



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 - Malkajgiri (D) - 501 301 Phone: +91 96529 10002/3



Grievance Redressal Committee Formation for the Last Five Years

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VMTW/Principal/Office Order/2021-22/11

Dated: 13-12-2021

PROCEEDINGS OF THE OFFICE ORDER

A Committee consisting of the following members is hereby constituted as "**Grievance Redressal Cell**"

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

Roles &Responsibilities:

1. The committee should meet once in a month
2. It should receive complaints and grievances from students.
- 3.The Co-Ordinator compiles the complaints received from the students and submit to the committee.
- 4.Keeping up of suggestion boxes in all the floors and students are supposed to drop their grievances into the boxes.
- 5.The boxes should be opened in the presence of Principal and I/C of the grievance Cell.

Term: Two Years and shall continue to be in force until reconstruction.

Meetings: The meeting may be scheduled as and when necessary.

Copy to:

Dean Academics

Dean IQAC

HOD-IT

HOD-AIML

HOD-ECE

HOD BS&H

HOD-CSE

I/C Grievance Cell



Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (D)-501301
Telangana State



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VMTW/Principal /office order/2020(18)

Date: 24-11-2020

PROCEEDINGS OF THE GRIEVANCE REDRESSAL COMMITTEE A.Y. 2020-2021

The Chairman of the Committee further resolved to nominate the following staff members to act as GRIEVANCE REDRESAL COMMITTEE of the institution.

S.No	Name	Actual Designation	Position in the committee	Department
1	Dr. G. Apparao Naidu	Principal	Chairman	CSE
2	Mr. Vijay kumar Urkude	Associate Professor	Convener	ECE
3	Mrs. Duli Swaroopa	Assistant Professor	Member	CSE
4	Mrs. G. Swathi	Assistant Professor	Member	ECE
5	Mrs. D. Kavitha	Assistant Professor	Member	BS&H

Functions of GRC:

1. The committee should meet once in a month.
2. Receives complaints and grievances from students
3. The coordinator compiles the complaints received from the students and submits the same to the committee.
4. Suggestion boxes are placed in all A & B blocks and students are drop their grievances in the boxes.
5. The boxes should be opened in the presence of Principal and I/C of the Grievance Cell.

Term: Two years and shall continue to be in force until reconstruction.

Meetings: The meetings may be scheduled as and when necessary

Coordinator

Copy to

1. Principal Office
2. To All HoD's

EEE

ECE

CSE

CSE(AI/ML)

IT

BS&H

Dr. G. Apparao Naidu

Principal

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



PRINCIPAL

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



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VMTW/Principal/office order/2019

Date: 16-08-2019

PROCEEDINGS OF THE GRIEVANCE REDRESSAL COMMITTEE A.Y. 2019-2020

The Chairman of the Committee further resolved to nominate the following staff members to act as GRIEVANCE REDRESAL COMMITTEE of the institution.

S.No	Name	Actual Designation	Position in the committee	Department
1	Dr. P. SudhakaraRao	Professor	Chairman	ECE
2	Mrs. Duli Swaropa	Assistant Professor	Convener	CSE
3	Mr. Vijay kumar Urkude	Associate Professor	Member	ECE
4	Mr. S. UpenderRao	Assistant Professor	Member	EEE
5	Mrs. D. Kavitha	Assistant Professor	Member	BS&H

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Term: Two years and shall continue to be in force until reconstruction.

Meetings: The meetings may be scheduled as and when necessary.

Coordinator

Copy to

1. Principal Office
2. To All HoD's

EEE



CSE

Dr. P. SudhakaraRao
Dr. P. SudhakaraRao
Principal
Vignan's Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajiri (Dt)-501301
Telangana State

BS&H
BS&H
PRINCIPAL

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Phone: +08615 200006/07/08 Email: info@vmtw.in

VMTW/Principal/office order/2018/12(08)

Date: 09/07/2018

PROCEEDINGS OF THE GRIEVANCE REDRESSAL COMMITTEE A.Y. 2018-19

The Chairman of the Committee further resolved to nominate the following staff members to act as GRIEVANCE REDRESAL COMMITTEE of the institution.

S.No	Name	Actual Designation	Position in the committee	Department
1	Dr. P. SudhakaraRao	Professor	Chairman	ECE
2	Mrs. A. Narmada	Associate Professor	Convener	ECE
3	Mrs. Duli Swaroop	Assistant Professor	Member	CSE
4	Mr. S. UpenderRao	Assistant Professor	Member	EEE
5	Mrs. D. Kavitha	Assistant Professor	Member	BS&H

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Term: Two years and shall continue to be in force until reconstruction.

Meetings: The meetings may be scheduled as and when necessary.

Coordinator

Copy to

1. All the members of GRC
2. To All HoD's

EEE

ECE



CSE

BS&H

P. Sudhakara Rao

PRINCIPAL

Dr. P. SudhakaraRao
Principal
Vignan's Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajiri (D)-501301
Telangana State

Vh
CSE

Dr. P. D. Kavitha
BS&H

P. Sudhakara Rao

PRINCIPAL

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VIEW/Principal/Office order/2017/12(11)

Date: 15-07-2017

PROCEEDINGS OF THE GRIEVANCE REDRESSAL COMMITTEE A.Y. 2017-18

The Chairman of the Committee further resolved to nominate the following staff members to act as GRIEVANCE REDRESAL COMMITTEE of the institution.

S.No	Name	Actual Designation	Position in the committee	Department
1	Dr. P. SudhakaraRao	Professor	Chairman	ECE
2	Mrs. A. Narmada	Associate Professor	Convener	ECE
3	Mrs. Duli Swaroopa	Assistant Professor	Member	CSE
4	Mr. S. Upender Rao	Assistant Professor	Member	EEE
5	Mrs. M.S.Bindhu Madhavi	Assistant Professor	Member	BS&H

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Dr. P. SudhakaraRao
Principal
Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D)-501301
Telangana State

Copy to

1. Principal Office
2. To All HoD's

EEE

ECE

CSE

BS&H



PRINCIPAL
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