



Ref.: LNCT-MCA/Adm/2024/01/A

Date: 15/01/2024

## NOTICE

### Subject: Formation of student Grievance Redressal Committee (SGRC)

It is in reference to the notification dated 11<sup>th</sup> April, 2023 in regards to University Grant Commission (Redressal of Grievance of students regulation) 2023 & D.O. No. 1-13/2022 (CPP-II), dated 19<sup>th</sup> September, 2024 and to adhere the guidelines of Government of India and following the directions issued by AICTE Letter No. Vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07-11-2019, 02-12-2019, 03-12-2020, 12-10-2021, 20-10-2022 and 31-03-2023 regarding implementation of AICTE (Redressal Grievance of Students) Regulations-2019).

Lakshmi Narain College of Technology (MCA), Bhopal has constituted a committee for addressing and effectively resolving the grievances of students and to ensure harmonious relations and conducive environment for academic and other related activities of the institute.

The following staff/faculty member are appointed as the members of Student Grievance Redressal Committee (SGRC) at the institute till further order.

#### **Composition:**

The composition of the SGRC as per the AICTE norms is as follows:

SN	SGRC Member	Designation	Profile	Mobile No	E-mail Id
1.	Dr. Virendra Tiwari	Professor	Head	9407257089	virendrat@lnct.ac.in
2.	Dr. Ravindra Tiwari	Professor	Member	9907494354	ravindrat@lnct.ac.in
3.	Dr. Neelu Singh	Professor	Member	9425378492	neelus@lnct.ac.in
4.	Mr. Ashish Jain	Asso. Professor	Member	9039311858	ashishj@lnct.ac.in
5.	Prof. A. C. Tiwari	Professor, Mechanical UIT RGPV, Bhopal	Member		
6.	Prof. R. S. Rajput	Registrar, RGPV, Bhopal	Member		
7.	Shri Vinod Bharadwaj (Retired District Judge, Bhopal)	Ombudsman	Member		

#### **Term of reference:**

1. This Student Grievance Redressal Committee (SGRC) is exclusively meant for the students of Lakshmi Narain College of Technology (MCA), Bhopal.
2. SGRC of LNCT(MCA), Bhopal will function as per the laid process in the "University Grant Commission (Redressal of Grievance of Students) Regulations, 2023 dated 11<sup>th</sup> April

2023 and ensure compliance of grievance as mentioned in clause 3(f) of UGC Gazette Notification dated 11<sup>th</sup> April, 2023.

3. The term of the chairman and members shall be for a period of two years.
4. The term of the special invitee shall be one year.
5. The quorum for the meeting including the chairman, but excluding the special invitee, shall be three.
6. In considering the grievance, the SGRC shall follow the principles of natural justice.
7. The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
8. Any student aggrieved by the decision of the Student's Grievance Redressal Committee may prefer an appeal to the Ombudsman (Shri Vinod Bharadwaj (Retired District Judge, Bhopal) within a period of fifteen days from the date of receipt of such decision.

The said committee constituted for the purpose may meet as and when required for the smooth functioning of academic and other activity and submit its proceed / minutes to the undersigned. Also, the committee may suggest the remedial measures, if any, in related area for further execution.



(Dr. Sanjay Bajpai)  
Director  
LNCT-MCA, Bhopal

**Copy to:**

1. Honorable Chairman / Vice-Chairperson/Secretary
2. Director Administration
3. Director Training & Placements
4. All above members
5. Registrar (to send one copy by mail at [dsw@rgtu.net](mailto:dsw@rgtu.net) and one copy by post to DSW, RGPV, Bhopal)
6. Librarian
7. Canteen
8. Sports Officer
9. Bus In-charge
10. Hostel Warden
11. All Notice Boards of the College and Hostels
12. Master File: Director Office

Director  
Lakshmi Narain College of Technology (MCA)  
BHOPAL



(Dr. Sanjay Bajpai)  
Director  
LNCT-MCA, Bhopal

Director  
Lakshmi Narain College of Technology (MCA)  
BHOPAL