

5. Framework for Students' Grievance Redressal Mechanism			
		Details	Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	: YES, AVAILABLE	
5(b)	Whether the Grievance Redressal Committee has elected students representative?	: YES	
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained (upload relevant minutes)	: YES	
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors (Upload List with schedule and notification)	: YES, AVAILABLE	
5(e)	Whether the institute has published/notified prominently the details of SGRC on website	: YES	
5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	: YES	
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	: YES	
	Marks (Maximum Marks: 100)		

27th August, 2025**NOTICE****Reg. : Grievance Redressal Committee**

In accordance with the AICTE (Redressal of grievance of students) Regulations 2019 dt. 7th Nov. 2019, a Grievance Redressal Committee is constituted to address the grievances of students for the Academic Years 2024-25. The members of the reconstituted committee are as under:

Sr. No.	Name of the Member	Designation	Email address
1	Prof. Lalit Aggrawal	Chairman	vp@meri.edu.in
2	Prof. (Dr.) Deepshikha Kalra	Committee Head	deanmeri@gmail.com
3	Dr. Ritu Aggarwal	Member	rituaggrawal@meri.edu.in
4	Riya Singh (BBA)	Student Rep.	rhearajput1230@gmail.com
5	Sultan (BCA)	Student Rep.	sultan965499sk@gmail.com
6	Anshika Mogha (MBA)	Student Rep.	anshikamovies76@gmail.com

The committee will adhere to guidelines as promulgated by AICTE and GGSIP University's Advisory dated 7th Nov., 2019 and 18th July, 2017 respectively. All Grievances registered are to be disposed off within four weeks.


Prof. Lalit Aggarwal

Director

CC. 1. All Notice Boards of MERI

2. Website

3. All Faculty Members

Grievance Redressal Committee

Procedure for Seeking Redressal of Complaint

27th August 2025

1. The aggrieved student or person seeking redressal of grievance may submit an application to the committee head.
2. On receipt of an application the committee head shall inform the Committee Chairman and shall immediately provide a copy to the Chairman for furnishing its reply within seven days
3. The Committee Chairman shall fix a date for hearing the complaint which shall be communicated to the institute and the aggrieved person either in writing or electronically, as may be feasible.
4. An aggrieved person may appear either in person or represented by such person as may be authorised to present his case.
5. The Committee Chairman shall be guided by principles of natural justice whilst hearing the grievance.
6. The Committee Chairman shall ensure disposal of every application within one month of receipt for speedy redressal of grievance.
7. The institute's staff shall be expected to co-operate with the Committee Chairman in redress of grievances and failure to do so may be reported by the Committee Chairman.
8. On the conclusion of proceedings, the Committee Chairman shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue.
9. Every order under clause (8), under the signature of the Committee Chairman shall be provided to the aggrieved person and the university and AICTE shall be placed on the website of institute.
10. The institute shall comply with the order of the Committee Chairman.
11. A complaint shall be filed by the aggrieved student, his/her parent or with a special permission from the Committee Chairman, by any other person.
12. In case of any false/frivolous complaint, the Committee Chairman may order appropriate action against the complainant.

13. The principles and procedures outlined above shall apply to the working of the Grievance Redressal Committee in the Institute except:

- a) In case of lack of unanimity, the Grievance Committee shall take decisions by majority;
- b) The Grievance Committee shall communicate its decisions within ten days of receipt of the complaint.

14. The Institute shall provide detailed information regarding provisions of grievance redressal mechanism, the Committee Chairman and the duties and rights of students in their prospectus prominently.


Prof. Lalit Aggarwal
Director

Nominations for Grievance Redressal committee

 deanmeri@meri.edu.in (not shared) Switch account



* Required

Name *

Your answer

Course *

- ☒ MBA
- ☐ BBA
- ☐ BCOM(H)
- ☐ BAJMC

Semester *

- ☒ I
- ☐ II
- ☐ III
- ☐ IV
- ☐ V
- ☐ Vi

Write in brief why you want to be the member of grievance redressal committee(up to 100 words)

*

Your answer

Any other Committee you are part of

- ☐ Disaster Management
- ☐ Anti ragging Committee
- ☐ Students Welfare
- ☐ SC& ST committee

Submit

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Google Forms





Dean MERI <deanmeri@meri.edu.in>

Fwd: Complaint received from BCA Student from MERI by the office of the Proctor, GGSIP University regarding bullying and physical assault.

MERI COLLEGE <meribs@meri.edu.in>

Thu, Sep 29, 2022 at 12:05 PM

To: Dr Deepshikha Kalra <deepshikha.kalra@meri.edu.in>, Dr Sumit Chauhan <sumit.chauhan@meri.edu.in>, "Dr. Ritu Aggrawal" <rituaggrawal@meri.edu.in>

Cc: Dean MERI <deanmeri@meri.edu.in>

----- Forwarded message -----

From: **Proctor GGS Indraprastha University, Delhi** <proctor@ipu.ac.in>

Date: Thu, Sep 29, 2022 at 11:28 AM

Subject: Re: Complaint received from BCA Student from MERI by the office of the Proctor, GGSIP University regarding bullying and physical assault.

To: MERI COLLEGE <meribs@meri.edu.in>

 Dear madam,

Reference to your letter no. MERI/OFFICE/DEAN/MBA/2022/73 dt: 23.09.2022, please find enclosed the letter

*Prof. Rita Singh
Proctor
Guru Gobind Singh Indraprastha University
Dwarka, Sector 16c
New Delhi 110078
Ph: 011-25302998*

[Quoted text hidden]

 **letter.pdf**
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Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi 110 078
Office of The Proctor

File no. GGSIPU/Proctor/2022-23/

Dated: 27/09/2022

To

The Director,
Management Education & Research Institute (MERI),
52-55, Institutional Area,
Janakpuri,
New Delhi – 110 058

Subject: Complaint received from BCA Student from MERI by the office of the Proctor, GGSIP University pertaining to bullying and physical assault and reply / comments receive from MERI.

Dear madam,

This has reference to this office email dated 12.09.2022 and your subsequent reply vide letter no. MERI/office/Dean/MBA/2022/73 dt: 23.09.2022 on the subject, cited above.

In this connection, office of the Proctor, GGSIP University expresses its appreciation for the follow up / prompt action taken at your end against our email dt: 12.09.2022 in the above matter. Your initiative to redress the grievances of Sh. Chirag Gupta / or any other student under similar circumstances shall result into relieving their mental pressure and enable them to dedicate themselves in the course of study that they have chosen.


(Prof. Rita Singh)
Professor / Dean, USEM & Proctor
GGS IP University
27/9/2022

21st May, 2025**NOTICE****Reg.: Disaster Management Committee**

As per the guidelines of the National Disaster Management Authority on prevention, mitigation, and preparedness for disaster, a committee has been constituted with the following students and staff of MERI:

Sr. No.	Name of the Member	Designation	Email address
1	Prof. (Dr.) Deepshikha Kalra	Dean	deanmeri@meri.edu.in
2	Dr. Ritu Aggrawal	HOD (IT)	rituaggrawal@meri.edu.in
3	Dr. Sumit Chauhan	Member	sumit.chauhan@meri.edu.in
4	Mr. Amit V Hans	Member	amitvhans@meri.edu.in
5	Sonali Negi (MBA Student)	Member	sonalinegi1643@gmail.com
6	Anika Vij (BBA Student)	Member	anika.vij1802@gmail.com
7	Aastha Rana (BA(JMC) Student)	Member	Aastha62089@gmail.com

The committee will adhere to guidelines issued on this behalf from time to time and will ensure the implantation of the Disaster Management Plan of the Institute.

Prof. Lalit Aggarwal
Director

Copy to:

1. All Notice Boards
2. Website

Ref.: Dean/MBA/Notice/2025/06

Date: 21.08.2025

NOTICE

Dear students,

This is to inform you all that Ms. Shubham Dhir the Students Counsellor is available on Tuesday, Thursday and Saturday working days in Room No.407 from 3:30 p.m. to 5.30 p.m..

Any student who faces any stress or any problem related to academic or non-academic issue can contact her.



Prof. (Dr.) Deepshikha Kalra
Dean

CC:

All Notice Boards

All Faculty Members and Staff

HOD (JMC): For information please

Head (HR): For information please

HOD (IT): For information please

Head MERI CIS : For information please

Advisor : For information please

CFO: For information please

Vice President: For information please



rachna verma <rachna.verma@meri.edu.in>

Fwd: Reg: Availability of counsellor

1 message

Arti Sharma <arti.sharma@meri.edu.in>

Thu, Aug 21,
2025 at 3:18
PM

To: rachna verma <rachna.verma@meri.edu.in>

----- Forwarded message -----

From: **Dr. Shikha Gupta** <shikha.gupta@meri.edu.in>

Date: Thu, Aug 21, 2025 at 3:17 PM

Subject: Fwd: Reg: Availability of counsellor

To: Arti Sharma <arti.sharma@meri.edu.in>

----- Forwarded message -----

From: **Dean MERI** <deanmeri@meri.edu.in>

Date: Thu, Aug 21, 2025, 21:01

Subject: Reg: Availability of counsellor

To: IPU BCOM 2024-2027 <bcom2024@meri.edu.in>, IPU MBA 2024-2026 section A <mba2024secA@meri.edu.in>, IPU MBA 2024-2026 section B <mba2024secB@meri.edu.in>, IPU BCA 2024-2027 <ipubca2024@meri.edu.in>, IPU BAJMC 2024-2027 section A <bajmc2024secA@meri.edu.in>, IPU BAJMC 2024-2027 section B <bajmc2024secB@meri.edu.in>, IPU BBA 2024-2027 section B <bba2024secB@meri.edu.in>, IPU BBA 2024-2027 section E <bba2024secE@meri.edu.in>, IPU BBA 2024-2027 section A <bba2024secA@meri.edu.in>, IPU BBA 2024-2027 section C <bba2024secC@meri.edu.in>, IPU BBA 2024-2027 section D <bba2024secD@meri.edu.in>, BBA2023-2026 <bba2023@meri.edu.in>, BCOM(H) - Batch 2023-2026 <bcom23-25@meri.edu.in>, BBA 2023-2026 Section B <bba2023b@meri.edu.in>, BBA 2023-2026 Section A <bba2023a@meri.edu.in>, BBA 2023-2026 Section C <bba2023c@meri.edu.in>, BBA 2023-2026 Section D <bba2023d@meri.edu.in>, BA(JMC) 2023-2026 section A <bjmc2023a@meri.edu.in>, BA(JMC) 2023-2026 section B <bjmc2023b@meri.edu.in>, BJMC2023-2026 <bjmc2022@meri.edu.in>, MBA(2023-25) Sec A <mba23-25seca@meri.edu.in>, MBA(2023-25) Sec B <mba23-25secb@meri.edu.in>

Cc: Faculty-JKP <faculty@meri.edu.in>, Staff-JKP <staff@meri.edu.in>, Sh. S.K Agarwal <cfo@meri.edu.in>, S K Goel <meridirco@meri.edu.in>, Prof Lalit Aggarwal <vp@meri.edu.in>

Dear students

This is to inform you all that Ms Shubham Dhir the Student counsellor is available on all working days from 3:30 PM to 5:30 PM in Room no 407

Any student who faces any stress or any problem related to academic or non academic issue can contact her.

With regards

Prof(Dr) Deepshikha Kalra

--

THANKS & REGARDS,

ARTI SHARMA
MERI

MERI/HR/INTENT

April 1, 2022

Prof. Lalit Aggarwal
Vice President

Ms. Shubham Dhir
WZ-33/2, Asalat Pur,
Jankapuri,
New Delhi – 110 058

Dear Ms. Shubham Dhir,

With reference to your application and subsequent personal interview, we are pleased to appoint you as regular Counsellor / Psychologist in our Institute on the terms and conditions as discussed.

You are expected to join duty w.e.f. 7th April, 2022.

Please return the duplicate copy of this letter duly signed by you in confirmation of your having accepted the offer of appointment.


Prof. Lalit Aggarwal
Vice President

✓
Accepted


(Shubham Dhir)

SHUBHAM DHIR
(female)

E-mail: shubhamdhir121@gmail.com | Phone: +91 9654766069
Address: WZ- 33/2 Asalat Pur, Janak Puri, New Delhi-110058

OBJECTIVE

To make positive contribution as part of your dynamic and well reputed organization in a position where my counselling skills, decision making and communication skills will be appreciated and enhanced.

EDUCATIONAL QUALIFICATIONS

Course (Stream)/Examination	Institution/University	Year	Performance
Post Graduation in Psychology	University of Delhi – north campus Daulat Ram College	2019	70%
Bachelor in Psychology (Hons)	University Of Delhi – keshav Mahavidyala College	2017	77%
HSC (12 th) (Humanities)	CBSE – Sumermal Jain Public School	2014	82%
SSC (10 th)	CBSE – Sumermal Jain Public School	2012	68%

Modules – Cognitive Psychology, Positive Psychology, Emotions, Social Psychology, Cognitive Behavioural Therapy, Multivariate Techniques, Neurodevelopmental Disorders, Cognitive Development in Early Infancy and Childhood

EXPERIENCE

Currently working in **Dr. Ram Manohar Lohia Hospital (RML)** as a post of Junior Research Associate (JRA)

- the project "Screening and Assessment Toolkit for Specific Learning Disability (SATKit - SLD)

INTERNSHIPS

GRIPMER- The Ganga Ram Institute for Post graduate Medical Education & Research

Completed one month internship at the Department of Psychiatry with Dr. Rajiv Mehta

- Basic psychophysiological and cognitive workups
- Interaction and assessment of patients
- Giving cognitive interventions to patient

MENTAL HEALTH FOUNDATION (INDIA)

As a member of MHF intervention team for six months

Providing Psychological First Aid for Tihar Jail inmates

Got Appreciation certificate after conducting activities in Tihar Jail

International Conference on Indian Culture and psychology

Consciousness Perspective, Swadeshi Indology Conference Series on Indian Mind science

NATIONAL CONFERENCE IN KESHAV MAHAVIDYALA

Youth in contemporary society, issues and challenges.

Tutor, Psychology

- Teaching 11th and 12th grade CBSE students

ATTENDED WORKSHOPS

- THEMATIC APPRECEPTION TEST (9TH-10th june)
- COGNITIVE BEHAVIOURAL THERAPY (8th feb)
- TRANSACTIONAL ANALYSIS (7TH feb)
- QUALITATIVE TECHNIQUES:CONTENT ANALYSIS (15TH SEP 2016)

POSITIONS OF RESPONSIBILITY

- **Council Member In school (Sumermal Jain Public School)**
Share student's Ideas, Interests and concerns with teachers and management
- **Coordinator at Annual Function (Sumermal Jain Public School)**
- **Organising team of fest in College (Keshav Mahavidyala College)**
Successfully organized Department Fest

Skills

- Proficiency with Microsoft office, Apple products, cloud services

INTEREST/HOBBIES

- - Basketball player
 - Watching web series
 - Traveller



MANAGEMENT EDUCATION & RESEARCH INSTITUTE

(Affiliated to G.G.S. Indraprastha University, Recognised by N.C.T.E. & Approved by A.I.C.T.E., Ministry of HRD, Govt. of India)

52-55, INSTITUTIONAL AREA, JANAKPURI, NEW DELHI – 110058

PHONES : 011-28522201, 28522202, 28522203 FAX : 011-28522204

E-MAIL : meribs@meri.edu.in Website : www.meri.edu.in

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

The institution adopts the following committee for the redressal of student grievances.

S.NO	Details
1	Anti Ragging Committee
2	Prevention of Sexual Harassment Committee
3	Disciplinary Committee
4	Student Grievance Redressal Committee
5	Grievance Redressal Mechanism
6	Disaster Management Committee
7	Internal Complaint Committee
8	Student Welfare Committee

MANGEMENT EDUCATION & RESEARCH INSTITUTE

TIMELY REDRESSAL OF COMPLAINTS RELATED TO RAGGING

Year	Complaints Received	Average time for Grievances Redressed (In Days)
2024-25	No Complaint received	Nil
2023-24	No Complaint received	Nil
2022-23	No Complaint received	Nil
2021-22	No Complaint received	Nil
2020-21	No Complaint received	Nil

MANAGEMENT EDUCATION & RESEARCH INSTITUTE

ANNUAL REPORT OF ANTI RAGGING CELL

2024-2025

- Two meetings were held during the session 2024-25. The agenda of the meetings was to discuss and address any cases of ragging, if reported. It was observed that no case of ragging was reported in the college.



MANAGEMENT EDUCATION & RESEARCH INSTITUTE

ANNUAL REPORT OF ANTI RAGGING CELL

2022-2023

Total two meetings were held during the session 2022-2023. The agenda of the meetings was to discuss and resolve the ragging cases, if any. It was found that no case of ragging was reported in the college.



MANAGEMENT EDUCATION & RESEARCH INSTITUTE

ANNUAL REPORT OF ANTI RAGGING CELL

2021-2022

- Total three meetings were held during the session 2021-2022. The agenda of the meeting was to make the new entrants aware about the anti-ragging cell in college and also share the details of the members of the cell.
- Further it was ensured to the students that their identity will be kept secret and they can directly report it to the members of the anti-ragging cell if they face any problem.
- No case of ragging was reported during the session.



ANNUAL REPORT OF ANTI RAGGING CELL

2020-2021

- Three meetings were held during the session 2020-2021.
- The agenda of the meeting was to inform the teaching and non-teaching staff to guide/instruct the students about the filling of Anti-Ragging Affidavit while taking admission in the College.
- During COVID-19 time, teaching was through online mode so teachers were instructed to sensitize the students regarding the impact of ragging. The details of Anti Ragging Committee was shared for any further assistance if required.
- Committee was advised to build a healthy rapport with the students so that they don't have any hesitation to share their unpleasant experiences if any.
- No case of ragging was reported during the session.



MANGEMENT EDUCATION & RESEARCH INSTITUTE

TIMELY REDRESSAL OF COMPLAINTS RELATED TO RAGGING

Year	Complaints Received	Average time for Grievances Redressed (In Days)
2024-25	No Complaint received	Nil
2023-24	No Complaint received	Nil
2022-23	No Complaint received	Nil
2021-22	No Complaint received	Nil
2020-21	No Complaint received	Nil

MANGEMENT EDUCATION & RESEARCH INSTITUTE

TIMELY REDRESSAL OF COMPLAINTS RECEIVED BY INTERNAL COMPLAINTS COMMITTEE

Year	Complaints Received	Average time for Grievances Redressed (In Days)
2024-25	NIL	-
2023-24	NIL	-
2022-23	NIL	-
2021-22	NIL	-
2020-21	* Anonymous participants joined the online class and tried to create nuisance during the Online Session	1-2 Days

MANAGEMENT EDUCATION & RESEARCH INSTITUTE

ANNUAL REPORT OF GRIEVANCE REDRESSAL CELL

ANNUAL REPORT FOR THE YEAR 2024-2025

- Two meetings of Grievance Redressal cell were held during the session 2024-25.
- Recognizing the absence of grievances, the Committee prioritized strengthening communication channels to ensure that students feel empowered to voice their concerns whenever needed. The Student Grievance Committee is pleased to report that no grievances were received during the year, reflecting a positive and healthy student environment. We remain committed to fostering transparency and open dialogue, and will continue our efforts to ensure that every student feels supported, heard, and valued.





Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi 110 078
Office of The Proctor

File no. GGSIPU/Proctor/2022-23/

Dated: 27/09/2022

To

The Director,
Management Education & Research Institute (MERI),
52-55, Institutional Area,
Janakpuri,
New Delhi – 110 058

Subject: Complaint received from BCA Student from MERI by the office of the Proctor, GGSIP University pertaining to bullying and physical assault and reply / comments receive from MERI.

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(Prof. Rita Singh)
Professor / Dean, USEM & Proctor
GGS IP University
27/9/2022

Ref. No.: MERI/OFFICE/DEAN/MBA/05

24th October, 2025

Dr. Abha Vermani
Deputy Registrar (Affiliation)
Guru Gobind Singh Indraprastha University,
16-C, Dwarka, Delhi-110078

Saral
29/10/2025
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16-C, Dwarka, New Delhi-110078

Reg. : Reconstitution of Grievances redressal committee after including elected student representative

Dear Madam,

We wish to inform you that the Grievances redressal committee has been reconstituted after including elected student representative. The reconstitution committee has also been uploaded on the institute's website. A copy of the new Grievances redressal committee along with the proceedings of the meeting held on 27th August, 2025 and other required documents are enclosed for your reference and record.

Thanking you,

Yours faithfully,



Prof. (Dr.) Deepshikha Kalra
Dean

Encl. as above