



DATE: 11.08.2021

CIRCULAR

It is here by informed to all the committee members of Women's Grievance & Redressal Cell that a meeting has been scheduled on 14-8-2021 at 12:35 PM in the women grievance redressal cell to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Discuss roles and responsibilities of the committee.
- Performance of the Committee for the academic year 2020-2021
- To pertain various aspects related to women empowerment.
- To look into various grievances lodged by the women of the institute and take necessary action against them.


COORDINATOR


PRINCIPAL
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SAMSKRUTI COLLEGE OF
ENGINEERING AND TECHNOLOGY
Kondapur (V), Ghatkesar (M), Medchal (Dist)



Dt: 16-08-2021

Minutes of Meeting

The meeting of WGRC was held on 14-8-2021 at 12:35 PM in the women grievance redressal cell.


During the Meeting the following members were present.

S.No	Name	Designation & Department	Designation in Committee
1	Dr. B. AARTHI	Professor & HOD (MBA)	Chairperson
2	Mrs. Y.JALAJAKSHI	Assistant Professor (ECE)	Coordinator
3	Mrs. A.SWATHI GUPTA	Assistant Professor (EEE)	Member
4	Miss. T.LAXMI	Assistant Professor (H&S)	Member
5	Mrs. P YAMUNA	Assistant Professor (CSE)	Member
6	Miss. G.PRASANNA LAKSHMI	Assistant Professor (CE)	Member

Minutes of Meeting

At the outset, the chairperson welcomed all the members present and commenced the meeting.

1. To read and confirm the minutes of the previous meeting. The members unanimously confirmed the minutes.
2. All the planned events for the academic year 2020-21 were conducted smoothly as planned. Due to good vigilance and performance of WGRC, there were no sexual harassment incidents.
3. The chairperson asked to depict proper guidelines in the institution to maintain social distance regarding the spread of COVID-19.
4. The committee asked to conduct awareness program at regular intervals.


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5. Regarding matter of grievance complaint, it was found by the members that not a single grievance has been brought to the notice of the committee during the session, thus the redressal is nil

The meeting ended with vote of Thanks to all the members.

S.No	Name	Designation in Committee	Signature
1	Dr. B. AARTHI	Chairperson	
2	Mrs. Y.JALAJAKSHI	Coordinator	
3	Mrs. A.SWATHI GUPTA	Member	
4	Miss. T.LAXMI	Member	
5	Mrs. P YAMUNA	Member	
6	Miss. G.PRASANNA LAKSHMI	Member	

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DATE: 05.02.2021

CIRCULAR

It is here by informed to all the committee members of Women's Grievance & Redressal Cell that a meeting has been scheduled on 10-02-2021 at 12:35 PM in the women grievance redressal cell to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Review of previous meeting.
- To discuss about cases reported and action taken against them.
- To discuss about the performance of WGRC this academic year.
- Any subject with the permission of chairperson.

COORDINATOR

PRINCIPAL

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Dt: 11-02-2021

Minutes of Meeting

The meeting of WGRC was held on 10-2-2021 at 12:35 PM in the women grievance redressal cell.

During the Meeting the following members were present.

S.No	Name	Designation & Department	Designation in Committee
1	Dr. B. AARTHI	Professor & HOD (MBA)	Chairperson
2	Mrs. Y.JALAJAKSHI	Assistant Professor(ECE)	Coordinator
3	Mrs. A.SWATHI GUPTA	Assistant Professor (EEE)	Member
4	Miss. T.LAXMI	Assistant Professor (H&S)	Member
5	Mrs. P YAMUNA	Assistant Professor (CSE)	Member
6	Miss. G.PRASANNA LAKSHMI	Assistant Professor (CE)	Member

Minutes of Meeting

Initially the coordinator gave a warm welcome to all the members present.

Afterwards the meeting is followed by taking the agenda points

1. To read and confirm the minutes of the previous meeting of Women's Grievance & Redressal cell.
2. All the planned events for the academic year 2020-21 were conducted smoothly as planned. Due to good vigilance and performance of WGRC, there were no sexual harassment incidents.
3. The chairperson asked to depict proper guidelines in the institution to maintain social distance regarding the spread of COVID-19.

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4. The committee asked to conduct awareness program at regular intervals.
5. Regarding matter of grievance complaint, the house confirmed that not a single complaint from the girl students has been received by the committee, thus the redressal is nil

The meeting ended with vote of Thanks to all the members.

S.No	Name	Designation in Committee	Signature
1	Dr. B. AARTHI	Chairperson	
2	Mrs. Y.JALAJAKSHI	Coordinator	
3	Mrs. A.SWATHI GUPTA	Member	
4	Miss. T.LAXMI	Member	
5	Mrs. P YAMUNA	Member	
6	Miss. G.PRASANNA LAKSHMI	Member	

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