

Kanpur Institute of Technology, Kanpur

Student Grievance Redressal Cell (SGRC)

Minutes of Meeting

A meeting of the Student Grievance Redressal Cell (SGRC) was convened on 25.07.2025 at 3:30 p.m. in the Conference Room of Kanpur Institute of Technology, Kanpur. The meeting was presided over by Dr. Brajesh Varshney, Chairperson. The following members attended:

1. Dr. Brajesh Varshney – Chairperson
2. Ms. Nishu Bhadoriya – Member (Faculty)
3. Mr. Asheesh Gupta – Member (Faculty)
4. Dr. Sanjay Singh – Member (Faculty)
5. Ms. Navneet Kaur – Member (Student)
6. Mr. Aditya Kumar Gond – Member (Student)

Following agenda were discussed in the meeting:

1. Welcome and Opening Remarks

The meeting started under the chairpersonship of Dr. Brajesh Varshney, who welcomed all members of the Student Grievance Redressal Cell. He emphasized the institute's commitment to providing a transparent, student-friendly, and responsive grievance redressal mechanism.

2. Review of Previous Meeting

The committee reviewed action points from the previous meeting. It was noted that:

- All previously raised issues have been addressed satisfactorily.
- No pending grievances require immediate follow-up.

3. Overview of SGRC Roles and Responsibilities

The Chairperson reiterated the mandate of the SGRC:

- To receive, review, and resolve student grievances in a fair and time-bound manner.
- To ensure confidentiality and impartiality in the redressal process.
- To promote a supportive and inclusive environment for all students.
- To maintain proper records and compliance with institutional guidelines.

4. Status of Grievances Received

Ms. Nishu Bhadoriya, presented the report that no major grievances were formally submitted during the review period. Minor concerns related to classroom facilities and timetable adjustments were received and resolved through departmental coordination.

5. Student Support & Improvement Measures

The following initiatives were discussed to further strengthen grievance redressal:

- Conducting awareness sessions on SGRC processes for first-year students.
- Ensuring updated information on notice boards and the institute website.
- Increasing coordination with hostel wardens and class coordinators for early identification of issues.

6. Any Other Matter

Members discussed the importance of regular interaction with student representatives to gather feedback.

7. Conclusion and Vote of Thanks

The meeting concluded with a vote of thanks by Dr. Brajesh Varshney, who appreciated the active participation of all members. He encouraged continuous efforts toward improving student welfare and grievance resolution. The meeting adjourned at 4:30 PM.



Dr. Brajesh Varshney
Chairperson

CC:

- 1) The Management
- 2) All Concerned Members