



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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecna.in Website : www.rehab.tecna.in

Ref. No. AIRSR/2023-24/4270 STUDENTS GRIEVANCE REDRESSAL COMMITTEE
MEETING NOTICE

Dated 24.04.2023

- 1) Deputy Director, AIRSR
- 2) Nodal Officer-GRC
- 3) Academic Coordinator, AIRSR
- 4) In-Charge, Student Welfare
- 5) Dr. H.L. Nagaraj Murthy, Psychiatrist, SGRC and Visiting
- 6) Ms. Keenika Arora, Professional Students Councilor, outside faculty, MBA
- 7) Md. Haseeb Ahmad, Psychologist, SGRC and Faculty, AIRSR
- 8) Mr. Vikas Kataria, Sr. Admin Officer
- 9) HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year)
- 10) HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year)
- 11) HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year)
- 12) HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year)
- 13) HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year)

Subject: SGRC meeting to be held on 28.04.2023

Dear Sir/Madam,

It has been decided to be held the meeting of Students Grievance Redressal Committee with all members of SGRC to appraise to all stakeholders about SGRC regulation / policy / process of UGC/AICTE/GGSIPU and Student Grievance if any. We request you to kindly make yourself available for smooth conduct of the SGRC meeting on 28.04.2023 at 11:00 AM in the Conference room, AIRSR.

Please confirm your participation in the process by telephone.

Thanking you,

Yours faithfully,

Mr. Jitendra Shrivastava
Member Secretary, SGRC
Faculty-HI Dept.



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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Ref. No. AIRSR/2023-24/4270-A

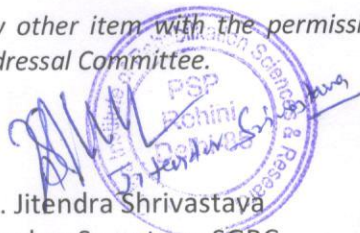
Dated 26-04-2023

STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING AGENDA

Following AGENDA ITEMS had been taken up for the SGRC Meeting to be held on 28.04.2023

Item No. 1: Student Grievance if any

Any other item with the permission of the chair Ms. Ashfina Khanam, Nodal Officer, Students Grievance Redressal Committee.


Mr. Jitendra Shrivastava
Member Secretary, SGRC
Faculty-HI Dept.

Cc to: All the members of SGRC including

1. Director, AIRSR *Scary*
2. Nodal Officer-GRC *Ashfina*
3. Academic Coordinator, AIRSR *hm*
4. In-Charge, Student Welfare
5. Dr. H.L. Nagaraj Murthy, Psychiatrist, SGRC and Visiting *H.L. Nagaraj*
6. Ms. Keenika Arora, Professional Students Councilor, Outside SGRC *Keenika*
7. Md. Haseeb Ahmad, Psychologist SGRC Faculty, AIRSR *Haseeb*
8. Mr. Vikas Kataria, Sr. Admin Officer *Vikas*
9. HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) *Ashtavakra*
10. HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) *Ashtavakra*
11. HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) *Shilky*
12. HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) *Ashfina*
13. HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) *Manjima* *Sanushi* *Breeti*



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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13

Fax : 011-27550018 - Email : inforehab@tecnica.in Website : www.rehab.tecnica.in

Ref. No. AIRSR/2023-24/4272-B

Dated. 28.04.2023

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Minute of Meeting

A meeting of the Students Grievance Redressal Committee members was convened in Conference Room, 1st Floor, AIRSR at 11:00 AM on 28.04.2023 (Friday). 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.	Ms. Ashfina Khanam	Nodal Officer	HOD, HI	9711788920	ashfeena@gmail.com
2.	Mr. Jitendra Shrivastava	Students Welfare	Faculty HI	9891864968	jitenderajni@gmail.com
3.	Md. Haseeb Ahmad	Psychologist	Faculty AIRSR	9718743207	hammed.haseeb@gmail.com
4.	Dr. H.L. Nagaraja Murthy	Psychiatrist	Faculty AIRSR	9891091998	nagaraja.hln2002@gmail.com
5.	Mrs. Saraswati Sharma	Academic Coordinator	Faculty AIRSR	9873057126	deanairsr@tecnica.in
6.	Mr. Vikas Kataria	Sr. Admin Officer	Admin	9971609277	Vikaskataria0912@gmail.com
7.	Ms. Keenika Arora	Professional Students Councilor and Member Secretary	Outside Faculty MBA	8800398738	studentswelfare@tecnica.in

Elected Student Representatives – 1st Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	ENA BISHT	02352312522	(B-ED SE –ID)	9266014075	enabisht188@gmail.com
2.	KRITI DHUNNA	01252312422	(B-ED SE –ASD)	7042575744	kri.dhunna@gmail.com
3.	VARSHA	35152312322	(B-ED SE –LD)	8882271272	sehrawatvarsha2000@gmail.com
4.	SAKSHI SHARMA	00152312622	(B-ED SE –VI)	9871084120	sakshibhardwaj196@gmail.com
5.	AKSHITA SINGH	00252312222	(B-ED SE –HI)	7428950516	akshita30061999@gmail.com

Elected Student Representatives – 2nd 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	004532312221	(B-ED SE –HI)	8383860900	Manishkumarram1997@gmail.com
3.	Shobini Chauhan	00752312421	(B-ED SE – ASD)	9354984507	Shobinichauhan007@gmail.com
4.	Rupesh Chahlia	00452312521	(B-ED SE –ID)	9773653413	Rupeshchahlia7@gmail.com
5.	Preeti	35152312621	(B-ED SE –VI)	7292021598	Preetiy1013322@gmail.com



Following meeting Agenda was taken up in the meeting

Item No. 1: Student Grievance if any

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

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



Mr. Jitendra Shrivastava
Member Secretary, SGRC
Faculty-HI Dept.

Cc to:

- 1) Director, AIRSR *Sayam*
 - 2) Nodal Officer-GRC *Ashfina*
 - 3) Academic Coordinator, AIRSR *An*
 - 4) In-Charge, Student Welfare
 - 5) Dr. H.L. Nagaraj Murthy, Psychiatrist, SGRC and Visiting *H.L. Nagaraj Murthy*
 - 6) Ms. Keenika Arora, Professional Students Councilor, outside faculty, MBA *Keenika*
 - 7) Md. Haseeb Ahmad, Psychologist, SGRC and Faculty, AIRSR *Haseeb Ahmad*
 - 8) Mr. Vikas Kataria, Sr. Admin Officer *Vikas Kataria*
 - 9) HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) *Ena*
 - 10) HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) *Ena*
 - 11) HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) *Shikhy*
 - 12) HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) *Apna*
 - 13) HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) *Mansa Kung*
- Archita*
Sakshi
Breeti



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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : info rehab@tecna.in Website : www.rehab.tecna.in

ref. No. AIRSR/2023-24/4272-C

Dated 28.4.2023

MEETING ATTENDANCE SHEET

Attendance of Students Grievance Redressal Committee meeting of Members held in Conference hall 1st Floor, AIRSR at 11:00 AM on 28.04.2023

S. No.	Members of SGRC	SIGNATURE
1	Ms. Ashfina Khanam	Ashfina
2	Mr. Jitendra Shrivastava	Jitendra
3	Ms. Keenika Arora	Keenika
4	Md. Haseeb Ahmad	Haseeb
5	Dr. H.L. Nagaraja Murthy	H.L. Nagaraja
6	Mrs. Saraswati Sharma	Saraswati
7	Mr. Vikas Kataria	Vikas
8	Mrs. Sanjana Mittal	Sanjana

S. No.	Collage Enroll. No.	Elected Student Representatives of SGRC - 1st Year	SIGNATURE
1	02352312522	ENA BISHT (B-ED SE -ID)	Eng
2	01252312422	KRITI DHUNNA (B-ED SE -ASD)	Kriti
3	35152312322	VARSHA (B-ED SE -LD)	Varsha
4	00152312622	SAKSHI SHARMA (B-ED SE -VI)	Sakshi
5	00252312222	AKSHITA SINGH (B-ED SE -HI)	Akshita

S. No.	Enroll. No.	Elected Student Representatives of SGRC - 2nd Year	SIGNATURE
1	00252312321	Divya (B-ED SE -LD)	Divya
2	00452312221	Manish Kumar (B-ED SE -HI)	Manish
3	00752312421	Shobini Chauhan (B-ED SE -ASD)	Shobini
4	00452312521	Rupesh Chahlia (B-ED SE -ID)	Rupesh
5	35152312621	Preeti (B-ED SE -VI)	Preeti





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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecia.in Website : www.rehab.tecia.in

Ref. No. AIRSR/2023-24/4272-D

Dated. 28/04/23

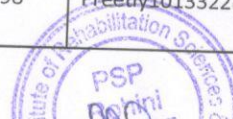
STUDENTS GRIEVANCE REDRESSAL COMMITTEE Action Taken Report (ATR)

A meeting of the Students Grievance Redressal Committee members was convened in the Conference room, 1st Floor, AIRSR at 11:00 AM on 28.04.2023 (Friday). 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.	Ms. Ashfina Khanam	Nodal Officer	HOD, HI	9711788920	ashfeena@gmail.com
2.	Mr. Jitendra Shrivastava	Students Welfare	Faculty HI	9891864968	jitenderajni@gmail.com
3.	Md. Haseeb Ahmad	Psychologist	Faculty AIRSR	9718743207	ammed.haseeb@gmail.com
4.	Dr. H.L. Nagaraja Murthy	Psychiatrist	Faculty AIRSR	9891091998	nagaraja.hln2002@gmail.com
5.	Mrs. Saraswati Sharma	Academic Coordinator	Faculty AIRSR	9873057126	deanairsr@tecia.in
6.	Mr. Vikas Kataria	Sr. Admin Officer	Admin	9971609277	Vikaskataria0912@gmail.com
7.	Ms. Keenika Arora	Professional Students Councilor and Member Secretary	Outside Faculty MBA	8800398738	studentswelfare@tecia.in

Elected Student Representatives – 1 st Year					
S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	ENA BISHT	02352312522	(B-ED SE –ID)	9266014075	enabisht188@gmail.com
2.	KRITI DHUNNA	01252312422	(B-ED SE –ASD)	7042575744	kri.dhunna@gmail.com
3.	VARSHA	35152312322	(B-ED SE –LD)	8882271272	sehrawatvarsha2000@gmail.com
4.	SAKSHI SHARMA	00152312622	(B-ED SE –VI)	9871084120	sakshibhardwaj196@gmail.com
5.	AKSHITA SINGH	00252312222	(B-ED SE –HI)	7428950516	akshita30061999@gmail.com

Elected Student Representatives – 2 nd 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	004532312221	(B-ED SE –HI)	8383860900	Manishkumarram1997@gmail.com
3.	Shobini Chauhan	00752312421	(B-ED SE –ASD)	9354984507	Shobinichauhan007@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



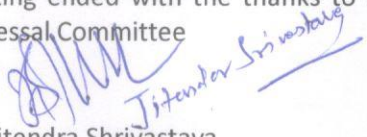
Following meeting Agenda was taken up in the meeting

Item No. 1: Student Grievance if any


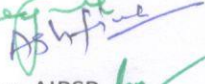

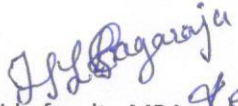



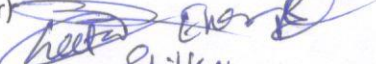

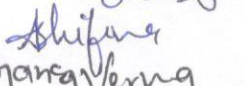
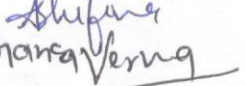
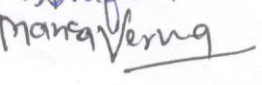
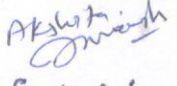
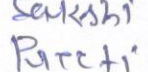
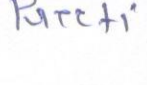
Resolved: No major or minor grievance was observed and received from any stakeholder.

ATR: All the students and stakeholders are appraised about the SGRC on orientation day in the campus and during interaction details presentation and question answer session was conducted to bring in clarity also Class In-charges are frequently meeting thorough Elected Student Representatives in both shifts, no grievance mode by any student.

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


Mr. Jitendra Shrivastava
Member Secretary, SGRC
Faculty-HI Dept.

Cc to:

- 1) Director, AIRSR 
 - 2) Nodal Officer-GRC 
 - 3) Academic Coordinator, AIRSR 
 - 4) In-Charge, Student Welfare
 - 5) Dr. H.L. Nagaraj Murthy, Psychiatrist, SGRC and Visiting 
 - 6) Ms. Keenika Arora, Professional Students Councilor, outside faculty, MBA 
 - 7) Md. Haseeb Ahmad, Psychologist, SGRC and Faculty, AIRSR 
 - 8) Mr. Vikas Kataria, Sr. Admin Officer 
 - 9) HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) 
 - 10) HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) 
 - 11) HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) 
 - 12) HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) 
 - 13) HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) 
- 



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

PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Student Grievance Redressal Committee (SGRC) Meeting

SGRC Meeting in Progress with Members & Students Representatives on 28.04.2023

