

Lr No: 1/BIT- SGRC /2026-2027

Date: 03/06/2026

### **Student Grievance Redressal Committee**

#### **Academic Year 2026 - 2027**

As per the notification published by all India Council for Technical Education, New Delhi (AICTE, New Delhi) (Redressal of Grievance of Students) Regulation, 2019 vide F. No.1101/PGRC/AICTE/Regulation/2019 dated 07.11.2019), the Student Grievance Redressal Committee ( SGRC) has been constituted.

The Student Grievance Redressal Committee (SGRC) addresses academic and non-academic grievances raised by students through online mechanisms and suggestion boxes. The Committee aims to resolve grievances within the stipulated time, ensuring a supportive, transparent, and conducive teaching-learning environment.

#### **Objectives**

- **Maintain a Healthy Environment:** Promote a safe, inclusive, and conducive educational environment.
- **Resolve Grievances:** Address and resolve student grievances fairly and within the stipulated time.
- **Strengthen Relationships:** Foster positive and healthy relationships between students, faculty, and the institution.
- **Prevent Discrimination:** Ensure equal and fair treatment and prevent discrimination, harassment, bullying, and victimization.
- **Grievance Submission:** Students may submit grievances through the online mechanism or suggestion boxes. The SGRC reviews and takes appropriate action and monitors the resolution status.

#### **Composition:**

| Sl.No. | Category                 | Name                  | Designation and address              |
|--------|--------------------------|-----------------------|--------------------------------------|
| 1.     | Chairperson              | Dr. Palanisamy C      | Principal                            |
| 2.     | Convener                 | Mr. Sathishkumar C    | Assistant Professor Level III / MECH |
| 3.     | Faculty Member (Male)    | Dr. Harikumar R       | Professor / ECE                      |
| 4.     | Faculty Member (Female)  | Dr. Sasikala D        | Professor / CSE                      |
| 5.     | Faculty Member (Female)  | Dr. Kodeswari A       | Associate Professor & Head /AIML     |
| 6.     | Student Special Invitees | Ms. Rithigha Shri K V | IV Year (7376232CT138)               |
| 7.     | Student Special Invitees | Mr. Yashwanth Kanna S | III Year (7376242IT346)              |

**Functions:**

- Receive, record, and scrutinize grievances submitted by students through prescribed mechanisms.
- Establish and implement an effective mechanism for addressing grievances based on their authenticity and severity.
- Forward grievances to the concerned section, such as academics, transport, maintenance, or amenities, for appropriate action.
- Take necessary and timely action and escalate matters to the Management, wherever required.
- Conduct periodic meetings to review the status and progress of grievances.
- Follow up on grievances regularly until their final resolution and closure.
- Maintain confidentiality of grievances and related proceedings wherever necessary.

**Tenure of Members:**

- Two years

**Frequency of meeting:**

- Three times in a year

  
Signature of In-charge

C. SATHISH KUMAR

  
Signature of Principal

Dr. C Palanisamy

PRINCIPAL

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