

ACADEMIC YEAR

2022-23



MALLA REDDY ENGINEERING COLLEGE FOR WOMEN

(Autonomous Institution – UGC Govt. of India)

Accredited by NBA and NAAC, GOVT. of India

Approved by AICTE, Affiliated to JNTUH, ISO 9001:2015 Certified Institution

Maisammaguda, Dhulapally, Secunderabad-500100

COMPOSITION OF INTERNAL COMPLAINTS COMMITTEE A.Y 2022-23

S.No	Name	Designation	Role
1.	Dr.Y.Madhavee Latha	Principal,MRECW	Chair Person
2.	Dr. N.Sreekanth	Vice Principal	Member Secretary
3.	Dr. K. Sudhakar	HOD, ECE	Member
4.	Dr.C V P R Prasad	HOD, CSE	Member
5.	Dr. B.Subba Reddy	HOD, IT	Member
6.	Dr.Vijaya Madhavi	HOD, EEE	Member
7.	Dr. Mirona	HOD, H&S	Member
8.	Dr. G. Kalpana	HOD, AI&ML	Member
9.	Dr. V. Pradeep	HOD, DS	Member
10.	Dr. P.Sri Vani	HOD, CS	Member
11.	Dr. S. Pradeep	HOD, IOT	Member
12.	Dr. P.Suvarchala Devi	HOD, MBA	Member
13.	Dr L.Malliga	COE	Member
14.	Dr N.Jagadeeshan	Addl. COE	Member


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Circular

Date: 09-08-2022

All the members of the Internal Complaints Committee are hereby informed that the Internal Complaints Committee meeting is scheduled to be held on 11-08-2022 at 11:30 AM in the Principal Conference Hall. All the committee members are requested to attend the meeting to discuss the following agenda.

Agenda:

- Confirmation of the minutes of the previous meeting.
- Presentation of Action Taken Report of the previous meeting.
- Addressing internal Complaints.

Any other discussion with the permission of the chair


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ATTENDANCE SHEET

INTERNAL COMPLAINTS COMMITTEE MEMBERS (A.Y 2022-23)

S.No	Name	Designation	Role	Signature
1.	Dr.Y.Madhavee Latha	Principal,MRECW	Chair Person	
2.	Dr. N.Sreekanth	Vice Principal	Member Secretary	
3.	Dr. K. Sudhakar	HOD, ECE	Member	
4.	Dr.C V P R Prasad	HOD, CSE	Member	
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INTERNAL COMPLAINTS COMMITTEE

MINUTES OF MEETING

Date:11-08-2022

The Internal Complaints Committee meeting was held on 11-08-2022 at 11:30 am in the Principal Conference Hall under the chairmanship of the Principal, Dr. Y. Madhavee Latha. The following discussions were held during the meeting.

- The minutes of the previous meeting were confirmed by the committee members.
- The Report of the Action Taken after the previous meeting was presented to the committee.
- The committee members were happy that there are no internal complaints received.
- The members also planned for the further smooth conduction of all Academic and Institutional activities to avoid any complaints even in future.

CC to all the Internal Complaints Committee members.


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INTERNAL COMPLAINTS COMMITTEE

ACTION TAKEN REPORT

Date: 13-08-2022

The Internal Complaints Committee Meeting was held on 11.08.2022 in the Principal Conference Hall. The following are the action taken.

As there are no complaints received, the committee concluded that there were no issues related to academic and non-academic activities. The committee is happy and assured for monitoring the smooth flow of all academic and non-academic activities further.

CC to all the Internal Complaints Committee members.


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Circular

Date: 04-01-2023

All the members of the Internal Complaints Committee are hereby informed that the Internal Complaints Committee meeting is scheduled to be held on 06-01-2023 at 11:30 AM in the Principal Conference Hall. All the committee members are requested to attend the meeting to discuss the following agenda.

Agenda:

- Confirmation of the minutes of the previous meeting.
- Presentation of Action Taken Report of the previous meeting.
- Addressing internal Complaints.

Any other discussion with the permission of the chair


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INTERNAL COMPLAINTS COMMITTEE

MINUTES OF MEETING

Date: 06-01-2023

The Internal Complaints Committee meeting was held on 06-01-2023 at 11:30 am in the Principal Conference Hall under the chairmanship of the Principal, Dr. Y. Madhatee Latha. The following discussions were held during the meeting.

- The minutes of the previous meeting were confirmed by the committee members.
- The Report of the Action Taken after the previous meeting was presented to the committee.
- New Complaints received are discussed and appropriate action plan was suggested.
 1. A Complaint was received from G.Preethi bearing the Roll No. 19RH1A0567 to assign the guide in their project domain.
- The members of the ICC committee had a discussion and recommended Head of the Department, CSE regarding the guide allotment in the project specific domain.
- The members also planned for the further smooth conduction of all Academic and Institutional activities to avoid any complaints even in future.

CC to all the Internal Complaints Committee members.


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ACTION TAKEN REPORT

Date: 07-01-2023

The Internal Complaints Committee Meeting was held on 06.01.2023 in the Principal Conference Hall. The following are the action taken.

Complaint: A Complaint was received from G.Preethi(Roll No:19RH1A0567) for the change of the Project guide and to allocate a new guide in their project domain.

Action Taken: The committee enquired about the complaint with G.Preethi, G.Riha and E.Sandhya. letters were taken from the students regarding the complaint and the Committee has resolved the problem

The committee assured for monitoring the smooth flow of all academic and non-academic activities further.

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