

COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

No. CEM/107/D/1146/Students Grievance/ 01 /2025

23rd August, 2025

MEMO

Subject : Students Grievance Redressal Committee

In pursuance with the directive by AICTE vide letter No. 1-101/DPG/AICTE/Regulation/2017 dated 20th February, 2017, a Students Grievance Redressal Committee is hereby constituted (SGRC) as under:

The Committee :

a) Chairman :

Prof. Dilip Kumar Gayen, Director - Chairman

b) Member :

- | | | |
|------|------------------------------|------------|
| i) | Prof. Arko Banerjee, AP, BSH | - Convener |
| ii) | Prof. Lipika Datta, AP, CSE | - Member |
| iii) | Prof. Dipankar Saha, AP, ECE | - Member |

c) Students' Representative (Special Invitee)

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| i) | Mr. Arghadeep Chakraborty (CSE/23/136) |
| ii) | Ms. Sneha Manish (AIML/23/52) |

Note :

- i) The term of the members and the special invitee shall be of two years.
- ii) The quorum for the meeting including the Chairperson but excluding the special invitee, shall be three.
- iii) In considering the grievances before it, the SGRC shall follow principles of natural justice.
- iv) The SGRC shall send its decision to the Governing Body of the Institute and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.
- v) Any student aggrieved by the decision of the SGRC may prefer an appeal to the Ombudsperson within a period of fifteen days from the date of receipt of such decision.

This supersedes all other Memos issued earlier in this regard.


Prof. Dr. Dilip Kumar Gayen
Director

Copy to :

- 1) All HoDs
- 2) DR (F&A)
- 3) All Members
- 4) All Notice Boards
- 5) Personal files.