

Bapatla Engineering College:: Bapatla
(Autonomous)

Ref.: - BEC/A/6/2022/411a

Date: August 16, 2022.

C I R C U L A R
[Constitution of Grievance & Redressal Committee]

All the HODs and faculty members are informed to note that, the Grievance & Redressal Committee is being constituted with the following members for the academic year 2022-2023. The said committee is requested to submit its reports to the undersigned monthly once. If any emergency, they can meet at any time to solve the issue.

Chairman: Dr.V.Damodara Naidu, Principal, Mobile No: 9440730035

| S.No. | Name of the Committee Member | Mobile No. | Designation |
|-------|--------------------------------|------------|----------------|
| 1. | Dr.V.Damodara Naidu, Principal | 9440730035 | Chairman |
| 2. | Dr. Ch.Maruthi Devi (CIVIL) | 9492080880 | Convener |
| 3. | Sri N.Kiran Kumar (MCA) | 9246972344 | Member |
| 4. | Sri M.Praveen Kumar (IT) | 9642425818 | Member |
| 5. | Dr. M.Suneel (ECE) | 9959545193 | Member |
| 6. | Mr. M.V.N Chakravarthi (EIE) | 9494611886 | Member |
| 7. | G.Chaitanya Vamsi(Y20ACE438) | 9392393699 | Student Member |
| 8. | Prasad Papana (L21AEE427) | 6304011851 | Student Member |
| 9. | M.Mahesh(L22AEE500) | 9963478085 | Student Member |


[Dr. NAZEER SHAIK]
PRINCIPAL

To

All HODs;
All HODs to circulate amongst the staff;
The Office Superintendent.



Bapatla Engineering College, Bapatla

(Autonomous)

Grievance & Redressal Committee [GRC]

CIRCULAR

Date: 29.08.2022

Ref: BEC/GRC /2022-2023/1

This is to inform all the members of the GRC committee must attend a meeting on 31st August 2022 at 03:00 P.M.

Venue: **CMB EE Lab**

Agenda:

- Introducing the newly formed committee members.
- Discussion on
 1. Overview of Student Issues
 2. Academic Concerns
 3. Mental Health and Well-being
 4. Resources and Infrastructure

Ch. Maruthi Devi

(Dr.Ch. Maruthi Devi)
Convener -GRC

Copy to-

- ❖ Principal, BEC
- ❖ Convener, IQAC
- ❖ All HOD's of various Department
- ❖ Members of GRC

Bapatla Engineering College, Bapatla

(Autonomous)

Grievance & Redressal Committee [GRC]

Meeting Minutes


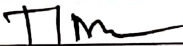
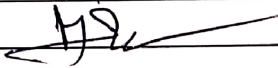

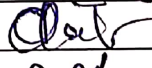

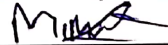
Date: 13.08.2022

The meeting was called to order on 31st August 2022 at 03:00 P.M. by the convener GRC.

Venue: **CMB EE Lab**

Highlights:

1. Reviewed a few old complaints with the recently established committee members.
2. Discussed how to handle students' issues on academics, resources, infrastructure, and mental and physical concerns.

| Name of the GRC member | Designation within the committee | Signatures |
|------------------------|----------------------------------|---|
| Dr. Ch. Maruthi Devi | Convener |  |
| M. Praveen Kumar | Member |  |
| M. Sunil | Member |  |
| N. Kiran Kumar | Member |  |
| G. Charan Kumar | Student member |  |
| P. Prasad | Student member |  |
| M. Mahesh | Student member |  |
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Bapatla Engineering College, Bapatla
(Autonomous)
Grievance & Redressal Committee [GRC]

CIRCULAR

Date: 02.01.2023

Ref: BEC/GRC /2022-2023/2

This is to inform all the members of the GRC committee must attend a meeting on 5th January 2023 at 02:00 P.M.

Venue: **CMB EE Lab**

Agenda:

- Planning to conduct an awareness program on GRC's role in academia.
- Interact with staff and students for gender-related grievances.

Ch. Maruthi Devi
(Dr. Ch. Maruthi Devi)
Convener -GRC

Copy to-

- ❖ Principal, BEC
- ❖ Convener, IQAC
- ❖ All HoD's of various Department
- ❖ Members of GRC

Bapatla Engineering College, Bapatla

(Autonomous)

Grievance & Redressal Committee [GRC]

Meeting Minutes

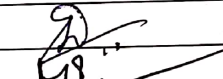
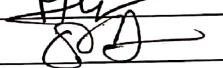
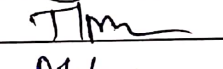
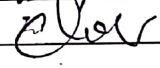
Date: 31.8.2023

The meeting was called to order on 5th January 2023 at 02:00 P.M by the convener GRC.

Venue: **CMB EE Lab**

Highlights:

1. Discussed with the members to conduct an awareness program to the students in the upcoming week.
2. The best way to gather data on gender-related concerns among staff and students on campus was discussed.

| Name of the GRC member | Designation within the committee | Signatures |
|------------------------|----------------------------------|---|
| Dr. Ch. H. Devi | Convener |  |
| M. Anil | Member |  |
| N. Kiran Kumar | Member |  |
| H. Praveen Kumar | " | Tim |
| M. Mahesh | student Member | Mad.. |
| P. Pragad | student member | Rfd |
| G. Chaitanya Vamsi | student member |  |
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Bapatla Engineering College, Bapatla

(Autonomous)

Grievance & Redressal Committee [GRC]

CIRCULAR

Date: 01.02.2023

Ref: BEC/GRC /2022-2023/3

This is to inform all the members of GRC committee must attend for a meeting on 2nd Feb, 2023 at 10.00AM.

Venue: **CMB EE Lab**

Agenda:

- Discussion on discipline committee roles and responsibilities for smooth conduction of college fest BECTAGON 2K23.
- Interact with few staff and students discipline committee members

Ch. Maruthi Devi
(Dr.Ch.Maruthi Devi)
Convener -GRC

Copy to-

- ❖ Principal, BEC
- ❖ Convener, IQAC
- ❖ All HoD's of various Department
- ❖ Members of GRC



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Grievance & Redressal Committee [GRC]

Meeting Minutes

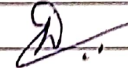
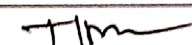
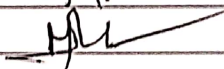
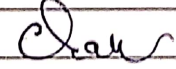
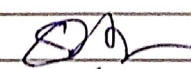

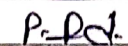
Date: 02.02.2023

The meeting was called to order on 2nd Feb, 2023 at 10.00AM..by the convener GRC.

Venue: **CMB EE Lab**

Highlights:

1. Discussed with discipline committee members of Bectagon to how to made precautions to conduct the event without any disturbances.
2. Also addressed various departments class representatives that inform to their friends and classmates don't involve in any discipline related issues during the Bectagon.

| Name of the GRC member | Designation within the committee | Signatures |
|--|---|---|
| Dr. Ch. Maruthi Dewi | Convener |  |
| M. Praveenkumar M. Suneel | Member Member |   |
| G. Chandanya Vamsi | student member |  |
| N. Givan Kumar M. Mahesh. P Prasad | member Student Member. student member |    |
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Bapatla Engineering College, Bapatla

(Autonomous)

Grievance & Redressal Committee [GRC]

CIRCULAR

Ref: BEC/GRC /2022-2023/4

Date: 03.04.2023

This is to inform all the members of the GRC committee must attend a meeting on 6th April 2023 at 02:30 P.M.

Venue: **CMB EE Lab**

Agenda:

- Interact with staff and students to get queries in examinations during summer.
- Discussion on physical activities encouragement for staff and students.

Ch. Maruthi Devi
(Dr. Ch. Maruthi Devi)
Convener -GRC

Copy to-

- ❖ Principal, BEC
- ❖ Convener, IQAC
- ❖ All HoD's of various Department
- ❖ Members of GRC



Bapatla Engineering College, Bapatla

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Grievance & Redressal Committee [GRC]

Meeting Minutes

Date: 07.04.2023

With reference to the circular issued [Ref: BEC/GRC /2021-2022/1], a meeting was held on 6th April 2023 at 02:30 P.M.

Venue: **CMB EE Lab**

Highlights

1. Interacted with the various department students about their problems faced at external exam venues.
2. Also discussed with limited staff members about their queries during summer time invigilation duty.
3. Informed CoE and Chief Super-indent to establish a cool water facility and also continuous power supply at every exam hall during summer.
4. Advised the physical director to establish lightweight physical activity equipment within the campus for staff and students.

GRC Members

- 1) Ch. Maruthi Devi
- 2) N. Kishan Kumar - *[Signature]*
- 3) M. Praveen Kumar
- 4) *[Signature]* M. Suresh
- 5) G. Chaitan Vamsi
- 6) M. Mahesh
- 7) P. Prasad