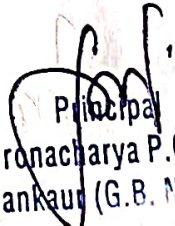


**Session 2024-25**  
**Formulation of Committee**

**-: Grievance And Redressal Committee :-**

| Post             | Name                           |
|------------------|--------------------------------|
| Chairperson      | Dr. Girish Kumar Vats          |
| IQAC Coordinator | Dr. Rashmi Gupta               |
| Coordinator      | Mrs. Shashi Nagar              |
| Co-coordinator   | Miss. Rashmi Sharma            |
| Member           | Dr. Devanand Singh             |
|                  | Dr. Rashmi Janha               |
|                  | Dr. Preeti Rani Sen            |
|                  | Mr. Prashant Sarswat           |
|                  | Miss Kajal Kapasia             |
|                  | Dr. Surya Pratap Raghav        |
| Member (Alumni)  | Mr. Bijendra Singh (B.A.)      |
| Member (Student) | Miss. Nikki Nagar (M.A.-Hindi) |

  
Principal  
Shri Dronacharya P.G. College  
Dankaur (G.B. Nagar)



Estd. : 1997

# SHREE DRONACHARYA (P.G.) COLLEGE

College Code : 038

Kalindi Marg, (Near Sports City) Dankaur, (Gautam Budh Nagar) U.P. 203201

Mob.: 8191006001 | E-mail: sddcollege97@gmail.com | Web.: www.sdpd.in

(Affiliated to C.C.S. University, Meerut, U.P., NAAC A")

## Grievance and Redressal committee

### Minutes of Meeting

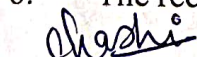
A meeting was held on 15.02.2025 at 11:30 A.M. in the Principal Office.

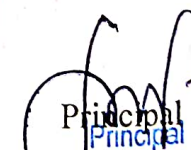
Following members were present:

| Name                           | Post             |
|--------------------------------|------------------|
| Dr. Girish Kumar Vats          | Chairperson      |
| Dr. Rashmi Gupta               | IQAC Coordinator |
| Mrs. Shashi Nagar              | Coordinator      |
| Miss. Rashmi Sharma            | Co-coordinator   |
| Dr. Devanand Singh             | Member           |
| Dr. Rashmi Janha               | Member           |
| Dr. Preeti Rani Sen            | Member           |
| Mr. Prashant Sarswat           | Member           |
| Miss Kajal Kapasia             | Member           |
| Dr. Surya Pratap Raghav        | Member           |
| Mr. Bijendra Singh (B.A.)      | Member (Alumni)  |
| Miss. Nikki Nagar (M.A.-Hindi) | Member (Student) |

Following points were discussed:

1. The Grievance can be any academic or non-academic matters.
2. Discussion on complaints should be resolved within a time frame by looking into its seriousness.
3. Discussion on basic facilities to be provided to the students.
4. All complaints analysed and classified so that concerned departments can be informed.
5. The member discussed about the effective awareness about the cell among the students.
6. The received complaints will be recorded in committee file.

  
Cell Incharge

  
Principal  
Shri Dronacharya P.G. College  
Dankaur (G.B.Nagar)

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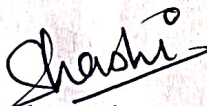
(Affiliated to C.C.S. University, Meerut, U.P., NAAC A<sup>+</sup>)

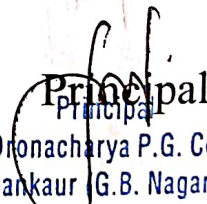
## Grievance and Redressal Committee

### Action Taken Report

The following actions ~~were~~ taken on the basis of meeting held on 15.02.2025:

1. Investigation process followed for each grievance.
2. Communication with the complainant regarding progress and resolution.
3. Some grievances received on basic facilities and were redressed by the respective committees.
4. Examination controller reported to the Principal that some complaints from U.G. Students submitted while facing problem in downloading admit cards.

  
Cell Incharge

  
Principal  
Shri Dronacharya P.G. College  
Dankaur (G.B. Nagar)



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Estd. : 1997

## Grievance and Redressal Committee Minutes of Meeting

A meeting was convened on 29.08.2024 at 02:30 P.M. in the Committee Hall.  
Following members were present:

| Name                      | Post             |
|---------------------------|------------------|
| Dr. Girish Kumar Vats     | Chairperson      |
| Dr. Rashmi Gupta          | IQAC Coordinator |
| Mrs. Shashi Nagar         | Coordinator      |
| Miss. Rashmi Sharma       | Co-coordinator   |
| Dr. Devanand Singh        | Member           |
| Dr. Rashmi Janha          | Member           |
| Dr. Preeti Rani Sen       | Member           |
| Mr. Prashant Sarswat      | Member           |
| Miss Kajal Kapasia        | Member           |
| Dr. Surya Pratap Raghav   | Member           |
| Mr. Bijendra Singh (B.A.) | Member (Alumni)  |

Following points were discussed:

- (1) To make aware the newly admitted students about the Grievance and Redressal Cell.
- (2) Discussion on basic facilities of the college.
- (3) The Key of Complaint box should be under the right of IQAC Coordinator and the box will be opened on every Monday in the presence of Principal and any committee member.

Meeting ended with thanks to the chair.

*Shashi*  
Cell Incharge

*[Signature]*  
Principal  
Shri Dronacharya P.G. College  
Dankaur (G.B.Nagar)

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## Grievance and Redressal Committee

### Action Taken Report

The following actions ~~were~~ taken on the basis of meeting held on 29.08.2024:

1. To make aware the newly admitted students, the contact No. of committee members had been updated on the notice board of all departments.
2. Grievances regarding basic facilities of the college forwarded to the respective committees.
3. The Key of Complaint box handed over to the IQAC Coordinator.

*Shashi*  
Cell Incharge

*[Signature]*  
Principal  
Shri Dronacharya P.G. College  
Dankaur (G.B. Nagar)