



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada,
Recognized by UGC under 2(f) & 12(B) of 1956 Act.,
ISO 9001:2015 Certified Institution, Accredited by NAAC "A" Grade,
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.
www.amritasai.org.in, Phone: 0866 2428399.



Date:10/10/2023

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 2:30 P.M on 12-10-2023 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal committee (A.Y 2023-24)

Minutes of meeting I

The meeting of grievance Redressal committee is held at 2:30pm on 12th Oct 2023 at the main seminar hall

Meeting Agenda:-

1. Discussion of grievance recorded
2. Plan of action for the if any grievance registered
3. Awareness about grievance committed to the students

minutes of meeting:-

1. Co-ordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by class incharge in each and every class room.
3. Co-ordinator asked the committee members to submit the complaints.
4. Committee members said to no complaints to received from any one of them.
5. Finally the meeting ends with vote of than by the coordinator.

member present:- the following members were present for the meeting.

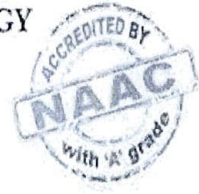
SNO	name of the faculty	Designation	position	signature
1	Dr. V. Ramesh babu	ECE	co-ordinator	V. Ramesh babu
2	Mrs. T. suhasini	EEE	member	T. S.
3	Mr. E. Sateesh	CSE	member	E. Sateesh
4	Mrs. S.K. Anisha	MBA	member	S.K. Anisha
5	Mr. K. Kiran Kumar	MECH	member	K. Kiran Kumar
6	Ms. G. madhula	CIVIL	member	G. Madhula
7	Mrs. M. Esther	S&H	member	M. Esther

V. Ramesh babu
co-ordinator



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Date:2/01/2023

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 2:00 P.M on 04-01-2023 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal committee (A.Y 2022-23)

minutes of meeting II

The meeting of grievance redressal committee is held at 2:pm 4th Jan 2023 at the main seminar hall

meeting Agenda:-

1. Discussion of grievance recorded.
2. plan of action for the if any grievance registered.
3. Awareness about grievance committed to the students.

minutes of meeting:-

1. Co-ordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by clays incharge in each and every class room.
3. Co-ordinator asked the committee members to submit the complaints
4. Committee members said to no complaints to received from any one of them.
5. Finally the meeting ends with vote of than by the coordinator

Member present:- The following members were present for the meeting.

Srno	Name of the Faculty	Designation	Position	Signature
1	DR.V. Ramesh babu	ECE	member	V. Ramesh babu
2	MR.S.T. Suhasini	EEE	member	S.T. Suhasini
3	MR.E. Satish	CSE	member	E. Satish
4	MR.S. SK. Aneesha	MBA	member	S.K. Aneesha
5	MR.K. Kiran Kumar	MECH	member	K. Kiran Kumar
6	MS. Madhula	CIVIL	member	M. Madhula
7	MS.P. Durga bhavani	SSH	member	P. Durga bhavani

V. Ramesh babu
co-ordinator



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Date:13/10/2022

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 3:00 P.M on 15-10-2022 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal committee (A.Y 2022-23)

Minutes of meeting I

The meeting of grievance redressal committee is held at 3:00 pm on 15th Oct 2022 at the main seminar hall.

meeting agenda:-

1. Discussion of grievance recorded.
2. plan of action for the if any grievance registered.
3. Awareness about grievance committed to the students.

minutes of meeting

1. co-ordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by clays incharge in each and every class room.
3. co-ordinator asked the committee members to submit the complaints if any of them the received.
4. committee members said to no complaints to received from any one of them
5. Finally the meeting ends with vote of than by

The coordinators:

Members present: The following members were present for the meeting.

Sno	Name of the Faculty	Designation	Position	Signature
1	DR. V. Ramesh babu	ECE	member	V. Ramesh babu
2	Mrs. T. Suhagini	EEE	member	T. Suhagini
3	Mr. E. Sateesh	CSE	member	E. Sateesh
4	Mrs. SK. Anisha	MBA	member	SK. Anisha
5	Mr. K. Kiran Kumar	MECH	member	K. Kiran Kumar
6	Ms. Mridula	CIVIL	member	M. Mridula
7	Ms. P. Durga bhavani	S & H	member	P. Durga bhavani

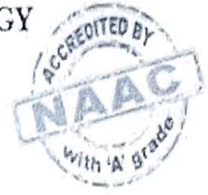
V. Ramesh babu

Co-coordinator



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Date:17/12/2021

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 2:00 P.M on 18-12-2021 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HODs
- Notice board
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Grievance Redressal committee (A.Y. 2021-22)

Minutes of meeting: II

The meeting of grievance redressal committee is held at 2:00pm on 18th December 2021 at the main seminar hall.

meeting Agenda:

1. Discussion of grievance recorded.
2. plan of action for the if any grievance registered.
3. Awareness about grievance committee to students.

minutes of meeting:-

1. co-ordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by clays incharge in each and every class room.
3. co-ordinator asked the committee members to submit the complaints if any of them the received.
4. committee members said to no complaints to received from any one of them.
5. Finally the meeting ends with vote of than by the coordinator.

members present:- The following members were present for the meeting.

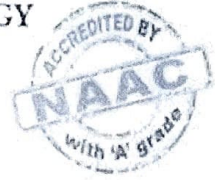
SNO	name of the Faculty	designation	Position	Signature
1	M.R.B Ramadas	ECE	member	B. Ramdas
2	M.R.T. Suhagini	EEE	member	T.S
3	DR. PT. Siva Shankar	CSE	member	P.T. Siva Shankar
4	DR. A. Lakshmana Swamy	MBA	member	A. Lakshmana Swamy
5	MR. K. Kiran Kumar	MECH	member	K. Kiran Kumar
6	Ms. P. Durga bhavani	S&H	member	P. Durga bhavani

Co-ordinator



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Date:11/09/2021

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 3:00 P.M on 13-09-2021 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal committee (A.Y. 2021-22)

Minutes of meeting I

The meeting of grievance redressal committee is held at 3:00pm on 13th sep 2021 at the main seminar hall.

Meeting Agenda:-

1. Discussion of grievances recorded
2. plan of action of the if any grievance registered
3. Awareness about grievance committee to students.

Minutes of meeting :-

1. Co-ordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by class Incharge in each and every class room.
3. coordinator asked the committee members to submit the complaints if any of them received.
4. Committee members are said that no complaints received from any one of them.
5. Finally the meeting ends with vote of than by the co-ordinator.

members present: The following members were present for the meeting.

SNO	Name of the Faculty	Designation	Position	Signature
1	MR. B. Ramadas	ECE	member	B. Ramadas
2	MR. T. SUHASINI	EEF	member	T. S.
3	DR. PT Siva Shankar	CSE	member	P. T. Siva Shankar
4	DR. Alakshmana swamy	MBA	member	A. Lakshmana Swamy
5	MR. K. Kishan Kumar	MECH	member	K. K.
6	MS. P. Durga Bhavani	S&H	member	P. Durga Bhavani

(570)
co-ordinator



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Date:10/12/2020

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 3:00 P.M on 12-12-2020 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal committee (A.Y): 2020-21)

minutes of meeting

The meeting of Grievance redressal committee is held at 3.00 pm on 12th December 2020 at the main seminar hall.

meeting Agenda:

1. Discussion of grievances recorded.
2. Plan of action for the if any grievance registered.
3. Awareness about grievance committee to students.

minutes of meeting:

1. Coordinator welcomed all the members of the committee and addressing the meeting held.
2. To aware the students about grievance committee by clays Incharge in each and every class room.
3. Coordinator asked the committee members to submit the complaints if any of them received.
4. Committee members said that no complaints received from any one of them.
5. Finally the meeting ends with vote of than by the coordinator.

members present:- The following members were present for the meeting.

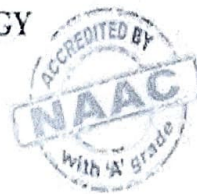
SNO	name of the faculty	Designation	position	Signature
1	MR. B. RAMAIAH	ECE	coordinator	B. Ramaiah
2	MS. T. SUHASINI	EEE	member	T. S.
3	DR. P. T. SIVA SHANKAR	CSE	member	P. T. Siva Shankar
4	DR. A. LAKSHMANA SWAMY	MBA	member	A. Lakshman Swamy
5	MR. K. KIRAN KUMAR	mech	member	K. K.
6	MS. P. DURGABHAVANI	SSH	member	P. Durga Bhavani

G. S.
coordinator



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Date:16/12/2019

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 11:00 A.M on 18-12-2019 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal Committee (A.Y: 2019-20)

minutes of meeting - II

The meeting of Grievance Redressal committee is held at 11:00 A.M on 18th december 2019 at the main seminar Hall.




meeting Agenda:


1. Discussion of Grievances recorded
2. plan of action for the if any grievance registered
3. Awareness about Grievance committee to students.

minutes of the meeting:

1. coordinators welcomed all the members of the committee and addressing the meeting held.
2. To Aware the students about Grievance committee by class Incharges in each and every class room.
3. coordinators asked the committee members to submit the complaints if any of them received.
4. Committee discussing the grievance of improve food quality in canteen. so that committee decided one supervisor is alloted to visit the quality measures.
5. Finally the meeting ends with vote of Thanks by the coordinators.

members present: The following members were present for the meeting.

S.No.	Name of the faculty	Designation	position	sign.
1	MR. K. Gopala Reddy	CSE	coordinator	
2	MS. T. Subhasini	EEE	member	T.S
3	MR. B. Suresh	ECE	member	
4	DR. SK. Ahmad	MBA	member	SK. Ahmad
5	MR. K. Kiran Kumar	MECH	member	
6	MS. P. Durga Bhavani	SDH	member	P. Durga
7	MS. V. Kanaka Durga	CIVIL	member	V.KD


coordinator.



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Date:06/08/2019

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 3:00 P.M on 8-08-2019 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal Committee (A.Y: 2019-20)

minutes of meeting - I

The meeting of grievance Redressal Committee is held at 3:00 p.m on 8th August 2019 at the main seminar Hall.

meeting Agenda:








1. Discussion of Grievances recorded.
2. plan of action for the if any issue registered.
3. Awareness about Grievance committee to students.


minutes of the meeting:

1. coordinators welcomed all the members of these committee.
2. coordinator said that aware the students about Grievance committee to students by class Incharges in each and every class.
3. coordinator asked the committee members to submit the complaints if any of them received.
4. some students asked that we are very much interested in shuttle cut game so provide time & guide to play the shuttle game.
5. After discussing with committee members and then decided the one hour per week sports hour in time table one hour per week and also

providing special coach to students.

members present: The following members are present for meeting.

S.No.	Name of the faculty	Designation	position	Sign.
1	Mr. K. Gopala Reddy	CSE	coordinator	
2	Ms. T. Suhasini	EEE	member	
3	Mr. B. Suresh	ECE	member	
4	Dr. S. K. Ahmad	MBA	member	
5	Mr. K. Kiran Kumar	MECH	member	
6	Ms. P. Durga Bhavani	SFH	member	
7	Ms. V. Kanaka Durga	CIVIL	member.	


Coordinator



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Date:18/12/2018

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 10:30 A.M on 20-12-2018 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

Grievance Redressal Committee (A.Y:2018-19) meeting minutes - II

The meeting of Grievance redressal committee is held on 20th December 2018 at the main seminar Hall.

meeting Agenda:







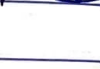
1. Discussion of Grievances recorded
2. plan of action for the if any issue registered.
3. Awareness about Grievance committee to students


minutes of the meeting

1. coordinator welcomed all the members of these committee.
2. coordinator asked the committee members to submit the complaints if any of them received.
3. committee members told that some students are complaint about library books submission duration. students are asked extend the duration for library books submission.
4. After discussing the committee members with library committee they were decided to extend to 15 days for library books submission.
5. Finally the meeting ends with vote of thanks

by the coordinators.

members present: The following members were present for the meeting.

S.No.	Name of the faculty	Designation	position	sign.
1.	Mr. K. Gopala Reddy	CSE	coordinator	
2.	Ms. T. Subhasini	ECE	member	
3.	Mr. B. Suresh	ECE	member	
4.	Dr. Sk. Ahmad	MBA	member	
5.	Mr. K. Kishan Kumar	MECH	member	
6.	Ms. P. Durga Bhavani	SIH	member	
7.	Ms. V. Karaka Durga	Civil	member	


coordinators.



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Date:28/07/2018

CIRCULAR

A meeting of Grievance Redressal committee is scheduled to held at 1:30 P.M on 30-07-2018 at the main seminar hall.It is requested that all members of the Grievance Redressal committee make it convenient to attend the meeting.

COORDINATOR


PRINCIPAL

COPY TO:

- All committee members
- HOD's
- Notice board
- File

minutes of Grievance Redressal committee meeting (A.Y: 2018-19)

The meeting of Grievance redressal committee is held on 30th July 2018 at the main seminar Hall.

meeting Agendas:

1. discussion of Grievances recorded in the last student council meeting
2. maintenance of classroom and other college basic infrastructure
3. plan of action for the if any issue registered.

minutes of the meeting:

1. coordinators welcomed all the members of these committee.
2. coordinators asked the committee members to submit the complaints if any of them received so far.
3. ~~The~~ committee members told that one complaint is received that is to provide library hours in time table to take books & submit the books.
4. After discussing the committee members decided that Allocate library hours in time tables. In each & every department weekly one library hour is allocating to students.

5. Finally the meeting ends with vote of Thanks by the coordinators.

members present:

S.NO.	Name of the faculty	Desig.	position	Sign.
1	Mr. K. Gopala Reddy	CSE	coordinator	Gur
2	Ms. T. Suhasini	EEE	member	T.S
3	Mr. B. Suresh	ECE	member	B.S
4	Dr. Sk. Ahmad	MBA	member	Sk. Ahmad
5	Mr. K. Kishan Kumar	MECH	member	K.K
6	Ms. P. Durga Bhavani	SIH	member	P. Durga Bh.
7	Ms. V. Kanaka Durga	Civil	member	V.K.D.

Gur
coordinator.