

Minutes of Meeting (22-23)



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S J M INSTITUTE OF TECHNOLOGY
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(Recognized by AICTE, New Delhi and Affiliated to Visvesvaraya Technological University, Belagavi)
NH-4 Bypass, P.B.No:73, CHITRADURGA -577502, Karnataka State

Date: 24-04-2023

SJM INSTITUTE OF TECHNOLOGY, CHITRADURGA
STUDENTS GRIEVANCE REDRESSAL CELL (GRC)

Meeting Notice

The following committee members are hereby informed to attend the meeting which is scheduled on 26-04-2023 at 11.00 AM in the Principal's chamber for reformation of the Students grievance Redressal Committee of the Institution.

Sl.No.	Name	Signature
1	Dr. Siddesh K.B., HOD, E&C	
2	Prof.Poral Nagaraj, HOD, CS & E.	
3	Dr. Jagannantha N , HOD, Mech.	
4	Dr.B.G. Kumaraswamy, HOD, E&E.	
5	Dr. Srishaila J M, HOD,,Civil	
6	Prof. Basantha kumari, Asso.Prof., CSE	
7	Dr. Krishnareddy K.R, Coordinator	
8	Prof. Vinayaka V M , Asso. Coordinator.	

(Dr. Bharath P.B)

Principal & Chairman



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GRIEVANCE REDRESSAL CELL (GRC)

26-04-2023

Proceedings of the meeting held in the principal chamber, AD Block at 11.00 AM on 26-04-2023.

1. Agenda:

1. Reformation of the Students Grievance Redressal Committee.

2. Proceedings:

1. After welcoming all the members to the meeting, the GRC Coordinator placed before the members the agenda of the meeting, which was already circulated along with the meeting notice.
2. The Principal (Chairman-GRC), formally welcomed the members to the meeting, and in his initial remarks, presented briefly the highlights of the agenda of the meeting. He mentioned that, the committee has been reformed as follows for the disposal of grievances of the students.

Students Grievance Redressal Committee

Sl. No.	Name	Designation	Role	Signature
1	Dr. Bharath P.B.	Principal	Chairman	
2	Dr.B.G. Kumaraswamy	HOD, E&E Engg.	Member	
3	Dr. Jagannantha N	HOD, Mech.Engg.	Member	
4	Prof. Poral Nagaraj	HOD, CS & Engg.	Member	
5	Dr. Siddesh K.B.	HOD, E&C Engg.	Member	
6	Dr. Srishaila J M	HOD,,Civil Engg.	Member	
7	Prof. Basantha kumari	Asso. Prof.,CS &E	Member	
8	Dr. Krishnareddy K.R	Professor, C S &E.	Coordinator	
9	Prof. Vinayaka V M	Asst. Professor, CS&E	Asso. Coordinator	

Further, the Principal is directed all the committee members to take up the assigned responsibility and also instructed the Coordinators to demonstrate the use of online Grievance Redressal Portal of the Institution, to the new members.

3. As there was no other subject, the meeting concluded, with the Coordinator thanking all the members for their active participation.

(Dr. Bharath P B)
 Principal & Chairman

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Ref. No. SJMIT/OFFICE/2023-24/76

Date: 29 APR 2023

OFFICE ORDER

REFORMATION OF STUDENTS GRIEVANCE REDRESSAL COMMITTEE

The Students Grievance Redressal Committee has been reformed in our institution as mentioned below to find solutions for aggrieved student's complaints related to Academic and Non Academic matters, if and when they arise. The committee shall convene meetings periodically and ensure that every grievance should be resolved within a maximum period of fifteen working days by looking into its seriousness.

Sl. No.	Name	Designation	Contact No.	Role
1	Dr. Bharath P.B.	Principal	9483190087	Chairman
2	Dr. Siddesh K.B.	HOD, E&C Engg.	9741559695	Member
3	Prof. Poral Nagaraj	Academic Dean & HOD, CS & Engg.	9739316488	Member
4	Dr. Jagannantha N	HOD, Mech.Engg.	9986520328	Member
5	Dr.B.G. Kumaraswamy	HOD, E&E Engg.	9448133534	Member
6	Dr. Srishaila J M	HOD,,Civil Engg.	9686897990	Member
7	Prof. Basantha kumari	Associate Prof.,CS & E	9141369891	Member
8	Dr. Krishnareddy K.R	Professor, C S & Engg.	9964347941	Coordinator
9	Prof. Vinayaka V M	Asst. Professor, C S & Engg	9164243260	Asst. Coordinator

PRINCIPAL
(Dr. Bharath P B)

Copy to:

1. The Member Secretary, AICTE, New Delhi
2. The Registrar, VTU, Belagavi
3. All Committee Members



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Date: 02/06/2023

STUDENT'S GRIEVANCE REDRESSAL CELL (SGRC)

Meeting Notice

The following committee members are hereby informed to attend the meeting scheduled for June 7, 2023, at 11 a.m. in the principal's chamber to discuss the following agenda:

1. The reformation of the Student's Grievance Redressal Committee of the Institution as per VTU circular dated 16th May 2023.
2. To constitute the Grievance Redressal Committee for faculty / Staff members as per AICTE letter dated 17-03-2023.

Sl.No.	Name	Signature
1	Dr. Siddesh K.B., HOD, E&C	
2	Prof.Poral Nagaraj, HOD, CS & E.	
3	Dr. Jagannantha N , HOD, Mech.	
4	Dr.B.G. Kumaraswamy, HOD, E&E.	
5	Dr. Srishaila J M, HOD,,Civil	
6	Prof. Basantha kumari, Asso.Prof., CSE	
7	Dr. Krishnareddy K.R, Coordinator	
8	Prof. Vinayaka V M , Asso. Coordinator.	

(Dr. Bharath P.B)

Principal & Chairman



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07-06-2023

STUDENT'S GRIEVANCE REDRESSAL CELL (SGRC)

Proceedings of the meeting held in the principal chamber, AD Block at 11.00 AM on 07-06-2023.

1. Agenda:

1. Reformation of the Students Grievance Redressal Committee (SGRC) as per VTU circular REF: VTU/BGM/Aca/SA/Cis/2023-24/822, dated 16th May 2023.
2. To constitute the Grievance Redressal Committee for faculty / Staff members as per AICTE regulations specified in AICTE letter dated 17-03-2023.

2. Proceedings:

1. After welcoming all the members to the meeting, the GRC Coordinator placed before the members the agenda of the meeting, which had already been circulated along with the meeting notice. Further, the coordinator is informed that an online link (<https://sjmit.edugrievance.com>) to the Grievance portal is already provided on the institution's website, where aggrieved students, faculty, or staff members may submit an application seeking redressal of grievance. He also mentioned that a request letter has been sent to VTU to nominate an official from university as a member of the Institution's Grievance Redressal Committee for Faculty / Staff members.
2. The Principal (Chairman-GRC), formally welcomed the members to the meeting and, in his initial remarks, briefly presented the highlights of the agenda of the meeting. In order to reform the Student's Grievance Redressal Committee (SGRC) and to constitute the Grievance Redressal Committee for Faculty / Staff members, the principal has asked all the committee members to give suggestions for the nomination of the members.
3. All the members have agreed to the reformation of the Student's Grievance Redressal Committee (SGRC) and the Constitution of the Grievance Redressal Committee for Faculty / Staff members of the institution as follows:



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Student Grievance Redressal Committee (SGRC)

Sl. No.	Name	Designation	Role	Duration
1	Dr.Kumaraswamy B.G.	Prof. & Head, E&E Engg.	Chairperson	2 years
2	Dr. Srishaila J M	Prof. & Head, Civil Engg.	Member	2 years
3	Prof. T. Nagaraj	Associate Prof., Mech.Engg.	Member	2 years
4	Prof. Basantha Kumari	Associate Prof., CS&E	Member	2 years
5	Dr. Pavan Kumar D	Associate Prof., E&C Engg.	Member	2 years
6	Kishore Raj B	6 th Sem CS&E Student	Member	1 year
7	Dr. Krishnareddy K.R	Professor, CS&E	Coordinator	
8	Prof. Vinayaka V M	Asst. Professor, CS&E	Asso. Coordinator	

Grievance Redressal Committee for Faculty / Staff Members

Sl. No.	Name	Designation	Role
01	Dr.Bharath P.B	Principal	Chairperson
02	Prof. Rudraswamy M K	Professor, Mechanical Engg.	Member
03	Official from University	Communicated to the University	Member
04	Dr. Pavan Kumar D	Associate Prof.,E&CE	Member
05	Dr. Krishnareddy K.R	Professor, C S &E.	Coordinator
06	Prof. Vinayaka V M	Asst. Professor, CS&E	Asso. Coordinator

Further, the Principal directed all the committee members to take up the assigned responsibility and also instructed the coordinators to demonstrate the use of the online Grievance Redressal portal of the institution to the new members.

4. As there was no other subject, the meeting concluded with the coordinator thanking all the members for their active participation.


 (Dr. Bharath P B)
 Principal & Chairman

S.J.M.Vidyapeetha ®

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Ref. No. SJMIT/OFFICE/2023-24/015

Date: 14 JUN 2023

OFFICE ORDER**REFORMATION OF STUDENTS GRIEVANCE REDRESSAL COMMITTEE**

The Students Grievance Redressal Committee has been reformed in our institution as per VTU circular REF: VTU/BGM/Aca/SA/Cis/2023-24/822, dated 16th May 2023, to find solutions for aggrieved student's complaints related to Academic and Non Academic matters, if and when they arise. The committee shall convene meetings periodically and ensure that every grievance should be resolved within a maximum period of fifteen working days by looking into its seriousness.

Sl. No.	Name	Designation	Role
1	Dr.Kumaraswamy B.G.	Prof. & Head,E&E Engg.	Chairman
2	Dr. Srishaila J M	Prof. & Head,Civil Engg.	Member
3	Prof. T. Nagaraj	Associate Prof., Mech.Engg.	Member
4	Prof. Basantha Kumari	Associate Prof., C S & E	Member
5	Dr. Pavan Kumar D	Associate Prof.,E&C Engg.	Member
6	Kirshore Raj B	6 th Sem CS&E Student	Member
7	Dr. Krishnareddy K.R	Professor, C S & E	Coordinator
8	Prof. Vinayaka V M	Asst. Professor, C S & E	Associate Coordinator

PRINCIPAL

(Dr. Bharath P B)

Copy to:

1. All the Committee Members

Students Grievance Awareness Program conducted by the Students Grievance Redressal Cell

Grievance awareness program conducted by a grievance redressal cell are aimed to educate students about grievance-related policies, procedures, processes involved in addressing grievances effectively within our institution. These programs play a crucial role in promoting transparency and fairness in addressing grievances.

Program Title	Resource person	Date	Program details
Students Grievance Awareness	Dr. Krishnareddy K.R. Professor, CSE, SJMIT	07-12-2022	Students Grievance Awareness program is conducted as a part of Induction program to first year students. In this program, an attempt is made to create the awareness among the students about; <ul style="list-style-type: none">• the types of students grievances,• objectives and Functions of the Cell,• how to lodge a complaint, and• the Grievances Redressal procedure



SJM INSTITUTE OF TECHNOLOGY, CHITRADURGA GRIEVANCE REDRESSAL CELL

Academic Year (Aug to July)	Grieve Student Name with USN	Grievances referred to	Status
22-23	Kavana M 4SM20EC007	Department of Electronics & Communication Engineering. (Regarding Internal evaluation)	Resolved
	Mohamed Shoaib Abnan W 4SM17ME408	Examination section	Resolved
	Manu V 4SM21CS408	Examination section	Resolved
	Lavanya M 4SM17CS037	Examination section	Resolved
	No grievances received regarding Sexual Harassment		
	No grievances received regarding Ragging		