



**R G M COLLEGE OF ENGINEERING & TECHNOLOGY  
(AUTONOMOUS)  
NANDYAL-518501 (Dt.) A.P., INDIA**

RGMCET/PRO/CIR/SGRC/44/2023

Date: 26.07.2023

**OFFICE ORDER**

It is hereby informed that the Students' Grievance Redressal Committee (SGRC) has been constituted in accordance with the AICTE circular dated 22/07/2019. The members of the Committee are as follows.

- |   |                    |
|---|--------------------|
| 1. Principal of the College                     | - Chairman         |
| 2. Dr. D. Satyanarayana, Prof. of ECE           | - Member (Faculty) |
| 3. Dr. G. Kishor Kumar, Assoc. Prof. CSE&BS     | - Member (Faculty) |
| 4. Dr. K. Sudha Madhuri, Assoc. Prof. Mech.     | - Member (Faculty) |
| 5. Ms. K. Sai Deepika (21091A3233)<br>(Student) | - Special Invitee  |

**Copy to:**

1. Chairman/MD
2. Director Admin & Placements
3. Dean Students' Affairs
4. All HODs
5. First Year Coordinator
6. AO
7. Accounts
8. Academic Section
9. Library
10. All Notice Boards
11. Concerned Committee Members

PRINCIPAL

*Dr. T. JAYACHANDRA PRASAD*  
M.E, Ph.D.,  
PRINCIPAL  
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**STUDENTS GRIEVANCE COMMITTEE**

**OBJECTIVES:**

- To address student grievances effectively and transparently
- To ensure a fair and unbiased resolution system
- To maintain a student-friendly academic environment

**FUNCTIONS:**

1. To receive and address grievances of students related to academic, administrative, and personal issues within the institution.
2. To ensure a fair, transparent, and unbiased mechanism for resolving student complaints.
3. To look into complaints regarding harassment, discrimination, or unfair practices and take appropriate action.
4. To provide a platform for students to express their concerns freely without fear of retaliation.
5. To ensure timely redressal of grievances and communicate the decisions effectively to the concerned students.
6. To maintain proper records of grievances received and actions taken for future reference.
7. To recommend corrective measures to the institution to prevent recurrence of similar issues.
8. To create awareness among students about the grievance redressal mechanism and procedures.
9. To coordinate with concerned departments or authorities for effective resolution of issues.
10. To uphold discipline and promote a healthy academic environment within the campus.

  
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**CIRCULAR**

Dt: 13-02-2024

A meeting of the Students Grievance Committee will be held on **14/02/2024 (Wednesday) at 11:00 AM in the Conference Hall**. All the members are requested to attend the meeting without fail. The agenda of the meeting includes confirmation of previous resolutions, review of student grievances, improvement in grievance handling system, and creating awareness among students.

Copy to:

1. All HODs
2. Directors
3. Deans
4. Students Grievance Committee Members

**PRINCIPAL**

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**STUDENTS GRIEVANCE COMMITTEE MEETING**

**Date:** 14/02/2024

**Time:** 11:00 AM

**Venue:** Conference Hall

**AGENDA**

1. Confirmation of previous resolutions
2. Review of student grievances
3. Improvement in grievance handling system
4. Awareness among students

Any other points with the permission of the chair

**MEMBERS PRESENT**

S.No	Name of the Committee Member	Position	Role	Signature
1	Principal of the College	Chairman	Chairman	
2	Dr. D. Satyanarayana,	Prof. of ECE	Member	
3	Dr. G. Kishor Kumar,	Assoc. Prof. CSE&BS	Member	
4	Dr. K. Sudha Madhuri	Assoc. Prof. Mech	Member	
5	Mr. D. Jayanth Kumar Naidu (23091A3252)	Student	Special Invitee	

**POINTS DISCUSSED**

- Academic and facility-related grievances
- Student awareness about grievance cell
- Need for online grievance system

**RESOLUTIONS**

**It is resolved**

1. To confirm the minutes and resolutions of the previous meeting.
2. To decide to review the grievances received from students and take necessary actions for their resolution.
3. To resolve to improve the grievance handling system by introducing more efficient and transparent procedures.
4. To decide to create awareness among students regarding the grievance redressal mechanism through meetings, notices, and orientation programs.
5. Meeting is concluded with thanks to the chair

**CHAIRMAN**

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**CIRCULAR**

**Dt: 18/02/2025**

A meeting of the Students Grievance Committee will be held for the Academic Year 2024–25 **on 19/02/2025 (Wednesday) at 10:30 AM in the Seminar Hall**. All the members are requested to attend the meeting without fail. The agenda of the meeting includes review of previous grievances, strengthening of the grievance redressal mechanism, and improving response time.

Copy to:

1. All HODs
2. Directors
3. Deans
4. Students Grievance Committee Members

**CHAIRMAN**

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**STUDENTS GRIEVANCE COMMITTEE MEETING**

**Academic Year** : 2024-25  
**Date** : 19/02/2025  
**Time** : 10:30 AM  
**Venue** : Seminar Hall

**AGENDA**

1. Review of previous grievances
2. Strengthening grievance mechanism
3. Improving response time
4. Any other points with the permission of the chair

**MEMBERS PRESENT**

S.No	Name of the Committee Member	Position	Role	Signature
1	Principal of the College	Chairman	Chairman	
2	Dr. D. Satyanarayana,	Prof. of ECE	Member	
3	Dr. G. Kishor Kumar,	Assoc. Prof. CSE&BS	Member	
4	Dr. K. Sudha Madhuri	Assoc. Prof. Mech	Member	
5	Mr. D. Jayanth Kumar Naidu (23091A3252)	Student	Special Invitee	

**POINTS DISCUSSED**

1. Delay in grievance resolution
2. Need for tracking system
3. Confidentiality of complaints

**RESOLUTIONS**

**It is resolved**

1. To review the grievances received earlier and ensure that all pending issues are addressed promptly.
2. To strengthen the grievance redressal mechanism by adopting more systematic and transparent procedures.
3. To improve the response time for grievance handling by setting clear timelines and responsibilities for resolution.
4. Meeting is concluded with thanks to the chair.

**CHAIRMAN**

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RGMCET/PRO/CIR/SGRC/98/2025

Date: 03-12-2025

**OFFICE ORDER**

It is hereby informed that Students Grievance Redressal Committee (SGRC) has been constituted in accordance with the AICTE Circular dated on 22/07/2019. The following members of the committee are as follows for the academic year **2025-26**.

- |   |                    |
|---|--------------------|
| 1. Principal of the College                             | - Chairman         |
| 2. Dr. D. Satyanarayana, Prof. of ECE                   | - Member (Faculty) |
| 3. Dr. G. Kishor Kumar, Assoc. Prof. CSE&BS             | - Member (Faculty) |
| 4. Dr. K. Sudha Madhuri, Assoc. Prof. Mech.             | - Member (Faculty) |
| 5. Mr. D. Jayanth Kumar Naidu (23091A3252)<br>(Student) | - Special Invitee  |

**Copy to:**

12. Chairman/MD
13. Director
14. Dean Students' Affairs
15. All HODs
16. First Year Coordinator
17. AO
18. Accounts
19. Academic Section
20. Library
21. All Notice Boards
22. Concerned Committee Members

**CHAIRMAN**

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**CIRCULAR**

**Dt: 17/02/2026**

A meeting of the Students Grievance Committee will be held for the Academic Year 2025-26 on **18/02/2026 (Wednesday) at 10:00 AM in the Conference Hall**. All the members are requested to attend the meeting without fail. The agenda of the meeting includes review of implementation of previous resolutions, enhancement of the digital grievance system, and improvement of student satisfaction.

Copy to:

1. All HODs
2. Directors
3. Deans
4. Students Grievance Committee Members

**CHAIRMAN**

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**STUDENTS GRIEVANCE COMMITTEE MEETING (2025-26)**

**Academic Year** : 2025-26  
**Date** : 18/02/2026  
**Time** : 10:00 AM  
**Venue** : Conference Hall

**AGENDA**

1. Review implementation of previous resolutions
2. Digital grievance system enhancement
3. Student satisfaction improvement
4. Any other points with the permission of the chair

**MEMBERS PRESENT**

S.No	Name of the Committee Member	Position	Role	Signature
1	Principal of the College	Chairman	Chairman	
2	Dr. D. Satyanarayana,	Prof. of ECE	Member	
3	Dr. G. Kishor Kumar,	Assoc. Prof. CSE&BS	Member	
4	Dr. K. Sudha Madhuri	Assoc. Prof. Mech	Member	
5	Mr. D. Jayanth Kumar Naidu (23091A3252)	Student	Special Invitee	

**POINTS DISCUSSED**

1. Effectiveness of grievance system
2. Student feedback analysis
3. Need for faster resolution

**RESOLUTIONS**

**It is resolved**

1. To review the implementation status of previous resolutions and ensure completion of pending actions.
2. To enhance the digital grievance system by introducing user-friendly features and better tracking mechanisms.
3. To take necessary measures to improve overall student satisfaction by ensuring timely and effective grievance redressal.
4. Meeting is concluded with thanks to the chair.

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