



# Koneru Lakshmaiah Education Foundation

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

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Campus: Green Fields, Vaddeswaram - 522 302, Guntur District, Andhra Pradesh, INDIA.

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 22.07.2023

## Orders of the Hon'ble Vice-Chancellor dt. 22.07.2023

### CIRCULAR

Sub: Meeting with SGRC Members on 24.07.2023 - Reg.

Ref: Letter dated 22.07.2023 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

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This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 24.07.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	h Rao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC , Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodiniramana7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090 024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040 179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620 015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty 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-President, KLEF Presidents,  
 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

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

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**  
**REGISTRAR(I/C)**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**  
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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting Held at Rose Hall Room

Meeting No	1	Date	24.07.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean(Student Affairs)	Chairman	
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	Ombuds Person 
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr. Mohammed Ali Hussain	Professor	Member	<i>M. Ali Hussain</i>
8	Dr.M. Kishore Babu	Professor	Member	<i>Kishore Babu</i>
9	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>Vijaya Ratnam</i>
10	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>Itta Rudra Murthy</i>
11	Ms.U. Harita	Associate Professor	Member	<i>U. Harita</i>
12	Dr.V.N.Sailaja	Associate Professor	Member	<i>V.N. Sailaja</i>
13	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini Devi</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>Gidyonu Devarakonda</i>
15	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Student Member	<i>U. Aparna</i>
16	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik Reddy</i>
17	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B. Gandhi Naidu</i>
18	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G. Geethika Reddy</i>
19	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
20	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>

Dr. Ch Hanumantha Rao, Chairman, Students Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report of the decisions taken in the last meeting held on is not applicable as this is the first Meeting conducted in this Academic Year.**

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing about online or offline complaints.**

Chairman student Grievances redressal committee explained the remaining members about mechanism of Online/Offline grievances. No grievances were 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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.



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



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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 07.08.2023

## Orders of the Hon'ble Vice-Chancellor dt. 07.08.2023

### CIRCULAR

Sub: Meeting with SGRC Members on 09.08.2023 - Reg.

Ref: Letter dated 07.08.2023 from Dr. Ch. Hanumantha Rao, Chairman-Student Grievance Redressal Committee.

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This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 09.08.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

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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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting Held at Rose Hall Room

Meeting No	2	Date	09.08.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. M. Kishore Babu	Professor	Member	
5	Dr. Guntupalli Chakravarthi	Professor	Member	
6	Dr. Kakarla Hari Kishore	Professor	Member	

7	Dr.Kothamasu Kiran Kumar	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
10	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
11	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
12	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
13	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Student Member	<i>U.Aparna</i>
16	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>
17	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G.Geethika</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B.Gandhi</i>
20	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting**

Nil, No grievances raised in the last month

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing about online or offline complaints.**

No grievances raised in this month

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

There is no other items for discussion.

The meeting was concluded with the Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.



**Dean (Student Affairs)**

**(Dr. Ch. Hanumanth Rao)**  
Dean (Student Affairs)  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 14.09.2023

### Orders of the Hon'ble Vice-Chancellor dt. 14.09.2023

#### CIRCULAR

Sub: Meeting with SGRC Members on 15.09.2023 - Reg.

Ref: Letter dated 14.09.2023 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 15.09.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
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2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_csc@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
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12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodiniramana7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090 024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040 179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620 015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

  
REGISTRAR  
REGISTRAR

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

Mail & Hard copy to: Hon'ble President, KLEF  
Mail to: Hon'ble Vice-President, KLEF Presidents,  
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: Controller of Examinations-Dr.A.S.C.S.Sastry

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

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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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum /

Elect.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

### OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	3	Date	15.09.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members :

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
12	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>[Signature]</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>[Signature]</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting**

No grievances raised in that month

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing the issues and complaints raised by the students.**

Student named SK Yakoob Vali (ID No. 2300030833) submitted an online grievance on 13.09.2023, stating that he had forgotten his Outlook password and requested a password reset. He was contacted by the Dean (SA) office and advised to reach out to the admin in C208 for assistance.

Faculty member Samudra Vijay K raised a grievance regarding a sharp-edged tree branch hanging over the road near the library. This issue was escalated to the Gardening department on 13.09.2023 and resolved by 14.09.2023. This is provided for the information of the committee members.

**Agenda item-2:** Any other item, with the permission of the Chair. There is no other items for discussion.

The meeting was concluded with the Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.



**Dean (Student Affairs)**

**(Dr. Ch. Hanumantha Rao)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, YADDESWARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Admin Off: 29-36-38, Museum Road, Govenorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 05.10.2023

## Orders of the Hon'ble Vice-Chancellor dt. 05.10.2023

### CIRCULAR

Sub: Meeting with SGRC Members on 06.10.2024 - Reg.

Ref: Letter dated 05.10.2023 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 06.10.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodinirama7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
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16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
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19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty 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-President, KLEF Presidents,  
 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

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

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	4	Date	06.10.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
12	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>[Signature]</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>[Signature]</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

#### **Action taken report for the grievance raised during the last meeting**

Student named SK Yakoob Vali (ID No. 2300030833) submitted an online grievance on 13.09.2023, stating that he had forgotten his Outlook password and requested a password reset. He was contacted by the Dean (SA) office and advised to reach out to the admin in C208 for assistance.

Faculty member Samudra Vijay K raised a grievance regarding a sharp-edged tree branch hanging over the road near the library. This issue was escalated to the Gardening department on 13.09.2023 and resolved by 14.09.2023. This is provided for the information of the committee members.

**Discussion on Agenda Items:**

**Agenda Item-1:**

Faculty named S Dora Babu stated that his counseling student G Jayaram Venkata Nagasai Sarath(ID No 2300032762) forgot his outlook password. The problem is escalated to admin of email on 04.10.2023. The issue is resolved on the same day. This is provided for the information of the committee members.

**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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

*Ch. Hanumanthamma*

**Dean (Student Affairs)**  
**(Dr. Ch. Hanumanthamma Rao)**  
Kohel Education Foundation  
(Deemed to be University)  
Green Fields, VADDESWARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 06.11.2023

## Orders of the Hon'ble Vice-Chancellor dt. 06.11.2023

### CIRCULAR

Sub: Meeting with SGRC Members on 07.11.2023 - Reg.

Ref: Letter dated 06.11.2023 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 07.11.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
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13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodinirama7@kluniversity.in 9493400569	Member
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19	Ms. M.V. S. Jyothi	Student	2202030001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

  
**REGISTRAR**  
**REGISTRAR**

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Guntur District, Andhra Pradesh.

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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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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

Accredited by NAAC as 'A++' Grade University Approved by AICTE ISO 21001:2016 Certified

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	5	Date	07.11.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>Kishore</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>M.A.Hussain</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>Itta</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>Sailaja</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini Devi</i>
12	Ms.U. Harita	Associate Professor	Member	<i>Harita</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>Vijaya Ratnam</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>Gidyonu</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B.Gandhi</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G.Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U.Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

Faculty named S Dora Babu stated that his counseling student G Jayaram Venkata Nagasai Sarath(ID No 2300032762) forgot his outlook password. The problem is

escalated to admin of email on 04.10.2023. The issue is resolved on the same day. This is provided for the information of the committee members.

**Discussion on Agenda Items:**

**Agenda Item-1:** No grievances received 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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

*Ch. Hanumanth Rao*

**Dean (Student Affairs)**

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



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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 20.12.2023

### Orders of the Hon'ble Vice-Chancellor dt. 20.12.2023

#### CIRCULAR

Sub: Meeting with SGRC Members on 21.12.2023 - Reg.

Ref: Letter dated 20.12.2023 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 21.12.2023 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodinirama7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090 024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040 179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620 015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty 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-President, KLEF Presidents,  
 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

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

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	6	Date	21.12.2023
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
12	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>[Signature]</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>[Signature]</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

No grievances received during the last month

**Discussion on Agenda Items:**

**Agenda Item-1:**

A Student named Dheeraj Kondapalli (ID NO:200009010) raised a grievance through online on 19.12.2023 stating that he didn't receive his hall ticket in spite of paying the fee. This problem is escalated to account 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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

*Ch. Hanumanth Rao*

**Dean (Student Affairs)**

**(Dr. Ch. Hanumanth Rao)**

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



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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 04.01.2024

## Orders of the Hon'ble Vice-Chancellor dt. 04.01.2024

### CIRCULAR

Sub: Meeting with SGRC Members on 05.01.2024 - Reg.

Ref: Letter dated 04.01.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 05.01.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	h Rao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC , Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
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9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
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18	G. Geethika Reddy	Student	2200620015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
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20	Y Hema Pushpa	Student	2300080082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

**REGISTRAR**  
**REGISTRAR**

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

Mail & Hard copy to: Hon'ble President, KLEF  
Mail to: Hon'ble Vice-President, KLEF Presidents,  
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: Controller of Examinations-Dr.A.S.C.S.Sastry

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

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Mail to: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	7	Date	05.01.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>Kishore</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>Mohammed Ali Hussain</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>Itta</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>Sailaja</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini Devi</i>
12	Ms.U. Harita	Associate Professor	Member	<i>Harita</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>Vijaya Ratnam</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>Gidyonu</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B.Gandhi</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G.Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U.Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievances raised during the last meeting:**

A Student named Dheeraj Kondapalli(ID NO:200009010) raised a grievance through on line on 19.12.2023 stating that he didn't received his hall ticket in spite of paying the fee. This problem is escalated to account section.

Accounts section updated the fee amount in ERP on 23.12.2023

**Discussion on Agenda Items:**

**Agenda Item-1: Addressing about online or offline complaints.**

No grievances were 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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.



**Dean (Student Affairs)**

**(Dr. Ch. Hanumanth Rao)**

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



## Koneru Lakshmaiah Education Foundation

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2576129

Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 09.02.2024

### Orders of the Hon'ble Vice-Chancellor dt. 09.02.2024

#### CIRCULAR

Sub: Meeting with SGRC Members on 10.02.2024 - Reg.

Ref: Letter dated 09.02.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 10.02.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodiniramana7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

**REGISTRAR**  
**REGISTRAR**

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

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

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	8	Date	10.02.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
12	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B. Gandhi</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G. Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U. Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

No grievances were reported during this month.

**Discussion on Agenda Items:**

**Agenda Item-1:**

Student named Anjani Chalasani (ID No:2200039181) raised a grievance through online on 08.02.2024 stating that her operating system in sem-1 result is not found in ERP. This problem is escalated to controller of examinations on 08.02.2024.

**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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

*C. Hanumanth Rao.*

**Dean (Student Affairs)**

**(Dr. C. Hanumanth Rao)**  
Koneru Lakshmaiah Education Foundation  
(Deemed to be University)  
Green Fields, VADESWARAM-522502,  
Guntur Dist, Andhra Pradesh.



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Ref: KLEF/RO/Student Affairs/SGRC/2023-24

Date: 25.03.2024

## Orders of the Hon'ble Vice-Chancellor dt. 25.03.2024

### CIRCULAR

Sub: Meeting with SGRC Members on 27.03.2024 - Reg.

Ref: Letter dated 25.03.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 27.03.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	h Rao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC , Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodinirama7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty 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-President, KLEF Presidents,  
 Mail & Hard copy to: Hon'ble Pro Chancellor  
 Mail & Hurd copy to: Hon'ble Vice-Chancellor  
 Mail & Hard copy to: Pro Vice-Chancellors  
 Mail to: Chief Coordinating Officer-Dr.A. Jagadeesh

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

Mail to: Special Officer -Dr.A. Vani

Mail to: All Advisors / All Deans / All Principals / All Vice-Principals

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**  
**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	9	Date	27.03.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>Kishore</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>Mohammed Ali Hussain</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>Itta Rudra Murthy</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>Sailaja</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini Devi</i>
12	Ms.U. Harita	Associate Professor	Member	<i>U. Harita</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>Vijaya Ratnam</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>Gidyonu Devarakonda</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B. Gandhi</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G. Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U. Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema Pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik Reddy</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

Student named Anjani Chalasani (ID No:2200039181) raised a grievance through online on 08.02.2024 stating that her operating system in sem-1 result is not found in ERP. This problem is escalated to controller of examinations on 08.02.2024.

As per the information given by controller of examinations this grievance is resolved on 12.02.2024

**Discussion on Agenda Items:**

**Agenda Item-1:**

A student named V. Mohith Kumar (ID No 2100030884) raised a grievance in person to Associate Dean (SA) stating that he gave his laptop to sanjeev mechanical final year student on 02.03.2024. It has been 24 days but he didn't return his laptop.

**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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

**Dean (Student Affairs)**

**(Dr. Ch. Hanumantha Rao)**

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/SGRC/2023-24

Date: 01.04.2024

## Orders of the Hon'ble Vice-Chancellor dt. 01.04.2024

### CIRCULAR

Sub: Meeting with SGRC Members on 03.04.2024 - Reg.

Ref: Letter dated 01.04.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 03.04.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
9	Ms. A. Vijaya Ratnam	Psychology Counselor	8393	VEC	avijayaratnam@kluniversity.in 8106079479	Member
10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodiniramana7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090 024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040 179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620 015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

**REGISTRAR**  
**REGISTRAR**

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

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

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

P&D / R&D / Academics / IQAC / F&SA / Skill Development / 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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**  
**REGISTRAR**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	10	Date	03.04.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	Embuds Person
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>[Signature]</i>
12	Ms.U. Harita	Associate Professor	Member	<i>[Signature]</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>[Signature]</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>[Signature]</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>[Signature]</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>[Signature]</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>[Signature]</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

A student named V. Mohith Kumar(ID No 2100030884) raised a grievance in person to Associate Dean(SA) stating that he gave his laptop to sanjeev mechanical final year student on 02.03.2024. It has been 24 days but he didn't return his laptop.

Both of the student called were called by Dean(SA) on 27.03.2024. Sanjeev accepted that he took the laptop of mohith kumar and he will return it on 28.03.2024 and it was confirmed by mohith kumar that sanjeev returned the laptop on 28.03.2024

**Discussion on Agenda Items:**

**Agenda Item-1:**

A Student named Channu Eswar Prasad(ID No 2100560070) studing BBA raised a grievance in person to Associate Dean(SA) on 02.04.2024 stating that his bike was exchanged on 30.03.2024 at 7.00pm.

**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 Chairman, Student Grievances Redressel Committee thanking the members for their cooperation.

*Ch. Hanumanth Rao*

**Dean (Student Affairs)**  
**(Dr. Ch. Hanumanth Rao)**  
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/SGRC/2023-24

Date: 06.05.2024

## Orders of the Hon'ble Vice-Chancellor dt. 06.05.2024

### CIRCULAR

Sub: Meeting with SGRC Members on 07.05.2024 - Reg.

Ref: Letter dated 06.05.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 07.05.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### **Agenda:**

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

### **STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)**

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
1	Dr. Ch Hanumantha Rao	Professor & Dean (Student Affairs)	2004	Civil	hrao_ce@kluniversity.in 9985119909	Chairman
2	Dr. K. RuthRamya	Associate Professor & Associate Dean Student Affairs & Convener WDC	1901	CSE	ramya_cse@kluniversity.in 9440307606	Convener
3	Dr. V. Bala Mohan Das	Former VC ,Acharya Nagarjuna University			vbmdas@rediffmail.com 9848010187	Ombuds person

4	Dr.Guntupalli Chakravarthi	Professor	4364	Pharmacy	chakra_varthi123@kluniversity.in 8374138048	Member
5	Dr.Kakarla Hari Kishore	Professor	2457	ECE	kakarla.harikishore@kluniversity.in 9440959907	Member
6	Dr.Kothamasu Kiran Kumar	Professor	3168	CSA	kiran5434@kluniversity.in 9441065612	Member
7	Dr. Mohammed Ali Hussain	Professor	3132	IOT	dralihussain@kluniversity.in 7893704888	Member
8	Dr. M. Kishore Babu	Professor	1455	MBA	kishore@kluniversity.in 8008066060	Member
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11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
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14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090 024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033 590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040 179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620 015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030 001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080 082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting

**REGISTRAR**  
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Guntur District, Andhra Pradesh.

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

Mail to: 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

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Mail to: Librarian

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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: GM-Purchases / Manager–Campus Ambience & Beautification-Mr.T Shakthi Swaroop

Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum /

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	11	Date	07.05.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>Vijay</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>M. Hussain</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>Itta</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>Sailaja</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini Devi</i>
12	Ms.U. Harita	Associate Professor	Member	<i>U. Harita</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>A. Vijaya Ratnam</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>D. Gidyonu</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>B. Gandhi</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G. Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U. Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievance raised during the last meeting:**

A Student named Channu Eswar Prasad(ID No 2100560070) studying BBA raised a grievance in person to Associate Dean(SA) on 02.04.2024 stating that his bike was exchanged on 30.03.2024 at 7.00pm.

Dean(SA) informed the ET facilities team to take the CC TV footage on 03.04.24 it was found S.Sai Dhanush took his vehicle. Dhanush also accepted it the grievance is closed on 04.04.2024

**Discussion on Agenda Items:**

**Agenda Item-1:**

No grievances were 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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.



**Dean (Student Affairs)**

**(Dr. Ch. Hanumantha Rao)**  
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/SGRC/2023-24

Date: 06.06.2024

## Orders of the Hon'ble Vice-Chancellor dt. 06.06.2024

### CIRCULAR

Sub: Meeting with SGRC Members on 07.06.2024 - Reg.

Ref: Letter dated 06.06.2024 from Dr. Ch. Hanumantha Rao, Chairman -Student Grievance Redressal Committee.

\*\*\*

This is to inform that Student Grievance Redressal Committee(SGRC) meeting is scheduled to be convened on 07.06.2024 from 2.00 P.M to 3:00 P.M. The meeting will be conducted in Rose Hall room. All the members of Student Grievance Redressal Committee listed below shall attend the meeting without fail.

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

S. No	Name of the Faculty/Staff/ Student	Designation	Emp. ID	Dept.	Email Id & Phone Number	Position
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10	Mr.Itta Rudra Murthy	Assistant Professor	7918	Architecture	irudramurthy@kluniversity.in 9849651313	Member
11	Ms.U. Harita	Associate Professor	4697	BES-1	uharita@kluniversity.in 9962840289	Member
12	Dr.V.N.Sailaja	Associate Professor	3664	MBA	drvedalasailaja@kluniversity.in 9491735754	Member
13	Dr.G. Vinodini Devi	Assistant Professor	6957	Law	vinodinirama7@kluniversity.in 9493400569	Member
14	Mr. Gidyonu Devarakonda	Office Assistant	3211	IOT	dgideon@kluniversity.in 9032937009	Member
15	U. Aparna	Student	2200090024	CSIT II Year	2200090024@kluniversity.in 9573939271	Member
16	K. Karthik Reddy	Student	2300033590	CSE I Year	2300033590@kluniversity.in 7780716404	Student Member
17	B. Gandhi Naidu	Student	2100040179	ECE III Year	2100040179@kluniversity.in 9676835301	Student Member
18	G. Geethika Reddy	Student	2200620015	Agriculture III Year	2200620015@kluniversity.in 8328699582	Student Member
19	Ms. M.V. S. Jyothi	Student	2202030001	Ph.D Scholar, CSE	2202030001@kluniversity.in 9704787363	Research Scholar
20	Y Hema Pushpa	Student	2300080082	AI& DS I Year	2300080082@kluniversity.in 9848572587	Student Member

The HoDs are requested to ensure that this information is brought to the notice of all the Faculty members concerned of their respective departments and ensure their participation in the above meeting



**REGISTRAR**  
**REGISTRAR**

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

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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: 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

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Mail to: Professor In-charge, Technical Maintenance / Liberal Arts Club-Dr.R Subhakara Raju

Mail to: Physical Edn. /Library / Gen.Maintenance / Transport / Construction / Central Stores / Girls' Hostel/Boys' Hostel / Exam.Sec / Automation / SyTe / ET S&A Groyp / IQAC / VEC / CAES / ASAS / Intl Relations / Hobby Clubs / Help Desk / PIPS / Women's Forum / Elecl.Wing / Security / Canteen

Mail to: In-charge Dean (Student Affairs)

Director-SAC

All Faculty

All Students

Thanks & Regards



**Dr. K. Subba Rao**

**REGISTRAR**

**KONERU LAKSHMAIAH EDUCATION FOUNDATION**

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

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## OFFICE OF DEAN STUDENT AFFAIRS

### Students Grievances Redressal Committee(SGRC)

#### Minutes of the meeting held at Rose Hall room

Meeting No	12	Date	07.06.2024
Academic Year	2023-24	Time	2.00pm

#### Agenda:

1. Addressing about resolving the online and offline complaints.
2. Any other relevant matters

#### Members:

S. No	Name of the Faculty/Staff/Student	Designation	Nominated as	Signature
1	Dr. Ch. Hanumantha Rao	Professor & Dean (Student Affairs)	Chairman	
2	Dr. K. Ruth Ramya	Associate Professor & Associate Dean Student Affairs & Convener WDC	Convener	
3	Dr. V. Bala Mohan Das	Former VC, Acharya Nagarjuna University	Ombuds person	
4	Dr. Guntupalli Chakravarthi	Professor	Member	
5	Dr. Kakarla Hari Kishore	Professor	Member	
6	Dr. Kothamasu Kiran Kumar	Professor	Member	

7	Dr.M. Kishore Babu	Professor	Member	<i>[Signature]</i>
8	Dr. Mohammed Ali Hussain	Professor	Member	<i>[Signature]</i>
9	Mr.Itta Rudra Murthy	Assistant Professor	Member	<i>[Signature]</i>
10	Dr.V.N.Sailaja	Associate Professor	Member	<i>[Signature]</i>
11	Dr.G. Vinodini Devi	Assistant Professor	Member	<i>Vinodini devi</i>
12	Ms.U. Harita	Associate Professor	Member	<i>U Harita</i>
13	Ms. A. Vijaya Ratnam	Psychology Counselor	Member	<i>[Signature]</i>
14	Mr. Gidyonu Devarakonda	Office Assistant	Member	<i>Gidyonu</i>
15	B. Gandhi Naidu	2100040179 ECE, 3 <sup>rd</sup> Year	Student Member	<i>Bhandh</i>
16	G. Geethika Reddy	2200620015 Agriculture, 3 <sup>rd</sup> Year	Student Member	<i>G. Geethika</i>
17	U. Aparna	2200090024 CS & IT 2 <sup>nd</sup> Year	Member	<i>U Aparna</i>
18	M.V.S. Jyothi	2202030001 Ph. D Scholar, CSE	Research Scholar	<i>Jyothi</i>
19	Y Hema Pushpa	2300080082 AI & DS, 1 <sup>st</sup> Year	Student Member	<i>Hema pushpa</i>
20	K. Karthik Reddy	2300033590 CSE, 1 <sup>st</sup> Year	Student Member	<i>Karthik</i>

Dr.Ch. Hanumantha Rao, Chairman, Student Grievance Redressal Committee welcomed all the committee members for the meeting.

**Action taken report for the grievances raised during the last meeting:**

No grievances were reported during the last month.

Discussion on Agenda Items:

**Agenda Item-1:**

A Student named Tamma Sesidhar Reddy(ID No 2300090315) raised a grievance through on line on 05.06.2024 stating that he got 62 marks in DDCA subject but in ERP it is showing as F grade. This grievance is escalated to Controller of Examination.

**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 Chairman, Student Grievances Redressal Committee thanking the members for their cooperation.

*Ch. Hanumanth Rao*

**Dean (Student Affairs)**

**(Dr. Ch. Hanumantha Rao)**

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