



TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC GRADE "A" INSTITUTE (CYCLE-2)

Approved by AICTE, Ministry of Education Govt. of India,
Affiliated to G.G.S.I.P. University & Recognized Under Sec. 2(f) of UGC Act 1956.
INSTITUTIONAL AREA, MADHUBAN CHOWK, ROHINI, DELHI-110085

Ref. No: TIAS/SGRC/2025-26/34

Date: 03.01.2026

Minutes of Meeting

Student Grievance Redressal Committee (SGRC)

Date: 3rd January, 2026

Time: 11:00 AM

Venue: Board Room, 2nd Floor, TIAS

Meeting Chair: Dr. Monisha

Attendees:

S.No	Name	Designation	Department
1	Dr. Ajay Kumar	Chairperson	Director
2	Dr. Monisha	Nominee - Chairperson	I/c Student Welfare
3	Dr. Anil Kumar	University Representative	USMS, GGSIPU
4	Dr. M.N.Jha	Member	Dean Academics
5	Dr. Pragati	Member	Faculty DMS
6	Ms. Bharti Aggarwal	Member	Dept. of ICT
7	Md. Haseeb Ahmed	Psychiatrist	Counselor
8	Ms. Rachna Garg	Student Counselor	Counselor
9	Mr. Chander Shekhar	Member	Admin Officer
10	Dr. Upasana Khurana	Member Secretary	Dept. of BA(JMC)

Student Representatives 1st Shift

S. No.	Student Name	Enrollment No.	Program	Mobile No.
1	Mr. Rachit Gupta	00317003924	MBA	8750498049
2	Ms. Himani Mehta	00917004424	MCA	8076943141
3	Ms. Navya	00217001723	BBA	7015731667
4	Ms. Amul	71417002423	BA(JMC)	8076834226
5	Mr. Arnav Dua	01517002022	BCA	8826825267
6	Mr. Arpit Bansal	00217088824	B.Com (H)	8708153518

Student Representatives 2nd Shift

S. No.	Student Name	Enrollment No.	Program	Mobile No.
1	Ms. Sarika Jaiswal	00217003924	MBA	8826208856
2	Mr. Tathastu Arora	00621301723	BBA	9711875151
3	Ms. Anshika	00321302423	BA(JMC)	9311528857
4	Ms. Tanisha	06017002024	BCA	9868318522



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Agenda:

1. Review of previous meeting agendas and action taken report.
2. Welcoming of the newly appointed Member Secretary, **Dr. Upasana Khurana**.
3. Requirement of enhanced research mentoring and research paper guidance for students.
4. Non-functioning of the front lift and discussion on necessary corrective measures.
5. Requirement of higher configuration computers in laboratories to support academic and practical needs of students.

Minutes:

Agenda 1: Review of Previous Meeting Agendas:

The committee reviewed the agendas and action taken report of the previous SGRC meeting. It was noted that no pending issues remained unresolved.

Agenda 2: Welcoming of the Newly Appointed Member Secretary

The Chair welcomed **Dr. Upasana Khurana** as the newly appointed Member Secretary of the SGRC. The committee extended their best wishes and expressed confidence in her role towards effective grievance redressal.

Agenda 3: Research Mentoring and Research Paper Guidance

The student representatives highlighted the need for enhanced research mentoring and structured guidance for research paper writing. The committee discussed organizing mentorship programs, and faculty-led guidance sessions to support students' academic and research development.

Agenda 4: Non-functioning of Front Lift

The issue regarding the non-functioning of the front lift was discussed. The committee resolved to inform the concerned department to ensure immediate inspection and repair to facilitate accessibility and convenience for students and staff.

Agenda 5: Requirement of Higher Configuration Computers in Laboratories

The need for higher configuration computers in laboratories was raised to support practical learning and advanced software requirements. The committee agreed to forward the request to the management for necessary approval and upgradation.

At the conclusion of the meeting, the Chairperson thanked all members for their active participation and emphasized timely implementation of the discussed action points. The committee unanimously agreed to monitor the progress of the resolutions.

Student Grievance Redressal Committee
Tecnia Institute of Advanced Studies
Madhuban Chowk, Rohini, Delhi -85

Dr. Upasana Khurana
Member Secretary
Students Grievance Redressal Committee (SGRC)