




K S INSTITUTE OF TECHNOLOGY, BENGALURU-109

#14, Raghuvanahalli, Kanakapura Main Road, Bengaluru-5600109

List of CICC Members for the Academic Year 2023-2024

SL NO	NAME	POSITION IN CICC	GENDER	MOBILE NUMBER & E-MAIL ID	OFFICIAL NUMBER
1	Dr.VIJAYALAXMI MEKALI PROF & HEAD, AI&ML	Chairperson	FEMALE	9986168811 vijayalaxmimekali@ksit.edu.in	9986168811
2	Dr.Nirmala L ASSOC.PROF	Faculty member	FEMALE	9481425430 nirmalal@ksit.edu.in	9481425430
3	Mr.Naveen V Asst.prof	Faculty member	MALE	9964254236 naveenv@ksit.edu.in	9964254236
4	Mrs Vani Instructor	Member (non-teaching employee)	FEMALE	9986580706 vani.ksit@gmail.com	9986580706
5	Mrs Vasantha Asst.Librarian	Member (non-teaching employee)	FEMALE	9945176165 vasanthabalaji2010@gmail.com	9945176165
6	Gurudeep R VII SEM AI&ML	Student (1KS20AI012)	MALE	6366810608 gurudeep70908@gmail.com	6366810608
7	Varsha Jayakumar V SEM ECE	Student (1KS21EC111)	FEMALE	8431849840 varshajayakumar62002@gmail.com	8431849840
8	Skanda Kumar H S V SEM CSE	Student (1KS21CS095)	MALE	7019400282 skandakumar2003@gmail.com	7019400282
9	Ms Kavitha Rao	Member from the NGO	FEMALE	8310843207 shanthalarao.rao@gmail.com	8310843207


Principal
PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109.



Kammavari Sangham (R) 1952
K.S. GROUP OF INSTITUTIONS

ಕೆ.ಎಸ್. ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ

K.S. INSTITUTE OF TECHNOLOGY

Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi, Accredited NAAC & NBA (CSE, ECE and ME)

14, Raghuvanahalli, Kanakapura Road, Bengaluru - 560 109.

Tel : 080 28435722 / 24, Fax : 080 28435723

E-mail : principal.ksit@gmail.com / principal@ksit.edu.in | Website : www.ksit.edu.in



Grievance Redressal Policy

The Grievance Redressal Committee (GRC) of K S Institute of Technology is established to address and resolve grievances raised by students, faculty, staff, or any other stakeholders within the college community. This policy outlines the procedures, roles, and responsibilities of the GRC in handling grievances in a fair, transparent, and timely manner.

The GRC shall comprise representatives from administrative staff (Head of the Institution), faculty and student body, appointed by the college administration.

The GRC address grievances related to Academic matters, including evaluation, grading, and curriculum, Discrimination, harassment, or misconduct, Facilities and infrastructure issues.

Grievances may be submitted using the college's online portal, through email, or in person to the GRC office.

Upon receipt of a grievance GRC shall conduct a thorough investigation into the grievance, gathering relevant information and interviewing involved parties.

The GRC shall communicate the outcome of the investigation and any remedial actions to the aggrieved party and to the Head of the Institution.

The GRC shall maintain confidentiality regarding the identity of individuals involved in the grievance process, as well as any sensitive information shared during the investigation.

The college administration shall ensure protection against retaliation or victimization for individuals involved in the grievance process.

Awareness programs from the Head of the Institution are conducted regularly to educate students, faculty, and staff about the grievance redressal process and their rights and responsibilities.

Feedback from stakeholders are taken to identify areas for improvement and make necessary adjustments to the grievance policy and procedures.

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109





KSIT
K.S. GROUP OF INSTITUTIONS

Kammavari Sangham (R) 1952
K.S. GROUP OF INSTITUTIONS

ಕೆ.ಎಸ್. ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ

K.S. INSTITUTE OF TECHNOLOGY

Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi, Accredited NAAC & NBA (CSE, ECE and ME)
14, Raghuvanahalli, Kanakapura Road, Bengaluru - 560 109.
Tel : 080 28435722 / 24, Fax : 080 28435723
E-mail : principal.ksit@gmail.com / principal@ksit.edu.in | Website : www.ksit.edu.in

Grievance Redressal Policy

The Grievance Redressal Committee (GRC) of K S Institute of Technology is established to address and resolve grievances raised by students, faculty, staff, or any other stakeholders within the college community. This policy outlines the procedures, roles, and responsibilities of the GRC in handling grievances in a fair, transparent, and timely manner.

The GRC shall comprise representatives from administrative staff (Head of the Institution), faculty and student body, appointed by the college administration.

The GRC address grievances related to Academic matters, including evaluation, grading, and curriculum, Discrimination, harassment, or misconduct, Facilities and infrastructure issues.

Grievances may be submitted using the college's online portal, through email, or in person to the GRC office.

Upon receipt of a grievance GRC shall conduct a thorough investigation into the grievance, gathering relevant information and interviewing involved parties.

The GRC shall communicate the outcome of the investigation and any remedial actions to the aggrieved party and to the Head of the Institution.

The GRC shall maintain confidentiality regarding the identity of individuals involved in the grievance process, as well as any sensitive information shared during the investigation.

The college administration shall ensure protection against retaliation or victimization for individuals involved in the grievance process.

Awareness programs from the Head of the Institution are conducted regularly to educate students, faculty, and staff about the grievance redressal process and their rights and responsibilities.

Feedback from stakeholders are taken to identify areas for improvement and make necessary adjustments to the grievance policy and procedures.

As per the circular from VTU (VTU/BGM/Aca/SA/Cirs/2023-24/822)dated 16May 2023 about UGC(Redressal of Grievances of students) Regulations 2023, the student Grievance Redressal committee has been formed with the following members.

Staff List

Sl.No	Name	Department	Designation
1	Dr.Dilip Kumar K	Principal/Director	Chair Person
2	Dr.Girish TR	MED	Member



KSIT
K.S. INSTITUTE OF TECHNOLOGY

Kammavari Sangham (R) 1952
K.S. GROUP OF INSTITUTIONS

ಕೆ.ಎಸ್. ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ

K.S. INSTITUTE OF TECHNOLOGY

Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi, Accredited NAAC & NBA (CSE, ECE and ME)

14, Raghuvanahalli, Kanakapura Road, Bengaluru - 560 109.

Tel : 080 28435722 / 24, Fax : 080 28435723

E-mail : principal.ksit@gmail.com / principal@ksit.edu.in | Website : www.ksit.edu.in

3	Mr.Kumar	CSE	Member
4	Dr.Devika B	ECE	Member
5	Dr.AmulyaShree S	AIML	Member
6	Dr.Venkataramana B S	AS&H	Member

Extended Committee

Sl No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	Ist year CSE	1KS22CS123
7	Havavadan Madhwaraj	Ist Year AIML	1KS22AI018
8	Trupthi GB	6 th (Sports)CSE	1KS20CS104

Special Invite

Sl No	Special Invite Name	Department
1	Dr.Umashankar	MED
2	Dr.Deepa. S	CSD

Grievances may be submitted using the college's online portal, through email (girishshastrytr@ksit.edu.in), or in person to the GRC office.

Initial review of each complaint checked for validity and relevance. Verify that the complaint falls within the scope of the GRC's jurisdiction as defined by the college's grievance redressal policy.

Assessment is done whether the complaint raises genuine concerns related to academic matters, harassment, discrimination, administrative issues, or other relevant areas

Depending on the nature the chairman shall constitute a sub committee to hear the complaint and make recommendations

A thorough investigation into the grievance to gather all relevant facts and evidence is done. Evaluation is done based on existing college policies, procedure and applicable laws. recommendations are made impartially and without bias. Base decisions on the findings of the investigation and adhere to principles of fairness, equity, natural justice and transparency.

After the careful review of the evidence and the facts of the case the committee shall give its recommendations to the authority for its final verdict


PRINCIPAL

Page 2 of 2
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109



KSIT
K.S. INSTITUTE OF TECHNOLOGY

Kammavari Sangham (R) 1952
K.S. GROUP OF INSTITUTIONS

ಕೆ.ಎಸ್. ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ

K.S. INSTITUTE OF TECHNOLOGY

Affiliated to VTU, Belagavi & Approved by AICTE, New Delhi, Accredited NAAC & NBA (CSE, ECE and ME)

14, Raghuvanahalli, Kanakapura Road, Bengaluru - 560 109.

Tel : 080 28435722 / 24, Fax : 080 28435723

E-mail : principal.ksit@gmail.com / principal@ksit.edu.in | Website : www.ksit.edu.in

KSIT/COM/6590/2023-24

DATE: 15.09.2023

CIRCULAR

Establishment of Grievance Redressal Committee has been established in the Institution. The following are the committee members: -

1. Dr. Girish T R, Co-ordinator
2. Dr. L. Nirmala, MED
3. Mr. Saleem S Tevaramani, ECE
4. Mr. Sanjoy Das, CSE
5. Ms. Rashmi H, CSE
6. Ms. Roopa K, AI & ML
7. Ms. Mamatha N, AS & H

(Dr DILIP KUMAR K)

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109





K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109
GRIEVANCE COMMITTEE

Members present in the meeting held on 16/11/2023:-

Sl.No	Name	Department	Designation
1	Dr.Dilip Kumar K	Principal/Director	Chair Person
2	Dr.Girish TR	MED	Member
3	Dr.L.Nirmala	MED	Member
4	Mr.Saleem S Tevaramani	ECE	Member
5	Mr. Sanjoy Das	CSE	Member
6	Ms.Rashmi H	CSE	Member
7	Ms.Roopa K	AIML	Member
8	Ms. Mammatha N	AS&H	Member

SI No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	II year CSE	1KS22CS123
7	HavavadanMadhwaraj	II Year AIML	1KS22AI018
8	Trupthi GB	7 th (Sports)CSE	1KS20CS104

Minutes of the meeting:-

1. Discussion was done allotment of class room for 1st year students
2. Discussion was held for the proper maintenance of class room and infrastructure.
3. Chairperson assured the members of the committee that he would look into the matter so that the quality of food in the canteen is improved.
4. Students are informed to make use the grievance redressal section in the college website about the grievances.


(Dr. Dilip Kumar K)
Principal/Chairperson

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BANGALURU - 560 109



KSIT K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109

GRIEVANCE COMMITTEE

CIRCULAR

Date: 10/11/2023

Meeting of Grievance Committee is scheduled on 16/11/2023 at 12:15 PM. All the Grievance Committee members are requested to attend the meeting.

Agenda for the meeting:

1. Discussion on the smooth conduction of offline classes.
2. To review the quality of food in the canteen.
3. To discuss the problems encountered in the transport department.
4. Any other related issues.

(Dr. Dilip Kumar K)
Principal/Chairperson

Sl.No	Name	Department	Designation
1	Dr. Dilip Kumar K	Principal/Director	Chair Person
2	Dr. Girish TR	MED	Member
3	Dr. L. Nirmala	MED	Member
4	Mr. Saleem S Tevaramani	ECE	Member
5	Mr. Sanjoy Das	CSE	Member
6	Ms. Rashmi H	CSE	Member
7	Ms. Roopa K	AIML	Member
8	Ms. Mammatha N	AS&H	Member

Sl No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	II year CSE	1KS22CS123
7	Havavadan Madhwaraj	II Year AIML	1KS22AI018
8	Trupthi GB	7 th (Sports) CSE	1KS20CS104

Venue: Chamber of the Principal

(Dr. Dilip Kumar K)
Principal/Chairperson

To,
The Principal,
KSIT.

From,
Naresh Kumar N
1KS22CS090
III Sem 'CSE 'B'

26th Feb 2024

To
SA
Dixit
She
24/2/26

Dear Sir,

Sub: Request To check CCTV camera.

" I, Naresh from CSE 'B' section lost my charges that I had kept ~~acc~~ near bag section of reading room in ~~Third~~ second floor of ~~at~~ New building.

Therefore I request to check CCTV camera, to retrieve the charges. On Friday 23rd February at around 12 ~~Levo~~ Pell laptop charger was placed on Bag section of reading room.

Thanking You,

Naresh

Naresh Kumar N

6362287353

To
Grievance Redressal Committee

She
29/2/24

From:

Vivian Vaibhav K.K.

CSD 'A' sec, III sem

KSIT

Date:

19/04/24

To:

The Principal of KSIT,

B'lore, 560109

Subject: Request to search my phone

Respected Sir,

I am Vivian of CSD 3rd sem, studying in KSIT. I would like to bring it to your notice that my phone, a Samsung M31S got lost on 19/04/24, Friday outside the library (1st floor). My phone was kept it with some books in the cabins designated for bags. The books were intact but my phone was nowhere to be found.

I would like to request you to help me find my phone. It would be of great help if someone could check in the CCTV cameras, Timings :- 9:25 to 12:15

I sincerely apologise for the inconvenience caused by me and am very thankful for your diligence and efforts.

Thanking you,
Yours faithfully

Vivian Vaibhav

Received my phone
from college faculty
and thankful to
the principal

~~Vaibhav~~
19/04/2024
1:09pm

Signed

~~Vaibhav~~

To SA
Vaibhav to discuss
~~See~~
19/04/24

To Dr. Girish H (Tech)

~~See~~

Date: 15/04/2024

From,

Prarthana P. Bhat (1KS23EC80)

Shraddha EN (1KS23EC100)

G. SEC.

To,

The Principle,

KSM

Bangalore.

To SA
Bislem
Dre
15/4/24

SUB: Request to get the CCTV footages.

Respected Sir,

We Shraddha & Prarthana of ASEC had kept our bags near the library during our physics internals around 1:45 to 3:00 pm. It is unfortunate that we lost our money kept inside wallets. We request you to kindly do the needful. We oblige for our mistakes and make sure it doesn't get repeated.

500/-

Thank you.

Shraddha EN

Pr

To H (107)

for the needful

Shraddha EN: 9916086258

500/-

Shraddha

Dre
7/5/24

Prarthana Bhat: 9740207719

450/-

Pr

We have received the amount.

Shraddha

Pr



K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109

GRIEVANCE COMMITTEE

CIRCULAR

Date: 04/03/2024

Meeting of Grievance Committee is scheduled on 07/03/2024 at 12:15 PM. All the Grievance Committee members are requested to attend the meeting.

Agenda for the meeting:

1. Issues related to teaching quality, curriculum, and course content
2. Examination and evaluation grievances.
3. Food and cafeteria concerns
4. Any other related issues.

(Dr. Dilip Kumar K)
Principal/Chairperson

Sl.No	Name	Department	Designation	Signature
1	Dr.Dilip Kumar K	Principal/Director	Chair Person	
2	Dr.Girish TR	MED	Member	
3	Dr.Nirmala L	MED	Member	
4	Mr.Saleem S Tevaramani	ECE	Member	
5	Mr. Sanjoy Das	CSE	Member	
6	Ms. Rashmi H	CSE	Member	
7	Ms. Roopa K	AIML	Member	
8	Ms. Mammatha N	AS&H	Member	

Sl No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	Ist year CSE	1KS22CS123
7	Havavadan Madhwaraj	Ist Year AIML	1KS22AI018
8	Trupthi GB	6 th (Sports)CSE	1KS20CS104

Venue: Chamber of the Principal

(Dr. Dilip Kumar K)
Principal/Chairperson



K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109
GRIEVANCE COMMITTEE

Members present in the meeting held on 07/03/2024:-

Sl.No	Name	Department	Designation
1	Dr.Dilip Kumar K	Principal/Director	Chair Person
2	Dr.Girish TR	MED	Member
3	Dr.Nirmala L	MED	Member
4	Mr.Saleem S Tevaramani	ECE	Member
5	Mr. Sanjoy Das	CSE	Member
6	Ms. Rashmi H	CSE	Member
7	Ms. Roopa K	AIML	Member
8	Ms. Mammatha N	AS&H	Member

SI No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	Ist year CSE	1KS22CS123
7	Havavadan Madhwaraj	Ist Year AIML	1KS22AI018
8	Trupthi GB	6 th (Sports)CSE	1KS20CS104

Minutes of the meeting:-

1. The minutes of the previous meeting held on 16/11/2023 were reviewed and approved without any amendments.
2. Issues related to teaching quality, curriculum, and course content were discussed
3. Problems related to Cafeteria and food service complaints.
4. Strategies to enhance communication channels for grievance submission and tracking


(Dr. Dilip Kumar K)
Principal/Chairperson



K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109

GRIEVANCE COMMITTEE

CIRCULAR

Date: 15/05/2024

Meeting of Grievance Committee is scheduled on 17/05/2024 at 12:15 PM. All the Grievance Committee members are requested to attend the meeting.

Agenda for the meeting:

1. Examination and evaluation grievances.
2. Campus safety and security measures.
3. Assigning responsibilities for addressing new and ongoing grievances.
4. Discussing methods to improve awareness of the grievance redressal mechanism.
4. Any other related issues.

Sl.No	Name	Department	Designation	Signature
1	Dr.Dilip Kumar K	Principal/Director	Chairperson	
2	Dr.Girish TR	MED	Member	
3	Dr.Nirmala L	MED	Member	
4	Mr.Saleem S Tevaramani	ECE	Member	
5	Mr. Sanjoy Das	CSE	Member	
6	Ms. Rashmi H	CSE	Member	
7	Ms. Roopa K	AIML	Member	
8	Ms. Mammatha N	AS&H	Member	

Sl No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	Ist year CSE	1KS22CS123
7	Havavadan Madhwaraj	Ist Year AIML	1KS22AI018
8	Trupthi GB	6 th (Sports)CSE	1KS20CS104

Venue: Principal's office

(Dr. Dilip Kumar K)
Principal/Chairperson



K.S. INSTITUTE OF TECHNOLOGY, BANGALORE – 560109
GRIEVANCE COMMITTEE

Members present in the meeting held on 17/05/2024:-

Sl.No	Name	Department	Designation
1	Dr.Dilip Kumar K	Principal/Director	Chair Person
2	Dr.Girish TR	MED	Member
3	Dr.Nirmala L	MED	Member
4	Mr.Saleem S Tevaramani	ECE	Member
5	Mr. Sanjoy Das	CSE	Member
6	Ms. Rashmi H	CSE	Member
7	Ms. Roopa K	AIML	Member
8	Ms. Mammatha N	AS&H	Member

Sl No	Name of The student	Department	USN
1	Gagana	CSE	1KS20CS029
2	Aditi	ECE	1KS20EC002
3	Haryank. V	MECH	1KS20ME003
4	Madhu S S	AIML	1KS20AI022
5	Dhanush	CSD	1KS21CG015
6	Hima S	Ist year CSE	1KS22CS123
7	Havavadan Madhwaraj	Ist Year AIML	1KS22AI018
8	Trupthi GB	6 th (Sports)CSE	1KS20CS104

Minutes of the meeting:-

1. Strategies to improve awareness of the grievance redressal mechanism
2. Planning workshops, seminars, and informational sessions.
3. Discussion on the implementation and communication of policies
4. Assigning responsibilities for addressing new and ongoing grievances.
5. Campus safety and security measures


(Dr. Dilip Kumar K)
Principal/Chairperson