



राजकीय महाविद्यालय सैज, जिला कुल्लू (हि. प्र.)

Office of the Principal

Mail: gcsainjhp@gmail.com

Students' Grievance Redressal Committee

Annual Report (Session 2024-2025)

During the academic session 2024–2025, the Students' Grievance Redressal Committee (SGRC) was constituted with the following members:

Composition of the Committee:

- i. Ms. Nisha Negi, Assistant Prof. English: Convener
- ii. Sh. Hoshiar Chand, Assistant Prof. History: Member
- iii. Sh. Pradeep Kumar, Assistant Prof. Economics: Member
- iv. Sh. Prem Negi, Assistant Prof. Pol. Sc.: Member
- v. Dr. Vandana Arya, Assistant Prof. Commerce: Member
- vi. Tushar Chauhan, B. Com. III Year: Student Nominee.

Committee Meetings and Decisions

First Meeting (17 September 2024)

The first meeting of the SGRC was held in the Principal's Office. The committee unanimously resolved to:

- Install a Complaint Box on campus.
- Open the Complaint Box on the last Monday of every month to review grievances submitted by students.
- In the same meeting, Mr. Tushar Chauhan (B.Com. III) was officially nominated as the *Student Representative* to strengthen communication between students and administration and to promote transparency in the committee's proceedings.

Action Taken on Student Grievances

Grievances Received in September 2024

- 23 September 2024: The Complaint Box was opened in the presence of all committee members. One grievance was received requesting dustbins for classrooms.



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- 25 September 2024: The committee submitted the request to the Chairperson for necessary action.
- 27 September 2024: Dustbins were installed in the classrooms. A compliance report was subsequently uploaded on the institution's website.
- 27 September 2024: An Induction Programme was organized to spread awareness among students regarding the purpose and functioning of the SGRC and to encourage them to communicate their concerns freely.

Grievances Received in October 2024

- 21 October 2024: Upon opening the Complaint Box, the following requests were received:
 - Supply of brooms, dustbins, and dustpans for classrooms.
 - Expedited commencement of Environmental Studies (EVS) classes.
 - Repair or replacement of the worn-out almirah in Room No. 04.

A Compliance Report dated 22 October 2024 regarding these issues was uploaded on the institutional website.

Subsequent Months (November 2024 – May 2025)

For the months of November and December 2024, and February, March, April, and May 2025, no complaints were found in the Complaint Box.

The Students' Grievance Redressal Committee for the academic session 2024–2025 effectively addressed all grievances received and ensured timely action and transparency in its functioning.

Convener

Principal