



Grievance Redressal Committee
PEC/ GRC /2022-23/ Circular/01

Date: 22-08-2022

CIRCULAR

All the members of Grievance Redressal Cell are requested to attend the meeting which will be held in English Lab at 3PM on 26/08/2022.

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 functions in 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.CH.Ravi Kumar	Principal	Chairman
2.	Mr.S.N.Meeravali	Associate Professor	Convenor
3.	Dr.G. Prasad	Dean Students Affairs	Co-Convenor
4.	Dr. R.V.S.Raghava Sarma	HOD , CIVIL	Member
5.	Dr. 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.	Dr. K. Lakshmi Pavani	HOD, MBA	Member
9.	Dr. K.V.Srinivasa Rao	HOD, CSC	Member
10.	Dr.K.Vijaya Srinivas	HOD CSE	Member
11.	Dr. K.Subba Reddy	HOD CAI	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.	kale Sri Hari	Student	Member
16.	Guntaka Sushma	Student	Member
17.	Vema Bhavika	Student	Member
18.	Vadlamudi Karthik	Student	Member

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PRAKASAM ENGINEERING COLLEGE
KANDUKUR ROAD
KANDUKUR-523105

Copy to:

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


Convenor





**Grievance Redressal Committee
Minutes of the Meeting**

PEC/ GRC /2022-23/ MoM /01

Date: 26-08-2022

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>[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>
4.	Dr. R.V.S.Raghava Sarma	HOD , CIVIL	Member	<i>[Signature]</i>
5.	Dr. G.V. Punna Rao	HOD,Mechanical	Member	<i>[Signature]</i>
6.	Mr.M.M.Rayudu	HOD, MCA	Member	<i>[Signature]</i>
7.	Dr. SK.Suriya Shihab	HOD, S&H	Member	<i>[Signature]</i>
8.	Dr. K. Lakshmi Pavani	HOD, MBA	Member	<i>[Signature]</i>
9.	Dr. K.V.Srinivasa Rao	HOD, CSC	Member	<i>[Signature]</i>
10.	Dr.K.Vijaya Srinivas	HOD CSE	Member	<i>[Signature]</i>
11.	Dr. K.Subba Reddy	HOD CAI	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.	kale Sri Hari	Student	Member	<i>[Signature]</i>
16.	Guntaka Sushma	Student	Member	<i>[Signature]</i>
17.	Vema Bhavika	Student	Member	<i>[Signature]</i>
18.	Vadlamudi Karthik	Student	Member	<i>[Signature]</i>

[Signature]
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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. Each class's mentors receive counseling materials for the students to use in their career counseling.
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 2022-23
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




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Grievance Redressal Committee

PEC/ GRC /2022-23/ Circular/02

Date: 07-01-2023

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 10/01/2023.

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.	Dr. R.V.S.Raghava Sarma	HOD , CIVIL	Member
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12.	Dr. K. Hanumantha Rao	HOD, ECE	Member
13.	Mr. SK.Meera Sharif	HOD, EEE	Member
14.	Mr. D. Kondala Rao	AO	Member
15.	kale Sri Hari	Student	Member
16.	Guntaka Sushma	Student	Member
17.	Vema Bhavika	Student	Member
18.	Vadlamudi Karthik	Student	Member

(Signature)

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

(Signature)
Convenor





**Grievance Redressal Committee
Minutes of the Meeting**

PEC/ GRC /2022-23/ MoM /02

Proceedings of the Meetings of GRC

Date:10 -01-2023

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.

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18.	Vadlamudi Karthik	Student	Member	

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ESTD 1993





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


Convener




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