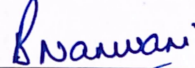

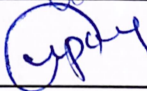




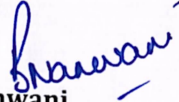
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

Meeting/Project Name	Grievance Redressal Committee	Academic Year	2019 - 2020
Meeting Facilitator	Dr. B. H. Nanwani	Date	15/10/2019

CIRCULAR / NOTICE OF THE GRIEVANCE REDRESSAL COMMITTEE MEETING

You are requested to note that the Grievance Redressal Committee Meeting for the Academic Year 2019 - 2020 will be held on 23/10/2019 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	
2	Dr. Abhijeet Kaiwade	Head of Department	
3	Ms. Vaishali R. Patil	Asst. Professor	
4	Dr. Smita Iyer	Asst. Professor	
5	Ms. Sayali Choudhari	Student Representative	


Dr. B. H. Nanwani
Director

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	Academic Year	2019-20
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	23/10/2019
MEETING AGENDA			
Sr. No	Topic		
1	Reading and confirming minutes and Action taken report of the previous meeting		
2	To take cognizance of the grievance reported by the students		
3	Awareness Initiatives - Grievance Redressal Mechanism		
4	Any other matter with the permission of chair		



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

Meeting/Project Name	Grievance Redressal Committee Meeting	Academic Year	2019 - 2020
Date of Meeting (DD/MM/YYYY)	23/10/2019	Time	1.00 p.m. onwards
Meeting Facilitator	Dr. B. H. Nanwani		

ATTENDANCE OF THE MEETING

A Meeting of the Grievance Redressal Committee was held on 23/10/2019 at 1.00 pm, under the Chairperson, Dr. B. H. Nanwani (Director, SVIMS). The following members were present:

Sr No.	Name	Designation	Sign. / Attendance Remark
1	Dr. B.H. Nanwani	Chairperson	<i>B. Nanwani</i>
2	Dr. Abhijeet Kaiwade	Head of Department	<i>[Signature]</i>
3	Ms. Vaishali R. Patil	Asst. Professor	<i>[Signature]</i>
4	Dr. Smita Iyer	Asst. Professor	<i>[Signature]</i>
5	Ms. Sayali Choudhari	Student Representative	<i>Sayali</i>



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS			
Meeting/Project Name	Grievance Redressal Committee	Academic Year	2019-20
Meeting Facilitator	Dr. B. H. Nanwani	Meeting Date (DD/MM/YYYY)	23/10/2019
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	To take cognizance of the grievance reported	<p>Mr. Phule (in charge of registry) reported that there were no grievances registered for 2018-19 as defined under the Act.</p> <p>Registry in charge, Mr. Vinayak Phule informed that there were no complaints registered during the 2018-19 in context of:</p> <ol style="list-style-type: none"> 1. Admissions 2. Fees 3. Return of documents 4. Student amenities <p>The Director recorded praise for the transparency and efficiency of fundamental academic operations.</p>	
3	Awareness Initiatives - Grievance Redressal Mechanism	Dr. Abhijeet Kaiwade appraised members that students would be informed about online procedure for registering grievances, concept of ombudsman, types of grievances etc. This would help students to know their rights and also act responsibly.	
4	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

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