



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka
Phone: 08258-262725, Fax: 08258-262726

REF: AIET/GRC/2016-17/01

Date: 03.08.2016


CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 5th August 2016, Friday at 12:30 PM.

Agenda:

1. To discuss on roles and responsibilities of GRC
2. Discussion to set frequency of meetings.
3. Any other discussion

Venue: Board Room


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOOBBIDRI - 574 225, D.K

Copy to:
Principal's Office
Members of GRC



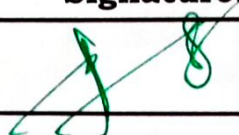

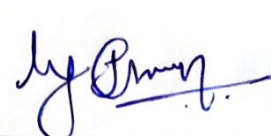

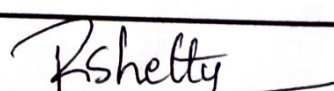
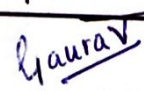
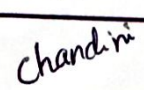
REF: AIET/GRC/2016-17/02

Date: 05.08.2016

Minutes of Meeting

Agenda:

1. To discuss on roles and responsibilities of GRC
2. Discussion to set frequency of meetings.
3. Any other discussion.

Name	Appointed as	Signature.
Dr. Peter Fernandes Principal ,AIET	Chairperson	
MEMBERS		
Dr. B. Basavaraju Professor & Dean(Academics) Dept. of Chemistry	Member Convener	
Prof. Praveen J. Professor , Dept. of Electronics & Communication Engineering	Member	
Mr. K V Suresh Associate Professor & Head Dept. of Mechanical Engineering	Member	
Mr. Rakesh Shetty Administrative Officer	Member	
Mr. Shetty Gourav Department of CSE	Student Member	
Ms. Chandini B V Department of MBA	Student Member	



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Agenda-1: To discuss on roles and responsibilities of GRC

The member convener has suggested that GRC members should go through the policy and SOP of GRC. The members should handle the grievance judicially as per SOP.

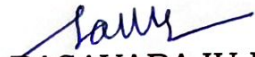
Agenda -2: Discussion to set frequency of meetings


The grievance might be received to committee members or through a complaint box. This committee will meet once in 15 days as per SOP of GRC to address such issues.

Agenda-3: Any other discussion

No discussion.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
MIJAR. MOODBIDRI - 574 225, D.K

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REF: AIET/GRC/2016-17/03

Date: 12.11.2016

CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 14th November 2016, Monday at 12:30 PM.

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Venue: Board Room


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal

PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOOBBIDRI - 574 225, D.K

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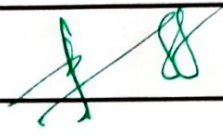



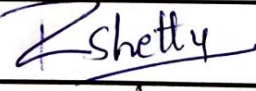
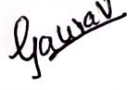
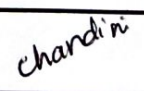
REF: AIET/GRC/2016-17/04

Date: 14 .11.2016

Minutes of Meeting

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Name	Appointed as	Signature.
Dr. Peter Fernandes Principal ,AIET	Chairperson	
MEMBERS		
Dr. B. Basavaraju Professor & Dean(Academics) Dept. of Chemistry	Member Convener	
Prof. Praveen J. Professor , Dept. of Electronics & Communication Engineering	Member	
Mr. K. V. Suresh Associate Professor & Head Dept. of Mechanical Engineering	Member	
Mr. Rakesh Shetty Administrative Officer	Member	
Mr. Shetty Gourav Department of CSE	Student Member	
Ms. Chandini B V Department of MBA	Student Member	



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Agenda-1: To discuss grievances received by students.

ISE students submitted a request letter to the Principal, AIET regarding water problem.

Observation and action taken:

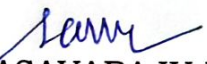
The following are observation and actions suggested by the members:

- Students requested proper cleaning of the drinking water cooler.
- Action to be taken to clean the drinking water cooler regularly.
- Administrative officer has to take necessary action for the same.

Agenda-2: Any other discussion

Principal instructed the member convener to display the list of grievance redressal committee members for the academic year on the notice board.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
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Copy to:
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Date: 18.11.2016

To,
Administrative Officer,
Alva's Institute of Engineering & Technology,
Moodbidri-574225.

Sir,

SUB: Regarding drinking water filters.

With reference to the above subject mentioned above, please make necessary arrangements for regular cleaning of drinking water filters maintained at the institute and the hostel campus.

Thanking you,

Yours faithfully,


Member Convener

Copy to:
Principal's office
Administrative officer

10/11/2016

From,

Rachana. S. 4ALIS15031

Pooja. R. 4ALIS15024

Srinivas. S. 4ALIS15043

Vishal. Naik. N. 4ALIS15049

To,

The HOD

AIET, MIJAR.

Respects Sir,

Sub: Regarding drinking water.

As mentioned above the drinking water in our floor. (3rd floor main block) is not clean. So requesting you to clean the so that we can make use of it.

Thanking you.

Yours Sincerely,

Forwarded to AO
for needful
same

Rachana. S. Rachana
Pooja R. Pooja R.
Srinivas S. Srinivas
Vishal Naik N.
Vishal



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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/GRC/2016-17/05

Date: 15.02.2017

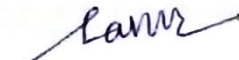
CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 17th February 2017, Friday at 1:30 PM.

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Venue: Board Room


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K

Copy to:
Principal's Office
Members of GRC



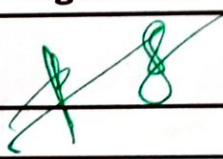



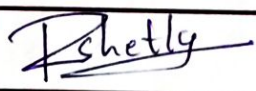
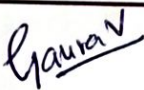
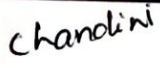
REF: AIET/GRC/2016-17/06

Date: 17.02.2017

Minutes of Meeting

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Name	Appointed as	Signature.
Dr. Peter Fernandes Principal ,AIET	Chairperson	
MEMBERS		
Dr. B. Basavaraju Professor & Dean(Academics) Dept. of Chemistry	Member Convener	
Prof. Praveen J. Professor , Dept. of Electronics & Communication Engineering	Member	
Mr. K V Suresh Associate Professor Dept. of Mechanical Engineering	Member	
Mr. Rakesh Shetty Administrative Officer	Member	
Mr. Shetty Gourav Department of CSE	Student Member	
Ms. Chandini B V Department of MBA	Student Member	



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Phone: 08258-262725, Fax: 08258-262726

Agenda-1: To discuss grievances received by students.

Regarding the working condition of fan in the classroom.

CSE students submitted a request letter regarding the working condition of fan in the classroom.

Observation and action taken:

The following actions suggested by the members:

- Students requested for repair of fan.
- Administrative officer has to take necessary action for the same.

Agenda-2: Any other discussion

No discussion.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
Alva's Institute of Engg. & Technology
Mijar. MOODBIDRI - 574 225, D.K

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Phone: 08258-262725, Fax: 08258-262726

Date: 17.02.2017

To,
Administrative Officer,
Alva's Institute of Engineering & Technology,
Moodbidri-574225.

Sir,

SUB: Regarding working condition of fan in the class room.

With Reference to the subject mentioned above, kindly make necessary arrangements to service/repair/replace the fans provided in classrooms.
Thanking you,

Yours faithfully,


Member Convener

Copy to:

Principal's office

Administrative officer

11.02.2017

To,

HOD

CSE Department

AIET, Mysore

Respected Sir,

Sub: Fan is not working properly in our classroom III sem A

We the student of class III sem A are requesting to repair the fan as it is not working properly. And we are not able to sit in the class without the fan.

Thanking You,

Yours Obediently

Archwarya

4AL15CS005

Archwarya

Anusha

4AL15CS011

Anusha

Deeksha

4AL15CS027

Deeksha

Forwarded to AD for rectify

same



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REF: AIET/GRC/2016-17/07

Date: 16.03.2017

CIRCULAR

The members of the Grievance Redress Committee are hereby informed to attend a meeting on 20th March 2017, Monday at 12:30 PM.

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Venue: Board Room


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOOBBIDRI - 574 225, D.K

Copy to:
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Members of GRC



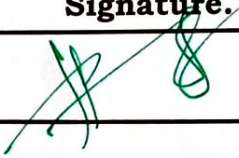
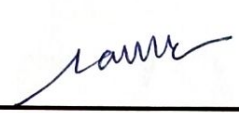



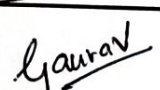
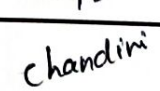
REF: AIET/GRC/2016-17/08

Date: 20.03.2017

Minutes of Meeting

Agenda:

1. To discuss grievances received by students.
2. Any other discussion

Name	Appointed as	Signature.
Dr. Peter Fernandes Principal ,AIET	Chairperson	
MEMBERS		
Dr. B. Basavaraju Professor & Dean(Academics) Dept. of Chemistry	Member Convener	
Prof. Praveen J. Professor , Dept. of Electronics & Communication Engineering	Member	
Mr. K V Suresh Associate Professor & Head Dept. of Mechanical Engineering	Member	
Mr. Rakesh Shetty Administrative Officer	Member	
Mr. Shetty Gourav Department of CSE	Student Member	
Ms. Chandini B V Department of MBA	Student Member	



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Phone: 08258-262725, Fax: 08258-262726

Agenda-1: To discuss grievances received by students.

As the students are feeling irritation because of the heavy dust from the chalk they are requesting to provide dustless chalk to the classroom.

Action taken:


The following actions were suggested by the members:

- Students are feeling irritated because of the heavy dust from the chalk.
- Presently using chalk is creating heavy dust while cleaning the board.
- Students are finding difficulty in the classroom due to chalk dust.
- Administrative officer has to make necessary arrangements.

Agenda-2: Any other discussion

Member convener brought to the notice of the members that the fan issue raised by the students is resolved.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener

Copy to:
Principal's Office
Members of GRC


Dr. PETER FERNANDES
Principal
PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K



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Phone: 08258-262725, Fax: 08258-262726

Date: 21.03.2017

To,
Administrative officer,
Alva's Institute of Engineering & Technology,
Moodbidri-574225.

Sir,

SUB: Regarding dust of the chalk in the classroom.

With Reference to the subject mentioned above, kindly make necessary arrangements to provide dustless chalk so that students feel comfortable in the classroom.

Thanking you,

Yours faithfully,


Member Convener

Copy to:
Principal's office
Administrative officer

To.

Dean Academic

AIET, Mijar.

13/3/2017


Respected Sir,


Sub; Irritation due to heavy dust from the chalk


As mentioned in the above subject we the students of first year are feeling irritation because of heavy dust from the chalk. so requesting to change the chalk so that we can't feel irritation in the class.

Thanking you.

Yours sincerely

Ainab. 

Amer Jugal D'cunha. 

Banish M.G. 

forwarded to AO
sams