



INSTITUTE OF ADVANCE MANAGEMENT AND RESEARCH GHAZIABAD

(Affiliated to AKTU, Lucknow and Approved by AICTE, New Delhi)

Date: 15-09-2025

Minutes of the Meeting

A meeting of the Grievance Redressal Committee was held on 15-09-2025 at 3:00 PM in the Board Room to deliberate on the following agendas:

1. To note the constitution of the Grievance Redressal Committee for the session 2025-26.
2. To review the grievances received and their status of resolution.
3. To discuss measures for creating awareness about the grievance redressal mechanism among students and staff.
4. Any other point, with the approval of the Convener.

The following members were present:

Sl. No.	Name	Nominated as
1	Dr. Vikas Sehrawat	Convener
2	Dr. Megha Kansal	Member
3	Ms. Shivani Sharma	Member
4	Dr. Veenus Tyagi	Member
5	Mr. Tarun Sethi	Member

Deliberations and Decisions taken

1. Constitution of the Grievance Redressal Committee

- Dr. Vikas Sehrawat, Convener, informed the house that the Grievance Redressal Committee has been duly constituted for the session 2025-26, comprising the members present, in accordance with the applicable UGC/AICTE guidelines.
- The Committee members were briefed about their respective roles and responsibilities.

2. Review of grievances received and their status of resolution.

The Convener informed the house that no grievance was reported or pending for resolution during the period under review. The suggestion/complaint box installed on campus is being checked regularly, and the same was found to be in order.

3. Awareness of the grievance redressal mechanism.

It was discussed and decided that the following measures shall be undertaken to strengthen awareness among students and staff:

- Details of the Committee members, along with the grievance redressal procedure, shall be displayed on the Institute's notice boards and website.
- Students and staff shall be sensitised about the grievance redressal mechanism during orientation and departmental meetings.
- The suggestion/complaint box shall be checked on a periodic basis and grievances, if any, shall be addressed in a time-bound manner.

4. Any other point, with the approval of the Convener.

No further matter was raised, and the meeting ended with a vote of thanks to the Convener.

Dr. Vikas Sehrawat
Convener, Grievance Redressal Committee

CC:

All members of the Grievance Redressal Committee
Director Office
IQAC Director
Office File



AI Scanner