

Ref. No. IMIRC/LAW/2024/1995

Date 07/15/2025

Minutes of Meeting

Grievance Redressal Committee (GRC)

Circular

The Grievance Redressal Committee Meeting will be held on 26 July 2023 at Principal cabin at 2:00 p.m.

Principal

Date: 26/07/2023

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 5 pending grievances from the previous meeting.
3. After discussion, the committee resolved 3 grievances and recommended actions.
4. 2 grievances were referred to the Disciplinary Committee.
5. The committee reviewed 2 new grievances received since the last meeting.
6. The committee decided to investigate the grievances and requested additional information.

Resolutions:

1. Grievance No. 001: The committee recommended reimbursement of examination fees to the student.
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 infrastructure issue.

Action Items:

1. [Member Miss. Arundhati Banerjee] to investigate Grievance No. 004 and submit a report.
2. [Member Manoj Kumar] to coordinate with the administration for infrastructure repairs.
3. [Dr.Sandeep Kulshrestha Chairperson's] to communicate the resolutions to the concerned parties.

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

