

**KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE, WARANGAL-15**  
**OFFICE OF THE PRINCIPAL**

No. 470 /OP/KITS/2024

Date: 21/08/2024

**ORDER**

Sub: Constitution of **Student Grievance Redressal Committee (SGRC)**- Reg.

Ref: Letter from AICTE vide F.No. 1-101/PGRC/AICTE/Regulation2019/9530- 9537, dated 2.12.2019

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In accordance with the AICTE letter cited under reference, the Students Grievance Redressal Committee (SGRC) is constituted with the following members.

**STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**  
**(sgrc@kitsw.ac.in)**

1.	<b>Prof. K. Ashoka Reddy, Principal</b>	<b>Chairperson</b>	<b>7382520585</b>
2.	Prof. M. Komal Reddy, Registrar	Member - Faculty	9949749501
3.	Prof. P. Ramesh Reddy, Administrative Officer & Chief Warden, Hostels	Member - Faculty	9440599888
4.	Prof. M. Sreelatha, Dean, Student Affairs	Member - Faculty	9440946457
5.	Prof. K. Sridhar, Prof. I/c. Student Mentoring & Career Guidance	Member - Faculty	9493004837
6.	Dr. S. Venkatramulu, Associate Professor, Dept. of CSE (Networks)	Member - Faculty	9866564655
7.	Mr. M. Shiva Teja, B21IN020 (B.Tech. - IV year)	Member - Student	9381788528
8.	Ms. T. Laxmi Nayana , B21EE031 (B.Tech. - IV year)	Member - Student	7032049099
9.	Mr. G. Vishnuvardhan, B22EE021 (B.Tech. III year)	Member - Student	6304788186
10.	Mr. A. Shiva Sankar, B23CI015 (B.Tech. - II year)	Member - Student	8919904621
11.	Ms. L. Yamini , B23CS103 (B.Tech. - II year)	Member - Student	9866214293
12.	<b>Dr. P. Nagarjuna Reddy, Faculty I/c. - Disciplinary Club</b>	<b>Convener</b>	<b>9908926407</b>

The term of office of the members of the committee shall be for a period of one year.

**The Committee shall:**

1. Ensure the compliance with the provisions of the regulations made by the AICTE
2. Ensure a well-defined process in place for (i) receipt of Grievance (ii) Grievance Redressal Mechanism and (iii) prevention of recurrence of repeated grievances
3. Aim to look into the complaints lodged by any student and refers it as per requirements. The committee ensures that the grievances are resolved on time impartially and confidentially
4. **(Meeting Cadence)** Conduct the meeting of the committee once in a month and also as and when required and maintain minutes of meetings
5. Submit Annual Report with details of complaints received and resolved

Encl: AICTE Regulations dated 2.12.2019

To

1. All above members
2. All HoDs - for student & staff circulation

Copy to:

1. The Chairman, KITSW
2. Chief-Warden, Hostels
3. AO
4. WebTeam - To post in Student Notice Board and Anti-Ragging

  
**Principal**

KAKATIYA INSTITUTE OF TECHNOLOGY OF SCIENCE  
Opp: Yerragattugutta, Vill: Bheemaram  
Hanamkonda, Warangal-506015.(TS)