



SREE NARAYANA GURU COLLEGE OF EDUCATION (B.Ed.)

(Managed by Sree Narayana Mandira Samiti)

(Linguistic Minority Institution) NAAC Accredited B+

Affiliated to University of Mumbai / NCTE Code No. APW06744/123829/2017/183252

📍 Sree Narayana Nagar, P. L. Lokhande Marg, Chembur, Mumbai - 400 089.

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Academic Year 2025 - 2026

SGRC Meeting 14th August, 2025

The meeting of the **Student Grievance Redressal Committee** was convened under the chairmanship of the IC Principal on Friday, 14th August, 2025 in the Principal's room at 3.00 pm. Following members were present:

| Name of committee member | Designation | Signature |
|---|--------------------|-----------|
| Dr. Ketki Satpute (IC Principal) | Chairperson | |
| Ms. Suman Ananthanarayan (Faculty) | Member (In-charge) | |
| Ms. Sadiya Khan (S.Y.B.Ed. Student Representative) | Special Invitee | |
| Ms. Almas Khan (S.Y.B.Ed. Student Representative) | Special Invitee | |

Minutes of the Meeting

The following points were discussed:

1. To discuss the grievances if any.

No grievances were reported by the students.

The IC Principal and the GRC In-charge congratulated the students on successfully completing their first year and conveyed best wishes for their second year. Students were encouraged to continue supporting one another and to work collectively for the welfare of their batch.

The committee reiterated the importance of open communication and reminded students of the grievance redressal process and its accessibility for addressing any academic or personal concerns.

The GRC in-charge informed the students that remedial sessions are scheduled and conducted. Moreover, there are mentoring groups for monitoring student performance and well-being as well as to motivate and help students in their academics. She assured that mentors will discuss with their groups and help students in this matter.

2. To schedule an orientation program for the students about the grievance redressal mechanism

It was decided that an orientation program on the SGRC and its functions shall be conducted for the new batch that commenced on 27th September 2025. The students will be oriented to the grievance mechanism and redressal process.

3. Any other matter within the purview of the committee with the permission of the chair.

No other matters were raised by the members present.

The meeting was concluded by a vote of thanks to the chair by the in-charge.



I/C PRINCIPAL
Sree Narayana Guru
College of Education (B.Ed.)
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SGRC Meeting 10th October, 2025

The SGRC meeting was conducted on Friday, 10th Oct, 2025 in the Principal's room at 2.30 pm. Following members were present.

| Name of committee member | Designation | Signature |
|---|--------------------|-----------|
| Dr. Ketki Satpute (IC Principal) | Chairperson | |
| Ms. Suman Ananthanarayan (Faculty) | Member (In-charge) | |
| Ms. Sadiya Khan (SYBEd Student Representative) | Special Invitee | |
| Ms. Almas Khan (SYBEd Student Representative) | Special Invitee | |

Minutes of the Meeting

The following points were discussed:

1. To discuss the grievances if any

The following grievances were put forth by the student representatives before the SGRC:

- Students be provided with ID straps that has the college name imprinted on it.
The IC Principal assured that the new ID cards that will be issued for the current academic year will have the College name on the strap.
- Additional revision lectures be conducted for the theory papers before the semester exams
The GRC in-charge informed the students that revision lectures are scheduled for the students before the semester examinations. It has been observed that quite a number of students do not attend these revision lectures. The student council members were informed to motivate their peers to attend these lectures.
- Students who are weak and not performing well be motivated and guided and remedial lectures organised for them to help them improve their scores

The IC Principal and the GRC in-charge warmly congratulated the student representatives on the successful completion of their first year and extended best wishes for their continued progress and success in the second year.

The student representatives were appreciated for maintaining a cooperative and positive environment during the previous academic year. They were encouraged to continue fostering mutual support, teamwork, and a spirit of inclusivity for the overall welfare and harmony of their batch.

The GRC in-charge reiterated the importance of open communication and emphasized that students should feel free to approach the committee for any academic or personal concerns. The grievance redressal process was once again explained in detail, highlighting the procedure for submitting grievances and ensuring confidentiality and fair resolution.

2. Any other matter within the purview of the committee with the permission of the chair.

No other matters were raised by the members present.

The meeting was concluded by a vote of thanks to the chair by the in-charge and with an assurance from the committee that all grievances would be addressed promptly, respectfully, and in a student-centric manner.



IC PRINCIPAL
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