



# GYAN SAGAR COLLEGE OF ENGINEERING, SAGAR

(Approved by AICTE New Delhi & Affiliated to RGPV Bhopal (M.P.)  
GSCE Campus- AH-44, Narsinghpur Road, Near DPS Makronia, Sironja, Sagar (M.P.) 470001  
Contact- • 9425171402 • 9752498471 • 9425171258 • 07582-281336  
Website: www.gsce.edu.in | E-mail: gsce2008@gmail.com

## CIRCULAR

### Student Grievance Redressal Committee (SGRC)

This is to inform you that a meeting regarding Student Grievance Redressal Committee will be held on 3.15 PM (22/08/2022) at GSCE library. The purpose of this meeting is to address any concerns or grievances that Student may have and to ensure a good study environment.

#### Agenda:

1. Discussion of Grievances recorded in the last Student council meeting held on 02-02-2022.
2. Campus Recruitment Training conducted during college working hours causes final year students to miss out their academic schedule.
3. Instructions to keep the canteen open when functions are going on in the campus as the organizers stay long hours and they need food
4. Maintenance of class room infrastructures such as door latches, window stoppers, fan regulators, sufficient lighting, and broken floor/wall tiles etc.
5. Any other matter with approval of chair.

Your participation and input are crucial in fostering a positive student college relationship. Please make every effort to attend this meeting. If you are unable to attend, please notify as soon as possible.

The following faculty member and staff are attending the meeting.

S.No	Name	Designation	Mobile No	Sign
1	Dr. R.K Jain (Principal GSCE)	Chairman	9981857386	
2	Mr. R.K Rajak (Ano NCC)	Member	8085432999	
3	Mr. Anil Choubey (HOD Ex)	Member	9893446189	
4	Mr. Abdul Kadir (HOD ME)	Member	7974827740	
5	Mr. Ankit Parashar (HOD BSH)	Member	6263833644	
6	Mr. Vivek Tiwari (HOD CS)	Member	9644780035	
7	Mr. Piyush Pathak (HOD CE)	Member	8965070597	
8	Ms. Anjali Chourasiya	Student	9098432849	
9	Ms. Richa Pandey	Student	7723943359	

Thank you for your cooperation.

Principal

Principal

Gyan Sagar College of Engineering  
Sagar (M.P.)



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## Student Grievance Redressal Committee (SGRC)

### MINUTES OF MEETING

Following members of Grievance and Redressal Committee were present in the meeting held at Gsce Library at 3.15 pm on assign date 22/08/2022

S.No	Name	Designation	Mobile No	Sign
1	Dr. R.K Jain (Principal GSCE)	Chairman	9981857386	
2	Mr. R.K Rajak (Ano NCC)	Member	8085432999	
3	Mr. Anil Choubey (HOD Ex)	Member	9893446189	
4	Mr. Abdul Kadir (HOD ME)	Member	7974827740	
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### **Agenda:**

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2. Campus Recruitment Training conducted during college working hours causes final year students to miss out their academic schedule.
3. Instructions to keep the canteen open when functions are going on in the campus as the organizers stay long hours and they need food
4. Maintenance of class room infrastructures such as door latches, window stoppers, fan regulators, sufficient lighting, and broken floor/wall tiles etc.
5. Any other matter with approval of chair.

### **Minutes of meeting:**

- i. Mr. Abdul Kadir, HOD of Mechanical Department has been informed to monitor and get the CPUs replaced with the updated version.
- ii. Student are happy would be to considered their Attendance whose selected for national level participation in sport & NSS camps.
- iii. Faculty in-charges make necessary arrangements to schedule special classes for the students missing their regular classes due to attending Campus Recruitment Training classes, if they need.

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Engineering, Sagar, (M.P.)



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## CIRCULAR

### Student Grievance Redressal Committee (SGRC)

This is to inform you that a meeting regarding Student Grievance Redressal Committee will be held on 2.30 PM (30/01/2023) at Principal Room. The purpose of this meeting is to address any concerns or grievances that Student may have and to ensure a good study environment.

#### **Agenda:**

1. Discussion of Grievances recorded in the last Student council meeting held on 22-08-2022.
2. To discuss the issue raise in sports meet.
3. To reconstitute the SGRC
4. Any other matter with approval of chair.

Your participation and input are crucial in fostering a positive student college relationship. Please make every effort to attend this meeting. If you are unable to attend, please notify as soon as possible.

The following faculty member and staff are attending the meeting.

S.No	Name	Designation	Mobile No	Sign
1	Dr. R.K Jain (Principal GSCE)	Chairman	9981857386	
2	Mr. R.K Rajak (Ano NCC)	Member	8085432999	
3	Mr. Anil Choubey (HOD Ex)	Member	9893446189	
4	Mr. Abdul Kadir (HOD ME)	Member	7974827740	
5	Mr. Ankit Parashar (HOD BSH)	Member	6263833644	
6	Mr. Vivek Tiwari (HOD CS)	Member	9644780035	
7	Mr. Ayush Awasthi (HOD CE)	Member	8085184020	
8	Mr. Ravi patel	student	8817216006	
9	Mr. Aslam khan	student	6264357485	

Thank you for your cooperation.

Principal

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## Student Grievance Redressal Committee (SGRC)

### MINUTES OF MEETING

Following members of Grievance and Redressal Committee were present in the meeting held at Principal Room, at 2.30 pm on assign date 30/01/2023

S.No	Name	Designation	Mobile No	Sign
1	Dr. R.K Jain (Principal GSCE)	Chairman	9981857386	
2	Mr. R.K Rajak (Ano NCC)	Member	8085432999	
3	Mr. Anil Choubey (HOD Ex)	Member	9893446189	
4	Mr. Abdul Kadir (HOD ME)	Member	7974827740	
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7	Mr. Ayush Awasthi (HOD CE)	Member	8085184020	
8	Mr. Ravi patel	student	8817216006	
9	Mr. Aslam khan	student	6264357485	

#### **Agenda:**

1. Discussion of Grievances recorded in the last Student council meeting held on 22-08-2022.
2. To discuss the issue raise in sports meet.
3. Any other matter with approval of chair.

#### **Minutes of meeting:**

1. After welcoming newly appointed Civil Hod Mr. Ayush Awasthi in place of Mr. Piyush Pathak & all the member to the meeting the GRC coordinator Placed before the members the agenda of the meeting which was already circulate along with the meeting circular
2. On arrival of complain/issues from the student side regarding sports meet, the faces many problem in sports meet like ground maintenance , sporting instrument/sports kit, light & water facilities, they want to improve above mention problem/ issue in the upcoming sports meet

Further, the principal is directed the entire committee member to take up the assigned responsibility to new member.

Closing Time: 03: 45 PM

Principal

Principal  
Gyan Sagar College of  
Engineering, Sagar (M.P.)