



JNANAVIKAS INSTITUTE OF TECHNOLOGY

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

Date: 10-05-2024

Meeting Notice

This is to inform all the Grievance Redressal committee members that, a meeting has been scheduled to discuss the Grievances received.

Meeting Details-

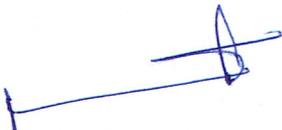
Agenda: Suggestions/Grievances/ Complaints received

Venue: JVIT Board Room

Date: 13-05-2024

Time: 2.00PM

Kindly make sure all the members attend the meeting in time


Convener


Chairman
Principal
Jnanavikas Institute of Technology
Bidadi - 562 109, Ramanagara Dist



JNANAVIKAS INSTITUTE OF TECHNOLOGY

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

Date: 15-05-2024

Minutes of Meeting

The Grievance Redressal committee meeting was held 13-05-2024 at 2.00PM in JVIT Board Room.

The meeting was attended by all the members and was chaired by the Principal.

The following Grievances received were discussed in detail and necessary actions have been initiated to resolve them.

1. Internet Speed Regarding.
2. Wi-Fi issues in Girls Hostel.
3. Speed up the lift Work in the main building.


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Date: 15-05-2024

Actions Taken

Based on the discussions held by the Grievance Redressal committee regarding the below issues,

1. Internet Speed Regarding.
2. Wi-Fi issues in Girls Hostel.
3. Speed up the lift Work in the main building.

Speed up the lift Work in the main building The following actions have been initiated to resolve the above grievances.

1. It has been recommended and suggested to Management to increase the internet speed in the college campus.
2. The wardens have been instructed to look into the issue along with the system administrator.
3. The M/s kone, Suppler of lifts has been instructed to speed up the work.

Convener



**Chairman
Principal**

**Jnanavikas Institute of Technology
Bidadi - 562 109, Ramanagara Dist.**



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Minutes of meeting

S.NO	NAME OF THE FACULTY	POSITION IN THE COMMITTEE	SIGNATURE
1	Dr. A.V Seetha Girisha	Chairman	
2	Dr. R. Satish Chandra	Convener	
3	Prof. Kalaiah J B	Member	
4	Prof. Manju H	Member	
5	Prof. Pradeep K	Member	
6	Prof. Hemalatha K	Member	



PRINCIPAL

Principal
Jnanavikas Institute of Technology
Bidadi - 562 109, Ramanagara Dist



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Grievance Redressal Committee

SI.NO	NAME OF THE FACULTY	DESIGNATION	DEPARTMENT	POSITION IN THE COMMITTEE	SIGNATURE
1	Dr. A.V Seetha Girisha	Principal	Mechanical	Chairman	
2	Dr. R. Satish Chandra	Prof & Head	MBA	Convener	
3	Prof. Kalaiah J B	Prof & Head	CSE	Member	
4	Prof. Manju H	Asst. Professor	ECE	Member	
5	Prof. Pradeep K	Prof & Head	CIVIL	Member	
6	Prof. Hemalatha K	Prof & Head	Mathematics	Member	



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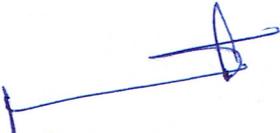
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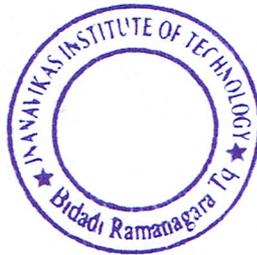


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6	Prof. Hemalatha K	Prof & Head	Mathematics	Member	

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PRINCIPAL

Principal

Jnanavikas Institute of Technology
Bidadi - 562 109, Ramanagara Dist

GRIEVANCE REDRESSAL MECHANISM

Objective

To be a single point contact for receiving the grievance, processing them and suggesting suitable remedies.

Policy Guidelines

1. A Grievance of any student/ staff to be reported in writing to the committee.
2. A committee is formed by the Principal and will conduct a hearing.
3. Based on the report submitted by the committee, action is taken by the committee.

Term/Meeting/Quorum

1. The term of the committee is for one year and shall continue until reconstituted.
2. Meeting will be conducted as the need arises
3. Quorum for hearing shall be three of the members of the constituted committee.

Roles and Responsibilities

1. Chairman will head the Grievance Redressal Cell.
2. The final decision and action taken will be decided by the Chairman
3. Coordinator will coordinate the meeting related to hearing of grievances and will do the necessary reporting to the Chairman.

Procedural Steps

1. The committee list is displayed on the notice board.
2. Any grievance received by the coordinator will be intimated to the chairman.
3. Necessary coordination for conduction of the hearing.
4. Reporting of the findings of the hearing to the administration.
5. Suitable action to be taken by the administration.

The Grievance Redressal Committee (SGRC) is constituted for the purpose of redressal of grievances of students, faculties & stake holders. They can approach the Chairman of the committee either in writing or email to grc@rrce.org. The college assures the students that once a complaint is made, it will be treated with sensitivity.