



VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

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



VMTW/GRC/Cir/2023-2024/01

Dt: 19-10-2023

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	
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	Assoc..Prof..	Member	
10	Mrs.B.Geetha	Asst.Prof..	Member	
11	Mrs.V.Suzan Shalini	Asst.Prof..	I/C Grievance Cell	

Copy to

1. All the Members of GRC
2. Office file



Principal
Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajiri (D)-501 301,
Telangana State

Principal
Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajiri (D)-501 301,
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VMTW/GRC/Cir/2023-2024 /01

Dt: 21-10-2023

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, Vignans 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	Assoc..Prof..	Member
10	Mrs.B.Geetha	Asst.Prof..	Member
11	Mrs.V.Suzan Shalini	Asst.Prof..	I/C Grievance Cell

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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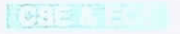


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1.2 Proposal for separate audio system for events organization in the campus

It is decided to request the management regarding the purchase of one more audio system for the events organization as soon as possible.

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	
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	
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Principal

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Principal
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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
Vignani's Institute of Management & Technology for Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (D)-501301,
Telangana State



Principal
Vignani's Institute of Management & Technology for Women
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VMTW/GRC/Cir/2023-2024/02

Date: 01-02-2024

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:

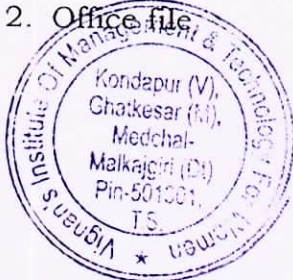
1. Action taken on previous minutes of meeting.
2. Repair and fixation of windows and preventing birds enter into class rooms through ventilators.
3. Systems and LAN Connection Problem in 104 and 106.

S.No	Name of the Committee Member	Designation	Position	Signatur
1	Dr.G.Apparao Naidu	Principal	Chairman	
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 Cell	

Principal

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VMTW/GRC/Cir/2023-2024 /02

Date: 03-02-2024

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

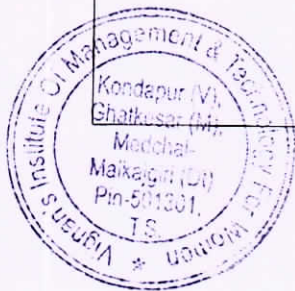
The Grievance Redressal Committee (GRC) meeting for the Academic Year 2023-2024 was held on 3rd February 2024, at 2:00 PM, at Board Room, Vignan's Institute of Management and Technology for Women, Hyderabad with the following members are present the meeting.

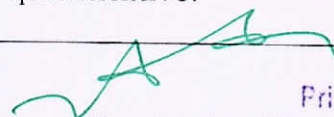
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8	Dr. C. Srinivasa Kumar	Professor	Member
9	Mr.Vijay Kumar R	Assoc..Prof.,	Member
10	Mrs.B.Geetha	Asst.Prof.,	Member
11	Mrs.V.Suzan Shalini	Asst.Prof.,	I/C Grievance Cell

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	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
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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	
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	
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10	Mrs.B.Geetha	Asst.Prof..	Member	
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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



Principal

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Principal

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VMTW/GRC/Cir/2023-2024 /03

Date: 10-04-2024

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	
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 Cell	

Principal

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VMTW/GRC/Cir/2023-2024 /02

Date: 12-04-2024

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.

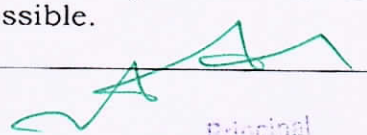
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11	Mrs.V.Suzan Shalini	Asst.Prof..	I/C Grievance Cell

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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2. 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 Boduppall to College.

Students and faculty from Boduppall 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.

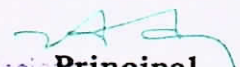
The Principal proposed the tentative date of next meeting during the month of October 2023.

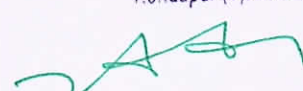
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1 All the members of GRC




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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 Boduppall 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 Boduppall to management.


Convener


Principal
Principal
Vignan's Institute of Management & Technology For Women
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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

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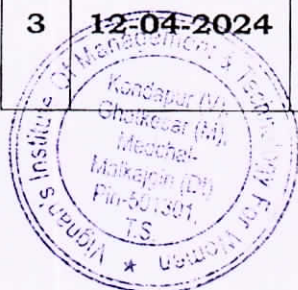
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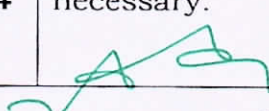
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Action taken by the Grievance Redressal committee for the A. Y. 2023-24.

S. No.	Date of Appeal	Complaint Received	Date of Redressal	Action taken
1	21-10-2023	Proposal for the interactive panel boards for the classrooms More training sessions are required for the placements	30-10-2023	It is decided to request the management regarding the purchase interactive panel boards for the class rooms for effective teaching learning process. 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.
2	03-02-2024	Repair and fixation of windows and preventing birds enter into class rooms through ventilators. Systems and LAN Connection Problem in 104 and 106.	13-02-2024	The class room window doors are repaired and fixed properly by the floor supervisor and some of the ventilators are closed by bison boards. 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	Repair and fixation of window doors	22-04-2024	It is decided to repair and fix the doors in class rooms wherever necessary.




Principal
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