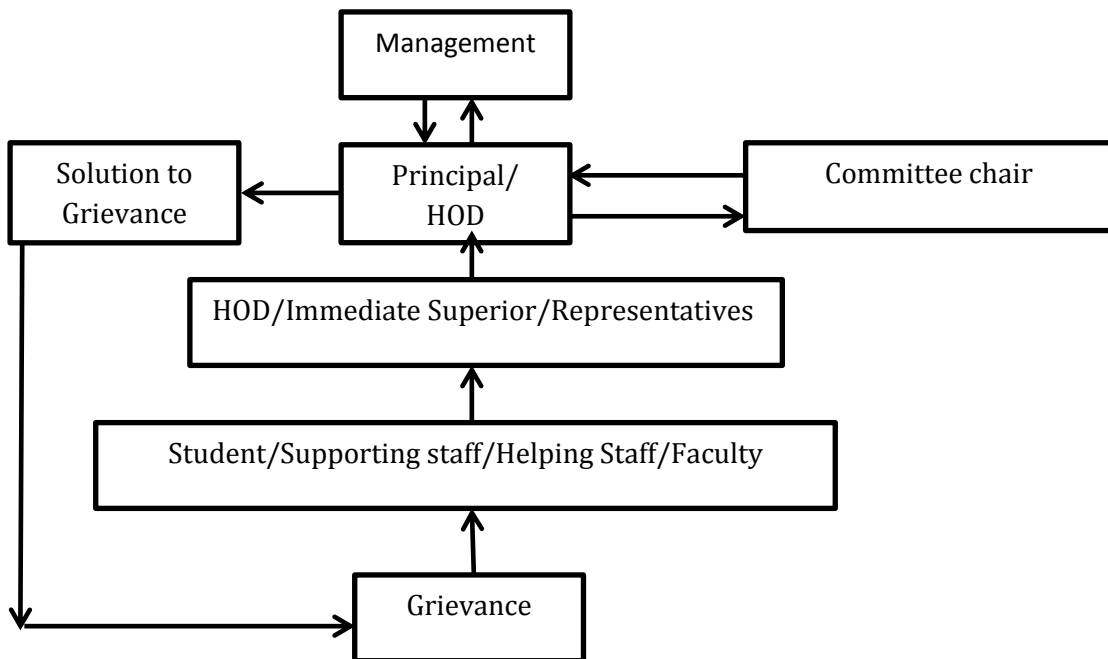


6.2.2 The functioning of the institutional bodies

Grievance Redressal Mechanism

The institution has been following a unique mechanism for the grievance redressal, wherein the grievance if any that occurring be at the level of students, be at the level of the faculty, be at the level of supporting staff or the helping staff is brought to the notice of immediate superior/representatives.

These immediate superior/representatives intimate the HOD/Principal. The HOD/Principal will bring it to the consideration of a respective committee chairman to facilitate the necessary information to the office of the Principal by conducting an investigation. On receiving the first hand information the Principal will take the consent of the management for instigating necessary action.



K.S. SCHOOL OF ENGINEERING & MANAGEMENT
BENGALURU-560109



Ref: KSSEM/Grievance/01/2023-24

Date: 20/10/2023

CIRCULAR

Grievance Committee Meeting

Committee members are requested to attend the meeting scheduled on 21/10/2023 at 10:30 am in Civil Department to discuss any grievances faced by students and faculty.

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Vijayalakshmi Akella	Chairperson	<i>W Akella</i>
2	Mrs. Madhusmita Mishra	Member	<i>M Mishra</i>
3	Mrs. Jayashubha J	Member	- AB -
4	Mr. Akashdeep B N	Member	<i>Akashdeep</i>
5	Mrs. Chandana V S	Member	<i>Chandana</i>
6	Mrs. Hemapriya M	Member	<i>Hemapriya</i>
7	Mrs. Arundhati	Member	<i>Arundhati</i>
8	Ms. Jayashree G R	Member	<i>Jayashree</i>
9	Mrs. Jayashree L K	Member	<i>Jayashree</i>

K. Rama
Principal
Dr. K. RAMA NARASIMHA
Principal/Director
K S School of Engineering and Management
Bengaluru - 560 109



K.S. SCHOOL OF ENGINEERING & MANAGEMENT

BENGALURU-560109

Grievance Committee Meeting

Ref: KSSEM/Grievance/02/2023-24

Date: 21/10/2023

Minutes of Meeting

The chair person Dr. Vijayalakshmi Akella addressed all the members of the committee.

Following points are discussed:

- Chairperson instructed all the members to circulate among the students and staff to approach the committee to resolve any grievances.
- She enquired if any grievances are reported from various departments either from the staff or students.
- If the problems are elementary in nature, the coordinators are informed to resolve related issues at department level.
- If the issue needs escalation, then it will be resolved at college level.
- Any grievances are represented in writing and documents are filed.


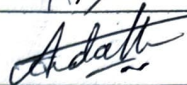

Grievances reported:

- The canteen is in an unhygienic condition and has significantly reduced its food options. Both faculty and students are facing inconvenience due to the lack of cleanliness and limited menu variety.

Action taken:

- The canteen in-charge has been notified and has assured that measures will be taken to enhance hygiene standards and reintroduce a variety of food options.

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Vijayalakshmi Akella	Chairperson	
2	Mrs. Madhusmita Mishra	Member	
3	Mrs. Jayashubha J	Member	-AB-
4	Mr. Akashdeep B N	Member	
5	Mrs. Chandana V S	Member	

Sl. No.	Name of the Member	Designation	Signature
6	Mrs. Hemapriya M	Member	
7	Mrs. Arundhati K.L.	Member	
8	Ms. Jayashree G R	Member	- AB -
9	Mrs. Jayashree L K	Member	



Committee Chairperson

Professor & Head

Dept. of Civil Engineering

K.S. Group of Institutions

K.S. School of Engineering & Management

Bangalore-560 062.



Principal

Dr. K. RAMA NARASIMHA

Principal/Director

K S School of Engineering and Management

Bangaluru - 560 109

Minutes of Meeting

The chair person Dr. Vijayalakshmi Akella addressed all the members of the committee.

Following points are discussed:

- Chairperson instructed all the members to circulate among the students and staff to approach the committee to resolve any grievances.
- She enquired if any grievances are reported from various departments either from the staff or students.
- Chairperson requested the committee members to meet the students on regular basis informally and enquire regarding any grievances

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Vijayalakshmi Akella	Chairperson	<i>mkelle</i>
2	Mrs. Madhusmita Mishra	Member	<i>mt</i>
3	Ms. Jayashubha J	Member	<i>J</i>
4	Mr. Akashdeep B N	Member	<i>ak</i>
5	Mrs. Chandana V S	Member	<i>Ch</i>
6	Mrs. Hemapriya M	Member	<i>Hemapriya</i>
7	Mrs Arundhathi	Member	<i>Arundhathi</i>
8	Ms. Jayashree G R	Member	<i>J</i>
9	Mrs. Chhaya	Member	<i>Chhaya</i>

*mkelle***Committee Chairperson**

Professor & Head
Dept. of Civil Engineering
K.S. Group of Institutions
K.S. School of Engineering & Management
Bangalore-560 052

*15. Rama***Principal**

Dr. K. RAMA NARASIMHA
Principal/Director
K S School of Engineering and Management
Bangaluru - 560 109



K.S. SCHOOL OF ENGINEERING & MANAGEMENT
BENGALURU-560109

Ref: KSSEM/Grievance/04/2023-24

Date: 18/04/2024

CIRCULAR

Grievance Committee Meeting

Committee members are requested to attend the meeting scheduled on 19/04/2024 at 10:30 am in Civil Department to discuss any grievances faced by students and faculty.

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Vijayalakshmi Akella	Chairperson	
2	Mrs. Madhusmita Mishra	Member	
3	Mrs. Jayashubha J	Member	
4	Mr. Akashdeep B N	Member	
5	Mrs. Chandana V S	Member	
6	Mrs. Hemapriya M	Member	- AB -
7	Mrs. Arundhati	Member	
8	Ms. Jayashree G R	Member	
9	Mrs. Jayashree L K	Member	

Principal
Dr. K. RAMA NARASIMHA
Principal/Director
K S School of Engineering and Management
Bengaluru - 560 109



K.S. SCHOOL OF ENGINEERING & MANAGEMENT

BENGALURU-560109

Grievance Committee Meeting

Ref: KSSEM/Grievance/05/2023-24

Date: 19/04/2024

Minutes of Meeting

The chair person Dr. Vijayalakshmi Akella addressed all the members of the committee.

Following points are discussed:

- Update on the resolution of previously reported grievances and feedback.

Grievances reported:

- Requisition for mirrors to be installed in all washrooms to improve functionality and convenience for users.

Action taken:

- The requisition for installation of mirrors in all washrooms will be forwarded to the management for further approval and necessary action will be undertaken.

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Vijayalakshmi Akella	Chairperson	
2	Mrs. Madhusmita Mishra	Member	
3	Mrs. Jayashubha J	Member	
4	Mr. Akashdeep B N	Member	
5	Mrs. Chandana V S	Member	
6	Mrs. Hemapriya M	Member	
7	Mrs. Arundhati	Member	
8	Ms. Jayashree G R	Member	
9	Mrs. Jayashree L K	Member	

Committee Chairperson
Professor & Head
Dept. of Civil Engineering
K.S. Group of Institutions
School of Engineering & Management
Bangalore-560 062.

Principal
Dr. K. RAMA NARASIMHA
Principal/Director
K S School of Engineering and Management
Bangaluru - 560 109