



SAGAR INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, New Delhi & Govt. of MP. Affiliated to RGPV & BU, Bhopal



Date: 19/04/2024

TO WHOM SO EVER IT MAY CONCERN

It is to state that Sagar Institute of Science and Technology (SISTec) has developed an online Grievance Redressal Mechanism system with constituting Grievance Redressal Committee for student and Grievance Redressal Committee for Faculty/Staff and all relevant information uploaded on Institute website.



Principal

Sagar Institute of Science and Technology (SISTec)
Gandhi Nagar, Airport Road, Bhopal

Principal
Sagar Institute of Science & Technology
Gandhi Nagar, Bhopal



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NAAC
ACCREDITED
INSTITUTION

Ref: SISTec GN/ GRC/2023-24/Re-constitution

Date: 11-04-2024

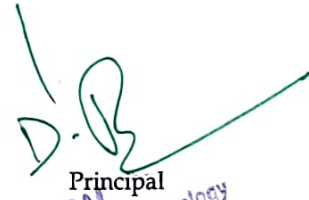
Revised Office Order

In accordance with the AICTE Approval Process Handbook (APH) 2024-27, The Student Grievance Redressal Committee has been reconstituted and will be effective from 12-04-2024. The committee has the following members:

STUDENT GRIEVANCE REDRESSAL COMMITTEE				
S. No.	Name	Designation	Position	Contact No.
1.	Dr. Dinesh Kumar Rajoriya	Principal	Chairman	8827282591
2.	Dr. Swati Saxena	Vice-Principal	Member (Senior Faculty1)	9424846699
3.	Dr. Ravishanker V Choudri	HOD ME	Member (Senior Faculty2)	9993945547
4.	Dr. Arnav Anuj Kasar	HOD CE	Member(Senior Faculty3)	9993017443
5.	Mr. Adarsh Somani	Student 3 rd Year	Student Member (Special invitee)	8602760672

The term of the members and the special invitee shall be of two years.




Principal

Copy to:

1. Chairman Sir (for kind information please)
2. Managing Director Sir (for kind information please)
3. Group Director (for kind information please)
4. Principal Office (for record)
5. Vice-Principal Office/IQAC Coordinator (for the record)
6. Administrator
7. All HODs
8. Warden Boys Hostel
9. Warden Girls Hostel
10. Website In charge
11. Ombudperson, RGPV.

PRINCIPAL
Sagar Institute of Science & Technology





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Student Grievance Redressal Committee

Date: 12/04/24

Notice

A meeting of the Students Grievance Redressal Committee will be held on 13-04-2024 at 03:00 pm at the Conference Hall (First Floor) to discuss the following agenda:

1. Exploring the duties of the updated committee.
2. Presentation on Student grievance cases during the last session.

All concerned are requested to remain present.

STUDENT GRIEVANCE REDRESSAL COMMITTEE				
S. No.	Name	Designation	Position	Contact No.
1.	Dr. Dinesh Kumar Rajoriya	Principal	Chairman	8827282591
2.	Dr. Swati Saxena	Vice-Principal	Member (Senior Faculty1)	9424846699
3.	Dr. Ravishanker V Choudri	HOD ME	Member (Senior Faculty2)	9993945547
4.	Dr. Arnav Anuj Kasar	HOD CE	Member(Senior Faculty3)	9993017443
5.	Mr. Adarsh Somani	Student 3 rd Year	Student Member (Special invitee)	8602760672



Dr. Dinesh Kumar Rajoriya
Chairperson-ARC,
Principal, SISTec GN

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2. Managing Director Sir (for kind information please)
3. Director (for kind information please)
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5. Vice-Principal Office/IQAC Coordinator (for record)
6. Administrator
7. All HODs
8. Sr. Manager, Admin & H.
9. All GRC members



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Date: 13/04/2024

STUDENT GRIEVANCE REDRESSAL COMMITTEE

Minutes of Meeting

The meeting of the re-constituted Grievance Redressal Committee was held on 13/04/2024 at 3:00 PM in the Conference Hall.

Committee chairperson Dr. Dinesh Kumar Rajoriya welcomed all the committee members to have a fruitful discussion during the meeting.

The following members were present:

S. No.	Name	Designation	Position
1.	Dr. Dinesh Kumar Rajoriya	Principal	Coordinator
2.	Dr. Swati Saxena	Vice-Principal	Member
3.	Dr. Ravishanker V Choudri	HOD ME	Member
4.	Dr. Arnav Anuj Kasar	HOD CE	Member
5.	Mr. Adarsh Somani	Student 3 rd Year (Special invitee)	Student Member

The agenda of the meeting was:

1. Exploring the duties of the updated committee.
2. Presentation on Student grievance cases during the last session.

Minutes:

1. The Chairperson greeted all members and detailed the responsibilities of each individual.
2. The status of complaints received since the last meeting was reviewed. It was noted that no new complaints had been filed during this period.
3. Members were encouraged to remain vigilant and approachable to ensure a safe and supportive environment for all individuals.

It was decided that the next meeting would be scheduled if any case arises; otherwise, in the next academic year.



Dr. Dinesh Kumar Rajoriya,
Chairperson, GRC

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3. Administrative Officer
4. Sr. Manager, Admin & HR
5. All HOD's
6. ALL GRC members