



**Shobhit
University**

EDUCATION EMPOWERS



Top 101-125 Band
in Pharmacy

CRITERION 5 - STUDENT SUPPORT AND PROGRESSION

5.1.5 THE INSTITUTION HAS A TRANSPARENT MECHANISM FOR TIMELY REDRESSAL OF STUDENT GRIEVANCES / PREVENTION OF SEXUAL HARASSMENT AND PREVENTION OF RAGGING 1. ADOPTION OF GUIDELINES OF REGULATORY BODIES 2. PRESENCE OF THE COMMITTEE AND MECHANISM OF RECEIVING STUDENT GRIEVANCES (ONLINE/ OFFLINE) 3. PERIODIC MEETINGS OF THE COMMITTEE WITH MINUTES 4. RECORD OF ACTION TAKEN

To reduce enormous use of paper and printing the ensure data, sign and a seal by the Competent Authority for all the papers, we have used the Class-3 Digital Signatures where a Registration Authority i.e. Dr. Mahipal Singh, Registrar of our University authenticate the documents and responses claimed in this pdf file.



SHOBHIT UNIVERSITY, Gangoh

[Notified by Government of U.P. Act No.3 of 2012, Established u/s 2(f) of UGC Act 1956]

Adarsh Institutional Area, Babu Vijendra Marg,
Gangoh, Distt. Saharanpur - 247341, UP

35
YEARS
OF ACADEMIC
EXCELLENCE



File No. SUG/N-/ADM/RO/2019/01

Dated: June 19, 2019

NOTIFICATION

To Provide a mechanism for redressal of students' grievances the following Students Grievance Redressal Committee (SGRC) is notified as per the UGC guidelines.

S. No	Name	School/Department/Organization	Appointment
01	Prof. (Dr.) Madanlal Kaushik	School of Pharmacy-AVIPS	Chairman
02	Prof. (Dr.) Divya Prakash, Dean Student Welfare	School of Biological Engineering & Sciences	Member
03	Prof. (Dr.) Shrikant Gupta, Chief Proctor	School of Engineering & Technology	Member
04	Prof. (Dr.) Gunjan Agarwal, Senior Faculty Member	School of Law & Constitutional Studies	Member
05	KM. Bhawna, Student	School of Law & Constitutional Studies	Member

This issues with the approval of competent authority.

Dr. Mahipal Singh
Registrar



Copy to: -

1. All the Director/Principal/Head(s)/Co-ordinator(s)
2. All the Committee members
3. All the Notice boards
4. Guard file

For Kind information:

1. Sr. Director HR & CR. - for kind information of Senior Director HR&CR.
2. PS to Hon'ble Vice-Chancellor -for kind information of Hon'ble Vice-Chancellor.



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U: www.sug.ac.in

CIRCULAR

Date: 12-05-2020

The Members of Students Grievance Redressal Committee requested to attend the meeting on 15.05.2020 at 11.30 a.m. in the University Board Room.

Agenda

1. Review of Previous Meeting
2. To Discuss the UGC guidelines regarding students' grievances.
3. To Take follow up of the students' complaints.

Members of the Committee

S. No	Name	School/Department/Organization	Appointment	Signature
1	Prof. (Dr.) Madanlal Kaushik	School of Pharmacy-AVIPS	Chairman	
2	Prof. (Dr.) Divya Prakash, Dean Student Welfare	School of Biological Engineering & Sciences	Member	
3	Prof. (Dr.) Shrikant Gupta, Chief Proctor	School of Engineering & Technology	Member	
4	Prof. (Dr.) Gunjan Agarwal, Senior Faculty Member	School of Law & Constitutional Studies	Member	
5	KM. Bhawna, Student	School of Law & Constitutional Studies	Member	

The students who have any grievances can contact the committee members for rectify their problems.

Copy to:

1. All Notice Board
2. All the HoDs
3. IQAC
4. Committee members

Chairman



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Minutes of the Meeting

Date: 15/05/2020

The following points were discussed in the Meeting

The university has a transparent mechanism to address the grievances of students through the meeting.

1. The Chairman of the committee initiated the discussion and presented the minutes of the previous meeting for the approval of the committee members. The committee members approved the minutes without making any change in the proceeding. More parking space was provided near ayurvedic medical college.
2. The guidelines of the UGC regarding students' grievances were discussed.
3. Review of the students' grievance were discussed. No grievance was received from the students.

The following members of the committee were present:

S. No	Name	School/Department/Organization	Appointment	Signature
1	Prof. (Dr.) Madanlal Kaushik	School of Pharmacy-AVIPS	Chairman	
2	Prof. (Dr.) Divya Prakash, Dean Student Welfare	School of Biological Engineering & Sciences	Member	
3	Prof. (Dr.) Shrikant Gupta, Chief Proctor	School of Engineering & Technology	Member	
4	Prof. (Dr.) Gunjan Agarwal, Senior Faculty Member	School of Law & Constitutional Studies	Member	
5	KM. Bhawna, Student	School of Law & Constitutional Studies	Member	

Chairman



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CIRCULAR

Date: 17-07-2019

The Members of Students Grievance Redressal Committee requested to attend the meeting on 19.07.2019 at 11.30 a.m. in the University Board Room.

Agenda

1. Review of Previous Meeting
2. To Discuss and evaluate the nature of the grievances
3. To discuss and approve the methods of redressal and appropriate action to be taken in the current semester grievances.

S. No	Name	School/Department/Organization	Appointment	Signature
1	Prof. (Dr.) Madanlal Kaushik	School of Pharmacy-AVIPS	Chairman	<i>Madanlal</i>
2	Prof. (Dr.) Divya Prakash, Dean Student Welfare	School of Biological Engineering & Sciences	Member	<i>Divya</i>
3	Prof. (Dr.) Shrikant Gupta, Chief Proctor	School of Engineering & Technology	Member	<i>Shrikant</i>
4	Prof. (Dr.) Gunjan Agarwal, Senior Faculty Member	School of Law & Constitutional Studies	Member	<i>Gunjan</i>
5	KM. Bhawna, Student	School of Law & Constitutional Studies	Member	<i>Bhawna</i>

The students who have any grievances can contact the committee members for rectify their problems.

Copy to:

1. All Notice Board
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3. IQAC
4. Committee members

Chairman *Madanlal*



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Minutes of the Meeting

Date: 19/07/2019

The following points were discussed in the Meeting

The university has a transparent mechanism to address the grievances of students through the meeting.

1. The Chairman of the committee presented the minutes of the previous meeting and the committee members reviewed and approved the minutes.
2. The committee members discussed all the minor grievances put before the committee. All the issues were discussed, perused and examined by the committee members.
3. All the possible methods for resolving the grievances of the students were discussed and committee members instructed the concerned persons to take the most appropriate action to resolve the same.

The students had grievance regarding facilities:

1. Students of final year demanded to call more companies for their placements although they were satisfied with the procedure and system of placement cell. Students also appreciated the conduction of personality development classes to them.

The following members were present in the meeting:

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1	Prof. (Dr.) Madanlal Kaushik	School of Pharmacy-AVIPS	Chairman	
2	Prof. (Dr.) Divya Prakash, Dean Student Welfare	School of Biological Engineering & Sciences	Member	
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5	KM. Bhawna, Student	School of Law & Constitutional Studies	Member	

Chairman



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Action Taken Report

The members of the Students' Grievance Redressal Committee (SGRC) took steps to address the grievance.

- The Coordinator of the University Training and Placement Cell (UTDC) has been instructed to call more companies specially in the field of biotechnology and agrochemicals.

Madan
Chairman