

MINUTES OF MEETING

Chairman of the committee has addressed all the members gathered at principal chamber on 19-07-2022 at 3:30 pm regarding the newly constituted members for Grievances & Redressals Committee.

The Convener had delivered about the following objectives

1. The Grievance & Redressal Committee's primary responsibility is to ensure that students, faculty, and staff members have a conducive academic environment that allows them to perform their duties efficiently. The committee should focus on establishing a structured approach to identify, address and resolve any grievances that may arise within the college. To achieve this, the committee should consider implementing several measures such as:

- a) **Grievance Redressal Cell:** The process of receiving and addressing grievances raised by students, faculty, and staff.
- b) **Organizing Awareness Programmes:** The committee need to conduct awareness programmes for students, faculty, and staff on how to raise grievances and address them through appropriate channels.
- c) **Monitoring Grievance Redressal Progress:** The committee should monitor the progress of grievances to ensure that they are addressed and resolved within the stipulated timelines. The committee should also identify any issues that may hinder the resolution process and implement corrective measures accordingly.
- d) **Addressing & Solving any Grievances raised by students or staff:** The committee should follow mechanism for receiving and addressing grievances raised by students or staff members.

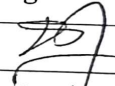
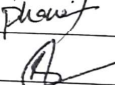
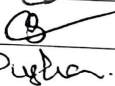
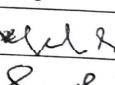

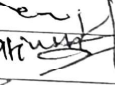
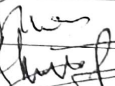


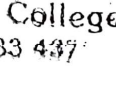


The Grievance Redressal Cell should establish a structured approach for receiving grievances, such as through an online portal or in-person submission. The committee should ensure that the cell maintains a record of all grievances raised and their


PRINCIPAL
Aditya Pharmacy College
SIRAMPALEM-533 437

cases, it may be necessary to escalate the grievance to the management or the governing body for resolution. The committee should establish a timeline for resolving grievances and keep the stakeholders informed of the progress of the grievance resolution process.

In conclusion, the Grievance & Redressal Committee plays a vital role in maintaining a conducive academic environment. The committee should develop an action plan that focuses on addressing grievances raised by students, faculty, and staff and ensure that they are resolved in a timely and efficient manner. The committee should also implement measures to prevent grievances from arising and promote a positive academic environment for all.

The following members had attended the meeting.

S.No	Name of the Member	Role	Signature
1	Dr. D. Sathis Kumar	Chairman	
2	Dr. CH. Phani Kumar	Convener	
3	Mrs. G.Sri Devi	Member	
4	Ms. B. Sujiya	Member	
5	Ms. K. Pushpa Latha	Member	
6	Mr. C. L. Prasad Rao	Member	
7	V. Srinivasa Rao	Member	
8	Pandurangi Sathi Babu	Member	
9	V S S Manoja	Member	
10	Pratiyush Srivastava	Member	
11	P. Sharon Priyanka	Member	
12	Shivani Kumari	Member	

Copy to:

1. All members in the committee
2. IQAC

Principal
PRINCIPAL
Aditya Pharmacy College
SURAMPALAM-533 437

Principal
PRINCIPAL
Aditya Pharmacy College
SURAMPALAM-533 437

Date:29-12-2022

Awareness Programme on "Building a Safe and Inclusive Campus - Empowering Students and Staff Through Grievance Redressal"

Date of Event:28-12-2022

Venue: Seminar Hall (second Floor)

No of students Attended: 89

Speaker: Dr. M. Eswar Gupta (Krupanidhi college of Pharmacy, Bangalore)

The speaker addressed the importance of creating a safe and inclusive campus for all students and staff members. They highlighted the need for an effective Grievance Redressal mechanism to empower all students and staff members and address any issues or concerns they may face.

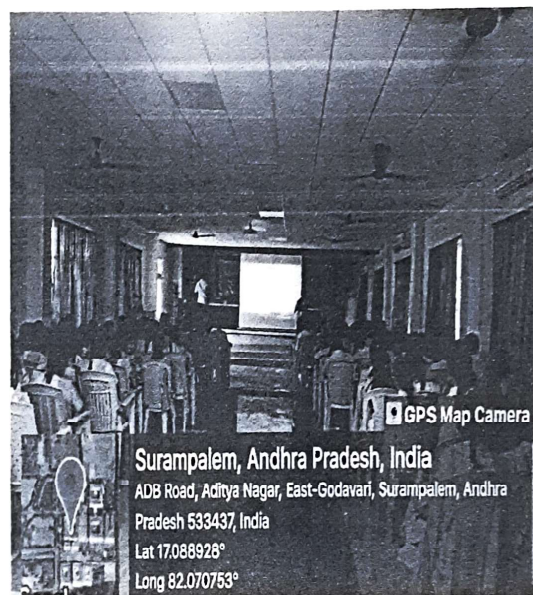
The "Building a Safe and Inclusive Campus - Empowering Students and Staff Through Grievance Redressal" programme aimed at educating students and staff members about their rights and the Grievance Redressal mechanism in the institution. The programme will provide attendees with a better understanding of the importance of addressing grievances and resolving conflicts in a timely and effective manner.

The speaker emphasized that a safe and inclusive campus is essential for the holistic development of students and the productivity of staff members. Through this programme, attendees will be encouraged to speak up and report any issues they may face without fear of retaliation or discrimination.

In conclusion, the awareness programme is a crucial step towards creating a safe and inclusive campus for all. It is important that every student and staff member understands their rights and the role of the Grievance Redressal mechanism in maintaining a healthy and productive campus environment.


Finally, the programme get concluded with the vote of thanks by Mr. K. Pydi raju garu.


PRINCIPAL
Aditya Pharmacy College
SURAMPALEM-533 437



Copy to:

1. All members in the committee
2. IQAC


Principal
PRINCIPAL
Aditya Pharmacy College
SURAMPALEM-533 437


PRINCIPAL
Aditya Pharmacy College
SURAMPALEM-533 437