



#### **5.1.4**

**The institution has a transparent mechanism, for timely redressal of student grievances including sexual harassment and ragging cases**

**Grievance Committee Sample of Redressal of Grievance-MoM & ATR**

**Greater Noida Institute of Technology (Engg. Institute)**

**Plot No. 7, Knowledge Park II, Greater Noida  
Uttar Pradesh 201310 India**



**Student Grievance Redressal Committee**

Reference No: GNIOT/SGRC/Notice/(01/2017-18)

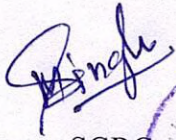
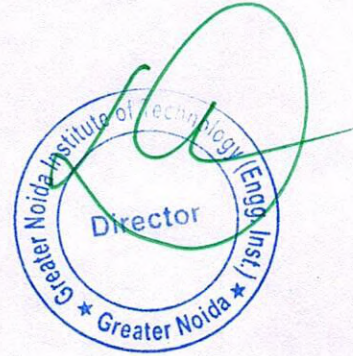
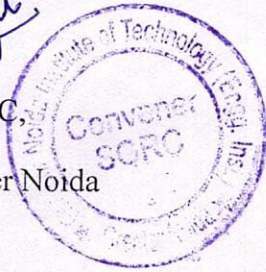
**NOTICE**

Date: 25.09.2017

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 26<sup>th</sup> Sept, 2017 at 1:00 PM in Room No. 142, B. Tech First Year Block

The agenda of meeting is "Regular meeting of student's grievance redressal committee (SGRC)".

Thank you.

Convener SGRC,  
GNIOT, Greater Noida



## Students Grievance Redressal Committee (SGRC)

### Minutes of the Meeting

Reference No: GNIOT/SGRC/(01/2017-18)

Date of Meeting: 26.09.2017

Time: 1:00 PM

Venue: Room No 142A

#### Agenda of Meeting:


A regular meeting was called of student's grievance redressal committee (SGRC). In the meeting it was felt that there should be a policy document of the Committee. Some outline related to the policy document in the light of AICTE regulation have been discussed.

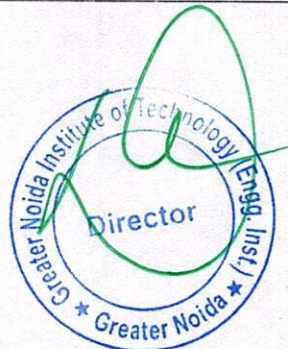
#### Present Member:

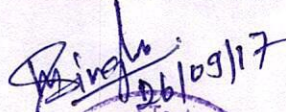
A meeting of Students Grievance Redressal Committee (SGRC) was held in room no 142A on 16<sup>th</sup> Sept, 2017 at 01:00PM presided by Dr Moti Singh (Convener). Following members were present in the meeting –

Sr. No	Name	Designation	Status
1.	Dr Moti Singh	Convener	Present
2.	Mr. Ashwani Kumar Verma	Co-Convener	Present
3.	Ms. Minakshi Awasthi	Member	Present
4.	Mr. Sushil Kumar	Member	Present
5.	Mr Ankur Nigam	Member	Present

Sr. No	Agenda	Discussion /Action Taken	Responsibility
1	Policy Document	Discussion on the points of Policy document	Convener, Co convener in consultation with Chairperson will frame the policy document

  
**Mr. Ashwani Verma**  
(Co-Convener)  
SGRC, GNIOT



  
**Dr Moti Singh**  
(Convener)  
SGRC, GNIOT

#### 1. Copy to:

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/ ERP officer /Librarian / Notice Board.



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(02/2017-18)

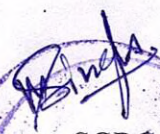
### NOTICE

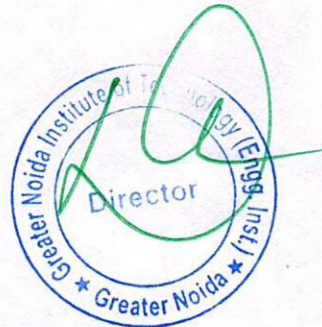
Date: 13.11.2017

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 16<sup>th</sup> November, 2017 at 1:00 PM in Room No. 142, B. Tech First Year Block.

The agenda of meeting is "Framing and finalization of Policy document". All are requested to be present on time.

Thank you.

  
Convener SGRC,  
GNIOT, Greater Noida





## Students Grievance Redressal Committee (SGRC)

### Minutes of the Meeting

Reference No: GNIOT/SGRC/(02/2017-18)

Date of Meeting: 16.11.2017

Time: 1:00 PM

Venue: Room No 142A

#### Agenda – 01:

The minutes of meeting held on 05.07.2017 were read and confirmed with unanimity.

#### Agenda – 02:

The meeting was called to discuss the vital points of policy document for the student's grievance redressal committee (SGRC). After a rigorous discussion the jurisdiction of the committee and the procedure for complaint by aggrieved students was finalized. The proposed policy document was and finalized.

**Agenda – 03:** Any other item with the permission of Chair.

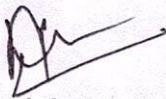
#### Present Member:

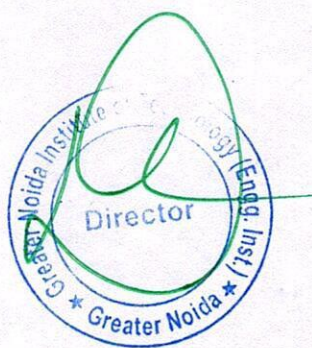
A meeting of Students Grievance Redressal Committee (SGRC) was held in room no 142A on 16<sup>th</sup> Nov, 2017 at 01:00PM presided by Dr Moti Singh (Convener). Following members were present in the meeting –

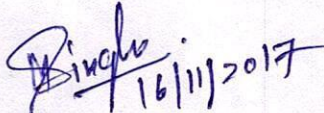

1.	Dr Moti Singh	Convener	Present
2.	Mr. Ashwani Kumar Verma	Co-Convener	Present
3.	Ms. Minakshi Awasthi	Member	Present
4.	Mr. Sushil Kumar	Member	Present
5.	Mr Ankur Nigam	Member	Present

Sr. No	Agenda	Discussion /Action Taken	Responsibility
1	Policy Document	Policy document was proposed	Convener, proposed the policy document and finalized in the meeting

The meeting ended with vote of thanks.

  
 Mr. Ashwani Verma  
 (Co-Convener)  
 SGRC, GNIOT



  
 Dr Moti Singh  
 (Convener)  
 SGRC, GNIOT  


1. **Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/ ERP officer /Librarian / Notice Board.



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(01/2018-19)


### NOTICE

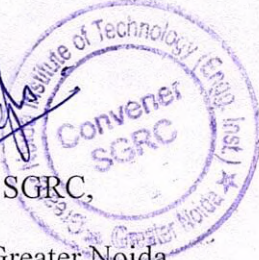
Date: 07.07.2018

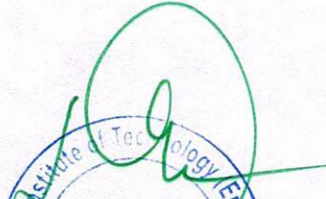
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 10<sup>th</sup> July, 2018 at 1:00 PM in Room No. 142, B. Tech First Year Block

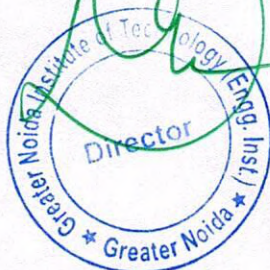
The agenda of meeting is "The meeting was called to discuss how to develop the mechanism to aware students with students' grievance redressal committee".

Thank you.

  
Convener SGRC,  
GNIOT, Greater Noida



  
Director  
Greater Noida Institute of Technology (Engg. Inst.),  
Greater Noida





## Student Grievance Redressal Committee

### Minutes of the Meeting

Reference No: GNIOT/SGRC/(01/2018-19)

Date: 10.07.2018

Meeting of Students Grievance Redressal Committee (SGRC) was held on 09<sup>th</sup> Jan, 2019 at 1:00 PM.

**Venue:** Room No. 142, B. tech First Year Block

**Chairperson of the Meeting:** Dr Moti Singh

Following members were preset in the meeting –

1. Dr Moti Singh
2. Mr. Ashwani Kumar Verma
3. Ms. Minakshi Awasthi
4. Mr. Sushil Kumar
5. Mr. Shashank Sameer

#### Agenda – 01:

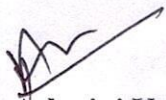
The minutes of meeting held on 10.07.2018 were read and confirmed with unanimity.

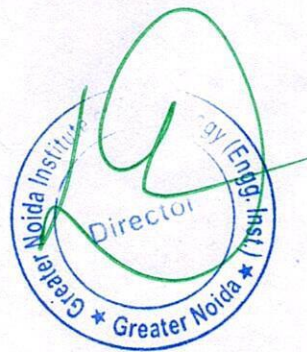
#### Agenda – 02:


The meeting was called to discuss how to develop the mechanism to aware students with students' grievance redressal committee. It is decided that the circular of SGRC Committee would be pasted on the different notice boards of the college.

#### Agenda – 03: Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
**Mr. Ashwani Verma**  
(Co-Convener)  
SGRC, GNIOT



  
**Dr. Moti Singh**  
(Convener)  
SGRC, GNIOT

#### Copy to:

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/ ERP officer /Librarian / Notice Board.



To

6  
08-08-2018

The Director

Greater Noida Institute of Technology

Sub: Regarding some grievances faced by us

Sir,

Most humbly and respectfully I wish to say you that there are some problems faced by us these days regularly.

- 1) Please ensure proper sanitization in our classroom on regular basis
- 2) Please provide cold drinking water to us as at present the drinking water which is available is normal or sometime warm.

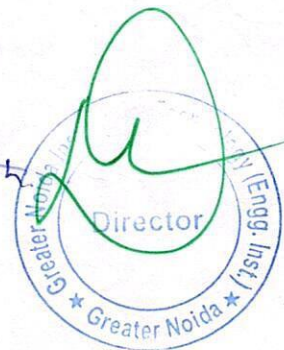
Please solve these issues as soon as possible. We will be obliged for this.

Yours obedient

All students

M.E 3A

~~2019-20 Batch~~



IOAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida

forwarded to SGR Cell



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(02/2018-19)

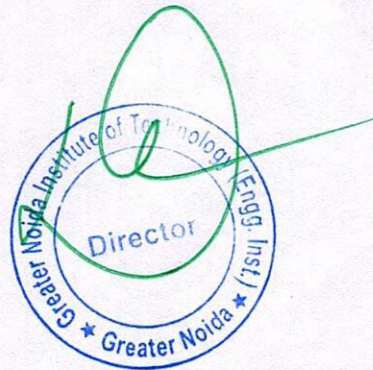
### NOTICE

Date: 08.08.2018

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 08<sup>th</sup> August, 2018 at 12:35 PM in CADLAB.

The agenda of meeting is "The meeting is to discuss the grievance of students of ME 3A related to Sanitization of class room and water cooler repair".

Thank you.







# ग्रेटर नोएडा इंस्टीट्यूट ऑफ टेक्नोलॉजी (इंजीनियरिंग इंस्टीट्यूट) GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)

## Students Grievance Redressal Committee

### Minutes of Meeting

Ref No: GNIOT/SGRC/(02/2018-19)

Date of Meeting: 08-08-2018

Time: 12.35 PM

Venue: CAD LAB

Agenda of Meeting: i. Proper sanitization in the class room  
ii. Cold drinking water

Present Member: Dr. Moti Singh  
All committee members  
Mohd. Naushad (Admin)



Sr. No	Agenda	Discussion /Action Taken	Responsibility
1	Class room sanitization (263 & 264)	Will be resolved in 2 working days	Admin
2	Cold drinking water	Electrical component was damaged, and will be replaced in 2-3 days	Admin



Signature *[Signature]*  
(Authorized Person) 08/08/2018

1. Copy to:  
Chairperson SGRC / HOD(ME) /Admin/ Notice Board

IOAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida





# ग्रेटर नोएडा इंस्टीट्यूट ऑफ टेक्नोलॉजी (इंजीनियरिंग इंस्टीट्यूट) GREATER NOIDA INSTITUTE OF TECHNOLOGY (Engg. Institute)

## Students Grievance Redressal Committee

### Action taken Report

Date: 10-08-2018

As per the meeting held on 08-08-2018, the following discussed problems are resolved

1. The classroom is sanitized properly
2. Water cooler is repaired

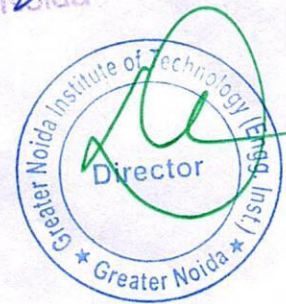
*[Handwritten Signature]*  
Signature  
(Admin)

*[Handwritten Signatures: Abhishek, Rishabh, Anurag, Anurag]*  
Signature  
(Students)

2. Copy to:  
Chairperson SGRC



IQAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida





## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(01/2019-20)

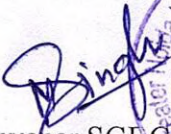
### NOTICE


Date: 02.08.2019

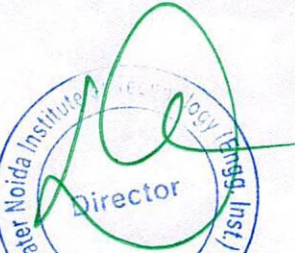
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 06<sup>th</sup> August, 2019 at 1:00 PM in Room No. 142, B. Tech First Year Block.


The agenda of meeting is "To discuss how the details of committee widely published' among the students.

Thank you.

  
Convener SGRC  
GNIOT, Greater Noida



  
Director  
GNIOT, Greater Noida





## Student Grievance Redressal Committee

### Minutes of the Meeting

Reference No: GNIOT/SGRC/(01/2019-20)

Date: 06.08.2019

Meeting of Students Grievance Redressal Committee (SGRC) was held on 6<sup>th</sup> August, 2019 at 1:00 PM.

**Venue:** Room No. 142, B. tech First Year Block

**Chairperson of the Meeting:** Dr Moti Singh

Following members were preset in the meeting –

1. Dr Moti Singh
2. Mr. Ashwani Kumar Verma
3. Ms. Minakshi Awasthi
4. Mr. Sushil Kumar
5. Mr Shashank Sameer (Student Member)

#### Agenda – 01:

The minutes of meeting held on 09.01.2019 were read and confirmed with unanimity.

#### Agenda – 02:

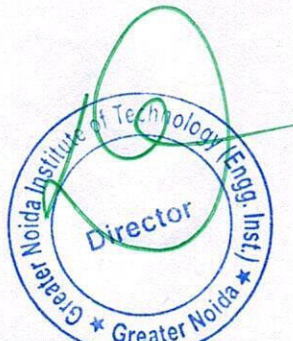
The meeting was called to discuss how the details of committee widely published. It is decided that the committee details would be pasted on the notice boards of each department, hostel (Girls & Boyes) and library also.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.



**Mr. Ashwani Verma**  
(Co-Convener)  
SGRC, GNIOT



Copy to:

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/ ERP officer /Librarian / Notice Board.



To,  
The Convener of SGRC  
GNIOT, Greater Noida.

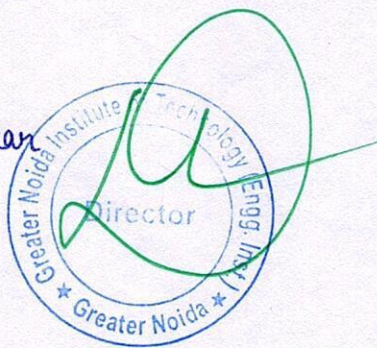
Subject :- Application regarding Ac Problem in the labs in the CSE dept.

Sir,

Respected convener sir, there is a problem with the air conditioners in the computer science and engineering department labs. The first thing is that there is only a single air conditioner in one lab, but there should be a minimum of two air conditioners in one lab according to the size of the lab, another problem is that air conditioners are not working. We are requesting to you to fix the above problems of labs.

Thank you!

Date :- 13/08/2019  
From CS 2<sup>nd</sup> year



IQAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida

One more A.C. required in  
Lab No - 164  
Forward for kind Attention  
13/08/2019



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(02/2018-19)

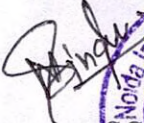
NOTICE


Date: 14.08.2019

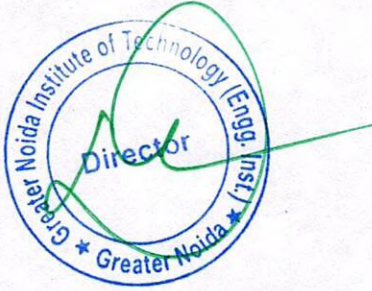
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 16<sup>th</sup> August, 2019 at 12:35 PM in CSE Department Lab 164.


The agenda of meeting is to repair of AC in lab 164.

Thank you.

  
Convener SGRC  
GNIOT, Greater Noida



  
Director





**Student Grievance Redressal Committee****Minutes of Meeting**

Ref No: GNIOT/SGRC/(02/2019-20)

Date of Meeting: 16/08/2019

Time: 12:35 PM

Venue: Lab No 167

Agenda of Meeting: Air Conditioner in CSE department Lab 164

Present Member: Dr. Moti Singh

All committee members

Admin Officer (Mohd Naushad)


S. No.	Agenda	Discussion/ Action Taken	Responsibility
1.	AC required in Lab no 164	Will be resolved with in a week	Admin

Copy to: Chairperson SGRC

HoD(CSE)

Admin Officer

Notice Board

  
Signature  
(Authorized Person)**IQAC-Coordinator**  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida  
Director  
Greater Noida Institute of Technology  
Greater Noida



**Student Grievance Redressal Committee**

17  
~~21~~  
15

**Action Taken Report**

**Date: 23/08/2019**

As per the meeting held on 16/08/2019 regarding the AC problem in Lab no 164

One more AC installed in Lab no 164

*Nausheel*

Signature

(Admin Officer)



Signature

(Student(s))

*Amit*  
*Swishu*

IOAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida





Date - 14/08/2019

15

To,

The Director

Greater Noida Institute of Technology G.Noida

Subject: "Furniture Status of Department"

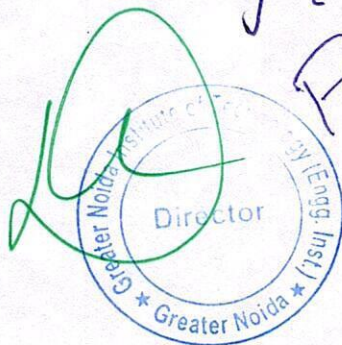
Respected Sir,

With due respect, we wish to convey that MCA department has bad furniture set up. The tables and chairs are in bad condition. The screws of tables are out and wooden of table are broken. The broken edge are so sharp that they can cause hurt to students. Fans and windows are not in proper condition. Thus the change in Furniture is required.

We shall be very thankful to you, if you do the needful.

Yours Truly

All Students of M.C.A 2nd year



Forwarded to  
SARC Committee

IQAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida



28/11  
Date - 14/08/19.

To:

Student Grievance Redressal Committee  
Greater Noida Institute of Technology, Gr. Noida

Date - 14/08/2019.

Subject : Classroom Moderation.

Respected Sir,

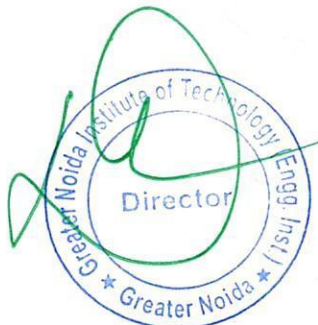
With due respect, we wish to convey that classroom moderation is needed in MCA Department. The tables and chairs are not in good condition. Fans & windows are not in proper condition. Proper cleaning of classroom is also required. Cleaning of table and chair is also needed. We shall be very thankful to you if you do the needful.

Yours Truly

All Student of MCA 3rd year.

Forwarded to  
SARC Committee.

*(Signature)*



IQAC-Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(03/2018-19)

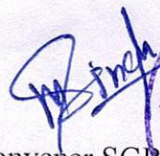
### NOTICE


Date: 20.08.2019

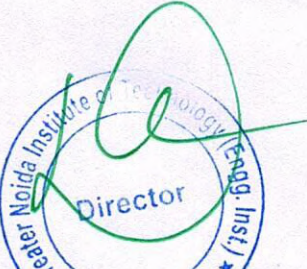
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 22<sup>th</sup> August, 2019 at 12:45 PM in Room No. 139.

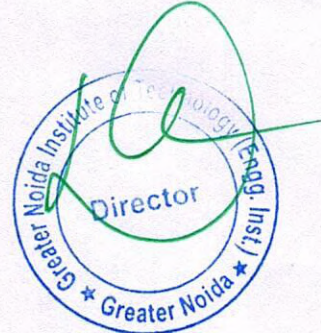
The agenda of meeting is “ i. Class Room Moderation”.  
“ii. Furniture Status of MCA Department”.

Thank you.

  
Convener SGR  
GNIOT, Greater Noida



  
Director





## Students Grievance Redressal Committee

### Minutes of Meeting

Reference No: GNIOT/SGRC/(03/2019-20)

Date of Meeting: 22/08/2019

Time: 12:45 PM

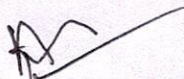
Venue: Room no: 139

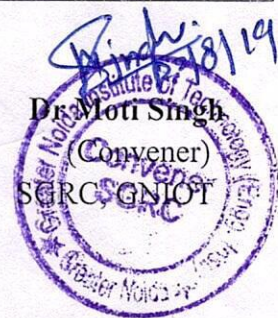
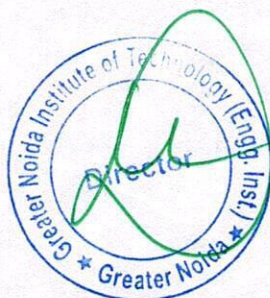
Agenda of Meeting: i. Class Room Moderation.  
ii. Furniture Status of MCA Department.

**Present Member:**

Dr. Moti Singh  
All Committee members  
Mohd. Naushad (Admin)

Sr. No	Agenda	Discussion /Action Taken	Responsibility
1	Class Room Moderation	1. White wash. 2. Damaged Plastering. 3. Repair of Electrical Fitting. 4. Requirement of Curtain for Reflection on Board. Admin requested to take more time to resolve the problem, least 2-3 Months.	Mohd. Naushad (Admin)
2	Furniture Status of MCA Department	1. Repair of Damaged benches & Chairs. 2. Repair of Switch Board. 3. Replacement of new white board because of the Surface of the old Board is damaged.	Mohd. Naushad (Admin)

  
Mr. Ashwini Verma  
(Co-Convener)  
SGRC, GNIOT



**Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/ ERP officer /Librarian / Notice Board.



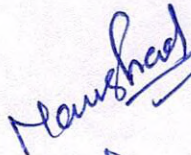
## Student Grievance Redressal Committee

### Action taken Report

Date: - 04.09.2019

As per meeting held on 14.08.2019, the following discussed problem is resolved

1. Furniture of MCA Department.
2. Broken Tables.

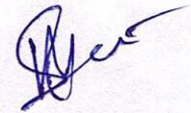
  
Signature  
(Admin)

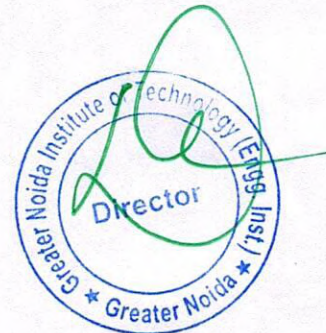
Copy to:

Chairperson SGRC



Deepak Grewal  
Avinash Behra  
Chandani  
Signature  
(Students)

  
Ashutosh Verma





## Student Grievance Redressal Committee

### Action taken Report

Date: - 29.11.2019

As per meeting held on 29.11.2019, the following discussed problem is resolved

1. Damaged Plastering
2. Repairing of Electrical Fitting.
3. Requirement of Curtain for Reflection on Board.

*Maushad*

Signature  
(Admin)

*Mamunela Singh*

*Bhupendra*

*Anshu*

*Deepak*

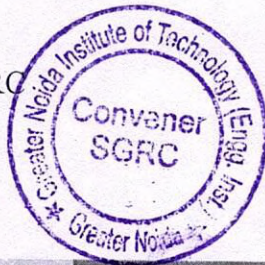
Signature  
(Students)

*Hariom*



Copy to:

Chairperson SGRC





**Student Grievance Redressal Committee**

Reference No: GNIOT/SGRC/Notice/(01/2020-21)

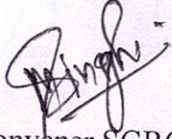
**NOTICE**

Date: 12.07.2020

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 14<sup>th</sup> August, 2020 at 1:00 PM in Room No. 142, B. Tech First Year Block.

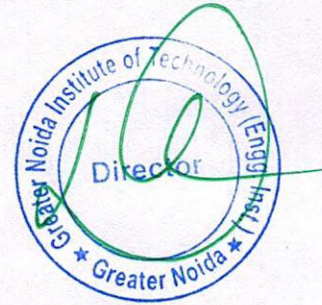
The agenda of meeting is "To discuss the working area of committee and to assign students representative from each of the department".

Thank you.



Convener SGRC,

GNIOT, Greater Noida





**Student Grievance Redressal Committee****Minutes of the Meeting**

Reference No: GNIOT/SGRC/(01/2020-21)

Date: 14.07.2020

Meeting of Students Grievance Redressal Committee (SGRC) was held on 14<sup>th</sup> July, 2020 at 1:00 PM.

Venue: Room No. 142, B. tech First Year Block

Chairperson of the Meeting: Dr Moti Singh

Following members were preset in the meeting –

1. Dr Moti Singh
2. Mr. Ashwani Kumar Verma
3. Ms. Minakshi Awasthi
4. Mr. Sushil Kumar
5. Shashank Sameer

**Agenda – 01:**

The minutes of meeting held on 11.01.2020 were read and confirmed with unanimity.

**Agenda – 02:**

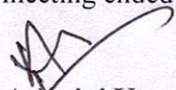
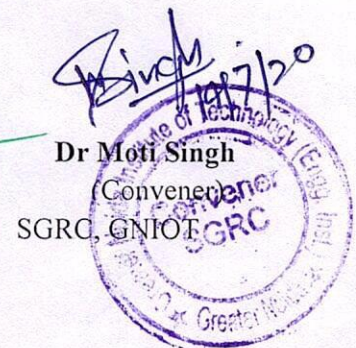
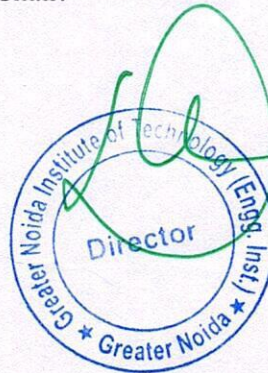
The meeting was called to discuss the working area of committee and to assign students representative from each of the department. After discussion we found that these are the area of working that can be considered under Student Grievance Redressal Committee –

S. No.	Department	Problems (Kind of)
1.	Account	Problems related to Account office
2.	Registrar Office	Problems related to Registrar office
3	Placement	Problems related to placement deptt
4	Transportation	Problems related to transportation
5	Sports	Problems related to availability and issuance of goods related with sports
6	Hostel	Problems related to hostel
7	Library	Problem related to library
8	Basic Amenities	Problem related to Drinking water, Hygiene etc.

- It is also discussed that the details of committee should be displayed at notice boards of different Departments, Library, Account office, Registrar office, Hostels etc.
- It is also concluded that a policy document should be framed and it should come into the knowledge of all stockholders.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
**Mr. Ashwani Verma**  
(Co-Convener)  
SGRC, GNIOT**Dr Moti Singh**  
(Convener)  
SGRC, GNIOT**Copy to:**Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator  
/Admin/ ERP officer /Librarian / Notice Board.



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(02/2020-21)

### NOTICE

Date: 01.02.2021

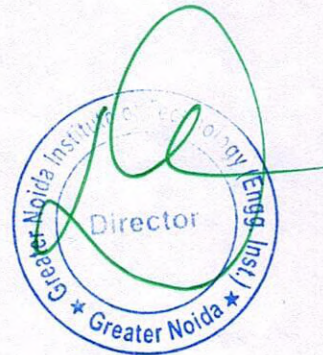
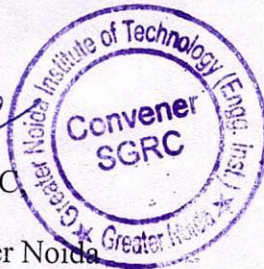
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 02<sup>nd</sup> Feb, 2021 at 1:00 PM in Room No. 142, B. Tech First Year Block.

The agenda of meeting is "To discuss the vital points of policy document for the student's grievance redressal committee (SGRC)".

Thank you.

Convener SGRC

GNIOT, Greater Noida





**Student Grievance Redressal Committee****Minutes of the Meeting**

Reference No: GNIOT/SGRC/(02/2020-21)

Date: 02.02.2021

Meeting of Students Grievance Redressal Committee (SGRC) was held on 02<sup>nd</sup> Feb, 2021 at 1:00 PM.

**Venue:** Room No. 142, B. Tech First Year Block

**Chairperson of the Meeting:** Dr Dhiraj Gupta

Following members were preset in the meeting –

1. Dr Dhiraj Gupta
2. Dr Moti Singh
3. Mr. Ashwani Kumar Verma
4. Ms. Minakshi Awasthi
5. Mr. Sushil Kumar
6. Mr Shashank Sameer

**Agenda – 01:**

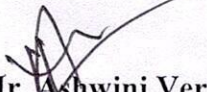
The minutes of meeting held on 14.07.2020 were read and confirmed with unanimity.

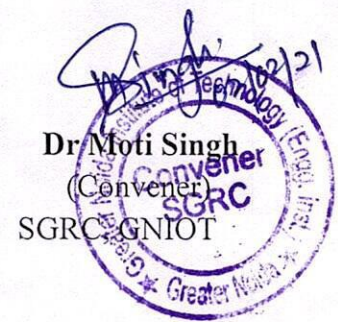
**Agenda – 02:**

The meeting was called to discuss the vital points of policy document for the student's grievance redressal committee (SGRC). After a rigorous discussion on the jurisdiction of the committee and the procedure for complaint by aggrieved students remain the same as in past.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
**Mr. Ashwini Verma**  
(Co-Convener)  
SGRC, GNIOT

**Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator  
/Admin/ ERP officer /Librarian / Notice Board.



**Student Grievance Redressal Committee**

Reference No: GNIOT/SGRC/Notice/(01/2021-22)

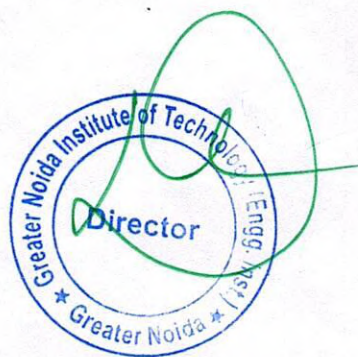
NOTICE

Date: 04.12.2021

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 06<sup>th</sup> Dec, 2021 at 1:00 PM in Room No. 142, B. Tech First Year Block.

Agenda: A regular meeting of SGRC

Thank you.





**Student Grievance Redressal Committee****Minutes of the Meeting**

Reference No: GNIOT/SGRC/(01/2021-22)

Date: 06.12.2021

A meeting of Students Grievance Redressal Committee (SGRC) was held in room no 142 on 06<sup>th</sup> Dec, 2021 at 12:35PM presided by Dr Moti Singh (Convener). Following members were preset in the meeting –

1.	Dr Moti Singh	Convener	Present
2.	Mr. Ashwani Kumar Verma	Co-Convener	Present
3.	Dr Indradeep Verma	Member	Present
4.	Mr. Pavel Saini	Member	Absent
5.	Mr. Sandeep Patidar	Member	Present
6.	Mr. Sushil Kumar	Member	Present
7.	Mr. J. D. Bakshi	Member	Present
8.	Mr. Harendra Singh	Member	Present
9.	Mr. Sushant Kumar	Member	Present

**Agenda – 01:**

The minutes of meeting held on 002.02.2021 were read and confirmed with unanimity.


**Agenda – 02:**

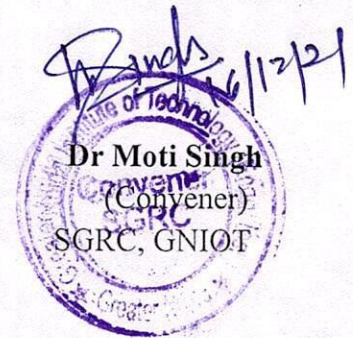
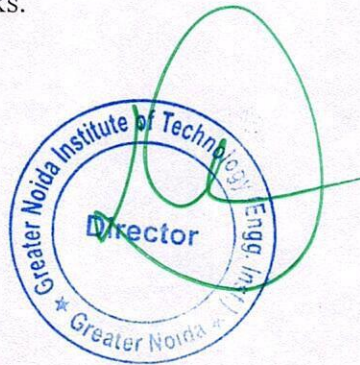
A regular meeting of SGRC was called to motivate the members to be vigilant regarding to the reported cases of student grievance.

The next meeting date will be informed on Whatsapp Group.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
**Mr. Ashwini Verma**  
(Co-Convener)  
SGRC, GNIOT

**Copy to:**

Director / Director (QARM) / Deans / HODs / Registrar / HR / System Administrator  
/ Admin / ERP officer / Librarian / Notice Board.



## Student Grievance Redressal Committee

Reference No: GNIOT/SGRC/Notice/(02/2021-22)

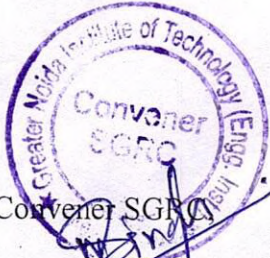
NOTICE

Date: 04.12.2021

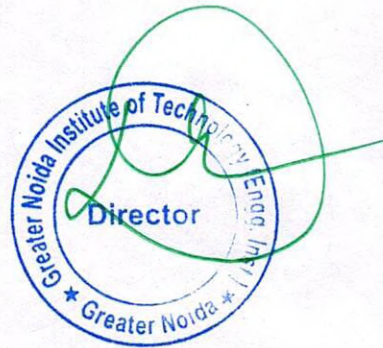
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 11th Dec, 2021 at 11:30 PM in Room No. 142, B. Tech First Year Block.

Agenda: Regarding the student's representative in each department

Thank you.



Convener SGRC  
GNIOT Greater Noida





**Student Grievance Redressal Committee****Minutes of the Meeting**

Reference No: GNIOT/SGRC/(02/2021-22)

Date: 11.12.2021

A meeting of Students Grievance Redressal Committee (SGRC) was held in room no 142 on 11<sup>th</sup> Dec, 2021 at 11:30AM presided by Dr Moti Singh (Convener). Following members were preset in the meeting –

S.No.	Name	Designation	Status
1.	Dr Moti Singh	Convener	Present
2.	Mr. Ashwani Kumar Verma	Co-Convener	Absent
3.	Dr Indradeep Verma	Member	Absent
4.	Mr. Pavel Saini	Member	Present
5.	Mr. Sandeep Patidar	Member	Absent
6.	Mr. Sushil Kumar	Member	Present
7.	Mr. J. D. Bakshi	Member	Absent
8.	Mr. Harendra Singh	Member	Absent
9.	Mr. Sushant Kumar	Member	Absent

**Agenda – 01:**

The minutes of meeting held on 06.12.2021 were read and confirmed with unanimity.

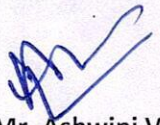
**Agenda – 02:**

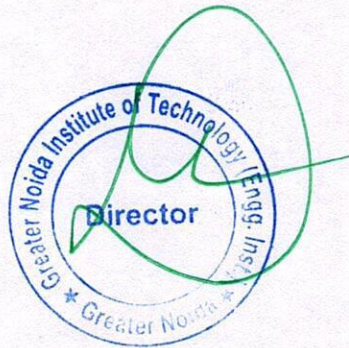
The meeting was called to discuss the working of committee and to display the list of student representatives of SGRC. In the meeting, It was decided that the list of students representatives will be displayed on the notice board of each department, hostel, library and the other appropriate place in the college campus.

The next meeting date will be informed on WhatsApp Group.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
Mr. Ashwini Verma  
(Co-Convener)  
SGRC, GNIOT

**Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator  
/Admin/ ERP officer /Librarian / Notice Board.



**Student Grievance Redressal Committee**


Reference No: GNIOT/SGRC/Notice/(03/2021-22)

**NOTICE****Date: 20.01.2022**

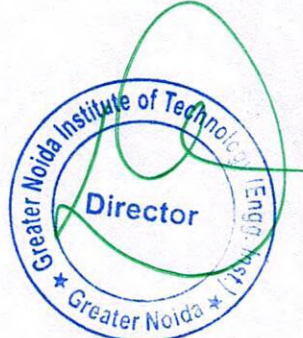
All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 21<sup>st</sup> Jan, 2022 at 12:40 PM in Room No. 142, B. Tech First Year Block.

Agenda: A regular meeting of SGRC

Thank you.



Convener-SGRC  
GNIOT, Greater Noida



Director  
Greater Noida



**Student Grievance Redressal Committee****Minutes of the Meeting**

Reference No: GNIOT/SGRC/(03/2021-22)

Date: 21.01.2022

Meeting of Students Grievance Redressal Committee (SGRC) was held in online mode on 21<sup>st</sup> Jan, 2022 at 12:40 PM.

**Chairperson of the Meeting:** Dr Moti Singh

Following members were preset in the meeting –

1. Dr Moti Singh
2. Mr. Ashwani Kumar Verma
3. Mr. Pavel Saini
4. Mr. Sushil Kumar
5. Mr. Sushant Kumar

**Agenda – 01:**


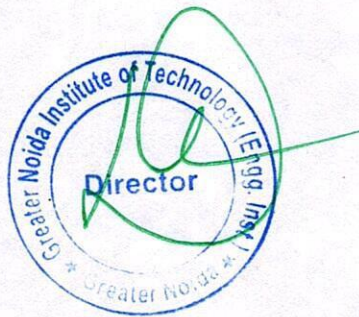
The minutes of meeting held on 11.12.2021 were read and confirmed with unanimity.

**Agenda – 02:**

1. The meeting was called to discuss the vital points of providing the platform to the aggrieved students.
2. It is concluded and decided that an online complaint system should be developed through the institute erp.

**Agenda – 03:** Any other item with the permission of Chair.

The meeting ended with vote of thanks.

  
**Mr. Ashwani Verma**  
(Co-Convener)  
SGRC, GNIOT**Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator /Admin/  
ERP officer /Librarian / Notice Board.



To,

The HOD (ES-AI-ML)  
GNIIOT, Greater Noida  
Knowledge Park II

07. June. 2022

Subject ~~ed~~ ⇒ Repairing of fans and Renovation of class.

Respected Sir,

Most respectfully we want to say that the fans of our class is not in good condition and the whole class room required renovation as many students are facing problem in attending class in the classroom. So we want to say that please renovate the class of AI-ML.

Please grant our application.

Thanking You.



IQAC Coordinator  
Greater Noida Institute of Technology  
(Engineering Institute)  
Greater Noida

Forward to  
SGRC

Amir  
07.06.2022

(Dr. Anil K. Aggarwal)

Pooja  
Muskan

Madhavi  
Chaudhary

Ravi

Aniruddha  
Shriya  
Joshiya



**Student Grievance Redressal Committee**

Reference No: GNIOT/SGRC/Notice/(04/2021-22)

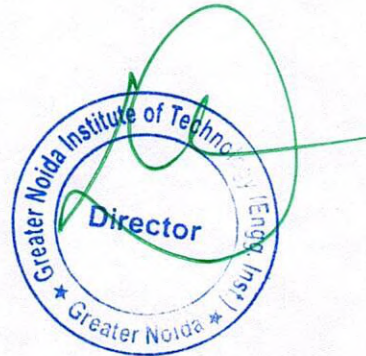
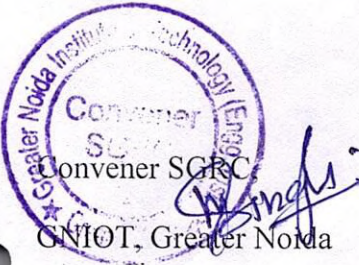
**NOTICE**

Date: 08.06.2022

All the committee members are informed that there is a meeting of Students Grievance Redressal Committee (SGRC) on 09<sup>th</sup> June, 2022 at 12:35 PM in Room No. 142A, B. Tech First Year Block.

Agenda: A regular meeting of SGRC

Thank you.







**Student Grievance Redressal Committee**

**Minutes of the Meeting**

Reference No: GNIOT/SGRC/(04/2021-22)

Time: 12:35PM

Date: 09.06.2022

**Agenda of Meeting:**

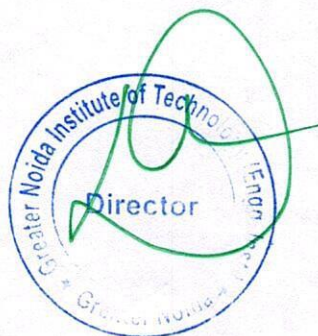
- i. Repairing of Fan in room no 101 AIML, Department
- ii. Renovation of Lecture Room no 101
- iii. Cleaning Issue

**Present Members:**

- i. Dr Moti Singh (Convener)
- ii. All committee members
- iii. Sunil Verma (Admin.)

Sr. No.	Agenda	Discussion/Action Taken	Responsibility
1.	Fan Repairing	The fan will be repaired in 01 day	Admin
2.	Renovation of Class room	The lecture room 101 need to be renovated. Furniture must be replaced and room must be painted (Time required : 2-3 months to complete the request.	

**Mr. Ashwini Verma**  
(Co-Convener)  
SGRC, GNIOT



**Dr Moti Singh**  
(Convener)  
SGRC, GNIOT

**Copy to:**

Director / Director (QARM) /Deans /HODs /Registrar /HR /System Administrator  
/Admin/ ERP officer /Librarian / Notice Board.





### Student Grievance Redressal Committee

### Action taken Report (ATR)

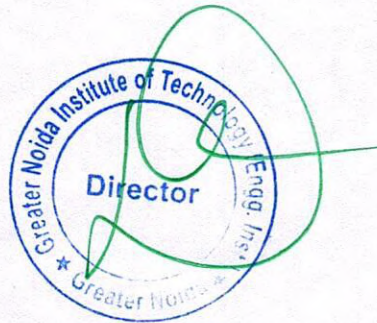
Date: - 10.06.2022

As per meeting held on 10.06.2022, the following discussed problem is resolved

1. Fan is repaired by admin on date 10.06.2022
2. The request is submitted to admin for renovation. It will take 2-3 months.

Signature  
(Admin)

*Sunit.*



Signature  
(Students)

*Punditoyal  
Mustan,  
Sunney,  
Anisuddha.*

Copy to:

Chairperson SGRC/Admin/HOD-AIML



*Received by dept (AIML)  
Amit*



## Student Grievance Redressal Committee

### Action taken Report (ATR)

Date: - 17.08.2022

As per meeting held on 10.06.2022, the following discussed problem is resolved

1. The request of renovation of class room (Painting, Changing of white board). is completed by admin on dated 17.08.2022

Signature  
(Admin)

*Sunil*

Signature  
(Students)

*Purekoyal  
Mustafa  
Sumey  
Anisudhhi*

Copy to:

Chairperson SGRC/Admin/HOD AIML

