# LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A Catholic Christian Minority Institution (Co-Education)
A "College with Potential for Excellence" by UGC
www.loyolaacademy.edu.in Ph: 040-27862363/27860077


No.137 / LA-Admin / 2022-23 Date: 23-03-2023

## NOTICE

The students can address their grievances with regard to attendance and internal marks shortage to the following committee members. The students along with the parents, HOD and departmental mentors can approach the committee in the Conference Room on Wednesday, 29th March 2023 from 10:00 a.m. to 4:00 p.m.

**The following are appointed as the grievance committee members:**

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|---|---|
| Dr. G. Ratna Vani | Coordinator |
| Fr. Dr. A.M. Joseph Kumar, SJ | Vice-Principal |
| Fr M. Arul Jothi, SJ | Vice-Principal |
| Dr. Ch. Sirisha | Vice-Principal |
| Dr. N. Maria Das | Vice-Principal |
| Mr. P. Sudhakar Reddy | Controller of Examinations |
| Dr. K. Rama | IQAC Coordinator |
| Mrs. K. Saraschandra | Dean of Student Affairs |
| Mr. K. Kiran Kumar | Asst. Prof. in Mathematics |
| Mr. K. Lucas Reddy | Asst. Prof. in Electronics |
| Mrs. P. Sudha Rani | Asst. Prof. in Commerce |
| Student Representatives | Head Boy & Head Girl |

LOYOLA ACADEMY * SECUNDERABAD-500 010 * A.M.D.G.

(Fr Dr L. Joji Reddy SJ)
PRINCIPAL
LOYOLA ACADEMY
OLD ALWAL, SECUNDERABAD-500 010
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# MINUTES OF THE MEETING

## GRIEVANCE CELL

## 2022-23

**AIM:** To provide students and their parents a chance to be heard of their personal and Academic grievances

The grievance cell has conducted a meeting on 29th March, in conference room. The meeting commenced with welcome address and the agenda by the coordinator Grievance Cell Dr. G. Ratna Vani, Dean of School of Arts. Then Rev. Fr.Principal Dr.L.Joji Reddy asked the committee members to deal the students and their parents in a delicate manner as they are the main stake holders of the institution and keep things confidentially. After Fr.principal introducing the panel, Rev. Fr Arul Jothi SJ vice principal has given the instructions to the cell members about their role on how to conduct the meeting effectively, The cell met 58 students in total along with their parents from morning 10.30-4.00pm, while interacting with the parents and their wards regarding reasons for absenteeism and various other issues. The Members have recorded all the details of the students who have approached the cell to put forward their grievances before the administration. The details include the name UID of the student, department, their grievances and remarks. Also, all the required documents of the students have been collected by the members of the cell to make further decisions and to take corrective actions in accordance to the grief of the students. The Members of the committee that are presented for the meeting are Rev. Fr Dr. A. M. Joseph Kumar, Vice Principal PG,Dr.Mariadas,Dr.Sirisha Vice Principals ,Dr.Rama IQAC Coordinator ,Dr.Suchitra Naidu Dean of Academics,Mrs.Saras Chandra Dean of student Affairs, Concern HODs, Head boy and Head girl.

**OUTCOME/Action Taken:** All the grievances have been properly recorded, checked and verified for the decisions to be made by the management. Out of 58 grievances the cell members found 8 of them genuine with proper documents, the same put forward to the Vice principals and the Principal so out of 58 grievances 8 of them were allowed to write exams as they are genuine.