

**FACULTY GRIEVANCE REDRESSAL COMMITTEE**

Ref. No. : TIAS/SGRC/2022-23/28

Date: 04.04.2023

Action Taken Report (ATR)

A meeting of the Faculty Grievance Redressal Committee members was convened in the Board room of in Board Room of Tecnia Institute of Advanced Studies at 10:40 AM on 03.04.2023 (Monday). Following members were present in the meeting the names of the members are as follows: -

S. N.	Name	Member	Department	Mobile No.	E-mail
1	Dr. Chaitali Bhattacharya	Nodal Officer	Faculty BBA	9910055811	studentswelfare@tecnia.in
2	Dr. Deepak Sonker	HoD, BCA	Faculty BCA	9711788920	hodbca@tecnia.in
3	Md. Hasib	Psychiatrist	Outside Faculty AIRSR	9718743207	hammed.haseeb@gmail.com
4	Dr. H.L. Nagaraja Murthy	Psychologist	Faculty BA(JMC)	9891091998	nagaraja.hln2002@gmail.com
5	Dr. M N Jha	Dean (Academics) – Director Nominee	Faculty BA(JMC)	9873057126	deanjmc@tecnia.in
6	Ms. Keenika Arora	Professional Students Counsellor	Faculty- MBA	8800398738	studentswelfare@tecnia.in
7	Mr. Mukesh	Admin Officer	Admin	9582166582	adminofficer@tecnia.in
8	Dr. Preeti Jindal	Member Secretary	Faculty MBA	9717812810	studentswelfare@tecnia.in

Following meeting Agenda was taken up in the meeting

Item No. 1: To appraise the Chairperson, Dr. Chaitali Bhattacharya appointed by the Director- TIAS, vide Notification No. TIAS/2022-23/SWC/1.

Resolved : All the members greeted and welcomed madam in the committee & assured their full support for maintaining the rules and regulations for smoothly functioning of the committee.

ATR: The Chair welcomed every staff in the meeting and directs the Secretary of the Committee to undertake the business of the committee.

Item No. 2: To appraise new members of GRC about UGC (Establishment and Mechanism for Grievance Redressal) Regulation 2012.

Resolved : The Chair and the committee welcome the new member, Dr. Preeti Jindal, the Nodal Officer of GRC.

ATR: The new member extended his support to the Chair.

Item No. 3: To notify Grievance Redressal Committee on Institute website.

Resolved: *The Staff are appraised and notified about the type of Grievance Redressal Committee on Institute website.*

ATR: All the staff and stakeholders were appraised about the GRC on Institute website also to lodge the grievance if any.

Item No. 4: To Appraise all stakeholders about Notification Statute of GRC of UGC and AICTE
Resolved: The Staff was appraised and notified about the Notification Statute of GRC of UGC and AICTE on Institute website.

ATR: All the members were appraised about the GRC on Institute website.

Item No. 5: To Appraise all stakeholders about Notice of UGC/AICTE/GGSIPU @GRC_TIAS
Resolved: Staff was appraised and notify about the Notification Statute of GRC of UGC and AICTE on Institute website.

ATR: All the members and stakeholders are appraised about the GRC on Institute website.

Item No. 6: To appraise all stakeholders that Institute prominently published/notified the details of GRC by Tecnia Times prospectus
Resolved: The members and stakeholders are appraised about the GRC through published/Notified in Tecnia- Times and on Institute website.

ATR: All the members and stakeholders are appraised about the GRC on Institute website.

Item No. 7: Specialized Member of GRC Psychiatrist/Psychologist/Professional Councilors

Resolved: The Staff and Stake Holders are appraised and notify about availability of Psychiatrist/Psychologist/Professional Councilors in GRC.

ATR: All the staff and stakeholders are appraised about the GRC competency with regard to availability of Psychiatrist/Psychologist/Professional Councilors in GRC.

Item No. 8: Proceedings of GRC meticulous and verifiable contents

Resolved: The Staff and Stake Holders are appraised and notify about Proceedings of the meeting of GRC.

ATR: All the staff members and stakeholders are appraised about the GRC on Institute website.

Item No. 9: Maintenance of **Grievance Form** "Online Grievance" link on Institute website

Resolved: The Staff and Stake Holders are appraised and notify about "Online Grievance" link on Institute website for **Grievance Form**

ATR: All the staff members and stakeholders are appraised about the GRC link on Institute website for **Grievance Form**.

Item No. 10: Faculty Grievance --

Regarding the concerns raised by faculty members about the improper functioning of water cooler on 3rd Floor, PG Building, TIAS.

Resolved: *Administrative Department was appraised regarding the issue of improper functioning of water cooler on 3rd Floor, PG Building, TIAS.*

ATR: *PRO agreed to resolve the issue of water cooler on 3rd Floor, PG Building, TIAS.in order to facilitate proper provision of water to staff and students.*

Item No. 11: Faculty Grievance regarding Biometric Machine Functioning

Resolved: *Faculty has complained regarding the slow functioning of Biometric Machine at time of punch in and punch out in detecting the finger prints.*

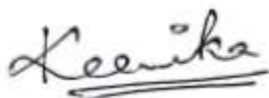
ATR: *ITC Head was informed about the faulty functioning of the Biometric Machine Functioning. He assured installation of new biometric machine in order to facilitate the staff members.*

Item No. 13: Staff Feedback

Resolved: *The Stake Holders are appraised about the "Online Feedback" link on Institute website.*

ATR: *All the stakeholders are appraised about the "Online Feedback" link on Institute website.*

Meeting ended with the thanks to the Chair, Dr. Chaitali Bhattacharya, Nodal Officer, Grievance Redressal Committee.



Ms Keenika Arora,
Member, SGRC

SGRC
Tecnia Institute of Advanced Studies
Madhuban Chowk, Rohini, Delhi -85

Cc to:

- 1) Director, TIAS
- 2) Nodal Officer-GRC
- 3) IQAC, TIAS
- 4) Dean / Academic Coordinator, TIAS

- 5) In-Charge, Student Welfare
- 6) Dr. H.L. Nagaraj Murthy, Psychologist, SGRC and Visiting
- 7) Ms. Keenika Arora, Professional Students Councilor and Member Secretary, SGRC
- 8) Md. Hasib, Psychiatrist, SGRC and Faculty, AIRSR
- 9) Mr. Mukesh, Admin Officer
- 10) HoD, MBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
- 11) HoD, BBA, TIAS for Elected Student Representatives (1st & 2nd Shift)
- 12) HoD, BA(JMC), TIAS for Elected Student Representatives (1st & 2nd Shift)
- 13) HoD, BCA, TIAS for Elected Student Representatives (1st & 2nd Shift)