



Ref: SVIMS/264/SGRC/L-1/2018-19

Date: 14.11.2018

**Minutes of the Meeting (Student Grievance Redressal Cell)**

Venue: Principal Room

**Members Present**

1. **Dr. Amitava Gupta** - Principal, Chairperson
2. **Mrs. Gargi Gupta** – Vice Principal, Convener
3. **Mr. Suvo Chakraborty** - HOD, BCA
4. **Mr. Krishanu Chakraborty** - HOD, BHHM
5. **Mrs. Mousumi Paul** - Assistant Professor, BTTM
6. **Mrs Shalini Mitra**- HOD, BBA

- Agenda:**
1. Action taken on the minutes of the meeting.
  2. Discuss on any grievance submitted by students.
  3. Miscellaneous

Resolved unanimously that:

1. No grievance was received in earlier.
2. As no grievance is received from anybody, no action is taken.

As there was no others matters for discussion in the meeting, so it was ended with thanks ofvotes to the chair.

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Signature of the Convener



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Signature of Chairperson  
**Principal**  
**Swami Vivekananda Institute of**  
**Modern Science**  
**Sonarpur Stn. Road, Karbala**  
**P.S. Narendrapur, Kol-103**