

Date: 20.02.2024

## Grievance Redressal Committee Meeting Minutes

Date: 20th February 2024

Time: 3:30 PM

Venue: M.I.E.T. Board Room

Chairperson: Dr. Chetan Khemraj Lanjewar

### Agenda of the Meeting

1. To approve the minutes of the previous meeting held on 19th July 2023.
2. To discuss the action taken report till date from the last meeting.
3. Reported and Resolved cases
4. Any Other Points with Permission of Chair.

The following members were present for the meeting:

S. No.	Names	Positions
1.	Dr. Chetan Khemraj Lanjewar, Director	Chairperson,
2.	Dr. Dharam Singh, Associate Professor	Member
3.	Mr. Dhananjay Singh, Assistant Professor	Member
4.	Ms. Radha, Assistant Professor	Member Secretary
5.	Ms. Saisha Gulia (4th Year), Students Representative	Member

### Deliberations and Decisions' Taken

Dr. Chetan Khemraj, Chairperson of the Grievance Redressal Committee, opened the meeting by extending a warm welcome to all the members in attendance. He then proceeded to discuss the following agenda items in detail throughout the session.

1. To approve the minutes of the previous meeting held on 19th July 2023.

The minutes of the previous Grievance Redressal Committee (GRC) meeting held on 19th July 2023 were reviewed. After due consideration, the minutes of the meeting held on 19th July 2023 were approved unanimously by the members present.

2. To discuss the Action Taken Report till date from the last meeting.

It was informed by the member secretary that:

*Radha*

- The provision under GRC and SGRC were widely disseminated at the prominent places in institute.
- During the orientation program, GRC member secretary described the various functions, provisions, roles, responsibilities of the members.
- Faculty mentors and training placement In-charge counsel the students time to time on need basis.
- The event of report organized by GRC during the academic session 2023-24 was put forward to the members.

After thorough discussion, the committee acknowledged the actions taken and appreciated the efforts. It was **agreed** that the action taken report for 2023-2024 was satisfactory. It was **resolved** to continue monitoring and improving the grievance redressal process in the coming months.

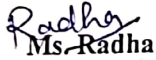
3. **To review and discuss the grievance cases reported and resolved during the period.**

It was noted that no new grievances were reported during this period.

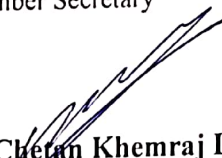
4. **Any Other Points with Permission of Chair.**

No other points were discussed during the meeting

\*Meeting concluded with vote of thanks by Ms. Radha, Member Secretary\*

  
Ms. Radha

Member Secretary

  
Dr. Chetan Khemraj Lanjewar  
Chairperson

Director

Mangalmay Institute of Engineering & Technology  
Plot-8 & 9, Knowledge Park-II, Greater Noida-201310 (U.P.)  
College Code: 786

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