

Ref. No. IMIRC/LAW/2024/1494

Date 01/5/2025

Minutes of Meeting

Grievance Redressal Committee (GRC)

Circular

The Grievance Redressal Committee Meeting will be held on 17 July 2022 at Principal cabin at 2:00 p.m.

Principal

Date: 17/07/2022

Time: 02:00 P.M.

Venue: Principal Cabin

Attendance:

Sr. No.	Name	Designation	Status
01.	Mrs. Aradhana Singh	Secretary	Society
02.	Miss. Arundhati Banerjee	Assistant Professor	Coordinator
03.	Miss. Kanika Sharma	Assistant Professor	Member
04.	Mr. Gaurav Sharma	Assistant Professor	Member
05.	Mr. Manoj Kumar	Admin Head	Member
06.	Mrs. Tabassum	Ngo	Member
07.	Ravi Kumar	Student	Member
08.	Geeta Singh	Student	Member

Agenda:

1. Discussion on pending grievances
2. Review of new grievances received
3. Resolution of grievances



Proceedings:

1. The Chairperson welcomed the members and briefly explained the agenda.
2. The committee reviewed 3 pending grievances from the previous meeting.
3. After discussion, the committee resolved 3 grievances and recommended actions.

Action Taken

1. Grievance No. 001: The committee recommended to fill the scholarship form at upscholarship
2. Grievance No. 002: The committee suggested counselling for the student and faculty member involved.
3. Grievance No. 003: The committee directed the administration to repair the furniture.

Next Meeting: as per the Grievances Meeting will be call. Next Meeting call End of the Session.

Conclusion:

The meeting concluded at 3:00 p.m. The Chairperson thanked the members for their participation.

Signature:

Dr.Sandeep Kulshrestha

Principal

