



VAISHNO COLLEGE OF ENGINEERING

Approved by AICTE & Affiliated to HPTU & HPTSB

Ref. No. VAC/Eng/Notice/010/2024-25/163-E
CIRCULAR

Date: 11/11/2024

GRIEVANCE REDRESSAL COMMITTEE

The college management has constituted interim Grievance Redressal Committee for students, teaching and non teaching staff with the following members.

1. STUDENTS GRIEVANCE

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| (i) | Dr. Kanwar Rahul Pathania | Chairman |
| (ii) | Dr. Avikar Sharma | Member |
| (iii) | Ms. Vandana Mahajan | Member |
| (iv) | Mr. Saurabh Singh | Member |
| (v) | Mr. Vinay Bhardwaj | Student Member |
| (vi) | Mr. Anuj Shukla | Student Member |
| (vii) | Dr. Varun Gupta | Special Invitee |
| (viii) | Students departmental Representations from each department of senior most semester(Minimum two girl students) | |

2. TEACHING STAFF GRIEVANCE

All the members mentioned above, less the students members.

3. NON-TEACHING STAFF GRIEVANCE

All the members as mentioned above with following additional members from Non teaching Faculty, less student members.

- (i) Mr. Sanjev Kumar
- (ii) Mr. Puran Singh
- (iii) Ms. Vijaya Kumari

This Committee deals with all the grievances directly which are related to common problem at institute level both academic and administrative.

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SCOPE

The committee will deal with grievances Received in writing from students / teaching / Non Teaching Staff members as the case may be about any of the following matters:-

- (i) Academic Matters
- (ii) Financial Matters
- (iii) Other Matters related to certain misgiving about condition of sanitation, Preparation of food, availability of transport ,victimization by teachers. Salary related issues etc.

PROCEDURE FOR LODGING A COMPLAINT

- (i) The aggrieved students / staff members may feel free put up a grievance in writing.
- (ii) The grievance committee will act upon those cases which have been forwarded along with the necessary documents.
- (iii) The grievance committee will assure that the grievance has been properly solved in a stipulated time provided by the cell

FUNCTIONS

- (i) The cases will be attended promptly on receipt of written grievances from the students/Staff.
- (ii) the committee will give to the College management about the cases attended to and the no of cases pending. If any which require directions and guidance from higher authorities.

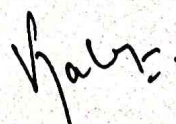
POWER OF THE COMMITTEE

In case of grievance the members of the committee are empowered to sort out the problems at their level through discussions with students and staff members as the case may be. In such cases where the members fail to find out any solution then the matter shall be referred to the Director for final commitment on the matter.

EXCLUSIONS

The grievance redressal Committee shall not entertain the following issues:-

- (i) Decisions and directions issued by the university, Board of technical Education.
- (ii) Decisions with regard to award of scholarships, fee concessions, merit awards etc.
- (iii) Decisions made by institute with regard to disciplinary matter and misconduct.
- (iv) Decisions by competent authority an assessment and examination results.


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