



St. MARTIN'S ENGINEERING COLLEGE

UGC Autonomous

A Non Minority College | Approved by AICTE | Affiliated to JNTUH, Hyderabad |
NAAC -Accredited A+ Grade 2(f) & 12(B) status (UGC) | ISO 9001:2008 Certified |



NBA Accredited | SIRO (DSM) | UGC-Paramarsh | Recognized Remote Center of IIT, Bombay

Dhulapally, Secunderabad — 500100

www.smec.ac.in

CONVENING ORDER

SHIKAVATH NIVARAN COMMITTEE

A.Y. 2021-2022

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. Grievances Redressal cell (Students) is constituted with the following members.

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. N. Ramchandra	Convener	EEE
2	Mrs. E. Sowmya	Member	CSE
3	Mr. K. Nishakar	Member	ECE
4	Mr. Daniel Manoj	Member	EEE
5	Mr. V. Chandraprakash	Member	IT
6	Mr. L. Sunil	Member	ME
7	Ms. M. S. Vandhana (19K81A04E9)	Student Member	ECE
8	Mr. M. Naga Raja Sri (19K81A0593)	Student Member	CSE

Frequency of Meeting: As and when required Functions and Responsibilities:

1. A Grievance and Redressal committee is formed to look into the complaints from the aggrieved.
2. Students are the active members of the committee.
3. Students can lodge complaint through Suggestion / Complaint Box, through oral and online.
4. The member of committee receives the complaint and proposes remedial action to the problems.
5. The corrective measures are taken and recorded in the log register.

PRINCIPAL

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Survey No. 98 & 100, Dhulapally (V)
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)
Secunderabad-500 100, Telangana