



Dt: 19-10-2023

Sponsored by Lavu Educational Society, Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad. Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301 Phone: +91 96529 10002/3

VMTW/GRC/Cir/2023-2024/01

Circular

The Grievance Redressal Cell (GRC) meeting for the academic year 2023-2024 has been planned to conduct on 21st October 2023, Saturday at 2:00 P.M. All the members of the Grievance Redressal Committee are hereby informed to attend the meeting.

Venue: Board Room

Agenda:

1. Action taken on previous minutes of meeting.

2. Proposal for the interactive panel boards for the classrooms.

3. More training sessions are required for the placements

S.No	Name of the Committee Member	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	723
2	Mr.B.Phijik	Dean Academics, HOD IT	Member	phyh
3	Mr.G.Rajesh	Dean IQAC	Member	1 jen
4	Mrs.Parimala	HOD-CSE	Member	4
5	Dr.S.RangaSwamy	HOD-AIML	Member	B
6	Mr.P.Hari Krishna	HOD-ECE	Member -	Bu
7	Dr.R. Sridhar	HOD-BSH	Member	2
8	Dr. C. Srinivasa Kumar	Professor	Member	Kumi
9	Mr.Vijay Kumar R	Assoc.,Prof.,	Member	lip
10	Mrs.B.Geetha	Asst.Prof.,	Member	B. Geella
11	Mrs.V.Suzan Shalini	Asst.Prof	I/C Grievance Cell	Low

Copy to

1. All the Members of GRO

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Principal Principal

'ognan's Institute of Management & Technology For Years

Kondapur (V). Ghatkesar (M). Medchal-Matkafgiri (Dy-501 181

Telangana State

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Dt: 21-10-2023

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VMTW/GRC/Cir/2023-2024 /01

Minutes of the Grievance Redressal Committee Meeting held on 21st October 2023

The Grievance Redressal Committee (GRC) meeting for the Academic Year 2023-2024 was held on 21st October 2023, 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.

S.No	Name of the Committee Member	Designation	Position
1	Dr.G.Apparao Naidu	Principal	Chairman
2	Mr.B.Phijik	Dean Academics, HOD IT	Member
3	Mr.G.Rajesh	Dean IQAC	Member
4	Mrs.Parimala	HOD-CSE	Member
5	Dr.S.RangaSwamy	HOD-AIML	Member
6	Mr.P.Hari Krishna	HOD-ECE	Member
7	Dr.R. Sridhar	HOD-BSH	Member
8	Dr. C. Srinivasa Kumar	Professor	Member
9	Mr.Vijay Kumar R	AssocProf	Member
10	Mrs.B.Geetha	Asst.Prof	Member
11	Mrs. V. Suzan Shalini	Asst.Prof.,	I/C Grievance Cel

Minutes of meeting:

1. Action taken on previous minutes of meeting

Agenda Point	Action Taken
1.1 Proposal for separate audio system for events organization in the campus	It is decided to request the management regarding the purchase of one more audio system for the events organization as soon as possible.

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Ghatkiesar (M).

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Principal
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1.2 Proposal for separate audio	It is decided to request the
system for events organization in the	management regarding the
campus	purchase of one more audio system for the events organization as soon as possible.

2. Proposal for the interactive panel boards for the classrooms.

It is decided to request the management regarding the purchase interactive panel boards for the class rooms for effective teaching learning process.

3. More training sessions are required for the placements

It is decided to bring to the kind notice of the Principal and the heads of the departments regarding the allocation of more training classes both technical and quantitative.

The principal proposed the tentative date of next meeting during the month of February 2024.

S.No	Name of the Committee Member	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	220
2	Mr.B.Phijik	Dean Academics, HOD IT	Member	Out
3	Mr.G.Rajesh	Dean IQAC	Member	1 jên
4	Mrs.Parimala	HOD-CSE	Member	1
5	Dr.S.RangaSwamy	HOD-AIML	Member	R
6	Mr.P.Hari Krishna	HOD-ECE	Member	Qu
7	Dr.R. Sridhar	HOD-BSH	Member	65
8	Dr. C. Srinivasa Kumar	Professor	Member	Humes
9	Mr.Vijay Kumar R	AssocProf.,	Member	Viz.
10	Mrs.B.Geetha	Asst.Prof.,	Member	B. Geeta
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cell	Q

Principal

Copy to

1. All members of GRC

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Kondabur (7), Ghatke sar (fil), Meddhai-Malkejgni (Ct) Pin-501301,

Principal

Vignan's Institute of Management & Technology For Welman Nondapur (VI, Ghatkesar (M) (Badehat Malkejg if (Dt) 591081,

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Dt: 30-10-2023

Complaints received by the Grievances Redressal Committee

- 1. Proposal for the interactive panel boards for the classrooms.
- 2. More training sessions are required for the placements

As per the committee recommendations and with the discussions of the management the following tasks are completed.

- 1. It is decided to request the management regarding the purchase interactive panel boards for the class rooms for effective teaching learning process.
- 2. It is decided to bring to the kind notice of the Principal and the heads of the departments regarding the allocation of more training classes both technical and quantitative.

Convener

Principal

Principal Vignan's Institute of Management & Technology

Kondapur (V), Ghatkesar (M), Medchal-Maixe, gir. (Ut)-507301. Telangana State

Principal. Vignan's Institute of Canagement & Technology for 1th ase Koncapur (V), Ghatkesar (M), Medchai-Maßkagga; (Di) Son Sof. Telangana State





Date: 01-02-2024

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VMTW/GRC/Cir/2023-2024/02

Circular

The Grievance Redressal Cell (GRC) meeting for the academic year 2023-24 has been planned to conduct on 3rd February 2024, Friday at 2:00 P.M. All the members of the Grievance Redressal Committee are hereby informed to attend the meeting.

Venue: Board Room

Agenda:

1. Action taken on previous minutes of meeting.

2. Repair and fixation of windows and preventing birds enter into class rooms through ventilators.

3. Systems and LAN Connection Problem in 104 and 106.

S.No	Name of the Committee Member	Designation	Position	Signatur
1	Dr.G.Apparao Naidu	Principal	Chairman	A
2	Mr.B.Phijik	Dean Academics, HOD	Member	Me
3	Mr.G.Rajesh	Dean IQAC	Member	1 60
4	Mrs.Parimala	HOD-CSE	Member	7,
5	Dr.S.RangaSwamy	HOD-AIML	Member	(B)
6	Mr.P.Hari Krishna	HOD-ECE	Member	am
7	Dr.R. Sridhar	HOD-BSH	Member	(2)
8	Dr. C. Srinivasa Kumar	Professor	Member	Skuras
9	Mr.Vijay Kumar R	Assoc.,Prof.,	Member	11/2
10	Mrs.B.Geetha	Asst.Prof.,	Member	B. Gerta
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cell	Signatur

Principal

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Date: 03-02-2024

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VMTW/GRC/Cir/2023-2024 /02

Minutes of the Grievance Redressal Committee Meeting held on 3rd February 2024

The Grievance Redressal Committee (GRC) meeting for the Academic Year 2023-2024 was held on 3rd February 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.

S.No	Name of the Committee Member	Designation	Position
1	Dr.G.Apparao Naidu	Principal	Chairman
2	Mr.B.Phijik	Dean Academics, HOD	Member
3	Mr.G.Rajesh	Dean IQAC	Member
4	Mrs.Parimala	HOD-CSE	Member
5	Dr.S.RangaSwamy	HOD-AIML	Member
6	Mr.P.Hari Krishna	HOD-ECE	Member
7	Dr.R. Sridhar	HOD-BSH	Member
8	Dr. C. Srinivasa Kumar	Professor	Member
9	Mr.Vijay Kumar R	Assoc., Prof.,	Member
10	Mrs.B.Geetha	Asst.Prof.,	Member
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cel

Minutes of Meeting:

1. Action taken on previous minutes of meeting.

Agenda Point	Action Taken
1.1 Proposal for the interactive panel boards for the classrooms.	It is decided to request the management regarding the purchase interactive panel boards for the class rooms for effective teaching learning process.
1.2 More training sessions are required for the placements Nagement of Kondapur (V) Shalkusar (M)	It is decided to bring to the kind notice of the Principal and the heads of the departments regarding the allocation of more training classes both technical and quantitative.

Principal

Vignan's Institute of Management & Technology For Wooren Kondapur (V), Ghatkesar (M), Medichal Malkejg'ri (Di)-501391;

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2. Repair and fixation of windows and preventing birds enter into class rooms through ventilators.

The class room window doors are repaired and fixed properly by the floor supervisor and some of the ventilators are closed by bison boards

3. Systems and LAN Connection Problem in 104 and 106.

The system administrator Mr. Ch. Anji, is instructed to rectify systems as well as the LAN connectivity issue as early as possible.

The principal proposed the tentative date of next meeting during the month of May 2022.

S.No	Name of the Committee Member	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	283
2	Mr.B.Phijik	Dean Academics, HOD	Member	PSA
3	Mr.G.Rajesh	Dean IQAC	Member	1 res
4	Mrs.Parimala	HOD-CSE	Member	10-
5	Dr.S.RangaSwamy	HOD-AIML	Member	R
6	Mr.P.Hari Krishna	HOD-ECE	Member	gw.
7	Dr.R. Sridhar	HOD-BSH	Member	62
8	Dr. C. Srinivasa Kumar	Professor	Member	Lumas
9	Mr.Vijay Kumar R	AssocProf.,	Member	IR.
10	Mrs.B.Geetha	Asst.Prof.,	Member	B. Geelta
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cell	20

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P Principal
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Date: 13-02-2024

Complaints received by the Grievances Redressal Committee

- 1. Repair and fixation of windows and preventing birds enter into class rooms through ventilators.
- 2. Systems and LAN Connection Problem in 104 and 106.

As per the committee recommendations and with the discussions of the management the following tasks are completed

- 1. The class room window doors are repaired and fixed properly by the floor supervisor and some of the ventilators are closed by bison boards.
- 2. The system administrator Mr. Ch. Anji, is instructed to rectify systems as well as the LAN connectivity issue as early as possible.

Convener

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Melkerge

Principal

Principal
Vignan's Institute of Managament & Technology For War of
Kondapur (V), Shatkesar (M), Medonal-Managigiri , Sty-Sarberk
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Principal

Vignan's Institute of Managemer. & Technology For Managemer (V). Ghatkessi (M), Medchal-Malkajgiri (201-501-501).
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Date: 10-04-2024

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VMTW/GRC/Cir/2023-2024 /03

Circular

The Grievance Redressal Cell (GRC) meeting for the academic year 2023-24 has been planned to conduct on 12th April 2024, Friday at 2:00 P.M. All the members of the Grievance Redressal Committee are hereby informed to attend the meeting.

Venue: Board Room

Agenda:

1. Action taken on previous minutes of meeting.

2. Repair and fixation of window doors and Curtains.

3. Additional Bus facility from Boduppal to College.

S.No	Name of the Committee Member	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	AA
2	Mr.B.Phijik	Dean Academics, HOD	Member	M
3	Mr.G.Rajesh	Dean IQAC	Member	1 pen
4	Mrs.Parimala	HOD-CSE	Member	A
5	Dr.S.RangaSwamy	HOD-AIML	Member	R
6	Mr.P.Hari Krishna	HOD-ECE	Member	- Our
7	Dr.R. Sridhar	HOD-BSH	Member	65
8	Dr. C. Srinivasa Kumar	Professor	Member	Sunay
9	Mr.Vijay Kumar R	Assoc., Prof.,	Member	Vy
10	Mrs.B.Geetha	Asst.Prof	Member	B Geetta
11	Mrs.V.Suzan Shalini	Asst.Prof	I/C Grievance Cell	9

Principal

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Date: 12-04-2024

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VMTW/GRC/Cir/2023-2024 /02

Minutes of the Grievance Redressal Committee Meeting held on 12th April 2024

The Grievance Redressal Committee (GRC) meeting for the Academic Year 2023-2024 was held on 12th April 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.

S.No	Name of the Committee Member	Designation	Position
1	Dr.G.Apparao Naidu	Principal	Chairman
2	Mr.B.Phijik	Dean Academics, HOD	Member
3	Mr.G.Rajesh	Dean IQAC	Member
4	Mrs.Parimala	HOD-CSE	Member
5	Dr.S.RangaSwamy	HOD-AIML	Member
6	Mr.P.Hari Krishna	HOD-ECE	Member
7	Dr.R. Sridhar	HOD-BSH	Member
8	Dr. C. Srinivasa Kumar	Professor	Member
9	Mr.Vijay Kumar R	AssocProf	Member
10	Mrs.B.Geetha	Asst.Prof.,	Member
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cel

Minutes of Meeting:

1. Action taken on previous minutes of meeting

Agenda Point	Action Taken
1.1 Repair and fixation of windows and preventing birds enter into class rooms through ventilators.	The class room window doors are repaired and fixed properly by the floor supervisor and some of the ventilators are closed by bison boards.
1.2 Systems and LAN Connection Problem in 104 and 106.	3. The system administrator Mr. Ch. Anji, is instructed to rectify systems as well as the LAN connectivity issue as early as possible.

Principal
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Kongapur (V), Chatkesar (M), Nicochal-McKaight (Dt)-501361,
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Repair and fixation of window doors and Curtains.

Students have requested to repair the damaged class room window doors and fix them properly as the doors make noise that cause disturbance for the focus of the students. Window curtains in the class rooms are not proper and sufficient. Therefore, it is decided to repair and fix the doors properly, the old and damaged curtains are replaced with new ones.

3. Additional Bus facility from Boduppal to College.

Students and faculty from Boduppal are requested to provide transport facility as they are facing difficulties from delay to reach the college due to number of changes of the R.T.C. route buses.

The Principal proposed the tentative date of next meeting during the month of October 2023.

S.No	Name of the Committee Member	Designation	Position Chairman	
1	Dr.G.Apparao Naidu	Principal		
2	Mr.B.Phijik	Dean Academics, HOD Member		
3	Mr.G.Rajesh	Dean IQAC Member		
4	Mrs.Parimala	HOD-CSE	Member	
5	Dr.S.RangaSwamy	HOD-AIML	Member	
6	Mr.P.Hari Krishna	HOD-ECE Member		
7	Dr.R. Sridhar	HOD-BSH Member		
8	Dr. C. Srinivasa Kumar	Professor	Member	
9	Mr.Vijay Kumar R	AssocProf Member		
10	Mrs.B.Geetha	Asst.Prof Member		
11	Mrs.V.Suzan Shalini	Asst.Prof., I/C Grievance C		

Copy to

All the members of GRC

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Vignan's Institute of Tenagement & Technology Fee To 38 Kondanur (V), Ghatkesar (M), Medchal-Malksigur, The Shidat,

Principal

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Principal Principal

Telangana State





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Date: 22-04-2024

Complaints received by the Grievances Redressal Committee

- 1. Repair and fixation of window doors
- 2. New Bus facility from Boduppal to College

As per the committee recommendations and with the discussions of the management the following tasks are completed

- 1. It is decided to repair and fix the doors in class rooms wherever necessary.
- 2. It is decided to convey the message regarding the additional transport facility for faculty and students Boduppal to management.

Convener

Principal

Vignan's Institute of Manageme it & Technology For Vignan's Koncepur (V), Ghaillesar (N), Madenal-Mulkafgiri (CN-Se Ison, Telangana Stata

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Telangana State





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Additional Bus facility from Boduppal to College	It is decided to convey the message regarding the additional transport facility for faculty and students Boduppal to management.
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Convener



Principal

Printelip 31 Vignan's Institute of Michael Machinet & Technology For Monton Kondapur (V), Ghatkasar (M), Madanal-Malicight (D.), 201294. Telangana State

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Principal
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Noncaper (V), Gradie sar (M), Medichal-Malkejg, 17, 10, 1001, 1001, Telangana State





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Action taken by the Grievance Redressal committee for the A. Y. 2023-24.

S. N	Date of Appeal	Complaint Received	Date of Redressal	Action taken
		Proposal for the interactive panel boards for the classrooms		It is decided to request the management regarding the purchase interactive panel boards for the class rooms for effective teaching learning process.
1	21-10-2023		30-10-2023	
		More training sessions are required for the placements		It is decided to bring to the kind notice of the Principal and the heads of the departments regarding the allocation of more training classes both technical and quantitative.
		Repair and fixation of windows and preventing birds enter into class rooms through ventilators.		The class room window doors are repaired and fixed properly by the floor supervisor and some of the ventilators are closed by bison boards.
2	03-02-2024	Systems and LAN Connection Problem in 104 and 106.		The system administrator Mr. Ch. Anji, is instructed to rectify systems as well as the LAN connectivity issue as early as possible.
3	12-04-2024 Nondapur IV Charkevar (N)	Repair and fixation of window doors	22-04-2024	It is decided to repair and fix the doors in class rooms wherever necessary.

Principal
Vignan's Institute of Managament & Technology For Managament & Technology For Managament & Technology (V), Ghatkesar (M), Medenah-Malkulgun (Dy-501341, Kandupur (V), Ghatkesar (M), Medenah-Malkulgun (Dy-501341, Talangana State