



# ST. XAVIER'S COLLEGE MAHUADANR

Estd: 2011. Affiliated to Nilamber-Pitamber University, Medininagar NPU/R/953/11

P.O- Mahuadanr, Dist. Latehar, Jharkhand 822119

Accredited with 'A+' Grade by NAAC, Recognized by UGC

AISHE-C-42763

ISO-9001:2015

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Date-17/01/2025

## Ref:

1. Guidelines of UGC ACT
2. 10<sup>th</sup> Governing Body Meeting/Dated 28/06/2017
3. F.No. 14-4/2012(CPP-II). Dated 06/05/2019
4. F.1-13 /2022(CPP-II). Dated 11/04/2023
5. Resolution adopted in Forum of HODs for reconstitution for Student Grievance Redressal Committee (SGRC)/ Dated 16/01/2025

## Order

Dr. Fr, M.K Jose Principal of St. Xavier's College as suggested by University Grants Commission, notification Ref no. 1,3 and 4, has established the **Student Grievance Redressal Committee (SGRC)** with the primary objective of addressing and resolving grievances and concerns raised by students.

Sl.No	Name of the Member	Designation	Signature
1	Dr. Fr. M.K Jose SJ (Principal)	Chairperson	
2	Mr. Subodh Minj (HOD, Department of History)	Coordinator	
3	Sr. Chandrodaya (HOD, Department of English)	Member	
4	Mr. Ronit Marcel Xess (Examination Controller & Asst. Prof. Department of Economics)	Member	
5	Mr. Shashi Shekhar (Asst. Prof. Department of Botany)	Member	
6	Mrs. Saroj Minj (Office Assistant)	Member	
7	Ms. Nisha Deepti Tigga (President of Student Council)	Member	

## **Objectives of the Student Grievance Redressal Committee:**

To provide opportunities for redressal of certain grievance of students already enrolled in institution.

17/01/2025  
Principal  
St. Xavier's College  
Mahuadanr





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- Grievance Redressal Related to Students:** SGRC functions as an arena where grievances of students relating to any academic, administrative, or personal matters could be heard. These grievances may include complaints related to pedagogy, course content, examination processes, faculty misbehaviour, facilities, or any other issue that may determine the ambience in the college.
- Fair and Transparent:** SGRC assures that the grievance will be resolved in a fair and transparent way. No complaint should be discussed outside of the SGRC, and appropriate action on complaints must be taken within a stipulated time.
- Encouragement of a Positive Environment:** The Student Grievance Redressal Committee aims to provide a mode of resolving conflicts and grievances so as to promote a respectful and cordial atmosphere on the campus. It encourages students to maintain mutual respect, cooperation, and open communication.
- Encouragement of Student Participation:** The SGRC encourages students to actively participate in creating a learning environment by generating feedback or suggestions about academics, infrastructure, or administration processes. The committee makes sure that student voices get a hearing and that adequate action is taken on them.
- Prevent Ragging and Harassment:** The SGRC will oversee reports of unlawful conduct involving ragging and harassment and discrimination of any kind. The college embraces a "zero tolerance" policy in the belief that such behaviours require absolute curtailment, and actions are taken by the GRC accordingly.

## Key Functions

- Grievance Submission:** Students are permitted to submit grievances that they wish to file related to academic, administrative, and personal matters. Nature of complaint can be submitted either through suggestion/complaint boxes or in person. SGRC ensures the least controversy on such subjects and anonymity for all parties concerned.
- Investigation and Resolution:** The SGRC will investigate every grievance heard by it while seeking to understand the case fully and come out with necessary actions for the resolution of the problems. The parties concerned will be informed of the developments, and efforts would be made to prevent recurrences.
- Advisory Role:** It helps with the resolving of conflicts in students by offering advice and assists in amicable settlements of disputes between individuals.
- Awareness Program:** The Committee organizes awareness programs, workshops, and seminars to spread information about the rights and responsibilities among students and staff, as well as the mechanism for grievance redressal.

  
17/01/2025  
Principal  
St. Xavier's College  
Mahuadanr