GRIEVANCE REDRESSAL CELL

KPR Institute of Engineering and Technology

KPRIET
Learn Beyond

Minutes of Meeting

Ref. No. KPRIET/NSC-GRC/25-26/ODD/001 **Dated: 31/10/2025**

Vision of the Institute	To become a premier institute of academic excellence by imparting technical, intellectual, and professional skills to students for meeting the diverse needs of the industry, society, the nation and the world at large.	
Mission of the Institute	➢ Commitment to offer value-based education and enhancement of practical skills. ➢ Continuous assessment of teaching and learning process through scholarly activities. ➢ Enriching research and innovative activities in collaboration with industry and institute of repute. ➢ Ensuring the academic process to uphold culture, ethics and social responsibility.	
Core Value	**PRACTICE**	
	P	**Professionalism**
	R	**Responsible**
	A	**Adaptable**
	C	**Coherent**
	T	**Transparent**
	I	**Integrity**
	C	**Compassionate**
	E	**Ethical**
Culture of KPRIET	**Holistic PRACTICE**	
Objective/ Vision/ Mission/ Functions of the NSC	To ensure an impartial mechanism for redressal of grievance of students promptly, objectively and with sensitivity in a complete confidential manner To uphold the dignity of the institute by promoting cordial relationship among stakeholders, respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason	

Minutes of the **1st Meeting** of Academic Year 2025-2026, odd semester held between **12:30 pm to 1:00 pm** on **31/10/2025** in primrose, KPRIET

Applicable stakeholders to attend the meeting

Sl. No.	Nature of stake holder	For this meeting	Always
1.	Chairman		
2.	Principal		
3.	Mentor		

4.	Head GRC		✓

Members invited for this meeting

Sl. No.	Name	Designation	This Meeting	
			Present	Leave
1.	**Mr. G. Pandiya Rajan**	**Assistant Professor III & HoD (AIML)**	✓	
2.	**Dr. T. Primya**	**Assistant professor III (CSE)**	✓	
3.	**Dr. R. Menaha**	**Professor & HoD / IT**	✓	
4.	**Mr. V. Hiren**	**22ME030 Member of Student GRC**	✓	
5.	**Ms. N. Rubika**	**23EC095 Member of Student GRC**	✓	

Review of the Previous Meeting

Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date	Remarks/Status
1	NA				
2					

Agenda of the Current Meeting:

1. Introduction of new committee members
2. ntroduction and context setting
3. Action taken and approval on the previous minutes of meeting
4. Students grievances suggestions, assessment and action plan
5. Awareness programs

Minutes of the Current Meeting

Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date
1	Introduction of new committee members	The new committee members of GRC were introduced	Head-GRC	31.10.25
1.	Introduction and context setting	The objectives of SGRC and its mechanism of grievance redressal was deliberated	Head-GRC	Continuous

2.	Action taken and approval on the previous minutes of meeting	The number of grievance communicated/sorted out during the period of July to October, modes received was discussed	Head-GRC	Continuous
3.	Students grievances suggestions, assessment and action plan	Student grievances reported, completed and pending grievances/ exclusions with action plan was deliberated	GRC committee members	Continuous
4.	Awareness programs	It was informed during the orientation programmes and boot camps that the grievance communication by stakeholders can be done through email/grievance registration in the GRC webpage or through the drop box placed in the admin block	Head-GRC	Continuous

31/10/17

Head – GRC