

Bapatla Engineering College:: Bapatla
(Autonomous)

Ref.: - BEC/A/6/2023/448a

Date: August 8, 2023.

CIRCULAR
[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 2023-2024. 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.Nazeer Shaik, Principal, Mobile No: 9440730035

S.No.	Name of the Committee Member	Mobile No.	Designation
1.	Dr. Nazeer Shaik, 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.	Dr. M.V.N Chakravarthi (EIE)	9494611886	Member
7.	B.Venkata Varma(Y21AEC406)	7396708130	Student Member
8.	Venkata Krishna Lingala(Y21AIT517)	7569416340	Student Member
9.	P.Laz Susheel Kumar(Y21ACE436)	7075844839	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: 13.11.2023

Ref: BEC/GRC /2023-2024/1

This is to inform all the members of GRC committee must attend for a meeting on 15th Nov, 2023 at 03.00P.M..

Venue: **CC Lab-ECE Dept.**

Agenda:

- Introducing the newly formed committee members.
- Discussion on establishment of complaint boxes in the various departments.

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




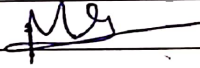
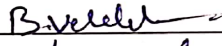
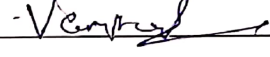
Date: 15.11.2023

The meeting was called to order on 15th Nov, 2023 at 03.00P.M by the convener GRC.

Venue: **CC Lab-ECE Dept.**

Highlights:

1. The newly formed committee students and staff members are introduced
2. Informed to the principal to establish department wise complaint boxes nearer to the concern head of the department's cabin.

Name of the GRC member	Designation within the committee	Signatures
Dr. Ch. M. Devi	Convener	
H. Sunil	Member	
M. Daraveen Kumar	Member	
N. Kiran Kumar	Member	
B. Venkata Venugopal	Student member	
Venkata Krishna Lakshmi	Student member	



Bapatla Engineering College, Bapatla

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Grievance & Redressal Committee [GRC]

CIRCULAR

Date: 28.01.2024

Ref: BEC/GRC /2023-2024/2

This is to inform all the members of GRC committee must attend for a meeting on 31st Jan, 2024 at 10.00A.M..

Venue: **CMB EE Lab**

Agenda:

- Talk about using an online gateway to file different types of queries.
- Invited concern person related to ECAP to discuss about the above issue.

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


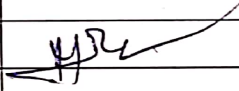
Date: 1.2.2024

The meeting was called to order on 31st January 2024 at 10.00 A.M. by the convener GRC.

Venue: **CMB EE Lab**

Highlights:

1. Informed to the website and ECAP coordinator to maintain a link or portal for online grievances.
2. Based on few students made a request that there is a need for online gateway to pay their fee. Informed to the principal to discuss with the office staff and management for implementation.

Name of the GRC member	Designation within the committee	Signatures
Dh. Ch. M. Devi	Convener	
M. Praveen Kumar	Member	M. Praveen Kumar
M. Sireel	Member	
Venkata Krishna Murthy	Student member	Venkata Krishna Murthy