



**Grievance Redressal Committee**

PEC/ GRC /2021-22/ Circular/01

Date: 22-08-2021

**CIRCULAR**

All the members of Grievance Redressal Cell are requested to attend the meeting which will be held in English Lab at 3PM on 26/08/2021.

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

S.No	Name of the Faculty	Designation	Role
1.	Dr.C.H.Ravi Kumar	Principal	Chairman
2.	Mr.S.N.Meeravali	Associate Professor	Convenor
3.	Dr.G. Prasad	Dean Students Affairs	Co-Convenor
4.	Mr. R.V.S Raghava Sharma	HOD , CIVIL	Member
5.	Mr. G.V. Punna Rao	HOD,Mechanical	Member
6.	Mr.M.M.Rayudu	HOD,MCA	Member
7.	Dr. SK.Suriya Shihab	HOD, S&H	Member
8.	Mrs. K. Lakshmi Pavani	HOD, MBA	Member
9.	Mr. K. Subba Reddy	HOD, CAI	Member
10.	Mr. K.V Srinivasa Rao	HOD, CSC	Member
11.	Mr. K.Vijaya Srinivas	HOD CSE	Member
12.	Dr. K. Hanumantha Rao	HOD, ECE	Member
13.	Mr. SK.Meera Sharif	HOD, EEE	Member
14.	Mr. D. Kondala Rao	AO	Member
15.	Makam Kishore	Student	Member
16.	Gowra Taruna Sree	Student	Member
17.	Jada Vani	Student	Member
18.	Konduri Srinadh	Student	Member

  
**PRINCIPAL**

PRAKASAM ENGINEERING COLLEGE

KANDUKUR ROAD  
Copy to: KANDUKUR-523105  
S.P.S.R, Nellore Dt, (A.P.)

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

  
Convener





**Grievance Redressal Committee  
Minutes of the Meeting**

PEC/ GRC /2021-22/ MoM /01

Date: 26-08-2021

**Proceedings of the Meetings of GRC**

**AGENDA:**

1. To discuss and finalize the Committee's functions and amenities.
2. Consider and finalize the Committee'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.

**MEMBERS PRESENT:**

S.No	Name of the Faculty	Designation	Role	Signature
1.	Dr.CH.Ravi Kumar	Principal	Chairman	<i>Ch. Ravi</i>
2.	Mr.S.N.Meeravali	Associate Professor	Convenor	<i>ANM</i>
3.	Dr.G. Prasad	Dean Students	Co-Convenor	<i>G. Prasad</i>
4.	Mr. R.V.S Raghava Sharma	HOD , CIVIL	Member	<i>Raghava</i>
5.	Mr. G.V. Punna Rao	HOD,Mechanical	Member	<i>GV</i>
6.	Mr.M.M.Rayudu	HOD,MCA	Member	<i>Rayudu</i>
7.	Dr. SK.Suriya Shihab	HOD, S&H	Member	<i>SKS</i>
8.	Mrs. K. Lakshmi Pavani	HOD, MBA	Member	<i>K. Lakshmi Pavani</i>
9.	Mr. K. Subba Reddy	HOD, CAI	Member	<i>K. Subba Reddy</i>
10.	Mr. K.V Srinivasa Rao	HOD, CSC	Member	<i>KVR</i>
11.	Mr. K.Vijaya Srinivas	HOD CSE	Member	<i>K.V. Srinivas</i>
12.	Dr. K. Hanumantha Rao	HOD, ECE	Member	<i>K. Hanumantha Rao</i>
13.	Mr. SK.Meera Sharif	HOD, EEE	Member	<i>SKM</i>
14.	Mr. D. Kondala Rao	AO	Member	<i>D. Kondala Rao</i>
15.	Makam Kishore	Student	Member	<i>Kishore M</i>
16.	Gowra Taruna Sree	Student	Member	<i>G. Taruna Sree</i>
17.	Jada Vani	Student	Member	<i>Vani J</i>
18.	Konduri Srinadh	Student	Member	<i>K. Srinadh</i>

*Ch. Ravi*  
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C/o S.R. Nellore Dt, (A.P.)



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W : www.prakasamec.com



**Resolutions:**

1. The Convenor, Mr.S.N.Meeravali welcomed the Committee members who had gathered to finish the Committee's tasks.
2. It is imperative that all students and faculty adhere to the Covid-19 precautions as directed by the government.
3. Finalized GRC cell functions and facilities are framed and finalized after discussion with all Committee members.
4. 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 2021-22
5. Students are urged to contact the member of their department's grievance committee as soon as possible if they have a complaint.

Complaints/Grievances: Nil  
Action taken: Nil

Convenor

Principal

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**Grievance Redressal Committee**

PEC/ GRC /2021-22/ Circular

Date: 07-01-2022

**CIRCULAR**

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 10/01/2022.

**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.
4. Any issue involving internal concerns.

S.No	Name of the Faculty	Designation	Role
1.	Dr.CH.Ravi Kumar	Principal	Chairman
2.	Mr.S.N.Meeravali	Associate Professor	Convenor
3.	Dr.G. Prasad	Dean Students Affairs	Co-Convenor
4.	Mr. R.V.S Raghava Sharma	HOD , CIVIL	Member
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16	Gowra Taruna Sree	Student	Member
17	Jada Vani	Student	Member
18	Konduri Srinadh	Student	Member

*[Signature]*

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PRAKASAM ENGINEERING COLLEGE

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1. PA to Principal for filing(A.P.)
2. Convenor
3. All Committee Members

*[Signature]*  
Convenor



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**Grievance Redressal Committee**  
**Minutes of the Meeting**

PEC/ GRC /2021-22/ MoM

Date:10-01-2022

Proceedings of the Meetings of GRC

**AGENDA:**

1. Some students have requested that library hours be extended in order to effectively utilize the library.
2. About Educating The Students On Gender Sensitivity And Equality.
3. Anything to do with internal complaints.

S.No	Name of the Faculty	Designation	Role	Signature
1.	Dr.CH.Ravi Kumar	Principal	Chairman	<i>[Signature]</i>
2.	Mr.S.N.Meeravali	Associate Professor	Convenor	<i>[Signature]</i>
3.	Dr.G. Prasad	Dean Students Affairs	Co-Convenor	<i>[Signature]</i>
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7.	Dr. SK.Suriya Shihab	HOD, S&H	Member	<i>[Signature]</i>
8.	Mrs. K. Lakshmi Pavani	HOD, MBA	Member	<i>[Signature]</i>
9.	Mr. K. Subba Reddy	HOD, CAI	Member	<i>[Signature]</i>
10.	Mr. K.V Srinivasa Rao	HOD, CSC	Member	<i>[Signature]</i>
11.	Mr. K.Vijaya Srinivas	HOD CSE	Member	<i>[Signature]</i>
12.	Dr. K. Hanumantha Rao	HOD, ECE	Member	<i>[Signature]</i>
13.	Mr. SK.Meera Sharif	HOD, EEE	Member	<i>[Signature]</i>
14.	Mr. D. Kondala Rao	AO	Member	<i>[Signature]</i>
15.	Makam Kishore	Student	Member	<i>[Signature]</i>
16.	Gowra Taruna Sree	Student	Member	<i>[Signature]</i>
17.	Jada Vani	Student	Member	<i>[Signature]</i>
18.	Konduri Srinadh	Student	Member	<i>[Signature]</i>

*[Signature]*  
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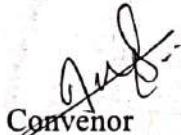
**Resolutions:**

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 concerns include the cleanliness of washrooms and toilets.
2. Discussed the sanitation of classrooms, wearing of masks as well as fans that aren't operating, and gave directions to address the issues.
3. Discussion about Involving the Students into the Social Responsibility.
4. It was reported to the appropriate departments, and it was specifically ordered that a periodic examination of the washrooms and toilets be conducted.

Complaints/Grievances: Nil

Action taken : Nil

  
Convenor

  
Principal

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