



Ref No. SRCOE/14254

Date: 24/03/2015

Students Grievances & Redressal Committee**Functions:**

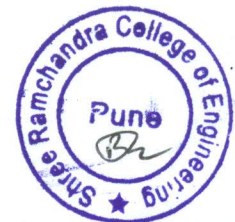
- Examine and enquire the student(s) grievances (if any).
- Decode the punishment depending upon the gravity of the offence. Appeal to the Principal.
- It shall take care of the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.
- Anti ragging is one of the important and mandatory function of the committee. The committee shall look into the ragging cases. It should counsel the students for anti ragging and follow the principle of preventive actions. In addition, student committees shall be formed for anti ragging and some of the parents shall also be involved in helping the institute to avoid ragging.
- Avoiding sexual harassment in the Institute is other important and mandatory function of the committee. The committee shall try to prevent cases of sexual harassment in the institute.
- All types of Grievances & its Redressal to be looked into by this committee.

The composition of Students Grievances & Redressal Committee shall be as under:

Chairman	Prof. Dr. A.D. Desai
Member	Prof. Birajdar G.S. Prof. Wabale G.K. Prof. Mrs. B.D. Patil Prof. Mrs. Priya Patil Prof. Baban Thombare Students Council two Nominated Members)

Procedure:

- All complaints regarding malpractices in internal assessment tests and Semester-End Examinations should be referred to the Chairman of the Committee.
- Any action on the part of candidate at an examination trying to get undue advantage in the performance at examinations or trying to help another, or derive the same through unfair means is punishable according to the gravity of the offence.



- The involvement of the Staff, who are in charge of conducting examinations, evaluating examination papers and preparing/keeping records of documents relating to the examinations, in such acts (inclusive of providing incorrect or misleading information) that infringe upon the course of natural justice to one and all concerned at the examination shall be viewed seriously and recommended for award of appropriate punishment after thorough enquiry.
- The Principal shall take necessary action as per the recommendations of the committee.
- Student or staff shall forward the written complaints to member secretary.
- All complaints shall be investigated and all enquiries relating to misconduct of the students shall be presented to the committee.
- If nature of complaint is not severe, students can be counseled.
- If nature of complaint is severe, to check the severity of the complaint, GRC may form a subcommittee, for further necessary action if any.
- Enquiry shall be done by sub-committee and its report shall be forwarded to GRC.
- Committee shall give appropriate punishment on the basis of severity of the misconduct.

Frequency:

The committee shall meet twice in A.Y. or as necessary.



Prof. Dr. A.D. Desai
Principal

