



Hindi Vidya Prachar Samiti's

HINDI VIDYA PRACHAR SAMITI'S COLLEGE OF LAW

(Affiliated to University of Mumbai & Recognised by Bar Council of India)

R. J. Collage Premises, Opp. Ghatkopar Railway Station, Ghatkopar (W), Mumbai- 400 086, Maharashtra, INDIA

Tel: + 91 22 25151763 | Fax: 91 22 25 150957 | Website : www.hvpslawcollege.org.in | Email: hvpslawcollege@gmail.com

Ref No. _____

Date _____

YEAR 2019-2020

COLLEGE GRIEVANCE REDRESSAL COMMITTEE FOR STUDENTS

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson
2	Mr. Amar Salve	IQAC Coordinator
3	Ms. Eveta Fernandes	Member Secretary
4	Ms. Gretta Castilino	Member
5	Mr. Nishu Sinha	Student Representative
6	Ms. Mohit Begum	Student Representative
7	Mr. Sudhir Kawade	Student Representative


COLLEGE GRIEVANCE REDRESSAL COMMITTEE FOR TEACHERS

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson
2	Mr. Amar Salve	IQAC Coordinator
3	Ms. Eveta Fernandes	Member Secretary
4	Ms. Gretta Castilino	Member

COLLEGE GRIEVANCE REDRESSAL COMMITTEE FOR NON-TEACHING STAFF

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson
2	Mr. Amar Salve	IQAC Coordinator
3	Mrs. Prajakta Avinash Deorukhakar	Member Secretary
4	Mr. Umesh Kamble	Member
5	Ms. Neha Naik	Member




Dr. (Mrs.) Madhura Kalamkar
I/C Principal
Hindi Vidya Prachar Samiti's College of Law,
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Ref No.

Date 14.09.2019

Notice

This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 16 September 2019 at 11.00 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

- 1.Orientation of teachers regarding the role and scope of Grievance Redressal Committee for Teachers.
- 2.Any other point with the approval of the Chairperson.

By Order



Dr. (Mrs.) Madhura Kalamkar
I/C Principal
Hindi Vidya Prachar Samiti's College of Law,
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Ref No.

Date 16.09.2019

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 16 September 2019 at 11.00 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Ms. Eveta Fernandes: Member Secretary
4. Ms. Greta Castilino: Member

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation.

The following points were discussed in this meeting:

1. It was decided that all the teaching staffs shall be briefed about the Grievance Redressal Committee and its role in redressing their complaints. This would allow the teachers to approach the Committee in case of any grievance they have.
2. There were no complaints for consideration.
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

Signatures:

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
2	Mr. Amar Salve	IQAC Coordinator	
3	Ms. Eveta Fernandes	Member Secretary	
4	Ms. Gretta Castilino	Member	



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Date 14.09.2019

Notice

This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 16 September 2019 at 11.20 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

- 1.Orientation of students regarding the role and scope of Grievance Redressal Committee for Students.
- 2.Any other point with the approval of the Chairperson.

By Order



Dr. (Mrs.) Madhura Kalamkar
I/C Principal
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Ref No.

Date 16.09.2019

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 16 September 2019 at 11.20 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: Member
3. Ms. Eveta Fernandes: Member Secretary
4. Ms. Greta Castilino: Member
5. Mr. Nisith Sinha: Student Representative
6. Ms. Mohit Begum: Student Representative
7. Mr. Sudhir Kawade: Student Representative

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation.

The following points were discussed in this meeting:

1. After discussion and deliberations, it was decided that the committee members would visit each classroom and brief students about the Grievance redressal committee and its role in redressing their grievances. This would allow the students to approach the Committee in case of any grievance they have.
2. There were no complaints for consideration.
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

Signatures:

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
2	Mr. Amar Salve	IQAC Coordinator	
3	Ms. Eveta Fernandes	Member Secretary	
4	Ms. Greta Castilino	Member	
5	Mr. Nisith Sinha	Student Representative	
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7	Mr. Sudhir Kawade	Student Representative	



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Ref No.

Date 14.09.2019

Notice

This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 16 September 2019 at 11.40 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

1. Orientation of teachers regarding the role and scope of Grievance Redressal Committee for Non-Teaching Staff.
2. Any other point with the approval of the Chairperson.

By Order



Dr. (Mrs.) Madhura Kalamkar
I/C Principal
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Ref No.

Date 16.09.2019

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 16 September 2019 at 11.40 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Mrs. Prajakta Avinash Deorukhakar: Member Secretary
4. Mr. Umesh Kamble: Member
5. Ms. Neha Naik: Member

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation.

The following points were discussed in this meeting:

1. It was decided that all the non-teaching staffs shall be briefed about the Grievance Redressal Committee and its role in redressing their complaints. This would allow the non-teaching staffs to approach the Committee in case of any grievance they have.
2. There were no complaints for consideration.
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

Signatures:

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
2	Mr. Amar Salve	IQAC Coordinator	
3	Mrs. Prajakta Avinash Deorukhakar	Member Secretary	
4	Mr. Umesh Kamble	Member	
5	Ms. Neha Naik	Member	



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Ref No.

Date 14.03.2020

Notice

This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 16 March 2020 at 11.00 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

1. Review any complaints under consideration of Grievance Redressal Committee.
2. Any other point with the approval of the Chairperson.

By Order



Dr. (Mrs.) Madhura Kalamkar
I/C Principal
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Ref No.

Date 16.03.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 16 March 2020 at 11.00 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Ms. Eveta Fernandes: Member Secretary
4. Ms. Greta Castilino: Member

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation.

The following points were discussed in this meeting:

- 1.The meeting commenced with the Chairperson - Dr. (Mrs.) Madhura Kalamkar's opening remark. Thereafter, the minutes of the previous meeting were read out and confirmed by all the members of the committee.
- 2.It was noted that no complaints were received by grievance redressal committee in the first half of the Academic Year 2019-2020.
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

SIGNATURE

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
2	Mr. Amar Salve	IQAC Coordinator	
3	Ms. Eveta Fernandes	Member Secretary	
4	Ms. Greta Castilino	Member	



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Ref No.

Date 14.03.2020

Notice


This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 16 March 2020 at 11.20 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

1. Review any complaints under consideration of Grievance Redressal Committee.
2. Any other point with the approval of the Chairperson.

By Order




Dr. (Mrs.) Madhura Kalamkar
I/C Principal
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Date 16.03.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 16 March 2020 at 11.20 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Ms. Eveta Fernandes: Member Secretary
4. Ms. Greta Castilino: Member
5. Mr. Nisith Sinha: Student Representative
6. Ms. Mohit Begum: Student Representative
7. Mr. Sudhir Kawade: Student Representative

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation.

The following points were discussed in this meeting:

1. The meeting commenced with the Chairperson - Dr. (Mrs.) Madhura Kalamkar's opening remark. Thereafter, the minutes of the previous meeting were read out and confirmed by all the members of the committee.
2. It was noted that no complaints were received by grievance redressal committee in the first half of the Academic Year 2019-2020.
3. It was decided that the students of the next academic year will be made aware of the Grievance Redressal Committee during their induction programme.
4. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

Signatures:

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
2	Mr. Amar Salve	IQAC Coordinator	
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Date 14.03.2020

Notice


This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 16 March 2020 at 11.40 am in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

1. Review any complaints under consideration of Grievance Redressal Committee.
2. Any other point with the approval of the Chairperson.

By Order




Dr. (Mrs.) Madhura Kalamkar
I/C Principal
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Date 16.03.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 16 March 2020 at 11.40 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Mrs. Prajakta Avinash Deorukhakar: Member Secretary
4. Mr. Umesh Kamble: Member
5. Ms. Neha Naik: Member

The Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar started the meeting by thanking all the members of the Committee for their presence and co-operation. The following points were discussed in this meeting:

1. The meeting commenced with the Chairperson - Dr. (Mrs.) Madhura Kalamkar's opening remark. Thereafter, the minutes of the previous meeting were read out and confirmed by all the members of the committee.
2. It was noted that no complaints were received by the grievance redressal committee in the first half of the Academic Year 2019-2020.
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

Signatures:

<u>SR. NO.</u>	<u>NAME</u>	<u>DESIGNATION</u>	<u>SIGNATURE</u>
1	Principal Dr. (Mrs.) Madhura Kalamkar	Chairperson	
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ACTION TAKEN REPORT FOR THE ACDEMIC YEAR 2019-2020 FOR STUDENT/ TEACHING/NON-TEACHING STAFFS

YEAR	NO. OF GRIEVANCE APPEALED	NO. OF GRIEVANCE REDRESSED	AVERAGE TIME FOR GRIEVANCE REDRESSAL IN NUMBER OF DAYS
2019-2020	NIL	NIL	NIL



Madhura Kalamkar

(Prin.) Madhura Kalamkar
Principal
Hindi Vidya Prachar Samiti's College of Law,
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