



Learning is Supreme Duty

PRAGATI ENGINEERING COLLEGE

(AUTONOMOUS)

#1-378, ADB Road, Surampalem – 533 437, Near Peddapuram, E.G Dist., A.P.
(Approved by AICTE, Permanently Affiliated to JNTUK Kakinada & Accredited by NAAC with 'A' Grade)
(Recognized by UGC Under Sections 2(f) and 12 (b) of UGC act, 1956)
Ph: 08852 – 252233, 252234, 252235 Fax: 08852 – 252232, website: www.pragati.ac.in

Date: 27-10-2018

NOTICE

All the members of the Grievance Cell are hereby informed to attend the meeting on 01-11-2018.

Time: 2:00 PM

Venue: EDC-I Lab at ECE Block.

Agenda:

1. According to academic calendar for 2018-2019 II Semester, planning of smooth running of grievance cell activities.
2. If any grievances for students & staff/faculty please inform to department wise members for proper resolving.
3. Process of grievance cell activities.
4. Any other issues.


CONVENER 27/10/18

Grievance Cell Members:

S.No	Name	Designation	Department	Status
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener
2	Mr. V.Raju	Asst.Professor	CE	Member
3	Mr. I.Murali Krishna	Asst.Professor	EEE	Member
4	Mrs. Ch. Vasantha Lakshmi	Asst.Professor	ME	Member
5	Mr.P.Krishna Chaitanya	Asst.Professor	ECE	Member
6	Ms. I.Gayatri Devi	Asst.Professor	CSE	Member
7	Mr. Ch.Venkata Ramana	Asst.Professor	IT	Member
8	Mrs. R Sugnani	Asst.Professor	BS&H	Member
9	Mr. Kambala Denesh Naidu	15A31A04M1	ECE	Student
10	Mr. Tentu Kashyap Kumar	17A31A0250	EEE	Student

- Copy to: 1) Principal/Vice Principal for kind information
2) All HODs
3) Grievance Cell Members
4) All Maintenance departments
5) Office file



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Surampalem

DT: 02-11-2018

To,

The Principal,

Pragati Engineering College,

Surampalem.

From,

The Convener (Grievance Cell)

Pragati engineering College

Surampalem.

Respected sir,

Sub: Minutes of Grievance Cell meeting held on 01/11/2018- Reg

With reference to the subject cited above I am here by enclosing a copy of the minutes of Grievance Cell meeting held on 01/11/2018.

Thanking you sir,

Yours Faithfully,

CONVENER (Grievance Cell)

K. Raghuram
Assoc. Professor
Dept of ECE



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Minutes of Grievance Cell meeting held on 01/11/2018:

1. According to academic calendar for 2018-2019 II Semester, planning of smooth running of grievance cell activities.
2. Grievance Cell member list information must send to students & staff/faculty.
3. Grievances from student or staff/faculty must be reported grievance cell in the form of written letter which is clearly mentioning the grievance/problem.
4. If grievances from student or staff/faculty reporting orally at first to concern department member means cordially ask them to report in written format representing to grievance cell convener for proper resolving.
5. After receiving grievances from any student or staff/faculty, grievance cell member of corresponding department represent to grievance cell convener and convener act according to grievances received.
6. Grievance cell resolve grievances by coordinating grievance related to all Maintenance departments.
7. After resolving grievances from student or staff/faculty, grievance cell must give feedback to grievances raised from student or staff/faculty.
8. Resolving statement has to mention in written format corresponding letter of grievance raised from student or staff/faculty.
9. According to grievances priority resolution must be one or two days / two or three days.

Grievance Cell Members attended:

S.No	Name	Designation	Department	Status	Signature
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener	
2	Mr. V.Raju	Asst.Professor	CE	Member	
3	Mr. J.Murali Krishna	Asst.Professor	EEE	Member	
4	Mrs. Ch. Vasantha Lakshmi	Asst.Professor	ME	Member	
5	Mr.P.Krishna Chaitanya	Asst.Professor	ECE	Member	
6	Ms. I.Gayatri Devi	Asst.Professor	CSE	Member	
7	Mr. Ch.Venkata Ramana	Asst.Professor	IT	Member	
8	Mrs. R Sugnani	Asst.Professor	BS&H	Member	
9	Mr. Kambala Denesh Naidu	15A31A04M1	ECE	Student	
10	Mr. Tentu Kashyap Kumar	17A31A0250	EEE	Student	



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Date: 23-06-2018

NOTICE

All the members of the Grievance Cell are here by informed to attend the meeting on 25-06-2018.

Time: 2:00 PM

Venue: EDC-I Lab at ECE Block.

Agenda:

1. According to academic calendar for 2018-2019 I Semester, planning of smooth running of grievance cell activities.
2. Grievance Cell member list information must send to students & staff/faculty.
3. Process of grievance cell activities.
4. Any other issues.


CONVENER 23/6/18

Grievance Cell Members:

S.No	Name	Designation	Department	Status
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener
2	Mr. V.Raju	Asst.Professor	CE	Member
3	Mr. I.Murali Krishna	Asst.Professor	EEE	Member
4	Mrs. Ch. Vasantha Lakshmi	Asst.Professor	ME	Member
5	Mr.P.Krishna Chaitanya	Asst.Professor	ECE	Member
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Ph: 08852 - 252233, 252234, 252235 Fax: 08852 - 252242, website www.pragati.ac.in

Surampalem

DT: 26-06-2018

To,

The Principal,

Pragati Engineering College,

Surampalem.

From,

The Convener (Grievance Cell)

Pragati engineering College

Surampalem.

Respected sir,

Sub: Minutes of Grievance Cell meeting held on 25/06/2018- Reg

With reference to the subject cited above I am here by enclosing a copy of the minutes of Grievance Cell meeting held on 25/06/2018.

Thanking you sir,

Yours Faithfully,

CONVENER (Grievance Cell)

K.Raghuram
Assoc.Professor
Dept of ECE



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