



## S. K. Patel Institute of Management & Computer Studies (MBA)



A constituent Institute of KADI SARVA VIDYALAYA, GANDHINAGAR

A University Established Under Gujarat State Act (No 21 of 2007) &  
Approved by UGC vide No. F.9-18/2008 (CPP-I)

Ref: skpimcs/grievance/836

11/07/2024

## Grievance Redressal Cell

Grievance Redressal System is a vital part of our college administration. It is the responsibility of the College Administration to provide a secure and satisfied environment to all its Staff and Students. The Grievance Redressal Committee has been formed in the College as per the UGC guidelines to redress the grievances of both the staff and the students.

The grievances received by the Director are forwarded to the concerned Committee members who look in to the problems depending upon the seriousness of the issue.

The Committee has been continuously striving to take the best efforts possible to create a harmonious and conducive atmosphere to everyone in question.

### Functions of the Grievance Redressal Committee

- To accept written grievances from students and staff related to the system.
- To create and implement a mechanism to handle the reported grievances.
- To forward the findings to the Management if necessary for further action.
- To represent the grievances to the concerned department.
- To conduct meetings to discuss whether the grievances have been settled.
- To make a follow-up of the matters.

As per the AICTE Notification No. PG/07/(01)/2012, Grievance Redressal Committee "OMBUDSMAN" is constituted in the S.K. Patel Institute of Management and Computer Studies, Gandhinagar for the purpose of Redressal Grievance of the students and parents and others with following members:

Name of the Committee Member	Address	Mobile Number	e-mail address
Dr. Bhavin Pandya Dean - Faculty of Management	B/303, Hari Aalay, Aashka Hospital, B/h D-mart, Sargasan, Gandhinagar	9825458354	profbhavin@gmail.com
Prof. Kavan Rana HOD SKPIMCS-MBA	B-2/103 Sparsh County, Opposite Swagat Party Plot, Randheja Gandhinagar	9427591325	Kavan3505@gmail.com



Dr. Sonu V Gupta Professor SKPIMCS-MBA	Plot No. 112/1 Sector – 3A New Gandhinagar-382023	9574564837	sonugupta2001@gmail.com
Prof. Parnika Jha Associate Professor SKPIMCS-MBA	B-93, Savitha Goving Plaza, Nr. NRI Tower, Judges Bunglow Road, Ahmedabad	9824089970	parnikajha@yahoo.com
Dr. Sandhya Harkawat Associate Professor SKPIMCS-MBA	Plot No.562/4 Vastu Nirman Society Sector 22, Gandhinagar	9428595924	sharkawat@yahoo.com
Goswami Tirth Vijaygiri Student, SKPIMCS-MBA	63 krishna kunjsahkar colony, sector -25	7359243326	tirthvgoswami2563@gmail.com
Chaudhary Maheshkumar Bhagavanbhai Student, SKPIMCS-MBA	Sardar pura (jasali) banaskantha	9724363083	mbchaudhary755@gmail.com
Suthar Teesha Prakashbhai Student, SKPIMCS-MBA	A 403, Vrajvihar Apartment, Kalol	9313529921	sutharteesha258@gmail.com
Kumavat Khushbu Nenaran Student, SKPIMCS-MBA	19, Vatsalya BAnglows, Dehgam	9825931365	khushbukumavat809@gmail.com

All the students enrolled in college have the right to appeal any academic matter in which they feel that they have been treated unfairly. Examples of student problems: Admission, Courses, Exam Faculty or Staff Conduct, Fines and Administrative Policies and Procedures. Students may file a grievance with the Grievance Redressal Cell (GRC) of the College. A Student Representative will assist students in presenting their case along with the guidance of the members of the committee as well.

Any student who wishes to file a grievance can contact the chairperson of Grievance Redressal Cell (GRC) in college office or can fill the form.

Dr. Bhavin Pandya  
Dean, Faculty of Management

