



St. MARTIN'S ENGINEERING COLLEGE
UGC Autonomous
NBA & NAAC A+ Accredited
Dhulapally, Secunderabad – 500100



Ref: SMEC/SGR/2023-24/01

Date: 04.07.2023

CONVENING ORDER

STUDENT GRIEVANCE REDRESSAL COMMITTEE- 2023-24

The “Student Grievance Redressal Committee (SGRC)”, is constituted for the academic year 2023-2024 in St. Martin’s Engineering College (SMEC) to provide, a fair and impartial mechanism for addressing and resolving grievances or complaints raised by students. The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. The committee is constituted as per the guidelines of All India Council for Technical Education (AICTE) Regulation, 2019 vide F. No.1-101/ PGRC/ AICTE/ Regulation/2019 dated 07.11.2019, with following members.

S. No	Name of the faculty	Designation	Department
1	Dr. M. Sreenivasa Rao	Chairperson	PRINCIPAL
2	Dr. D.V. Sreekanth	Member	Dean Admin, HOD, ME
3	Dr. N. Ramchandra	Member	HOD, EEE
4	Dr. K. Srinivas	Member	HOD CSE(AI&ML)
5	Dr. S. Hemambika	Member	S&H
6	Ms. A. Akshara	Student (Special Invitee)	ECE
7	Mr. A .S .Sai Tarun	Student (Special Invitee)	CSE

Frequency of meeting: The Grievance Committee will meet once in a year, as and when required.

Functions and Responsibilities:

1. To ensure a fair, impartial and consistent mechanism for redressal of varied issues faced by the stakeholders.
2. To uphold the dignity of the institute by promoting cordial Student-Student relationship, Student-teacher relationship.
3. To develop a responsive and accountable attitude among the students, thereby

maintaining a harmonious atmosphere in the campus.

4. To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality.
5. To ensure that the views of each grievant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized.
6. To advise stakeholders to respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason.



PRINCIPAL

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ST. MARTIN'S ENGINEERING COLLEGE
UGC - AUTONOMOUS
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