



## GRIEVANCE REDRESSAL COMMITTEE

### Minutes of 1<sup>st</sup> Meeting (AY 2017-18)

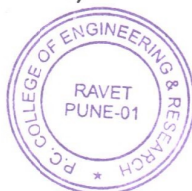
Meeting of all members of the Grievance Redressal Committee was held on 22/08/2017  
Time: 03:30pm in PCCOE&R Board room. Following members were present for the meeting.

Sr. No.	Member Name	Designation	Local Committee	Signature
1	Dr. H. U. Tiwari	Principal	Chairperson	
2	Mr. Prakash Yeole	Office Suptt.	Member	
3	Mr. Sham Mankar	HoD Mechanical	Member	
4	Dr. Rahul Mapari	HoD E & TC	Member	
5	Mrs. Mayura Yeole	Asst. Prof. Civil	Member	
6	Mrs. Sonali Kanase	Asst. Prof. FE	Member	
7	Mr. Mahendra Salunke	Asst. Prof. Computer	Member Secretary GRC Cell PCCoER	

Member Secretary Mr. M. B. Salunke, welcomed The Chairperson, Prof. Dr. H. U. Tiwari and all GRC members. Meeting started with the permission of The Chairperson, Prof. Dr. H. U. Tiwari.

Following points were discussed in the meeting as per the agenda:

1. To discuss the roles and responsibilities of Grievance Redressal Committee
  - a. Prof. Dr. H. U. Tiwari highlighted about following types of grievances specified by AICTE
    - i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
    - ii. irregularity in the admission process adopted by the institution;
    - iii. refusing admission in accordance with the declared admission policy of the institution;
    - iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
    - v. publishing any information in the prospectus, which is false or misleading, and not based on facts;





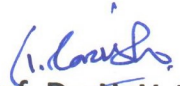
- vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;
- viii. breach in reservation policy in admission as may be applicable;
- ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
- x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
- xi. on provision of student amenities as may have been promised or required to be provided by the institution;
- xii. non transparent or unfair evaluation practices;
- xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.

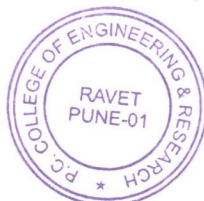
b. He also emphasized on the target of **Zero Grievance** in the institute.

2. To finalize locations to display posters of GRC roles
  - a. Dr. Rahul Mapari, suggested displaying posters on different notice boards for students and on the notice board of students' section.
3. Updating college website page of GRC
  - a. Prof. Dr. H. U. Tiwari, directed to update the college website page for GRC with the list of new members.
4. Any other point with the permission of The Chairperson, GRC.
  - a. Nil

As there was no other point to discuss, the meeting was adjourned by Prof. Dr. H. U. Tiwari and recommended to schedule next meeting in case of any grievance received from student or in the next semester.

Date:

  
Prof. Dr. H. U. Tiwari  
Principal. PCCOER





## GRIEVANCE REDRESSAL COMMITTEE

### Minutes of 2<sup>nd</sup> Meeting (AY 2017-18)

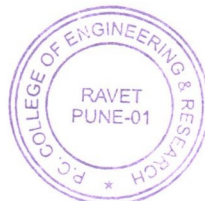
Meeting of all members of the Grievance Redressal Committee was held on 23/02/2018  
Time: 04:00pm in PCCOE&R Board room. Following members were present for the meeting.

Sr. No.	Member Name	Designation	Local Committee	Signature
1	Dr. H. U. Tiwari	Principal	Chairperson	
2	Mr. Prakash Yeole	Office Suptt.	Member	
3	Dr. Sham Mankar	HoD Mechanical	Member	
4	Dr. Rahul Mapari	HoD E & TC	Member	
5	Mrs. Mayura Yeole	Asst. Prof. Civil	Member	
6	Mrs. Sonali Kanase	Asst. Prof. FE	Member	
7	Mr. Mahendra Salunke	Asst.Prof. Computer	Member Secretary GRC Cell PCCoER	

Member Secretary Mr. M. B. Salunke, welcomed The Chairperson, Prof. Dr. H. U. Tiwari and all GRC members. Meeting started with the permission of The Chairperson, Prof. Dr. H. U. Tiwari.

Following points were discussed in the meeting as per the agenda:

1. To review the activities of Grievance Redressal Committee after the last meeting
  - a. The information about the activities carried out by Grievance Redressal Committee is presented by Mr. Mahendra B. Salunke. He highlighted about '**Zero Grievance**' due to awareness created among teaching and supporting staff and due to posters placed in various notice boards. Following are the **actions taken** by committee:
    - i. Displayed updated posters to create awareness among staff and students about the roles and responsibilities of GRC.
    - ii. Checked and updated the list of committee members on college website.
    - iii. Verified the availability of online link to report grievance.





PIMPRI CHINCHWAD EDUCATION TRUST  
Pimpri Chinchwad College of Engineering & Research.  
Plot No. B, Sector No.110 (P), Gat No.1, Laxminagar Ravet, Pune.

b. Prof. Dr. H. U Tiwari, congratulated to all committee members for their efforts in achieving '**Zero grievance**' in the institute.

2. To discuss grievances (if any) reported.

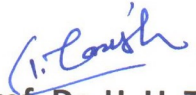
a. Mr. Mahendra B. Salunke shared the nil report of grievances.

3. Any other point with the permission of The Chairperson, GRC.

a. Nil

As there was no other point to discuss, the meeting was adjourned by Prof. Dr. H. U. Tiwari and recommended to schedule next meeting in case of any grievance received from student or in the next semester.

Date:

  
Prof. Dr. H. U. Tiwari  
Principal, PCCOER

