



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 2020-2021

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	Mrs. Saisha Ghosalkar	Member
5	Ms. Gretta Castilino	Member
6	Mr. Nishu Sinha	Student Representative
7	Ms. Mohit Begum	Student Representative
8	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	Mrs. Saisha Ghosalkar	Member
5	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



(Signature)

Dr. (Mrs.) Madhura Kalamkar
Principal
Hindi Vidya Prachar Samiti's College of Law,
Raminiranjan Jhunjhunwala College Premises,
Opp. Railway Station, Ghatkopar (W),
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Ref No.

Date 12.09.2020

Notice

This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 14 September 2020 at 12.00 pm 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



(Mrs.) Madhura Kalamkar
Principal
Hindi Vidya Prachar Samiti's College of Law,
R. J. Collage Premises, Opp. Ghatkopar Railway Station, Ghatkopar (W),
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Ref No.

Date 14.09.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 14 September 2020 at 12.00 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

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



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

Date 12.09.2020

Notice

This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 14 September 2020 at 12.20 pm in the staff room. All the members are requested to attend the same.

Meeting Agenda is as follows:

1. Orientation of members regarding the role and scope of Grievance Redressal Committee.
2. Review any complaints under consideration of Grievance Redressal Committee.
3. Any other point with the approval of the Chairperson.

By Order



Dr. (Mrs.) Madhura Kalamkar
I/C Principal
Hindi Vidya Prachar Samiti's College
Ramnaranjan Jhunjhunwala College
Opp. Railway Station, Ghatkopar (W),
Mumbai-400086.



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Ref No.

Date 14.09.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 14 September 2020 at 12.20 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Ms. Eveta Fernandes: Member Secretary
4. Ms. Greta Castilino: Member
5. Mrs. Saisha Ghosalkar: Member
6. Mr. Nisith Sinha: Student Representative
7. Ms. Mohit Begum: Student Representative
8. 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. Apart from creating awareness about the Grievance Redressal Committee in the student induction programme. It was decided that the committee members would visit each classroom and brief new 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.
3. It was noted that no complaints were received by grievance redressal committee in the Academic Year 2019-2020.
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	
3	Ms. Eveta Fernandes	Member Secretary	
4	Mrs. Saisha Ghosalkar	Member	
5	Ms. Greta Castilino	Member	
6	Mr. Nisith Sinha	Student Representative	
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8	Mr. Sudhir Kawade	Student Representative	



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Ref No.

Date 12.09.2020

Notice

This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 14 September 2020 at 12.40 pm 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
Hindi Vidya Prachar Samiti's College of Law,
Ramanraman Jiranghewala College Premises,
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Ref No.

Date 14.09.2020

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 14 September 2020 at 12.40 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

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 grievance redressal committee in 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	
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
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Ref No.

Date 13.03.2021

Notice

This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 15 March 2021 at 12.00 pm 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
Hindi Vidya Prachar Samiti's College of Law,
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Ref No.

Date 15.03.2021

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 15 March 2021 at 12.00 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mr. Amar Salve: IQAC Coordinator
3. Ms. Eveta Fernandes: Member Secretary
4. Mrs. Saisha Ghosalkar: Member
5. 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 new complaints were received by grievance redressal committee in the first half of the academic year 2020-21.
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.

<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	Mrs. Saisha Ghosalkar	Member	
5	Ms. Greta Castilino	Member	



Dr. (Mrs.) Madhura Kalamkar
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Ref No.

Date 13.03.2021

Notice

This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 15 March 2021 at 12.20 pm 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
Hindi Vidya Prachar Samiti's College of Law,
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Ref No.

Date 15.03.2021

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 15 March 2021 at 12.20 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

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
7. Ms. Mohit Begum: Student Representative
8. 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 new complaints were received by grievance redressal committee in the first half of the academic year 2020-21.
- 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	
3	Ms. Eveta Fernandes	Member Secretary	
4	Mrs. Saisha Ghosalkar	Member	
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Ref No.

Date 13.03.2021

Notice

This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 15 March 2021 at 12.40 pm 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/O Principal
Hindi Vidya Prachar Samiti's College of Law,
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Ref No.

Date 15.03.2021

MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 15 March 2021 at 12.40 pm in the staff room to discuss the following agenda in presence of the following members.

Following were the members present at the time of meeting:

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 grievance redressal committee in the first half of academic Year 2020-2021.
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	



Dr. (Mrs.) Madhura Kalamkar
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Ref No.

Date 16.03.2021

ACTION TAKEN REPORT FOR THE ACDEMIC YEAR 2020-21 FOR STUDENT/ TEACHING/NON-TEACHING STAFFS

YEAR	NO. OF GRIEVANCE APPEALED	NO. OF GRIEVANCE REDRESSED	AVERAGE TIME FOR GRIEVANCE REDRESSAL IN NUMBER OF DAYS
2020-2021	NIL	NIL	NIL



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