

MANDATORY DISCLOSURE



**GOLDEN VALLEY INTEGRATED
CAMPUS**

**ANGALLU-MADANAPALLI
CHITTOOR (Dist)**

1.Name and address of the Institution

Name of the college: Golden Valley Integrated Campus
Angallu, Madanapalli-517 326
91778 30589, 83286 97299

2.Name and address of the Trust/ Society

Name of the Trust: Bharat Educational trust
Address of the Trust :Bharat Educational trust
Kadiri Road, Angallu, Annamaiah (Dist) PIN: 517 326
Telephone: +9191778 30589, +9183286 97299
Email:

3. Name of the affiliating University

Name of the affiliating University: Javaharlal Nehru Technological University
Ananthapur
Address: Ananthapuram, Andhrapradesh, 590018

4.Governing Body

The Following are the members of Academic Council of Golden Valley Integrated Campus Golden valley Integrated Campus, ANGALLU

5. Frequently of the Board Meeting and Academic Advisory Body

The Governing Council meets at least twice in an Academic Year. Academic Advisory Body meets at least once in an Academic Year

6. Student Feedback on Institutional Governance/ Faculty performance

A Well-established feedback is in place and is operating very effectively. The main features of this system are;

1. Every semester there are three feedbacks obtained from the students each of the subject being taught by faculty members.
2. The first two feedbacks pertain to only the subject being taught by the faculty.
3. The third feedback also includes an institutional, Principal and HODs feedback.
4. The complete feedback system is online and is identity protected.
5. The feedback collected is analyzed using a formula and this analysis indicates the percentage score for each of the individuals. This analysis clearly indicates the parameters in which a teacher is good or otherwise.
6. The management has decided to keep benchmark of 60% and all those who secure above 60% are considered in the good lot.

7. Those who secure 59% and below are considered for counseling and repeaters are dealt with in a specific way as per the guidelines of the management.

The feedback mechanism starts with an awareness to the students about the feedback its objectives and usage. The teachers and students data is provided to the organization handling the feedback and they in turn give a specific ID to each students. Thereafter on a specified data students are informed to provide online feedback of 10 questions pertaining to individual teacher on a parameter of Excellent, Very good, Good, Fair and Poor. This information is converted in to percentage and every teacher is indicated about the percentage he/she has secured in the feedback for a particular paper being handled. Specific teachers who have secured less than 60% are counseled by a team of senior management to improve their performance.

7.Grievance Redressal mechanism for Faculty, staff and students

Accoring to All India Council for Technical Education, Act, 1987 (52 of 1987), and the Redressal of Grievance of Faculty/Staff Member Regulations,2021, Grievance Redressel Cell has been formed at Golden Valley Integrated Campus.

The function of the cell formed at GVIC is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the Students Council. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/suggestion box of the

Grievance Cell at Administrative Block.

Objective

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Cell should be constituted for the Redressal of the problems reported by the Students of the College with the following objectives:

1. Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-Teacher relationship etc.
2. Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
3. Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
4. Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
5. Advising all the Students to refrain from inciting Students against other Students, Teachers and College administration
6. Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.

7. Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

AICTE Guidelines in formation of Grievance Redressal Committee

It is mandatory for all Technical Institutions to address the grievance of faculty/staff members including service matters at the institution level itself. A Grievance Redressal Committee (GRC for faculty/staff members shall be constituted by each Institution to look into the grievance of the faculty/staff members. The composition of the GRC shall be as follows:

1. Principal of the Institution as Chairperson
2. one Senior Professor of the affiliating University as a Member,
3. One Official from University or State DTE (Directorate of Technical Education) (to be nominated by DTE university Vice Chancellor) as Member,
4. one Senior Faculty (not below Associate Professor) as Member.
5. A complaint from an aggrieved faculty/staff member relating to the institution shall be addressed to the chairperson, Grievance Redressal committee (GRC).
6. The GRC shall send its report with recommendations, if any, to the concerned DTE or University and a copy thereof to the aggrieved faculty/staff member, within a period of 15 days from the date of receipt of the complaint.

7. In case faculty/staff is not satisfied with the decision of Grievance Redressal Committee, they may appeal to the concerned affiliating University/State DTE (in case of diploma institutes) for redressal of their grievances'

Grievance Redressal Committee

The Grievance Redressal Committee formed with the following members for GVIC:

1. Principal - Chairperson
2. Mrs. Reddy Mubarak (H O D) - Member
3. Mr Anjappa (Senior professor) -Member

This committee will deal with all the Grievances directly which is related to the common problems at institute level both Academic and Administrative. In addition, this committee will also entertain the appeal filed by student against the decision of the Institute level committee.

MECHANISM FOR REDRESSAL OF GRIEVANCES OF STUDENTS and STAFF

The students are the main stakeholders in any institution imparting education, and it is our endeavour to make all efforts to ensure transparency in all the activities at different stages. Taking this spirit in consideration the institute has decided to provide mechanism to students for Redressal of their grievances as under:

The Grievances may broadly include the following complaints of the aggrieved students

1. Academic
2. Non-Academic
3. Grievance related to Assessment
4. Grievance related to Victimization
5. Grievance related to Attendance
6. Grievance related to charging of fees
7. Grievance regarding conducting of Examinations
8. Harassment by colleague students or the teachers etc.

It is good to air a grievance rather than to keep it bottled up. Protection of human rights is essential for all round development of an individual's personality. To realize the primary needs of the students and staff and secure civil liberties for everybody, a Grievance Redressal Cell has been constituted. The cell is indented to find solutions for problems like, (i) Sexual harassment - any kind of physical or mental harassment (ii) Complaints regarding class room teaching - class room management, completion of syllabus, teaching methods, etc., if and when they arise. The Grievance Redressal Cell convenes meetings periodically and takes steps to redress the grievance.

Procedure for Redressal of Grievances

1. An aggrieved student who has the Grievance or Grievances at the Department level shall make an application first to the HoD. The Head of Department after verifying the facts will try to redress the grievance within a reasonable time. If the student is not satisfied with the verdict

or solution of the HoD, then the same should be placed before the Department level committee.

2. If the student is not satisfied with the decision of Department committee, he/she can submit an appeal to the Institute level grievance committee within a week from the date of the receipt of the reply from the Department level committee.
3. The convenor of Institute grievance committee, after verifying the facts and the papers concerned and having discussion within the Chairman of the Department committee will place the matter before the Institute level committee which shall either endorse the decision of the Department level committee or shall pass appropriate order in the best possible manner within a reasonable time.
4. If the student is not satisfied with the Redressal offered by the Institute level committee and feels that his/her Grievance is not redressed, he/she can submit an appeal to the central grievance committee within a week from the date of receipt of decision with the relevant details.
5. While dealing with the complaint the committee at all levels will observe law of natural justice and hear the complainant and concerned people.
6. While passing an order on any Grievance at any level the relevant provisions of Act/Regulations should be kept in mind and no such order should be passed in contradiction of the same.
7. The student will submit the application of Grievance or appeal to the Institute level committee or central grievance Redressal committee, as the case may be, through the Head of Department and Head of Institute concerned.

Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters:-

1. Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
2. Financial matters: Related to dues and payments for various items from library, hostels
3. Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

The cases will be attended promptly on receipt of written grievances from the students . The cell formally will review all cases and will act accordingly as per the Management policy. The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes. The Grievance Cell will act upon those cases which have been forwarded along with the

necessary documents. The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Responsibility for Redressal

The final responsibility for grievance Redressal rests with the Principal of the college. The college expects that grievance Redressal be time bound and result oriented. Every grievance is expected to be resolved within a reasonable period. The grievance Redressal cell of the college shall monitor status and progress of grievance Redressal and shall furnish report on grievance Redressal position to the Principal.

Powers:

In case of any grievance the members of the cell are empowered to sort out the problems at their level through discussion with students. In case the members fail to find out any solution then the matter is referred to the Principal for final commitment on the matter. Considering the nature and depth of the grievances due inquiry is made by the members of the cell and through personal discussion the matter is solved. If anybody is found to be guilty for any kind of nuisance he or she is given punishment with due consideration with the Principal. The nature of punishment, information to the police (if situation arises for so) and expelling from the college are as per the rule of the institute.

Exclusions:

The grievance Redressal cell shall not entertain the following issues:

Decisions of the Governing body, Academic council, Board of studies and other administrative or academic committees constituted by the University. Decisions with regard to award of scholarship, fee concessions, medals etc; Decisions made by the University with regard to disciplinary matters and misconduct. Decisions of the University about admissions in any courses offered by the institute. Decisions by competent authority on assessment and examination result.

Composition:

The cell is having the provision of being reconstituted every year if situation arises for so by the Principal himself along with suggestions sought from the in charge administrative body. Care has to be taken to select staff members from each stream.

9.Establishment of Online Grievance Redressal Mechanism

All compliants can be sent to gvicacsrgmail.com for online Grievance redressal mechanism. A strict secrecy will be maintained in resolving the problems.

8.Establishment of Anti Ragging Committee

Ragging in any form is a criminal offence and strictly prohibited inside and outside the Institute. As per the directives of Hon. Supreme Court, All India Council for Technical Education (AICTE) and Govt. of Andhra Pradesh,

strict actions are recommended against students for indulging and abetting ragging.

Whosoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall on conviction, be punished as per the rules. If a student is involved in any act of ragging prior to taking admission then such student will be denied admission in the Institute.

However, if at a later stage it is found that an admitted student has indulged in any act of ragging then such student will be rusticated.

S.No	Name	Designation	Department	Contact No.
1	Mr.Jagadish	HOD	H&S	9704871819
2	Mr Imam Vali	Asst.Professor	ECE	8978072353
3	Mrs. G.Nandini	Asst. Professor	ECE	7013458843
4	Mr P.Anjappa	Asst.Professor	EEE	9440250031
5	Mrs. U.Harshitha	Asst.Professor	EEE	9160483757
6	Mr Y Bhemappa	Asst.Professor	Mechanical	6361225697
7	Mrs. Reddy Mubarak	AsstProfessor	CSE	8500378649
8	Mr Upendra	Asst.Professor	Civil	8106735019
9	Sri P Vishwanadha Reddy	Sarpanch	Politice	6739012345
10	Mr Madhusudhan Reddy	Police Inspector	Law & Order	8197834512
11	Mrs. Sobharani	Parent	Stakeholder	7093391567
12	Mr. Kishore	Parent	Stakeholder	8328697300

As per the policy of Golden Valley Integrated Campus and to ensure complete ragging free environment in GVIC campus & in compliance with the letter from UGC, AICTE, affiliating university and other statutory bodies from time to time, AntiRagging Committee is constituted with the following members.

Every student admitted in the Institute shall have to furnish separate affidavits signed by himself / herself and his / her parent / guardian. For students who will be availing hostel accommodation facility on campus, an-

other affidavit jointly signed by the student and his / her parent / guardian will have to be submitted along with the admission form. More details are available on our website.

Objectives

1. Creating ragging free atmosphere in and outside the campus Creating awareness among students regarding acts and punishments pertaining to ragging activities.
2. Creating cordial relations among students for fulfilling organizational mission and objectives.
3. Creating awareness among students regarding how the self confidence of the individual influences the national interest.

“Ragging” means the doing of any act which causes, or is likely to cause any physical, psychological or physiological harm of apprehension or shame or embarrassment to a student and includes Teasing or abusing or playing Practical joke on or causing hurt to any student. Asking any student to do any act, or perform any thing, which he/she would not, in the ordinary course, be willing to do or perform. Ragging is different from other crimes because the motive is solely to get perverse pleasure. Ragging is also different from other crimes as it is actively promoted by certain sections of the society. Following types of abuses and activities will be termed as ragging : Physical abuse - for example, forcing to eat, drink or smoke, forcing to dress or undress. Verbal abuse - for example swear words and phrases, direct or indirect derogatory references to the person’s appearance, attire, religion, caste, family or chosen field of study. Forced activity - for example Chores for

seniors e.g. copying notes, cleaning rooms, etc. Not being allowed to attend classes. Staying awake late or getting up at unreasonable times. Singing or dancing or performing in any other way. Using foul language or shouting or cheering loudly. Misbehaving with strangers, particularly women.

10. Establishment of Internal Complaint Committee (ICC)

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) ACT, 2013 (“Prevention of Workplace Sexual Harassment Act”) was made effective from December 09, 2013 by the Ministry of Women and Child Development, India.

The Prevention of Workplace Sexual Harassment Act requires an employer to set up an ‘Internal Complaints Committee’ (“ICC”) at each office or branch, of an organization employing 10 or more employees, to hear and redress grievances pertaining to sexual harassment.

In pursuance of UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015, the JSS Science and Technology University constituted the “Internal Complaints Committee”.

Any employee/students/anybody in the campus of JSS Science and Technology University, Mysuru – 570006.

According to the ACT, sexual harassment is defined as “unwelcome sexually determined behavior such as” Physical contact, and making advances A demand or request for sexual favors Sexually oriented remarks Showing pornography Use of electronic media (phone, internet, intranet) for perpetrating any

of the above Any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature In short, the definition of sexual harassment is broad enough to include all kinds of offensive, hostile, intimidating, humiliating and exploitative language, gestures and conduct.

Redressel

1. Written complaint to be made by the aggrieved person generally within 90 days of the incident
2. All parties are interviewed on record and documentary evidence examined
3. Inquiry should be completed within 90 days by the ICC
4. The ICC report should be submitted to the disciplinary authority within 10 days from the completion of the inquiry
5. If the allegations against the respondent has been proved, the ICC shall recommend disciplinary action to be taken against the respondent
6. The management to act on the ICC report within 60 days of receipt

Penalisation

1. Written apology
2. Warning
3. Withholding of increments/promotion
4. Terminating the respondent from service

5. Deduction of compensation payable to the aggrieved woman from the wages of the respondent
6. Any other punishment according to the service rules applicable to the respondent
7. Withhold privileges of the student such as access to the library, transportation, scholarships allowances etc., Suspend or restrict the entry of the student for specific period
8. Expel and strike off the name from the rolls of the institution

Approchability

If you think you are harassed or being harassed, contact any of the members of the ICC or any employee of the university or send an email to gvicac-srgmail.com. Your complaint will be kept CONFIDENTIAL.



Golden Valley Integrated Campus
Angallu, Madanapalli - 517 326

Ref: GVIC/ICC/14

28-03-2022

Sub: Constitution of Internal Complaints Committee

UGC ref: DO. No.F.91 -2I2020(GS)Pt.1

GVIC has formulated the internal complaints (ICC) as per the guidelines of UGC and the Supreme Court.

Sl.No	Designation	Name & Address	Contact No.
1	Presiding Officer	Dr. Meenaz	8328697331
2	Member	Smt. Manjula	9492077879
3	Member	Smt. R Mubarak	8500378649
4	Member	Smt. V. Bharani	8328697312

Director

11. Internal Quality Assurance Cell

IQAC at GVIC

The GVIC established the Internal Quality Assurance Cell (IQAC) and it is an integral part of the college which works towards realizing the goals of quality enhancement by developing a system for conscious, consistent and catalytic improvement in different aspects of functioning of the college.

The IQAC coordinator involves in all major committees and other bodies where major academic, administrative and student centric procedures are evolved. Facilitating Academic Audit, preparing Annual Report, participating in all quality audit processes that regularly undertakes by IQAC. The IQAC Cell documents and reports various activities of the college for various higher education requirements.

Through all these measures IQAC happens to be one of the important components of the college which ensures quality and continuous improvement in all the sections of the college.

Functions of IQAC at GVIC

1. Development and implementation of quality benchmarks/parameters for various academic and administrative activities of the institution.
2. Development of Quality Culture in the institution and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
3. Conducting internal Academic as well as Administrative Audits.
4. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.

5. Dissemination of information on various quality parameters of higher education.
6. Organization of inter and intra institutional workshops, seminars on quality related themes.
7. Documentation of the various programmes /activities leading to quality improvement and maintenance of institutional database for the purpose of maintaining /enhancing the institutional quality.
8. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Constitution of IQAC

In the meeting held on 4/4/2022, Principal welcomed the suggestions from the HOD's regarding the formation of IQAC and the HOD's were shared their experiences, suggestions regarding the formation of IQAC.

Principal informed that the IQAC Members are selected based on their ability to perform and motivation level of a teacher. Principal Informed in the meeting that IQAC will work Parallel with the College Council (HOD'S Meeting) for achieving the quality enhancement process in the institution. Principal also suggested to all the HOD's to identify the senior teachers has a Members and also select a Coordinator as per the NAAC Guidelines. After Discussions identified the members for the IQAC based on the recommendations from the HOD's and identified Mrs. K Salma, Asst. Professor, Department of MBA as a coordinator for the IQAC with the following members to assist her in achieving the quality standards in the GVIC campus. It is also decided in the meeting to include members from all stake holders such as from alumni and parents.

Sl.No	NAME	Designation
1	Sri NV Ramana Reddy	Chairman
2	Smt. K. Salma	IQAC coordinator
3	Dr Sreenivasul Reddy	Member
4	Dr. Meenaz	Member
5	Mr. Rajasekhar	Member

Table 1: Committee Members of IQAC at GVIC

IQAC Benefits

1. Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement
2. Ensure internalization of the quality culture
3. Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices
4. Provide a sound basis for decision making to improve institutional functioning
5. Act as a dynamic system for quality changes
6. Build an organized methodology of documentation and internal communication.

12.Name of Programmes approved by AICTE

S.No	Program	Branch	Approved strength
1	Diploma	CivilEngineering	60
2	Diploma	ME	60
3	Diploma	EEE	60
4	Diploma	ECE	60
5	B.Tech	Civil	30
6	B.Tech	Civil(CT)	30
7	B.Tech	Mechanical	30
8	B.Tech	EEE	30
9	B.Tech	ECE	60
10	B.Tech	CSE	60
11	B.Tech	CSE(IOT)	60
12	M.Tech	VLSI & Syetem Design	24
13	M.Tech	VLSI & Embedded system	24
14	M.Tech	Power Electronics	24
15	M.Tech	Production Engg. Engg.Dsign	24
16	M.Tech	Structural Engg. & Cons. Management	24
17	M.Tech	Computer Science & Engineering	24
18	M B A	Waste Management ans Social Enterprinuarship	60
19	M B A	Health Care & Hospital Management	60
20	M B A	Banking and Financial Services	60
21	M B A	Big Data Analysis	60
21	M B A	General MBA	60