

GRIEVANCES COMMITTEE REPORT 2015-2016

STUDENTS' GRIEVANCES REDRESSAL COMMITTEE REPORT 2015-16

It is noticed that many students studying in the institution have genuine grievances in respect of their study, examinations, and allied matters as mentioned in the form and they find it difficult to get them redressed. As a solution for this problem the college has formed "The Students' Grievances Redressal Committee" in line with the same committee formed by the University of Mumbai as per the University Act 1994. The Students Grievance Redressal Committee was formed in 14th August 2015

FUNCTIONS:

The committee exercises the following powers and performs the following functions:

1. To receive the applications from the students and process them
2. To scrutinize the received applications and hear the students in person if needed
3. To hear both the parties and settle grievances as early as possible
4. To provide oral advice to the students whenever the oral advice is sufficient to resolve the grievances
5. To provide advice to the students through correspondence
6. To settle the disputes in satisfactory manner and report them to the Principal
7. To submit the general report of grievances to the Principal for suitable actions

Note:

- The grievances other than study, examination and allied matters will not be entertained
- The grievances against the policies framed by the college will not be entertained

RULES & REGULATIONS

The college has formed the Grievance Redressal Cell for addressing the grievances which are supposed to be submitted in writing and necessary procedure will be followed by the committee for solving the matters brought forth.

In case of grievance regarding students:

1. The grievance of the students should be accepted in writing and shall be presented before the committee comprising of at least four members of which at least one member of the respective department should be present at the time of the hearing of the cases registered under their concerned department.
2. Both the aggrieved parties should be present at the time of hearing of their case before the committee.
3. After hearing from both the parties by giving them due opportunity of hearing, members should discuss the matter and necessary / required decision should be taken thereafter.
4. If necessary the parents of the aggrieved students should be called to report the matter to them.
5. A record of the complaints has to be kept by the committee and also by the respective departments.

In case of General grievances:

1. The aggrieved party should report the grievance in writing to the cell and appropriate measures will be taken by the Committee after proper analysis of the matter/s.
2. A record of the complaints has to be kept by the committee and also by the respective departments.

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The Following are the members:

Convenor: Prof. Irshad Shaikh

- Elakshi Tawade
- Sujata Yadav

Report:

1. The Chairperson gave an overall view regarding the duties of the Cell.
2. A record of the complaints has to be kept by the committee and also by the respective departments.
3. Issues regarding students ID cards, maintenance of overall discipline and smooth conduct of lectures were successfully dealt with.
4. Constructive suggestions were invited regarding the functioning of the cell.
5. No complaint was logged with the Grievance Committee.

Prof. Irshad Sir
Chairperson

