

# **Grievances & Redressal Cell**

**2023-24**

# Geethanjali College Of Pharmacy

Approved by PCI New Delhi, Permanently Affiliated to JNTUH, Accredited by NAAC A+ Grade,

NBA (B. Pharmacy), Recognized under UGC section 2(F), 12(B) of UGC Act 1956,  
DSIR's SIRO, and H1/B1 of MSME, ISO 9001-2015 CERTIFIED, AMC of PvPI,  
Cheeryal (V), Keesara (M), Medchal District, Telangana State- 501301.

GCP/GRC/2023-24

Date: 02-05-2024

Minutes of Meeting will be held on 04.05.2024 at 11.00AM at college campus,  
Cheeryal (V), Keesara (M), and Medchal Dist. to transact the following agenda.

  
(Dr. M. Ravi Kumar)

**CHAIRPERSON**

## Meeting Agenda

- To discuss the mechanism of redressal of grievances and its regulation

To

1. Administrative department, GCPK
2. All teaching and non-teaching faculty
3. Committee members.



  
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Cheeryal (V), Keesara (M),  
Medchal Dist., (T.S.) 501301

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Date: 04-05-2024

Sub: Proceedings of Grievance Redressal \_reg.

Sir,

A Grievance Redressal committee was reconstituted wide office order GCPK/GRC/04/2023-2024 dated 04-05-2024. The committee developed Grievance Redressal mechanism. Periodically enquired about students and staff grievances.

No case of Grievance has been reported till date.

This is for your kind information

  
Dr. M. Ravi Kumar

**CHAIRPERSON**

To

1. The secretary, Teja Educational Society, Geethanjali College of Pharmacy.
2. Administrative Department, Geethanjali College of Pharmacy
3. HODs of all departments.



  
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Cheeryal (V), Keesara (M), Medchal District, Telangana State- 501301.

## Minutes of Meeting

NATURE OF MEETING	
VENUE	COLLEGE CAMPUS
FREQUENCY OF MEET	FOR EVERY 4 MONTHS
CONVENED ON (DATE)	04.05.2024
LIST OF MEMBERS ATTENDED	Copy enclosed
COPIES CIRCULATED TO	Committee members

AGENDA POINTS	DETAILS OF DISCUSSION	REMARKS BY MEMBERS
1.To discuss the mechanism of redressal of grievances and its regulation	Redressal of grievances and its regulation is discussed in detail	Members discussed
2. To discuss on complain of the student about library hours.	Discussed on the complaint the students to increase the number of library hours.	Members discussed
<b>Suggestions of the committee....</b> All the measures have to be taken to address the Grievances of students and staff		



*[Signature]*  
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## OFFICE OF THE PRINCIPAL

GCPK/GRC/04/2023-24

Date: 04.05.2024

Sub: Re-constitution of Grievance Redressal Committee

As per the directions of AICTE, the college has formed the following Grievance Redressal Committee

### Committee Members attended

S.No.	Names	Designation	Members	Functions and Responsibilities
1.	Dr.M. Ravi Kumar	Professor & Principal	Chairperson	1.To develop a responsive and accountable attitude among all the students in order to maintain harmonious educational atmosphere in the institution  2.Helps Students to record their complaints and solve their problems related to academics, resources and personal grievances.
2.	Dr. S. Shobha Rani	Senior professor, JNTUH	Member	
3.	Sri. G. Ravinder Reddy	Secretary, Teja Educational Society	Member	
4.	Dr. P. Neeraja	Professor & HOD Pharmaceutics	Member	
5.	Requested JNTUH For nomination	Official from University DTE	Member	
6.	Mrs. P. Naga Chandrika	Assistant Professor	Member In-charge	
7.	Mr. Saramgapani	Social Welfare Officer	Member	
8.	Dr. R. Sayanna	OMBUDSMAN, JNTUH	Member	
9.	Dr. Abdul Nazar Ali	Professor &HOD , Pharmacy Practice	Member	
10.	Mr. P. Shankaraiah	Associate professor	Member	
11.	Mrs. A. Madhavi	Assistant Professor	Member	

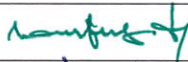
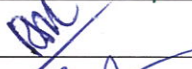
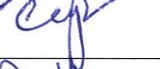






*Signature of*  
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## Committee Members attended

S.No.	Names	Signature
1.	Dr. M. Ravi Kumar	
2.	Dr. R. Shiva Kumar	
3.	Dr. P. Neeraja	
4.	Dr. Abdul Nazer Ali	
5.	Mr. P. Shankaraiah	
6.	Mrs. Naga Chandrika	
7.	Mrs. A. Madhavi	



  
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GCP/GRC/2023-24

Date: 08-12-2023

Minutes of Meeting will be held on 12.12.2023 at 11.00 AM at college campus, Cheeryal (V), Keesara (M), and Medchal Dist. to transact the following agenda.

  
(Dr. M. Ravi Kumar)

**CHAIRPERSON**

## Meeting Agenda

- To discuss the mechanism of redressal of grievances and its regulation
- To discuss on complain of the student about library hours.

To

1. Administrative department, GCPK
2. All teaching and non teaching faculty
3. Committee members.



  
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Date: 12-12-2023

**Sub: Proceedings of Grievance Redressal \_reg.**

Sir,

A Grievance Redressal committee was reconstituted wide office order GCPK/GRC/12/2023-2024 dated 12-12-2023. The committee developed Grievance Redressal mechanism. Periodically enquired about students and staff grievances.

No case of Grievance has been reported till date.

This is for your kind information

**Dr. M. Ravi Kumar**

**CHAIRPERSON,**

To

1. The secretary, Teja Educational Society, Geethanjali College of Pharmacy.
2. Administrative Department, Geethanjali College of Pharmacy
3. HODs of all departments.



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Cheeryal (V), Keesara (M), Medchal District, Telangana State- 501301.

## Minutes of Meeting

NATURE OF MEETING	
VENUE	COLLEGE CAMPUS
FREQUENCY OF MEET	FOR EVERY 4 MONTHS
CONVENED ON (DATE)	12.12.2023
LIST OF MEMBERS ATTENDED	Copy enclosed
COPIES CIRCULATED TO	Committee members

AGENDA POINTS	DETAILS OF DISCUSSION	REMARKS BY MEMBERS
1.To discuss the mechanism of redressal of grievances and its regulation	Redressal of grievances and its regulation is discussed in detail	Members discussed
<b>Suggestions of the committee....</b> All the measures have to be taken to address the Grievances of students and staff		

  
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## OFFICE OF THE PRINCIPAL

GCPK/GRC/12/2023-24

Date: 12/12/2024


Sub: Re-constitution of Grievance Redressal Committee

As per the directions of AICTE, the college has formed the following Grievance Redressal Committee

### Committee Members attended

S.No.	Names	Designation	Members	Functions and Responsibilities
1.	Dr.M. Ravi Kumar	Professor & Principal	Chairperson	1.To develop a responsive and accountable attitude among all the students in order to maintain harmonious educational atmosphere in the institution 2.Helps Students to record their complaints and solve their problems related to academics, resources and personal grievances.
2.	Dr. S. Shobha Rani	Senior professor, JNTUH	Member	
3.	Sri. G. Ravinder Reddy	Secretary, Teja Educational Society	Member	
4.	Dr. P. Neeraja	Professor & HOD Pharmaceutics	Member	
5.	Requested JNTUH For nomination	Official from University DTE	Member	
6.	Mrs. P. Naga Chandrika	Assistant Professor	Member In-charge	
7.	Mr. Saramgapani	Social Welfare Officer	Member	
8	Dr. R. Sayanna	OMBUDSMAN, JNTUH	Member	
9.	Dr. Abdul Nazar Ali	Professor &HOD , Pharmacy Practice	Member	
10.	Mr. P. Shankaraiah	Associate professor	Member	
11.	Mrs. A. Madhavi	Assistant Professor	Member	










  
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## Committee Members attended

S.No.	Names	Signature
1.	Dr.M.Ravi Kumar	
2.	Dr. R. Shiva Kumar	
3.	Dr.P. Neeraja	
4.	Dr. Abdul Nazer Ali	
5.	Mrs. Naga Chandrika	
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7.	Mrs. A. Madhavi	



  
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GCP/GRC/2023-24

Date: 07-06-2023

Minutes of Meeting will be held on 09-06-2023 at 11.00AM at college campus, Cheeryal (V), Keesara (M), and Medchal Dist. to transact the following agenda.

  
(Dr. M. Ravi Kumar)

**CHAIRPERSON**

## Meeting Agenda

- To discuss the mechanism of redressal of grievances and its regulation
- To discuss the Redressal of the Problems Reported by the Students of the College

To

1. Administrative department, GCPK
2. All teaching and non-teaching faculty
3. Committee members.



  
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**Date: 09-06-2023**

**Sub: Proceedings of Grievance Redressal \_reg.**

Sir,

A Grievance Redressal committee was reconstituted wide office order GCPK/GRC/01/2023-2024 dated 09-06-2023. The committee developed Grievance Redressal mechanism. Periodically enquired about students and staff grievances. No case of Grievance has been reported till date. This is for your kind information

  
**Dr. M. Ravi Kumar**

**CHAIRPERSON**

TO

1. The secretary, Teja Educational Society, Geethanjali College of Pharmacy.
2. Administrative Department, Geethanjali College of Pharmacy
3. HODs of all departments.



  
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## OFFICE OF THE PRINCIPAL

GCPK/GRC/09/2023-24

Date: 09/06/2023

Sub: Re-constitution of Grievance Redressal Committee

As per the directions of AICTE, the college has formed the following Grievance Redressal Committee

### Committee Members attended

S.No.	Names	Designation	Members	Functions and Responsibilities
1.	Dr.M. Ravi Kumar	Professor & Principal	Chairperson	1.To develop a responsive and accountable attitude among all the students in order to maintain harmonious educational atmosphere in the institution 2.Helps Students to record their complaints and solve their problems related to academics, resources and personal grievances.
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10.	Mr. P. Shankaraiah	Associate professor	Member	
11.	Mrs. A. Madhavi	Assistant Professor	Member	



*Principal*  
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## Minutes of Meeting

NATURE OF MEETING	GRIEVANCE REDRESSAL COMMITTEE
VENUE	COLLEGE CAMPUS
FREQUENCY OF MEET	FOR EVERY 4 MONTHS
CONVENED ON (DATE)	09-06-2023
LIST OF MEMBERS ATTENDED	Copy enclosed
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AGENDA POINTS	DETAILS OF DISCUSSION	REMARKS BY MEMBERS
1.To discuss the mechanism of redressal of grievances and its regulation	Redressal of grievances and its regulation is discussed in detail	Members discussed
2. To discuss the Redressal of the Problems Reported by the Students of the College	No problems reported	Members discussed
<b>Suggestions of the committee....</b> All the measures have to be taken to address the Grievances of students and staff		






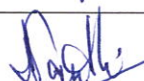



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## Committee Members attended

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