



BVV Sangha, Bagalkot  
**AMRUTA INSTITUTE OF ENGINEERING & MANAGEMENT SCIENCES**

Approved by AICTE, New Delhi  
Recognized by Government of Karnataka & Affiliated to VTU, Belagavi

**AIEMS**  
BENGALURU

*AIEMS-Internal Quality Assurance Cell*

Ref No: BVVS/AIEMS/ SGRC/2024-25/002

Date: 03.2.2025

**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

SGRC Committee has been revised for the academic year 2024-25 wef 3.2.2025.

**Committee Members List**

Sl No	Faculty Name	Designation	Phone	Email ID
1	Dr. Santosh M Muralan Principal	Chairman	9886673000	<a href="mailto:principalamruta@gmail.com">principalamruta@gmail.com</a>
2	Dr. Mahantesh Matapathi Prof, CSE	Chief Coordinator	8123443216	<a href="mailto:manteshkrishna@gmail.com">manteshkrishna@gmail.com</a>
3	Dr. Rajeshwar Kadadevarmath	Dean Academics	9742693869	<a href="mailto:dr.rskmutt@gmail.com">dr.rskmutt@gmail.com</a>
4	Dr. Anitha N Asst. Prof, ECE,	IQAC Coordinator	9916498997	<a href="mailto:anithaaiems@gmail.com">anithaaiems@gmail.com</a>
5	Prof Arpitha G C Asst. Prof, CV	Member	7975844417	<a href="mailto:arpithagc13@gmail.com">arpithagc13@gmail.com</a>
6	Prof Smitha Patil Asst. Prof, BS	Member	9742695761	<a href="mailto:smitha9patil@gmail.com">smitha9patil@gmail.com</a>
7	Prof. Deepika K P Asst. Prof, CV	Member	8951347266	<a href="mailto:nandadeepa21@gmail.com">nandadeepa21@gmail.com</a>
8	Poorvika G 4 <sup>th</sup> Sem, ECE, Student Representative	Member	9110271916	<a href="mailto:poorvikagowda2005@gmail.com">poorvikagowda2005@gmail.com</a>
9	Darshan A N 2 <sup>nd</sup> Sem, CSE, Student Representative	Member	9535502776	<a href="mailto:darshanan2007@gmail.com">darshanan2007@gmail.com</a>

*Anitha*

Dr. Anitha N  
IQAC Coordinator



*Dr. Santosh M Muralan*

Dr. Santosh M Muralan  
IQAC Chairman  
**PRINCIPAL**

Amruta Institute of Engineering & Management Sciences  
Bidadi Industrial Area Near Toyota Kirloskar Motors  
Bidadi Bangalore-562 109

*Academic Year-2024-25*



## STUDENT GRIEVANCE REDRESSAL COMMITTEE - ROLES AND RESPONSIBILITIES

The **Student Grievance Redressal Committee (SGRC & FGRC)** is responsible for addressing and resolving student and faculty complaints related to academic, administrative and personal issues in a fair and timely manner.

### Roles and Responsibilities

#### 1. Grievance Handling & Resolution

- Provide a structured mechanism for students to report grievances related to academics, administration, harassment, or other concerns.
- Ensure grievances are addressed in a fair, transparent, and confidential manner.

#### 2. Types of Grievances Addressed

- **Academic Issues** – Examination results, evaluation process, attendance, delay in issuing certificates, etc.
- **Administrative Issues** – Hostel facilities, scholarships, fee-related matters, etc.
- **Harassment & Discrimination** – Complaints related to ragging, gender bias, caste discrimination, bullying, etc.
- **Infrastructure & Facilities** – Issues regarding classrooms, library, transportation, and other amenities.

#### 3. Grievance Redressal Process

- Establish a **student-friendly mechanism** for grievance submission (email, online portal, or grievance box).
- Conduct regular meetings to review and resolve complaints within a specified timeframe.
- Maintain a **confidential** and **non-biased** approach while investigating grievances.

#### 4. Awareness & Sensitization

- Organize awareness programs about student rights and the grievance redressal process.
- Conduct sensitization workshops on anti-ragging, gender equality, and ethical behavior.





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**5. Compliance & Reporting**

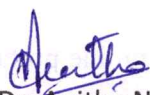
- Ensure compliance with UGC, AICTE, NAAC, and other regulatory body guidelines on grievance redressal.
- Maintain records of all grievances and their resolutions.
- Submit periodic reports on grievances addressed and preventive actions taken to the IQAC.

**6. Collaboration with Other Committees**

- Work with the Anti-Ragging Committee, SC/ST Welfare Committee, Women's Grievance Cell, and Disciplinary Committee for cases requiring joint resolution.

**Benchmark**

Sl No.	Programs to be conducted	No. of activities
1	Meetings with committee	1 per semester or 2 per year
2	Organize awareness programs	1 or 2 per year
3	Conduct sensitization workshops on anti-ragging, gender equality, and ethical behavior	1 or 2 per year

  
Dr. Anitha N

IQAC Coordinator

  
Dr. Santosh M Muranal

IQAC Chairman

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