



Student Grievance Redressal Committee (SGRC)

Annual Report

A.Y.: – 2020-21

1. Introduction

The Grievance Redressal Committee (GRC) at Atmiya University serves as a platform to address and resolve grievances raised by students, faculty, and staff in a fair and transparent manner. The committee operates in alignment with the University Grants Commission (UGC) guidelines and institutional policies.

2. Objective

The primary objective of the GRC is to ensure a conducive academic and administrative environment by promptly addressing grievances. This report outlines the committee's formation, operational framework, implementation stages, and status for the academic year 2020-21.

3. Committee Formation

For the academic year 2020-21, the SGRC was constituted as follows:

Sr. No	Name	Designation	Dept.	Faculty
1	Dr. Ghanshyam D Acharya	Chairperson	Mechanical Engg.	FOET
2	Dr. Hemraj M. Tank	Member	Pharmacy	FoPS
3	Dr. Vishal Khasgiwala	Member	Management	FoBC
4	Mr. Manhar S. Kagathara	Member	Mechanical Engg.	FOET
5	Mr. Viral Karia	Member	Chemical Science	FoS
6	Dr. Samixa R. Patel	Member (Senior Faculty-F)	Pharmacy	FoPS
7	Kanchan D. Vadher	Member	Management	FoBC





		(Senior Faculty-SC/ST/OBC)		
9	Divyesh Prafulbhai Gohel	Member (Senior Faculty-SC/ST/OBC)	Computer Science	FoS
10	Shubham Rawal	Special Invitee (Student)	Mechanical Engg	FoET

The committee was formally approved by the Vice-Chancellor and issued directives to all departments regarding the grievance reporting process.

4. Grievance Reporting Mechanism

The university provided multiple channels for grievance submission:

- Online Portal: A dedicated grievance forms available on the university website.
- Suggestion Boxes: Placed across key locations on campus.
- Email Communication: A specific email address for grievance reporting.
- Personal Interaction: Scheduled office hours for in-person grievance submissions.

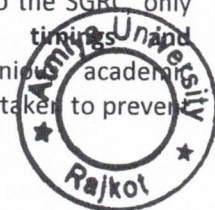
5. Implementation Stages

The grievance redressal process followed these stages:

- 1) Grievance Submission: Stakeholders submitted their grievances through designated channels.
- 2) Initial Screening: The coordinator reviewed submissions to categorize and prioritize them.
- 3) Committee Review: The GRC met quarterly to discuss received grievances.
- 4) Resolution: Recommendations were made, and resolutions implemented in consultation with the concerned departments.
- 5) Follow-Up: Regular follow-ups ensured grievance resolution and satisfaction of the concerned parties.

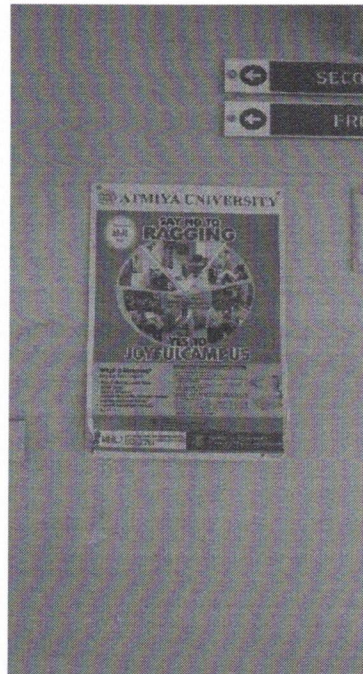
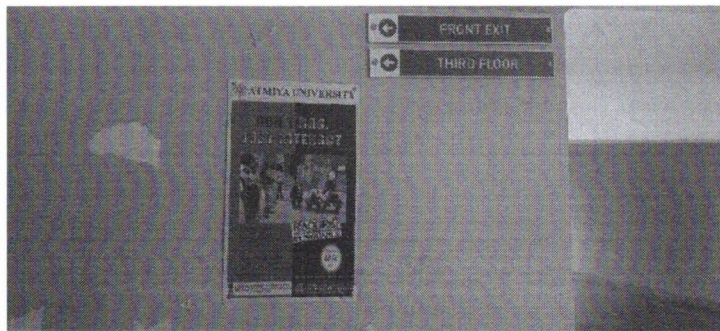
6. Status for the Academic Year 2019-20

During the academic year 2019-20, no major grievances were reported to the SGBC only **4(four) written grievance received about attendance, winter timing and classroom fans.** This reflects positively on the university's harmonious academic and administrative environment, along with the proactive measures undertaken to prevent issues





Annexure I
(Anti Ragging Information)





ATMIYA UNIVERSITY

Established under the Gujarat Private University Act 11, 2018

Yogidham Gurukul, Kalawad Road,
Rajkot - 360005, Gujarat (INDIA)

सुहृदं सर्वभूतानाम्

(Suggestion Box)

