

**ACADEMIC SECTION**

MANUU/Acad/F.614/2019-20/188

30<sup>th</sup> September, 2019

**ORDERS**

**Sub: MANUU - Academic - Constitution of Committees for Departmental Student Grievance Redressal Committees (DSGRC) for Schools of Studies - Reg.**

**Ref: Approval of Vice-Chancellor dated 27.09.2019.**

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In pursuance of the UGC vide D.O.No. 14-4-2012 (CPP-11) dated 7<sup>th</sup> May, the Vice-Chancellor is pleased to constitute following Departmental Student Grievance Redressal Committees (DSGRC) for Schools of Studies:

**i. School of Education & Training:**

a)	Dean	Chairperson
b)	Prof. S.M. Rahmatullah, Professor, Dept. of Public Administration	Member
c)	Prof. Saneem Fatima, Professor, Dept. of Management & Commerce	Member
d)	Prof. Mohd.Farooq, Professor, Dept. of Urdu	Member
e)	Mr. Mohammad Razauddeen, Student	Special Invitee

**ii. School of Languages, Linguistics & Indology:**

a)	Dean	Chairperson
b)	Prof. Ehteshaam Ahmad Khan, Professor, Dept. MCJ	
c)	Prof. Mahmood Siddiqui, Dept. of Education & Training	Members
d)	Prof. M. Vanaja, Professor, Dept. of Education & Training	Member
e)	Mr. Syed Ahmed Meer, Student	Special Invitee

**iii. School of Journalism and Mass Communication:**

a)	Dean	Chairperson
b)	Prof. Abdul Wahid, Dean, School of Technology	Member
c)	Prof. Md. Farooq, Professor, Dept. of Urdu	Member
d)	Prof. Siddiqui Mohd. Mahmood, Professor, Dept. of Education & Training	Member
e)	Ms. Musheera, Student	Special Invitee

**iv. School of Sciences:**

a)	Dean	Chairperson
b)	Prof. Shagufta Shaheen, Professor, Dept. of English	Member
c)	Prof. Md. Naseemuddin Farees, Professor, Dept of Urdu	Member
d)	Prof. P.H. Mohammad, Professor, Dept. of Sociology	Member
e)	Mr. Mubarak Hussain, Student	Special Invitee

30/9/19  
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**v. School of Commerce & Business Management:**

a)	Dean	Chairperson
b)	Prof. P.H. Mohammad, Professor, Dept. of Sociology	Member
c)	Prof. M Vanaja, Professor, Dept. of Education & Training	Member
d)	Prof. Shahid Naukhez Azmi, Professor, Dept. of Persian	Member
e)	Ms. Saida Alam, Student	Special Invitee

**vi. School of Technology:**

a)	Dean	Chairperson
b)	Prof. Ehteshaam Ahmad Khan, Professor, Dept. of MCJ	Member
c)	Prof. Noushad Hussain, Dept. of Education & Training	Member
d)	Prof. Saneem Fatima, Professor, Dept. of Management & Commerce	Member
e)	Mr. Mohd Arshad, Student	Special Invitee

Terms and conditions of the above committees are as follows:

- i. A complaint from an aggrieved student relating to Department/Schools shall be addressed to the Departmental Student Grievance Redressal Committees (DSGRC);
- ii. The term of the members and the special invitee shall be for two years;
- iii. The quorum for the meeting including the Chairperson, but excluding the special invitee shall be three;
- iv. The committees shall follow principles of natural justice; and
- v. The committee shall send its report with recommendations, if any to the Vice Chancellor with a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.

  
30/11/18  
Registrar

To,

**All the Committee Members**

Copy to

1. Offices of the VC/PVC & Registrar
2. Joint Dean, Academics
3. Director, CIT (with a request to upload the same on University website)
4. Concerned file.