



# S.S.G. PAREEK P.G. COLLEGE

(Affiliated to the University of Rajasthan)

UGC Approved "First Heritage College in Rajasthan"



ESTD.1906

## CIRCULAR

Dated – 10/04/2023

A meeting of **Grievance Committee** will be held on 11/04/2023 at **02:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 18/01/2023
2. Scheduling of the next Grievance Committee meeting and plan for new strategies.
3. Discussions upon feedbacks received from student representative.
4. Any case

*Vineeta*  
Coordinator  
S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
PRINCIPAL  
S.S.G. PAREEK PG COLLEGE  
JAIPUR (RAJASTHAN)



# S.S.G. PAREEK P.G. COLLEGE

(Affiliated to the University of Rajasthan)

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The agenda and outcome of the grievance Committee Meeting held on 11/04/2023

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 18/01/2023	The minutes of grievance committee meeting held on 18/01/2023 are confirmed.
2.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	July first week next meeting will be schedule.
3.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.
5.	Any Case	No case recorded.

The meeting ended with a vote of thanks to the chair.

**PRINCIPAL**  
S.S.G. PAREEK PG COLLEGE  
JAIPUR (RAJASTHAN)

*Vineeta*  
**Coordinator**  
S.S.G. Pareek P.G. College  
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JAIPUR



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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 18/01/2023	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	The College has constituted a Grievance and Redressal Committee in the beginning of the academic Year
3.	Discussions upon feedbacks received from student representatives.	To display the details of the committee members with mobile phonenumber on notice board

*Wineeta*  
Coordinator

S.S.G. Pareek P.G. College



*[Signature]*  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Rajat Pahadiya	Student Representative	Rajat
9	Sachin Sharma	Student Representative	Sachin

  
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## CIRCULAR

Dated – 17/1/2023

A meeting of **Grievance Committee** will be held on 18/1/2023 at 012:30 PM in the vice principal chamber  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 8/10/2022
2. Recognition of Achievements.
3. Discussions about improvements are being made in the college under the awareness Programme.
4. Discussions upon feedbacks received from student representative.
5. Any case.

*Vineta*  
Coordinator

S.S.G. Pareek P.G. College



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*[Signature]*  
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The agenda and outcome of the grievance Committee Meeting held on 18/1/2023

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 8/10/2022.	The minutes of grievance committee meeting held on 8/10/2022 are confirmed.
2.	Recognition of Achievements.	Celebrating and acknowledging achievements and successes of the committee.
3.	Discussions about improvements are being made in the college under the awareness Programme	Increased awareness, knowledge and empowered the students.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.
5.	Any Case	No case recorded.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator  
S.S.G. Pareek P.G. College  




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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 18/1/2023.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Recognition of Achievements.	The Committee also decided to follow the existing three tier system for Solving the problems. <ul style="list-style-type: none"><li>▪ Class level- In the Weekly Tutorial system the class teachers</li><li>▪ Department level- The Department Heads or the senior teachers deal the problems of students</li><li>▪ College level- The Committee</li></ul>
3.	Discussions about improvements are being made in the college under the awareness Programme	To maintain a Complaint Register for entering the complaints
4.	Discussions upon feedbacks received from student representatives.	To intimate the students about the Committee through class teachers to report any such cases

  
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## Attendance

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2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Rajat Pahadiya	Student Representative	Rajat
9	Sachin Sharma	Student Representative	Sachin

  
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## CIRCULAR

Dated – 7/10/2022

A meeting of **Grievance Committee** will be held on 08.10.2022 at 01:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 15.07.2022
2. Discussion about the awareness Programme.
3. Discussion about any new grievance received in the campus.
4. Actionable Feedback
5. Any Case.

*Yumeta*

Coordinator

S.S.G. Pareek P.G. College



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5. All Committee Members

*[Signature]*

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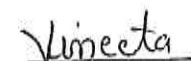
ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 08.10.2022

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 15.07.2022	The minutes of grievance committee meeting held on 15.07.2022 are confirmed.
2.	Discussion about the awareness Programme.	Successfully conducted awareness Programme in the campus.
3.	Discussion about any new grievance received in the campus.	No grievance received in the campus.
4.	Actionable Feedback	Committee members provide constructive and actionable feedback on the committee's processes or initiatives.
5.	Any Case	No case recorded.

The meeting ended with a vote of thanks to the chair.

  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 15.07.2022	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussion about the awareness Programme.	To display the details of the committee members with mobile phonenumber on notice board
3.	Discussion about any new grievance received in the campus.	The Committee also decided to follow the existing three tier system for solving the problems. <input type="checkbox"/> Class level- In the Weekly Tutorial system the class teachers <input type="checkbox"/> Department level- The Department Heads or the senior teachersdeal the problems of students <input type="checkbox"/> College level- The Committee
4.	Actionable Feedback	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
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2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	MKB
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Rajat Pahadiya	Student Representative	Rajat
9	Sachin Sharma	Student Representative	Sachin

  
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## CIRCULAR

Dated – 14/7/2022

A meeting of **Grievance Committee** will be held on 15.07.2022 at 12:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 16.04.2022
2. Assign responsibilities to all the committee members.
3. Discussion about monitoring system in the campus.
4. Enhanced Communication
5. Any case.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

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2. Secretary Office
3. Principal
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5. All Committee Members

*M*  
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The agenda and outcome of the grievance Committee Meeting held on 15.07.2022

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 16.04.2022	The minutes of grievance committee meeting held on 16.04.2022 are confirmed.
2.	Assign responsibilities to all the committee members.	Discussion about assigning the responsibilities to all the committee members.
3.	Discussion about monitoring system in the campus.	Discussion about how monitoring system implement in the campus.
4.	Enhanced Communication	Improved communication within the committee, leading to better understanding of roles, responsibilities, and expectations.
5.	Any Case	No case recorded.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator  
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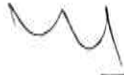
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 16.04.2022	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Assign responsibilities to all the committee members.	Committee acquainted the respective committees and authorities with the situation and asked to take necessary steps towards it.
3.	Discussion about monitoring system in the campus.	Teachers gave awareness that students are expected to stick onto college rules until a revised rule is implemented
4.	Enhanced Communication	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Rajat Pahadiya	Student Representative	Rajat
9	Sachin Sharma	Student Representative	Sachin

  
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## CIRCULAR

Dated – 15/04/2022

A meeting of **Grievance Committee** will be held on 16/04/2022 at **02:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 08/01/2022
2. Documentation of Concerns and Suggestions.
3. Scheduling of the next Grievance Committee meeting and plan for new strategies.
4. Discussions upon feedbacks received from student representative.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



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1. Central Office (Management)
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*M*  
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The agenda and outcome of the grievance Committee Meeting held on 16/04/2022

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 08/01/2022	The minutes of grievance committee meeting held on 08/01/2022 are confirmed.
2.	Documentation of Concerns and Suggestions	Comprehensive documentation of raised concerns and suggestions.
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	July first week next meeting will be schedule.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator

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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 08/01/2022	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Documentation of Concerns and Suggestions	Taken into cognizance and suggested ways for handling grievances and prompt redressal
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	The College has constituted a Grievance and Redressal Committee in the beginning of the academic Year
4.	Discussions upon feedbacks received from student representatives.	The Coordinator forwarded the request to the chairperson through Proper channel

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	
2	Dr. Vineeta Choudhary	Coordinator	
3	Dr. K.K. Sharma	Member(HOD)	
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	
5	Dr. Rajneesh Mishra	Member(HOD)	
6	Dr. Meghna Pareek	Member(HOD)	
7	Miss Shweta Chauhan	Member(HOD)	
8	Lokesh Kashwan	Student Representative	
9	Pramod Kumar	Student Representative	

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ESTD.1906

## CIRCULAR

Dated – 7/1/2022

A meeting of **Grievance Committee** will be held on 08/1/2022 at 012:30 PM in the vice principal chamber  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of grievance committee held on 10/10/2021.
2. More smart class rooms
3. Teachers should make use of ICT tools for higher impact
4. Discussions upon feedbacks received from student representatives.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
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*[Signature]*  
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The agenda and outcome of the grievance Committee Meeting held on 08/1/2022

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 10/10/2021.	The minutes of grievance committee meeting held on 10/10/2021 are confirmed.
2.	More smart class rooms	Discussion about budget and computers available
3.	Teachers should make use of ICT tools for higher impact	Discussion about trained teachers in use of ICT tools
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 10/10/2021.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	More smart class rooms	HODs forwarded the request to the Principal for development of Infrastructure in lab and library
3.	Teachers should make use of ICT tools for higher impact	Committee recommended the computer science department to conduct a training programme for teachers to imbibe ICT skills.
4.	Discussions upon feedbacks received from student representatives.	The Coordinator forwarded the request to the chairperson through Proper channel

  
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5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Lokesh Kashwan	Student Representative	Lokesh
9	Pramod Kumar	Student Representative	Pramod

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## CIRCULAR

Dated – 9/10/2021

A meeting of **Grievance Committee** will be held on 10.10.2021 at 01:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of grievance committee held on 10.07.2021
2. Online classes should be recorded for future reference.
3. Teachers should mentor the students besides academics as they are going through a very tough phase.
4. Teachers should make use of ICT tools for higher impact.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



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The agenda and outcome of the grievance Committee Meeting held on 10/10/2021

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 10.07.2021	The minutes of grievance committee meeting held on 10.07.2021 are confirmed.
2.	Online classes should be recorded for future reference	Discussion about computer storage and recording tools
3.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Discussion to all HODs for student data
4.	Teachers should make use of ICT tools for higher impact	Discussions upon available ICT tools in campus

The meeting ended with a vote of thanks to the chair.

  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 10.07.2021	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Online classes should be recorded for future reference	Committee recommended recording of the classes and left it to the discretion of individual faculty members
3.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.
4.	Teachers should make use of ICT tools for higher impact	Committee recommended the computer science department to conduct a training programme for teachers to imbibe ICT skills.

  
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4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Lokesh Kashwan	Student Representative	Lokesh
9	Pramod Kumar	Student Representative	Pramod

  
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## CIRCULAR

Dated – 09/7/2021

A meeting of **Grievance Committee** will be held on 10.07.2021 at 12:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of grievance committee held on 10.04.2021.
2. Teachers should mentor the students besides academics as they are going through a very tough phase.
3. College should make a provision for extending help to students during this covid period.
4. Enhanced Communication

*Vineeta*  
Coordinator  
S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*M*  
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JAIPUR (RAJASTHAN)



# S.S.G. PAREEK P.G. COLLEGE

(Affiliated to the University of Rajasthan)

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ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 10/07/2021

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 10.04.2021.	The minutes of grievance committee meeting held on 10.04.2021 are confirmed.
2.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Discussion about mental state of students
3.	College should make a provision for extending help to students during this covid period	Discussion about necessary action should be taken
4.	Enhanced Communication	Improved communication within the committee, leading to better understanding of roles, responsibilities, and expectations.

The meeting ended with a vote of thanks to the chair.

  
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JAIPUR (RAJASTHAN)

  
Coordinator  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 10.07.2021.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.
3.	College should make a provision for extending help to students during this covid period	Committee observed that most of the teachers are proactive and are providing reading materials
4.	Enhanced Communication	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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Coordinator  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Lokesh Kashwan	Student Representative	Lokesh
9	Pramod Kumar	Student Representative	Pramod

  
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ESTD.1906

## CIRCULAR

Dated – 09/04/2021

A meeting of **Grievance Committee** will be held on 10/04/2021 at **02:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 09/01/2021
2. Scheduling of the next Grievance Committee meeting and plan for new strategies.
3. Discussions upon feedbacks received from student representative.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
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The agenda and outcome of the grievance Committee Meeting held on 15/04/2021

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 09/01/2021	The minutes of grievance committee meeting held on 09/01/2021 are confirmed.
2.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	July first week next meeting will be schedule.
3.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



*[Signature]*  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 09/01/2021	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	The College has constituted a Grievance and Redressal Committee in the beginning of the academic Year
3.	Discussions upon feedbacks received from student representatives.	The Coordinator forwarded the request to the chairperson through Proper channel

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Sandeep Kumar Yogi	Student Representative	Sandeep
9	Shaba Bano	Student Representative	Shaba

  
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ESTD.1906

## CIRCULAR

Dated – 08/1/2021

A meeting of **Grievance Committee** will be held on 09/01/2021 at 012:30 PM in the vice principal chamber  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 10/10/2020
2. Recognition of Achievements
3. Discussions about improvements are being made in the college under the awareness Programme.
4. Brainstorming and Idea Generation.

*Vineta*  
Coordinator

S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
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The agenda and outcome of the grievance Committee Meeting held on 18/1/2021

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 10/10/2020	The minutes of grievance committee meeting held on 10/10/2020 are confirmed.
2.	Recognition of Achievements	Celebrating and acknowledging achievements and successes of the committee.
3.	Discussions about improvements are being made in the college under the awareness Programme	Increased awareness, knowledge and empowered the students.
4.	Brainstorming and Idea Generation	Committee members contribute ideas and suggestions for improving processes or addressing specific issues.

The meeting ended with a vote of thanks to the chair.

  
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JAIPUR (RAJASTHAN)

  
Coordinator  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 10/10/2020	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Recognition of Achievements	To maintain a Complaint Register for entering the complaints
3.	Discussions about improvements are being made in the college under the awareness Programme	The Committee also decided to follow the existing three tier system for solving the problems. <input type="checkbox"/> Class level- In the Weekly Tutorial system the class teachers <input type="checkbox"/> Department level- The Department Heads or the senior teachers deal the problems of students <input type="checkbox"/> College level- The Committee
4.	Brainstorming and Idea Generation	To intimate the students about the Committee through class teachers to report any such cases

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Sandeep Kumar Yogi	Student Representative	Sandeep
9	Shaba Bano	Student Representative	Shaba

  
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## CIRCULAR

Dated – 09/10/2020

A meeting of **Grievance Committee** will be held on 15.07.2020 at 01:00 PM in the principal room.

All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 15.07.2020
2. Discussion about the awareness Programme.
3. Discussion about any new grievance received in the campus.
4. Actionable Feedback

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

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The agenda and outcome of the grievance Committee Meeting held on 10.10.2020

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 15.07.2020	The minutes of grievance committee meeting held on 15.07.2020 are confirmed.
2.	Discussion about the awareness Programme.	Successfully conducted awareness Programme in the campus.
3.	Discussion about any new grievance received in the campus.	No grievance received in the campus.
4.	Actionable Feedback	Committee members provide constructive and actionable feedback on the committee's processes or initiatives.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator  
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 15.07.2020	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussion about the awareness Programme.	Improved communication within the committee, leading to better understanding of roles, responsibilities, and expectations.
3.	Discussion about any new grievance received in the campus.	The College has constituted a Grievance and Redressal Committee in the beginning of the academic Year
4.	Actionable Feedback	Teachers gave awareness that students are expected to stick onto College rules until a revised rule is implemented

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Sandeep Kumar Yogi	Student Representative	Sandeep
9	Shaba Bano	Student Representative	Shaba

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ESTD.1906

## CIRCULAR

Dated – 14/7/2020

A meeting of **Grievance Committee** will be held on 15.07.2020 at 12:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of grievance committee held on 18.03.2020.
2. Increased Engagement
3. Discussion about monitoring system in the campus.
4. Enhanced Communication

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*My*  
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The agenda and outcome of the grievance Committee Meeting held on 15.07.2020

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 18.03.2020.	The minutes of grievance committee meeting held on 18.03.2020 are confirmed.
2.	Increased Engagement	Committee members actively participate in discussions, share insights, and express their perspectives
3.	Discussion about monitoring system in the campus.	Discussion about how monitoring system implement in the campus.
4.	Enhanced Communication	Improved communication within the committee, leading to better understanding of roles, responsibilities, and expectations.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator  
S.S.G. Pareek P.G. College  




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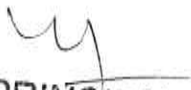
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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 18.03.2020	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Increased Engagement	To maintain a Complaint Register for entering the complaints
3.	Discussion about monitoring system in the campus.	To display the details of the committee members with mobile phone number on notice board
4.	Enhanced Communication	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson(Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member(HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member(HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member(HOD)	Rajneesh
6	Dr. Meghna Pareek	Member(HOD)	Meghna
7	Miss Shweta Chauhan	Member(HOD)	Shweta
8	Sandeep Kumar Yogi	Student Representative	Sandeep
9	Shaba Bano	Student Representative	Shaba

  
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ESTD.1906

## CIRCULAR

Dated – 17/03/2020

A meeting of **Grievance Committee** will be held on 18/03/2020 at **02:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 11/01/2020.
2. Discussion about the late coming students for the examinations.
3. Scheduling of the next Grievance Committee meeting and plan for new strategies.
4. Brainstorming and Idea Generation.

*Vineta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
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JAIPUR (RAJASTHAN)





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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 04/04/2020.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussion about the late coming students for the examinations.	The students were recommended to cooperate with the government rules regarding the issue
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	The College has constituted a Grievance and Redressal Committee in the beginning of the academic Year
4.	Brainstorming and Idea Generation.	To intimate the students about the Committee through class teachers to report any cases

  
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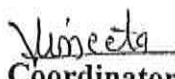
ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 18/03/2020

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 04/04/2020.	The minutes of grievance committee meeting held on 04/04/2020 are confirmed.
2.	Discussion about the late coming students for the examinations.	Taking necessary actions for late coming students.
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	July first week next meeting will be schedule.
4.	Brainstorming and Idea Generation.	Committee members contribute ideas and suggestions for improving processes or addressing specific issues

The meeting ended with a vote of thanks to the chair.

  
PRINCIPAL  
S.S.G. PAREEK PG COLLEGE  
JAIPUR (RAJASTHAN)

  
Coordinator  
S.S.G. Pareek P.G. College





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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Mohd. Anas	Student Representative	Anas
9	Manoj Saini	Student Representative	Manoj

  
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ESTD.1906

## CIRCULAR

Dated – 10/1/2020

A meeting of **Grievance Committee** will be held on 11/1/2020 at **012:30 PM** in the vice principal chamber  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 04/10/2019
2. Discussions about improvements are being made in the college under the awareness Program.
3. Assignment of specific tasks and responsibilities to committee members.
4. Discussions upon feedbacks received from student representative.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
PRINCIPAL  
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The agenda and outcome of the grievance Committee Meeting held on 11/01/2020

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 04/10/2019	The minutes of grievance committee meeting held on 04/10/2019 are confirmed.
2.	Discussions about improvements are being made in the college under the awareness Programme.	Increased awareness, knowledge and empowered the students.
3.	Assignment of specific tasks and responsibilities to committee members.	Discussion about making code of conduct in the campus.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

  
PRINCIPAL  
S.S.G. PAREEK PG COLLEGE  
JAIPUR (RAJASTHAN)

  
Coordinator

S.S.G. Pareek P.G. College





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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 11/1/2020.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussions about improvements are being made in the college under the awareness Programme.	Teachers gave awareness that students are expected to stick onto College rules until a revised rule is implemented
3.	Assignment of specific tasks and responsibilities to committee members.	Committee acquainted the respective committees and authorities with the situation and asked to take necessary steps towards it.
4.	Discussions upon feedbacks received from student representatives.	The Coordinator forwarded the request to the chairperson through Proper channel

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	MKB
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Mohd. Anas	Student Representative	Anas
9	Manoj Saini	Student Representative	Manoj

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## CIRCULAR

Dated – 3/10/2019

A meeting of **Grievance Committee** will be held on 04.10.2019 at 01:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 06.07.2019.
2. Opportunity for committee members to raise concerns or suggestions
3. Discussion about the awareness Programme.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
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JAIPUR (RAJASTHAN)





# S.S.G. PAREEK P.G. COLLEGE

(Affiliated to the University of Rajasthan)

UGC Approved "First Heritage College in Rajasthan"




ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 04.10.2019

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 06.07.2019.	The minutes of grievance committee meeting held on 06.07.2019 are confirmed.
2.	Opportunity for committee members to raise concerns or suggestions	Committee members raise concerns or challenges they have encountered in fulfilling their roles.
3.	Discussion about the awareness Programme.	Successfully conducted awareness Programme in the campus.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator

S.S.G. Pareek P.G. College





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ESTD.1906

## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 04.010.2019.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Opportunity for committee members to raise concerns or suggestions	Committee acquainted the respective committees and authorities with the situation and asked to take necessary steps towards it.
3.	Discussion about the awareness Programme.	Teachers gave awareness that students are expected to stick onto College rules until a revised rule is implemented

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Mohd. Anas	Student Representative	Anas
9	Manoj Saini	Student Representative	Manoj

  
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ESTD.1906

## CIRCULAR

Dated – 5/7/2019

A meeting of **Grievance Committee** will be held on 06.07.2019 at 12:00 PM in the Vice principal's room. All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 10.04.2019
2. Assign responsibilities to all the committee members.
3. Discussion about monitoring system in the campus.
4. Discussions upon feedbacks received from student representative.
5. Discussion on long-term goals and strategies

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*  
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ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 06/07/2019

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 10.04.2019.	The minutes of grievance committee meeting held on 10.04.2019 are confirmed.
2.	Online classes should be recorded for future reference	Discussion about computer storage and recording tools
3.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Discussion to all HODs for student data
4.	Teachers should make use of ICT tools for higher impact	Discussions upon available ICT tools in campus

The meeting ended with a vote of thanks to the chair.

  
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**Coordinator**

S.S.G. Pareek P.G. College





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ESTD.1906

## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 06.07.2019.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Online classes should be recorded for future reference	Committee recommended recording of the classes and left it to the discretion of individual faculty members
3.	Teachers should mentor the students besides academics as they are going through a very tough phase.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.
4.	Teachers should make use of ICT tools for higher impact	Committee recommended the computer science department to conduct a training programme for teachers to imbibe ICT skills.

  
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ESTD.1906

## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	
2	Dr. Vineeta Choudhary	Coordinator	
3	Dr. K.K. Sharma	Member (HOD)	
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	
5	Dr. Rajneesh Mishra	Member (HOD)	
6	Dr. Meghna Pareek	Member (HOD)	
7	Miss Shweta Chauhan	Member (HOD)	
8	Mohd. Anas	Student Representative	
9	Manoj Saini	Student Representative	

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ESTD.1906

## CIRCULAR

Dated – 09/04/2019

A meeting of **Grievance Committee** will be held on 10/04/2019 at **02:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 05/01/2019.
2. Discussion about the late coming students for the examinations.
3. Scheduling of the next Grievance Committee meeting and plan for new strategies.
4. Discussions upon feedbacks received from student representative.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*M*

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ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 10/04/2019

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 05/01/2019.	The minutes of grievance committee meeting held on 05/01/2019 are confirmed.
2.	Discussion about the late coming students for the examinations.	Taking necessary actions for late coming students.
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	July first week next meeting will be schedule.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

*Unneta*  
Coordinator

S.S.G. Pareek P.G. College



*[Signature]*

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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 05/01/2018.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussion about the late coming students for the examinations.	Teachers gave awareness that students are expected to stick onto College rules until a revised rule is implemented
3.	Scheduling of the next Grievance Committee meeting and plan for new strategies for next session.	College grievance redressal system should be strengthened.
4.	Discussions upon feedbacks received from student representatives.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	MKB
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Yash Kumar Saini	Student Representative	Yash
9	Suraj Sharma	Student Representative	Suraj

  
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ESTD.1906

## CIRCULAR

Dated – 04/01/2019

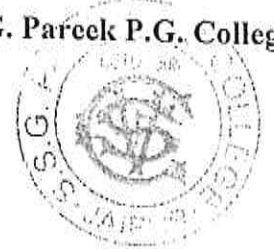
A meeting of **Grievance Committee** will be held on 5/1/2019 at 012:30 PM in the vice principal chamber  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 06/10/2018
2. Discussions about improvements are being made in the college under the awareness Programme.
3. Assignment of specific tasks and responsibilities to committee members.
4. Discussions upon feedbacks received from student representative.

*Vineta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

*[Signature]*

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The agenda and outcome of the grievance Committee Meeting held on 05/01/2019

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 06/10/2018.	The minutes of grievance committee meeting held on 06/10/2018 are confirmed.
2.	Discussions about improvements are being made in the college under the awareness Programme.	Increased awareness, knowledge and empowered the students.
3.	Assignment of specific tasks and responsibilities to committee members.	Discussion about making code of conduct in the campus.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

  
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Coordinator

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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 06/10/2018.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussions about improvements are being made in the college under the awareness Programme.	Teachers gave awareness that students are expected to stick onto College rules until a revised rule is implemented
3.	Assignment of specific tasks and responsibilities to committee members.	To display the details of the committee members with mobile phone number on notice board
4.	Discussions upon feedbacks received from student representatives.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	KK
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Yash Kumar Saini	Student Representative	Yash
9	Suraj Sharma	Student Representative	Suraj

  
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## CIRCULAR

Dated – 5/10/2018

A meeting of **Grievance Committee** will be held on 06.10.2018 at **01:00 PM** in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 07/07/2018.
2. Discussion about the awareness Programme.
3. Discussion about any new grievance received in the campus.
4. Discussions upon feedbacks received from student representative.

*Yineta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

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ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 06/10/2018

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 07/07/2018.	The minutes of grievance committee meeting held on 07/07/2018 are confirmed.
2.	Discussion about the awareness Programme.	Successfully conducted awareness Programme in the campus.
3.	Discussion about any new grievance received in the campus.	No grievance received in the campus.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

*Vineeta*  
Coordinator

S.S.G. Pareek P.G. College



*[Signature]*

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## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 07/07/2018.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Discussion about the awareness Programme.	Teachers gave awareness that students are expected to stick onto college rules until a revised rule is implemented
3.	Discussion about any new grievance received in the campus.	To intimate the students about the Committee through class teachers to report any cases
4.	Discussions upon feedbacks received from student representatives.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Yash Kumar Saini	Student Representative	Yash
9	Suraj Sharma	Student Representative	Suraj

  
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ESTD.1906

## CIRCULAR

Dated – 6/7/2018

A meeting of **Grievance Committee** will be held on 07.07.2018 at 12:00 PM in the principal room.  
All the members are requested to attend the meeting.

## AGENDA

1. To confirm the minutes of Grievance committee on 07/04/2018
2. Assign responsibilities to all the committee members.
3. Discussion about monitoring system in the campus.
4. Discussions upon feedbacks received from student representative.

*Yumeta*  
Coordinator

S.S.G. Pareek P.G. College



### Copy to.....

1. Central Office (Management)
2. Secretary Office
3. Principal
4. IQAC
5. All Committee Members

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ESTD.1906

The agenda and outcome of the grievance Committee Meeting held on 07/07/2018

S.No.	Agenda	Discussion
1.	To confirm the minutes of grievance committee held on 07/04/2018.	The minutes of grievance committee meeting held on 07/04/2018 are confirmed.
2.	Assign responsibilities to all the committee members.	Discussion about assigning the responsibilities to all the committee members.
3.	Discussion about monitoring system in the campus.	Discussion about how monitoring system implement in the campus.
4.	Discussions upon feedbacks received from student representatives.	Discussions upon feedbacks received from student representatives.

The meeting ended with a vote of thanks to the chair.

*LLI*  
**PRINCIPAL**  
S.S.G. PAREEK PG COLLEGE  
JAIPUR (RAJASTHAN)

*Vineeta*  
**Coordinator**  
S.S.G. Pareek P.G. College  
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ESTD.1906

## Action Taken Report

S.No.	Agenda	Action Taken
1.	To confirm the minutes of grievance committee held on 07/04/2018.	As per the advice of chairman the of grievance committee coordinator present the action taken report.
2.	Assign responsibilities to all the committee members.	Committee acquainted the respective committees and authorities with the situation and asked to take necessary steps towards it.
3.	Discussion about monitoring system in the campus.	Cc tv quotation received for binders
4.	Discussions upon feedbacks received from student representatives.	Proper student mentoring schedule has been made and each faculty has been allocated with a group of students to mentor.

  
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## Attendance

S.No	Name of the Members	Position	Sign
1	Dr. Anju Pareek	Chairperson (Vice-principle)	Anju
2	Dr. Vineeta Choudhary	Coordinator	Vineeta
3	Dr. K.K. Sharma	Member (HOD)	K.K. Sharma
4	Dr. Mahesh Kumar Bhimwal	Member (HOD)	Mahesh
5	Dr. Rajneesh Mishra	Member (HOD)	Rajneesh
6	Dr. Meghna Pareek	Member (HOD)	Meghna
7	Miss Shweta Chauhan	Member (HOD)	Shweta
8	Yash Kumar Saini	Student Representative	Yash
9	Suraj Sharma	Student Representative	Suraj

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