



VAAGDEVI COLLEGE OF ENGINEERING

AUTONOMOUS

P.O. BOLLIKUNTA, WARANGAL - 506 005

STUDENT GRIEVANCES REDRESSAL COMMITTEE

1. Implementation of guidelines of statutory/regulatory bodies

In supersession to office order: VCEW/Committees/GRC/2020, dated: 14.09.2020, and in accordance with AICTE guidelines, the Student/Staff Grievance Redressal Committee is constituted.

In supersession to office order: VCEW/A-16/2020, dated:04.11.2020 and in accordance to AICTE guidelines, the Women Protection Cell (Internal Complaints Committee) constituted as per Section 4, All India Council for Technical Education (Gender Sensitization, prevention and Prohibition of Sexual Harassment of Women Employees and students and Redressal of Grievances in Technical Institutions)2016 vide F. No. AICTE/WH/2016/01 dated 10th June, 2016, in order to safeguard the interests of the students and employees of the Institute as per the instructions of MHRD, GOI from time to time.

2. Organization wide awareness and undertakings on policies with zero tolerance

The Grievance and Redressal Cell desires to maintain an unprejudiced environment for its stakeholders. It attends to the grievances and complaints registered by anyone with regard to the activities of the Institution, and in particular, those made by students.

- Provide Information about the Cell's objectives and mode of operation through the website.
- Informs students of the process for registering grievances in the Induction Programs and regular meetings are conducted.
- Acknowledges and redresses the grievances in time.
- Action taken reports are maintained.
- Whenever a grievance is reported by a student, immediately student grievance redressal committee holds a meeting within 3 working days and the issue is resolved.

3. Mechanisms for submission of online/offline students' grievances

- The grievances shall be redressed depending on the nature of the grievance.

- Department level counselling is offered where the matter can be resolved by the class teacher.
- If not resolved at departmental level, then the grievances may be mailed to the HOD, Student Affairs & Alumni Relations, and Principal.
- As soon as the application is received the Redressal Committee shall review the complaint and invite both the parties for discussion.

Link for the Online Grievance Redressal [Online Grievance Redressal \(google.com\)](https://www.google.com)

Viswambhara Educational Society
VAAGDEVI COLLEGE OF ENGINEERING
 AUTONOMOUS
 Accredited by MAAC with 'C' Grade
 Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad.
 Certified by ISO 9001 : 2015, Recognised Research centre by JNTUH
 Bollikunta, Khila Warangal (mandal), Warangal, Telangana State

Employee ID / Roll Number *

Your answer

Department *

Civil
 EEE
 Mech
 ECE
 CSE
 CSE(A&ML)
 CSE(DS)
 BSH
 MBA
 Office

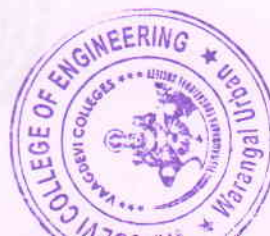
Grievance details *

Your answer

Attachment(s)

4. Timely redressal of the grievances through appropriate committees

- All complaints are reviewed and redressed in time. Periodic meetings are conducted to provide a healthy environment for its stakeholders.



Handwritten signature in green ink.

VAAGDEVI COLLEGE OF ENGINEERING

Bollikunta, Warangal, Telangana State

Email:info@vaagdevi.edu.in.com, Phone: 0870 2865182



VCEW/Committees/GRC/2020

Date:14.09.2020

ORDER

GRIEVANCES & REDRESSAL COMMITTEE

It is for the information of Students and staff of our Institution that the following Grievance Redressal Committee is constituted to look into their grievances and provide them an early solution. If there is any grievance the students and staff are required to submit the application on the prescribed form available with the convener or on college website. The tenure of the committee is until further orders.

S.No.	Name	Designation in Committee	Mobile No.
1	Prof. K. Prakash Principal	Chairman	7799086969
2	Mrs. B. Sridevi Assoc. Professor-ECE	Member	7995924027
3	Dr. Thanveer Jahan Assoc. Professor-CSE	Member	9550666795
4	Mr. P. Poornachander Rao Assoc. Professor-EEE	Member	9849606651
5	Dr. K. Thirupati Rao Vice Principal	Convener	9985706969

DUTIES/RESPONSIBILITIES/ ACTIVITIES OF THE COMMITTEE:

1. To develop a responsive and accountable attitude among all the students/staff in order to maintain a harmonious educational atmosphere in the Institute.
2. Grievances received in writing from the students about any of the following matters:-
 - a. Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
 - b. Financial Matters: Related to dues and payments for various items from library, hostels etc.
 - c. Complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
 - d. Harassment and victimization of students, including sexual harassment;
3. Any other related work arising in the college to be resolved.




PRINCIPAL



VAAGDEVI COLLEGE OF ENGINEERING

AUTONOMOUS

Approved by AICTE, New Delhi and Affiliation to JNTUH
Bollikunta, Warangal-506 005 (T.S)



No. VCEW/A-16/2020

Date: 04-11-2020

ORDER

The following are appointed for “Women Protection Cell (Internal Complaints Committee) and they are directed to follow the precautionary measures for Prevention, Prohibition and Redressal of safety and security of girls and women in the College.

Sl. No	Name	Designation	Contact No.
1.	Prof. V. Janaki Professor, Dept of CSE	Presiding Officer/Chairman	9885692640
2.	Prof. B. Vijayalaxmi Principal, University Law College (Retd.,)	Member	9849079197
3.	Ms. Ch. Ushasri Asst. Professor-EEE	Member	9703329994
4.	Dr. M. Sumalatha Asst. Professor-English	Member	9391645155
5.	Ms. B. Saritha Asst. Professor-CSE	Member	9550666795
6.	Ms. S.Radhika Asst. Professor-Civil	Member	8008250718
7.	Dr. G. Saroja Asst. Professor-MBA	Member	984993002
8.	Ms. C Jaya Lakshmi Psychologist & Counselor	Member	9052322255
9.	Ms. B. Sridevi Assoc. Professor-ECE	Convener	7995924027




PRINCIPAL

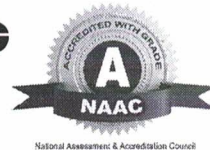
- C.C.: 1) All the Head of the Departments – (with a request to circulate among the staff & Students)
- 2) All the Members of the Committee.
- 3) All Notice Boards.



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VCEW/A-16/Anti Ragging/2020

Date:04-11-2020

ORDER

The following are appointed for Anti - Ragging Committee/Anti-Ragging Squad and they are directed to follow the precautionary measures for prohibition of ragging incidents in the College.

Anti Ragging Committee:

S.No	Name	Position	Designation	Contact No.
1	Dr. K. Prakash	Chairman	Principal	7799086969
2	Dr. Shafee Ur Rahmaan	Member	Associate Professor	9866127025
3	Mrs. S. Vaishali	Member	Assoc. Professor	8686058506
4	Mrs. N. Satyavathi	Member	Asst. Professor	9949286408
5	Mr. Ali Himayat Shamshi	Member	Asst. Professor	8885124306
6	Mr. Kiran Kumar	Member	Tahasildar	7032941866
7	Mr. B. Ramesh	Member	Circle Inspector	9491089138
8	Mr. N. Vishal Reddy	Member	Student I-Year	7893134924
9	Mr. N. Vinay Kumar Reddy	Member	Parent	9849852248
10	Mr. Macharla Sai Krishna	Member	Student III-Year	7660803293
11	Mr. M Narender	Member	Parent	9849503293
12	Mr. Raghavender Reddy	Member	I/c Hostel	9849736969
13	Dr. K. Somireddy	Convener	Dean, Faculty of BSH	9247446733

Anti Ragging Squad:

S.No	Name	Position	Designation	Contact No.
1	Dr. K. Prakash	Chairman	Principal	7799086969
2	Dr. K.Rajeshkhanna	Member	Assoc. Professor	9949553653
3	Mr. G. Santhosh Kumar	Member	Asst. Professor	9985201370
4	Dr. M. Sumalatha	Member	Asst. Professor	8499977774
5	Mr. N. Venkateshwarlu	Member	Physical Director	9963418894
6	Mr. M. Bhaskar	Member	I/c Transport	8297356969




PRINCIPAL

- C.C.: 1) All the Head of the Departments – (with a request to circulate among the staff & Students)
2) All the Members of the Committee.
3) All Notice Boards/Website.



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Circular

Date: 14th February 2021

Sub: Grievances & Redressal Committee meeting to be held on 15th February 2021 at 11am

This is to inform all members of the Grievances & Redressal Committee of the Institute ~~that a~~ meeting will be held at 11 am in the Board Room.

All members are requested to make it convenient to be present during the meeting.


Principal

Copy to:

Dean, Faculty H&S
H.O.D (Civil)
H.O.D (EEE)
H.O.D (Mech)
H.O.D (ECE)
H.O.D (CSE)
H.O.D (M.BA)



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Minutes of Meeting

Date: 15th February 2021

Minutes of the meeting of the Grievances & Redressal committee held on 15th February 2021, at 11 am in the Board Room.

Members attended:

S. No	Name	Position	Designation
1	Dr. K. Prakash	Chairman	Principal
2	Mrs. B. Sridevi	Member	Associate Professor
3	Dr. Thanveer Jahan	Member	Associate Professor
4	Mr. P. Poornachander Rao	Member	Associate Professor
5	Dr. K. Thirupati Rao	Convener	Vice Principal

Discussions:

- The committee had organized announcements about the committee and its members on guidelines on how to followup and approach the committee chairman if there were any grievances.
- In the Pandemic lockdown the committee did not receive any grievances from the students.
- The entire Pandemic resulted with virtual classes, meetings, webinars, etc., for which we helped the students to give their value feedback for the online classes and the fee payment issues for which immediate actions were taken to resolve the issues.

The meeting ended with vote of thanks to the chair.



[Signature]
Chairman