

**CONSTITUTION AND MINUTES
OF STUDENT GRIEVANCE
REDRESSAL COMMITTEE**



GRIEVANCE REDRESSAL PROTOCOL

Student with the problem/an issue approached the grievance committee



The committee discusses about the issue and proposes the possible ways of management by



Decision made by institution committee members

Decision made by institution committee members and other sources like parents, psychologists and any other



Execution of the redressal protocol with follow-up



Yes



Intervention successful



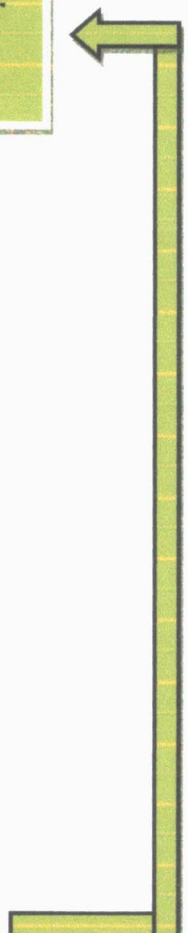
No



Issue resolved



Modification of the plan of management



Subbar
PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM, EAST GODAVARI DISTRICT, A.P.

DENTAL COLLEGE & HOSPITAL

Recognized by Govt. of India MH & FW. No: V.12017/5/2019-DE 14.03.2019, Affiliated to Dr.NTR UHS, Vijayawada

Date: 21-04-2022

CIRCULAR

Student Grievance Redressal Committee

Dear committee Members,

This is to bring to your kind notice that the meeting on Student Grievance Redressal is scheduled on 24/04/2022. Please kindly attend without fail.

Agenda: Educate the students about Grievance redressal and its importance.


Chairperson

(Dr. V. Shiva Kumar)
PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.DL.A.P.


Convener

(Dr. A. Jyothi)



DENTAL COLLEGE & HOSPITAL

Recognized by Govt. of India MH & FW. No: V.12017/5/2019-DE 14.03.2019, Affiliated to Dr.NTR UHS, Vijayawada

MINUTES OF THE MEETING OF THE STUDENT GRIEVANCE REDRESSAL

COMMITTEE HELD ON 26-04-2022 AT 3:30 PM IN THE LECTURE GALLERY- 1,
KIMS DENTAL COLLEGE AND HOSPITAL.

MEMBERS OF THE MEETING:

1.	Dr. V. Shiva Kumar	Chairperson
2.	Dr. A. Jyothi	Convener
3.	Dr. K. Sreeha	Member
4.	Dr. G. Kartheek	Member
5.	Dr. A. V. Maheedhar	Member
6.	Dr. M. Veera Kumari	Member
7.	Mr. Vijay Kumar	Member

The meeting was chaired by Dr. Shiva Kumar, the chairperson, the grievance committee members, KIMS Dental College and Hospital.

The agenda as to be discussed were taken up by the committee.

The following resolutions were passed.

AGENDA NO.1:

Members discussed about the methods for self motivational and soft skill development for the undergraduate students.

AGENDA NO.2:

Interactive class room discussions for the students with the respective class incharge to be encouraged.

AGENDA NO.3:

Mentioning the student's personal and family issues and its ill effects on the studies through parent-teacher meetings.



NOTE:

SUB: KIMS Dental College and Hospital, Amalapuram- Grievance redressal committee meeting held on 26-04-2022; Draft Minutes for approval regarding.

The students Grievance Redressal Committee meeting was held on 26-04-2022. The draft minutes of the above meeting is placed below for kind inspection and approval.

Shiva

Chairperson

(Dr. V. Shiva Kumar)
PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.DT., A.P

ACTION TAKEN

ACADEMIC YEAR 2021- 2022

Student grievance redressal committee meeting for the academic year 2021-2022

Agenda: student grievance addressed by Principal, Redressal committee member/year incharge and Redressal measures were followed immediately. For improved results psychiatric counseling was given from the college.

Minutes:

S. NO	DATE	ISSUE ADRESSED	REDRESSAL MEASURES TAKEN
1.	07-08-2021	Student had problems with friends and other faculty members	Issues identified and counseling was given. Positive reinforcement was done.
2.	25-09-2021	Irregular to the classes.	Parents were informed regarding this. Student was counseled.
3.	12-12-2021	Counseling for final years students	Issues of the students were addressed and remedial counseling was given.
4.	21-01-2022	Motivational class	Issues of the students were addressed and remedial counseling was given.
5.	29-02-2022	Seminar on how to improve communication and soft skills	Group session and discussion was done.
6.	14-03-2022	Questionnaire to assess student problems was given	Group counseling done.
7.	17-03-2022	Lack of interest and disoriented in classes.	Counseled to improve the memory power and emotional support from the parents was advised to make her comfortable.
8.	09-04-2022	Orientation program for students having backlogs.	Issues of the students were addressed. Ways to improve reading and writing skills were suggested.



Date: 21-07-2020

CIRCULAR

Student Grievance Redressal Committee

Dear committee Members,

This is to bring to your kind notice that the meeting on Student Grievance Redressal is scheduled on 24/07/2020. Please kindly attend without fail.

Agenda: Educate the students about Grievance redressal and its importance.

Chairperson

(Dr. V. Shiva Kumar)

PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.D. A.P.

Convener

(Dr. A. Jyothi)



**MINUTES OF THE MEETING OF THE STUDENT GRIEVANCE REDRESSAL
COMMITTEE HELD ON 29-07-2020 AT 3:00 PM IN THE LECTURE GALLERY- 2,
KIMS DENTAL COLLEGE AND HOSPITAL.**

MEMBERS OF THE MEETING:

1.	Dr. V. Shiva Kumar	Chairperson
2.	Dr. A. Jyothi	Convener
3.	Dr. K. Sreeha	Member
4.	Dr. G. Kartheek	Member
5.	Dr. A. V. Maheedhar	Member
6.	Dr. M. Veera Kumari	Member
7.	Mr. Vijay Kumar	Member

The meeting was chaired by Dr. Shiva Kumar, the chairperson, the grievance committee members, KIMS Dental College and Hospital.

The agenda as to be discussed were taken up by the committee.

The following resolutions were passed:

AGENDA NO.1:

Conducting interactive sessions for the students to overcome the professional hurdles.

AGENDA NO.2:

Behavior modification programs and psycho-social education to the students to make them extroverts and expressive personalities.

AGENDA NO.3:

Members of the Redressal committee were suggested to put their maximum efforts to reach out the students and solve their problems.

AGENDA NO.4:

It was suggested that the members of the redressal cell should report the student grievances on regular basis for the smooth functioning of the institution.

NOTE:

SUB: KIMS Dental College and Hospital, Amalapuram- Grievance redressal committee meeting held on 29-07-2020; Draft Minutes for approval regarding.

The students Grievance Redressal Committee meeting was held on 29-07-2020. The draft minutes of the above meeting of the above meeting is placed below for kind inspection and approval.



Chairperson

(Dr. V. Shiva Kumar)

PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.DT., A.P

ACTION TAKEN

ACADEMIC YEAR 2020- 2021

Student grievance redressal committee meeting for the academic year 2020-2021

Agenda: student grievance addressed by Principal, Redressal committee member/year incharge and Redressal measures were followed immediately. For improved results psychiatric counseling was given from the college.

Minutes:

S. NO	DATE	ISSUE ADRESSED	REDRESSAL MEASURES TAKEN
1.	08.08.2020	Student had the difficulty in understanding and studying the subject	An intern was attached to the student for constant help in understanding the subject
2.	17.11.2020	Student was irregular to the college and scoring less marks in the internal exams	Regular monitoring of the student's status in the college and counseling to the parents through phone calls till he/she is regular.
3.	14.01.2021	Student was depressed and demotivated due to exam failure	Counseling by the year incharge. Guidance was given from faculty and seniors.
4.	04.03.2021	Requirement of lockers	The lockers were ordered and issued to the students immediately.
5.	11.04.2021	Student was irregular to the college and did not attend to the internal exam.	Informed to the parents through phone call. Guidance was given by the interns and faculty.



Date: 16-08-2019

CIRCULAR

Student Grievance Redressal Committee

Dear committee Members,

This is to bring to your kind notice that the meeting on Student Grievance Redressal is scheduled on 19/08/2019. Please kindly attend without fail.

Agenda: Educate the students about Grievance redressal and its importance.

Shiva

Chairperson

(Dr. V. Shiva Kumar)
PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.DIL A.P.

Jyothi

Convener

(Dr. A. Jyothi)



**MINUTES OF THE MEETING OF THE STUDENT GRIEVANCE REDRESSAL
COMMITTEE HELD ON 21-08-2019 AT 4:00 PM IN THE LECTURE GALLERY- 2,
KIMS DENTAL COLLEGE AND HOSPITAL**

MEMBERS OF THE MEETING:

1.	Dr. V. Shiva Kumar	Chairperson
2.	Dr. A. Jyothi	Convener
3.	Dr. K. Sreeha	Member
4.	Dr. G. Kartheek	Member
5.	Dr. A. V. Maheedhar	Member
6.	Dr. M. Veera Kumari	Member
7.	Mr. Vijay Kumar	Member

The meeting was chaired by Dr. Shiva Kumar, the chairperson, the grievance committee members, KIMS Dental College and Hospital.

The agenda as to be discussed were taken up by the committee.

The following resolutions were passed.

AGENDA NO.1:

To discuss the general progress and overall performance of the redressal cell.

AGENDA NO.2:

Importance of mentors spending quality time with the students for making them comfortable in difficult situations.

AGENDA NO.3:

To propose different ways and methods to engage the parents in regular parents-teachers meeting.

AGENDA NO.4:

To evaluate the outcome of student-mentor interaction program and its effect on overall performance of grievance redressal mechanism.

NOTE:

SUB: KIMS Dental College and Hospital, Amalapuram- Grievance redressal committee meeting held on 21-08-2019; Draft Minutes for approval regarding.

The students Grievance Redressal Committee meeting was held on 21-08-2019. The draft minutes of the above meeting is placed below for kind inspection and approval.



Chairperson

(Dr. V. Shiva Kumar)

**PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.DL, A.P.**

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Principal
KIMS Dental College
& Hospital
Smallaram-G.D.A.P.

ACTION TAKEN

ACADEMIC YEAR 2019- 2020

Student grievance redressal committee meeting for the academic year 2019-2020

Agenda: student grievance addressed by Principal, Redressal committee member/year incharge and Redressal measures were followed immediately. For improved results psychiatric counseling was given from the college.

Minutes:

S. NO	DATE	ISSUE ADRESSED	REDRESSAL MEASURES TAKEN
1.	30-08-2019	Student is irregular to the classes	Student along with the Parents were sent for psychiatric counseling. Constant follow up done.
2.	25-09-2019	Student has difficulty in completing the record works and lab works.	Continuous motivation and counseling given. Support was given from friend to finish the works.
3.	12-12-2019	Student was not able to concentrate in his studies	Methods to relax like Breathing exercises were suggested. Positive self affirmation with counseling given.
4.	21-02-2020	Depression and suicidal thoughts	Informed to the parents. Psychiatric counseling was given.
5.	29-04-2020	Student feels misfit to the course	Motivation was given to the student and explained about the benefits of joining this course.
6.	14-05-2020	Multiple times failed in the first year exams	Extra classes were conducted after college hours and encouragement was given by inters, PGs.
7.	17-06-2020	Student was from Telugu medium and finding difficulty to catch-up with others.	Special classes were taken in Telugu for few days to make the student comfortable. Assigned a student to make him understand the subject.

8.	09-07-2020	Personal issues and pending preclinical works.	Personal issues identified. Counseling was given by the class mentor. One of her friends was assigned to help with the pending work.
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Date: 05-07-2018

CIRCULAR

Student Grievance Redressal Committee

Dear committee Members,

This is to bring to your kind notice that the meeting on Student Grievance Redressal is scheduled on 08/07/2018. Please kindly attend without fail.

Agenda: Educate the students about Grievance redressal and its importance.

V. Shiva Kumar

Chairperson

(Dr. V. Shiva Kumar)

**KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.Dt., A.P**

A. Jyothi

Convener

(Dr. A. Jyothi)



**MINUTES OF THE MEETING OF THE STUDENT GRIEVANCE REDRESSAL
COMMITTEE HELD ON 10-07-2018 AT 3:00 PM IN THE LECTURE GALLERY- 1,
KIMS DENTAL COLLEGE AND HOSPITAL.**

MEMBERS OF THE MEETING:

1.	Dr. V. Shiva Kumar	Chairperson
2.	Dr. A. Jyothi	Convener
3.	Dr. K. Sreeha	Member
4.	Dr. G. Kartheek	Member
5.	Dr. A. V. Maheedhar	Member
6.	Dr. M. Veera Kumari	Member
7.	Mr. Vijay Kumar	Member

The meeting was chaired by Dr. Shiva Kumar, the chairperson, the grievance committee members, KIMS Dental College and Hospital.

The agenda as to be discussed were taken up by the committee.

The following resolutions were passed.

AGENDA NO.1:

The committee members have suggested some valuable notes for the success of this committee. The 3 key factors for success include students, teachers, and parents.

AGENDA NO.2:

Faculty, students, and parents should work in harmony to achieve the best output.

AGENDA NO.3:

Members have discussed the goals of the committee and student grievance redressal modalities.

AGENDA NO.4:

Students have been encouraged to express their views, ideas, and thoughts without any hesitation for the redressal mechanism.

NOTE:

SUB: KIMS Dental College and Hospital, Amalapuram- Grievance redressal committee meeting held on 10-07-2018; Draft Minutes for approval regarding.

The students Grievance Redressal Committee meeting was held on 10-07-2018. The draft minutes of the above meeting is placed below for kind inspection and approval.



Chairperson

(Dr. V. Shiva Kumar)

**PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.Dt., A.P**

ACTION TAKEN

ACADEMIC YEAR 2018- 2019

Student grievance redressal committee meeting for the academic year 2018-2019

Agenda: student grievance addressed by Principal, Redressal committee member/year incharge and Redressal measures were followed immediately. For improved results psychiatric counseling was given from the college.

Minutes:

S. NO	DATE	ISSUE ADRESSED	REDRESSAL MEASURES TAKEN
1.	13-08-2018	Student had depression problem and have negative thoughts on life.	Positive self affirmation with counseling given. Methods for relaxation were suggested.
2.	22-10-2018	Student was not mingling with other batchmates and has health issues.	Student was counseled and dealt with utmost care.
3.	19-11-2018	Student was suffering from poor memory and has not concentrated on studies.	Psychiatric counseling was given to assess the student's I.Q. Guidance was given from faculty and seniors.
4.	09-12-2018	Student has problem with her roommate.	Counseling was given to both the students and was advised to be friendly.
5.	12-02-2019	Student has anxiety problem and she is self injuring herself.	Parents were informed regarding this. Student was sent to home and advised for psychiatric counseling.
6.	18-04-2019	Mobile addiction and was scoring less marks in the exams.	Parent was informed to spend time with the student and advised to engage the students in other works.
7.	17-05-2019	Group counseling for second year supplementary students.	To motivate and increase their self confidence.



Date: 12-08-2017

CIRCULAR

Student Grievance Redressal Committee

Dear committee Members,

This is to bring to your kind notice that the meeting on Student Grievance Redressal is scheduled on 25/08/2017. Please kindly attend without fail.

Agenda: Educate the students about Grievance redressal and its importance.

Chairperson

(Dr. V. Shiva Kumar)

PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
CHAITANYA HEALTH CITY
AMALAPURAM, EAST GODAVARI DISTRICT
A.P. - 533201

Convener

(Dr. A. Jyothi)



**MINUTES OF THE MEETING OF THE STUDENT GRIEVANCE REDRESSAL
COMMITTEE HELD ON 28-08-2017 AT 3:30 PM IN THE LECTURE GALLERY- 1,
KIMS DENTAL COLLEGE AND HOSPITAL.**

MEMBERS OF THE MEETING:

1.	Dr. V. Shiva Kumar	Chairperson
2.	Dr. A. Jyothi	Convener
3.	Dr. K. Sreeha	Member
4.	Dr. G. Kartheek	Member
5.	Dr. A. V. Maheedhar	Member
6.	Dr. M. Veera Kumari	Member
7.	Mr. Vijay Kumar	Member

The meeting was chaired by Dr. Shiva Kumar, the chairperson, the grievance committee members, KIMS Dental College and Hospital.

The agenda as to be discussed were taken up by the committee.

The following resolutions were passed.

AGENDA NO.1:

Members discussed about the methods for self motivational and soft skill development for the undergraduate students.

AGENDA NO.2:

Interactive class room discussions for the students with the respective class incharge to be encouraged.

AGENDA NO.3:

Mentioning the student's personal and family issues and its ill effects on the studies through parent-teacher meetings.

NOTE:

SUB: KIMS Dental College and Hospital, Amalapuram- Grievance redressal committee meeting held on 28-08-2017; Draft Minutes for approval regarding.

The students Grievance Redressal Committee meeting was held on 28-08-2017. The draft minutes of the above meeting is placed below for kind inspection and approval.



Chairperson

(Dr. V. Shiva Kumar)

**PRINCIPAL
KIMS DENTAL COLLEGE
& HOSPITAL
AMALAPURAM-E.G.D.L.A.P**

ACTION TAKEN

ACADEMIC YEAR 2017- 2018

Student grievance redressal committee meeting for the academic year 2017-2018

Agenda: student grievance addressed by Principal, Redressal committee member/year incharge and Redressal measures were followed immediately. For improved results psychiatric counseling was given from the college.

Minutes:

S. NO	DATE	ISSUE ADRESSED	REDRESSAL MEASURES TAKEN
1.	16-09-2017	Student was irregular to the college and scoring less marks in the internal exams	Regular monitoring of the student's status in the college and counseling to the parents through phone calls till he/she is regular.
2.	28-10-2017	Group counseling for second year supplementary students.	To motivate and increase their self confidence.
3.	09-11-2017	Student was suffering from poor memory and has not concentrated on studies.	Psychiatric counseling was given to assess the student's I.Q. Guidance was given from faculty and seniors.
4.	21-01-2018	Student was not able to concentrate in his studies	Methods to relax like Breathing exercises were suggested. Positive self affirmation with counseling given.
5.	14-02-2018	Mobile addiction and was scoring less marks in the exams.	Parent was informed to spend time with the student and advised to engage the students in other works.
6.	17-03-2018	Irregular to the classes.	Parents were informed regarding this. Student was counseled.
7.	09-05-2018	Orientation program for students having backlogs.	Issues of the students were addressed. Ways to improve reading and writing skills were suggested.