



Jagan Institute of Management Studies **jims**

NAAC A++ Grade & NBA Accredited MCA Program
3, Institutional Area, Sector-5, Rohini, Delhi-110085

5(c).Proceeding of Students' Grievance Redressal Committee Annexure VI-C



Ref.No.:JIMS(Rohini)/2024-25/380

Joint Registrar
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka
New Delhi-110078

Sahar
11/06/25

Date: 11/06/2025

Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

Sub : Submission of Report of the proceeding of SGRC

Dear Madam,

This is with the reference to submission of the proceeding of SGRC to the university every semester.

In compliance of the same, please find enclosed herewith the Minute of the meeting of Students' Grievance Redressal Committee held in the month of April, 2025 for information and necessary action.

Thanking and assuring you our best attention always.

Dr. Praveen Arora
Dr. Praveen Arora
Principal & Dean



Encl.: As stated above





Date: 14/04/2025

NOTICE

Subject: SGR Meeting to be held on 19/04/2025

It has been decided to hold meeting of the Students Grievance Redressal Committee (SGRC) in the conference room of the institute on 19/04/2025 at 11. AM with all the members to discuss student's grievance if any, we request you to kindly make yourself available for smooth conduct of the SGRC meeting.

Dr. Manjot Kaur Bhatia
Convenor, SGRC

CC:

1. Dr. Praveen Arora, Professor & Dean
2. Dr. Parminder Kaur, Professor
3. Dr. Deepak Chahal, Professor
4. Mr. Achman Saxena, Student Representative, MCA





Minutes of Meeting

A meeting of the Student Grievance Redressal Committee (SGRC) for the University affiliated Programs was held on 19.04.2025 at 11.00 A.M in the Conference room of the institute, to discuss the following agenda

The following members were present in the meeting:

- | | |
|---------------------------|------------------------|
| 1. Dr. Praveen Arora, | Principal |
| 2. Dr. Manjot Kaur Bhatia | Professor |
| 3. Dr. Parminder Kaur | Professor |
| 4. Dr. Deepak Chahal | Professor |
| 5. Mr. Achman Saxena | Student Representative |

Agenda 01: Review of previous meeting

The detailed report of the action taken on the Previous Minute of Meeting was placed on record and the same was approved.

Agenda 02: Updation of marks in the 4th semester of Arjun Sharma student of BCA Program.
Principal informed, that the matter was resolved by university level and updated 4th semester marksheet was issued to him.

Agenda 03: Correction in the Father's name of Lalit Bisht, student of BCA Program
Convenor informed the house that, the student's father name of Lalit Bisht in the 1st semester was updated by the university. (Matter Closed)

Agenda 04: 03 applications forwarded for correction (changes in the photos) in the Degree and consolidated mark sheet

Principal informed the institute had received the corrected degree and consolidated marksheet of the Twinkle Kumar, Yash Gupta, Siddharth Vashisht by the university. (Matter closed.)

Agenda 05: Forwarding application of Nishant Garg, a student of BBA Program

Dr. Parminder Kaur Bajaj, COE informed the house the application of Nishant Garg was resolved by the university. She further informed that; she was called by the university as she was one of the members of the committee of the said case. (Matter was closed)

Agenda 06: Wrong enrolment number was typed in the 1st semester mark of Gautam Chauhan

Convenor informed that an application has been received to us by Gautam Chauhan for wrong enrolment number issued to him, the institute has forwarded his application vide letter no. JIMS(Rohini)/2024-25/308, date:17.02.2025; the same is still awaited.





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Agenda 07: Applications received for rechecking / providing certified answer sheet of the following students

Dr. Parminder Bajaj, Informed that the department has received 06 nos. of applications for exam result declared. Further she informed the house that the students' applications were also forwarded to the university for necessary action, the details are as follows.

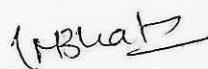
Name of the student	Program	Application for	Letter send to university
Asees Kaur	BBA	Rechecking of BBA 103	. JIMS(Rohini)/2024-25/305; Date: 03.02.2025
Parth Harjai	BCA	Providing certified copy of answer sheets of BCA 107 T	JIMS(Rohini)/2024-25/304 Date: 03.02.2025
Namish Sharma	BCA	Rechecking BCA 107 T	JIMS(Rohini)/2024-25/303 Date: 31.01.2025
Gaurav Meena	BCA	Rechecking of BCA 107 T	JIMS(Rohini)/2024-25/303 Date: 31.01.2025
Jiya	BCA	Rechecking of BCA 107 T	JIMS(Rohini)/2024-25/303 Date: 31.01.2025
Mehak Kathuria	BCA	Providing certified copy of answer sheets of BCA 107 T & BCA 101 T	JIMS(Rohini)/2024-25/303 Date: 31.01.2025

Agenda 08: Request to add Father's Name in mark sheets of Navansh Verma, a student of BBA; Batch 2016-19

The institute has forwarded the application of Navansh Verma vide letter no. JIMS(Rohini)/2024-25/2025; Date: 02-01-2025 with a subject citing that in place of his father's name it is written NA in all marksheets, certificates. The same is still awaited.

Agenda 09: Any other agenda with the permission of the chair

No other agenda was raised and the meeting ended with vote of thanks.


Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC



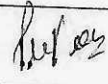
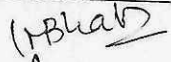
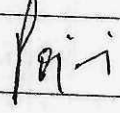
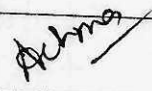


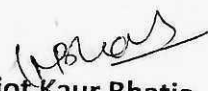
Jagan Institute of Management Studies

NAAC A++ Grade & NBA Accredited MCA Program

3, Institutional Area, Sector-5, Rohini, Delhi-110085

Attendance sheet of MOM dated 19.04.2025

S.N	Name of the member	Designation	Signature
1	Dr. Praveen Arora	Principal	
2	Dr. Manjot Kaur Bhatia	Professor	
3	Dr. Parminder Kaur Bajaj	Professor	
4	Dr. Deepak Chahal	Professor	
5	Mr. Achman Saxena	Student Representative	


Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC



Ref.No.:JIMSR/2024-25/304

Date: 22-02-2025

Joint Registrar
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka
New Delhi-110078

Sub : Submission of Report of the proceeding of SGRC

Dear Madam,

This is with the reference to submission of the proceeding of SGRC to the university every semester.

In compliance of the same, please find enclosed herewith the Minute of the meeting of Students' Grievance Redressal Committee held in the month of January, 2025 for information and necessary action.

Thanking and assuring you our best attention always.

Praveen
Dr. Praveen Arora
Principal & Dean



Encl.: As stated above

Anurag
24/02/25
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078





Jagan Institute of Management Studies

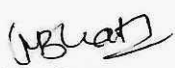
NAAC A++ Grade & NBA Accredited MCA Program
3, Institutional Area, Sector-5, Rohini, Delhi-110085

Date: 20/01/2025

NOTICE

Subject: SGR Meeting to be held on 25/01/2025

It has been decided to hold meeting of the Students Grievance Redressal Committee (SGRC) in the conference room of the institute on 25/01/2025 at 11. AM with all the members to discuss student's grievance if any, we request you to kindly make yourself available for smooth conduct of the SGRC meeting.


Dr. Manjot Kaur Bhatia
Convenor, SGRC

CC:

1. Dr. Praveen Arora, Professor & Dean
2. Dr. Parminder Kaur, Professor
3. Dr. Deepak Chahal, Professor
4. Mr. Achman Saxena, Student Representative, MCA





Minutes of Meeting

A meeting of the Student Grievance Redressal Committee (SGRC) for the University affiliated Programs was held on 25.01.2025 at 11.00 A.M in the Conference room of the institute, to discuss the following agenda

The following members were present in the meeting:

- | | |
|---------------------------|------------------------|
| 1. Dr. Praveen Arora, | Principal |
| 2. Dr. Manjot Kaur Bhatia | Professor |
| 3. Dr. Parminder Kaur | Professor |
| 4. Dr. Deepak Chahal | Professor |
| 5. Mr. Achman Saxena | Student Representative |

Agenda 01: Review of previous meeting

The detailed report of the action taken on the Previous Minute of Meeting was placed on record and the same was approved.

Agenda 02: Updation of marks in the 4th semester of Arjun Sharma student of BCA Program.

Principal informed, that the matter is still pending at university level to the application of Arjun Sharma forwarded by the institute.

Agenda 03: Correction in the Father's name of Lalit Bisht, student of BCA Program

Convenor informed the house that, the student's father name of Lalit Bisht in the 1st semester is still pending at university end.

Agenda 04: 03 applications forwarded for correction (changes in the photos) in the Degree and consolidated mark sheet

Principal informed the institute had forwarded 03 applications for changes in photos attached in the degree as university had inadvertently printed same photos in all the 03 degree and consolidated mark sheet of the below students. Upon enquiring about the status, our representative was told that these degree will be issued in next convocation and if any urgency required from the student end, then concern student has to approach university by paying rs.5000/-for the same, which is not acceptable by the student as well as institute as the mistake was from the university side.

Agenda 05: Forwarding application of Nishant Garg, a student of BBA Program

Dr. Parminder Kaur Bajaj, COE informed the house the institute had forwarded the application of Nishant Garg a student of BBA Program for not updating his marks in Paper code 017103 after assurance given by the officer of the university. Letter forwarded by us is JIMS(Rohini)/2024-25/298; Date: 22-01-2025.

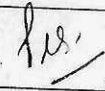
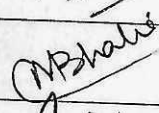
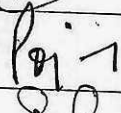
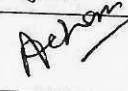




Jagan Institute of Management Studies

NAAC A++ Grade & NBA Accredited MCA Program
3, Institutional Area, Sector-5, Rohini, Delhi-110085

Attendance sheet of MOM dated 25.01.2025

S.N	Name of the member	Designation	Signature
1	Dr. Praveen Arora	Principal	
2	Dr. Manjot Kaur Bhatia	Professor	
3	Dr. Parminder Kaur Bajaj	Professor	
4	Dr. Deepak Chahal	Professor	
5	Mr. Achman Saxena	Student Representative	



Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC





Ref.No.:JIMSR/2024-25/280

Date: 05-12-2024

Joint Registrar
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka
New Delhi-110078

Sandip
06/12/24

Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

Sub : Submission of Report of the proceeding of SGRC

Dear Madam,

This is with the reference to submission of the proceeding of SGRC to the university every semester.

In compliance of the same, please find enclosed herewith the Minute of the meeting of Students' Grievance Redressal Committee held in the month of October, 2024 for information and necessary action.

Thanking and assuring you our best attention always.

Dr. Praveen Arora
Dr. Praveen Arora
Principal & Dean



Encl.: As stated above

Praveen
Jagan Institute of Management Studies
Rohini, Sector-5, Delhi-85

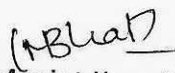


Date: 21/10/2024

NOTICE

Subject: CSGR Meeting to be held on 26/10/2024

It has been decided to hold meeting of the Collegiate Students Grievance Redressal Committee (CSGRC) in the conference room of the institute on 26/10/2024 at 11. AM with all the members to discuss student's grievance if any, we request you to kindly make yourself available for smooth conduct of the CSGRC meeting.


Dr. Manjot Kaur Bhatia
Convenor, CSGRC

CC:

1. Dr. Praveen Arora, Professor & Dean
2. Dr. Parminder Kaur, Professor
3. Dr. Deepak Chahal, Professor
4. Mr. Achman Saxenai, Student Representative, MCA





Jagan Institute of Management Studies

NAAC A++ Grade & NBA Accredited MCA Program
3, Institutional Area, Sector-5, Rohini, Delhi-110085

Minutes of Meeting

A meeting of the Collegiate Student Grievance Redressal Committee (SGRC) for the University affiliated Programs was held on 26.10.2024 at 11.00 A.M in the Conference room of the institute, to discuss the following agenda

The following members were present in the meeting:

- | | |
|---------------------------|------------------------|
| 1. Dr. Praveen Arora, | Principal |
| 2. Dr. Manjot Kaur Bhatia | Professor |
| 3. Dr. Parminder Kaur | Professor |
| 4. Dr. Deepak Chahal | Professor |
| 5. Mr. Achman Saxena | Student Representative |

Agenda 01: Review of previous meeting

The detailed report of the action taken on the Previous Minute of Meeting was placed on record and the same was approved.

Agenda 02: Update in the Practical marks of Divyanshu, student of MCA Program Batch 2021-23

Principal informed that university has updated external practical paper marks of Divyanshu, a student of MCA program, the matter closed.

Agenda 03: Request to correct the name of Vivek Singh student of BBA; Batch 2021-24

Principal informed that university has updated the name from Vivek to Vivek Singh by Admission branch, GGSIP University. Matter is closed.

Agenda 04: Updation of marks in the 4th semester of Arjun Sharma student of BCA Program.

Principal informed, that the matter is still pending at university level to the application of Arjun Sharma forwarded by the institute.

Agenda 05: Request to issue correct Degree of Sparsh Srivastava

Convenor informed that the title of Sparsh Srivastava in Hindi Version which was mistake in spelling has been corrected by the university. The matter was closed.

Agenda 06: Paper code BBA 207 is not mentioned in Admit card of Diya Jain of BBA Program

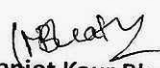
Convenor informed that the Paper code BBA 207 is not mentioned in Admit card of Diya Jain of BBA Program Batch 2024-28 for forthcoming End Term Semester Examinations of the University held during the month of November 2024-January, 2025 vide letter no Ref.No. JIMS(Rohini)/2024-25/256 Date: 22-11-2024

Agenda 07: Correction in the Father's name of Lalit Bisht, student of BCA Program

Convenor informed the house that, the student father name has been corrected in 2nd and 3rd but they have not updated in the 1st semester so a letter has been sent to university for correction vide letter no. JIMSR/2024-25/223 dated 10.2024

Agenda 08: Any other agenda with the permission of the chair

No other agenda was raised and the meeting ended with vote of thanks.


Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC

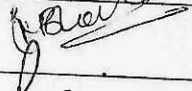
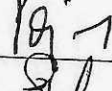
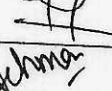
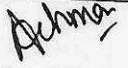


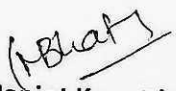


Jagan Institute of Management Studies

NAAC A++ Grade & NBA Accredited MCA Program
3, Institutional Area, Sector-5, Rohini, Delhi-110085

Attendance sheet of MOM dated 26.10.2024

S.N	Name of the member	Designation	Signature
1	Dr. Praveen Arora	Principal	
2	Dr. Manjot Kaur Bhatia	Professor	
3	Dr. Parminder Kaur Bajaj	Professor	
4	Dr. Deepak Chahal	Professor	
5	Mr. Achman Saxena	Student Representative	


Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC



Ref.No.:JIMSR/2024-25/168

Date: 25.09.2024

Joint Registrar
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka
New Delhi-110078

Saleed
25/09/24
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

Sub : Submission of Report of the proceeding of SGRC

Dear Madam,

This is with the reference to submission of the proceeding of SGRC to the university every semester.

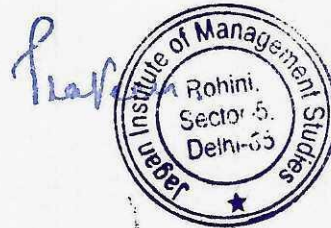
In compliance of the same, please find enclosed herewith the Minute of the meeting of Students' Grievance Redressal Committee held in the month of July, 2024 for information and necessary action.

Thanking and assuring you our best attention always.

Praveen
Dr. Praveen Arora
Principal & Dean



Encl.: As stated above.





Date: 22/07/2024

NOTICE

Subject: CSGR Meeting to be held on 27/07/2024

It has been decided to hold meeting of the Collegiate Students Grievance Redressal Committee (CSGRC) in the conference room of the institute on 27/07/2024 at 11. AM with all the members to discuss student's grievance if any, we request you to kindly make yourself available for smooth conduct of the CSGRC meeting.

Manjot
Dr. Manjot Kaur Bhatia
Convenor, CSGRC

CC:

1. Dr. Praveen Arora, Professor & Dean
2. Dr. Parminder Kaur, Professor
3. Dr. Deepak Chahal, Professor
4. Mr. Govind Saini, Student Representative, MCA





Minutes of Meeting

A meeting of the Collegiate Student Grievance Redressal Committee (SGRC) for the University affiliated Programs was held on 27.07.2024 at 11.00 A.M in the Conference room of the institute, to discuss the following agenda

The following members were present in the meeting:

- | | |
|---------------------------|------------------------|
| 1. Dr. Praveen Arora, | Principal |
| 2. Dr. Manjot Kaur Bhatia | Professor |
| 3. Dr. Parminder Kaur | Professor |
| 4. Dr. Deepak Chahal | Professor |
| 5. Mr. Govind Saini | Student Representative |

Agenda 01: Review of previous meeting

The detailed report of the action taken on the Previous Minute of Meeting was placed on record and the same was approved.

Agenda 02: Request to update the Practical marks of Divyanshu, student of MCA Program Batch 2021-23

Principal informed that a letter has been forwarded to the university regarding ABSENT mark in external practical paper marks of Divyanshu, a student of MCA, although the student has appeared in the practical papers. Further she informed that, the student has also personally contact the IP dept for the same, they have assured that within 10 days will issue the corrected marksheet.

Agenda 03: Request to correct the name of Vivek Singh student of BBA; Batch 2021-24

Principal informed that no action has been taken by the university as on date to the application of Vivek Singh student of BBA program for correction in name **from Vivek to Vivek Singh** to Admission branch, GGSIP University. Matter is pending at university level till date

Agenda 04: Updation of marks in the 4th semester of Arjun Sharma student of BCA Program.

Principal informed, that the matter is still pending at university level to the application of Arjun Sharma forwarded by the institute.

Agenda 05: Request to issue correct Degree of Sparsh Srivastava

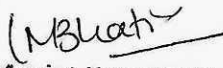
Dr. Manjot Bhatia, Professor informed that the title of Sparsh Srivastava in Hindi Version which was mistake in spelling has been corrected by the university and accordingly they have send us the corrected degree and the student has received the same from us.

Agenda 06: To elect student representative in SGRC

Principal informed the members that present student representative (Mr. Govind Saini) has graduated MCA program. Therefore, new student representative has to be elected for the SGRC. She further requested convenor of SGRC to elect new member after admission of First year students.

Agenda 07: Any other agenda with the permission of the chair

No other agenda was raised and the meeting ended with vote of thanks.


Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC





Jagan Institute of Management Studies **jims**

NAAC A++ Grade & NBA Accredited MCA Program

3, Institutional Area, Sector-5, Rohini, Delhi-110085

Attendance sheet of MOM dated 27.07.2024

S.N	Name of the member	Designation	Signature
1	Dr. Praveen Arora	Principal	
2	Dr. Manjot Kaur Bhatia	Professor	
3	Dr. Parminder Kaur Bajaj	Professor	
4	Dr. Deepak Chahal	Professor	
5	Mr. Govind Saini	Student Representative	ABSENT

Dr. Manjot Kaur Bhatia
Professor and Convenor of SGRC

