



WILLIAMS INTERNATIONAL COLLEGE

(Affiliated to Bengaluru City University & Recognized by Govt. of Karnataka & AICTE)
(# 163, 1st Main, 5th Cross, Bhuvaneshwari Nagar, Sultanpalya Main Road, R.T Nagar Post, Bangalore-32)

Ref. No: WIC/OGRM/2024/01

Date: 10/06/2024

OFFICE ORDER

Subject: Establishment of Grievance Redressal Committee for the Academic Year 2024-25

To ensure the effective management of disciplinary matters within the institute, the Grievance Redressal Committee has been reconstituted for the upcoming academic year.

Chairperson: Dr. Sridhar D

Members:

- Mrs. Shabeena J K
- Dr. Rajanna
- Mrs. Dorathy Manjula
- Mrs. Fathima Farhat S
- Mr. Dinakaran D

This decision has been made with the approval of the competent authority.

Dr. Sridhar D
Principal

Copy to:

1. To all concern
2. Notice board
3. To all HOD's



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Ref. No: WIC/OGRM/2024/01

Date: 12/06/2024

CIRCULAR

Sub: Establishment of Online Grievance Redressal Mechanism at WIC

Ref.: Principal's office order of establishment of Grievance Redressal Committee, Regarding All India Council for Technical Education (AICTE) Regulations on Grievance Redressal of Students, Dated **June 10, 2024** (As per F.No.1-101/PGRC/AICTE Regulation/2019, dated November 7, 2019).

In accordance with the directive from the Principal's office dated **June 10, 2024**, and as per the regulations stipulated by the All India Council for Technical Education (AICTE) on the Establishment of Grievance Redressal Mechanisms for Students (F.No.1-101/PGRC/AICTE/Regulation/2019, dated November 7, 2019), the Grievance Redressal Committee has been reconstituted for the academic year 2024-25 at Williams International College. The Principal of WIC has approved the composition of the Grievance Redressal Committee with the following members:

S. No	Name and Address	Officiating as
1	Dr. Sridhar D, Principal	Chairperson
2	Mrs.Shabeena J K, Vice Principal	Member
3	Dr. Rajanna, Assistant Professor/Dept. of Kannada	Member
4	Mrs. Dorathy Manjula, HOD, Dept. of Computer Science	Member
5	Mrs. Fatima Farhat S, HOD, Dept. of Management	Member
6	Mr Dinakaran D, Assistant Professor	Member

The member shall hold the office for a period of Two years. The GRC shall meet as and when requires and assess the merit of the complaint. The decision of the GRC will be intimated to the complainant through email / SMS / hosted in the website. In case of any false / frivolous complaint, the GRC will take appropriate action against the complainant.

Office Order: [Click to View](#)

Fill Google Form: <https://forms.gle/Vq9YVFpociiS99cA7>

Contact Email: principal@williamsinternationalcollege.com



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The Committee's objectives are:

1. Maintaining the College's Dignity: Creating a peaceful environment in the College by encouraging friendly interactions between students and faculty.
2. Encouraging students to openly and honestly express their complaints and issues without worrying about retaliation is known as "facilitating free expression."
3. Invoking Inhibition: Counseling students not to start disputes or complaints against other students, faculty members, or the College administration.
4. Cultivating Positive Interaction: Encouraging all staff members to engage in supportive and caring interactions with students, and avoiding any actions that could be interpreted as being punitive or vindictive towards them.

Online Grievance Redressal Mechanism:

Students, parents, or stakeholders can submit their grievances through the following methods:

1. In person
2. By filling out the Google Form provided at the following link: [<https://forms.gle/Vq9YVFpociiS99cA7>]
3. By writing an email to any member of the grievance cell.

Upon receiving a grievance, the chairperson of the committee will assign other members to investigate the matter thoroughly. The committee will work diligently to identify the root cause of the grievance and propose effective solutions.

The recommendations of the committee will be communicated to the concerned student, parent, or stakeholder by the Chairperson.

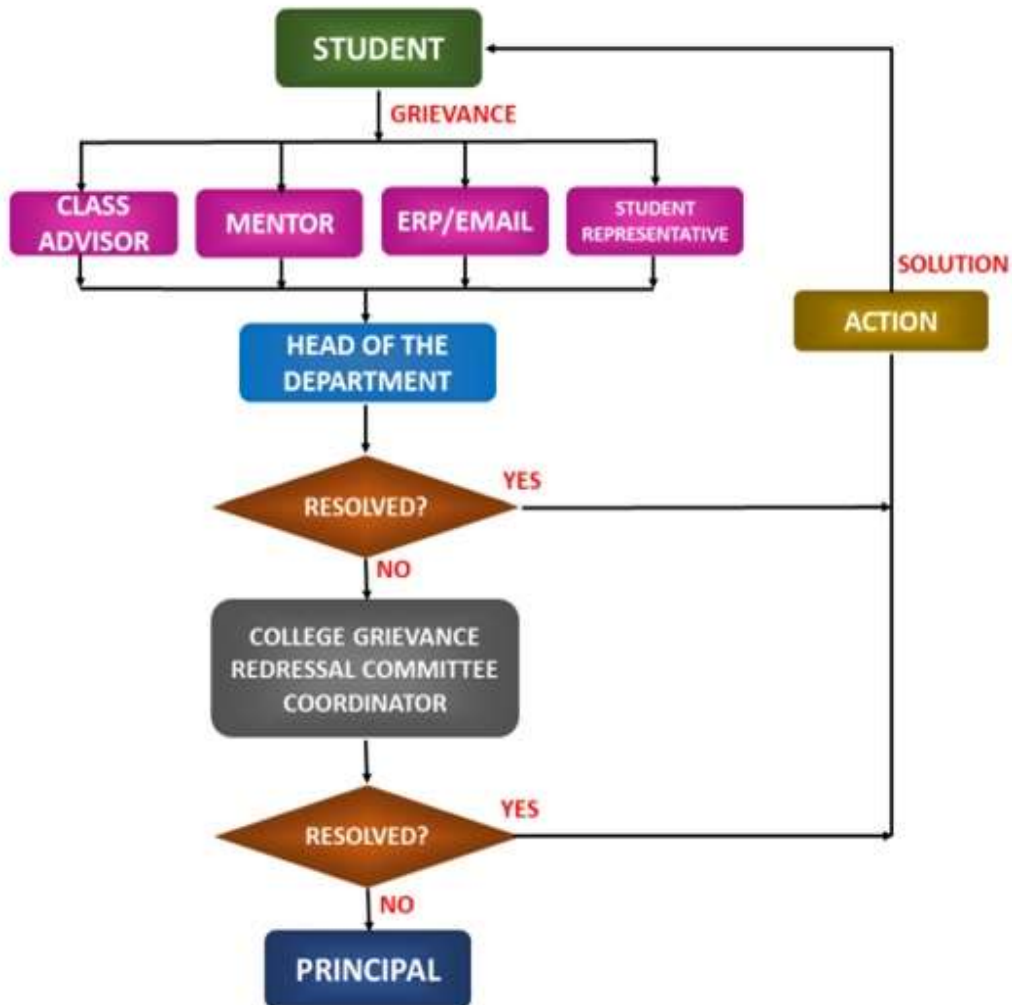
PRINCIPAL



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GRIEVANCE REDRESSAL MECHNISM



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