

**STUDENT
REDRESSAL
CELL**

Session 2023-24

Members

1. Ms. Bharti Sharma (Convener)
2. Mr. Rameshwar Thobla
3. Mrs. ~~Ramita~~ Kishu Punam. *g/haw*
4. Ms. Shalu Chauhan. *g*
5. Dr. Rajender Singh *g/haw*
6. Mr. Anupam *g/haw*
7. ESSA Prof. Lakhbeer Singh *Lakhbeer Singh*
8. CSCA President



Centre of Excellence

GOVT. COLLEGE SANJAULI, SHIMLA-171006, H.P. (INDIA)

Co-Educational Institution

Affiliated to Himachal Pradesh University Shimla-5
Accredited by NAAC, Ministry of HRD, Govt. of India Grade 'B+'

Date - 10/07/2023

Circular

A Meeting of student's grievances and redressal cell committee members will be held on 10/07/2023 at 1 PM in staff room. Committee members are requested to attend the same to discuss about the functioning of the committee to address the following agendas

Agenda:

- Issues pertaining to admissions
- Complaints regarding data management system of the college.
- Working of committee during academic year.

Convenor

Principal

Prof. Lakshmi Singh Lakshmi
CSCN

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Minutes of the meeting of students grievances and redressal cell committee

Meeting Date: 10/07/2023

Time: 1.00 pm

Minutes of the meeting

- Duties were assigned to committee members regarding redressal of students complaints.
- Complaints related to data management of the college were forwarded to IT cell. All complaints resolved and complainants were informed through mail.
- It was decided that the committee will meet once a month to discuss the various issues and complaints of the students.
- Notice regarding duties of committee members to receive academic complaints will be displayed on notice board.



Convener




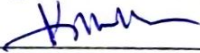
Principal

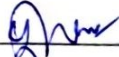
Prof. Lakshmi Singh Lakshmi
CSCN

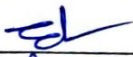
First meeting of Student's Grievance Redressal Committee (SGRC) was convened in the Department of Chemistry at 2 PM on 10-7-23. Convener of the committee Ms. Bharti Sharma provided over the meetings. Following issues were discussed in the meeting.


1. Every member of committee will receive the complaints from the students and forward it to the convener.
2. During admission process the complaints are received regarding problems in Data management of College. Such complaints are received on the website of college and are forwarded to I.T. cell for necessary action and complainant will be informed through mail if that problem is solved.
3. Any application regarding complaints in deposit of fees or change of subject will be received in the written app form will be received and will be resolved with discussion with the members of concerned admission committee in a period of five days. Notice regarding this will be displayed on the notice board.
4. 6. complaints are received and they are resolved with the help of IT cell of college. following members attended the meeting


Mrs. Bharti Sharma 

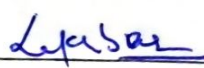
Mr. Rameshwar Thakur 

Mrs. Purnam 

Mrs. Shalu Chauhan 

Dr. Rajinder Singh 

Mr. Anupam 

Prof. Lakshmi Singh 

CSCN

Notice

Dated - 10-8-23

Students Grievances and Redressal Cell

The following members of the Redressal committee will receive complaints of the students .

Sr.No.	Name of the teacher	Faculty
1.	Prof. Shalu Chauhan Department of Chemistry	Science
2.	Dr. Rajinder Singh, Department of Commerce	Commerce
3.	Dr. Poonam , Department of Political Science	Arts
4.	Prof. Anupam, Department of Commerce	e Complaints

Convener

Principal



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Date – 03/8/2023

Circular

A meeting of student's grievances and redressal cell committee members will be held on 04/08/2023 at 1PM in staff room. Committee members are requested to attend the same to discuss about the functioning of the committee to address the following agendas :

Agenda:

- To address the complaints regarding change of subject.
- Clashes in Time Table.
- Installation of high voltage tubes in Labs.
- Complaint box outside Principal.
- Proper maintenance of girl' toilet.


Convenor


Principal





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Minutes of the meeting of students grievances and redressal cell committee

Meeting Date: 04/08/2023

Time: 1.00 pm

Minutes of the meeting

- Complaints regarding change of subjects were addressed.
- Complaints about clashes in time table were forwarded to time table committee
- Internet related issues in CLT were addressed with the help of IT cell.
- Demand of installation of high voltage tubes was forwarded to principal.
- Complaint box was installed outside Principal's office for general complaints of students.

Convener

Principal

Rameshwar Singh

Anupam Kumar

Shobu Chakravarty

Dated: 04/08/23.

A meeting of student's Grievance Redressal committee was convened in the Department of Chemistry at 1 P.M. Followup issues were discussed in the meeting.

1. 20 Complaints regarding change in subject in First Year from B.Sc. Chemistry to Zoology or CS and from CS to Chemistry were resolved.
2. 25 Complaints regarding change in subject of Humanities were also resolved with the discussion with concerned teachers.
3. Few complaints regarding clashes in Time table were forwarded to Time Table committee.
4. Interactive board of CLT was out of order. This board was updated with antivirus and with the help of IT cell internet connection was restored.
5. High voltage Panel demand of students were forwarded to the Principal.
6. On line complaint regarding more than one skill subject can be opted or not. Student was informed that there is no provision for the selection of more than one SEC subject.



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Date – 30/9/2023

Circular

A meeting of student's grievances and redressal cell committee members will be held on 03/10/2023 at 1PM in staff room. Committee members are requested to attend the same to discuss about the functioning of the committee to address the following agendas :

Agenda:

- To address the complaints regarding change of subject.
- Permission for attending classes for failure students.
- Internet related issues.


Convenor


Principal



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Minutes of the meeting of students grievances and redressal cell committee

Meeting Date: 03/10/2023

Time: 1.00 pm

Minutes of the meeting

- Complaints regarding change of subjects were addressed.
- Request of students regarding permission for attending classes for failure students.
- Internet related issues in PLT were addressed with the help of IT cell.
- Request for field visit of students was forwarded to the Principal.

Convenor

Principal