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

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: TIAS/SGRC/2025-26/08 Date: 13.08.2025

MEETING NOTICE

Director, TIAS
In-Charge, Student Welfare
Dean Academics, TIAS
IQAC, TIAS
Md. Haseeb Ahmed, Psychiatrist, SGRC and Outside Faculty, AIRSR
Dr. H.L.Nagaraja Murthy, Psychologist, SGRC
Mr. Chander Shekhar, Admin Officer
HoD, MBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, BBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, BA(JMC), TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, BCA, TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, MCA, TIAS for Elected Student Representatives (1st Shift)
All Members of SGRC Committee

Subject: SGRC meeting to be held on 16.08.2025

Dear Sir/Madam,

It has been decided to hold the meeting of the Students Grievance Redressal Committee with all the members of SGRC to discuss the topic **"Review of ongoing student grievances and discussion on effective resolutions."**
The discussion will focus on assessing current hygiene conditions, identifying key concerns, and implementing necessary measures to maintain cleanliness and sanitation in accordance with UGC/AICTE/GGSIPU guidelines. The meeting will also include a review of ongoing student grievances, if any, and discussions for effective resolutions.

We request your presence for the smooth conduct of the SGRC meeting as per the details below:

Date: 16th August 2024
Time: 02:00 PM
Venue: Board Room, 2nd Floor, TIAS

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

Swati Gupta
Member Secretary
Student Grievance Redressal Committee

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

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

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Ref. No. : TIAS/SGRC/2025-26/09 Date: 13.08.2025

MEETING AGENDA

Following AGENDA would be taken up for the SGRC Meeting to be held on 16.08.2025.

Item No. 1: To review of agendas of previous meeting.

Item No. 2: Student Grievance if any

Any other item with the permission of the Nodal Officer, Students Grievance Redressal Committee.

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

Swati Gupta
Nodal Officer, SGRC

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

Cc to: All the members of SGRC including

1) Dr. Ajay Kumar, Director, TIAS
2) Nodal Officer-GRC
3) IQAC, TIAS
4) Dean Academics TIAS
5) In-Charge, Student Welfare
6) Md. Haseeb Ahmed, Psychiatrist, SGRC and Outside Faculty, AIRSR
7) Ms. Rachna Garg, Student Counselor
8) Mr. Chander Shekhar, Admin Officer
9) HoD MBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
10) HoD MCA, TIAS for Elected Student Representatives (1st Shift)
11) HoD BBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
12) HoD B.Com(H) TIAS for Elected Student Representatives (1st Shift)
13) HoD BA(JMC), TIAS for Elected Student Representatives (1st & 2nd Shift)
14) HoD BCA, TIAS for Elected Student Representatives (1st & 2nd Shift)

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/2025-26/12 **Date: 23.08.2025**

Minutes of Meeting (MoM)…

Student Grievance Redressal Committee (SGRC)

Date: 16th August 2025
Time: 02:00 PM
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	Dr. H.L. Nagaraja Murthy	Psychologist	Counselor
9	Mr. Chander Shekhar	Member	Admin Officer
10	Ms. Swati Gupta	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

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

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

Agenda:

1. Review of agendas of previous meeting
2. Grievance

Minutes:

1. Review of the Previous Meeting Agenda

- The committee reviewed the key points discussed in the last SGRC meeting and assessed the status of previous action items. The issues were resolved satisfactorily.

2. Grievances:

- **No Major Grievance was reported by the students.**

At the conclusion of the meeting, the Chairperson expressed gratitude to all members for their active participation and stressed the importance of promptly implementing all action items. The committee unanimously agreed to monitor the progress of these actions.

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

Swati Gupta

Member Secretary

Students Grievance Redressal Committee (SGRC)

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

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/2025-26/13 **Date: 28.08.2025**

Action Taken Report (ATR)

Student Grievance Redressal Committee (SGRC)

No Major Grievance was reported.

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

Swati Gupta

Member Secretary

Students Grievance Redressal Committee (SGRC)

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

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

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: TIAS/SGRC/2025-26/33 Date: 01.01.2026

MEETING NOTICE

Director, TIAS
In-Charge, Student Welfare
Dean Academics, TIAS
IQAC, TIAS
Md. Haseeb Ahmed, Psychiatrist, SGRC and Outside Faculty, AIRSR
Ms. Rachna Garg, Student Counselor
Mr. Chander Shekhar, Admin Officer
HoD, MBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, MCA, TIAS for Elected Student Representatives (1st Shift)
HoD, BBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, B.Com(H), TIAS for Elected Student Representatives (1st Shift)
HoD, BA(JMC), TIAS for Elected Student Representatives (1st & 2nd Shift)
HoD, BCA, TIAS for Elected Student Representatives (1st & 2nd Shift)
All Members of SGRC Committee

Subject: SGRC meeting to be held on 03.01.2026

It has been decided to hold the meeting of the Students Grievance Redressal Committee with all the members of SGRC to review the grievances received from students and to deliberate on effective resolutions, in accordance with UGC/AICTE/GGSIPU guidelines.

Agenda of the Meeting:

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.

We request your presence for the smooth conduct of the SGRC meeting as per the details given below:

Date: 3rd January, 2026
Time: 11:00 AM
Venue: Board Room, 2nd Floor, TIAS

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

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

Dr. Upasana Khurana
Member Secretary
Student Grievance Redressal Committee

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

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

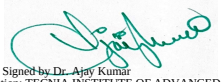
The need for higher configuration computers in laboratories was raised to support practical learning and advanced software requirements. The committee agreed to forward the request to the management for necessary approval and upgradation.

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)



Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi

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/2025-26/36 **Date: 12.01.2026**

Action Taken Report (ATR)

Student Grievance Redressal Committee (SGRC)

Agenda 1: Review of Previous Meeting Agendas and Action Taken Report

The committee reviewed the agendas and action points of the previous SGRC meeting. It was noted that no pending grievances were reported. The committee agreed to continue monitoring student-related concerns on a regular basis.

Agenda 2: Welcoming of the Newly Appointed Member Secretary

Dr. Upasana Khurana was formally welcomed as the newly appointed Member Secretary of the SGRC. The committee acknowledged her appointment and extended full support for effective functioning of the grievance redressal mechanism.

Agenda 3: Requirement of Enhanced Research Mentoring and Research Paper Guidance

Faculty members of all departments were advised to actively mentor and guide students in research activities. Faculty will assist students in research methodology, identification of research areas, and preparation and publication of research papers in reputed journals and conferences.

Agenda 4: Non-functioning of Front Lift

It was informed that the front lift is currently under maintenance. To ensure accessibility, the two back lifts in the PG Building are operational and are being used by students until the front lift becomes functional.

Agenda 5: Requirement of Higher Configuration Computers in Laboratories

The Admin Officer was contacted regarding the requirement of upgraded laboratory systems. It was confirmed that an order has already been placed for 180 high-configuration computers with Intel i7 (8th Generation) specifications for laboratory use.

The above actions have been initiated to effectively address the grievances raised by students. The committee will continue to monitor the progress of the implemented measures to ensure timely and satisfactory resolution.

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

Dr. Upasana Khurana
Member Secretary
Student Grievance Redressal Committee

Digitally Signed by Dr. Ajay Kumar
Organization: TECNIA INSTITUTE OF ADVANCED STUDIES
Date: 2026.10.24 17:41:04
Reason: Approve this document
Location: New Delhi