



RIT/MoM/SGRC/2025

Date: 05/09/2025

MINUTES OF MEETING

Student Grievance Redressal Committee (SGRC)

Minutes of the **Student Grievance Redressal Committee (SGRC)** Meeting held on 05th Sep, 2025 at 3:00 PM in Principal Office.

Following Members were present during the meeting:-

S. No.	Name of Members	Role
01	Dr. Manish Sakhlecha (Principal)	Chairperson
02	Dr. Tanushree Chatterjee (HOD, Biotech)	Member
03	Dr. Shiv Kumar Manu (HOD, Chemical)	Member
04	Dr. Asha Ambhaikar (HOD, CSE)	Member
05	Dr. Ritesh Diwan (HOD, ETC)	Member
06	Dr. K.L. Modghare (HOD, Mech)	Member
07	Mr. Gopesh Dawda (HOD, Civil)	Member
08	Ms. Prapti Gupta (Student, Biotech 7 th Sem)	Member
09	Mr. Niranjana Pandit (Asst Registrar-Admin)	Member

Agenda of the Meeting

1. Review of grievances received during the session.
2. Discussion and resolution of academic and non-academic issues.
3. Suggestions for improving grievance handling mechanism.

The Chairperson welcomed all members and emphasized the importance of maintaining transparency, fairness, and timely redressal of student grievances.

Issues Discussed & Resolutions

1. Academic Issues:-

Issue: Request for additional remedial classes in Mathematics (1st Year).

Resolution: The committee approved extra remedial classes for first-year students every Saturday from 3:00 PM to 4:00 PM.



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2. Infrastructure Issues

Issue: Wi-Fi connectivity issues in B Block.

Resolution: IT department directed to upgrade routers and ensure uninterrupted internet access within 05 days.

Issue: Requirement of Sports items:

Resolution: The Principal suggested the Sports Officer to purchase all the necessary sports items within 10 days.

3. Preventive Measures & Recommendations:

Awareness session on grievance redressal mechanism to be conducted for first-year students.

The Chairperson appreciated the cooperation of committee members and instructed all concerned departments to implement the decisions at the earliest. The meeting concluded at 3:00 PM with a vote of thanks by the Convener.


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