



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: 24-03-2021

NOTICE

All the members of the Grievance Cell are here by informed to attend the meeting on 25-03-2021.

Time: 3:00 PM

Venue: EDC-1 Lab at ECE Block.

Agenda:

1. According to academic calendar for 2020-2021 II Semester, planning of smooth running of grievance cell activities.
2. As per the academic calendar for II, III & IV Year class work was commenced from 30-03-2021.
3. As per the academic calendar for I Year class work was commenced from 05-05-2021.
4. If any grievances for students & staff/faculty please inform to department wise members for proper resolving.
5. Process of grievance cell activities.
6. Any other issues.


24/3/21
CONVENER

Grievance Cell Members:

S.No	Name	Designation	Department	Status
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener
2	Mrs. V Tanuja	Asst.Professor	CE	Member
3	Mr. T.Prasanth Jaya Kumar	Asst.Professor	EEE	Member
4	Mr.P.Ram Prasad	Asst.Professor	ME	Member
5	Mr.Y.Pavan Kumar	Asst.Professor	ECE	Member
6	Ms. I.Gayatri Devi	Asst.Professor	CSE	Member
7	Mr. G.Satya Mohan Chowdary	Asst.Professor	IT	Member
8	Mrs. P.Sravani	Asst.Professor	BS&H	Member
9	Mr. Tentu Kashyap Kumar	17A31A0250	EEE	Student
10	Mr. Abbireddi Vinay Charan Reddy	19A31A0156	CE	Student

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



Learning is Supreme Duty

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Surampalem

DT: 27-03-2021

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 25/03/2021- Reg

With reference to the subject cited above I am here by enclosing a copy of the minutes of Grievance Cell meeting held on 25/03/2021.

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 25/03/2021:

1. According to academic calendar for 2020-2021 II Semester, planning of smooth running of grievance cell activities.
2. As per the academic calendar for II, III & IV Year class work was commenced from 30-03-2021.
3. As per the academic calendar for I Year class work was commenced from 05-05-2021.
4. Grievance Cell member list information must send to students & staff/faculty.
5. Grievances from student or staff/faculty must be reported grievance cell in the form of written letter which is clearly mentioning the grievance/problem.
6. 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.
7. 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.
8. Grievance cell resolve grievances by coordinating grievance related to all Maintenance departments.
9. After resolving grievances from student or staff/faculty, grievance cell must give feedback to grievances raised from student or staff/faculty.
10. Resolving statement has to mention in written format corresponding letter of grievance raised from student or staff/faculty.
11. According to grievances priority resolution must be one or two days / two or three days.



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Grievance Cell Members attended:

S.No	Name	Designation	Department	Status	Signature
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener	
2	Mrs. V Tanuja	Asst.Professor	CE	Member	
3	Mr. T.Prasanth Jaya Kumar	Asst.Professor	EEE	Member	
4	Mr.P.Ram Prasad	Asst.Professor	ME	Member	
5	Mr.Y.Pavan Kumar	Asst.Professor	ECE	Member	
6	Ms. I.Gayatri Devi	Asst.Professor	CSE	Member	
7	Mr. G.Satya Mohan Chowdary	Asst.Professor	IT	Member	
8	Mrs. P.Sravani	Asst.Professor	BS&H	Member	
9	Mr. Jakkala Adithya Kiran	16A31A0540	CSE	Student	
10	Mr. Tentu Kashyap Kumar	17A31A0250	EEE	Student	



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Date: 12-08-2020

NOTICE

All the members of the Grievance Cell are hereby informed to attend the meeting on 13-08-2020.

Time: 3:00 PM

Venue: EDC-I Lab at ECE Block.

Agenda:

1. According to academic calendar for 2020-2021 I Semester, planning of smooth running of grievance cell activities.
2. As per the JNTUK guidelines class work was commenced from 17-08-2020 and continued up to 31-10-2020.
3. III-II Lab Externals Conducted for 17 admitted batch from 27-10-2020 to 31-10-2020.
4. II-II Lab Externals Conducted for 18 Admitted batch 10-11-2020 to 14-11-2020.
5. II-II End Semester Examinations for 18 admitted batch from 16-11-2020 to 27-11-2020.
6. I-II Lab Externals Conducted for 19 Admitted batch from 14-12-2020 to 17-12-2020.
7. I-II End Semester Examinations for 19 admitted batch from 19-12-2020 to 30-12-2020.
8. Class work is continued from 02-11-2020 as per APSICHE calendar.
9. Grievance Cell member list information must send to students & staff/faculty.
10. Process of grievance cell activities.
11. Any other issues.


CONVENER 12/8/20

Grievance Cell Members:

S.No	Name	Designation	Department	Status
1	Mr. K.Raghuram	Assoc.Professor	ECE	Convener
2	Mrs. V Tanuja	Asst.Professor	CE	Member
3	Mr. T.Prasanth Jaya Kumar	Asst.Professor	EEE	Member
4	Mr.P.Ram Prasad	Asst.Professor	ME	Member
5	Mr.Y.Pavan Kumar	Asst.Professor	ECE	Member
6	Ms. I.Gayatri Devi	Asst.Professor	CSE	Member
7	Mr. G.Satya Mohan Chowdary	Asst.Professor	IT	Member
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Surampalem

DT: 13-08-2020

To,

The Principal,

Pragati Engineering College,

Surampalem.

From,

The Convener (Grievance Cell)

Pragati engineering College

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5. II-II End Semester Examinations for 18 admitted batch from 16-11-2020 to 27-11-2020.
6. I-II Lab Externals Conducted for 19 Admitted batch from 14-12-2020 to 17-12-2020.
7. I-II End Semester Examinations for 19 admitted batch from 19-12-2020 to 30-12-2020.
8. Class work is continued from 02-11-2020 as per APSCE calendar.
9. Grievance Cell member list information must send to students & staff/faculty.
10. Grievances from student or staff/faculty must be reported grievance cell in the form of written letter which is clearly mentioning the grievance/problem.
11. 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.
12. 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.
13. Grievance cell resolve grievances by coordinating grievance related to all Maintenance departments.
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