



# MOTHER TERESA COLLEGE OF PHARMACY

(Approved by AICTE & Affiliated to O.U. & Recognised by P.C.I.)

N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

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## GRIEVANCE REDRESSAL COMMITTEE

### RESPONSIBILITIES:

- ↓ To accept written grievances from students related to the system.
- ✦ To create and implement a mechanism to handle the reported grievances.
- ✦ To forward the findings to the Management if necessary for further action.
- ✦ To listen, record and scrutinize the grievances submitted to them by the Students and take necessary steps immediately.
- ✦ To attend to the grievances based on the authenticity and gravity of the criticisms made.
- ✦ To represent the grievances to the concerned section which may include maintenance, transport, academic, amenities etc.
- ✦ To convene periodical meetings to discuss whether the grievances have been settled.
- ✦ To make a follow-up of these matters at regular intervals till their final disposal.
- ✦ To maintain strict confidentiality, if necessary.
- ✦ Grievances related to woman's issues and harassment.
- ✦ Grievances related to University examinations.
- ✦ Grievances related to delay in issuance of documents and records.



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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 24-12-2022

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 27-12-2022 at 11.00 AM in Principal Chamber to discuss the following matters.

### Agenda:

- ✚ To review of previous council minutes and action taken.
- ✚ To discuss about the student grievances if any.

The Following Members are required to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.V.Kiran Kumar	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mrs.Mamatha	Clerk	Member

Copy to: The Committee Members

  
PRINCIPAL  
MOTHER TERESA COLLEGE OF PHARMACY  
N.F.C. Nagar, Ghatkesar, Medchal Dist.

  
Principal



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(Approved by AICTE & Affiliated to O.U. & Recognised by P.C.I.)

N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 27-12-2022

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of III year BCA Students, committee discussed and approved for increase of speed of WI-FI.

The following members were present

S.No.	Name of The Faculty	Position	Signature
1	Dr.V.Kiran Kumar	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mrs.Mamatha	Member	

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Principal



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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 12-07-2022

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 15-07-2022 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ✦ To review of previous council minutes and action taken.
- ✦ To discuss about the student grievances if any.

The Following Members are required to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.V.Kiran Kumar	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mrs.Mamatha	Clerk	Member

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Principal



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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

## MINUTES OF THE MEETING

Date: 15-07-2022

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

- Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
- As per the request of I year B.Pharmacy students, Committee brought to the notice of the management and water filter was repaired to effective cooling.
- As per the request of II year B.Pharmacy students, with the help of floor Incharge Committee traced the CC footage and found the Mobile phone.

The following members were present

S. No.	Name of The Faculty	Position	Signature
1	Dr.V.Kiran Kumar	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mrs.Mamatha	Member	

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 06-10-2021

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 08-10-2021 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ✦ To review of previous council minutes and action taken.
- ✦ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.V.Kiran Kumar	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mrs.Mamatha	Clerk	Member

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

## MINUTES OF THE MEETING

Date: 08-10-2021

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.

The following members were present

S No	Name of The Faculty	Position	Signature
1	Dr.V.Kiran Kumar	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mrs.Mamatha	Member	
6	Mr.Vamshi	Student Member	
7	Ms.Monika	Student Member	

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 16-07-2021

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 17-07-2021 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ↓ To review of previous council minutes and action taken.
- ↓ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No	Name of The Faculty	Designation	Position
1	Dr.V.Kiran Kumar	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mrs.Mamatha	Clerk	Member
6	Mr.Vamshi	Student	Student Member
7	Ms.Monika	Student	Student Member

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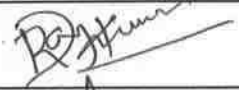
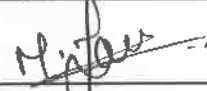
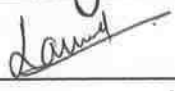
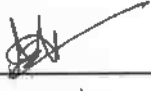
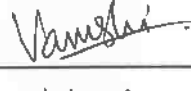

Date: 17-07-2021

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.

The following members were present

S.No.	Name of The Faculty	Position	Signature
1	Dr.V.Kiran Kumar	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mrs.Mamatha	Member	
6	Mr.Vamshi	Student Member	
7	Ms.Monika	Student Member	

  
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Principal



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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 09-12-2020

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 11-12-2019 at 11.00 PM in principal chamber to discuss the following matters.

### Agenda:

- To review of previous council minutes and action taken.
- To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.V.Kiran Kumar	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Vamshi	Student	Student Member
7	Ms.Monika	Student	Student Member

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 11-12-2019

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of I year students, Committee adopted the measures for the removal of honey comb from the third floor.
3. As per the request of II year student, Committee instructed to the concerned lab assistant to find the Lab record.

The following members were present

S.No.	Name of The Faculty	Position	Signature
1	Dr.P.Satish	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mr.Prakash	Member	
6	Mr.Rohit	Student Member	
7	Ms.Sonali	Student Member	

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

## CIRCULAR

Date: 24-02-2019

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 25-02-2019 at 11.00 AM in Principal chamber to discuss the following matters.


### Agenda:

- To review of previous council minutes and action taken.
- To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.P.Satish	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Rohit	Student	Student Member
7	Ms.Sonali	Student	Student Member

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 25-02-2019

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of III year B.Pharmacy students, Committee brought to the notice of the management that fans which are not working were repaired and few were replaced by new one.

The following members were present

S. No.	Name of The Faculty	Position	Signature
1	Dr.P.Satish	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mr.Prakash	Member	
6	Mr.Rohit	Student Member	
7	Ms.Sonali	Student Member	

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 01-12-2019

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 04-12-2019 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ✚ To review of previous council minutes and action taken.
- ✚ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.P.Satish	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Rohit	Student	Student Member
7	Ms.Sonali	Student	Student Member

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 04-12-2019

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of II year B.Pharmacy student, with the help of floor Incharge Committee traced the CC footage and found the Mobile phone.
3. As per the request of III year B.Pharmacy students, Committee brought to the notice of management and repaired the window pane.

The following members were present

S. No.	Name of The Faculty	Position	Signature
1	Dr.P.Satish	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mr.Prakash	Member	
6	Mr.Rohit	Student Member	
7	Ms.Sonali	Student Member	

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 15-04-2019

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 17-04-2019 at 11.00 AM in Principal chamber to discuss the following matters.


### Agenda:

- ✚ To review of previous council minutes and action taken.
- ✚ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.P.Satish	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Rohit	Student	Student Member
7	Ms.Sonali	Student	Student Member

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(Approved by AICTE & Affiliated to O.U. & Recognised by P.C.I.)

N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date:17-04-2019

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of I Year students, Committee discussed with library committee to instruct the librarian to make library timings flexible.

The following members were present

S. No.	Name of The Faculty	Position in	Signature
1	Dr.P.Satish	Chairman	
2	Mr.D.Rajkumar	Member	
3	Mr.M.Santosh	Member	
4	Mrs.V.Lavanya	Member	
5	Mr.Prakash	Member	
6	Mr.Rohit	Student Member	
7	Ms.Sonali	Student Member	

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(Approved by AICTE & Affiliated to O.U. & Recognised by P.C.I.)

N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 06-12-2018

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 08-12-2018 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ✚ To review of previous council minutes and action taken.
- ✚ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.Khaza Pasha	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Rohit	Student	Student Member
7	Ms.Sonali	Student	Student Member

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 08-12-2018

## MINUTES OF THE MEETING

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of I year B.Pharmacy student, the Committee traced the CC footage and found the Mobile phone.
3. As per the request of III year students, Committee discussed with the Canteen Committee to make the menu prices reasonable.

The following members were present

S. No.	Name of The Faculty	Position	Signature
1	Dr.Khaza Pasha	Chairman	Khaza Pasha
2	Mr.D.Rajkumar	Member	Rajkumar
3	Mr.M.Santosh	Member	M Santosh
4	Mrs.V.Lavanya	Member	Lavanya
5	Mr.Prakash	Member	Prakash
6	Mr.Rohit	Student Member	Rohit
7	Ms.Sonali	Student Member	Sonali

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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

Date: 11-04-2018

## CIRCULAR

It is here by informed to all the members of Grievance & Redressal Committee that you are requested to attend the committee meeting on 13-04-2018 at 11.00 AM in Principal chamber to discuss the following matters.

### Agenda:

- ✿ To review of previous council minutes and action taken.
- ✿ To discuss about the student grievances if any.

The following members are requested to attend the meeting

S.No.	Name of The Faculty	Designation	Position
1	Dr.Khaza Pasha	Principal	Chairman
2	Mr.D.Rajkumar	H.O.D	Member
3	Mr.M.Santosh	Asst.professor	Member
4	Mrs.V.Lavanya	Asst.professor	Member
5	Mr.Prakash	Clerk	Member
6	Mr.Rohit	Student	Student Member
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N.F.C. Nagar, Ghatkesar, Medchal Dist. T.S.

## MINUTES OF THE MEETING

Date: 13-04-2018

All the members of Grievance & Redressal Committee discussed the above issues and suggested to resolve the following issues.

1. Grievance & Redressal Committee members reviewed the deliberations made on various issues in the previous meeting and actions for improving the functioning of the college.
2. As per the request of II year students, Committee brought to the notice of the management and polished the black board to make it clearly visible.

The following members were present

S.NO	Name of The Faculty	Position	Signature
1	Dr.Khaza Pasha	Chairman	Khaza Pasha.
2	Mr.D.Rajkumar	Member	Rajkumar
3	Mr.M.Santosh	Member	M. Santosh
4	Mrs.V.Lavanya	Member	Lavanya
5	Mr.Prakash	Member	Prakash.
6	Mr.Rohit	Student Member	Rohit.
7	Ms.Sonali	Student Member	Sonali

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