



# LAKSHMI NARAIN COLLEGE OF TECHNOLOGY

Raisen Road, Kalchuri Nagar, Bhopal, Madhya Pradesh- 462022

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LNCT/GRSC/2024/01

Date: 19/01/2024

## FORMATION OF GRIEVANCE REDRESSAL (STUDENT) COMMITTEE

This committee is formed with reference to the AICTE & University guidelines and shall be addition to existing Anti-Ragging Committee and Proctorial Board of the College.

### **Objective:**

The objective of the Grievance Committee for students is to develop a responsive and accountable attitude among stakeholders namely management, faculty, staff and student in order to maintain a harmonious educational atmosphere in the institute. A Grievance Committee 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 management, faculty, Staff and students.
- Encouraging the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Advising students of the College to respect the right and dignity of one another & faculty and staff and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the students to refrain from inciting other students against other colleagues, staff and College administration.
- Advising all students to be affectionate to the colleagues and students and not behave in a vindictive manner towards any of them for any reason.

### **Functions:**

- The cases will be attended promptly on receipt of written grievances from the students.
- The cell formally will review all cases and will act accordingly as per the Management policy.
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

## Roles and responsibilities:

The Grievance Committee shall be responsible to ensure that grievances are dealt with effectively in accordance with the Grievance Procedures set out for the implementation of this Policy. In doing so, the Committee shall adhere to the following principles:

- Take grievances seriously taking on board why the student feels aggrieved, unhappy or dissatisfied.
- Investigate the facts and surrounding circumstances, and showing the students that this been done thoroughly and sensitively.
- Actively look for a solution that will satisfy the students, where practical, without causing disproportionate difficulty for the organization or the student's colleagues.
- Provide feedback to the student about what can, and cannot be done to resolve the grievance.
- Take necessary follow-up action Committee meeting to be held on 1st Saturday of every month between 3.30 pm to 5.00 pm.

### Composition:

The composition of the Grievance Redressal (Student) Committee as per the AICTE norms is as follow:

S.No	Name	Mobile No.	E-Mail
1.	Dr. Amit Shrivastava (Chairman)	9826029451	<a href="mailto:amits@lnct.ac.in">amits@lnct.ac.in</a>
2.	Dr. Anjali Tiwari (Member)	9754025670	<a href="mailto:anjalit@lnct.ac.in">anjalit@lnct.ac.in</a>
3.	Dr. Vivek Richariya (Member)	9826856015	<a href="mailto:vivekr@lnct.ac.in">vivekr@lnct.ac.in</a>
4.	Dr. Abhay Kumar Jha (Member)	9425681508	<a href="mailto:abhaykj@lnct.ac.in">abhaykj@lnct.ac.in</a>
5.	Dr. Ankita Gautam (Member)	9406513500	<a href="mailto:ankitag@lnct.ac.in">ankitag@lnct.ac.in</a>

  
Principal

### Copy to:

1. Office of the Chairman/Vice Chairperson/Secretary
2. Director Administration
3. Group OSD
4. Director T&P / Incubation/ R&D
5. Dean Student Welfare (DSW)
6. HODs (All Departments)
7. Head, IT Infra
8. Library
9. Registrar