



CIRCULAR

Date 01/08/2024

Subject: 13th Meeting of Grievance Redressal Committee

Mode of Meeting: Offline

This is to inform that the 13th meeting of the Grievance Redressal Committee has been scheduled on 07/08/2024 at 1:00 P.M. in the Board Room, GIT.

All the Members are requested to attend the meeting.

The agenda's of this meeting are mentioned below.

Agenda Particulars

Agenda 1: To confirm the minutes of the Meeting of the Grievance Redressal Committee held on 27/01/2024.

Agenda 2: Complaints of Classroom AC and fans.

Agenda 3: Mess food variety feedback.

Agenda 4: Nomination of new member in the committee.

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

A handwritten signature in blue ink, appearing to read 'Anil Srivastava'.

Anil Srivastava
Chairperson

Copy to:

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



MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

Minutes of the Meeting of Grievance Redressal Committee

Date: 07/08/2024

Venue: Board Room, GIT

Meeting Number: 13th

The meeting was attended by the following members on 07/08/2024

Sr. No.	Name	Designation
1.	Mr. Anil Shrivastava	Chairperson
2.	Dr. Pradeep Jha	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. Sarthak Satyarthi	Student Representative
9.	Ms. Khushi Goyal	Student Representative

Welcome Note:

Mr. Anil Shrivastava initiated the 13th 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.

S. No.	AGENDA	DISCUSSIONS
1.	To confirm the minutes of the Meeting of the Grievance Redressal Committee held on 27/01/2024.	The committee reviewed the minutes of the previous meeting. No objections were raised. The minutes were unanimously approved and confirmed.
2.	Complaints of Classroom AC and fans.	Students reported slow fans; maintenance was instructed to the concerned to do the needful.
3.	Mess food variety feedback	Committee discussed menu feedback and suggested more weekly variety.
4.	Nomination of new member in the committee.	Dr. Pradeep Jha was nominated as new coordinator in the committee in place of Dr. Raghvendra Patidar.
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.

Samy

Anil Shrivastava
Chairperson



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ATTENDANCE

The meeting was attended by the following members on 07/08/2024

Sr. No.	Name	Designation	Signature
1.	Mr. Anil Shrivastava	Chairperson	<i>Ami</i>
2.	Dr. Pradeep Jha	Coordinator	<i>Pradeep</i>
3.	Mr. Atul Sharma	Member	<i>AS</i>
4.	Dr. Y.K. Gothwal	Member	<i>Y.K.</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. Sarthak Satyarthi	Student Representative	<i>Sarthak</i>
9.	Ms. Khushi Goyal	Student Representative	<i>Absent</i>



ACTION TAKEN REPORT

Major action taken report 13th Meeting of Grievance Redressal Committee held on 07/08/2024

Sr. No.	AGENDA	ACTION TAKEN
1.	To confirm the minutes of the Meeting of the Grievance Redressal Committee held on 27/01/2024.	Action taken reports of the previous meeting were successfully shared with all members of the Grievance Redressal Committee.
2.	Complaints of Classroom AC and fans.	AC duct was cleaned and Fans were repaired in 4 classrooms
3.	Mess food variety feedback	Weekly menu diversification implemented.
4.	Nomination of new member in the committee.	Dr. Pradeep Jha joined the committee as coordinator.