



**MAHILARATNA PUSHPATAI HIRAY ARTS, SCIENCE AND COMMERCE  
MAHILA MAHAVIDYALAYA, MALEGAON CAMP, NASHIK**



**3<sup>rd</sup> Cycle**

**Assessment & Accreditation**

Criterion – 5

**Student Support and progression**

Key Indicator- 5.1 Student Support

*QnM – 5.1.4 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases*

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## **5.1.4**

**Smt. Pushpatai Hiray Arts, Science and  
Commerce Mahila Mahavidyalaya  
Malegaon Camp, Dist.- Nashik**

**Policy for Anti-Ragging Committee**

**MAHATMA GANDHI VIDYAMANDIR'S,  
MAHILARATNA PUSHPATAI HIRAY ARTS, SCI. AND COM. MAHILA  
MAHAVIDYALAYA,  
MALEGAON CAMP, DIST-NASHIK  
Anti-Ragging Committee**

**Introduction**

The College has Constituted Anti- Ragging Committee in the college. The following instructions are framed to prevent the menace of ragging and foster healthy interpersonal relations among the students in the campus of Mahilaratna Pushpatai Hiray Arts, Sci. and Com. Mahila Mahavidyalaya, Malegaon Camp. Ragging is strictly forbidden in or outside the college campus. All students shall familiarize themselves with rules/regulations/guidelines on code of conduct, anti-ragging measures and discipline College. All 'new comers' attend counseling sessions organized for them by the college staff.

**Objectives**

1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and strictly deal with the incidents of ragging brought to our notice.

**Functions of Committee**

- 1) To consider the complaints received from the students and conduct enquiry and submit report to the Anti- Ragging Committee along with punishment recommended for the offenders.
- 2) Oversee the procedure of obtaining undertaking from the students in accordance with the provisions.
- 3) To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
- 4) To create awareness among the students about Anti- ragging.
- 5) To take all necessary measures for prevention of Ragging inside the Campus.

## Anti-Ragging Committee

Mahatma Gandhi Vidyamandir's

**Mahilaratna Pushpatai Hiray Arts,  
Science and Commerce Mahila Mahavidyalaya,  
Malegaon Camp, Dist - Nashik**

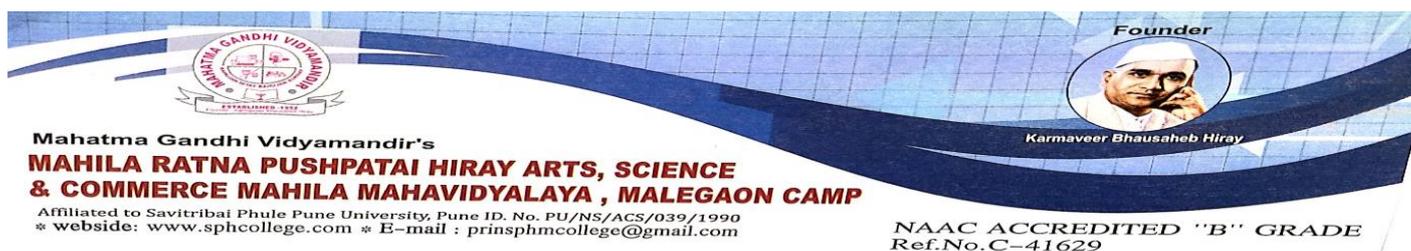
**UGC - Regulations on Curbing the Menace of  
Ragging in Higher Educational Institutions**

Dated : 08 / 05 / 2009 - 887 / 2009 Clavse - 3

**Anti - Ragging Committee**

| Sr.No. | Name of the Member             | Designation                 | Mobile No.  |
|--------|--------------------------------|-----------------------------|-------------|
| 1      | Prin.Dr. Ujjwala Deore         | Chairman                    | 7066031166  |
| 2      | Vice-Prin. Dr.Deepanjali Borse | Member                      | 9403596547  |
| 3      | Mahendra Prabhakar Abhonkar    | Parents                     | 7744009268  |
| 4      | Priyanka Mangaldas Borse       | Student Representative      | 8999740345  |
| 5      | Poonam Hari Siwade             | Student Representative      | 9970352694  |
| 6      | Shri. Tushar A. Bhosale        | Non-Teaching                | 9284944456  |
| 7      | Trushna Shrawan Gopnarayan     | (API)<br>Police Member      | 9767890365  |
| 8      | Mr.Satish Kalantri             | Non-Government Organization | 9422252848  |
| 9      | Dr. Vinod Gorwadkar            | Social Media                | 94234 77273 |
| 10     | Prof.Shilpa Yennawar           | Staff Member                | 8856097679  |
| 11     | Dr.Meena Patil                 | Co-Ordinater                | 7588783400  |

SIP GRAPHICS 1767074034



### Anti- Ragging Committee Report 2021-22

Mahilaratna Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya, Malegaon Camp strictly prevent, the menace of ragging and maintain healthy interpersonal relations among students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this purpose, the Anti -Ragging Committee has been actively functioning. The committee include the honorable members who actively take efforts to maintain the clam and quite environment in college campus.

In the academic year 2021-22 all the college student specially, freshers were counseled by college principal and give the information about anti -ragging on 30 Aug. 2021. All about admitted students filled their anti-ragging affidavit form and submitted with their admission form in the Programme of principal address. In the Academic year 2021-22, there were not happened any minor ragging case in the campus. I am thankful to Principal, admission committee and honorable committee member.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti-Ragging Cell Minutes of the Meeting I (2021-22)

**25 August 2021-22**

The meeting of anti-ragging committee was held on 25 August today in the Principal's cabin under the chairmanship of the principal

#### **Agenda of Meeting**

1. To review the cases of ragging if any.
2. To organize anti-ragging Awareness Programme.
3. To guide the day scholar students about anti-ragging.
4. Any other relevant subject at the time of meeting.

#### **Minutes of Meeting**

1. Minutes of earlier meeting were read by Dr. Meena Patil coordinator of the committee.
2. There are no cases of ragging of the student
3. All the member of committee visited to the students in the campus and guided students regarding the issue.
4. A notice was displayed on notice board

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



## Anti-Ragging Cell Minutes of the Meeting II (2021-22)

20 January 2022

The meeting of anti-ragging committee was held on 20 January in the principal's cabin under the guidance of the Principal.

### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the scholar students about anti-ragging.
3. Any other relevant subject at the time of meeting.

### Minutes of Meeting

1. Minutes of earlier meeting were read by Dr. Meena Patil, coordinator of the committee.
2. There are no cases of ragging of the student
3. All the member of committee visited the students in the campus and guided them regarding the issue.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti -Ragging Committee Report 2020-21

Smt.Pushpatai Hiray Arts, Com. and Science Mahila Mahavidyalaya, Malegaon Camp appointed an Anti-Ragging committee to prevent the menace of ragging and maintain healthy interpersonal relations among the students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this Purpose, the Anti -Ragging Committee has been actively functioning.

In the academic year 2020-21, all the college students are informed about Anti ragging through prospectus. Nearby all students filled their anti- ragging affidavit form and submitted along with their admission form. The process completed under the rules and regulation of admission process of SPPU, PUNE

In the Academic year 2020-21, there were not any minor ragging cases in the campus. I am thankful to Principal, all Class in-charge and honorable committee members.

Thank You

Dr. M.F. Patil

Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti- Ragging Cell Minutes of Meeting I (2020-21)

27 August 2020

The meeting of anti-ragging committee was held on 27 August in the Principal's cabin under the chairmanship of the principal.

#### Agenda of Meeting

- To review the cases of ragging if any.
- To organize anti-ragging Awareness programmes.
- To guide the students about anti-ragging.
- Any other relevant subject at the time of meeting.

#### Minutes of Meeting

1. Minutes of earlier meeting were read Dr. Meena Patil coordinator of the committee
2. There are no cases regarding ragging of student
3. All the member of committee visited in the campus and guided students regarding the issue.
4. A notice was displayed on notice board and was circulated among the students. They are informed to fill online anti-ragging form in a stipulated period.
5. Organized a programme on awareness of anti –ragging.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



## Anti- Ragging Cell Minutes of Meeting II (2020-21)

24 February 2021

The meeting of anti-ragging committee was held on 24 February in the Principal's cabin under the guidance of the principal.

### Agenda of Meeting

1. To review the cases of ragging if any
2. To guide the students about anti-ragging
3. Any other relevant subject at the time of meeting

### Minutes of Meeting

1. Minutes of earlier meeting were read by the coordinator Dr. Meena Patil
2. There are no case regarding ragging of the student
3. All the member of committee visited in the campus and guided them regarding the issue.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti -Ragging Committee Report 2019-20

Smt. Pushpatai Hiray Arts, Com. and Science Mahila Mahavidyalaya, Malegaon Camp appointed an Anti-Ragging committee to prevent the menace of ragging and maintain healthy interpersonal relations among the students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this Purpose, the Anti -Ragging Committee has been actively functioning.

In the academic year 2019-20 all the college students are informed about Anti ragging through prospectus nearby all students filled their anti- ragging affidavit form and submitted to their class in charge. During the year, not a single ragging case is found in the campus. I am thankful to Principal, All Class in charge and honorable committee member.Thank You

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti-Ragging Cell Minutes of Meeting-I (2019-20)

22 August 2019

The meeting of anti-ragging committee was held on 22 August in the principal's cabin under the guidance of the principal.

#### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the students about anti-ragging.
3. Any other relevant subject at the time of meeting.

#### Minutes of Meeting

1. Minutes of earlier meeting were read by Dr. Meena Patil coordinator of the committee.
2. There are no case of ragging of the student.
3. All the members of committee visited to the campus and guided them regarding the issue.
4. A notice was displayed on notice board and was circulated to the students. They are informed to fill online anti-ragging form within the time limit.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti -Ragging Cell- Minutes of Meeting II (2019-20)

30 January 2020

The meeting of anti-ragging committee was held today in the Principal's cabin under the guidance of the principal. The following members were present for the meeting.

#### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the d students about anti-ragging
3. Any other relevant subject at the time of meeting.

#### Minutes of Meeting

1. Minutes of earlier meeting were read by Dr. Meena Patil coordinator of the committee.
2. There are no cases of ragging student.
3. All the member of committee visited the campus and guided them regarding the issue.

Dr. M.F. Patil  
Chairman

**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti -Ragging Committee Report -2018-19

The College has Constituted the Anti -Ragging Committee. Smt. Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya, Malegaon Camp appointed an Anti-Ragging committee to prevent the menace of ragging and maintain healthy interpersonal relations among students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this purpose, the Anti -Ragging Committee has been actively functioning.

In the academic year 2018-19 all the college students are informed about Anti ragging through prospectus nearby all students filled their anti- ragging affidavit form and submitted to their class in charge in the year there were not happened any minor ragging case in the campus.

In the Academic year 2018-19, there were not any minor ragging case in the campus. I am thankful to Principal, all Class in-charge and honorable committee members. Thank You.

  
Dr. M.F. Patil  
Chairman

  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti- Ragging Cell Minutes of Meeting I (2018-19)

23 August 2018

The meeting of anti-ragging committee was held on 23 August in the principal's cabin.

#### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the students about anti-ragging.
3. Any other relevant subject at the time of meeting.

#### Minutes of Meeting

1. Minutes of earlier meeting were read by the coordinator Prof. Navneeta Desale.
2. There are no cases regarding ragging of student
3. All the members of the committee visited to campus and guided them regarding the issue.
4. A notice was displayed on notice board and was circulated to students to fill online anti-ragging form with in the time limit.

  
Prof. N.S. Desale  
Chairman

  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



## Anti-Ragging Cell Minutes of Meeting II (2018-19)

31 January 2019

The meeting of anti-ragging committee was held on 31 January in the Vice Principal's cabin.

### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the students about anti-ragging.
3. Any other relevant subject at the time of meeting.

### Minutes of Meeting

1. Minutes of earlier meeting were read by the coordinator Prof. and vice -principal Prof. Navneeta Desale.
2. There are no cases regarding ragging of students
3. All the members of committee visited in the campus and guide them

  
Prof. N.S. Desale  
Chairman

  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



### Anti -Ragging Committee Report -2017-18

The College has constituted the Anti-Ragging Committee in the college. Anti-Ragging committee prevents the menace of ragging and maintain healthy interpersonal relations among students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this purpose, the Anti-Ragging Committee has been actively functioning.

In the academic year 2017-18, all the college students are informed about Anti ragging through prospectus. Nearby all students filled their anti- ragging affidavit form and submitted to their class in charge.

In the Academic year 2017-18, there were not happened any minor ragging case in the campus. I am thankful to Principal, All Class in charge and honorable committee member.

Thank You

  
**Prof. N.S. Desale**  
**Chairman**

  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



## Minutes of Meeting II (2017-18)

22 March 2018

The meeting of anti-ragging committee was held today in the office of Vice Principal.

### Agenda of Meeting

1. To review the cases of ragging if any.
2. To guide the students about anti-ragging.
3. Any other relevant subject at the time of meeting.

### Minutes of Meeting

1. Minutes of earlier meeting were read by Prof. Navneeta Desale (Vice-prin. and coordinator of the committee)
2. There are no cases regarding ragging of the student.

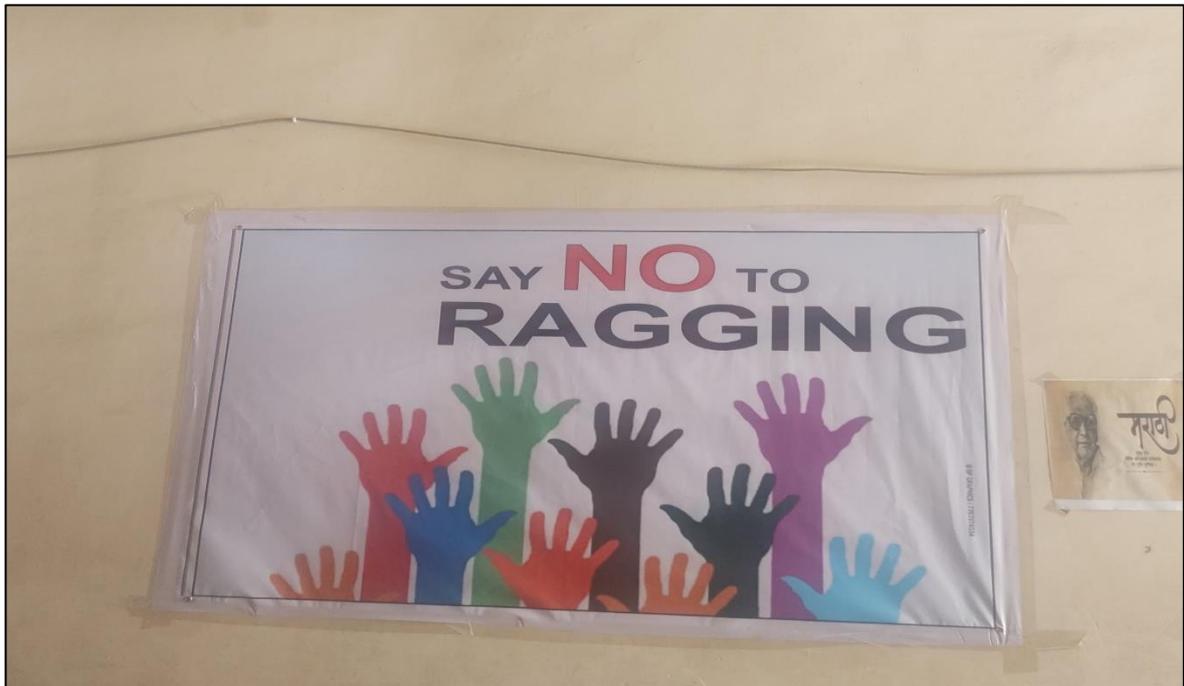
All the member of committee visited to the campus and guided them

  
Prof. N.S. Desale  
Chairman

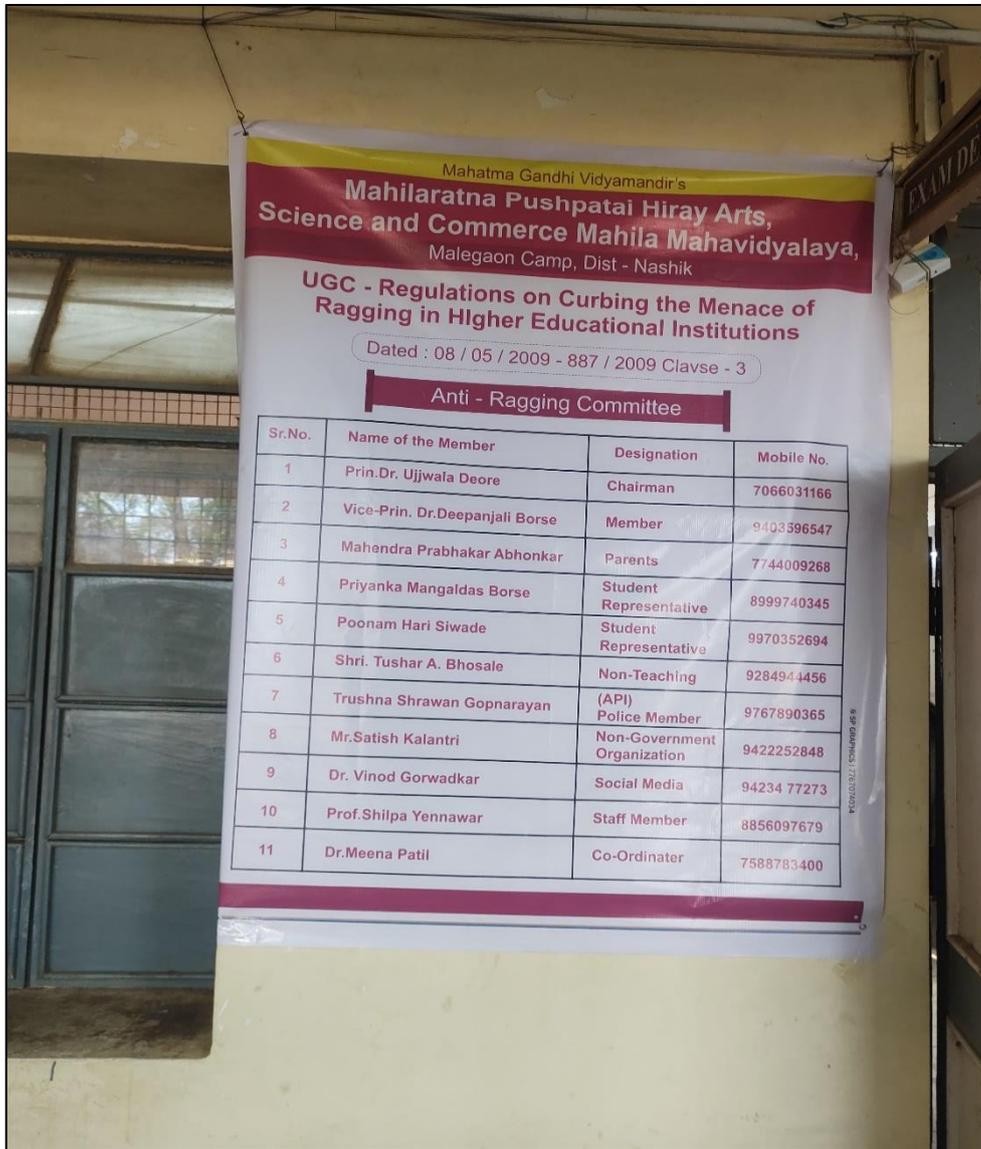
  
PRINCIPAL  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)

**Organization wide Awareness**

**Anti-ragging awareness images display in the wall**



## Committee displays on the Wall



**MAHATMA GANDHI VIDYAMANDIR'S,  
Smt. Pushpatai Hiray Arts, Science and  
Commerce Mahila Mahavidyalaya  
Malegaon Camp, Dist.- Nashik**

**Policy for Internal Complaint Committee**

### **Internal Complaints Committee (ICC)**

The Internal Complaints Committee (ICC) is constituted as per UGC Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions Regulations, 2015. The above regulations are based on the Government of India's Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act 2013. Mahilaratna Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya constituted an Internal Complaint Committee (ICC) for maintaining healthy and safe environment for girls and women employees in the campus.

The ICC committee aims to prevent sexual harassment, promote well-being of all female students and staff members and create a gender sensitized community within academic and non-academic community in this educational institution.

**Definition** of 'Sexual Harassment'- sexual harassment includes any one or more of the following unwelcome acts or behavior (whether directly or by implication)-

- a) Physical contact and advances
- b) A demand or request for sexual favors
- c) Sexually colored remarks
- d) Showing pornography, making or posting vulgar/ indecent/ sexual pranks
- e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

**Objectives:**

- 1) Eliminate act of harassment, either sexual or otherwise and provide appropriate procedure to deal with the problem in case of such occurrence.
- 2) Deal with it in a sensitive, prompt, unbiased and confidential manner.
- 3) To equip students, faculty and staff with the knowledge of their legal rights and redressal of their grievances.
- 4) To encourage the students to express their grievances/ problems freely and frankly without any fear of being victimized.
- 5) To promote a social and psychological environment to raise awareness of sexual harassment in its various forms.
- 6) To facilitate speedy delivery of justice, through organizing meetings at regular intervals.

**Composition of the committee:**

The committee consists of the following members:

| <b>Sr.No.</b> | <b>Name</b>            | <b>Position</b>  |
|---------------|------------------------|------------------|
| 1             | Dr. Rajashri B. Sawant | Chairman         |
| 2             | Prof. Shakuntala Khune | Legal Consultant |
| 3             | Smt. Sunita Desale     | Member-NGO       |
| 4             | Dr. Yogita Ghumare     | Member           |
| 5             | Dr. Pradnya Survase    | Member           |
| 6             | Prof. Shilpa Yannawar  | Member           |
| 7             | Dr. Meena Patil        | Member           |
| 8             | Dr. Premal Deore       | Member           |
| 9             | Miss. Durga Salunke    | Member           |

**Frequency of meeting:**

- 1) The members of the committee shall meet at least four times in a year. The chairman of the committee shall preside over the meeting.
- 2) In the absence of chairman, Principal can held. Member of committee shall preside over the meeting.
- 3) There shall be a notice for the requisition of meeting.

**Procedure for approaching committee:**

- Any employee/ students of the college shall have right to lodge a complaint concerning sexual harassment.
- A written complaint may be address to the chairman of the committee. If the complaint is made to any of the committee members, they may forward it to the chairman within two days.
- The complaint box is placed at the entrance of the college where students can drop their grievances if any.
- The box is opened at every Saturday and checked. Any grievances found in it are scrutinized and necessary actions are immediately taken by the ICC.
- The person who are unable to communicate or not willing to communicate can drop a letter in the complaint box.

- Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral, the same shall be documented in writing in detailed by the committee member to whom the complaint is made and shall not be acted upon till signed by the complainant.
- A complaint that shall be dropped in the box must bear the name and other details (roll number and course for students, department and designation for the employee) of the complaint for it to be consider by the committee.
- Grievances/ complaint may also be sent through e-mail to the ICC.

**Investigation Procedure:**

- All complaints made to any committee member or from complaint box must be received and recorded by the committee. The chairperson of ICC calls a meeting of the committee.
- The committee is bound to maintain confidentiality during the time of the enquiry.
- During the enquiry procedure the complainant and the accused will be called separately so as to ensure freedom of expression and an atmosphere free intimidation.
- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its finding to the Principal within a period of 10 days from the date of completion of the enquiry.
- In the serious matter the Principal can call the meeting of ICC and addressed the problems immediately.

**Disciplinary Mechanism:**

The possible actions that can be taken against the respondent-

- Warning
- Written apology
- Bond of good behavior
- Stopping of increments/ promotion
- Adverse remark in the confidential report
- Suspension
- Any other relevant actions.

**Action Plan:**

| Sr.No. | Month     | Name of the Days               | Action plan   |
|--------|-----------|--------------------------------|---|
| 1      | June      | World Day Against Child Labour | Organization of webinar<br>Organization of an essay competition on “Child Labour a Social Problem”.   |
| 2      | July      | National Doctor’s Day          | Organization of webinar on “awareness of Covid-19 and Vaccination.”                                   |
| 3      | August    | International Youth Day        | Organization of webinar to motivate girl students   |
| 4      | September | Teachers Day                   | Interaction session by eminent speaker  |
| 5      | October   | International Girl Child Day   | Organization of webinar on “Women and Social Issues”  |
| 6      | November  | National Law Day               | Workshop on the “Role of Protection Legislation in Women’s Empowerment” by Civil Judge, Malegaon      |
| 7      | December  | Human Rights                   | Organization of Human Rights Awareness by Advocate. Jyoti Bhosale (Social Worker)                     |
| 8      | January   | Savitribai Phule Jayanti       | One act Play, Costume Contest<br>Oratory Competition, Poetry Reading                                  |
| 9      | February  | Social Justice Day             | Lecture on “Need and Importance of Social Justice”  |
| 10     | March     | International Women’s Day      | Invite eminent women personality to deliver the lecture on women empowerment                          |
| 11     | April     | World Health Day               | Organization of Health Checkup Camp.<br>Lecture on “Social and Psychological Problems of Young Women” |
| 12     | May       | Mother’s Day                   | Lecture on Matru din.<br>Felicitation of Mother Parents.  |

**MAHATMA GANDHI VIDYAMANDIR'S,  
Smt. Pushpatai Hiray Arts, Science and  
Commerce Mahila Mahavidyalaya,  
Malegaon Camp, Dist.- Nashik**

**STUDENT GRIEVANCE REDRESSAL CELL**

MAHATMA GANDHI VIDYAMANDIR'S,  
MAHILARATNA PUSHPATAI HIRAY ARTS, COM. AND SCI. MAHILA  
MAHAVIDYALAYA,  
MALEGAON CAMP, DIST-NASHIK  
**POLICY FOR STUDENT GRIEVANCE REDRESSAL CELL**

As suggested by UGC, a Students Grievance Redressal Cell has been constituted in the institution with a view to take care of the complaints and grievances of the students and redress it as per requirement.

The Student Grievance Redressal Cell desires to promote and maintain a conducive and unprejudiced educational environment. The cell provides a mechanism for redressal of grievances of students and all other stakeholders. It ensures transparency in admission and prevents unfair means. The Grievance Redressal Cell of the college desires to promote and maintain a helpful, encouraging and unprejudiced educational environment. The Cell enables a stakeholder to express his/her feelings freely and frankly by initiating and pursuing the grievance procedure in accordance with the rules and regulations of the UGC.

Students are encouraged to submit their grievances on academic or non-academic matter through the grievance collection box.

The Grievances of stakeholders are enquired, analyzed and solved in a strictly confidential and fair manner. In order to maintain a harmonious educational environment in the college, the cell helps to develop a responsive and responsible attitude among the students and all stakeholders.

The Cell ensures effective solution to the grievances, using a fair approach. The Grievance and Redressal Cell enables the students to express their grievances by initiating and following the grievance procedure in accordance with the rules and regulations of the College. The cell meets periodically, examines the nature and pattern of the grievances and redresses it accordingly.

❖ **Vision:**

The vision of the Grievance Redressal Committee is to develop a responsible and accountable attitude among all the stakeholders (students, staff including teaching and non-teaching

staff) in order to maintain a harmonious educational ambience in the institute and uphold the dignity and divinity of the college.

**Mission: -**

Encouraging the stakeholders to express their grievances/suggestions freely for a smooth relationship and keep up the standard and discipline of the institute.

**Goals**

- To implement necessary action according to the suggestions and grievances.
- To keep up the values and ethics of the institution.
- To bring change and development for the upliftment of the stakeholders and the institutions.

**OBJECTIVES OF THE CELL: -**

1. To ensure a stress-free atmosphere and to maintain cordial relationships among students and teachers and all other stakeholders.
2. To encourage students to express their problems freely and frankly.
3. To investigate the cause of grievances and to ensure the removal of them in future.
4. To create awareness of availability mechanism to register their grievances
5. To define and develop S.O.P. for grievances.
6. To develop an organizational framework to resolve grievances of the students and other stakeholders.
7. To ensure effective solution to the stakeholders' grievances with an impartial and fair approach
8. To investigate the reason of dissatisfaction.
9. To enlighten the students on their duties and responsibilities.

**Functions**

- Redressal of Students' Grievances to solve their academic and administrative problems.
- To co-ordinate between students and Departments / Sections to redress the grievances.
- To guide ways and means to the students to redress their problems.

**Composition of the Cell: -**

1. The principal is the chairman of the cell, Coordinator of the cell, with senior teaching staff as members, One representative of non-teaching staff
  2. The cell will follow the procedure of natural justice to the aggrieved.
  3. The Grievance Redressal Cell shall report the recommendations if any to the principal.
  4. The cell will follow the procedure of natural justice to the aggrieved.
  5. The Grievance Redressal Cell shall report the recommendations if any to the principal.
- Grievance and Redressal Cell Composition
  - Principal
  - Grievance and Redressal Coordinator
  - Member
  - Member
  - Non-teaching Staff Member

**STUDENT GRIEVANCE REDRESSAL CELL**

| Sr. No. | Name of the Member       | Status      |
|---------|--------------------------|-------------|
| 1       | Dr. Ujjwala S. Deore     | Chairman    |
| 2       | Dr. Meena F. Patil       | Coordinator |
| 3       | Dr. Meenakshi P. Patil   | Member      |
| 4       | Prof. Shilpa L. Yennawar | Member      |
| 5       | Dr. Yogita S. Patil      | Member      |
| 6       | Mrs. Kavita S. Patil     | Member      |

**How the grievance is solved:**

1. The complaint box is checked per Saturday by committee members.
2. The cases are attended promptly on receipt of grievances from the students and all stakeholders

3. The cell formally reviews all cases and prepare statistical report about the number of cases received
4. The cell gives a report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.
5. The Grievance Redressal Cell acts upon those cases which have been forwarded along with the necessary documents.
6. The Grievance Redressal Cell assures that the grievance has been properly solved in a stipulated time limit provided by the committee
7. Action is taken at the earliest depending on the nature of complaint

**UGC guidelines, norms and definitions:**

1. Act means the University Grants Commission Act, 1956 (3 of 1956); Aggrieved student means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
2. College means institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification.
3. Commission means the University Grants Commission established under section 4 of the UGC Act, 1956.
4. Grievance Redressal Committee means a committee constituted under these regulations.
5. Higher Educational Institution means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of subsection (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956.