

## **“Students’ Grievance Redressal and Disciplinary Committee (SGRDC)”**

The JIS College of Engineering, Kalyani has an institutional “Students’ Grievance Redressal and Disciplinary Committee”. The Registrar, Dean-Academics, Dean-R&D, Dean-Students’ Affairs, Manager-Administration, Teacher-In-Charge of BA department are the members of SGRDC.

The Registrar of the college is the Chairperson of SGRDC, while TIC, BA dept. is the Convener of SGRDC. Any misconduct, undisciplined activities related to the students, inside the College campus or in the college hostels or outside the college campus are referred to” SGRDC”. The SGRDC conducts series of enquiry proceedings related to each case and does the fact finding jobs, based on the enquiry proceedings. After completing the Enquiry proceedings, SGRDC submits the final report of recommendations to the College Authority. The Head of the Institution (Principal) prepares and issues final disciplinary order notices to the concerned students, based on the report of the “SGRDC”.