

Faculty Grievance & Redressal Committee 2024-25

Purpose

To provide a fair, impartial, and confidential mechanism for the faculty members to voice their grievances and seek resolution, thereby promoting a harmonious, transparent, and supportive work environment.

Functions

- Receive and acknowledge grievances submitted by faculty members.
- Conduct impartial and discreet inquiries into the matters raised.
- Provide a fair hearing to all parties involved in a grievance.
- Recommend appropriate resolutions and corrective actions to the management.
- Ensure strict confidentiality throughout the grievance redressal process.
- Maintain records of all grievances, proceedings, and outcomes.
- Suggest policy changes to management to prevent future grievances.
- Work towards fostering a culture of open communication and trust.

Objectives

- **Fair & Impartial Process**
Ensure every grievance is heard and addressed without bias.
- **Confidentiality**
Maintain the highest level of confidentiality to protect all parties involved.
- **Prompt Redressal**
Work towards resolving issues in a time-bound manner.
- **Supportive Environment**
Create a safe space for faculty to raise concerns without fear of reprisal.
- **Policy Improvement**
Use insights from grievances to improve institutional policies and practices.
- **Harmony & Trust**
Strengthen trust between faculty and administration, promoting workplace harmony.

Committee Composition

S. No.	Name	Designation	Role in Committee
1.	Dr. Ch. Mallikarjun	Principal	Chairman
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member
3.	Mr. M. Anand Kumar	HOD -- CSE	Member
4.	Mr. P S K. Ganesh Kumar	HOD -- ECE	Member
5.	Dr. G. Bhaskar Reddy	HOD -- H&S	Member
6.	Mr. N V Krishna Reddy	Senior Faculty, S&H	Member Secretary
7.	Dr. S. Simhachalam	Faculty, EEE	Faculty Representative

Meeting Frequency

- **Biannual Meetings:** One per semester to review pending and resolved cases.
- **Emergency Meetings:** Convened as required upon receipt of a formal grievance requiring immediate attention.

Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting, maintaining confidentiality.
- **Grievance Forms:** Standardized forms for submission of grievances.
- **Case Files:** Confidential files for each grievance, containing submissions, findings, and resolutions.
- **Annual Report:** An anonymized summary of grievance types and resolutions, submitted to the management.
- **Compliance Records:** Documentation of adherence to internal and statutory grievance redressal policies.


PRINCIPAL
A.M. REDDY MEMORIAL COLLEGE OF
ENGINEERING & TECHNOLOGY
(AUTONOMOUS)
PETLURIVARIPALEM,
NARASARAOPET (MD), PALNADU (DT) - 522604