

Ref: IUU/Reg./0001/2024/003/133

September 23, 2024

**OFFICE ORDER**

The **Student Grievance Redressal Committees (SGRC)** is being constituted as per the UGC Gazette Notification CG-DL-E-11042023-245095, dated April 11, 2023:

S.No.	Name	Designation
<b>One of the Professor as Chairperson (for a period of two years)</b>		
1	Dr. Neeraj Khattri, Professor & Dean, School of Mass Communication	Chairperson
<b>Four Professors/Senior Faculty Members of the Institution as Members (for a period of two years)</b>		
2	Dr. Tripti Sharma, Associate Professor, School of Management	Member
3	Dr. Anwasha Sen Majumdar, Assistant Professor-Senior Scale, School of Mass Communication	Member
4	Dr. Imran Ahmad, Assistant Professor-Senior Scale, School of Law	Member
5	Dr. Sujeet Kumar, Assistant Professor-Senior Scale, School of Management	Member
<b>A representative from among students to be nominated on academic merit/ excellence in sports/performance in co-curricular activities (for a period of one year)</b>		
6	Ms. Ananya Sah, 5 <sup>th</sup> Semester, Bachelor of Business Administration (BBA)	Special Invitee

**Ombudsperson:** Prof. Balwant Singh Bisht, **Mobile:** 9411187599, **Email:** [bsbisht.125@gmail.com](mailto:bsbisht.125@gmail.com)

**The Student Grievance Redressal Committees (SGRC) shall have the following objectives:**

- In considering the grievances before it, the SGRC shall follow principles of natural justice.
- The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.

Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson within a period of fifteen days from the date of receipt of such decision.

**NOTE:** Additional information is available in the UGC Gazette Notification CG-DL-E-11042023-245095, dated April 11, 2023 (attached).

Under approval of the Competent Authority.

REGISTRAR

Circulation: All Concerned Members

**Copy to:**

1. Office of the Vice Chancellor for information
2. All Deans (for Notice boards of respective school)
3. Assistant Registrar (ICT) (to upload on the university website)
4. Office records