



Christ Church College, Kanpur

ANNUAL REPORT 2023-24

**STUDENT GRIEVANCE & REDRESSAL COMMITTEE
(S.G.R.C)**



Christ Church College, Kanpur

STUDENTS' GRIEVANCE REDRESSAL COMMITTEE (SGRC)

Minutes of the Meeting

Date: 30/09/2023

The Students Grievance Redressal Committee meeting was held on 29/09/2023 to discuss on the INTERNAL ASSESSMENT related issues of the students.

Meeting Agenda:

Consideration of students with genuine reasons for re-tests, late submission of assignments, and other assessments at the departmental level as per the Continuous Internal Assessment (CIA) procedure as a pre-measure for avoiding students' internal assessment related grievances.

Discussion Points:



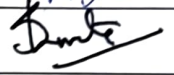



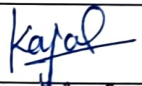

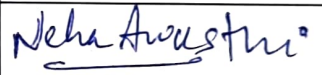


1. The committee discussed the need to address the grievances of students who, due to genuine reasons, were unable to appear for class tests, quizzes, or submit their assignments on time.
2. It was noted that the current CIA procedure requires continuous evaluation, and accommodating such students would ensure fair and equitable assessment.
3. Various measures were proposed, including allowing make-up tests, extending assignment deadlines, and providing alternative assessment methods for students with valid reasons.

Decisions Taken:

1. The committee unanimously decided to give a representation to the principal, requesting that departments be directed to consider cases of students with genuine reasons for missing assessments.
2. The representation will highlight the importance of these measures in reducing student grievances and ensuring fair evaluation.

Dr. Arifuzzaman Khan
Coordinator, SGRC

Members Present:

S. No.	Name	Designation	Signature
1.	Prof. Sabina Ronica Bodra	Vice Principal	
2.	Dr. Ashish Kumar Dubey	Proctor	
3.	Prof. Shweta Chand	Faculty Advisor	
4.	Dr. Rameshwar Prasad Mishra	Faculty Advisor	
5.	Ishita Gupta	Student Representative B. Com I	
6.	Ishita Namdev	Student Representative M. Com I	
7.	Kajal	Student Representative B. Com I	
8.	Anamta Shahabuddin	Student Representative B. Sc. I	
9.	Neha Awasthi	Student Representative M. A. I	
10.	Aartika Kumari	Student Representative M. Sc. I	
11.	Vikhyat Dubey	Student Representative B. A. I	



Dr. Arifuzzaman Khan
Coordinator, SGRC



Christ Church College, Kanpur

STUDENTS' GRIEVANCE REDRESSAL COMMITTEE (SGRC)

To

Date: 06/10/2023

The Principal
Christ Church College, Kanpur

Subject: Request for Consideration of Students with Genuine Reasons for Missing Class Tests, Quizzes, and Assignment Deadlines

Respected Sir,

As per the Students' Grievance Redressal Committee meeting decision dated 29/09/2023, I would like to bring to your kind attention that as an advance measure regarding the concerns of students who, due to genuine reasons, were unable to appear in class tests, quizzes, or submit their assignments on time, it is requested that the college consider implementing the following measures at department levels:

- Allowing make-up tests or quizzes for students who provide valid documentation for their absence.
- Extending deadlines for assignments for students who face unforeseen circumstances.
- Providing alternative assessment methods for students who are unable to participate in scheduled evaluations.

As our college follows a Continuous Comprehensive Internal Assessment system, it is crucial to address these issues to ensure fair and equitable evaluation for all students. We kindly request that these measures be directed to the respective departments for implementation.

Thank you for your understanding and consideration.

Yours sincerely,

Dr. Arifuzzaman Khan

Coordinator, SGRC



Christ Church College, Kanpur

Date: 12/10/2023

NOTICE

All the departments are hereby informed that in order to avoid any student grievance regarding their internal assessment the faculty members should consider taking re-test, viva, quiz or late submission of assignments for those students who give a genuine reason. This measure should be under the Policy for Continuous Internal Assessment (CIA) adopted by the college and should be adhered at departmental level.





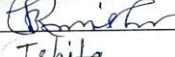
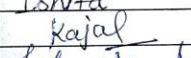
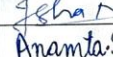
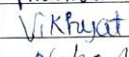






PRINCIPAL


CHRIST CHURCH COLLEGE, KANPUR

Dated: 18th April, 2024

OFFICE MEMO

A meeting of Students Grievance Redressal Committee (SGRC) will be held on April 20, 2024 at 11:00 a.m. in the Principal Office.

S.NO.	NAME	DESIGNATION	SIGNATURE
1.	Prof. Joseph Daniel	Patron	
2.	Prof. Sabina R. Bodra	Vice Principal	
3.	Dr. Ashish Kumar Dubey	Proctor	
4.	Prof. A.Z. Khan	Co-ordinator	
5.	Prof. Shweta Chand	Faculty Advisor	
6.	Prof. Firdos Katiyar	Faculty Advisor	
7.	Dr. Rameshwar Pd. Misra	Faculty Advisor	
8.	Ishita Gupta-B.Com.I	Student Representative	
9.	Kajal-B.Com.-I	Student Representative	
10.	Isha Namdev-M.Com.I	Student Representative	
11.	Amrta -B.Sc.I Anamta B.Sc.I	Student Representative	
12.	Vikayat Dubey-B.A.I	Student Representative	
13.	Neha Awasthi-M.A.I	Student Representative	
14.	Aastika Kumari	Student Representative	


PRINCIPAL
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CHRIST CHURCH COLLEGE, KANPUR

CELL/COMMITTEE: Student Grievance Redressal Committee (SGRC)

PROGRAMME:

VENUE: Principal office


DATE: 20/04/2024

ATTENDANCE

S.No.	Name	Student/ Research Scholar/ Faculty	Class/ Designation	Signature
1.	Joseph Paul	Principals	Professor	Joseph Paul
2.	A.Z. Khan	Faculty	Professor	A.Z. Khan
3.	Dr Shweta Chand	Faculty	Professor	Shweta
4.	Dr. Firdos Khatun	Faculty	Professor	Firdos
5.	Dr. Rameshwar P. Mishra	Faculty	Asst. Prof.	Rameshwar
6.	Dr. Sabina R. Bodra	Faculty	Professor	Sabrina
7.	Ishita Gupta	Student	Class B. Com	Ishita
8.	Isha Namdeo	Student	M. Com 2 sem	Isha Namdeo
9.	Anamta Shahabuddin	Student	B.Sc I Sem 2	Anamta S.
10.	Kajal	Student	B. Com II Ind Sem	Kajal
11.	Neha Awasthi	Student	M.A II Ind Sem	Neha
12.	Aastika Kumari	Student	M.Sc. II Ind Sem	Aastika
13.	Vikhyat Dubey	Student	BA Sem 2	Vikhyat

CONVENER / COORDINATOR



 GPS Map Camera

Kanpur, Uttar Pradesh, India
F9C3+C5Q, Khas Bazar, Shiwala, Patkapur, Kanpur, Uttar Pradesh 208001, India
Lat 26.471318°
Long 80.352951°
20/04/24 11:13 AM GMT +05:30

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 GPS Map Camera

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Gist of Student Grievances during the session

The problems raised by the student representatives were relating to project preparation in P.G group by their representative Isha Namdev of M.Com (P), Neha Awasthi of M.A (P) and Ankita kumari of M.Sc (P). The student representatives were asked to report the problem to their allotted supervisors. A special session was held in their respective departments for these students, subsequently, the student representatives reported that their grievances have been settled.

Ishita Gupta representative of B.Com students discussed the problem of back paper and the Principal resolved the problem, through the college office.

Finally student representatives namely Kajal of B.Com I, Anamta Shahabuddin of B.Sc I and Vikhyat Dubey of B.A I raised the issue of books shortage and library problems , they were assured that the librarian would be advised to take cognizance of these issues and resolve them at the earliest . Moreover the students were apprised of the procedure to access the digital resources through NLIST.

Apart from this Nashra Ahmed B.Com II approached regarding canteen problems which was referred to the College Canteen Committee.

The students do not have any problem except these few mentioned above.

Prof A.Z. Khan
Co-ordinator