



S J P N Trust's

Hirasugar Institute of Technology, Nidasoshi.

Inculcating Values, Promoting Prosperity

Approved by AICTE, Recognized by Govt. of Karnataka and Affiliated to VTU Belagavi.

Institute

NBA

Grievance
Redressal
Committee

2017-18

Grievance Redressal Committee

S.No.	Name	Category	Designation	Signature
1	Dr. S. C. Kamate	Principal	Chairman	
2	Dr.V.G.Kasabegoudar	HOD, ECE	Member	
3	Dr. Sudhindra Hadadi	HOD,EEE	Member	
4	Dr.B.M.Shrigiri	HOD, Mech	Member	
5	Dr.Parshuram Baraki	HOD,CSE	Member	
6	Prof.S.L.Patil	Assistant Professor	Member	
7	Prof. S.S.Thabaj	Assistant Professor	Member	
8	Prof. M.M.Nagarmunnolli	Assistant Professor	Member	
9	Prof. Shanoor M. Mayannavar	Assistant Professor	Convener	

Roles and Responsibilities

I. Objectives

1. To develop an organizational framework to resolve grievances of the Students and other Stakeholders.
2. To enlighten the Students on their duties and responsibilities to access benefits.
3. To investigate the reason of dissatisfaction and ensure swift and effective solution to the grievances of Students and other Stakeholders.

II. Powers of the Committee

1. The Grievances committee shall deal with the grievances of Teachers, other Employees and the Students.
2. The aggrieved person (Teacher, other Employee or Student) of any constituent college may lodge his grievance with the Committee at the earliest.
3. The Grievance Committee shall hear and settle grievances, as far as may be practical, within three months after the grievance is lodged with the committee.

III. Grievance Redressal committee shall receive and redress grievances reported of following issues

1. Academic issues: pertaining to teaching learning activities.
2. Pertaining to harassment between Student- Teacher, Student- Student, and Student- Parent relationships, etc.
3. Internal evaluation and in assessment marking.

Nidasoshi-591 236, Taq: Hukkeri, Dist: Belagavi, Karnataka, India.

Phone: +91-8333-278887, Fax: 278886, Web: www.hsit.ac.in, E-mail: principal@hsit.ac.in



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4. Complaint related to library and IT services.
5. Grievances related to hostel, food, water, electricity etc.
6. Grievance related to transport facilities.
7. Grievances related to sports, cultural and selection process etc.
8. Grievances related to women issues and harassment. However they are specifically redressed by women welfare and anti sexual harassment committee.
9. Grievance related to ragging and however the matter is referred to anti ragging committee for appropriate Redressal.
10. Grievances related to university examination.
11. Grievances related to delay in issuance of records and documents.

IV. The grievance shall be redressed depending on the nature of grievances.

1. Department level counselling, college / institutional level counselling where the matter can be resolved through these efforts.
2. Most of the academic / internal evaluation (grievances related to internal assessment) shall be redressed at individual faculty level, HOD or Dean/Principal.
3. For other grievances that required review shall be redressed by receiving written and signed application.
4. As soon as the application is received the Redressal committee shall review the complaint and invites both the parties for discussion. The grievances at this level shall be resolved by issuing warning letters, memos and reformation remedies.
5. The grievances that need detailed investigation shall be subjected to enquiry by team of independent members. Enquiry report along with recommendation related to punishment shall be sent to the university grievances Redressal Cell which in turn communicates it to concerned individual.
6. The matters concerning to women harassment and ragging shall be dealt by the respective committees as per the laid down procedures.


Convener


Chairman



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Committee

2017-18

Circular

Date: 20-03-2017

All the Grievance Reddressal Committee members are hereby informed to attend the meeting today at 2:30PM in Principal's Office for the discussion of the following agenda.

1. Regulations of AICTE under which the Grievance Reddressal Committee of Technical Institution is constituted.
2. Objectives of Grievance Reddressal Committee.
3. Powers of the Grievance Reddressal Committee.
4. Issues that Grievance Redressal committee shall receive and redress.
5. Nature of grievances.

Grievance Reddressal Committee :

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1	Dr. S. C. Kamate	Principal	Chairman	
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**Grievance
Redressal
Committee**

2017-18

Minutes of the meeting

Date: 20-03-2018

In the scheduled meeting following agenda has been effectively discussed.

1. Regulations of AICTE under which the Grievance Reddressal Committee of Technical Institution is constituted.
2. Objectives of Grievance Reddressal Committee.
3. Powers of the Grievance Reddressal Committee.
4. Issues that Grievance Reddressal committee shall receive and redress.
5. Nature of grievances.

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Grievance Redressal Committee
2017-18

Circular

Date: 24-03-2018

A Grievance Redressal Committee is constituted to receive and address your grievances if any, as per the AICTE/UGC/VTU/NBA/NAAC requirements. All are informed to register their grievances at an official mail-id: grievances@hsit.ac.in.


24-3-2018
Convener

(Prof. S M. Mayannavar)


24/3
Chairman
(Dr. S. C. Kamate)

NB :

CC: All classes for Circulation
: All HODs for Publicity.