



## Koneru Lakshmaiah Education Foundation

(Category -1, Deemed to be University estd. u/s. 3 of the UGC Act, 1956)

Accredited by NAAC as 'A++' Approved by AICTE ISO 21001:2018 Certified  
Campus: Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.  
Phone No. +91 8645 - 350 200; www.klef.ac.in; www.klef.edu.in; www.kluniversity.in  
Admin Off: 29-36-3B, Museum Road, Governorpet, Vijayawada - 520 002. Ph: 191 - 866 - 3500122, 2576129

Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 23.7.2020

### Orders of the Hon'ble Vice-Chancellor dt.23.7.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 25.7.2020- Reg.

**Ref:** Letter dated 22-7-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 25-7-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances received
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
7	Dr.T.Santhi Sri	CSE	Member
8	Mrs. K Sarada	EEE	Member
9	Dr. P. Gopi Krishna	ECM	Member
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19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
24	A.Teja Sree	180031342, CSE	Student member

25	B.Lavanya	180541187, BBA	Student member
26	P.J. Jahnavi	180570082, BAIAS	Student member
27	G. Tharun Vardhan	180160008, B.Arch	Student member
28	B. Hema Sai Nagendra Kumar	180563002, BFA	Student member
29	V. Indu	180180013, B.Pharmacy	Student member
30	P. Sai Nikith Reddy	180040484, ECE	Student member
31	B. Sai Bhumika Reddy	190010106, BT	Student member
32	I. Pavan Teja	190030603, CSE	Student member
33	M.V.S.S Akhil	190070067, Mech	Student member
34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.



**REGISTRAR**

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**Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522 302.  
Guntur District, Andhra Pradesh.**

Mail & Hard copy to: Hon'ble President, KLEF

Mail to: Hon'ble Vice-Presidents,  
KLEF

Mail & Hard copy to: Hon'ble Pro Chancellor

Mail & Hard copy to: Hon'ble Vice-Chancellor

Mail & Hard copy to: Pro Vice-Chancellors

Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Special Officer -Dr.A. Vani

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Mail to: Joint Registrar / Deputy Registrar / Sr.Manager (Alumni Relations) & AR-Sri A.Krishna Rao / AR-Dr.MVAL Narasimha Rao

Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao

Mail to: Principal-CoE..Dr.K.SubbaRao / Coordinator-FED/Vice-Principals

Mail to: HoDs.. BT / CE / CSE (Honours) / CSE / Comp.Engg. & ECM / ECE / EEE / ME

HoDs..Mathematics / Physics / Chemistry / CSA

HoDs.. ENG / BES-I / BES-II

HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

Reasoning

Mail to: All Dy. HoDs / All Alt. HoDs

Mail to: KL H - Principal Off Campus Centre, Aziz Nagar Campus / KL H - Principal Off Campus Centre, Bowrampet

Vice-Principal / Director / Deputy Director

Mail to: KL H HoDs.. AI&DS / CSE / ECE / BES / FED Coordinator / Business School

Mail to: KL II Associate Deans..P&D / R&D / Academics / IQAC / F&SA / Skill

DeveloP.Ment / Student Progression & Training /

Student Affairs / Student Welfare / Examinations

Mail to: Librarian

Mail to: Director (Purchases)-Mr.YSRKP / GM (Purchases)-Mr.Nilanjan Guha/ Jt.Registrar-A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

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Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail: rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. SivaKumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	1	Date	25.07.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
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17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
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34	V.M. Sandeep Reddy	190060026, EEE	Student member
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Convener, Grievance Redressal Committee explained about the purpose and expectations of this committee.

GRC provides means to seek redressal through investigation, resolution of academic, examinations, physical facilities and personal grievances through the following measures.

- a. Follow-up of the resolving procedure to get timely redressal (within 3 days to 14 days depending on the nature of grievance).
- b. Intimation to Honorable Pro-Vice Chancellor, follow-up of the resolving procedure and report acknowledgement to UGC regarding UGC portal grievances and redressal.

**A. Academic Grievances:**

- a. Issues related to course registration.
- b. Issues about change of specialization.
- c. Issues regarding course requirement and course content.
- d. Examinations related issues.
- e. Issues related to applying/receiving certificates.

**B. Administrative Decisions, Services or Facilities:**

- a. Issues related to transport facility.
- b. Issues related to Hostels.
- c. Issues related to Canteen.
- d. Issues related to Sports.
- e. Issues related to Post Office & bank (on campus)
- f. Issues related to other facilities provided by the university (water etc.).

**C. Unfair Treatment:**

- a. Grievances about a student behavior towards other students.
- b. Grievances about Faculty & staff behavior towards other students.

**D. Sexual Harassment and Discrimination**

- a. Issues related to harassment (sexual)
- b. Issues about Discrimination or racial treatment

**E. Caste Discrimination**

**F. Ragging**

**E. Unfair Treatment**

**Discussion on Agenda Items:**

**Agenda item-1: Discussion about functioning of GRC**

The Grievance Redressal Cell (GRC) collects grievances via online & offline platforms from both faculty and students. Additionally, grievances are accepted through grievances boxes positioned across the university, as well as in written form. Through the strict implementation of the grievance redressal policy and prompt action from all involved parties, the majority of

grievances are resolved within the designated timeframe of 7 days to 14 days depending on the nature of the grievance.

**Agenda Item-2: Grievances/Discrimination reported by the students.**

Nil

**Agenda Item-3: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Convener thanking the members for their cooperation.

*KRS Prasad*  
(Dr. K. R. S. Prasad)

**Dean (SA)**

**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 24.8.2020

### Orders of the Hon'ble Vice-Chancellor dt.24.8.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 26.8.2020- Reg.

**Ref:** Letter dated 22-8-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that the Grievance Redressal Committee meeting is scheduled to be convened on 26-8-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Submission of Grievances in online due to pandemic
2. Any other point with the approval of the chair.

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The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

*Reenu*

**REGISTRAR**

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KLEF

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A.Krishna Rao / AR-Dr.MVAL Narasimha Rao

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HoDs..Mathematics / Physics / Chemistry / CSA

HoDs.. ENG / BES-I / BES-II

HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

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HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

Reasoning

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DeveloP.Ment / Student Progression & Training /

**REGISTRAR**  
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Guntur District, Andhra Pradesh.

Student Affairs / Student Welfare / Examinations

Mail to: Librarian

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A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

Mail to: GM (Finance)-Mr.K.Srirama Krishna / Finance Officer-Mr.KRR / Manager  
(Accounts)-Mr.B.Mallikharjuna Prasad

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Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva

Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS

### GRIEVANCE REDRESSAL COMMITTEE

### MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	2	Date	26.08.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
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35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting :**

Discussion on grievance submission mechanisms were explained by Dean student affairs.

**Discussion on Agenda Items:**

**Agenda item-1: Submission of Grievances in online due to pandemic**

On 26/08/2020, student members of the GRC committee expressed concerns regarding the ongoing pandemic during the meeting. They proposed that, along with the existing video recordings of faculty, live class recordings in Microsoft Teams should also be accessible on the Learning Management System (LMS). This matter was brought to the attention of the Dean of Academics.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPrasad*  
(Dr. K. R. S. Prasad)  
**Dean (SA)**

Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
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Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 25.9.2020

### Orders of the Hon'ble Vice-Chancellor dt.25.9.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 28.9.2020– Reg.

**Ref:** Letter dated 24-9-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 28-9-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances received.
2. Any other points to be discussed with the permission of the chair.

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34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

*Reenu*

**REGISTRAR**  
**REGISTRAR**

Koneru Lakshmaiah Education Foundation  
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Green Fields, VADDESWARAM-522 302.  
Guntur District, Andhra Pradesh.

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KLEF

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A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

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Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva

Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN ONLINE

Meeting No.	3	Date	28.09.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narendra	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
24	B.Lavanya	180541187, BBA	Student
25	P.J. Jahnavi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student
32	M.V.S.S Akhil	190070067, Mech	Student

33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting held:**

On **26/08/2020**, student members of the GRC committee expressed concerns regarding the ongoing pandemic during the meeting. They proposed that, along with the existing video recordings of faculty, live class recordings in Microsoft Teams should also be accessible on the Learning Management System (LMS). This matter was brought to the attention of the Dean of Academics. The Dean instructed Heads of Departments on **28/08/2020** to communicate during their respective departmental meetings the need to download class recordings from Microsoft Teams and upload them to the LMS. Subsequent follow-ups throughout the month confirmed that faculty members were indeed uploading live class recordings to the LMS. **This grievance is resolved on 29/08/2020. It took in 4 days of time to resolve the issue.**

Grievance raised by me,

Resolved on 29/08/2020

**Discussion on Agenda Items:**

**Agenda item-1: Addressing grievances raised.**

There are no grievances during this month.

*(Signature)* (Redacted)

**Agenda item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPrasad*  
(Dr. K. R. S. Prasad)

**Dean (SA)**  
**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 20.10.2020

### Orders of the Hon'ble Vice-Chancellor dt.20.10.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 22.10.2020- Reg.

**Ref:** Letter dated 19-10-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 22-10-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances raised.
2. Any other relevant points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
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11	Mr P Prithvi Raj	Member	Member
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17	Md Abdul Mannan	BCA	Member
18	Dr. B. Nagalakshmi	B Com-H	Member
19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
24	A.Teja Sree	180031342, CSE	Student member

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29	V. Indu	180180013, B.Pharmacy	Student member
30	P. Sai Nikith Reddy	180040484, ECE	Student member
31	B. Sai Bhumika Reddy	190010106, BT	Student member
32	I. Pavan Teja	190030603, CSE	Student member
33	M.V.S.S Akhil	190070067, Mech	Student member
34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

*Renuka*

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Student Affairs / Student Welfare / Examinations

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A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

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(Accounts)-Mr.B.Mallikharjuna Prasad

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Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva  
Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	4	Date	22.10.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
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33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

There are no grievances reported during last month.

**Discussion on Agenda Items:**

**Agenda item-1: Addressing the grievances and issues raised.**

NO grievances are raised.

**Agenda item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPleesed*  
(Dr. K. R. S. Prasad)

**Dean (SA)**

**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESWARAM-522502,  
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Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 25.11.2020

### Orders of the Hon'ble Vice-Chancellor dt.25.11.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 27.11.2020– Reg.

**Ref:** Letter dated 23-11-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 27-11-2020 **from** 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances raised.
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
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The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

  
REGISTRAR

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Sreekanth / Pay Bills Section-A.O.

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Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva

Kumar, Assoc. Professor, ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	5	Date	27.11.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narendra	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
24	B.Lavanya	180541187, BBA	Student
25	P.J. Jahnvi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student

32	M.V.S.S Akhil	190070067, Mech	Student
33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

NIL as there are no grievances raised during last month.

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing grievances raised.**

Students of GRC committee raised a common grievance on **27.11.2020** stating that to increase duration of Exams in LMS being conducted in online as there are Internet issues for the students living in rural areas. This is brought to the notice of Dean academics

**Agenda item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPrasad*  
 (Dr. K. R. S. Prasad)  
 Dean (SA)

Dean (Student Affairs)  
 Koneru Lakshmaiah Education Foundation  
 (Deemed to be University)  
 GreenFields, VADESARAM-522502,  
 Guntur Dist, Andhra Pradesh.



## Koneru Lakshmaiah Education Foundation

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Admin Off: 29-36-3B, Museum Road, Governorpet, Vijayawada - 520 002 Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 22.12.2020

### Orders of the Hon'ble Vice-Chancellor dt.22.12.2020

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 23.12.2020- Reg.

**Ref:** Letter dated 21-12-2020 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 23-12-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

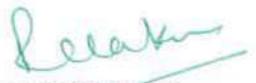
#### Agenda:

1. Addressing grievances raised.
2. Any other relevant matters with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
7	Dr.T.Santhi Sri	CSE	Member
8	Mrs. K Sarada	EEE	Member
9	Dr. P. Gopi Krishna	ECM	Member
10	Mr Nitin Ralph Pochont	MECH	Member
11	Mr P Prithvi Raj	Member	Member
12	Dr. M.Sudha Mani	BT	Member
13	Mr. N. Sandeep Kumar	CE	Member
14	Mr. K. Rajesh Kumar	PE	Member
15	Dr. R. Pradeep	BBA/MBA	Member
16	Mr.N. Mahaveer Singh	BHM	Member
17	Md Abdul Mannan	BCA	Member
18	Dr. B. Nagalakshmi	B Com-H	Member
19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
24	A.Teja Sree	180031342, CSE	Student member

25	B.Lavanya	180541187, BBA	Student member
26	P.J. Jahnavi	180570082, BAIAS	Student member
27	G. Tharun Vardhan	180160008, B.Arch	Student member
28	B. Hema Sai Nagendra Kumar	180563002, BFA	Student member
29	V. Indu	180180013, B.Pharmacy	Student member
30	P. Sai Nikith Reddy	180040484, ECE	Student member
31	B. Sai Bhumika Reddy	190010106, BT	Student member
32	I. Pavan Teja	190030603, CSE	Student member
33	M.V.S.S Akhil	190070067, Mech	Student member
34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

  
REGISTRAR

Mail & Hard copy to: Hon'ble President, KLEF  
Mail to: Hon'ble Vice-Presidents,  
KLEF

Mail & Hard copy to: Hon'ble Pro Chancellor

Mail & Hard copy to: Hon'ble Vice-Chancellor

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Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao

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HoDs.. ENG / BES-I / BES-II

HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

Reasoning

Mail to: All Dy. HoDs / All Alt. HoDs

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Vice-Principal / Director / Deputy Director

Mail to: KL H HoDs.. AI&DS / CSE / ECE / BES / FED Coordinator / Business School

Mail to: KL H Associate Deans..P&D / R&D / Academics / IQAC / F&SA / Skill

DeveloP.Ment / Student Progression & Training /

**REGISTRAR**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADESWARAM-522 302,  
Guntur District, Andhra Pradesh.

Student Affairs / Student Welfare / Examinations

Mail to: Librarian

Mail to: Director (Purchases)-Mr. YSRKP / GM (Purchases)-Mr. Nilanjan Guha/ Jt. Registrar-  
A.O.-Mr. C.S. Rao / Director-Adm-Dr. J.S. Rao / Media I/c & PRO - Mr. HSR Murty

Mail to: GM (Finance)-Mr. K. Srirama Krishna / Finance Officer-Mr. KRR / Manager  
(Accounts)-Mr. B. Mallikharjuna Prasad

Mail to: Sr. Manager (HR)-Campus..Dr. Kanimozhi / Sr. Manager (HR)-A.O...Mr. J.  
Sreekanth / Pay Bills Section-A.O.

Mail to: Webmaster-Mr. LV

Mail to: Chief Technical Officer (CTO)-Mr. A. Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva

Kumar, Assoc. Professor, ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



## Koneru Lakshmaiah Education Foundation

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Admin Off: 2B-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2676129

### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	6	Date	23.12.2020
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
24	B.Lavanya	180541187, BBA	Student
25	P.J. Jahnvi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student

32	M.V.S.S Akhil	190070067, Mech	Student
33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent : Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting :**

Students of GRC committee raised a common grievance on **27.11.2020** stating that to increase duration of Exams in LMS being conducted in online as there are Internet issues for the students living in rural areas. This is brought to the notice of Dean academics. Dean academics on **28.11.2020** decided based on the request received from students, to extend the time of submission of their answer scripts on online examinations. However, each student can submit only one time. No multiple submissions will be allowed. The same have been conveyed to all the students through a circular. **This grievance is resolved in 1 day**

Grievance raised by me,  
Resolved on 28/11/2020

**Discussion on Agenda Items:**

*V. Sanyal* ( )

**Agenda item-1: Addressing grievances raised.**

On **18/12/2020**, a fee payment issue was raised by a second-year female student in the CSE department. She reported that she had made a payment through ERP, but it still showed as outstanding in the system. She requested that the fee payment be updated in ERP. The issue was escalated to the Accounts Section

**Agenda item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRS Prasad*  
(Dr. K. R. S. Prasad)  
Dean (SA)

Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002 Ph: +91 - 866 - 3500122, 25/8129

Ref: KLEF/RO/STUDENT AFFAIRS/GRC/2020-21

Dt: 21.1.2021

### Orders of the Hon'ble Vice-Chancellor dt.21.1.2021

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 23.1.2021- Reg.

**Ref:** Letter dated 22-1-2021 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 23-1-2021 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances raised,
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
7	Dr.T.Santhi Sri	CSE	Member
8	Mrs. K Sarada	EEE	Member
9	Dr. P. Gopi Krishna	ECM	Member
10	Mr Nitin Ralph Pochont	MECH	Member
11	Mr P Prithvi Raj	Member	Member
12	Dr. M.Sudha Mani	BT	Member
13	Mr. N. Sandeep Kumar	CE	Member
14	Mr. K. Rajesh Kumar	PE	Member
15	Dr. R. Pradeep	BBA/MBA	Member
16	Mr.N. Mahaveer Singh	BHM	Member
17	Md Abdul Mannan	BCA	Member
18	Dr. B. Nagalakshmi	B Com-H	Member
19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
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28	B. Hema Sai Nagendra Kumar	180563002, BFA	Student member
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31	B. Sai Bhumika Reddy	190010106, BT	Student member
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33	M.V.S.S Akhil	190070067, Mech	Student member
34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

*Renuka*  
REGISTRAR

Mail & Hard copy to: Hon'ble President, KLEF

Mail to: Hon'ble Vice-Presidents,  
KLEF

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Mail & Hard copy to: Pro Vice-Chancellors

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Mail to: Special Officer -Dr.A. Vani

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Mail to: Principal-CoE..Dr.K.SubbaRao / Coordinator-FED/Vice-Principals

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HoDs.. ENG / BES-I / BES-II

HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

Reasoning

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Mail to: KL H - Principal Off Campus Centre, Aziz Nagar Campus / KL H - Principal Off Campus Centre, Bowrampet

Vice-Principal / Director / Deputy Director

Mail to: KL H HoDs.. AI&DS / CSE / ECE / BES / FED Coordinator / Business School

REGISTRAR  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522 302,  
Guntur District, Andhra Pradesh.

Mail to: KL H Associate Deans..P&D / R&D / Academics / IQAC / F&SA / Skill  
DeveloP.Ment / Student Progression & Training /  
Student Affairs / Student Welfare / Examinations

Mail to: Librarian

Mail to: Director (Purchases)-Mr.YSRKP / GM (Purchases)-Mr.Nilanjan Guha/ Jt.Registrar-  
A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

Mail to: GM (Finance)-Mr.K.Srirama Krishna / Finance Officer-Mr.KRR / Manager  
(Accounts)-Mr.B.Mallikharjuna Prasad

Mail to: Sr.Manager (HR)-Campus..Dr. Kanimozhi / Sr.Manager (HR)-A.O...Mr.J.  
Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:  
rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva  
Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



## Koneru Lakshmaiah Education Foundation

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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	7	Date	23.01.2021
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
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27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student
32	M.V.S.S Akhil	190070067, Mech	Student

33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent**

**Nil**

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

On **18/12/2020**, a fee payment issue was raised by a second-year female student in the CSE department. She reported that she had made a payment through ERP, but it still showed as outstanding in the system. She requested that the fee payment be updated in ERP. The issue was escalated to the Accounts Section, which verified the payment and confirmed that although the student had indeed paid the fee, it had not been reflected in the University's account. The amount was credited to the University's account on **26/12/2020** and subsequently appeared correctly in ERP. **The issue was resolved within a span of 8 days primarily due to a delay in confirmation of the payment by the bank.**

Grievance raised by me,  
is resolved on 26/12/2020

**Discussion on Agenda Items:**

*Dr. K. R. S. Prasad*

[Redacted Signature]

**Agenda item-1: Addressing the follow-up and completion status of previous issues that are raised in earlier meetings and discussion of any current issues.**

There are no grievances reported during this month.

**Agenda item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPllled*  
(Dr. K. R. S. Prasad)

**Dean (SA)**

**Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADESARAM-522502,  
Guntur Dist, Andhra Pradesh.**



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Ref: KLEF/RO/STUDENT AFFAIRS/GRC /2020-21

Dt: 23.2.2021

### Orders of the Hon'ble Vice-Chancellor dt.23.2.2021

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 25.2.2021- Reg.

**Ref:** Letter dated 22-2-2021 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 25-2-2021 **from** 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances raised.
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
7	Dr.T.Santhi Sri	CSE	Member
8	Mrs. K Sarada	EEE	Member
9	Dr. P. Gopi Krishna	ECM	Member
10	Mr Nitin Ralph Pochont	MECH	Member
11	Mr P Prithvi Raj	Member	Member
12	Dr. M.Sudha Mani	BT	Member
13	Mr. N. Sandeep Kumar	CE	Member
14	Mr. K. Rajesh Kumar	PF	Member
15	Dr. R. Pradeep	BBA/MBA	Member
16	Mr.N. Mahaveer Singh	BHM	Member
17	Md Abdul Mannan	BCA	Member
18	Dr. B. Nagalakshmi	B Com-H	Member
19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
24	A.Teja Sree	180031342, CSE	Student member

25	B.Lavanya	180541187, BBA	Student member
26	P.J. Jahnavi	180570082, BAIAS	Student member
27	G. Tharun Vardhan	180160008, B.Arch	Student member
28	B. Hema Sai Nagendra Kumar	180563002, BFA	Student member
29	V. Indu	180180013, B.Pharmacy	Student member
30	P. Sai Nikith Reddy	180040484, ECE	Student member
31	B. Sai Bhumika Reddy	190010106, BT	Student member
32	I. Pavan Teja	190030603, CSE	Student member
33	M.V.S.S Akhil	190070067, Mech	Student member
34	G.Vijdeswar	190530007, H.M	Student member
35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.



**REGISTRAR**

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Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADESARAM-522 302.  
Guntur District, Andhra Pradesh.

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KLEF

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A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

Mail to: GM (Finance)-Mr.K.Srirama Krishna / Finance Officer-Mr.KRR / Manager  
(Accounts)-Mr.B.Mallikharjuna Prasad

Mail to: Sr.Manager (HR)-Campus..Dr. Kanimozhi / Sr.Manager (HR)-A.O...Mr.J.  
Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva  
Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



## Koneru Lakshmaiah Education Foundation

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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	8	Date	25.02.2021
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
24	B.Lavanya	180541187, BBA	Student
25	P.J. Jahnavi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student

32	M.V.S.S Akhil	190070067, Mech	Student
33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent**

Nil

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

NIL. As there are no grievances reported during last month.

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing grievances raised.**

There are no grievances raised during this period.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRSPolled*  
(Dr. K. R. S. Prasad)

**Dean (SA)**

**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/GRC /2020-21

Dt: 23.3.2021

### Orders of the Hon'ble Vice-Chancellor dt.23.3.2021

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 25.3.2021- Reg.

**Ref:** Letter dated 22-3-2021 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 25-3-2021 **from** 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing any grievances pertaining to academics, P&D and examinations etc.
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
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35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.



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(Accounts)-Mr.B.Mallikharjuna Prasad

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Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:  
rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva  
Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	9	Date	25.03.2021
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
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33	G.Vijdeswar	190530007, H.M	Student

34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

**Members Absent**

Nil

Dr. Habibulla Khan, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

NIL as there are no grievances raised during the last month.

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing grievances raised.**

There are no grievances raised during this month.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRS Prasad*  
(Dr. K. R. S. Prasad)  
**Dean (SA)**

Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/STUDENT AFFAIRS/GRC /2020-21

Dt: 26.4.2021

## Orders of the Hon'ble Vice-Chancellor dt.26.4.2021

### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 28.4.2021- Reg.

**Ref:** Letter dated 24-4-2021 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 28-4-2021 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing any grievances pertaining to academics, P&D and examinations etc.
2. Any other points to be discussed with the permission of the chair.

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35	V.M. Sandeep Reddy	190060026, EEE	Student member

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.



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HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

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Vice-Principal / Director / Deputy Director

Mail to: KL H HoDs.. AI&DS / CSE / ECE / BES / FED Coordinator / Business School

Mail to: KL H Associate Deans..P&D / R&D / Academics / IQAC / F&SA / Skill

DeveloP.Ment / Student Progression & Training /

Student Affairs / Student Welfare / Examinations

Mail to: Librarian

**REGISTRAR**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADESWARAM-522 302,  
Guntur District, Andhra Pradesh.

Mail to: Director (Purchases)-Mr.YSRKP / GM (Purchases)-Mr.Nilanjan Guha/ Jt.Registrar-

A.O.-Mr.C.S.Rao / Director-Adm-Dr.J.S.Rao / Media I/c & PRO - Mr.HSR Murty

Mail to: GM (Finance)-Mr.K.Srirama Krishna / Finance Officer-Mr.KRR / Manager

(Accounts)-Mr.B.Mallikharjuna Prasad

Mail to: Sr.Manager (HR)-Campus..Dr. Kanimozhi / Sr.Manager (HR)-A.O...Mr.J.

Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail:

rajasekhar\_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva

Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards

Mail to: Director (Purchases)-Mr.YSRKP / GM (Purchases)-Mr.Nilanjan Guha/ Jt.Registrar-

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Kumar,Assoc.Professor,ECE

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Individuals concerned

Thanks & Regards



## Koneru Lakshmalah Education Foundation

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Phone No. +91 8645 - 350 200; www.klef.ac.in; www.klef.edu.in; www.kluniversity.in  
Admin Off: 28-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 888 - 3500122, 2576129

### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE

#### MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	10	Date	28.04.2021
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
16	Md Abdul Mannan	BCA	Member
17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
24	B.Lavanya	180541187, BBA	Student
25	P.J. Jahnvi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
28	V. Indu	180180013, B.Pharmacy	Student
29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student
32	M.V.S.S Akhil	190070067, Mech	Student
33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeep Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

Members Absent : Nil

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

NIL as there are no grievances raised during the last month.

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing grievances raised.**

There are no grievances raised during the this month.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

*KRS Prasad*  
(Dr. K. R. S. Prasad)

**Dean (SA)**  
**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
GreenFields, VADDESARAM-522502,  
Guntur Dist, Andhra Pradesh.



## Koneru Lakshmaiah Education Foundation

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ef: KLEF/RO/STUDENT AFFAIRS/GRC /2020-21

Dt: 26.5.2021

### Orders of the Hon'ble Vice-Chancellor dt.26.2.2021

#### CIRCULAR

**Sub:** Meeting with Grievance Committee Members on 28.5.2021- Reg.  
**Ref:** Letter dated 25-5-2021 from Dr. K. R. S. Prasad, Dean (Student Affairs).

\*\*\*

This is to inform that Grievance Redressal Committee meeting is scheduled to be convened on 28-5-2020 from 2.00 P.M. The meeting will be conducted in VIRTUAL MODE. All the members of the Grievance Redressal Committee listed below shall attend the online meeting using the below link without fail.

<https://tinyurl.com/4d9wy4xu>

#### Agenda:

1. Addressing grievances raised.
2. Any other points to be discussed with the permission of the chair.

S.No	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. L. Jayasree	Retd. Professor, Ombuds-Person	Member
6	Dr. Ali Baig	ECE	Member
7	Dr.T.Santhi Sri	CSE	Member
8	Mrs. K Sarada	EEE	Member
9	Dr. P. Gopi Krishna	ECM	Member
10	Mr Nitin Ralph Pochont	MECH	Member
11	Mr P Prithvi Raj	Member	Member
12	Dr. M.Sudha Mani	BT	Member
13	Mr. N. Sandeep Kumar	CE	Member
14	Mr. K. Rajesh Kumar	PE	Member
15	Dr. R. Pradeep	BBA/MBA	Member
16	Mr.N. Mahaveer Singh	BHM	Member
17	Md Abdul Mannan	BCA	Member
18	Dr. B. Nagalakshmi	B Com-H	Member
19	Dr. P. Krishna Kumar	BA IAS	Member
20	Mr. V. Varun	B Arch	Member
21	Dr. M. Narender	B Pharm	Member
22	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
23	Dr. Ch. Lakshmana Rao	BBA LLB	Member
24	A.Teja Sree	180031342, CSE	Student member
25	B.Lavanya	180541187, BBA	Student member

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30	P. Sai Nikith Reddy	180040484, ECE	Student
31	B. Sai Bhumika Reddy	190010106, BT	Student
32	I. Pavan Teja	190030603, CSE	Student
33	M.V.S.S Akhil	190070067, Mech	Student
34	G.Vijdeswar	190530007, H.M	Student
35	V.M. Sandeep Reddy	190060026, EEE	Student

The HoD's are requested to ensure that this information is brought to the notice of the Faculty and Student members concerned of their respective departments and ensure their participation in the above meeting.

Mail & Hard copy to: Hon'ble President, KLEF

Mail to: Hon'ble Vice-Presidents,  
KLEF

Mail & Hard copy to: Hon'ble Pro Chancellor

Mail & Hard copy to: Hon'ble Vice-Chancellor

Mail & Hard copy to: Pro Vice-Chancellors

Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals / All Sr.Directors / All Directors / All Additional Deans All Associate Deans / Deputy Deans / PR Head

Mail to: Controller of Examinations-Dr.A.S.C.S.Sastry

Mail to: Joint Registrar / Deputy Registrar / Sr.Manager (Alumni Relations) & AR-Sri A.Krishna Rao / AR-Dr.MVAL Narasimha Rao

Mail to: Advisor – NAAC & Hyderabad Operations - Prof. K.Koteswara Rao

Mail to: Principal-CoE..Dr.K.SubbaRao / Coordinator-FED/Vice-Principals

Mail to: HoDs.. BT / CE / CSE (Honours) / CSE / Comp.Engg. & ECM / ECE / EEE / ME

HoDs..Mathematics / Physics / Chemistry / CSA

HoDs.. ENG / BES-I / BES-II

HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

Hotel Management / MBA / Foreign Languages

HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant &

Reasoning

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Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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### OFFICE OF DEAN STUDENT AFFAIRS GRIEVANCE REDRESSAL COMMITTEE MINUTES OF THE MEETING HELD IN VIRTUAL MODE

Meeting No.	11	Date	28.05.2021
Academic Year	2020-21	Time	2.00 P.M

#### Members Present:

S.N	Name of the Member	Department	Nominated as
1	Dr.K.R.S. Prasad	Dean SA	Convener
2	Dr.I.Govardhani	Associate Dean SA	Co-convener
3	Dr.Habibulla Khan	Advisor, Student Affairs	Member
4	Dr.N.Venkatram	Pro-Vice chancellor	Member
5	Dr. Ali Baig	ECE	Member
6	Dr.T.Santhi Sri	CSE	Member
7	Mrs. K Sarada	EEE	Member
8	Dr. P. Gopi Krishna	ECM	Member
9	Mr Nitin Ralph Pochont	MECH	Member
10	Mr P Prithvi Raj	Member	Member
11	Dr. M.Sudha Mani	BT	Member
12	Mr. N. Sandeep Kumar	CE	Member
13	Mr. K. Rajesh Kumar	PE	Member
14	Dr. R. Pradeep	BBA/MBA	Member
15	Mr.N. Mahaveer Singh	BHM	Member
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17	Dr. B. Nagalakshmi	B Com-H	Member
18	Dr. P. Krishna Kumar	BA IAS	Member
19	Mr. V. Varun	B Arch	Member
20	Dr. M. Narender	B Pharm	Member
21	Mr. J.V.Sridhar Patnala	B Sc VC, BFA	Member
22	Dr. Ch. Lakshmana Rao	BBA LLB	Member
23	A.Teja Sree	180031342, CSE	Student
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25	P.J. Jahnavi	180570082, BAIAS	Student
26	G. Tharun Vardhan	180160008, B.Arch	Student
27	B. Hema Sai Nagendra	180563002, BFA	Student
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29	P. Sai Nikith Reddy	180040484, ECE	Student
30	B. Sai Bhumika Reddy	190010106, BT	Student
31	I. Pavan Teja	190030603, CSE	Student
32	M.V.S.S Akhil	190070067, Mech	Student
33	G.Vijdeswar	190530007, H.M	Student
34	V.M. Sandeen Reddy	190060026, EEE	Student
35	Dr. L. Jayasree	Retd. Prof.Ombuds Person	Member

Members Absent : Nil

Dr. K. R. S. Prasad, Chairperson, Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting:**

NIL as there are no grievances raised during last month.

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing grievances raised.**

No grievances are raised by the students during this month.

**Agenda Item-2: Any other item, with the permission of the Chair**

There are no other items for discussion.

The meeting was concluded with the Chairperson, Grievance Redressal Committee thanking the members for their cooperation.

  
(Dr. K. R. S. Prasad)

**Dean (SA)**

**Dean (Student Affairs)**  
Koneru Lakshmaiah Education Foundation  
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