

# Shridevi Institute of Engineering and Technology

(Recognized by Govt of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)

Sira Road, Tumakuru - 572 106



## GRIEVANCES REDRESSAL CELL



An ISO 9001:2015 Certified Institution

Ref: SIET/GRC/2018-19/001

Date: 24/08/2018

### MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr T Hemadri Naidu, on 23<sup>rd</sup> August 2018, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy - HOD of Mech Engg
2. Mr H Rangaswamy - Assistant Professor, Dept of ME
3. Ms Uma Bai - Assistant Professor, Dept of EEE
4. Mr Raghunandan - Assistant Professor, Dept of CSE
5. Mr Raghavendra - System Admin

Following are the Proceedings:

1. The meeting commenced with a welcome note by the Principal.
2. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2018 - 19 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr T Hemadri Naidu	Principal	Chairman	9901138138
2	Mr B H Vasudevamurthy	HOD - ME	Chief Coordinator	9611859047
3	Mr H Rangaswamy	AP - ME	Member	9844122648
4	Ms Uma Bai	AP - EEE	Member	9986000458
5	Mr Raghunandan	AP - CSE	Member	9620161331
6	Mr Raghavendra	System Admin	Member	9886144733

3. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

(i) **Functions:**

The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

(ii) **Objectives:**

- To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- To develop cordiality between the Institute and its stakeholders

(iii) **Procedure for lodging the grievances by the stakeholders:**

- The students and their parents are considered as the stakeholders of the Institute.

*Handwritten signature of the Principal*

PRINCIPAL  
SIET., TUMAKURU.

PTO

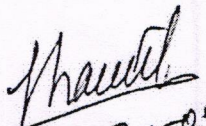
Scanned with OKEN Scanner

- The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

(iv) **Procedure for redressing the Grievances by GRC:**


- The awareness about the GRC setup in the Institution will be given to its stakeholders through wide publication and hence they are given a free hand to lodge their grievances.
- The receipt of the Grievances will be checked on daily basis by the Chief Coordinator.
- On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.


All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.


  
(Dr T Hemadri Naidu)  
Principal


Copy to: The Hon'ble Managing Trustee – for kind information.

The Hon'ble Director (HR & IT) – for kind information

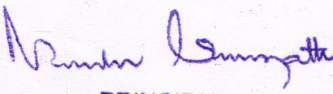
Dean Academics 

Dean R & D 

Heads of the Departments of: CV / ME / EEE / ESE / SSE / ISE / MBA / Phy / Chem / 

Maths / T&P / Library / OS 



  
PRINCIPAL  
SIET., TUMAKURU.



**GRIEVANCES REDRESSAL CELL**



Ref: SIET/GRC/2019-20/

Date: 25/09/2019

**MINUTES OF THE MEETING**

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr Narendra Viswanath, on 23<sup>rd</sup> September 2019, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of Mech Engg
2. Mr Maltesh P J – Assistant Professor, Dept of ME
3. Ms Uma Bai – Assistant Professor, Dept of EEE
4. Mr Kiran G M – Assistant Professor, Dept of CSE
5. Mr Raghavendra – System Admin

Following are the Proceedings:

2. The meeting commenced with a welcome note by the Principal.
3. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2019 – 20 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr Narendra Viswanath	Principal	Chairman	9686114899
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mr Maltesh P J	AP – ME	Member	9686467936
4	Ms Uma Bai	AP – EEE	Member	9986000458
5	Mr Kiran G M	AP – CSE	Member	6360575459
6	Mr Raghavendra	System Admin	Member	9886144733

4. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

**a. Functions:**

The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

**b. Objectives:**

- i. To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- ii. To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- iii. To develop cordiality between the Institute and its stakeholders

**c. Procedure for lodging the grievances by the stakeholders:**

- i. The students and their parents are considered as the stakeholders of the Institute.

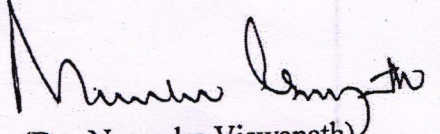
PRINCIPAL  
SIET, TUMAKURU

- ii. The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- iii. If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- iv. If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

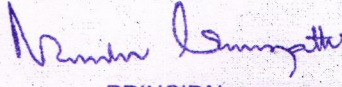
d. **Procedure for redressing the Grievances by GRC:**

- i. The awareness about the GRC setup in the Institution will be given to its stakeholders through widely publication and hence they are given free hand to lodge their grievances.
- ii. The receipt of the Grievances will be checked on a daily basis by the Chief Coordinator.
- iii. On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- iv. The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.

All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.

  
(Dr. Narendra Viswanath)  
Principal 25/9/19

Copy to: The Hon'ble Managing Trustee – for kind information.  
The Hon'ble Director (HR & IT) – for kind information  
Dean Academics  
Dean R & D  
Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /  
Maths / T&P / Library / OS

  
PRINCIPAL  
SIET, TUMAKURU

# Shridevi Institute of Engineering and Technology

(Recognized by Govt of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)

Sira Road, Tumakuru – 572 106



## GRIEVANCES REDRESSAL CELL



An ISO 9001:2015 Certified Institution

Ref:SIET/GRC/2020-21/

Date:23/11/2020

### MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr. Narendra Viswanath, on 22<sup>nd</sup> November 2020, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of MechEngg
2. Mr Prashanth S – Assistant Professor, Dept of ME
3. Mrs Swetha T M – Assistant Professor, Dept of EEE
4. Mr Kiran G M – Assistant Professor, Dept of CSE
5. Mrs. Amthul Naseeb – Assistant Professor, Dept of MBA
6. Mr Raghavendra – System Admin

Following are the Proceedings:

2. The meeting commenced with a welcome note by the Principal.
3. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2021 – 22 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr Narendra Viswanath	Principal	Chairman	9686114899
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mrs Swetha T M	AP – EE	Member	9611870989
4	Mr Kiran G M	AP – CSE	Member	6360575459
5	Mrs. Amthul Naseeb	AP – MBA	Member	9916827697
6	Mr Raghavendra	System Admin	Member	9886144733

4. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

a. **Functions:**

The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

b. **Objectives:**

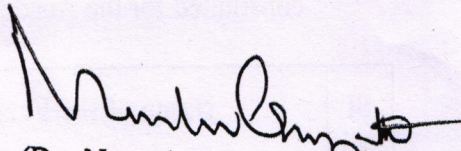
- i. To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- ii. To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- iii. To develop cordiality between the Institute and its stakeholders

- ii. The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- iii. If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- iv. If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

d. **Procedure for redressing the Grievances by GRC:**

- i. The awareness about the GRC setup in the Institution will be given to its stakeholders through widely publication and hence they are given free hand to lodge their grievances.
- ii. The receipt of the Grievances will be checked on a daily basis by the Chief Coordinator.
- iii. On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- iv. The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.

All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.

  
 (Dr. Narendra Viswanath)  
 Principal

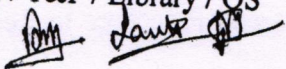
Copy to: The Hon'ble Managing Trustee – for kind information.

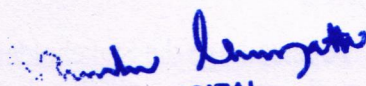
The Hon'ble Director (HR & IT) – for kind information

Dean Academics

H heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /

Maths / T&P / Library / OS



  
 PRINCIPAL  
 SIET, TUMKUR.



**GRIEVANCES REDRESSAL CELL**



Ref: SIET/GRC/2021-22/ 71(1)

Date: 23/11/2021

**MINUTES OF THE MEETING**

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr. Narendra Viswanath, on 22<sup>nd</sup> November 2021, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of Mech Engg
2. Mr Prashanth S – Assistant Professor, Dept of ME
3. Mrs Swetha T M – Assistant Professor, Dept of EEE
4. Mr Kiran G M – Assistant Professor, Dept of CSE
5. Mrs. Amthul Naseeb – Assistant Professor, Dept of MBA
6. Mr Raghavendra – System Admin

Following are the Proceedings:

2. The meeting commenced with a welcome note by the Principal.
3. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2021 – 22 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr Narendra Viswanath	Principal	Chairman	9686114899
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mrs Swetha T M	AP – EE	Member	9611870989
4	Mr Kiran G M	AP – CSE	Member	6360575459
5	Mrs. Amthul Naseeb	AP – MBA	Member	9916827697
6	Mr Raghavendra	System Admin	Member	9886144733

4. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

a. **Functions:**

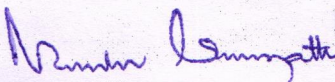
The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

b. **Objectives:**

- i. To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- ii. To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- iii. To develop cordiality between the Institute and its stakeholders

c. **Procedure for lodging the grievances by the stakeholders:**

- i. The students and their parents are considered as the stakeholders of the Institute.

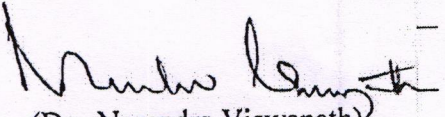
  
PTO

- ii. The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- iii. If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- iv. If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

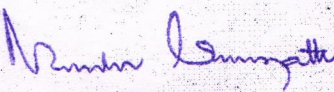
**d. Procedure for redressing the Grievances by GRC:**

- i. The awareness about the GRC setup in the Institution will be given to its stakeholders through widely publication and hence they are given free hand to lodge their grievances.
- ii. The receipt of the Grievances will be checked on a daily basis by the Chief Coordinator.
- iii. On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- iv. The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.

All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.

  
(Dr . Narendra Viswanath)  
**Principal**

Copy to: The Hon'ble Managing Trustee – for kind information.  
The Hon'ble Director (HR & IT) – for kind information  
Dean Academics  
Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /  
Maths / T&P / Library / OS

  
**PRINCIPAL**  
SIET., TUMAKURU.



## GRIEVANCES REDRESSAL CELL

REF:SIET/GRC/2022-23/

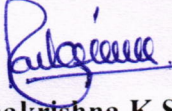
Date:03/01/2023

### CIRCULAR

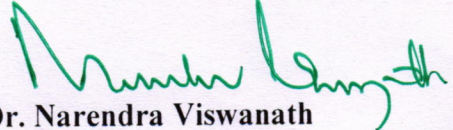
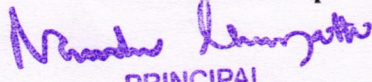
The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 06/01/2023.

**Agenda:** To bring awareness of reporting Student Grievances.

**Venue:** Seminar Hall Mechanical Block.



Dr Ramakrishna K S  
Chief Coordinator,  
Grievance Redressal committee &  
Professor &HOD, MBA

  
Dr. Narendra Viswanath  
Principal 3/1/23  
  
PRINCIPAL  
SIET. TUMKUR.

## GRIEVANCES REDRESSAL CELL

Ref: SIET/GRC/2020-21/002

Date: 18/08/2022

### MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr. Narendra Viswanath, on 17/08/2022, in his Chamber at 10-30 am.

The meeting was attended by the following members:

SL. No	Name of the Faculty	Position
1	Dr. Narendra Viswanath	Chairman
2	Dr. Ramakrishna K S.	Chief Coordinator
3	Mr. Kiran G.M	Member
4	Mrs. Swetha TM	Member
5	Mrs. Shruthi S	Member
6	Ms.Sumalatha S	Member
7	Mr Raghavendra	Member

#### Agenda:

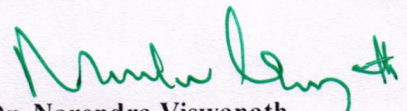
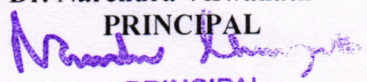
1. Redressal of the grievance lodged by the Students Arshiya Naaz, Bimmi Kumari, Dipendu Kumbhakar of CSE on 12/08/2022.

#### Proceedings:

1. With reference to the 1<sup>st</sup> Agenda, the aggrieved Students Arshiya Naaz, Bimmi Kumari, Dipendu Kumbhakar of CSE had expressed to upgrade the existing PCs in the Lab with higher range of memory. Discussed with Principal and Administrative officer and decided to Procure 60 Nos. of **500 GB SSD** to upgrade the existing PCs.

2.

The meeting was concluded with vote of thanks.

  
Dr. Narendra Viswanath  
PRINCIPAL  
  
PRINCIPAL  
SIET, TUMKUR.

Sl.No	Name of the Faculty	Position	Signature
1	Dr. Ramakrishna K S.	Chief Coordinator	
2	Mr. Kiran G.M	Member	
3	Mrs. Swetha TM	Member	
4	Mrs. Shruthi S	Member	
5	Ms.Sumalatha S	Member	
6	Mr Raghavendra	Member	

## GRIEVANCES REDRESSAL CELL

REF:SIET/GRC/2022-23/

Date:15/08/2022

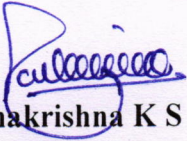
### CIRCULAR

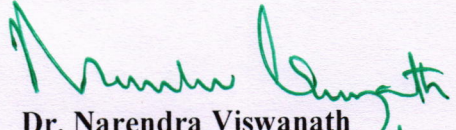
The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 17/08/2022.


#### Agenda:

1. Redressal of the grievance lodged by the Students Arshiya Naaz, Bimmi Kumari, Dipendu Kumbhakar of CSE on 12/08/2022.

Venue: Office of TheHOD, MBA

  
Dr Ramakrishna K S  
Chief Coordinator,  
Grievance Redressal committee &  
Professor & HOD, MBA

  
Dr. Narendra Viswanath  
Principal

  
PRINCIPAL  
SIET. TUMKUR.

## GRIEVANCES REDRESSAL CELL

Ref: SIET/GRC/2020-21/002

Date: 04/04/2023

### MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr. Narendra Viswanath, on 03/04/2023, in his Chamber at 10-30 am.

The meeting was attended by the following members:

SL. No	Name of the Faculty	Position
1	Dr. Narendra Viswanath	Chairman
2	Dr. Ramakrishna K S.	Chief Coordinator
3	Mr. Kiran G.M	Member
4	Mrs. Swetha TM	Member
5	Mrs. Shruthi S	Member
6	Ms.Sumalatha S	Member
	Mr Raghavendra	Member

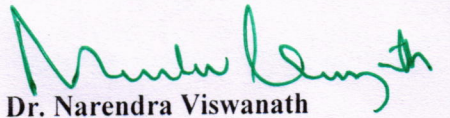
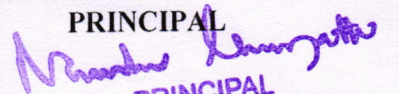
#### Agenda:

1. Redressal of the grievance lodged by the students Rajneesh Prasad Kalwar and Vinay Kumar of AI & DS on 30/03/2023.

#### Proceedings:

1. With reference to the 2<sup>nd</sup> Agenda, the aggrieved students Rajneesh Prasad Kalwar and VinayKumar of AI &DS and EC Dept requested for upgrading the existing PCs with New Pcs to work with new Technology. The Problem was discussed with Principal and Administrative officer. It was decided to Procure new Pcs [60 Nos].

The meeting was concluded with vote of thanks.

  
Dr. Narendra Viswanath  
PRINCIPAL  
  
PRINCIPAL  
SIET. TUMKUR.

Sl.No	Name of the Faculty	Position	Signature
1	Dr. Ramakrishna K S.	Chief Coordinator	
2	Mr. Kiran G.M	Member	
3	Mrs. Swetha TM	Member	
4	Mrs. Shruthi S	Member	
5	Ms.Sumalatha S	Member	
6	Mr Raghavendra	Member	



SHRIDEVI  
EDUCATION

(Approved by AICTE, New Delhi, Recognised by Govt. of Karnataka and Affiliated to Visvesvaraya Technological University, Belagavi)

Sri Shridevi Charitable Trust (R.)  
**SHRIDEVI INSTITUTE OF ENGINEERING AND TECHNOLOGY**

Sira Road, Tumkur - 572 106, Karnataka, India.

Phone: 0816 - 2212629 | Principal: 0816 - 2212627, 9686114899 | Telefax: 0816 - 2212628

Email: info@shrideviengineering.org, principal@shrideviengineering.org | Website: www.shrideviengineering.org

ESTD: 2002



**GRIEVANCES REDRESSAL CELL**

REF:SIET/GRC/2022-23/

Date:01/04/2023

**CIRCULAR**

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 03/04/2023.

**Agenda:**

Redressal of the grievance lodged by the students Rajneesh Prasad Kalwar and Vinay Kumar of AI & DS on 30/03/2023.

Venue: Office of The HOD, MBA

Dr Ramakrishna K S  
Chief Coordinator,  
Grievance Redressal committee &  
Professor & HOD, MBA

Dr. Narendra Viswanath  
Principal

1/4/23

PRINCIPAL  
SIET. TUMKUR.