

GRIEVANCE REDRESSAL CELL

KPR Institute of Engineering and Technology



Minutes of Meeting

Ref. No. KPRIET/NSC-GRC/23-24/ODD/001

Dated: 27/11/2023

| | |
|---|---|
| Vision of the Institute | To become a premier institute of academic excellence by imparting technical, intellectual, and professional skills to students for meeting the diverse needs of the industry, society, the nation and the world at large. |
| Mission of the Institute | <ul style="list-style-type: none">☐ Commitment to offer value-based education and enhancement of practical skills.☐ Continuous assessment of teaching and learning process through scholarly activities.☐ Enriching research and innovative activities in collaboration with industry and institute of repute.☐ Ensuring the academic process to uphold culture, ethics and social responsibility. |
| Core Value | PRACTICE |
| | P Professionalism |
| | R Responsible |
| | A Adaptable |
| | C Coherent |
| | T Transparent |
| | I Integrity |
| | C Compassionate |
| E Ethical | |
| Culture of KPRIET | Holistic PRACTICE |
| Objective/ Vision/ Mission/ Functions of the NSC | <ul style="list-style-type: none">• To ensure an impartial mechanism for redressal of any grievance of Students/Parents/ Faculty/Staff members and other stakeholders• To uphold the dignity of the college by promoting cordial student-student, student-teacher and teacher-teacher relationship• To advise stakeholders to respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason• To ensure that grievances are resolved promptly, objectively and with sensitivity in a complete confidential manner |

Minutes of the 1st Meeting of Academic Year 2023-2024, odd semester held between 12:30 pm to 1:00 pm on 27/11/2023 in Primrose, KPRIET

Applicable stakeholders to attend the meeting

| Sl. No. | Nature of stake holder | For this meeting | Always |
|---------|------------------------|------------------|--------|
| 1. | Chairman | | |
| 2. | Principal | | |
| 3. | Head GRC | | ✓ |

GRIEVANCE REDRESSAL CELL

KPR Institute of Engineering and Technology



| Members invited for this meeting | | | | |
|----------------------------------|------------------------|--|--------------|-------|
| Sl. No. | Name | Designation | This Meeting | |
| | | | Present | Leave |
| 1. | Dr. D. Sharmila | Controller of Examinations (Member of Student GRC) | ✓ | |
| 2. | Dr. G. Anusha | HoD / CE (Member of Student GRC) | ✓ | |
| 3. | Dr. S. Balasubramanian | HoD / CH (Member of Student GRC) | ✓ | |
| 4. | Dr. A. Balamurugan | Registrar (Member of Faculty GRC) | ✓ | |

| Review of the Previous Meeting | | | | | |
|--------------------------------|--------------------------------|----------------------------|----------------|-------------|----------------|
| Sl. No. | Points Taken up for discussion | Remarks/Action to be taken | Responsibility | Target date | Remarks/Status |
| 1 | NA | | | | |
| 2 | | | | | |

Agenda of the Current Meeting:

1. Grievance statistics
2. Change in grievance mail
3. Website updates
4. Pending grievances

| Minutes of the Current Meeting | | | | |
|--------------------------------|--------------------------------|---|-------------------------------------|-------------|
| Sl. No. | Points Taken up for discussion | Remarks/Action to be taken | Responsibility | Target date |
| 1. | Grievance Statistics | The number of grievance communicated/sorted out during the period of July to November modes received was discussed | Head-GRC | Continuous |
| 2. | Grievance registration | The grievance registration form available in the GRC page was deliberated, further process of proceedings and closing was presented | GRC committee members, Stakeholders | Continuous |
| 3. | Activities | The activities carried out by GRC was presented to the members | GRC committee members | Continuous |

GRIEVANCE REDRESSAL CELL

KPR Institute of Engineering and Technology



| | | | | |
|----|------------|---|-------------------------------------|------------|
| 4. | Exclusions | The areas, domains or types of grievance examinations, promotions, appointment and policy matters are excluded from the discretion of GRC | GRC committee members, Stakeholders | Continuous |
|----|------------|---|-------------------------------------|------------|

JOS
Head - GRC

