

Prerana Educational and Social Trust®

PES INSTITUTE OF TECHNOLOGY AND MANAGEMENT

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STUDENT GRIEVANCE REDRESSAL POLICY



STUDENT GRIEVANCE REDRESSAL

NOTE

Sub: Reconstitution of Grievance Redressal Committee 2026-27

Student Grievance Redressal Committee-2026-27

Name	Designation & Department	Role in the Committee
Dr. Swamy D R	Principal	Chairman
Dr. Prasanna Kumar H R	HoD, CSE	Coordinator
Dr. Aveesh S T	Professor, Dept. of Mathematics	Member Secretary (Ex-Officio)
Dr. Sanjay K S	Assoc. Professor, Dept. of MCA	Member
Dr. Chandrashekar K L	Senior Librarian	Member
Mrs. Yojana Yadav	Assistant Professor Computer Engineering	Member
Mr. Hanumanthappa	Assistant Professor Electronics & Communication Eng.	Member
Department / Section Heads		Invited Member
Ms. Deepika	4PM24EE008 Student Representative	Member
Mr. Nikhil Gowda	4PM24EE023 Student Representative	Member



OBJECTIVE

To be a single point contact for receiving the grievance, processing them and suggesting suitable remedies

POLICY GUIDE LINES

1. A grievance of any student to be reported in writing to the committee.
2. A committee is formed by the Principal and will conduct a hearing.
3. Based on the report submitted by the committee, action is taken by the committee

TERM/MEETING/QUORUM

1. The term of the committee is for one year and shall continue until reconstituted.
2. Meeting will be conducted as the need arises.
3. Quorum for hearing shall be three of the members of the constituted committee.

ROLES AND RESPONSIBILITIES

1. Chairperson will head the Grievance Redressal Cell.
2. The final decision and action taken will be decided by the Chair person.
3. Coordinator will coordinate the meeting related to hearing of grievances and will do the necessary reporting to the chairman.

PROCEDURAL STEPS

1. The committee list is displayed in the notice board.
2. Any grievance received by the coordinator will be intimated to the chair person.
3. Necessary coordination for conduction of the hearing.
4. Reporting of the findings of the hearing to the administration.
5. Suitable action to be taken by the administration.

The Students Grievance Redressal Committee (SGRC) is constituted for the purpose of Redressal of grievances of students. They can approach the chairperson of the committee either in writing or email to principal_pesitm@pes.edu. The College assures the students that once a complaint is made, it will be treated with sensitivity.