

## Taxila Business School

### Inter Office Memo

From: Director, academics, Taxila Business School	To: All Faculty, Staff and Students
Date: May 11, 2020	
Sub: Grievance Redressal Committee	

Grievance Redressal Committee has been reconstituted as under for a period of one year with immediate effect from May 11<sup>th</sup>, 2020

Prof Alka Jain Director, Academics	Chair
Prof AK Pathak Director, Administration	Member
Prof. Lavina Khilnani Marketing Area	Member
Prof. Rajat Bohra Consultancy Area	Member
First Year Student T24 Batch Harshvardhan patil	Member
First Year Student T24 Batch Mayank kumar	Member
First Year Student T24 Batch Riya Jain	Member

The Committee will look into deliberative and advisory bodies for all matters of Taxila policy, and are primary forums for faculty-administrative interaction in determining that policy.. The Committee will meet once in a month and review all the matters received and suggest remedial measures. All are requested to extend full support to the committee for the functioning.

**TAXILA BUSINESS SCHOOL**  
(Unit of S. K. Shiksha Samiti)  
Prof. Alka Jain  
Director Academics, Taxila Business School

**Authorised Signatory**

Copy to:

- Student Notice Board
- Website
- Dean ( Academic)
- Director General
- Mentor

**TAXILA BUSINESS SCHOOL**

PGDM Approved by AICTE, Ministry of HRD, Government of India

Sector-9, Mandir Marg, Mansarover, Jaipur, Rajasthan

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**Minutes of Meeting**Meeting Date: 14<sup>th</sup> May 2020**Meeting Agenda** : Launching the special grievances Redressal Drive**Meeting Chair** : Prof. Alka Jain  
Director Academics, Taxila Business School**Attended By** :

Prof. AK Pathak

Prof. Lavina Khilnani

Prof. Rajat Bohra

Riya Jain

Mayank Kumar

Harvardhan Patil

Meeting Agenda:

Discussion/Conclusion Points corresponding to Agenda

1. Confirmation of the previous meetings.
2. Launching the special Grievance Redressal drive for students.
3. Grievances were redressed related to hostel facility.
4. Information was taken from students about the problem they are facing.

**TAXILA BUSINESS SCHOOL**  
Minutes Compiled by Prof. Lavina Khilnani  
(A Unit of S.M.G. Shimla Institute)**Authorised Signatory**

Prof. Alka Jain

Meeting Chair