



School of Computer Science & Information Technology

07/11/2014

Establishment of Grievance Redressal Committee

The objective of the Grievance Redressal Committee is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. In order to maintain the congenial environment, the School of CS& IT has constituted the following **Grievance Redressal Committee (GRC)** as follows:

Grievance Redressal Committee			
S.No	Name	Designation	Responsibilities
1	Prof. Abdul Wahid	Dean, School of CS&IT	1. Addressing grievances, complaints and suggestion of the students in the School of CS&IT 2. Look into the complaints lodged by any student, and judge its merit. 3. The GRC is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the committee members in person or writing his/her complaints. Grievances may also be sent through e-mail to the Dean of School or officer in-charge of GRC.
2	Dr. Pradeep Kumar	Member	
3	Dr. Khaleel Ahmad	Member	
4	Mrs. Afrah Fathima	Member	
5	Dr. Muqem Ahmed	Member	
6	Mr. Mohammed Islam	Member	
7	Mrs. Khaleda Afroaz	Member	
8	Mr. Omar Mohammad	Member	

Dean & Head
School of CS&IT



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A Grievance Cell should be constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box will be installed in front of Grievance Cell in the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.