



Swami Keshvanand Institute of Technology, Management & Gramothan

Approved by AICTE, Ministry of HRD, Government of India
Recognized by UGC under Section 2(f) of the UGC Act, 1956
Affiliated to Rajasthan Technical University, Kota

Grievance Redressal Policy and Committee

📍: RAMNAGARIA (JAGATPURA), JAIPUR-302017 (RAJASTHAN), INDIA

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✉: info@skit.ac.in | 🌐: www.skit.ac.in

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagaria (Jagatpura) Jaipur-17**

Minutes of the meeting of Grievance Redressal Committee

Date:28/09/2020

The meeting was held on Monday, September,28, 2020 at 1:30 pm in the Birma Board Room (Vikram Sarabhai Block).The following were present:

- Mrs.Rachna Meel, Convener
- Dr. Ramesh Kumar Pachar, Chaiperson
- Dr.Ona Ladiwal, Member

Agenda Item: To address the grievance reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that no grievance was reported against any individual by anyone.



Mrs.Rachna Meel
Convener



Dr. Ramesh Kumar Pachar
Chaiperson



Dr.Ona Ladiwal
Member

SKIT/Office/2020/1131(A)

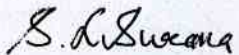
Date: 25.07.2020

Circular

(Regarding Grievance Redressal Committee)

The following members are hereby appointed for 'Grievance Redressal Committee (GRC)' for the academic year 2020-21 to address the grievances of all the stakeholders of the institute. The committee shall be operative and functional with immediate effect. All other related committees will operate under the umbrella of the GRC.

1. Dr. Ramesh Kumar Pachar	Principal	Chairperson
2. Smt. Rachna Meel	Registrar	Convener
3. Dr. Ona Ladiwal	Associate Professor(DMS)	Member


Dr. S. L. Surana
Director (Academics)

Copy to:

Director
Principal
Registrar
Advisors
All HODs
I/C Examination Cell, I/C B.Tech 1 Year, TPC
Dy. Registrar
Hostel Offices, I/C Securities
Students & Staff members by circulation
Persons concerned
All the notice boards

SKIT/2020/1118 (A)

Date: 04-07-2020

Circular

(Regarding Student Grievance Redressal Committee)

With reference to the AICTE (Redressal of Grievance of Students) Regulations 2019, the following members are hereby appointed for 'Student Grievance Redressal Committee (SGRC)' for the academic year 2020-21 to address the grievances of existing students as well as those seeking admission in various programs of the institute.

Name	Designation	Position
Dr. Ramesh Kumar Pachar	Principal, SKIT	Chairperson
Dr. Ona Ladiwal	Associate Professor, DMS	Member
Dr. Dhanraj Chitara (SC)	Associate Professor, Dept. of EE	Member
Mr. M. K. Beniwal (OBC)	Associate Professor, Dept. of CS	Member
Mr. Devendra Sharma (3 rd year, EE Branch)	Student's Representatives	Member

S. L. Surana
(Dr. S. L. Surana)
Director Academics

Copy to:

Director, Principal, Registrar
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC
Dy. Registrar, Hostel Offices, I/c. Security
Students & Staff members- by circulation
Persons concerned
All the notice boards

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagaria (Jagatpura) Jaipur-17**

Minutes of the meeting of Grievance Redressal Committee


Date:05/10/2019

The meeting was held on Friday, October 4, 2019 at 12:30 pm in the Birma Board Room (Vikram Sarabhai Block).The following were present:


1. Mrs. Rachna Meel (Convener)
2. Dr. Ramesh Kumar Pachar(Chair Person)
3. Dr. Ona Ladiwal((Member)
4. Mr. Mehul Mahrishi(Member)

Agenda Item: To address the grievance reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that no grievance was reported against any individual by anyone.


Mrs.Rachna Meel

Convener


Dr.Ramesh Kumar Pachar

Chairperson


Dr.Ona Ladiwal

Member


Mr.Mehul Mahrishi

Member

SKIT/2019/1037

35
71

CIRCULAR

07.09.19

Following faculty/staff members are appointed as coordinators/members of various activities for the session 2019-20. This will be effective with immediate effect.

S.No.	Name	Department/ Designation	Role/Responsibility/Duty
1.	Mr. M.K. Beniwal	CS	Chief Proctor
2.	Dr. Swati Arora	EC	Chief Coordinator PRAVAH
	Ms. Gloria Joseph	EC	Coordinator PravaH
3.	Mr. Kailash Soni	CS	Chief Coordinator, Extra Curricular Activities
	Mr. Shubham Kumawat	CE	Coordinator, Extra Curricular Activities
	Ms. Sanju Choudhary	CS	Coordinator Extra Curricular Activities
4.	Dr. Anurag Sharma	Chemistry	Coordinator, NSS
5.	Dr. Sharda Soni	Chemistry	Chief, Coordinator Red Cross Club
	Dr. Anurag Sharma	Chemistry	Coordinator, Red Cross Club
	Mr. Manmohan Sharma	CE	Coordinator
	Mr. Ankit Agrawal	ME	Coordinator
	Mr. M. K. Beniwal	CS	Coordinator
6.	Dr. R. K. Jain	Physics	Incharge, Exam Cell
	Dr. Rishi Vyas	Physics	member
7.	Dr. Rohit Mukherjee	Mathematics	Incharge BTech, 1st Year
8.	Dr. Amber Srivastava	Mathematics	Coordinator Prest And Fidia
	Dr. Anurag Sharma	Chemistry	Member
9.	Prof. M. L. Bhargava	Advisor	Incubation Cell
	Mr. S. N. Vijayvargiya	EC	Member
	Mr. Vikas Pathak	EC	Member
	Dr. Ashish Nayyar	ME	Member
	Mr. Ankit Vijayvargiya	EE	Member
	Mr. Vimal Kant Dimri	EE	Member
10.	Mr. Shubham K Kumawat	CE	Coordinator, Art Exhibition
	Ms. Vijeta Khincha	CS	Member
11.	Dr. Archana Saxena	Chemistry	Student Counsellor
	Dr. Komal Sharma	Physics	Member
	Dr. Sangreeta Gupta	Mathematics	Member
	Mr. Anush Tandon	EE	Member
12.	Dr. Rohit Mukherjee	Mathematics	Coordinator, SPIC MACAY Heritage Club
	Dr. Nidhi Sharma	English	Member, SPIC MACAY Heritage Club
13.	Mr. D. R. Bhincher	Librarian	Chief Coordinator- NITTS, etc.
	Dr. Manu Augustine	ME	Member
	Dr. Sunita Gupta	CS	Member
14.	Mr. Neeraj Garg	CS	D-Space & National Digital Library
15.	Mr. Praveen Sarawat	ME	Coordinator E- Yantra
	Mr. Manoj Kumar Sain	ME	Member
	Mr. Pallav Rawal	EC	Member
	Mr. Ankit Vijayvargiya	EE	Member
	Mr. Brij Mohan Sharma	ME	Member
16.	Dr. Neha Purohit	English	Toastmasters Club
17.	Dr. Krishna Dayal Sharma	English	Chief Editor, SKIT Times
	Dr. Makul Kumar Sharma	English	Editor, SKIT Times
18.	Prof. M. L. Bhargava	Advisor	E- Cell (TOPAZ)
	Dr. Archana Saxena	Chemistry	E- Cell (TOPAZ)
	Ms. Geetika Painsi	English	E- Cell (TOPAZ)
	Dr. Manisha Kaushik	MS	E-Cell (TOPAZ)

Scanned with

B. L. Sharma 1/1

19.	Dr. Manika Mathur	EC	M.Tech. Coordinator (EC)
	Mr. Mehal Mahishi	CS	M.Tech. Coordinator (CS)
	Dr. Sarfaraz Nawaz	EE	M.Tech. Coordinator (EE)
	Mr. Ankit Agarwal	ME	M.Tech. Coordinator (ME)
	Mr. Anirudh Mathur	CE	M.Tech. Coordinator (CE)
20.	Dr. Mukesh Gupta	CS	PhD Coordinator (CS)
	Dr. Akash Saxena	EE	PhD Coordinator (EE)
	Dr. Mukesh Arora	EC	PhD Coordinator (EC)
21.	Dr. Sangeeta Gupta	Mathematics	Coordinator, Women's Grievance Cell
	Dr. Swati Arora	EC	Member
	Dr. Sunita Gupta	CS	Member
22.	Dr. Pranika Kumawat	Mathematics	Coordinator, State Based Discrimination Committee
	Ms. Ranimuri Meena	EE	Member
	Mr. Manoj Kumar Sain	ME	Member
23.	Ms. Raelina Meel	Registrar	Grievance Redressal Committee
	Dr. Oia Lodiwal	MS	Member
	Mr. Mehal Mahishi	CS	Member
24.	Dr. Archana Saxena	Chemistry	Coordinator, Alumni Association
	Mr. M.K. Beniwal	CS	Member
	Mr. D. R. Bhincher	Librarian	Member
25.	Mr. M.K. Beniwal	CS	Coordinator- Sports & Games
	Mr. Ajit Kumar Singh	PTI	Member
26.	Dr. Mukesh Gupta	CS	SWAYAM, FOSS Local Chapter
	Dr. Manu Augustine	ME	Member
	Dr. Sunita Gupta	CS	Member
	Mr. Ankush Tandon	EE	Member
27.	Mr. Pradeep Singh	Hostel Manager	Canteen Committee
	Mr. Abhishek Gupta	EE	Member
	Mr. Ankush Tandon	EE	Member
	Dr. Sunita Gupta	CS	Member
28.	Mr. Ajay Dhanopia	ME	Nodal Coordinator-Virtual Labs
	Ms. Garima Gupta	CS	Member
	Mr. Sushant Kumar	IT	Member
	Ms. Priyanka Sharma	CS	Member
	Mr. Arun Kumar Nayak	EE	Member
	Dr. Omji Shukla	ME	Member
	Mr. Anirudh Mathur	CE	Member
29.	Dr. Sunita Gupta	CS	Member Library Committee
	Dr. Rukhsar Jafar	EC	Member
	Dr. Manu Augustine	ME	Member
	Ms. Pooja Jain	CE	Member
	Dr. Priyanka Payal	MS	Member
	Dr. Vinita Sharma	Chemistry	Member

S. L. Surana
 Dr. S. L. Surana
 Director (Academics)

SKIT/2019/1031(1)

Date: 07-09-2019

Circular

(Student Disciplinary Committee)

As per the instructions issued by RTU, Kota, a **Student Disciplinary Committee** has been constituted in the Institute to address the misconduct/ indiscipline complaints of students of the Institute arising under the Code of Ethics.

The committee members for academic session 2019-20 are as follows:

Name	Position	Category
Mr. M. K. Beniwal Associate Professor, Dept. of CS	Chairman	Chief proctor/ Senior faculty
Dr. Vinita Sharma Professor, Dept. of Chemistry	Member	HOD/ Senior Faculty
Dr. Savita Choudhary Associate Professor, Dept. of MS	Member	HOD/ Senior Faculty
Dr. Chothmal Choudhary Professor, Dept. of CS	Member	HOD/ Senior Faculty
Dr. Praveen Kumar Jain Professor, Dept. of ECE	Member	HOD/ Senior Faculty
Mr. Harpreet Singh Gill Associate Professor, Dept. of CS	Member Secretary	Proctor

The above members will follow the guidelines of this act mentioned on the official website of RTU, Kota and changes made therein from time to time.

S. L. Surana
(Dr. S. L. Surana)
Director Academics

Copy to:

The Director, The Principal, The Registrar
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC
Dy. Registrar, Hostel Offices, I/c. Security
Students/Staff members- by circulation
Persons Concerned
All the notice boards

Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagaria (Jagatpura) Jaipur-17

Minutes of the meeting of Grievance Redressal Committee


Date:25/08/2018

The meeting was held on Friday, August,24, 2018 at 1:30 pm in the Birma Board Room (Vikram Sarabhai Block).The following were present:


1. Mrs. Rachna Meel (Convener)
2. Dr. Ramesh Kumar Pachar(Chair Person)
3. Dr. Ona Ladiwal((Member)
4. Mr. Mehul Mahrishi(Member)

Agenda Item: To address the grievance reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that no grievance was reported against any individual by anyone.


Mrs.Rachna Meel


Convener


Dr.Ramesh Kumar Pachar

Chairperson


Dr.Ona Ladiwal

Member


Mr.Mehul Mahrishi

Member

Swami Keshvanand Institute of Technology, Management &
Gramothan, Jaipur

SKIT/2018/859B

Date: 14/8/2018

NOTICE

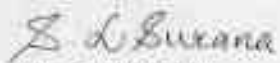
(Revised Grievance Redressal Committee)

Reference: SKIT/Office/2018/850 dt. 02/08/2018

This is to inform to all concerned that the Grievance cum Complaint Redressal Committee for session 2018-20 has been revised as mentioned below:-

Sr. No.	Existing Member	New Member
1	Dr. Sudha Galla	Dr. Ona Jadiwal
2	Mr. Neeraj Dhawan	Mr. Mehul Maharishi

The committee shall be operative and functional with immediate effect


(Dr. S. L. Surana)
Director Academics

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All Committee Members
Employees by circulation
Institute website
All Notice Boards

Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17

Appendix I

The following faculty/staff members are appointed as the coordinators/members of various activities for the session 2018-19. This will be effective from August 01, 2018.

S. No.	Name	Department	Activity
1.	Dr. Amber Srivastava	Maths.	Chief Proctor
2.	Dr. Rohit Mukherjee	Maths.	Chief Coordinator, Pravah
	Ms. Gloria Joseph	EC	Coordinator, Pravah
3.	Dr. Niraja Saraswat	English	Chief Coordinator, Extra curricular activities
	Mr. Kailash Soni	CS	Coordinator Extra Curricular Activities
	Ms. Sanju Choudhary	CS	Coordinator Extra Curricular Activities
4.	Dr. Anurag Sharma	Chemistry	Coordinator NSS
5.	Dr. Archana Saxena	Chem.	Chief Coordinator, Redcross Club
	Mr. Manmohan Sharma	CE	Coordinator
	Mr. Ankit Agarwal	ME	Coordinator
	Dr. Tapan Dasal	CS	Coordinator
6.	Dr. R. K. Jain	Physics	Dean II shift
7.	Dr. R. K. Jain	Physics	Incharge Exam Cell
	Dr. S. R. Dogriwal	CS	Member
8.	Dr. Sudha Challa	Chemistry	Incharge B. Tech. I year
9.	Dr. Amber Srivastava	Maths.	Coordinator Press & Media Committee
	Dr. Anurag Sharma	Chem.	Member
10.	Prof. M. L. Bhargava	Advisor	Incubation Cell
	Prof. S. N. Vijayvergiya	EC	
	Mr. Ankit Agarwal	EC	
	Mr. C. L. Saini	IE	
	Mr. Sandesh Saxena	CE	
11.	Smt Shubham Kumar	CE	Coordinator Art Exhibiting
	Kumawat	CS	Member
12.	Dr. Sudha Challa	Chem.	Student Counsellor
	Dr. Komal Sharma	Phy.	Student Counsellor
13.	Dr. Rohit Mukherjee	Maths.	SPIC MACAY Heritage Club
	Dr. Nidhi Sharma	English	SPIC MACAY Heritage Club

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagaria (Jagatpura) Jaipur-17**

14.	Dr. D. K. Sharma	CE	Chief Coordinator, NPTEL Local Chapter
15.	Dr. Bansit Agarwal	CS	D-Space, National Digital Library
16.	Mr. Praveen Saraswat	ME	E-yantra
	Mr. Manoj Kumar Sain	ME	E-yantra
	Mr. Pallav Rawal	EC	E-yantra
	Mr. Ankit Vijayvargiya	EE	E-yantra
17.	Dr. Neha Purohit	English	Toasmasters Club
18.	Dr. Krishna Dayal Sharma	English	Chief Editor, SKIT Times
19.	Prof. M. L. Bhargava	Advisor	E-Cell (Topaz)
	Dr. Manisha Kaushik	MS	E-Cell (Topaz)
20.	Dr. Mukesh Gupta	CS	M. Tech. Coordinator (CS/IT)
	Dr. P. K. Jain	EC	M. Tech. Coordinator (EC)
	Mr. Ankit Vijay	EE	M. Tech. Coordinator (EE)
	Mr. Ankit Agarwal	ME	M. Tech. Coordinator (ME)
21.	Mr. Subham Kumar Gupta	CS	Dy. HOD-CS
	Dr. P. K. Jain	EC	Dy. HOD-EC
	Mr. Manoj Kumar Sain	ME	Dy. HOD-ME
	Mr. Ankit Tandon	EE	Dy. HOD-EE
	Dr. Neha Srivastava	CE	Dy. HOD-CE
	Mr. Mehul Mahishi	IT	Dy. HOD-IT
22.	Ms. Rubaldeep Gill	CS	Incharge T.T. (CS/IT)
	Dr. Monika Mathur	EC	Incharge T.T. (EC)
	Ms. Deepti Arora	EE	Incharge T.T. (EE)
	Mr. Dinesh Kumar Sharma	ME	Incharge T.T. (ME)
	Mr. Ajay Gautam	CE	Incharge T.T. (CE)
	Dr. Sangeeta Gupta	Maths.	Incharge T.T. (B. Tech. 1 year)
23.	Dr. Tapas Badal	IT	Member, Library Committee
	Ms. Sheeba Anjum	English	Member
	Dr. Vikash Gautam	ME	Member
	Dr. Dhanraj Chitara	EE	Member
	Mr. Aakash Johari	CE	Member
	Dr. Atul Gupta	MS	Member

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17**

24.	Dr. Sangeeta Gupta	Maths.	Incharge, Women's Grievance Cell
	Dr. Swati Arora	EC	Member
	Ms. Anjana Sangwan	CS	Member
25.	Dr. Sharda Soni	Chem.	Cast based Discrimination Committee
	Mr. Manoj Kumar Sain	ME	Member
	Ms. Rammurti Meena	EE	Member
26.	Dr. Manu Augustine	ME	SWAYAM-NPTEL
	Dr. Sunita Gupta	IT	
	Mr. Vikas Pathak	EC	
	Dr. Dhanraj Chitara	EE	
27.	Mrs. Rachana Meel	Registrar	Grievance Redressal Committee
	Dr. Sudha Calla	Chemistry	
	Mr. Neeraj Dhaswan	CS	
28.	Dr. Archana Saxena	Chem.	Coordinator- Alumni Association
	Mr. M. K. Beniwal	CS	Member
	Mr. D. R. Bhincher	Library	Member
29.	Mr. M. K. Beniwal	CS	Coordinator-Sports & Games
	Mr. Ajeet Kumar Singh	PTI	Member
30.	Mr. Pradeep Siltag	Hostel Manager	Canteen
	Ms. Anjana Sangwan	CS	
	Ms. Sanju Choudhary	CS	
	Mr. Abhishek Gupta	EE	

S. L. Surana
Dr. S. L. Surana
Director (Academics)

Date: 21/08/2017

Minutes of the Meeting of Grievance Redressal Committee

The meeting was held on Monday, August, 21, 2017 at 11:30 AM at Birma Borad Room (Bikram Sarabhai Block). The Following Were Present:-

1. Mrs. Rachna Meel (Convener)
2. Dr. Akash Saxena

Agenda Item : 1 To address the grievance reported by faculty / student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that no grievance was reported against any individual by anyone.



(Rachna Meel)
Grievance Redressal Committee



(Dr. Akash Saxena)
Grievance Redressal Committee

Swami Keshvanand Institute of Technology, Management &
Gramathan, Jaipur

SKIT/2017/767 B


Date: 29/8/2017

NOTICE

(Grievance Redressal Committee)

This is to inform all concerned that the Grievance cum Complaint Redressal Committee is reconstructed for session 2017-18. The committee shall be operative and functional with immediate effect and following officials are nominated as the members.

1. Smt. Rachna Meel, Convener
2. Dr. Akash Saxena
3. Mr. Neeraj Dhawan


(Dr. S. L. Surana)
Director Academics

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Director
All HODs
All Committee Members
Employees by circulation
Institute website
All Notice Boards

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17**

Appendix-II

The following faculty/staff members are appointed as the coordinators/members of various activities for the session 2017-18. This will be effective from July 25, 2017.

S. No.	Name	Department	Activity
1.	Dr. Amber Srivastava	Maths.	Chief Proctor
2.	Dr. Brij Raj Sharma	Physics	Chief Coordinator, Pravah
	Ms. Chitra Manro	Physics	Coordinator, Pravah
3.	Dr. Ona Ladiwal	MS	Chief Coordinator, Extra curricular activities
	Ms. Swati Arora	ECE	Coordinator Extra Curricular Activities
4.	Mr. M. K. Beniwal	CS	Coordinator NSS
5.	Dr. Anurag Sharma	Chem.	Chief Coordinator, Redcross Club
	Mr. Jinendra Rahul	EE	Coordinator
	Mr. Pramod Jain	ME	Coordinator
	Mr. Manmohan Sharma	CE	Coordinator
6.	Dr. R. K. Jain	Physics	Dean II shift
7.	Dr. R. K. Jain	Physics	Incharge Exam Cell
8.	Dr. Sudha Calla	Chemistry	Incharge B. Tech. I year
9.	Dr. Amber Srivastava	Maths.	Coordinator Press & Media Committee
	Dr. Anurag Sharma	Chem.	Member
10.	Shri M. L. Bhargava	Advisor	Incubation Cell
	Shri S. N. Vijayvergiya	EC	Incubation Cell
	Ms. Vinita Agarwal	EC	Incubation Cell
	Mr. C. L. Saini	EE	Incubation Cell
11.	Shri Shubham Kumar Kumawat	CE	Coordinator Art Exhibition
12.	Dr. Rohit Mukherjee	Maths.	Student Counsellor
	Dr. Sudha Calla	Chem.	Student Counsellor

Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17

13.	Dr. Rohit Mukherjee	Maths.	SPIC MACAY Heritage Club
14.	Dr. Mukesh Gupta	CS	Spoken Tutorial
	Dr. Neha Srivastava	CE	Spoken Tutorial
15.	Dr. D. K. Sharma	CE	Chief Coordinator, NPTEL Local Chapter
16.	Dr. Rishi Vyas	Physics	D-Space, National Digital Library
17.	Mr. Praveen Saraswat	ME	E-yantra
	Mr. Manoj Kumar Sain	ME	E-yantra
	Ms. Vinita Agarwal	EC	E-yantra
	Mr. Pallav Rawal	EC	E-yantra
18.	Dr. Neha Purohit	English	Toastmasters Club
19.	Dr. Neha Purohit	English	Chief Editor, SKIT Times
20.	Shri M. L. Bhargava	Advisor	E-Cell (Topaz)
21.	Dr. Mukesh Gupta	CS	M. Tech. Coordinator (CS/IT)
	Shri P. K. Jain	EC	M. Tech. Coordinator (EC)
	Shri Ankit Vijay	EE	M. Tech. Coordinator (EE)
	Shri Ankit Agarwal	ME	M. Tech. Coordinator (ME)
22.	Dr. Mukesh Gupta	CS	Dy. HOD-CS
	Dr. Mukesh Arora	EC	Dy. HOD-EC
	Shri Pankaj Dadheech	IT	Dy. HOD-IT
	Shri Dheeraj Joshi	ME	Dy. HOD-ME
	Shri Ankush Tandon	EE	Dy. HOD-EE
	Dr. Neha Srivastava	CE	Dy. HOD-CE
23.	Ms. Rubaldeep Gill	CS	Incharge T.T. (CS/IT)
	Ms. Monika Mathur	EC	Incharge T.T. (EC)
	Mr. Ankit Vijayvergiya	EE	Incharge T.T. (EE)
	Dinesh Kumar Sharma	ME	Incharge T.T. (ME)
	Priyanka Gupta	CE	Incharge T.T. (CE)
	Dr. Sangeeta Gupta	Maths.	Incharge T.T. (B. Tech. I year)
24.	Mr. Mehul Maharishi	CS	Member, Library Committee
	Mr. I.B. Abrol	English	Member

**Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar (Jagatpura) Jaipur-17**

	Dr. Manu Augustine	ME	Member
	Mr. Nihit Giri	EE	Member
	Dr. Rukhsar Zafar	EC	Member
	Mr. Nishant Sachdeva	CE	Member
	Mr. Atul Gupta	MS	Member
25.	Dr. Sangeeta Vyas	Chem.	Incharge, Women's Grievance Cell
	Dr. Sangeeta Gupta	Maths.	Member
	Ms. Swati Arora	EC	Member
26.	Dr. Alok Mathur	ME	Cast based Discrimination Committee
	Ms. Rammurti Meena	EE	Member
	Dr. Sharda Soni	Chem.	Member
27.	Dr. Archana Saxena	Chem	SWAYAM
28.	Mrs. Rachana Meel	Registrar	Grievance Redressal Committee
	Dr. Akash Saxena	EE	
	Mr. Neeraj Dhawan	CS	
29.	Dr. Archana Saxena	Chem.	Coordinator- Alumni Association
	Mr. Neeraj Dhawan	CS	Member
30.	Mr. M. K. Beniwal	CS	Coordinator-Sports & Games
	Mr. Ajeet Kumar Singh	PTI	Member
31.	Mr. Pradeep Sihag	Hostel Manager	Canteen

Swami Keshvanand Institute of Technology, Management &
Gramothan, Jaipur

SKIT/2016/583 B


Date: 19/8/2016

NOTICE

(Grievance Redressal Committee)

This is to inform all concerned that the Grievance cum Complaint Redressal Committee is reconstructed for session 2016-17. The committee shall be operative and functional with immediate effect and following officials are nominated as the members.

1. Smt. Rachna Meel, Convener
2. Dr. Ramash Kumar Pachar, Chairperson
3. Dr. Akash Saxena, Vice Chairperson


(Dr. S. L. Surana)
Director Academics

Copy to :
Director
All HODs
All Committee Members
Employees by circulation
Institute website
All Notice Boards

Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur

Minutes of the Meeting of Grievance Redressal Committee

Date: 08/08/2016

The meeting was held on Monday, August 08, 2016 at 10:30 a.m. at Birma Board Room (Bikram Satubhai Block). The following were present:

1. Mrs. Rachna Meel (Convener)
2. Dr. Ramesh Kumar Pachar (Chair Person)
3. Dr. Akash Saxena (Vice Chair Person)

Agenda Item : 1 To address the grievance reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that no grievance was reported against any individual by anyone.



(Mrs. Rachna Meel)

Convener.

Grievance Redressal Committee



(Dr. Ramesh Kumar Pachar)

Chair Person.

Grievance Redressal Committee



(Dr. Akash Saxena)

Vice Chair Person.

Grievance Redressal Committee

**Swami Keshvanand Institute of Technology, Management & Gramothan,
Ramnagar, Jagatpura, Jaipur**

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S. L. Surana

Dr. S. L. Surana

Director (Academics)

Copy to :

Directors, Director (D&W), Registrar, Principal, Hostel Warden, All HOD's, All members of committee