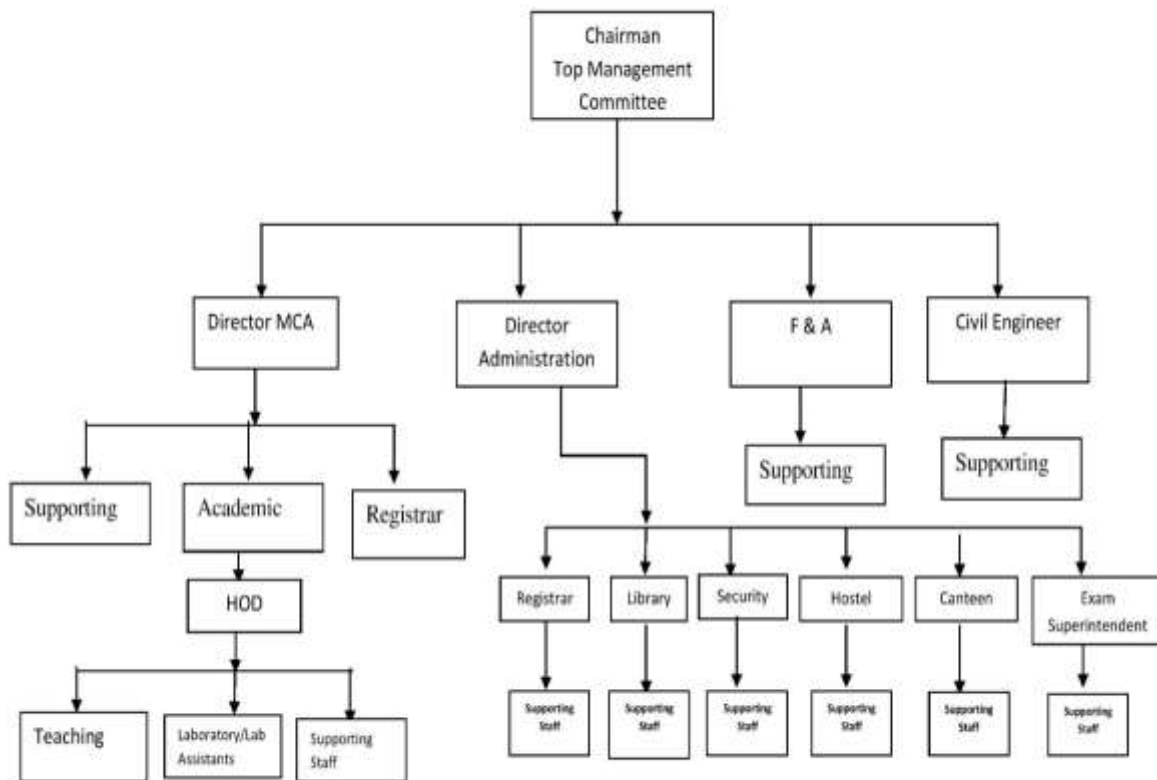


I Organizational Chart



II Grievance Redressal Mechanism for Faculty, Staff and Students

This cell is established with an aim and objective to provide the faculty, staff and students an easy and readily accessible mechanism for prompt disposal of their day to day grievances.

Procedure for redressal of grievances is as follows:

Complaints affecting one or more individual in respect of their

1. Promotion
2. Salary
3. Increments
4. Leave
5. Work Assignments
6. Work Load
7. Training
8. Disputes
9. Complaints

Different stages for Redressal of Grievances:

First Stage (Section/Department Level)

The aggrieved employee/student represents his/her grievance either in person or in writing to the concerned officer in the department or mentor. Problem is resolved within 7 days with the consent of concerned officer/HOD.

Second Stage (Administrative Level)

If the employee/student is not satisfied then he/she may request officer/HOD to forward his/her grievance to the grievance committee constituted at Administration level comprising the following:

- a. Director
- b. Head
- c. Coordinator Academics
- d. Mentor
- e. Member

Matter is put before the board with facts and proofs about the issue/grievance and recommendations of the grievance committee is communicated to the concerned employee/student within 7 days.

Third Stage (Academic and Staff Affairs Committee)

If the employee/student is not satisfied with the reply given by the Grievance committee at second stage then he/she can represent the matter to the management at staff affairs committee. At this stage, grievance is forwarded to the Secretary of the management committee which is resolved by Secretary/Chairman and recommendations is communicated to the concerned employee/student within 7 days.

III Establishment of Anti Ragging Committee



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY-MCA

Approved by AICTE, New Delhi & An ISO 9001:2015 Certified Institute
Recognized by Govt. of M.P., Affiliated to RGPV, Bhopal (M.P.)

Ref.: LNCT-MCA/Adm/2025/40

Date: 05-07-2025

NOTICE

Subject: Anti Ragging Committee

In view of commencing of new session of MCA first year students, ARC committee is here by formed (Table no. 1A, 1B and 2A) as per the instructions specified by AICTE to ensure zero ragging in the Institute.

Dr Jayanti Mehra (M. 9754157586), Head (LNCT-MCA) will be the overall head of all anti ragging committee of Lakshmi Narain College of Technology (MCA), Bhopal.

(Handwritten signature and date: 5/7/2025)

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

Enclosure:

1. Table 1A & 1B
2. Table 2A

Director
Lakshmi Narain College of Technology (MCA)
BHO PAL

Copy To:

1. Office of Chairman/ Vice Chairperson/ Secretary
2. Director Administration
3. Group OSD
4. Director (T&P/ Research & Development/Incubation Center)
5. Dean Student Welfare
6. Registrar LNCT-MCA
7. Admission cell /Library / Store / Hostel Wardens/ Reception/Sports Officer/Transport/ Accounts
8. IT, Infra Head (To Upload on college Website)
9. All Notice Boards
10. Guard File

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Anti Ragging Squad

For sudden inspection in campus and for submission of fortnightly report, an anti-ragging squad is formed Table (1A, 1B & 2A) this squad is supposed to enquire students regularly about any type of misconduct by other students according to guidelines. The committee has to submit report to undersigned on or before 10th and 25th of every month.

Table 1A (Teaching Staff)

Name	Department	Mobile No.	Email-Id
Prof. Ashish Jain (Squad Head)	MCA	9039311858	ashishj@lnct.ac.in
Prof. Karuna Vishwakarma	MCA	8770278939	karunav@lnct.ac.in
Prof. Dev Kumar Chouhan	MCA	9981186985	devc@lnct.ac.in
Prof. Seema Joshi	MCA	9630015581	seemaj@lnct.ac.in
Prof. Rohit Singh	MCA	9926059546	rohits@lnct.ac.in

Table 1B (Non Teaching Staff)

Name	Department	Mobile No.	Email-Id
Arun Kumar Mehar	MP Police	9713623238	arunpolice695@gmail.com
Parmeshwar Rao	Media	9893301820	parmeshwarrao1976@gmail.com
Santosh Kumar Jha	Teaching (Parent)	9939641145	medhabharti317@gmail.com
Gaurav Chandani	NGO (Vatsalya Welfare Society)	8103069441	gaurav.chandani26@gmail.com
Mr. Shubham Saijul	MCA (Lab Asst.)	8770814381	rajashubhamsaijul@gmail.com

Table 2A (Student Committee)

Name	Semester	Mobile No.	Email-Id
Khushboo Singh	III	7970697108	singhkhushboo1004@gmail.com
Naina Shukla	III	7880169102	nainaa.shukla9@gmail.com
Priyanshu Solanki	III	8982297369	priyanshusolanki2509@gmail.com
Rocky Pawar	III	7879562778	rockypawar960@gmail.com
Rohit Agrawal	III	8871128339	rohitagcse@gmail.com
Vipin Chaturvedi	III	7049865219	vipinchaturvedi2003@gmail.com

Sanjay Bajpai 5/7/2025

(Dr. Sanjay Bajpai)

Director

LNCT-MCA, Bhopal

Director


Lakshmi Narain College of Technology (MCA)

BHOPAL

IV Establishment of online Grievance Redressal Mechanism: Any faculty and student can lodge his/her complaint online through our college website feeding the basic details and can describe his/her grievances.

URL: <https://lnct.ac.in/grievance-redressal/>

V Details of Grievance Redressal Committee in the Institution and OMBUDSMAN by the University



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Estd. 1998

Ref.: LNCT-MCA/Adm/2025/ 35 Date: 04/06/2025

NOTICE

Subject: Formation of student Grievance Redressal Committee (SGRC)

It is in reference to the notification dated 11th April, 2023 in regards to University Grant Commission (Redressal of Grievance of students regulation) 2023 & D.O. No. 1-13/2022 (CPP-II), dated 19th 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. Sanjay Bajpal	Director	Chairman	9425642238	lnctmca@lnct.ac.in
2.	Dr. Virendra Tiwari	Professor	Head	9407257089	virendrat@lnct.ac.in
3.	Dr. Akansha Sharma	Asso. Professor	Member	9424059333	akanshas@lnct.ac.in
4.	Mr. Ripusoodan Sharma	Asstt. Professor	Member	7869543871	ripusoodans@lnct.ac.in
5.	Prof. Vinay Thapar	Professor, Electrical UIT RGPV, Bhopal	Member		hodexuit@rgpv.ac.in
6.	Shri Vinod Bharadwaj (Retired District Judge, Bhopal)	Ombudsman	Member		
7.	Mr. Ayush Gupta	Student	Spl Invitee	9589780124	ayusag320@gmail.com

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 11th April

LNCT Campus, Kalchuri Nagar, Raisen Road, P.O. Kolua, Bhopal - 462022 (M.P.), INDIA
+91-755-6185300, 301, 0755-8885448, Fax : +91-755-6185305 Lnctbhopal@LNCT.ac.in

2023 and ensure compliance of grievance as mentioned in clause 3(f) of UGC Gazette Notification dated 11th 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 it's proceed / minutes to the undersigned. Also, the committee may suggest the remedial measures, if any, in related area for further execution.

Sanjay 4/6/2025

(Dr. Sanjay Bajpai)
Director

LNCT-MCA, Bhopal

Director

Lakshmi Narain College of Technology (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 and one copy by post to DSU, 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

Sanjay 4/6/2025

(Dr. Sanjay Bajpai)
Director

LNCT-MCA, Bhopal

Director

Lakshmi Narain College of Technology (MCA)
BHOPAL

VI Establishment of Internal Committee (IC)



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LAKSHMI NARAIN COLLEGE OF TECHNOLOGY-MCA

Approved by AICTE, New Delhi & An ISO 9001:2015 Certified Institute
Recognized by Govt. of M.P., Affiliated to RGPV, Bhopal (M.P.)

Ref. No.: LNCT-MCA/Adm/2025/45(A)

Date: 11/08/2025

NOTICE

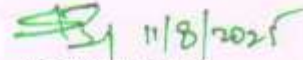
Subject: Formation of Internal Complaint Committee (ICC)

The following faculty members are deputed in the Internal Complaint committee (ICC) as per the section 4 of "Sexual Harassment of Women at Workplace", Prevention, Prohibition and Redressal Act, 2013.

SN	NAME	DESIGNATION	MOBILE	EMAIL-ID
1.	Dr. Neelu Singh	Professor	9425378492	neelus@lnct.ac.in
2.	Ripusoodan Sharma	Asstt. Professor	7869543871	ripusoodans@lnct.ac.in
3.	Dr. Akansha Sharma	Asso. Professor	9424059333	akanshas@lnct.ac.in
4.	Kanal Soni	Asstt. Professor	9131277262	kanals@lnct.ac.in
5.	Sandeep Singh Raghuvanshi	Accountant	8962110531	sandeepggitm@gmail.com
6.	Anshu Gangwar	Lab Assistant	8519064890	anshug@lnct.ac.in
7.	Gaurav Chandani	Sr. Member (NGO)	8103069441	gaurav.chandani26@gmail.com
8.	Aditya Raj	Student	9905952946	adityaraj2946@gmail.com
9.	Harsh Vishwakarma	Student	9343376261	harshvishwakarma9343@gmail.com
10.	Naina Shukla	Student	7880169102	nainaa.shukla9@gmail.com
11.	Riya Kumari	Student	6204660036	riyariya9708@gmail.com

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The committee is entrusted to look after all matters associated with the women (student & staff) under above act.

 11/8/2025

(Dr. Sanjay Bajpai)

Director

LNCT-MCA, Bhopal

Director

Lakshmi Narain College of Technology (MCA)
BHOPL

Copy to:

1. Honorable Chairman / Vice-Chairperson/Secretary
2. Director Administration
3. All above members
4. Registrar LNCT
5. Dean Academic / Student Welfare
6. Hostel Warden
7. All Notice Boards of the College
8. Master File: Director Office

 11/8/2025

(Dr. Sanjay Bajpai)

Director


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BHOPL



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VII Establishment of Committee for SC/ST



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Approved by AICTE, New Delhi & An ISO 9001:2015 Certified Institute
Recognized by Govt. of M.P., Affiliated to RGPV, Bhopal (M.P.)

Ref. No.: LNCT-MCA/Adm/2025/47(A)

Date: 19/09/2025

NOTICE

Subject: Formation of Institute Committee for prevention of Atrocities against SC/ST

The following faculty members are deputed in the institute committee for the prevention of atrocities against Schedule Caste and Schedule Tribes constituted according to the section 33, prevention of atrocities act, 1989 for Schedule Caste and Schedule Tribes.

SN	NAME	DESIGNATION	MOBILE	EMAIL-ID
1.	DR. JAYANTI MEHRA	Faculty	9407257089	hodmca@lnct.ac.in
2.	DR. AKANSHA SHARMA	Faculty	9425378492	akanshas@lnct.ac.in
3.	DR. JITENDRA AGRAWAL	Faculty	7509060378	jitendraa@lnct.ac.in
4.	MR. PRAMOD SAKET	Faculty	8871147035	pramods@lnct.ac.in
5.	Mr. NIKHIL PAWAR	Student	7987720376	nikhilpawar5563@gmail.com
6.	Ms. BHARTI PRAJAPATI	Student	8989808353	bharti04p@gmail.com
7.	Ms. SAKSHI BOBDE	Student	7224048745	sakshibobde852@gmail.com

The committee is entrusted to look after all matter falling under the above act and associated with Schedule Caste and Schedule Tribe student or/and staff.

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GROUP OF COLLEGES
WORKING TOWARDS BEING THE

(Dr. Sanjay Bajpai)

Director

LNCT-MCA, Bhopal

Director

Lakshmi Narain College of Technology (MCA)
BHOPL

Copy to:

1. Honorable Chairman / Vice-Chairperson/Secretary
2. Director Administration
3. All above members
4. Registrar LNCT
5. Dean Academic / Student Welfare
6. Hostel Warden
7. All Notice Boards of the College
8. Master File: Director Office

(Dr. Sanjay Bajpai)

Director

LNCT-MCA, Bhopal

Director

Lakshmi Narain College of Technology (MCA)
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VIII Internal Quality Assurance Cell



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

LNCT (MCA)/IQAC/2025/01

Date: 15/01/2025

INTERNAL QUALITY ASSURANCE CELL

Objective/Functions:

To enhance the Quality of Program and to ensure continuous improvement in terms of curriculum, teaching learning process, student performance, faculty contributions, infrastructural facilities, student support systems and industry interaction by effectively involving the stakeholders.

Composition:

S.No	Name and Designation	Role in IQAC /Association	Mobile No.	Email-id
1.	Dr. Anupam Chouksey Secretary, LNCT Group	Management	9303132147	secretary@lnct.ac.in
2.	Dr. Sanjay Bajpai Director, LNCT-MCA	Chairman	9425642238	lnctmca@lnct.ac.in
3.	Dr. Virendra Tiwari Professor	Coordinator	9407257089	virendrat@lnct.ac.in
4.	Dr. Ashok Kumar Rai Director, Administration	Administrative Officer	9827055261	directoradmin@lnct.ac.in
5.	Dr. Neelu Singh Professor	Members	9425378492	neelus@lnct.ac.in
6.	Mr. Ashish Jain Associate Professor	Members	9039311858	ashishj@lnct.ac.in
7.	Mr. Dev Kumar Chouhan Assistant Professor	Members	9981186985	devc@lnct.ac.in
8.	Mr. Rohit Pathak Associate Director	Training & Placement	8839413842	rohitp@lnct.ac.in
9.	Mr. Shubham Raghuwanshi Accounts Officer	Members	9977363402	accounts_mca@lnct.ac.in
10.	Ms. Ravi Shankar Librarian	Members	9425648266	library_mca@lnct.ac.in
11.	Mr. Ravikant Mishra Sr. Systems Analyst, Capgemini, Pune	Alumni	9970970173	ravikant.a.mishra@capgemini.com
12.	Mr. Asim Ali Head, Corporate Relation	Ypsilon IT Solutions Pvt. Ltd. Indore	9589677200	hr@ypsilonitsolutions.com

Role & Responsibility: The Roles and Responsibilities of IQAC are as follows:

1. To develop, implement and monitor Quality Parameters for various academic and administrative activities within the department.
2. To create a learner centric environment.
3. To collect feedbacks from stakeholders, take necessary action and measure the effectiveness.
4. To compute and continuously monitor attainment of POs.
5. To evaluate program effectiveness and take necessary steps for continues improvement.
6. To motivate faculty and student to attend workshops. Develop projects, working models, paper publications, patents and research.
7. To interact with the student, faculty members, program coordinator and external stakeholders to understand the effectiveness of program in order to achieve the PEOs.
8. To prepare an action plan to enhance research activities in coordination with the departmental Research Committee.
9. To build organized and systematic methodology of documentation and internal communication.
10. To encourage professional body activities among the faculty and students.
11. To set targets for PO attainment.

15/11/2025

(Dr. Sanjay Bajpai)
Director
LNCT MCA, Bhopal

Copy to:

1. Office of the Chairman/Vice Chairperson/Secretary
2. Director Administration
3. All Above Members
4. Registrar LNCT MCA
5. All Notice Board of College
6. Master File Director Office

Director
Lakshmi Narain College of Technology (MCA)
BHOPAL

IX Equal Opportunity Cell



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY-MCA

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Recognized by Govt. of M.P., Affiliated to RGPV, Bhopal (M.P.)

Estd. 1998

Ref.: LNCT-MCA/Adm/2026/13

Date: 06/03/2026

NOTICE

Subject: Formation of Equal Opportunity Cell (EOC)

It is in reference to the notification UGC Letter No. F.1-2/2024 (SCT/Circular) – Part (I), Lakshmi Narain College of Technology (MCA), Bhopal has constituted a committee that aims to promote fairness, inclusivity, and equal treatment for all individuals regardless of their gender and background. The Equal Opportunity Cell is also responsible for circulating, publicizing, facilitating, and monitoring the implementation of all UGC and government guidelines and instructions, which are periodically issued with reference to disadvantaged groups.


The following staff/faculty member are appointed as the members of Equal Opportunity Cell (EOC) at the institute.

Composition:

The composition of the EOC as per the UGC guidelines is as follows:

SN	SGRC Member	Designation	Profile	Mobile No	E-mail Id
1.	Dr. Sanjay Bajpai	Director	Chairman	9425642238	director_mca@lnct.ac.in
2.	Dr. Kavita Kanathey	Professor	Member	9406541830	kavitak@lnct.ac.in
3.	Dr. Akansha Sharma	Associate Professor	Member (SGRC)	9424059333	akanshas@lnct.ac.in
4.	Dr. Neelu Singh	Professor	Chairperson (ICC)	9425378492	neelus@lnct.ac.in
5.	Dr. Virendra Kumar Tiwari	Professor	Coordinator (IQAC)	9407257089	virendrat@lnct.ac.in
6.	Dr. Ashish Jain	Associate Professor	Member	9039311858	ashishj@lnct.ac.in

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 6/3/2026


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

Director

Lakshmi Narain College of Technology (MCA)
BHOPAL

Copy to:

1. Office of the Chairman/Vice-Chairperson/Secretary
2. Director Administration
3. All above members
4. Registrar LNCT-MCA
5. All Notice Boards of the College and Hostels
6. Master File: Director Office

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