

o/c.



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/2023-24/4302

Dated 24/5/23

To

The Officer Incharge
Affiliation Branch
Administrative Block, GGSIP University
Sector 16C, Dwarka, New Delhi-110078

Sanjeev
24/05/23
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

Subject: Action Taken Report of Student Grievance Redressal Committee (SGRC)
AIRSR Reference: GGSIP University letter no. GGSIPU/2019-20/Legal/1916 Dt. 23.05.19 and GGSIPU/2017-18/1039/Legal Dt. 18.07.17

Sir/Madam,

This has reference to subject cited above and compliance of the same; please find the attached file of the following items of SGRC - Ashtavakra Institute of Rehabilitation Sciences & Research:-

1. Reports of the Proceedings of SFRC at the end of the session is enclosed dated 28.04.2023

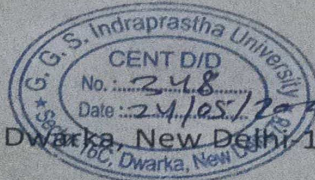
Thanking you and assuring you our best attention always.

Yours Sincerely,

Sanjana
Mrs. Sanjana Mittal
Deputy Director



Encl.: As stated above



Copy to: The Registrar, GGSIP University, Dwarka, New Delhi, 110078



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

Dated 24.04.2023

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

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



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

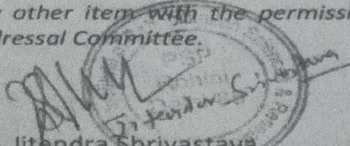
Dated 26-04-2023

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
2. Nodal Officer-GRC *Ashfina*
3. Academic Coordinator, AIRSR
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
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) *Arif*
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) *Arifing* & *Sankeshi*
13. HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) *Manoj* & *Beet*



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Fax : 011-27550018 - Email : info@ahab.tecna.in Website : www.ahab.tecna.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	hammedhaseeb@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@tecna.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@tecna.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	Preetly1013322@gmail.com

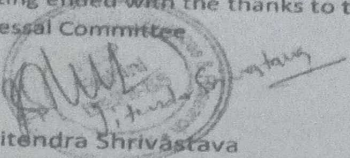


Following meeting Agenda was taken up in the meeting

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 *Sayant*
 - 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*
 - 6) Ms. Keenika Arora, Professional Students Councilor, outside faculty, MBA *Keenika*
 - 7) Md. Haseeb Ahmad, Psychologist, SGRC and Faculty, AIRSR *Haseeb*
 - 8) Mr. Vikas Kataria, Sr. Admin Officer *Vikas*
 - 9) HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) *Erud*
 - 10) HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) *Arora*
 - 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) *Ashma*
 - 13) HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) *Manoj*
- Arora*
Sakshi
Erud



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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)	Ena
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





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

Dated 28/04

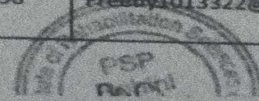
STUDENTS GRIEVANCE REDRESSAL COMMITTEE Action Taken Report (ATR)

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:-

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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@tecna.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@tecna.in

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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

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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



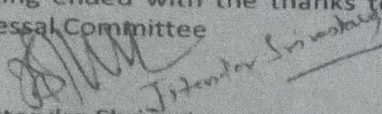
Following meeting Agenda was taken up in the meeting

Item No. 1: Student Grievance if any

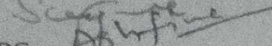

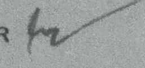
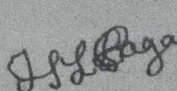
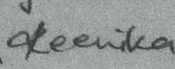
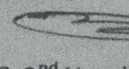



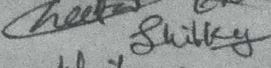
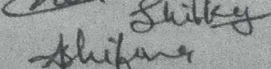
Resolved: No major or minor grievance was observed and received from any stakeholder.

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 
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