



XAVIER INSTITUTE OF ENGINEERING

(Approved by AICTE, Accredited with "A+" by NAAC, Affiliated to Mumbai University.

Recognized by DTE, Govt. of Maharashtra)

EXTC, IT branches are NBA Accredited

Mahim Causeway, Mahim, Mumbai - 400 016. • Phone: 2446 0359 / +91 7249371505 / +91 9920407274

Email Id: office@xavier.ac.in • Website: www.xavier.ac.in

18th September, 2024

Students Grievance Redressal Committee (SGRC) 2024-25

As per UGC Guidelines Students Grievance Redressal Committee (SGRC) for the A.Y. 2024-25 is hereby constituted as given below:

Sr. No	Name	Designation	Department	Role
1	Dr. Y. D. Venkatesh	Principal	Principal	Chairman
2	Ms. Suvarna Aranjio	Assistant Professor	IT	Member Secretary
3	Dr. Sushama Khanvilkar	Associate Professor	COMP	Member
4	Dr. Chhaya Dhavale	Assistant Professor	IT	Member
5	Mr. Dev Upadhyay	student	TE COMP	Member
6	Ms. Shreya Jadhav	student	BE IT	Member
7	Ms. Anushka Mestry	student	FE CSE	Member

Objective:

1. To provide an avenue for the aggrieved students to redress their individual grievances in order to have a healthy atmosphere among students, staff and management in the Institute.
2. To comply with the AICTE Regulations and to provide for establishment of Grievance Redressal Committee and high light on the process and convey the message of do's and don'ts.

Responsibilities:

1. Committee members meet once a year or as & when required to discuss and resolve the grievances (if any) received in writing from the concerned students.
2. To maintain the minutes of the meetings and submit the copy of the same to the Director and Principal.
3. To convey the decision of the committee to the aggrieved students in writing by the Chairman of the Committee.

(Dr. Y. D. Venkatesh)

Principal





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Minutes of student Grievance Redressal Cell Committee Meeting was held on 7th October 2024 at 3.30 p.m. in the Conference room. The following members were present:

1. Dr. Y. D. Venkatesh - Chairman
2. Ms. Suvarna Aranjjo - Member Secretary
3. Dr. Sushama Khanvilkar - Member
4. Dr. Chhaya Dhavale - Member
5. Mr. Dev Upadhyay - Member
6. Ms. Shreya Jadhav - Member
7. Ms. Anushka Mestry - Member

Agenda No 1 : Previous year's minutes of the meeting were read out and it was passed for approval by Ms. Suvarna Aranjjo and seconded by Dr. Chhaya Dhavale.

Agenda No 2 : Committee discussed the matter of sports with the Sport Secretary and asked him to give report on number of sports equipments available, to put up further with the higher authorities.

Agenda No 3 : The maintenance department was informed about malfunctioning of fans and projectors in some classrooms. It was rectified soon.

Agenda No 4 : A decision was taken to remove the cats from the college campus and to make sure that cats are not allowed to enter the premises.

5 : There were no other points of discussion.



Chairman