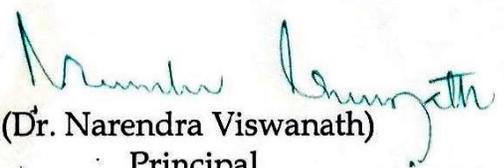


The following are the list of Decentralized Committees in the Institution.

Sl. No	Name of the committee	Page No.
1	Internal Quality Assurance Cell	2
2	Website Committee	3
3	Maintenance and Service Cell	4
4	Electrical Maintenance Committee	5
5	Examination committee	6
6	Academic Monitoring Committee (AMC)	8
7	Anti Ragging Committee	9
8	Purchase Committee	15
9	SC / ST / OBC Committee	19
10	College Internal Complaint Committee (CICC)	21
11	Internal Committee for Students with Disabilities	23
12	Grievance Redressal Committee	31
13	Institution Innovation Council Committee	38


(Dr. Narendra Viswanath)

Principal

PRINCIPAL

SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.

Shridevi Institute of Engineering and Technology
(Recognized by Govt of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)
Sira Road, Tumakuru – 572 106



Internal Quality Assurance Committee



Ref: SIET/IQAC/2022-23/

Date: 10-01-2023

Internal Quality Assurance Committee (IQAC) has been reconstituted with the following members. A meeting of the new members has been convened on 10th Jan 2023.

Composition of the committee.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2.	Dr. Nagaraj C Professor, Dept of Civil Engg	Convener	C. Nagaraj -
3.	Dr. N Chandrasekhar, Professor and Head Dept of Chemistry	Member	 - 14/01/2023
4.	Dr. Basavesha D Professor and Head Dept of CSE	Member	 14/1/23
5.	Dr. Dinesha H A Professor, Dept of CSE	Member	 - 14/1/23
6.	Prof. Prathap B N Asst. Professor, Dept of MBA	Member	
7.	Mr. Mantesh Office Superintendent	Member	

(Dr. Narendra Viswanath)
Principal



Sri Shridevi Charitable Trust (R)
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NH-4, Sira Road, Tumkur - 572 106, Karnataka



ADMINISTRATIVE OFFICE

Ref: SCT/SIET/Office/2022-23/99

Date: 08-07-2022

OFFICE ORDER

With a view to upgrade and redesign the college website the following committee has been constituted with immediate effect,

Sl.No.	Name	Department
1	Dr. Suhas G. K ✓	ISE (Web page Co-ordinator)
2	Mr. Basavesh D ✓	CSE (Social Media) <i>Bo</i>
3	Mr. Praveen Kumar T M ✓	MBA (Admission and Publicity) <i>Pinda</i>
4	Mr. Anjana Murthy M ✓	Training and Placement <i>R</i>
5	Mr. Raghavendra N	CMD <i>NR</i>
6	Mrs. Veena N.D ✓	CSE <i>Murugan</i>
7	Dr. Charan K V ✓	AI & DS
8	Mr. Pradeep Kumar S S ✓	ECE
9	Mrs. Shwetha T M ✓	EEE <i>S</i>
10	Mr. Santhosh T U ✓	ME <i>Saravanan</i>
11	Mr. Manogna H N ✓	Civil <i>Manogna</i>
12	Mrs. Grace Hemalatha ✓	MBA <i>GA</i>
13	Mrs. Rashmi S.B	Applied Science <i>Rashmi</i>
14	Mr. Raghavendra Jattennavar ✓	PED (Sports)
15	Ms. Sumalatha H ✓	Library <i>Sumalatha</i>

The Committee should work towards redesigning the website and is mainly responsible for keeping the website up to date.

Narendra Viswanath
(Dr. Narendra Viswanath)
Principal 8/7/22

Copy to: The Director (HR &IT) -for kind information

HOD's: *bc* ECE/ *bc* EEE/ *bc* ME/ *bc* CSE/AIDS/ *bc* ISE/ *bc* CMD/ *bc* CV/ *bc* MBA/ *bc* Phy/ *bc* Chem/
bc Maths/ *bc* T&P Cell/ *bc* Library/Sports/ OS

All Members

Narendra Viswanath
PRINCIPAL
SIET, TUMAKURU.



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ADMINISTRATIVE OFFICE



Ref: SIET/OFFICE/2022-23/104

Date: - 25/08/2022

CIRCULAR – MAINTENANCE AND SERVICES CELL

This is inform all Concerned (SIET Main Building) that all maintenance and services and any additional maintenance services requirements must be entered in a register kept in the maintenance cell. Mr. Chandramohan M, Department of Maintenance and Services will be in-charge of the maintenance cell. All queries regarding the above must be reported to him for further needful.

(Handwritten signature)

(Dr. Narendra Viswanath)

Principal
PRINCIPAL

SHRIDEVI INSTITUTE OF
 ENGINEERING & TECHNOLOGY
 TUMKUR - 572106

Copy to: Director HR & IT for kind information

Principal - Shridevi Degree College *25/8/22*

Principal - Shridevi Polytechnic *25/8/22*

HOD's: ECE/ EEE/ ME /CSE/AIDS/ISE/CE/ Phy/ Chem/ Maths /1st year Dept/

MBA/OS/ T&E Cell/ Library/ Sports/ Store/ *25/8/22*

(Handwritten signature)

PRINCIPAL
 SIET., TUMAKURU.



Sri Shridevi Charitable Trust (R)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Recognized by Govt. of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)



NH-4, Sira Road, Tumkur - 572 106, Karnataka

Ref: SIET/Office/2021-22/ 98

Date: 07-06-2022

CIRCULAR-ELECTRICAL MAINTENANCE CELL

This is to inform all Concerned (SIET Main Building) that an Electrical Maintenance Cell is established in the Department of Electrical and Electronics Engineering, with immediate effect. All Electrical maintenance and repairs, and any additional Electrical service requirements must be entered in a register kept in the maintenance cell. Mr. Vijayendra, Department of Electrical and Electronics Engineering will be in-charge of the maintenance cell. All queries regarding the above must be reported to him for further needful.

(Handwritten Signature)
(Dr. Narendra Viswanath)

Principal 7/6/22
PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106

Copy to : Director HR & IT for information *ugh PN*
Mr. Brahmadevaih T V, AO - Shridevi Charitable Trust for information
Mr. Jitendra, Electrical Engineer for information
Principal - Shridevi Degree College *Dec 08/6/22*
Principal - Shridevi Polytechnic *1/10/22*
Trust Office *1/10/22*
HODs: CSE/ECE/EE/ME/ISE/CV/AIIS/MBA/ I Year/ Admin Office/ Library / Central
Stores/ CMD/Maintenance *8/6*

Prithvi . S . K
08/06/2022

(Handwritten Signature)
PRINCIPAL
SIET., TUMAKURU.



Sri Shridevi Charitable Trust (R)
SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY
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NH-4, Sira Road, Tumkur - 572 106, Karnataka

ADMINISTRATIVE OFFICE

Ref: SIET/Office/2020-21/ 36

Date: 29/01/2021

OFFICE ORDER

The following staff members are assigned duties for the conduction of VTU Theory Exams Jan/Feb/2021 for the period shown against their names.

Sl. No.	Date	Administrative Staff	Name	Department	Signature
01	21-01-2021 to Till completion of Exam	OS	Mr. Mantesh	Office	
02		Clerk	Mr. Gurulinga Keerthi	ME	Bhl
03		Typist	Mr. Raghu G.S	Office	
			Mrs. Mamatha P	Office	
04		Clerk	Mr. Manikeshava T G ✓	Office	fly
05		Attenders	Mr. Chandrashekar T S ✓	Library	TS
06			Mr. Shashidhar V R ✓	CV	Shashidhar
07			Mr. Nagaraj N H ✓	CV	NH
08			Mr. Naresh Babu P A ✓	CHE	PA
09			Mr. Shivanna D S	ME	SA
10			Mr. Maruthiprakash Gowda	Library	MPP
11			Mr. Somashekar ✓	CSE	PS
12			Mrs. Shashikala ✓	Office	Shashikala
13			Mrs. Jyothi	ECE	Jyothi
14	Mr. Manjunatha		MBA	Manjunatha	

(Dr. Narendra Viswanath)
Principal 29/1/21

Copy to: HODs: CS/EE/ME/CV/MBA/CHEM/LIBRARY/OFFICE.

PRINCIPAL
SIET, TUMAKURU.



Ref: SIET/Office/2020-21/

Date: 10-06-2020

Circular

All the mentors are hereby informed to talk to students and parents to obtain feedback about Online Teaching, Contact classes after the lockdown, offline Exams etc as per the circular issued from Govt of Karnataka and VTU.

While taking feedback mentors are advised to get specific information/ feedback about Online Teaching of subjects.

General Questionnaire is provided herewith to facilitate feedback process.

All HoDs are hereby informed to consolidate the mentor reports in a single file and submit the same to the undersigned latest by 15-06-2020 for onward submission to VTU.

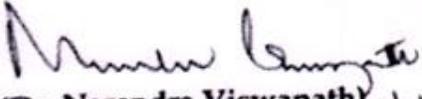
Questionnaire for Feedback

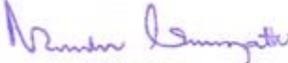
From Students:

- Are you satisfied with Online Teaching?
- Do you feel extra contact hours of Teaching is required after the Lockdown is open before conducting Final Exam?
- How many hours of teaching you prefer before the final Exam?
- When and how do you think final Exams must be conducted?

From Parents:

- Are you ready to send your ward to the College for contact classes after the lockdown?
- What is your Opinion about conducting regular Offline final Exams?
- Are you satisfied with Online Teaching to your ward?
- Any other feedback


(Dr. Narendra Viswanath) 10/6/2020
Principal


PRINCIPAL
SIET, TUMAKURU.

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Sira Road, Tumakuru – 572 106



Academic Monitoring Committee



Ref: SIET/IQAC/2021-22/

Date: 21-11-2021

Academic Monitoring Committee (AMC) has been reconstituted with the following members for smooth conduction of Academic activities. A meeting of the new members has been convened on 21st November 2021.

Composition of the committee.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2.	Dr. N Chandrasekhar, Dean Academics	Convener	
3.	Dr. Nagaraj C Professor, Dept of Civil Engg	Member	
4.	Dr. Sadashivaiah P J Professor, Dept of Physics	Member	
5.	Mr. Aijaz Ahmed Sharief Asst. Professor, Dept of ECE	Member	
6.	Dr. Basavesha D Assoc. Professor, Dept of CSE	Member	
7.	Dr. Mahesh Kumar G Professor, Dept of Civil	Member	
8.	Mr. K P Chandraiah Asst. Prof, Dept of ME	Member	
9.	Mrs. Tanuja K S Asst. Prof, Dept of EEE	Member	

Responsibilities:

- Daily monitor the lectures/ practical sessions of respective departments
- Ensure timely engagement of lectures and Lab sessions by the staff members
- Instilling Discipline and punctuality among students.
- Regulating the behavior of students in the classrooms and corridors.
- Monitoring the coverage of syllabus on weekly basis.
- Monitoring the monthly attendance and CIE performance of the students and reporting the same to the parents.
- Motivate and council the students as and when required for participating in various academic and non - academic activities.

(Dr. Narendra Viswanath)
Principal
PRINCIPAL
SHRIDEVI INSTITUTE OF
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TUMKUR - 572106.



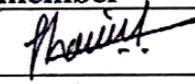
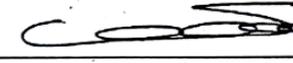
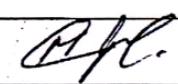
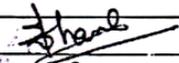
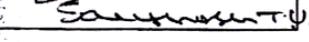
Ref: SIET/ANT-RAG/2018-19/

Date:17/09/2018

Anti-ragging Committee

Anti-ragging committee has been formed in the presence of Principal, SIET and Police sub inspector, Rural Police station, Tumkur on 17th Sep 2018.

Composition of the committee.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Hemadri Naidu T, Principal, SIET	Chairman	
2.	Dr. C.P.Chandrappa, Warden, Shridevi Boys Hostel	Chief coordinator	
3.	Mrs.Vijayalakshmi, PSI, Rural Police station, Tumkur	Member	
4.	Mr.Manjanna, Warden, Shridevi Girls Hostel	Member	
5.	Prof. Grace Hemalatha - MBA	Member	
6.	Prof Suthan - CSE	Member	
7.	Prof Santhosh - ME	Member	

The following points were discussed and decided:

1. The following faculty members have been nominated as members of the anti-ragging squad and the duty schedule also decided for next two month period.
2. Members have to visit rooms of all First year B.E Students in Shridevi Boys hostel and interact with them to ensure any kind of problems related to ragging.
3. To display the set of rules of ragging in college and hostel premises.
4. Members have to report by 9:00pm and extend the patrolling till 10:30 pm on all the assigned dates of work.
5. Members have to affix entry and exit signature in the register maintained in the mess office of Shridevi boys' hostel.
6. Police constables are visiting the hostel blocks everyday along with the members. The police personnel have to affix their signature in the entry register maintained in the mess office.



PRINCIPAL
SIET, TUMKUR



Sri Shridevi Charitable Trust (R)
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NH-4, Sira Road, Tumkur – 572 106, Karnataka



Ref: SIET/ANT-RAG/2018-19/

Date:17/09/2018

Antiraging Squad

S.NO	NAME OF THE MEMBER	Dates		Signature of the member
		September	October	
1.	Prof. Shanmukhaswamy	20,29	8,17,26	
2.	Prof. Nagaraja C			
3.	Prof. Vasudevamurthy	21,30.	9,18,27	
4.	Prof. Sharief			
5.	Raghunandan	22	1,10,19,28	
6.	Sri. Ravi Kumar K.R.			
7.	Sri. Raghavendra	23	2,11,20,29	
8.	Sri. K.P.Chandraiah			
9.	Mr. Nandan -	24	3,12,21,30,31	
10.	Mr.Renukaradhya			
11.	Prof. Grace Hemalatha	25	4,13,22	
12.	Nalina -D.Warden, SGH			
13.	Dr Chandrasekhar	26	5,14,23	
14.	Prof Suthan			
15.	Prof Santhosh	27	6,15,24	
16.	Prof Thippeswamy			
17.	Dr Sadashivaiah	28	7,16,25	
18.	Prof Rangaswamy			

PRINCIPAL
SIET., TUMAKURU.

(Dr.Hemadri Naidu)
Principal

Shridevi Institute of Engineering and Technology

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Sira Road, Tumakuru - 572 106



Anti Ragging Committee



Ref: SIET/ARC/2019-20/

Date: 19/09/2020

Anti-ragging committee has been formed in the presence of Principal, SIET and Police sub inspector, Town Police station, Tumkur on 16th Sep 2019.

Composition of the committee.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2.	Dr. C.P.Chandrappa, Warden, Shridevi Boys Hostel	Chief coordinator	
3.	Mrs. Vijayalakshmi, PSI, Town Police station, Tumkur	Member	
4.	Mr. Manjanna, Warden, Shridevi Girls Hostel	Member	
5.	Prof. Grace Hemalatha - MBA	Member	
6.	Prof. Swetha T M	Member	
7.	Prof. Suthan - CSE	Member	
8.	Prof. Santhosh - ME	Member	

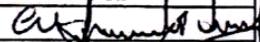
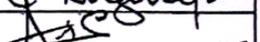
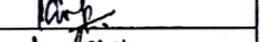
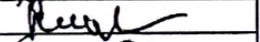
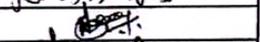
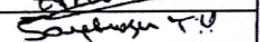
The following points were discussed and decided:

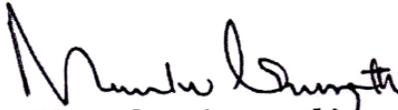
1. The following faculty members have been nominated as members of the anti-ragging squad and the duty schedule also decided for next two month period.
2. Members have to visit rooms of all First year B.E Students in Shridevi Boys hostel and interact with them to ensure any kind of problems related to ragging.
3. To display the set of rules of ragging in college and hostel premises.
4. Members have to report by 9:00pm and extend the patrolling till 10:30 pm on all the assigned dates of work.
5. Members have to affix entry and exit signature in the register maintained in the mess office of Shridevi boys' hostel.
6. Police constables are visiting the hostel blocks everyday along with the members. The police personnel have to affix their signature in the entry register maintained in the mess office.

PRINCIPAL
SIET., TUMAKURU.

(Dr. Narendra Viswanath)
Principal
PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.

Antiraging Squad

S.NO	NAME OF THE MEMBER	Dates		Signature of the member
		September	October	
1.	Prof. Shanmukhaswamy	20,29	8,17,26	
2.	Prof. Nagaraja C			
3.	Prof. Vasudevamurthy	21,30.	9,18,27	
4.	Prof. Sharief			
5.	Prof. Basavesh D	22	1,10,19,28	
6.	Sri. Ravi Kumar			
7.	Sri. Raghavendra	23	2,11,20,29	
8.	Sri. K.P.Chandraiah			
9.	Mr. Nandan	24	3,12,21,30,31	
10.	Mr.Renukaradhya			
11.	Prof. Grace Hemalatha	25	4,13,22	
12.	Mrs.Nalina -D.Warden, SGH			
13.	Dr. Chandrasekhar	26	5,14,23	
14.	Prof. Suthan			
15.	Prof. Santhosh	27	6,15,24	
16.	Prof. Thippeswamy			
17.	Dr. Sadashivaiah	28	7,16,25	
18.	Pro.f Santhosh T U			


(Dr. Narendra Viswanath)
 Principal
PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.


 PRINCIPAL
 SIET, TUMAKURU.

Shridevi Institute of Engineering and Technology
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Sira Road, Tumakuru – 572 106



Anti Ragging Committee



Ref: SIET/ARC/2021-22/

Date: 15-11-2021

Anti-ragging committee has been formed in the presence of Principal, SIET and Police sub inspector, Town Police station, Tumkur on 14th November 2021.

Composition of the committee.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2	Dr. C.P.Chandrappa, Warden, Shridevi Boys Hostel	Chief coordinator	
3	Mr.Vijayalakshmi, PSI, Town Police station, Tumkur	Member	
4	Mr.Manjanna, Warden, Shridevi Girls Hostel	Member	
4	Prof. Grace Hemalatha - MBA	Member	
5	Prof. Tanuja K S	Member	
6	Prof. Kiran G M - CSE	Member	
7	Prof. Santhosh - ME	Member	

The following points were discussed and decided:

1. The following faculty members have been nominated as members of the anti-ragging squad and the duty schedule also decided for next three month period.
2. Members have to visit rooms of all First year B.E Students in Shridevi Boys hostel and interact with them to ensure any kind of problems related to ragging.
3. To display the set of rules of ragging in college and hostel premises.
4. Members have to report by 8:00pm and extend the patrolling till 10:30 pm on all the assigned dates of work.
5. Members have to affix entry and exit signature in the register maintained in the office of Shridevi boys' hostel.
6. Police constables are visiting the hostel blocks everyday along with the members. The police personnel have to affix their signature in the entry register maintained in the mess office.

PRINCIPAL
SIET, TUMAKURU.

(Dr. Narendra Viswanath)
Principal

Antiraging Squad

S.NO	NAME OF THE MEMBER	Dates		Signature of the member
		November	December	
1	Prof. Shanmukhaswamy	20,29	8,17,26	
2	Prof. Nagaraja C			
3	Prof. Vasudevamurthy	21,30.	9,18,27	
4	Prof. Sharief			
5	Prof. Basavesh D	22	1,10,19,28	
6	Sri. Ravi Kumar K R			
7	Sri. Raghavendra D	23	2,11,20,29	
8	Sri. K.P.Chandraiah			
9	Mr. Prathap B N	24	3,12,21,30,31	
10	Mr.Renukaradhya			
11	Prof. Grace Hemalatha	25	4,13,22	
12	Mrs.Nalina -D.Warden, SGH			
13	Mrs. Tanuja K S			
14	Dr. Chandrasekhar	26	5,14,23	
15	Prof. Suthan			
16	Prof. Santhosh	27	6,15,24	
17	Prof. Thippeswamy			
18	Dr. Sadashivaiah P.S	28	7,16,25	
19	Pro.f Santhosh T U			

(Dr. Narendra Viswanath)
 Principal

PRINCIPAL
 SIET, TUMAKURU.



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NH-4, Sira Road, Tumkur - 572 106, Karnataka



ADMINISTRATIVE OFFICE

Ref: SIET/Office/2021-22/

Date: 16/05/2022

PROCEEDINGS OF THE PURCHASE COMMITTEE MEETING

The Purchase Committee meeting was convened by the Principal; Dr. Narendra Viswanath on 16-05-2022 at 3.30 pm in the Principal Cabin to negotiate and finalize the supply of equipments for Centre of Excellence in IoT and Project Lab.

The following members were present for the meeting.

Sl No	Name	Designation		Signature
01	Dr. Narendra Viswanath	Principal	Chairman	
02	Dr. Chandrashekar N	HoD Chemistry	Member	
03	Prof. C V Shanmukha Swamy	HoD CSE	Member	
04	Dr. Ramakrishna K S	HoD MBA	Member	
05	Prof. Aijaz Ahamed Sharief	HoD ECE	Member	
06	Mr. Mantesh	Office Superintendent	Member	

01. It was discussed in detail by the members of the committee and negotiated with the representative from Silicon Microsystems and was recommended to Chairman for placing orders. This was using Manual Tender process.
02. It was discussed and resolved to purchase above items for Rs. 572875.00
03. The meeting concluded with vote of thanks from the Principal, Dr. Narendra Viswanath

Dr. Narendra Viswanath
PRINCIPAL 16/5/22

Copy to: The Hon'ble Managing Trustee- for kind information
The Hon'ble Director HR & IT - for kind information

PRINCIPAL
SIET, TUMAKURU.



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SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Recognized by Govt. of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)

NH-4, Sira Road, Tumkur – 572 106, Karnataka

ADMINISTRATIVE OFFICE



Ref: SIET/Office/2021-22/

Date: 26-07-2021

PROCEEDINGS OF THE PURCHASE COMMITTEE MEETING

The Purchase Committee meeting was convened by the Principal, Dr. Narendra Viswanath on 26-07-2021 at 3.30 pm in the Principal Cabin to negotiate and finalize the supply of Computers.

The following members were present for the meeting.

Sl No	Name	Designation		Signature
01	Dr. Narendra Viswanath	Principal	Chairman	
02	Dr. Chandrashekar N	HoD Chemistry	Member	
03	Prof. C V Shanmukha Swamy	HoD CSE	Member	
04	Dr. Ramakrishna K S	HoD MBA	Member	
05	Prof. Aijaz Ahamed Sharief	HoD ECE	Member	
06	Mr. Mantesh	Office Superintendent	Member	

01. It was discussed in detail by the members of the committee and negotiated with the representative from Narayana Information Technology and was recommended to Chairman for placing orders. This was using Manual Tender process.
02. It was discussed and resolved to purchase above items for Rs. 1942929.00
03. The meeting concluded with vote of thanks from the Principal, Dr. Narendra Viswanath

Dr. Narendra Viswanath
PRINCIPAL 26/7/21

Copy to: The Hon'ble Managing Trustee- for kind information
The Hon'ble Director HR & IT - for kind information

PRINCIPAL
SIET., TUMAKURU.



NH-4, Sira Road, Tumkur – 572 106, Karnataka

ADMINISTRATIVE OFFICE

Ref: SIET/Office/2018-19/

Date: 14/12/2018

OFFICE MEMORANDUM

Sub: Constitution of Purchase Committee/Procure Committee

Purchase Committee/Procure Committee was constituted on 14-12-2018 with Heads of Various Departments for procuring Equipments of E-Shikshana VTU EDUSAT Program. The Committee is constituted as below.

01. Dr. Hemadri Naidu T	Principal	Chairman
02. Dr. Phani Raju H B	Vice Principal and HoD EEE	Member
03. Dr. Chandrashekar N	Dean Academics and HoD CHE	Member
04. Prof. Aijaz Ahamed Sharief	HoD ECE	Member
05. Dr. Ramakrishna K S	HoD MBA	Member
06. Mr. Mantesh	Office Superintendent	Member

Henceforth, all the procurements of Equipments have been administratively approved by the authority concerned as per delegation of financial powers are to be done through this committee in accordance with the Shridevi Charitable Trust norms.

The meeting concluded with the vote of thanks from the Principal, Dr. Hemadri Naidu T.


Dr. Hemadri Naidu T.
PRINCIPAL

Copy to: The Hon'ble Managing Trustee- for kind information
The Hon'ble Director HR & IT - for kind information
HODs: BT/CS/EC/EE/ME/IS/CIVIL/MBA/Phy/Chem/Maths/Library/T & P Cell/Office


PRINCIPAL
SIET, TUMAKURU.



Sri Shridevi Charitable Trust (R)
SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

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NH-4, Sira Road, Tumkur - 572 106, Karnataka

ADMINISTRATIVE OFFICE

Ref: SIET/Office/2018-19/

Date: 18/12/2018

PROCEEDINGS OF THE PURCHASE COMMITTEE MEETING

The Purchase Committee meeting was convened by the Principal, Dr. Hemadri Naidu T on 18-12-2018 Tuesday at 3.00 pm in the Principal Cabin to negotiate and finalize the procurement of Conference Cam and Writing Pad with the supplier Fortune Systems for VTU E-Shikshana Program.

The following members were present for the meeting.

Sl. No	Name	Designation		Signature
01	Dr. Hemadri Naidu T	Principal	Chairman	
02	Dr. Phani Raju H B	Vice Principal and HoD EEE	Member	
03	Dr. Chandrashekar N	Dean Academics and HoD CHE	Member	
04	Prof. Aijaz Ahamed Sharief	HoD ECE	Member	
05	Dr. Ramakrishna K S	HoD MBA	Member	
06	Mr. Mantesh	Office Superintendent	Member	

01 It was discussed in detail by the members of the committee and negotiated with the representative from Fortune Systems Tumkur for placing orders for procurement of Conference Cam and Writing Pad for VTU E-Shikshana Program. This was using Manual Tender Process.

02 It was discussed and resolved to purchase above items for Rs. 25.700/-

03 The meeting concluded with vote of thanks from the Principal, Dr. Hemadri Naidu T

Dr. Hemadri Naidu T.
PRINCIPAL

Copy to: The Hon'ble Managing Trustee- for kind information
The Hon'ble Director HR & IT - for kind information
HODs: BT/CS/EC/EE/ME/IS/CIVIL/MBÁ/Phy/Chem/Maths/Library/T & P Cell/Office


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Shridevi Institute of Engineering and Technology

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Sira Road, Tumakuru - 572 106



SC/ST/OBC Committee



Ref: SIET/SC/ST/OBC Cell/2019-20/

Date: 19/09/2020

Composition of SC/ST/OBC Committee

As per guidelines of AICTE, Handbook 2020-21, and as per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No.33 of 1989, dated 11-09-1989, SC/ST/OBC Committee has been formed in the presence of Principal, SIET, Tumkur on 18th Sep 2019 with the following Members.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2.	Prof. K.P.Chandraiah Asst. Prof. Dept of ME	Chief coordinator	
3.	Dr. Kishor Kumar M K Asst. Prof. Dept of Mathematics	Member	
4.	Dr. Chandrashekar N Professor Dept of Chemistry	Member	
5.	Dr. Devaki B S Professor Dept of EEE	Member	
6.	Prof. Vasudev murthy B H Asst. Professor Dept of ME	Member	
7.	Prof. Rashmi S B Asst. Prof. Dept of Maths	Member	
8.	Prof. Raghavendra D Asst. Prof Dept of ECE	Member	

The above members are required to meet the Chairman of the Committee for discussion on the mode of working. All are required to work for the cause to prevent, prohibit and redress the problems of SC/ST/ as per the prevention of atrocities Act mentioned above.

(Dr. Narendra Viswanath)

Principal
PRINCIPAL

SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.

Copy to: The Hon'ble Managing Trustee - for kind information.

The Hon'ble Director (HR & IT) - for kind information

Dean Academics

Dean R & D

Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /

Maths / T&P / Library / OS

PRINCIPAL
SIET, TUMAKURU.

Shridevi Institute of Engineering and Technology
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Shridevi Institute of Engineering and Technology
(Recognized by Govt of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)
Sira Road, Tumakuru – 572 106

SC/ST/OBC Committee



Ref: SIET/SC/ST/OBC Cell/2021-22/

Date: 23-11-2021

Composition of SC/ST/OBC Committee

As per guidelines of AICTE, Handbook 2021-22, and as per the Scheduled Castes and the Scheduled Tribes(Prevention of Atrocities)act, 1989, No.33 of 1989, dated 11-09-1989, SC/ST/OBCCA committee has been formed in the presence of Principal, SIET, Tumkur on 23rd November 2021, with the following Members.

S.NO	Name of the member	Designation	Signature of the member
1.	Dr. Narendra Viswanath, Principal, SIET	Chairman	
2.	Prof. K.P.Chandraiah Asst. Prof. Dept of ME	Chief coordinator	
3.	Dr. Kishor Kumar M K Asst. Prof. Dept of Mathematics	Member	
4.	Dr. Chandrashekar N Professor Dept of Chemistry	Member	
5.	Dr. Chethana C Asst. Professor Dept of Maths	Member	
6.	Prof. Vasudevurthy B H. Asst. Professor Dept of ME	Member	
7.	Prof. Rashmi S B Asst. Prof. Dept of Maths	Member	
8.	Prof. Raghavendra D Asst. Prof Dept of ECE	Member	

The above members are required to meet the Chairman of the Committee for discussion on the mode of working. All are required to work for the cause to prevent, prohibit and redress the problems of SC/ST/ as per the prevention of atrocities Act mentioned above.

(Dr. Narendra Viswanath)
Principal

Copy to: The Hon'ble Managing Trustee – for kind information.
The Hon'ble Director (HR & IT) – for kind information
Dean Academics
Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /
Maths / T&P / Library / OS

PRINCIPAL
SIET, TUMAKURU

SRI SHRIDEVI CHARITABLE TRUST (R.)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

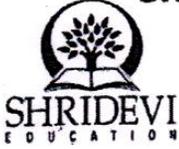
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Phone: 0816 -2212629 / Principal : 0816-2212627 Tele Fax: 0816 - 2212628



e-mail :info@shrideviengineering.org , principal@shrideviengineering.org Website: www.shrideviengineering.org

Ref: SIET/Off/2019-20/183

Date: 25-11-2019

To,
The Registrar
Visvesvaraya Technological University
Belagavi 590018

Dear Sir,

Sub: Constitution of College Internal Complaints Committee (CICC)-Reg.
Ref: Your letter VTU/BGM/ICC/2019-20/34 Dated 13-11-2019

With reference to the above, the following College Internal Complaints Committee (CICC) has been constituted in our college. We are also herewith sending the letter of acceptance by each member of the CICC as per the format.

Sl. No	Name and Designation	Position in CICC	Gender	Mobile Number & email ID	Official Number
1	Dr. Devaki.B.S Professor and Head Dept. of Electrical and Electronics Engineering S.I.E.T Tumakuru-572106	Chairperson	F	9901260694 devakis88 @gmail.com	
2	Dr. CHETHANA. C Assistant Professor and Head Dept. of Mathematics S.I.E.T Tumakuru-572106	Faculty Member	F	9481345896 chethanachandr a1 @gmail.com	
3	Dr. CHANDRASEKHAR. N Professor and Head Dept. of Chemistry S.I.E.T Tumakuru-572106	Faculty Member	M	9886956195 chandruharshu @gmail.com	
4	Mr. SREENIVASA. A.C Instructor Dept. of Chemistry S.I.E.T Tumakuru-572106	Member (Non- teaching)	M	9686687349 acsreenivasa @gmail.com	

Principal

PRINCIPAL
SIET, TUMAKURU.

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Phone: 0816 -2212629 / Principal : 0816-2212627 Tele Fax: 0816 - 2212628

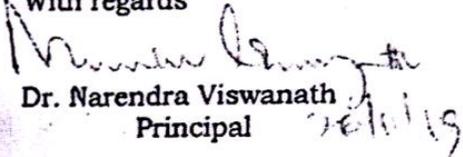


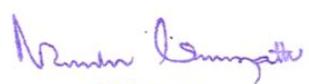
e-mail :info@shrideviengineering.org , principal@shrideviengineering.org Website: www.shrideviengineering.org

5	Mrs. BHAGYAMMA. N Instructor Dept. of Physics S.I.E.T Tumakuru-572106	Member (Non- teaching)	F	9739977349 bhagyans.1982 @gmail.com	
6	Ms. THRIVENI. First year B.E Dept. of Civil Engineering S.I.E.T Tumakuru-572106	Student	F	8431984879 thrivenis2001 @gmail.com	
7	Mr. PREETHAM. M Second year B.E USN: 1SV18EE007 Dept. of Electrical and Electronics Engineering S.I.E.T Tumakuru-572106	Student	M	9483593791 pintupoorva @gmail.com	
8	Mr. Ayush Ranjan Tiwari Second year B.E USN: 1SV18CS004 Dept. of Computer Science and Engineering S.I.E.T Tumakuru-572106	Student	M	7992311811 ayushranjant @gmail.com	
9	Mrs. Padmashree Sreeranga Yadav CENTAD (Consortium for Trade and Development) Cottage No.4, Bangalore Palace Vasantha Nagar Bangalore - 560052	Member from the NGO	F	9740135015 padmadhreeyad avcentad@gmail. com	

Kindly acknowledge the receipt of the same.
Thanking you.

With regards


Dr. Narendra Viswanath
Principal


PRINCIPAL
SIET, TUMAKURU.



Sri Shrivedi Charitable Trust (R.)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

Sira Road, Tumkur - 572 106, Karnataka, India.

Phone: 0816 - 2212629 | Principal: 0816 - 2212627, 9686114899 | Telefax: 0816 - 2212628

Email: info@shrivediengineering.org, principal@shrivediengineering.org | Website: www.shrivediengineering.org

ESTD: 2002



(Approved by AICTE, New Delhi, Recognised by Govt. of Karnataka and Affiliated to Visvesvaraya Technological University, Belagavi)

Ref: SIET/Off/2021-22/50(a)

Date: 16-11-2021

To,
The Registrar
Visvesvaraya Technological University
Belagavi 590018

Dear Sir,

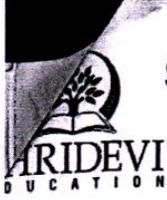
Sub: Constitution of Internal Committee for the Students with Disabilities in College - Reg.

With reference to the above, the following Internal Committee for the Students with Disabilities in College has been constituted in our college.

Sl. No	Name and Designation	Position in ICSD	Gender	Mobile Number
1	Dr. Narendra Viswanath Principal S.I.E.T Tumakuru-572106	Chairperson	M	9686114899
2	Dr. Chandrashekar N Professor and Head Dept. of Chemistry S.I.E.T Tumakuru-572106	Member	M	9886956195
3	Dr. Mahesh Kumar G Professor and Head Dept. of Civil Engg S.I.E.T Tumakuru-572106	Member	M	9448587528
4	Dr. Chethana C Professor Dept. of Mathematics S.I.E.T Tumakuru-572106	Member	F	9481345896
5	Mrs. Umabai Asst. Professor Dept. of EEE S.I.E.T Tumakuru-572106	Member	F	9986000458

Narendra Viswanath

PRINCIPAL
SIET, TUMAKURU.



Sri Shridevi Charitable Trust (R.)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

Sira Road, Tumkur - 572 106, Karnataka, India.

Phone: 0816 - 2212629 | Principal: 0816 - 2212627, 9686114899 | Telefax: 0816 - 2212628

Email: info@shrivediengineering.org, principal@shrivediengineering.org | Website: www.shrivediengineering.org

ESTD: 200



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6	Mrs. Bhagyamma N Instructor Dept. of Physics S.I.E.T Tumakuru-572106	Member (Non Teaching)	F	9739977349
7	Miss. Navya S (1SV17CS027) Student Dept. of CSE S.I.E.T Tumakuru-572106	Member (Student)	F	7892432166
8	Mr. Rahul Ajit Kumbar (1SV20CS035) Second Year B.E Student	Member (Student)	M	9686687351
9	Mr. B T Shivakumar Parent	Member (Parent)	M	9448979586
10	Mr. Chandrashekar T S Parent	Member (Parent)	M	9844326476

Kindly acknowledge the receipt of the same.

Thanking you.

With regards,

Dr. Narendra Viswanath
Principal

PRINCIPAL
SIET, TUMAKURU.

SRI SHRIDEVI CHARITABLE TRUST (R.)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

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Phone: 0816 -2212629 / Principal : 0816-2212627 Tele Fax: 0816 - 2212628



e-mail : Info@shrideviengineering.org , principal@shrideviengineering.org Website: www.shrideviengineering.org

Ref: SIET/Off/2019-20/183

Date: 25-11-2019

To,
The Registrar
Visvesvaraya Technological University
Belagavi 590018

Dear Sir,

Sub: Constitution of College Internal Complaints Committee (CICC)-Reg.
Ref: Your letter VTU/BGM/ICC/2019-20/34 Dated 13-11-2019

With reference to the above, the following College Internal Complaints Committee (CICC) has been constituted in our college. We are also herewith sending the letter of acceptance by each member of the CICC as per the format.

Sl. No	Name and Designation	Position in CICC	Gender	Mobile Number & email ID	Official Number
1	Dr. Devaki.B.S Professor and Head Dept. of Electrical and Electronics Engineering S.I.E.T Tumakuru-572106	Chairperson	F	9901260694 devakis88@gmail.com	
2	Dr. CHETHANA. C Assistant Professor and Head Dept. of Mathematics S.I.E.T Tumakuru-572106	Faculty Member	F	9481345896 chethanachandra@gmail.com	
3	Dr. CHANDRASEKHAR. N Professor and Head Dept. of Chemistry S.I.E.T Tumakuru-572106	Faculty Member	M	9886956195 chandruharshu@gmail.com	
4	Mr. SREENIVASA. A.C Instructor Dept. of Chemistry S.I.E.T Tumakuru-572106	Member (Non-teaching)	M	9686687349 acsreenivasa@gmail.com	

Nandini Srinivas
PRINCIPAL
SIET, TUMAKURU.

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Phone: 0816 -2212629 / Principal : 0816-2212627 Tele Fax: 0816 - 2212628



e-mail :info@shrideviengineering.org , principal@shrideviengineering.org Website: www. shrideviengineering.org

5	Mrs. BHAGYAMMA. N Instructor Dept. of Physics S.I.E.T Tumakuru-572106	Member (Non- teaching)	F	9739977349 bhagyans.1982 @gmail.com	
6	Ms. THRIVENI. First year B.E Dept. of Civil Engineering S.I.E.T Tumakuru-572106	Student	F	8431984879 thrivenis2001 @gmail.com	
7	Mr. PREETHAM. M Second year B.E USN: 1SV18EE007 Dept. of Electrical and Electronics Engineering S.I.E.T Tumakuru-572106	Student	M	9483593791 pintupoorva @gmail.com	
8	Mr. Ayush Ranjan Tiwari Second year B.E USN: 1SV18CS004 Dept. of Computer Science and Engineering S.I.E.T Tumakuru-572106	Student	M	7992311811 ayushranjant @gmail.com	
9	Mrs. Padmashree Sreeranga Yadav CENTAD (Consortium for Trade and Development) Cottage No.4, Bangalore Palace Vasantha Nagar Bangalore - 560052	Member from the NGO	F	9740135015 padmadhreeyad avcentad@gmail. com	

Kindly acknowledge the receipt of the same.
Thanking you.

With regards

Dr. Narendra Viswanath
Principal

Principal
PRINCIPAL



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2018-19/001

Date: 24/08/2018

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr T Hemadri Naidu, on 23rd August 2018, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of Mech Engg
2. Mr H Rangaswamy – Assistant Professor, Dept of ME
3. Ms Uma Bai – Assistant Professor, Dept of EEE
4. Mr Raghunandan – Assistant Professor, Dept of CSE
5. Mr Raghavendra – System Admin

Following are the Proceedings:

1. The meeting commenced with a welcome note by the Principal.
2. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2018 – 19 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr T Hemadri Naidu	Principal	Chairman	9901138138
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mr H Rangaswamy	AP – ME	Member	9844122648
4	Ms Uma Bai	AP – EEE	Member	9986000458
5	Mr Raghunandan	AP – CSE	Member	9620161331
6	Mr Raghavendra	System Admin	Member	9886144733

3. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

(i) Functions:

The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

(ii) Objectives:

- To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- To develop cordiality between the Institute and its stakeholders

(iii) Procedure for lodging the grievances by the stakeholders:

- The students and their parents are considered as the stakeholders of the Institute.

PRINCIPAL P.T.O.
SIET, TUMAKURU

- The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

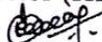
(iv) Procedure for redressing the Grievances by GRC:

- The awareness about the GRC setup in the Institution will be given to its stakeholders through wide publication and hence they are given a free hand to lodge their grievances.
- The receipt of the Grievances will be checked on daily basis by the Chief Coordinator.
- On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.

All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.


 (Dr. T. Hemadri Naidu)
 Principal

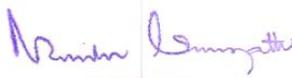
Copy to: The Hon'ble Managing Trustee – for kind information.
 The Hon'ble Director (HR & IT) – for kind information

Dean Academics 

Dean R & D 

Heads of the Departments of: CV / ME / EEE / ECE / SSE / ISE / MBA / Phy / Chem / 

Maths / T&P / Library / OS 


 PRINCIPAL
 SIET, TUMAKURU.

Shridevi Institute of Engineering and Technology

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Sira Road, Tumakuru – 572 106



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2018-19/002

Date: 07/09/2018

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr T Hemadri Naidu, on 6th September 2018, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – Chief Coordinator
2. Mr H Rangaswamy – Member
3. Ms Uma Bai – Member
4. Mr Raghunandan – Member
5. Mr Raghavendra – Member

Agenda:

Redressal of the grievance lodged by the Student Sri Rajashekhar bearing USN 1SV13EE030 on 05/09/2018.

Proceedings:

The aggrieved has expressed that proper drinking water facility is not provided in 3rd floor of the main block. The Principal admitted that the grievance is genuine and stated that at the beginning of the construction of 2nd and 3rd floors it was planned to install water coolers, one each in 2nd and 3rd floors. But as there was delay in the procurement process it did not get materialized before the occupancy of the floors. Therefore the Principal decided to obtain mineral water cans through outsourcing and to install them at various places in the institute. The Floor Supervisor Sri Chandramohan was called and instructed to follow up the action plan and report its outcome.

Mr H Rangaswamy
Member

Mr Raghunandan
Member

Mr B H Vasudevamurthy
Chief Coordinator

Mr Uma Bai
Member

Mr Raghavendra
Member

Dr T Hemadri Naidu
Principal

PRINCIPAL
SIET, TUMAKURU

Shridevi Institute of Engineering and Technology

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Sira Road, Tumakuru - 572 106



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2018-19/003

Date: 01/10/2018

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr T Hemadri Naidu, on 29th September 2018, in his Chamber at 10-30 am.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy - Chief Coordinator
2. Mr H Rangaswamy - Member
3. Ms Uma Bai - Member
4. Mr Raghunandan - Member
5. Mr Raghavendra - Member

Agenda:

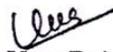
1. Review of the statement made by the student Sri Jagan bearing USN 1SV13EE010 on 10/09/2018.
2. Redressal of the grievance lodged by the Student Sri Vijayakumar Kallappagouda Patil bearing USN 1SV14ME088 on 28/09/2018.

Proceedings:

With reference to 1st Agenda, Sri Jagan has expressed that the facilities provided by the Institution are nice. But this is not a grievance but an appreciation.

With reference to the 2nd Agenda, the aggrieved Sri Vijayakumar Kallappagouda Patil and the hostel mess manager Sri Vasudev were called to have interaction with the GRC members. The aggrieved expressed that the substandard ingredients are used in the hostel for preparation of food. On account of this his health was upset. According to the mess manager only branded items are being used in the mess. For this comment the Principal remarked that in addition to usage of standard items, cooking process is also equally important. Improperly cooked food may also lead to health upset. Finally the Principal instructed the mess manager to take extra care in future bearing the aforesaid aspects in mind.

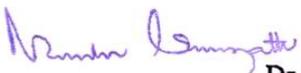
Mr H Rangaswamy
Member

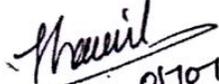

Mr Uma Bai
Member


Mr Raghunandan
Member


Mr Raghavendra
Member


Mr B H Vasudevamurthy
Chief Coordinator


PRINCIPAL
SIET, TUMAKURU.


Dr T Hemadri Naidu
Principal

Shridevi Institute of Engineering and Technology
(Recognized by Govt of Karnataka, Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi)
Sira Road, Tumakuru – 572 106



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2018-19/004

Date: 23/10/2018

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr T Hemadri Naidu, on 23rd October 2018, in his Chamber at 10-30 am.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – Chief Coordinator
2. Mr H Rangaswamy – Member
3. Ms Uma Bai – Member
4. Mr Raghunandan – Member
5. Mr Raghavendra – Member

Agenda:

Redressal of the grievance lodged by the Student Sri Bhagyaraj R bearing USN 1SV13ME015 on 22/10/2018.

Proceedings:

The grievance lodged is that the toilets in the 3rd floor are cleaned properly on account of which there is stinking smell in the corridor. The floor manager was called for the enquiry. The floor manager responded that the toilets at all locations of the Institute used to be cleaned regularly. But as there was a series of Dasara holidays and in addition to that the workers also had availed casual leaves, the toilets were not cleaned for several days. However the workers are back on duty presently and therefore the toilets will be cleaned regularly. The floor manager was instructed to ensure the cleaning of the toilets and report immediately.

Mr H Rangaswamy
Member

Mr Raghunandan
Member

Mr B H Vasudevamurthy
Chief Coordinator

Mr Uma Bai
Member

Mr Raghavendra
Member

Dr T Hemadri Naidu
Principal

PRINCIPAL
SIET, TUMAKURU.



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2021-22/ 71(1)

Date: 23/11/2021

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr. Narendra Viswanath, on 22nd November 2021, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of Mech Engg
2. Mr Prashanth S – Assistant Professor, Dept of ME
3. Mrs Swetha T M – Assistant Professor, Dept of EEE
4. Mr Kiran G M – Assistant Professor, Dept of CSE
5. Mrs. Amthul Naseeb – Assistant Professor, Dept of MBA
6. Mr Raghavendra – System Admin

Following are the Proceedings:

2. The meeting commenced with a welcome note by the Principal.
3. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2021 – 22 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr Narendra Viswanath	Principal	Chairman	9686114899
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mrs Swetha T M	AP – EE	Member	9611870989
4	Mr Kiran G M	AP – CSE	Member	6360575459
5	Mrs. Amthul Naseeb	AP – MBA	Member	9916827697
6	Mr Raghavendra	System Admin	Member	9886144733

4. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

a. Functions:

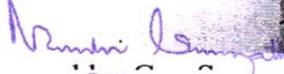
The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

b. Objectives:

- i. To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- ii. To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
- iii. To develop cordiality between the Institute and its stakeholders

c. Procedure for lodging the grievances by the stakeholders:

- i. The students and their parents are considered as the stakeholders of the Institute.


PRINCIPAL
SIET TUMAKURU



GRIEVANCES REDRESSAL CELL



Ref: SIET/GRC/2019-20/

Date: 25/09/2019

MINUTES OF THE MEETING

A meeting of the Grievances Redressal Committee (GRC) Members was convened by the Principal Dr Narendra Viswanath, on 23rd September 2019, in his Chamber at 3-00 pm.

The meeting was attended by the following members:

1. Mr B H Vasudevamurthy – HOD of Mech Engg
2. Mr Maltesh P J – Assistant Professor, Dept of ME
3. Ms Uma Bai – Assistant Professor, Dept of EEE
4. Mr Kiran G M – Assistant Professor, Dept of CSE
5. Mr Raghavendra – System Admin

Following are the Proceedings:

2. The meeting commenced with a welcome note by the Principal.
3. The Principal who is also the Chairman of the GRC formally announced that the GRC constituted for the Academic Year 2019 – 20 is as follows:

Sl No	Name of the Faculty	Designation	Position	Contact Details
1	Dr Narendra Viswanath	Principal	Chairman	9686114899
2	Mr B H Vasudevamurthy	HOD – ME	Chief Coordinator	9611859047
3	Mr Maltesh P J	AP – ME	Member	9686467936
4	Ms Uma Bai	AP – EEE	Member	9986000458
5	Mr Kiran G M	AP – CSE	Member	6360575459
6	Mr Raghavendra	System Admin	Member	9886144733

4. The Principal notified the detailed description with regard to the Functions and Objectives of GRC, Procedure to lodge the Grievances by the Stakeholders and Procedure to Redress the Grievances by the GRC as follows:

a. Functions:

The function of the GRC is to look into the Grievances lodged by any stakeholder and provide suitable redressals for the aggrieved stakeholder.

b. Objectives:

- i. To encourage the Stakeholders to express their grievances freely and frankly, without any fear of being victimized.
- ii. To develop a responsive and accountable attitude towards the stakeholders in order to provide a good educational atmosphere in the institute.
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c. Procedure for lodging the grievances by the stakeholders:

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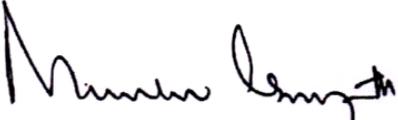
Narendra Viswanath
PRINCIPAL
SIET, TUMAKURU.

- ii. The stakeholders can approach any member of the GRC in person and lodge his/her Grievances.
- iii. If the stakeholders are hesitant to approach in person, they can drop their written grievances in the Letter / Suggestion Box installed at the Main Entrance of the Administrative Block of the Institute.
- iv. If the stakeholders are inconvenient with the above two possibilities they can lodge their grievances through on-line mechanism provided by the Institute.

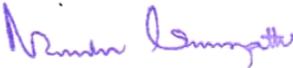
d. Procedure for redressing the Grievances by GRC:

- i. The awareness about the GRC setup in the Institution will be given to its stakeholders through widely publication and hence they are given free hand to lodge their grievances.
- ii. The receipt of the Grievances will be checked on a daily basis by the Chief Coordinator.
- iii. On receipt of the Grievances the Chief Coordinator will prepare an action plan to redress the Grievances and bring the same to the notice of the Chairman.
- iv. The Chairman along with his team of members will implement the action plan and finally redresses the Grievances.

All the members agreed to abide by the policies of the GRC and the meeting concluded with a vote of thanks by the Principal.


(Dr . Narendra Viswanath)
Principal 25/9/11

Copy to: The Hon'ble Managing Trustee – for kind information.
The Hon'ble Director (HR & IT) – for kind information
Dean Academics
Dean R & D
Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /
Maths / T&P / Library / OS

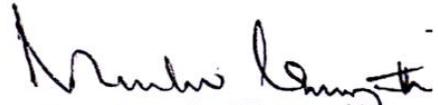

PRINCIPAL
SIET, TUMAKURU.

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(Dr . Narendra Viswanath)
Principal

Copy to: The Hon'ble Managing Trustee – for kind information.
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Heads of the Departments of: CV / ME / EEE / ECE / CSE / ISE / MBA / Phy / Chem /
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PRINCIPAL
SIET., TUMAKURU.



Sri Shridevi Charitable Trust (R.)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

Sira Road, Tumkur - 572 106, Karnataka, India.

Phone: 0816 - 2212629 | Principal: 0816 - 2212627, 9686114899 | Telefax: 0816 - 2212628

Email: info@shrideviengineering.org, principal@shrideviengineering.org | Website: www.shrideviengineering.org

Approved by AICTE, New Delhi, Recognised by Govt. of Karnataka and Affiliated to Visvesvaraya Technological University, Belagavi)

ESTD: 2002



The council meeting of Institution's Innovation Council (IIC), **Shridevi Institute of Engineering & Technology** was called by IIC President **Dr. Narendra Viswanath** on **28-08-2022** to discuss upon the formulation and function of IIC for academic year 2022-2023 & to assign roles and responsibility among newly joined council members as per the guidelines of Ministry of Education's Innovation cell.

As per the decision of competent authority, following members will be the part of IIC;

The council members discussed about the activities (IIC calendar, Celebration and Self-Driven) and features of IIC portal. The council members also discussed about collaborations within and outside the institution to accelerate the activities of IIC. The council also deliberated on quarterly action plan in synchronisation with activities and initiatives of other departments, centres and facilities in the Institute working towards promoting IPR, Innovation, Entrepreneurship and Start up.

The council unanimously decided to carry out all the IIC activities in regular basis throughout the year and meet regularly in beginning of every quarter to review the progress made in previous quarter and also to plan for upcoming quarter. The council has agreed to convene next meeting tentatively on **29-09-2022**.

Signature & Seal

(IIC President & Head of the Institution)

Name: Dr. Narendra Viswanath

Place: Tumkur
PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.

Kindly Note:

* Attendance sheet of all the members to be attached in this format;

Discussions and Quarterly Plan

- Dr. Narendra Viswanath, Principal, SIET, briefed the importance of establishing an IIC for the Institute.
- Mr. Girish L, gave a presentation on IIC which includes the main focus of IIC, advantages of IIC, Roles and Responsibilities in IIC etc.,.
- The following faculties are identified and designated the roles and responsibilities in SIET-IIC.

SI No	Name	Role in SIET- IIC
1	Dr. Narendra Viswanath	President
2	Mr. Girish L	Convenor
3	Mr. Basavesha D	Social Media Coordinator
4	Mr. Prathap B N	IPR activity coordinator
5	Dr. Manjula T	Innovation activity coordinator
6	Dr. Pradeep K G M	Internship Activity coordinator
7	Mr. Chethan M S	Start-up activity coordinator

- Planned to Organize and Celebrate **World Entrepreneurs Day** on September 2nd 2022. **Mr. Prathap B N** is identified as the coordinator for organizing the event.
- Planned to Organize and Celebrate **India Startup Day** on 1st October 2022. **Mr. Chethan M S** is identified as the coordinator for organizing the event.
- It is decided to have the following meeting on a regular basis:
 - o IIC Individual Branch Coordinator shall conduct the Meeting with Faculty Members and Student Members on 5th of Every Month to plan the proposed activities and submit a report to Convener.
 - o SIET IIC Meeting shall be conducted on 15th of Every Month.
 - o General body meeting once in a Three Month (Quarterly).
- A meeting has been called to give awareness on IIC for all the faculty members and to identify the faculty and student members for SIET-IIC on 2nd September, 2022, Monday at 4:30 PM at Edusat LAB.

Minutes Prepared by

Mr. Girish L
Convenor, IIC-SIET

Minutes Approved by

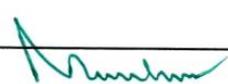
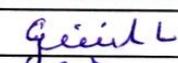
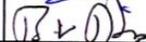
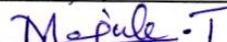
Dr. Narendra Viswanath
Principal, SIET
President, IIC-SIET

PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING & TECHNOLOGY
TUMKUR - 572106.

SIET – IIC Meeting Minutes

Meeting No.	01
Meeting Date	28-08-2022
Meeting Place	Principal Office, SIET
Meeting Time	3:30 PM to 4:30 PM
Meeting Agenda	<ol style="list-style-type: none"> 1. Establishing IIC Council 2. Designate the Roles and Responsibilities 3. Presentation on IIC

Attendees:

Sl No	Name	Designation	Signature
1	Dr. Narendra Viswanath	Principal	
2	Mr. Girish L	Assistant Professor	
3	Mr. Basavesha D	Assistant Professor	
4	Mr. Prathap B N	Assistant Professor	
5	Dr. Manjula T	Assistant Professor	
6	Dr. Pradeep K G M	Assistant Professor	
7	Mr. Chethan M S	Assistant Professor	
8	Mr. Manthesh	Office Superintendent	