## **NOTICE**

Date 14.12.2021

This is to inform you that a meeting of Grievance Redressal Cell will be held on 18.12.2021, Saturday, from 03:00 P.M. at Principal Office.

All the members are requested to attend the meeting to discuss following agenda.

#### Agenda:

- 1. Timebound redressal of grievances received, if any.
- 2. Redressal of grievances related to college dues.
- 3. Redressal of grievances related to functioning of computer lab.
- 4. Miscellaneous, by permission of chair.

(Dr. Prerna Mittal) Secretary, Member

#### To:

- 1. Dr. Aditya Gautam, Chairperson
- 2. All the Honourable Members

#### Copy to

- 1. Coordinator, IQAC
- 2. President/ Secretary, Management Committee

(Dr. Prerna Mittal) Secretary, Member

### Minutes of the Meeting

Meeting : Grievance Redressal Cell

Date & Day : 18/12/2021 (Saturday)TIME: 3:00 PM

Location : Principal Office

Chairperson : Dr. Aditya Gautam

Secretary Member : Dr. Prerna Mittal

In Attendance : Dr. Aditya Gautam, Dr. Prerna Mittal,

Dr. Manoj Mittal, Dr. Ashwani Kumar, Dr. A. A. Khan, Mr. Bharat Kumar, Mr.

Madhav Kalra

Dr. Aditya Gautam (Chairperson) welcomed all the members and appreciated their performance in the Grievance Redressal Cell.

- The Member Secretary read out the previous minutes of meeting with the permission of the Chairperson.
- The current agenda was read by Chairperson.

There were 4 complaints received and all were resolved in this meeting.

Two complaints were received about the remaining college dues from BBA 1<sup>st</sup> year and B.Sc. (Ag) 2<sup>nd</sup> year students and this issue was resolved by giving time to deposit remaining fee within two weeks.

One complaint was received from the students of BCA complaining that computers in the lab is not working properly. This was discussed with the Lab In charge and he was instructed to resolve the problem.

A student of M. Com 2<sup>nd</sup> year complained of the behaviour of guard deputed on the entry gate of the SRC and mentioned some filthy languages to him. The guard found guilty and administration instruct and aware him for the next time.

Total 04 issues were resolved. There was no further agenda to discuss. The meeting concluded with vote of thanks by the Member Secretary.

#### Grievance Redressal Cell

S. No.	Name	Department	Designation Signature
1	Dr. Aditya Gautam	Principal	Chairperson
2	Dr. Prerna Mittal	Teacher Education	Member Secretary
3	Dr. Manoj Mittal	Basic Science	Member ( )
4	Dr. Ashwani Kumar	Bio-science	Member
5	Dr. A. A. Khan	Physical Education	Member
6	Mr. Bharat Kumar	Teacher Education	Member (Student)
7	Mr. Madhay Kalra	Basic Science	Member (Student) Houlle

## **NOTICE**

Date 14.03.2022

This is to inform you that a meeting of Grievance Redressal Cell will be held on 19.03.2022, Saturday, from 03:00 P.M. at Principal Office.

All the members are requested to attend the meeting to discuss following agenda.

#### Agenda:

- 1. Timebound redressal of grievances received, if any.
  - 2. Redressal of grievances related to College dues.
  - 3. Redressal of grievances related to Internal Exam.
  - 4. Miscellaneous, by permission of chair.

(Dr. Prerna Mittal) Secretary, Member

#### To:

- 1. Dr. Aditya Gautam, Chairperson
- 2. All the Honourable Members

#### Copy to

- 1. Coordinator, IQAC
- 2. President/ Secretary, Management Committee

(Dr. Prerna Mittal) Secretary, Member

### Minutes of the Meeting

Meeting : Grievance Redressal Cell

Date & Day : 19/03/2022 (Saturday) TIME: 3:00 PM

Location : Principal Office

Chairperson : Dr. Aditya Gautam

Secretary Member : Dr. Prerna Mittal

In Attendance : Dr. Prerna Mittal, Dr. Manoj Mittal, Dr.

Ashwani Kumar, Dr. A. A. Khan, Mr. Bharat Kumar, Mr. Madhav Kalra Dr. Aditya Gautam (Chairperson) welcomed all the members and appreciated their

performance in the Grievance Redressal Cell.

• The Member Secretary read out the previous minutes of meeting with the permission of the Chairperson.

The current agenda was read by Chairperson.

Grievance Redressal Cell received 3 complaints on various issues.

One complaint from students of BCA 2<sup>nd</sup> Year regarding the internal marks received, which was resolved according to the university guidelines.

Two complaints were received from B. Com 3<sup>rd</sup> year students regarding the college dues submission. This issue was resolved and students were given time to submit their remaining dues.

In addition to this Dr. Ashwani Kumar, member, informed the various aspects related to stress and strain of examinations to be conducted in near future which were resolved.

Total 03 issues were resolved. There was no further agenda to discuss. The meeting concluded with vote of thanks by the Member Secretary.

#### Grievance Redressal Cell

S. No.	Name	Department	Designation Signature
1	Dr. Aditya Gautam	Principal	Chairperson
2	Dr. Prerna Mittal	Teacher Education	Member Secretary
3	Dr. Manoj Mittal	Basic Science	Member
4	Dr. Ashwani Kumar	Bio-science	Member
5	Dr. A. A. Khan	Physical Education	Member Av.
6	Mr. Bharat Kumar	Teacher Education	Member (Student)
7	Mr. Madhav Kalra	Basic Science	Member (Student)

## **NOTICE**

Date 12.06.2022

This is to inform you that a meeting of Grievance Redressal Cell will be held on 18.06.2022, Saturday, from 03:00 P.M. at Principal Office.

All the members are requested to attend the meeting to discuss following

agenda.

#### Agenda:

- 5. Timebound redressal of grievances received, if any.
- 6. Redressal of grievances related to scholarship forms.
- 7. Redressal of grievances related to exam forms.
- 8. Miscellaneous, by permission of chair.

(Dr. Prerna Mittal) Secretary, Member

#### To:

- 3. Dr. Aditya Gautam, Chairperson
- 4. All the Honourable Members

#### Copy to

- 3. Coordinator, IQAC
- 4. President/ Secretary, Management Committee

(Dr. Prerna Mittal) Secretary, Member

### Minutes of the Meeting

Meeting : Grievance Redressal Cell

Date & Day : 19/06/2022 (Saturday) TIME: 3:00 PM

Location : Principal Office

Chairperson : Dr. Aditya Gautam

Secretary Member : Dr. Prerna Mittal

In Attendance : Dr. Prerna Mittal, Dr. Manoj Mittal, Dr.

Ashwani Kumar, Dr. A. A. Khan, Mr. Bharat Kumar, Mr. Madhav Kalra

Dr. Aditya Gautam (Chairperson) welcomed all the members and appreciated their performance in the Grievance Redressal Cell.

- The Member Secretary read out the previous minutes of meeting with the permission of the Chairperson.
- The current agenda was read by Chairperson.

Grievance Redressal Cell received 2 complaints on various issues.

One complaint from students of BSc 1st Year regarding the university exam form, which was resolved after discussion the authority of the university.

Two complaints were received from Bed 2<sup>nd</sup> year students regarding Scholarship forms. This issue was resolved.

Total 02 issues were resolved. There was no further agenda to discuss. The meeting concluded with vote of thanks by the Member Secretary.

### Grievance Redressal Cell

S. No.	Name	Department	Designation Signature
1	Dr. Aditya Gautam	Principal	Chairperson
2	Dr. Prerna Mittal	Teacher Education	Member Secretary
3	Dr. Manoj Mittal	Basic Science	Member
4	Dr. Ashwani Kumar	Bio-science	Member
5	Dr. A. A. Khan	Physical Education	Member Auch
6	Mr. Bharat Kumar	Teacher Education	Member (Student)
7	Mr. Madhav Kalra	Basic Science	Member (Student)