



GITA Autonomous College

Bhubaneswar

(Affiliated to BPUT, Odisha)

At- BADARAGHUNATHPUR P.O.-MADANPUR, Janla

BHUBANESWAR, ODISHA-752054

**Internal Quality
Assurance Cell
(IQAC)**

**STUDENTS GRIEVANCE
REDRESSAL COMMITTEE (SGRC)
2026-2027**

Constitution of- STUDENTS GRIEVANCE REDRESSAL COMMITTEE(SGRC) 2026-2027

As per the notification published by all India Council for Technical Education, New Delhi (AICTE, New Delhi) (Redressal of Grievance of Students) Regulation, 2019, vide F. No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019).

The function of the Student Grievance Redressal Committee (SGRC) is to look into the complaints lodged by any student, and judge its merit. The SGRC is also empowered to look into matters of harassment.

The committee aims to resolve conflicts and grievances in a fair and impartial manner. This helps prevent escalation of issues and contributes to a positive atmosphere within the institute.

Objectives:

The committee operates transparently, providing a clear process for raising and addressing grievances. This transparency fosters trust among students & Staff. The committee has been constituted every academic year by GITA Autonomous College. `

Responsibilities:

1. The committee maintain a register and record all the complaints received online and offline from the aggrieved students and call immediate meeting to address the complaint immediately after receipt of the complaint.
2. We have an online portal where any aggrieved student may submit an application seeking redresses of grievance.
3. On receipt of an online complaint, the institution refers the complaint to the appropriate Grievance Redressal Committee along with its comments within 15 days of receipt of complaint on the online portal.
4. The Grievance Redressal Committee, as the case may be, fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.
5. An aggrieved student appears either in person or authorizes a representative (Parents) to present his/her case.
6. If the concerned student is not satisfied with the decision of the College Grievance Redressal Cell (CGRC) then he/she can appeal before the University Grievance Redressal Cell (UGRC) which comes under Department of Students' Development within 30 days.
7. Suggestion boxes have been installed in the institutions to receive any anonymous complaints in case student doesn't want to reveal his identity.

This is for the information of all the faculty members. The Deans and HoDs are requested to make the faculty members and students aware about the committee and its members for this academic year. Any issues of students' grievances should be taken to the notice of the committee through the SGRC convener.



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GITA

AUTONOMOUS COLLEGE, BBSR

Approved by AICTE, New Delhi & Affiliated to BPUT, Odisha
Accredited by NAAC & NBA

Letter No. : 2073/PO/9/GITA/2026

Date : 25-06-2026

OFFICE ORDER

The Students Grievance Redressal Committee (SGRC) is hereby reconstituted for a period of 3 years comprising of the following members from the session 2026-27 for prevention, prohibition and redressal of sexual harassment cases. The committee will function with immediate effect

S. N.	Name of the Faculty	Designation	Position in the Committee	Contact No & E-Mail Id
1.	Dr. M. K. Roul	Principal	Chairman	8260045006; principal@gita.edu.in
2.	Dr. M. K. Pradhan	Dean (R&D) & HoD (ME)	Convener	9337956508; hodme@gita.edu.in
3.	Dr. B. Dash	Librarian	Co-Convener	9437228797; librarian@gita.edu.in
4.	Com.(Dr.) P. K. Rautray	Dean (Administration)	Member	8260045004; pkrautray@gita.edu.in
5.	Dr. P.K. Giri	Director (IQAC)&HoD CSIT	Member	7873764933; iqac@gita.edu.in
6.	Dr. K. K. Mishra	Dean (Academics)	Member	8260045031; deanacademics@gita.edu.in
7.	Dr. S. Pattnaik	HoD (MBA)	Member	9437028081; hodmba@gita.edu.in
8.	Dr. Mamata Ratha	HoD (MCA)	Member	8327716681; hodmca@gita.edu.in
9.	Dr. T. P. Panigrahy	HoD (CSE)	Member	9861143042; hodesc@gita.edu.in
10.	Dr. P. K. Bal	HoD (CSE-AI)	Member	9337088124; hodescseai@gita.edu.in
11.	Dr. N. K. Kamila	HoD (CSE-DS)	Member	9348309239; hodesds@gita.edu.in
12.	Dr. Bijayalaxmi Panda	HoD (CST)	Member	9861357434; hodesst@gita.edu.in
13.	Dr. J. Jena	HoD (Civil)	Member	8895082898; hodecc@gita.edu.in
14.	Dr. D. K. Nayak	HoD (ECE)	Member	9178043725; hodecce@gita.edu.in
15.	Dr. S. K. Swain	HoD (EEE)	Member	9437854579; hodeeee@gita.edu.in
16.	Dr. S. K. Dash	HoD (EE)	Member	9437242384; hodee@gita.edu.in
17.	Dr. S. P. Mohanty	HoD (BSH)	Member	9437142694; Saqti.m@gmail.com
18.	Dr. K. Mohapatra	1 st Year Academic Coordinator	Member	9861394876; drkedar.mohapatra@gmail.com
19.	Mr. A. S. Dehury	Warden of Hostels/Boys	Member	8260045010; sai.amit85@gmail.com
20.	Dr. S. Sahoo	Warden of Hostels/Girls	Member	7994842270; sukanyabmishra12@gmail.com
21.	Mr. T.K. Ransingh	OIC Security	Member	8260045029; tikendra@gita.edu.in
22.	Asish Kumar Maharana	Student. B. Tech. 4 th year	Member	7978494431; mrakmaharana@gmail.com
23.	Prakash Behera	Student. B. Tech. 2 nd year	Member	8117865296; prakashbehera8727171@gmail.com
24.	Minakshi Sahoo	Student- MBA	Member	8018899022; meenakshisahoo350@gmail.com
25.	Jagyaseni Routray	Student- MCA	Member	8260906490; jangyaseneeroutray@gmail.com

(Signature)
Principal 25-06-26
Principal
GITA Autonomous College
Bhubaneswar

Copy to : All Deans/All HoDs for kind information
Copy to: Persons concerned/All notice boards

