



XAVIER INSTITUTE OF MANAGEMENT AND ENTREPRENEURSHIP (XIME- Bangalore, Kochi and Chennai)

MANDATORY AND RECOMMENDED COMMITTEES

Purpose

This note consolidates all committees and statutory bodies relevant to XIME — Bengaluru, Kochi and Chennai — into a single reference and also incorporate the wider set of committees recommended for operational effectiveness, accreditation readiness and institutional maturity. It sets out, for each committee, the applicable statutory or regulatory basis (where one exists), the prescribed or recommended composition, and the level at which the committee should be constituted.

Four tiers are used throughout this note:

- **Tier 1** — Mandatory / Statutory: prescribed directly by a central Act or Regulation (e.g., POSH Act, UGC Anti-Ragging Regulations, RPwD Act). These cannot be diluted or restructured by the institute.
- **Tier 2** — Accreditation-Critical Governance Bodies: mandated by AICTE's Approval Process Handbook (APH) or by accreditation practice, forming the institution's core governance architecture (e.g., Governing Body, IQAC, Finance Committee, Academic Council).

Where a Tier 1 or Tier 2 committee's composition is fixed by statute, this note reproduces it in institutional language and it must not be diluted. Where AICTE requires a committee or mechanism but leaves composition to the institute, a XIME-recommended composition is set out for adoption through office order.

For statutory and student-facing committees, membership should be refreshed every academic year or as per the prescribed tenure, and member details should be visible to students and employees wherever disclosure is required. A central body (IQAC) should own policy and oversight; campus-level committees or cells should handle local execution, complaints, awareness activity and evidence maintenance.

Summary Matrix — All Tiers

Tier 1 — Mandatory / Statutory

#	Committee / Body	Statutory / Regulatory Basis	Tier	Frequency
1	Internal Complaints Committee (ICC)	POSH Act, 2013	Tier 1	2/yr
2	Anti-Ragging Committee	UGC/AICTE Anti-Ragging Regulations, 2009	Tier 1	2/yr
3	Students' Grievance Redressal Committee (SGRC) & Online Grievance Mechanism	AICTE APH 2024-27; UGC Grievance Redressal Regs, 2023	Tier 1	2/yr
4	Faculty / Staff Grievance Redressal Cell	AICTE Faculty/Staff Grievance Regulations, 2021	Tier 1	2/yr
5	Ombudsperson	AICTE APH 2024-27 grievance-redressal provisions	Tier 1	As needed
6	Equal Opportunity Cell (SC/ST/Minority/OBC/PwD) Committee	SC/ST/OBC/PwD framework referenced in AICTE APH 2024-27 / AICTE APH — Mandatory Disclosure governance list	Tier 1	2/yr
7	Mandatory Disclosure / Governance Responsibility Matrix	AICTE APH, Annexure 18	Tier 1	Continuous / Annual

Tier 2 — Accreditation-Critical Governance Bodies

#	Committee / Body	Statutory / Regulatory Basis	Mandatory?	Frequency
8	IQAC (with policy) — Central and campus-level	AICTE APH affidavit provisions; NBA/AACSB anchor	Mandatory	2/yr
9	Governing Body / Board of Governors	AICTE APH 2024-27, Annexure 17	Mandatory (AICTE equivalent)	2/yr
10	Finance Committee	AICTE norms — BOG sub-committee	Mandatory (AICTE equivalent)	2/yr
11	Academic Council	Internal bye-law body	Institute-mandatory	2/yr
12	Committee of Publication Ethics (COPE)	Applicable where FPM/research exists	Conditional	2/yr

COMMITTEE COMPOSITION

Mandatory / Statutory & Accreditation-Critical Governance Bodies

1. Grievance Redressal Mechanism for Faculty, Staff and Students

The Student Grievances Redressal Committee (SGRC) is constituted to provide a structured, impartial mechanism for addressing student grievances related to academic, administrative, and institutional matters. The committee ensures that complaints are examined promptly, fairly, and confidentially, in accordance with the guidelines prescribed by regulatory bodies. The SGRC aims to safeguard students' rights, promote transparency, and foster a supportive academic environment. It also plays a preventive role by identifying systemic issues and recommending corrective measures to enhance institutional effectiveness and student satisfaction.

Faculty: *Grievance can be raised, and they are discussed & resolved by Director as per the institute guidelines and if require address in faculty council meeting.*

Staff: *Grievance can be raised, and they are discussed & resolved in appropriate forum.*

1.1 Establishment of Online Grievance Redressal Mechanism

Yes - <https://xime.org/internal-complaints-committee#grc>

1.2. Details of Grievance Redressal Committee in the Institution and Ombudsman

Grievance Redressal Committee — Chairperson	<i>Dr. NMK Bhatta (Chairperson), Professor (Dean PhD Program)</i>
Members	<i>Dr. HIRAK DASGUPTA, Associate Professor Dr. K. SUBHA, Associate Professor Dr. D. Soundravalli, Sr. Assistant Professor Mr. Robin Xavier, Non-teaching staff Class Representatives – Two</i>
Ombudsman (as applicable)	As per All India Council for Technical Education (AICTE) notification, 2020 vide F.no. 1-101/PGRC/AICTE/Regulation/2019, if the aggrieved students are not satisfied by the decision of SGRC they may approach to the OMBUDSPERSON. In view of the above provision, AICTE has appointed the Ombudsperson for the redressal of grievances of students of AICTE approved PGDM institutions as per detail below.
Contact	<i>Dr. Devi Singh Former Director, IIM, Lucknow C/o Public Grievance Redressal Cell All India Council for Technical Education Nelson Mandela Marg New Delhi- 110070 E-mail : pubgrv@aicte-india.org</i>

2. Establishment of Anti-Ragging Committee & Anti-Ragging Squad

The Anti-Ragging Committee (ARC) is constituted to prevent, prohibit, and eliminate all forms of ragging within the campus. The committee ensures a safe, respectful, and inclusive learning environment by strictly enforcing anti-ragging regulations as prescribed by UGC and other statutory bodies. It promptly and confidentially addresses complaints related to ragging, conducts awareness and preventive measures, and takes appropriate action against violations to uphold student safety and institutional discipline.

Committee Chairperson	<i>Dr. Roshni James</i>
Members	<i>Dr. Hirak Dasgupta, Associate Professor/ Dean (Acad.) Mr. Sushanta Saha, Sr. Assistant Professor Ms. Aparna S, Assistant Professor Mr. Robin Xavier, Non-teaching staff Class Representatives – Two</i>
Helpline / Contact	<i>+91 80-69549450</i>

3. Establishment of Internal Compliance Committee (ICC)

Constituted per	<i>Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013</i>
Presiding Officer	<i>Prof. Girish Vasudevan, Professor of Practice / Head (EP)</i>
Members (including external member)	<i>Dr. D. Soundravalli, Sr. Assistant Professor Dr. Subha K, Associate Professor Ms. Reetha Joseph, Non-teaching Staff Mr. Jacob T. George, Non-teaching Staff Student Representatives – Three</i>
Contact	<i>+91 80-69549450</i>

4. Establishment of Committee for Equal Opportunity (SC/ST/OBC & PwD)

Chairperson	<i>Dr. Hirak Dasgupta, Associate Professor/ Dean (Acad.)</i>
Members	<i>Prof. Madhu Kumar PS, Associate Professor/Group Head (QA) Dr. S. Rajkumar, Associate Professor /Dean (Research) Dr. Christopher Rajkumar S, Associate Professor Mr. Venkatesh V.H., Non-teaching staff Ms. Aishwarya V, Non-teaching staff Class Representatives – Two</i>
Contact	<i>+91 80-69549450</i>

5. Internal Quality Assurance Cell (IQAC)

Position	Name	Designation
Chairperson	Prof. Dr. Roshni James	Officiating Director
Vice-Chairperson	Dr. Hirak Dasgupta	Dean – Academics
Member Secretary	Prof. Madhukumar P. S	Group Head – IQAC
Member (Coordinator)	Dr. Manoj Kumar B R	Campus IQAC Lead
Management Representative	Mr. Harrish F. Mathew	Secretary, XIME Society
Member	Prof. Prakash B. S.	Chief Administrative officer
Member	Dr. Rajkumar S	Dean – Research
Member	Dr. Sebastian V Joseph	Head - Examination Cell
Member	Dr. Sanjeev Chinnamanthur	Incharge - Student Affairs
Member	Prof. Girish Vasudevan	Head - External Programmes
Member	Dr. Raju G	Group Head – Teaching Learning Resources
Member	Dr. Ganaraj Khandige	Campus Placement Lead
Member	Dr. Bhadra K.V.	Campus Internationalization Lead
Member	Mr. Jacob	Finance Officer
Member	Ms. Sarala	IQAC – Staff
External Academic Expert	Dr. Srikanth Reddy	Deputy Administrative Officer- IQAC, MDI, Gurgaon
Industry Representative	Mr. Nanjappa B S Executive Vice President – HR Infosys	Senior Corporate Executive
Alumni Representative	Mr. Praveen Balaji Engagement Manager Tiger Analytics	Distinguished Alumnus
Student Representative – 1	Ms. Swikriti Singh	First Year Student
Student Representative – 2	Mr. Harshavardhan Reddy	Final-Year Student

6. Anti-Drug Committee

S No	Designation	Members Name
1.	Officiating Director / Professor	Dr. Roshni James
2.	Associate Professor/ Dean (QA)	Dr. Hirak Dasgupta
3.	Sr. Assistant Professor	Dr. Cristina M Alexander
4.	Assistant Professor	Dr. Ganaraj Khandige
5.	Student Representatives	Two

7. Academics Committee

S No	Designation	Members Name
1.	Associate Professor/ Dean (QA)	Dr. Hirak Dasgupta
2.	Associate Professor	Dr. Madhu Kumar
3.	Associate Professor	Dr Rajkumar S.
4.	Associate Professor	Dr VJ Sebastian
5.	Student Representatives	Two

8. Standards and Disciplinary Committee (SDC) members

S No	Designation	Members Name
1.	Professor	Dr. G. Raju
2.	Associate Professor	Mr. T.R. Anand
3.	Associate Professor	Dr. K. Subha
4.	Professor of Practice	Dr. Joy Varghese
5.	Non-teaching staff	Mr. Manoj Kumar P
6.	Warden	Ms. Maybel

9. Board of Governors

S. No	Name	Position on Board	Current / Former Designation / Affiliation
1	Mr. Anil J. Philip	Chairman, XIME; President, XIME Society	Former Executive Vice President, Vodafone Idea
2	Mr. Harrish F. Mathew	Secretary, XIME Society	Managing Director, Higrad Imaging Solutions Pvt. Ltd.
3	Amb. C.P. Ravindranathan, IFS (Retd.)	Chairman, XIME Kochi	Former High Commissioner of India to Australia
4	Sr. Prameela Perumpally, RGS	Member	Former Superior, St. Martha's Hospital, Bengaluru
5	Fr. Dr. George Sebastian, SJ	Member	Director, XLRI Jamshedpur
6	Prof. Roshni James	Officiating Director, XIME Bangalore	Professor, Human Resource Management
7	Fr. Joseph Christie, SJ	Member	Former Director, XLRI Jamshedpur

S. No	Name	Position on Board	Current / Former Designation / Affiliation
8	<i>Mr. S. Viswanathan</i>	<i>Member</i>	<i>Former Managing Director, John Fowler (India) Pvt. Ltd.</i>
9	<i>Mr. George M. Alexander</i>	<i>Member</i>	<i>Deputy Managing Director, Muthoot Group</i>
10	<i>Mr. Sandeep Kumar Maini</i>	<i>Member</i>	<i>Executive Director, Maini Precision Products Pvt. Ltd.</i>
11	<i>Mr. Praveen Desai (Alumnus)</i>	<i>Member</i>	<i>Partner, Ernst & Young LLP</i>
12	<i>Dr. V. G. Dhanakumar</i>	<i>AICTE Nominee</i>	<i>Former Director, IIPM Bangalore</i>
13	<i>Mr. C. John George</i>	<i>Member</i>	<i>Executive Director, Weldcraft Pvt. Ltd.</i>
14	<i>Mr. T.R. Parasuraman</i>	<i>Member</i>	<i>Executive Advisor, Toyota Group</i>
15	<i>Dr. G. Raju</i>	<i>Faculty Nominee, XIME Bangalore</i>	<i>Professor, XIME Bangalore</i>

10. COPE committee

Sl. No.	Name	Designation	Role in Committee
1	<i>Dr. Hirak Dasgupta</i>	<i>Associate Professor & Dean (Academics)</i>	<i>Member</i>
2	<i>Dr. Rajkumar S</i>	<i>Associate Professor & Dean (Research)</i>	<i>Chairperson</i>
3	<i>Dr. Christopher Rajkumar</i>	<i>Associate Professor</i>	<i>Member</i>
4	<i>Dr. Subha K</i>	<i>Associate Professor</i>	<i>Member</i>
5	<i>Dr. Manoj Kumar B. R.</i>	<i>Senior Assistant Professor</i>	<i>Member</i>