



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka
Phone: 08258-262725, Fax: 08258-262726

REF: AIET/GRC/2020-21/01

Date: 3/12/2020

CIRCULAR

The members of the Grievance Redress Committee are hereby informed to attend a meeting on 7th December 2020, Monday 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
Alva's Institute of Engg. & Technology,
Mijar. MOOBBIDRI - 574 225, D.K

Copy to:
Principal's Office
Members of GRC



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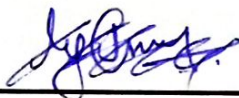



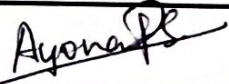
REF: ALET/GRC/2020-21/02

Date: 07/12/2020

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	
Mr. Parveez Shariff B.G. Associate Professor, Dept. of Communication Engineering	Member	
Mr. K V Suresh Associate Professor Dept. of Mechanical Engineering	Member	
Mrs. Prameela S Konde Associate Professor & Head, Dept. of Mathematics	Member	
Mr. Nikhil Alva Administrative Officer	Member	
Mr. K Thrishul Department of CSE	Student Member	
Ms. Ayona P.S 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 judiciary 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
ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY,
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REF: AIEE/CRC/2020-21/03

Date: 18.01.2021

CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 21st January, Thursday at 1:00 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
ALVA'S INSTITUTE OF ENGG. & TECHNOLOGY,
MIJAR, MOODBIDRI - 574 225, D.K.

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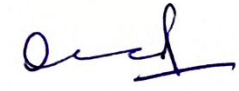

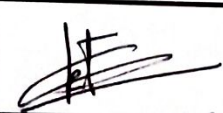
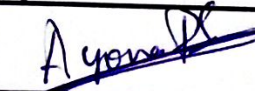
REF: AIET/GRC/2020-21/04

Date: 21.01.2021

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	
Mr. Parveez Shariff B.G. Associate Professor, Dept. of Communication Engineering	Member	
Mr. K V Suresh Associate Professor Dept. of Mechanical Engineering	Member	
Mrs. Prameela S Konde Associate Professor & Head, Dept. of Mathematics	Member	
Mr. Nikhil Alva Administrative Officer	Member	
Mr. K Thrishul Department of CSE	Student Member	
Ms. Ayona P.S Department of MBA	Student Member	



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Agenda-1: To discuss grievances received by students.

Grievances received by students:

Regarding the working condition of Tube light in the classroom.

ME students submitted a request letter regarding the working condition of Tube light in the classroom.

Action Taken:

Convener suggested bringing the issue to the notice of the Administrative officer and do the needful.

Agenda-2: Any other discussion

No discussion.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES

PrincipalPRINCIPAL
Alva's Institute of Engg. & Technology,
MIJAR. MOODBIDRI - 574 225, D.K

Copy to:
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Phone: 08258-262725, Fax: 08258-262726

Date: 22.01.2021

To,

Administrative Officer,

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

Sir,

SUB: Working condition of Tube light in ME classroom.

With reference to the above subject, I would like to bring to your notice that the Fan in ME classroom is not in working condition. In this regard requesting you to make the necessary arrangement.

As per the direction of the principal, I request you to look into the matter and do the needful.

Thanking you,

Yours faithfully,

Member Convener 

Copy to:

Principal's office

Administrative officer

Date : 14.01.2021

From,

Sri Shail B

Bhoomika BJ

AJET

Mijan

To,

class coordinator

Mijan

Respected Sir,

Sub: Tube light is not working in classroom

As mentioned above in our classroom

Mechanical 3rd A [140-405] tube light is not in working condition. And we are facing problems during class. So I ~~suggested~~ you to do the needful

Thank You

Sri Shail B ~~B~~

Bhoomika BJ ~~B~~

Lane



REF: AIGT/mrc/2020-21/05

Date: 15.02.2021


CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 18th February, Thursday 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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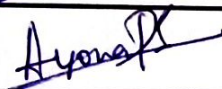
REF: ALET/GRC/2020-21/06

Date: 18/02/2021

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	
Mr. Parveez Shariff B.G. Associate Professor, Dept. of Communication Engineering	Member	
Mr. K V Suresh Associate Professor Dept. of Mechanical Engineering	Member	
Mrs. Prameela S Konde Associate Professor & Head, Dept. of Mathematics	Member	
Mr. Nikhil Alva Administrative Officer	Member	
Mr. K Thrishul Department of CSE	Student Member	
Ms. Ayona P.S Department of MBA	Student Member	



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Agenda-1: To discuss grievances received by students.

Grievances received by students:

Regarding the working condition of Flush in the 4th floor washroom.

First year students submitted a request letter regarding the working condition of Flush in the 4th floor washroom.

Action Taken:


Convener suggested bringing the issue to the notice of the Administrative officer and does the needful.

Also, the Principal instructed the convener to suggest AO to have a regular check on the Washroom conditions.

Agenda-2: Any other discussion

Principal discussed grievances with student members. The responsibility of each member was discussed. The member convener suggested grievances received have to be solved as early as possible and brought to the notice of the Principal and concerned authority.

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



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Date: 20.02.2021

To,

Administrative Officer,

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

Sir,

SUB: working condition of Flush in the 4th floor washroom.

With reference to the above subject, I would like to bring to your notice that the Flush in the 4th floor washroom main block is not in working condition. In this regard requesting you to make the necessary arrangement.

As per the direction of the principal, I request you to look into the matter and do the needful.

Thanking you,

Yours faithfully,


Member Convener

Copy to:

Principal's office

Administrative officer

Date: 10.02.2021

From,

Navneeth Surya
Sanjeev R Gadag

AIET, MOODBIDRI

To,

HOD


AIET, MOODBIDRI


Respected Sir,

Sub: Problem in Flush in wash room 4th floor.

As mentined above Flush en 4th floor washroom is not proper. So we request you to make it proper.

Thanking You.

Navneeth Surya 

Sanjeev R Gadag 





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REF: AIBT/GRC/2020-21/07

Date: 18/03/2021

CIRCULAR

The members of the Grievance Redressal Committee are hereby informed to attend a meeting on 20th March 2021, 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
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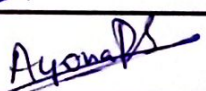
REF: AIEE/GRC/2020-21/08

Date: 20.03.2021

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, AIEE	Chairperson	
MEMBERS		
Dr. B. Basavaraju Professor & Dean(Academics) Dept. of Chemistry	Member Convener	
Mr. Parveez Shariff B.G. Associate Professor, Dept. of Communication Engineering	Member	
Mr. K V Suresh Associate Professor Dept. of Mechanical Engineering	Member	
Mrs. Prameela S Konde Associate Professor & Head, Dept. of Mathematics	Member	
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Agenda-1: To discuss grievances received by students.

No complaints received.

Agenda-2: Any other discussion

No discussion.

The meeting concluded by thanking all the members.


Dr. BASAVARAJU B
Member Convener


Dr. PETER FERNANDES
Principal
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