



Student Grievance Redressal Committee (SGRC) as per UGC Regulation, 2023

OBJECTIVE:

To provide opportunities for redressal of certain grievances of students already enrolled in the College, as well as those seeking admission to the College, and a mechanism thereto.

DEFINITION:

- (a) “aggrieved student” means a student, who has any complaint in the matters relating to or connected with the defined grievances.
- (b) “college” means any institution, so defined in clause (b) of sub-section (1) of section 12A of the Act.
- (c) “Commission” means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (d) “declared admission policy” means such policy, including the process there under, for admission to a course or program of study as may be offered by the University by publication in the prospectus of the University.
- (e) “grievance” means, and includes, complaint(s) made by an aggrieved student in respect of defined things/cases as per clause 3 (1) (f) of UGC (Redressal of Grievances of students) Regulations, 2023.
- (g) “Prospectus” means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to a University, to the general public (including to those seeking admission in such College) by such University or any authority or person authorized by such University to do so;
- (h) “Student” means a person enrolled, or seeking admission to be enrolled, in the University, to which these regulations apply.
- (i) “Students’ Grievance Redressal Committee (SGRC)” means a committee constituted under the regulations of UGC, at the College level.

COMPOSITION AND MODUS-OPERANDI

A complaint from an aggrieved student relating to the University shall be addressed to the Chairperson, Students’ Grievance Redressal Committee (SGRC). The composition of Grievance Redressal Committees (SGRC), will be as follows:

1. a) A Professor – Chairperson


2. b) Four Professors/Senior Faculty Members of the Institution as Members.

3. c) A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities-Special Invitee.

- At least one member or the Chairperson shall be a woman and at least one member or the Chairperson shall be from SC/ST/OBC category.
- The term of the chairperson and members shall be for a period of two years.
- The term of the special invitee shall be one year.
- The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- In considering the grievances before it, the SGRC shall follow principles of natural justice.
- The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

SGRC Committee members with tenure:

Sl. No.	Name	Capacity	Tenure	Mobile Number
1	Dr. Kabita Mishra, Lecturer in Odia	Chairperson	24.07.2025- 23.07.2027	9348542436
2	Mr. Tarakanta Behera, Lecturer in History (SC Category)	Member	24.07.2025- 23.07.2027	9437892192
3	Dr. Madhusmita Barik, Lect. in Mathematics	Member	24.07.2025- 23.07.2027	8018853310
4	Mrs. Smaranika Mansingh, Lect. in Commerce	Member	24.07.2025- 23.07.2027	8984413239
5	Mrs. Rasmita Jena, Lect. in Computer Science	Member	24.07.2025- 23.07.2027	7815025760
6	Miss Sheikh Parheez Ghazal, UG 2nd Yr.	Student-Representative	24.07.2025- 23.07.2027	7682940782


Principal
PRINCIPAL
U. N. (Auto) College of Sc. & Tech.
Adaspur, Cuttack
2/2