



Mahatma Gandhi Vidyamandir's
**Maharaja Sayajirao Gaikwad
Arts, Science and Commerce College**

Malegaon Camp ,Tal Malegaon, Dist. Nashik(MS)
Affiliated to Savitribai Phule Pune University
PU/NS/ASC/004(1959)



GRIEVANCE REDRESSAL COMMITTEE

INTRODUCTION:

For the year 2018-19, the college has constituted the Grievance Redressal committee. Aim of this committee is to redress the grievances and complaints of the students.

Students are motivated to use suggestion box. Students may approach the member of the committee to lodge their grievances and suggestions if any. This committee will empower the students to discuss their problems without any hesitance and maintain healthy relation between college authority and students.

OBJECTIVES:

- Motivating the students to express their problems / grievance freely and without any fear of being victimized.
- To make college staff approachable and polite in dealing with the students.
- To set up efficient and responsive mechanism to address the students grievance and maintain educational atmosphere in the college campus.
- To provide effective solution to the students grievance without any bias.
- To maintain pleasant and friendly relation among students and student-teacher.
- Directing all staff members to be open minded when approaching with the students.

FUNCTION OF COMMITTEE:

- The registered complaints with all the documents will be consider promptly and act upon them.
- The main role of the committee is to look into the grievances/ complaints lodged by any student and give the judgments.
- For any genuine grievances students can approach to the committee in person, or through the class in charge.
- In case the students is reluctant to approach personally, they may dropped in writing at the suggestion box of the grievance cell at administrative block.
- Students also feel free to send their grievances through e-mail to the msggrievances@gmail.com

- Committee will report to the authority about number of pending cases and attended cases, if any, which requires invention of higher authority.
- Committee will make sure that the grievance has been correctly addressed in a specified time limits.

COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE

- The Principal constitutes the composition of the Grievance Redressal Committee for tenures of one academic year.
- Committee members will be selected from teaching and non-teaching staff members.
- The committee members are as follow:

Sr. No.	Names	Structure
1	Mr. P. A. Ahire	Co-ordinator
2	Dr. C. M. Nikam	Member
3	Miss. V. T. Salunke	Member
4	Miss. Sadiya Parbin	Member
5	Mr. U. K. Kudase	Member
6	Mr. U. K. Take	Member
7	Shri. R. H. Shelar	Member