Narayana Kalluri	Student	Member	<i>Narayana Kalluri</i>

*C. J. S.*  
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**Resolutions:**

1. The Convenor, Mr.S.N.Meeravali welcomed the Committee members who had gathered to finish the Committee's tasks.
2. Finalized GRC Committee 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 2019-20
4. Students are urged to contact a member of their department's grievance Committee as soon as possible if they have a complaint.



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**Grievance Redressal Committee**

PEC/ GRC /2019-20/ Circular

**Date: 06.02.2020**

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 08.02.2020.

**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.

S.No	Name of the Faculty	Designation	Role
1.	<b>Dr.Muppa Lakshmana Rao</b>	<b>Principal</b>	<b>Chairman</b>
2.	<b>Mr.S.N.Meeravali</b>	<b>Associate Professor</b>	<b>Convener</b>
3.	<b>Mr.G. Prasad</b>	<b>Dean Students Affairs</b>	<b>Co-Convener</b>
4.	<b>Mr. V.Hari Kishore</b>	<b>HOD , CIVIL</b>	<b>Member</b>
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17	<b>Narayana Kalluri</b>	<b>Student</b>	<b>Member</b>

Convener

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**Grievance Redressal Committee  
Minutes of the Meeting**

PEC/ GRC /2019-20/ MoM

Date: 08.02.2020

**Proceedings of the Meetings of GRCAGENDA:**

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

S.No	Name of the Faculty	Designation	Role	Signature
1.	Dr.Muppa Lakshmana Rao	Principal	Chairman	
2.	Mr.S.N.Meeravali	Associate Professor	Convener	
3.	Mr.G. Prasad	Dean Students Affairs	Co-Convener	
4.	Mr. V.Hari Kishore	HOD , CIVIL	Member	
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**Resolutions:**

The following points were discussed during the meeting and the minutes were recorded as below

1. Students are asked to express their concerns, and based on the talks, it appears that their main grievance is a request to extend library hours until 10 P.M. in order to better utilize the library.
2. The students' request for an extension of library hours is brought to the principal's attention, with the suggestion that he or she view it favorably as soon as possible.
3. Discussed about the year plan programme to the Students on Gender Sensitivity and Equality to do with internal complaints.
4. Students are asked to express their concerns, and based on the talks, it appears that their main grievance is a request to extend library hours until 10 P.M. in order to better utilize the library

Convener



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