MEMORANDUM

With the approval of the Director, Student Affairs Committee (SAC) is reconstituted as follows, with immediate effect:

1. Prof. M S Bobji, Mechanical Engineering
2. Prof. Ambedkar Dukkipati, CSA
3. Prof. Annapoorni Rangarajan, MRDG
4. Prof. Abha Misra, IAP
5. Prof. Partha Pratim Mondal, IAP
6. Prof. Visvesha Guttal, CES
7. Prof. Harish Seshadri, Mathematics
8. Prof. Digbijoy Nath, CeNSE
9. Prof. Upendra Nongthomba, MRDG
10. Mr. Nitin Anand, Assistant Registrar, Academic

Chair & Advisor
Member & Counselor
Member & Counselor
Member & Counselor
Member & Counselor
Member & Counselor
Chair & Advisor
Member & Counselor
Ex-Officio Member Secretary

Additional experts may be co-opted as invitees where required.

The following would be the mandates for the committee:

1. It will handle all student complaints and grievances related to academic matters, availability of academic and research facilities, student-faculty relationships and other students' affairs.

2. It will also function as the Standing Disciplinary Committee as per the clause 4 of the student's handbook of code of ethic and conduct along with standard procedures to enquire into the alleged case and recommend suitable disciplinary action.

3. It will also act as "mentoring cell". in terms of Clause 6.3.2 of the UGC regulation on curbing the menace of ragging in higher educational institution, 2009, issued vide memo No. F 1-16/2007 (CPP-II) in April 2009.

4. It will make review of student's code of ethics and conduct and make recommendations.
As mentoring cell, the Committee would be conducting the following activities, every year:
Conduct orientation programs, counselling sessions, etc., publicize anti-ragging measures, cross verify undertaking from candidates/students, cross verify undertakings from the parents/guardians and help in Anti-ragging policy formulation.

This committee may be publicized in the Institute website and student's handbook. Telephone numbers of the Advisors and Counselors may be widely publicized among students.

The Committee will be in force until further orders.

REGISTRAR

To The Chair & Advisor, Members & Counsellors & Member Secretary of the Committee
Cc: Office of Director / Deans of Administration / Deans of Division / Deans of Academics / Council of Wardens / Student's Council / Admin Officers / Prof. N. Ravishankar / Prof. Prabal Kumar Maiti / Dr. Vaijayanthi, Psychiatrist, Health Centre