



**Mangalore Institute of Technology and Engineering**

*(An ISO 9001:2015 Certified Institution)(A*

*Unit of Rajalaxmi Education Trust)*

Badaga Mijar, Moodabidri-574225

# **Grievance Redressal Committee**

## **Annual Report-2018-19**



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## The Members of the Grievance Redressal Committee for the academic year 2018-19:

Sl. No.	Name	Designation	Role
1	Dr. G L Easwara Prasad	Principal	Chairperson
2	Dr. C R Rajashekar	Vice Principal & Head, Dept. of Mechanical Engg	Members
3	Dr. Asha Crasta	Associate Professor & Head, Dept. of Mathematics	
4	Mr. Sathyanarayana	Senior Assistant Professor, Dept. of Mechatronics Engg	
5	Mr. Yathin K L	Assistant Professor, Dept. of Aeronautical Engg	
6	Mr. Sathisha	Associate Professor, Dept. of Electronics & Communication Engg	Convener



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## **Proceedings of the Grievance Redressal Committee meetings**

### **Meeting I**

The first meeting of the academic year 2018-19 was conveyed on 14/09/2018 at 10:40AM in conference hall-I.

#### **Agenda:**

1. Review of closing report of 2017-18
2. Interaction with the first year students
3. Discussion on the grievances reported during odd semester of academic year 2018-19
4. Any other points

### **Review of closing report of 2017-18**

The Chairperson addressed the members and expressed satisfaction that no grievances were reported in the previous academic year. The committee members were satisfied with the efforts taken to achieve the same and decided to continue to put in more effort to ensure a congenial atmosphere for studying in the institute.

### **Interaction with the first year students**

It is decided in the meeting, the committee members along with chairperson to visit all the first year classes and collect student's feedback and grievances if any.

### **Discussion on the grievances reported during the odd semester of academic year 2018-19**

There was no grievance reported so far. During the meeting the chairperson requested the members to continue monitoring the overall environment of the institution and guiding the students for any of their grievances if reported.



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## **Meeting II**

The committee held its second meeting on 26/02/2019 at 10:40AM in conference hall-II.

### **Agenda:**

1. Discussion on the grievance received
2. Any other points

### **Discussion on the grievance received**

The committee had received a grievance with regarding to the non-functioning of ICT tool used in one of the classroom. The issue was communicated to the System Administrator, and he was instructed to verify and take necessary action to repair/replace the same if required.

There were no more grievances reported during the meeting.