

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Academic Year	2022-2023
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	14/11/2022
CIRCULAR / NOTICE OF THE GRIEVANCE REDRESSAL COMMITTEE MEETING			

You are requested to note that the Grievance Redressal Committee Meeting for the Academic Year 2022-2023 will be held on 16/11/2022 in the Board Room in the Director's Office at 1.00 p.m. The following Members to please attend the same:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr. B. H. Nanwani	Chairperson	<i>B. H. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Head of Department - MCA	<i>Abhijeet Kaiwade</i>
3	Dr. Divya Lakhani	Head of Department - MBA	<i>Divya Lakhani</i>
4	Mr. Vinayak Phule	Registrar	
5	Ms. Isha Khandekar	Student Representative, MBA Part 2	<i>Isha Khandekar</i>
6	Ms Bhagyashree Jagwani	Student Representative MBA Part 1	<i>Bhagyashree Jagwani</i>
7	Ms Triveni Ingale	Student Representative, MCA Part 1	<i>Triveni Ingale</i>



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Academic Year	2022-2023
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	16/11/2022
MEETING AGENDA			
Sr. No	Topic		
1	Reading and confirming minutes and Action taken report of the previous meeting		
2	Introduction of New Members of Grievance Redressal Committee		
3	Action on Grievances received, if any		
4	Awareness Initiatives - Grievance Redressal Mechanism		
5	Any other matter with the permission of chair		



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Academic Year	2022-2023
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	16/11/2022
ATTENDANCE OF THE MEETING			

A Meeting of the Grievance Redressal Committee was held on 16/11/2022 at 1.00 pm, under the Chairperson, Dr. B.H. Nanwani (Director, SVIMS). The following members were present:

Sr. No	Name of the Member	Designation	Signature/Attendance Remarks
1	Dr. B. H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Head of Department - MCA	<i>OK</i>
3	Dr. Divya Lakhani	Head of Department - MBA	<i>D. Lakhani</i>
4	Mr. Vinayak Phule	Registrar	
5	Ms. Isha Khandekar	Student Representative, MBA Part 2	<i>Isha Khandekar</i>
6	Ms Bhagyashree Jagwani	Student Representative MBA Part 1	<i>B. Jagwani</i>
7	Ms Triveni Ingale	Student Representative, MCA Part 1	<i>T. Ingale</i>



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Academic Year	2022-2023
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	16/11/2022

MINUTES OF MEETING

Sr. No.	Agenda Points	Discussion and Decision
1	ATR of previous meeting	The Committee reviewed the Minutes and Action Taken Report of the previous meeting and approved the same.
2	Welcome and introduction of new members	Dr. Abhijeet Kaiwade introduced the new members of Committee: <ul style="list-style-type: none"> Ms Isha Khandekar – CR - MBA Part 2 Ms. Bhagyashree Jagwani – CR - MBA Part 1 Ms. Triveni Ingle – Student Representative – MCA Part 1 Ms. Vaishali Patil and Ms. Sonali Joshi welcomed the new members.
3	Action on Grievances received, if any	Dr. Abhijeet Kaiwade informed the Committee Members that there were no Grievances filed by any students during the year 2021-22. Dr. B H Nanwani, Director, congratulated all the members for maintaining transparency in institutional activities as result of which there are no grievances.
4	Awareness Initiatives - Grievance Redressal Mechanism	Discussion: Ms. Isha Khandekar proposed that information about the GRM should be given during the Induction Program to the students. This was seconded by Ms. Sonali Joshi. Decision: The Committee instructed Ms. Vaishali Patil to incorporate this suggestion and inform the students about the regulation relating to GRM and process thereof during the Induction Program.
5	Vote of Thanks	As there was no other agenda to be discussed the meeting was adjourned with the vote of thanks that was given by Dr. Abhijeet Kaiwade.

B. H. Nanwani

Dr. B H Nanwani
Chairperson


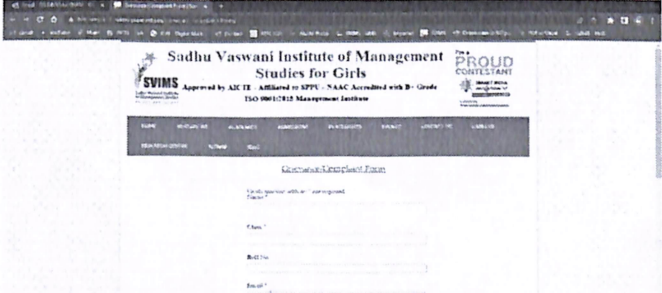
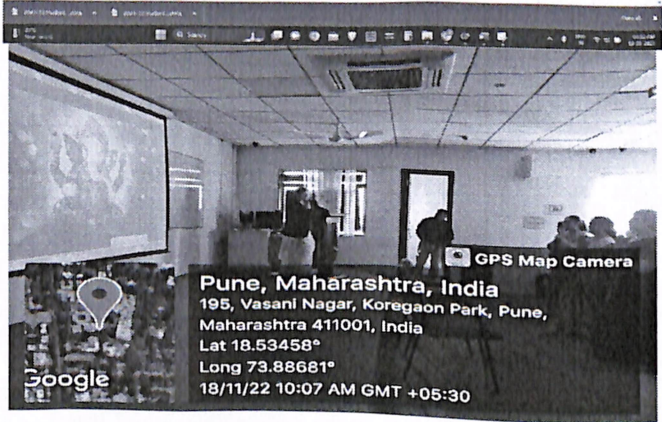


DR. B. H. NANWANI
DIRECTOR

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Meeting Date (DD/MM/YYYY)	
Meeting Facilitator	Dr. B. H. Nanwani		

ACTION TAKEN REPORT

Action on Grievances received, if any	Dr. Abhijeet Kaiwade informed that there were no grievances that had been filed by the students during the year 2021-22.
Initiatives for raising awareness about Grievance Redressal Mechanism	<p>During the Induction Program, Dr. Divya Lakhani, HOD-MBA, welcomed the students of MBA and MCA 2022-24 Batch. During this program she informed them about the Grievance Redressal Mechanism at SVIMS. The information of Committee Members for the year 2022-23 is available on the Institute Website. Besides this the Grievance Redressal Form is also available on website so that students can easily access the same in case of necessity.</p>   

B. Nanwani
 Dr. B H Nanwani
 Chairperson
DR. B. H. NANWANI
 DIRECTOR
 SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
 6, KOREGAON ROAD, PUNE-411 001

