



## CIRCULAR

**Date 04/09/2023**

**Subject: 11th Meeting of Grievance Redressal Committee**

**Mode of Meeting: Offline**

This is to inform that 11th meeting of the Grievance Redressal Committee has been scheduled on 09/09/2023 at 2:30 P.M. in Board Room, GIT.

All the Members are requested to attend the meeting.

The purpose of this meeting is to discuss on discussion on below mention agenda.

### **Agenda      Particulars**

Agenda 1: To confirm the minutes of the Meeting of Grievance Redressal Committee held on 18/02/2023.

Agenda 2: Need for remedial classes in core subject.

Agenda 3: AI/ML lab equipment concerns.

Agenda 4: Transport facility revision during winter.

Agenda 5: Any other point to discuss with permission of chair.

A handwritten signature in black ink, appearing to read 'Anil Shrivastava'.

**Anil Shrivastava**  
**Chairperson**

**Copy to:**

1. Principal
2. IQAC
3. Grievance Redressal Committee Members



### MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

Minutes of Meeting of Grievance Redressal Committee

Date : 09/09/2023

Venue: Board Room, GIT

Meeting Number : 11<sup>th</sup>

The meeting was attended by following members on 09/09/23

| Sr. No. | Name                   | Designation            |
|---------|------------------------|------------------------|
| 1.      | Mr. Anil Shrivastava   | Chairperson            |
| 2.      | Dr. Raghvendra Patidar | Coordinator            |
| 3.      | Mr. Atul Sharma        | Member                 |
| 4.      | Dr. Y.K. Gothwal       | Member                 |
| 5.      | Mr. Sonu Kumar Bairwa  | Member                 |
| 6.      | Ms. Ayushi Shukla      | Member                 |
| 7.      | Ms. Suchi Upadhyay     | Member                 |
| 8.      | Mr. Abhishek Bloch     | Student Representative |
| 9.      | Ms. Shaheen Bano       | Student Representative |

#### Welcome Note:

Mr. Anil Shrivastava initiated the 11<sup>th</sup> Grievance Redressal Committee meeting, warmly welcomed all the participants. He expressed gratitude for their presence and highlighted the significance of the discussions ahead. He further presented the agenda for this meeting.

| Sr. No. | AGENDA   | DISCUSSIONS   |
|---------|--|---|
| 1.      | To confirm the minutes of the Meeting of Grievance Redressal Committee held on 18/02/2023. | The committee reviewed and confirmed the minutes of the last meeting. No modifications or objections were raised.   |
| 2.      | Need for remedial classes in core subject.   | Students requested additional doubt sessions. Committee instructed departments to schedule weekly remedial classes. |
| 3.      | Chemistry lab equipment concerns.  | It was reported that some chemicals are lacking in the Lab. The requirement should be fulfill as soon as possible.  |
| 4.      | Transport facility revision during winter.   | Students requested slight timing change during fog days; committee approved a temporary shift.                      |
| 5.      | Any other point to discuss with permission of chair.                                       | No other point to discuss.  |

#### Meeting Adjournment:

Mr. Anil Shrivastava expressed gratitude to all members for their participation and commitment. He emphasized the importance of collaboration in achieving the committee's goals and officially adjourned the meeting with thanks to everyone for their time and efforts.

Anil Shrivastava  
Chairperson



### ATTENDANCE

The meeting was attended by following members on 09/09/23

| Sr. No. | Name                   | Designation            | Signature     |
|---------|------------------------|------------------------|---------------|
| 1.      | Mr. Anil Shrivastava   | Chairperson            | <i>Anil</i>   |
| 2.      | Dr. Raghvendra Patidar | Coordinator            | <i>ASSENT</i> |
| 3.      | Mr. Atul Sharma        | Member                 | <i>A</i>      |
| 4.      | Dr. Y.K. Gothwal       | Member                 | <i>YK</i>     |
| 5.      | Mr. Sonu Kumar Bairwa  | Member                 | <i>Sonu</i>   |
| 6.      | Ms. Ayushi Shukla      | Member                 | <i>Ayushi</i> |
| 7.      | Ms. Suchi Upadhyay     | Member                 | <i>Suchi</i>  |
| 8.      | Mr. Abhishek Bloch     | Student Representative | <i>AB</i>     |
| 9.      | Ms. Shaheen Bano       | Student Representative | <i>Shaeen</i> |



### **ACTION TAKEN REPORT**

Major action taken report of 11<sup>th</sup> Meeting of Grievance Redressal Committee held on 09/09/2023

| <b>Sr. No.</b> | <b>AGENDA</b>  | <b>ACTION TAKEN</b>  |
|----------------|--|--|
| 1.             | To confirm the minutes of the Meeting of Grievance Redressal Committee held on 18/02/2023. | Action taken reports of the previous meeting were successfully shared with all members of the Grievance Redressal Committee. |
| 2.             | Need for remedial classes in core subject.   | Remedial classes started weekly.   |
| 3.             | Chemistry lab equipment concerns.  | Required chemicals were provided in the lab.   |
| 4.             | Transport facility revision during winter.   | Winter timing notice issued.   |