



SUMATHI REDDY

INSTITUTE OF TECHNOLOGY FOR WOMEN

L e a r n i n g a t i t s b e s t

Affiliated to JNTUH - Approved by AICTE

Date: 21.08.2018

Minutes of the Grievance Redressal Committee (GRC)

The Grievance Redressal Committee (GRC) meeting conducted on 21.08.2018 at 2.00PM.

Venue: Conference Hall

Members Present:

S.No.	Name	Role
1	Mr.R.Shashikumar Reddy	Chairperson
2	Mrs.P.Vijaya Laxmi	Member
3	Mr.G.Randheer Reddy	Member
4	Mr.E. Kumaraswamy	Member
5	Mrs.KM.Sujatha	Member
6	Mr.A.Rajesh	Member

Grievance 1:

Not working of lights and fans in class room no. 117 and 118.

Proceedings:

1. The Chairperson formally welcomed the members to the meeting.
2. He gave a brief review of previous meeting proceedings and the action taken thereon.

Resolutions:

1. Discussed about working position of lights and fans in class room no. 117 and 118 and decided to inform to maintenance staff.
2. Suggested the maintenance staff to verify the functioning of lights and fans every week.

Action Taken:

Informed to maintenance authority to repair the lights and fans in above mentioned class rooms immediately.

As there were no other points for discussion, the meeting was concluded with a vote of thanks.



Rajesh

PRINCIPAL

Sumathi Reddy Institute of Technology for Women
Ananthasagar (V), Hasanparthy (T.S.)
WARANGAL - 506 371 (T.S.)

R.S.K.Reddy

CHAIRPERSON



SUMATHI REDDY

INSTITUTE OF TECHNOLOGY FOR WOMEN

Learning at its best

Affiliated to JNTUH - Approved by AICTE

Date: 08.02.2019

Minutes of the Grievance Redressal Committee (GRC)

The Grievance Redressal Committee (GRC) meeting conducted on 08.02.2019 at 2.00PM.

Venue: Conference Hall

Members Present:

S.No.	Name	Role
1	Mr.R.Shashikumar Reddy	Chairperson
2	Mrs.P.Vijaya Laxmi	Member
3	Mr.G.Randheer Reddy	Member
4	Mr.E. Kumaraswamy	Member
5	Mrs.KM.Sujatha	Member
6	Mr.A.Rajesh	Member

Grievance 1:

Extension of library timings till 7.00pm for hostel students

Grievance 2:

Provide more competitive exams books for reference in library.

Proceedings:

1. The Chairperson welcomed the members to the meeting.
2. He gave a brief review of previous meeting proceedings and the action taken thereon.

Resolutions:

1. Discussed with the library committee members and requested the principal to extend the library timings till 7.00pm for hostel students as they stay in college premises.
2. Informed to library committee members to provide the competitive exams books for reference.

Action Taken:

1. Requested principal to extend the library timings till 7.00pm
2. Provision of more competitive exams' books in library.

As there were no other points for discussion, the meeting was concluded with a vote of thanks.



Rajesh
PRINCIPAL

Sumathi Reddy Institute of Technology for Women
Ananthasagar (V), Hasanparthy (M)
WARANGAL - 506 371 (T.S.)

R.S.V. Reddy
CHAIRPERSON