



# Ashtavakra Institute of Rehabilitation Sciences & Research

Formerly Special Art School

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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Ref. No. ....

Dated 11/1/2022

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE

### Minute of Meeting

A meeting of the Students Grievance Redressal Committee members was convened in the Conference room of Ashtavakra Institute of Rehabilitation Sciences & Research at 11:00 AM on 11.01.2022 (Tuesday). Following members are present in the meeting the names of the members are as follows:-

S. No.	Name	Member	Department	Mobile No.	E-mail
1.	Mrs. Ashfina Khanana	Nodal Officer	HOD,HI	95138319286	ashfeena@gmail.com
2.	Mrs. Priyanka Singh	Students Welfare	HOD,ID	9318426640	vishupriyanka1234@gmail.com
3.	Md. Haseeb Ahmad	Psychiatrist	Faculty AIRSR	9718743207	ammed.haseeb@gmail.com
4.	Dr. H.L. Nagaraja Murthy	Psychologist	Outside Faculty BA(JMC)	9891091998	nagaraja.hln2002@gmail.com
5.	Mrs. Saraswati Sharma	Academic coordinator	Faculty AIRSR	9810657664	deanairsr@gmail.com
6.	Mr. Vikas Kataria	Admin Officer	Admin	9711148848	vikaskataria0912@gmail.com
7.	Ms. Keenika Arora	Professional Students Councilor	Outside Faculty MBA	8800398738	studentswelfare@tecnia.in

### Elected Student Representatives – 2<sup>nd</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Indu Nigam	02052312520	B-Ed SE (ID)	8447832598	Indunigam45@gmail.com
2.	Komal Sharma	00252312220	B-Ed SE (HI)	8468993464	Komalsharma1381@gmail.com
3.	Abhishek Raghav	01215912420	B-Ed SE (ASD)	9205237388	Abhishek.raghav1@gmail.com

### Elected Student Representatives – 1<sup>st</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Divya	00252312321	B-Ed SE (LD)	7065841255	divyadagar119@gmail.com
2.	Manish Kumar	00452312221	B-Ed SE (HI)	8383860900	manishkumarram1997@gmail.com
3.	Shobini Chauhan	00752312421	B-Ed DSE (ASD)	9354984507	shobhinichauhan007@gmail.com
4.	Rupesh Chahlia	00452312521	B-Ed SE (ID)	9773653413	rupeshchahlia7@gmail.com
5.	Preeti	35152312621	B-Ed SE (VI)	7292021598	preeti1013322@gmail.com



*[Handwritten signatures]*

Following meeting Agenda was taken up in the meeting

**Item No. 1:** To appraise new members about UGC (Establishment and Mechanism for Grievance Redressal) Regulation 2012.

**Resolved:** The Students are appraised during the orientation program about the Grievance Redressal) Regulation 2012 and invited the students to speak in confidence with their class in charges and In charge Student Welfare

**Item No. 2:** List of "Grievance" as has been put forwarded in definition of the above regulation in clause no. 3; sub clause: (h) Sr. No. (i-xvi); namely

- i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the process under the declared admission policy of the institution;
- iii. refusal to admit in accordance with the declared admission policy of the institution;
- iv. non-publication of prospectus by the institution, in accordance with the provisions of these regulations;
- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. nonpayment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
- x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
- xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the Commission;
- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided; and
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force.

**Resolved:** The Students are appraised during the orientation program about the type of Grievance as mentioned in Regulation 2012 and invited the students to speak in confidence on all the Xvi types of points with their class In-charges and In-charge Student Welfare

**Item No. 3:** To notify Grievance Redressal Committee on Institute website.

**Resolved:** The Students are appraised and notify about the type of Grievance Redressal Committee on Institute website.

**Item No. 4:** To Appraise all stakeholders about Notification Statute of SGRC of UGC and RCI

**Resolved:** The Students are appraised and notify about the Notification Statute of SGRC of UGC and RCI on Institute website.

**Item No. 5:** To Appraise all stakeholders about Notice of UGC/RCI/GGSIPU @SGRC\_AIRSR

**Resolved:** The Students are appraised and notify about the Notification Statute of SGRC of UGC and RCI on Institute website.



**Item No. 6:** To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra Magazine

**Resolved:** The Students and are appraised about the SGRC through published/Notified in Ashtavakra Magazine and on Institute website.

**Item No. 7:** Specialized Member of SGRC Psychiatrist/Psychologist/Professional Students Councilors

**Resolved:** The Student and Stake Holders are appraised and notify about availability of Psychiatrist/Psychologist/Professional Students Councilors in SGRC.

**Item No. 8:** Proceedings of SGRC meticulous and verifiable contents

**Resolved:** The Student and Stake Holders are appraised and notify about Proceedings of the meeting of SGRC.

**Item No. 9:** Maintenance of **Grievance Form** "Online Student Grievance" link on Institute website

**Resolved:** The Student and Stake Holders are appraised and notify about "Online Student Grievance" link on Institute website for **Grievance Form**

**Item No. 10:** Student Grievance if any

**Resolved:** No major or minor grievance was observed and received from any stakeholder.

**Item No. 11:** Student Feedback

**Resolved:** The Student and Stake Holders are appraised about the "Online Student Feedback" link on Institute website.

Meeting ended with the thanks to the chair Mrs. Ashfina Khanana, Nodal Officer, Students Grievance Redressal Committee

*Priyanka*

Mrs. Priyanka Singh  
Member Secretary, SGRC  
HOD, ID



Cc to:

- 1) Director, AIRSR *Ashfina*
- 2) Nodal Officer-GRC *Ashfina*
- 3) Academic Coordinator, AIRSR *Chauhan*
- 4) In-Charge, Student Welfare *Chauhan*
- 5) Dr. H.L. Nagaraj Murthy, Psychologist, SGRC Visiting *J.L. Gupta*
- 6) Ms. Keenika Arora, Professional Students Councilor SGRC Outside *Keenika*
- 7) Md. Haseeb Ahmad, Psychiatrist, SGRC and Faculty, AIRSR *Haseeb*
- 8) Mr. Vikas Kataria, Admin Officer *Vikas*
- 9) HoD's, B-Ed SE (ID/ASD/HI/VI/LD) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year) *Ashfina*

*Ashfina*  
*Priyanka*  
*Mona Kataria*