



**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)
2025-2026**

Constitution of- STUDENTS GRIEVANCE REDRESSAL COMMITTEE (SGRC) 2025-2026

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.

**Members of Students Grievance Redressal Committee (SGRC) Nominated by
Principal (2025-2026)**

Sl. No.	Name of the Faculty	Designation	Position	Contact No & E-Mail Id
01	Dr M. K. Roul	Principal	Chairman	8260045006; principal@gita.edu.in
02	Dr M. K. Pradhan	Dean (R&D) & HoD (ME)	Convener	9337956508; hodme@gita.edu.in
03	Dr B. Dash	Librarian	Co-Convener	9437228797; librarian@gita.edu.in
04	Com.(Dr) P. K. Rautray	Dean (Administration)	Member	8260045004; pkrautray@gita.edu.in
05	Dr N. P. Patro	Director (IQAC)	Member	9078075042; nppatro@gita.edu.in
06	Dr K. K. Mishra	Dean (Academics)	Member	8260045031; deanacademics@gita.edu.in
07	Dr S. Pattnaik	HoD (MBA)	Member	9437028081; hodmba@gita.edu.in
08	Dr D. B. Mishra	HoD (MCA)	Member	9438035983; hodmca@gita.edu.in
09	Dr T. P. Panigrahy	HoD (CSE)	Member	9861143042; hodcse@gita.edu.in
10	Dr P. K. Bal	HoD (CSE-AI)	Member	9337088124; hodcseai@gita.edu.in
11	Dr P. K. Giri	HoD(CSIT)	Member	7873764933; hodcsit@gita.edu.in
12	Dr N. K. Kamila	HoD (CSE-DS)	Member	9348309239; hodcsds@gita.edu.in
13	Dr Bijayalaxmi Panda	HoD (CST)	Member	9861357434; hodcst@gita.edu.in
14	Dr J. Jena	HoD (Civil)	Member	8895082898; hodce@gita.edu.in
15	Dr D. K. Nayak	HoD (ECE)	Member	9178043725; hodece@gita.edu.in
16	Dr S. K. Swain	HoD (EEE)	Member	9437854579; hodeee@gita.edu.in
17	Dr S. K. Dash	HoD (EE)	Member	9437242384; hodee@gita.edu.in
18	Dr S. P. Mohanty	HoD (BSH)	Member	9437142694; Saqti.m@gmail.com
19	Dr K. Mohapatra	1 st Year Academic Coordinator	Member	9861394876; drkedar.mohapatra@gmail.com
20	Mr A. S. Dehury	Warden of Hostels/Boys	Member	8260045010; sai.amit85@gmail.com
21	Ms S. S. Bhattamishra	Warden of Hostels/Girls	Member	7994842270; sukanyabmishra12@gmail.com
22	Mr. T.K. Ransingh	OIC Security	Member	8260045029 tikendra@gita.edu.in
23	SHRRESTHA DEY	Student, B. Tech, 4 th year	Member	7439459182 de.shrrestha21@gmail.com
24	AYUSHMAN SWAIN	Student, B. Tech, 1 st Year	Member	9861992321 ayushmanswain2911@gmail.com
25	MINAKSHI SAHOO	Student, MBA	Member	8018899022 meenakshisahoo0350@gmail.com
26	JAGYASENI ROUTRAY	Student, MCA	Member	8260906490 jangyasenceroutray@gmail.com

NB:

1. A Student Grievance Redressal Meeting will be conducted by Convener/Co-Convener with submission of recommendation of esteemed members of the meeting to the Principal (Chairman) for approval and issue of order.
2. Members to be present in any meeting – Convener, Co-Convener, Dean (Admin) / Dean (Academics) / Director (IQAC), Warden of Hostels (Boys & Girls), OIC (Security), HoDs (respective students involved), Mentors (respective students involved), at least one student representative from the committee and any other members desired by Convener.


Principal 14-8-25

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