



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](http://www.hvpslawcollege.org.in) | Email: [hvpslawcollege@gmail.com](mailto:hvpslawcollege@gmail.com)

Ref No.

Date \_\_\_\_\_

## COMMITTEE 2018-2019

### COLLEGE GRIEVANCE REDRESSAL COMMITTEE (AS PER UGC NORMS) FOR STUDENTS

| <u>SR. NO.</u> | <u>NAME</u>                           | <u>DESIGNATION</u>     |
|----------------|---------------------------------------|------------------------|
| 1              | Principal Dr. (Mrs.) Madhura Kalamkar | Chairperson            |
| 2              | Ms. Pankti Chitalia                   | Member Secretary       |
| 3              | Ms. Deepali Khavle                    | Member                 |
| 4              | Mr. Aniket Tawde                      | Student Representative |
| 5              | Ms. Anima Mishra                      | Student Representative |
| 6              | Mr. Subash Goniyal                    | 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              | Ms. Pankti Chitalia                   | Member Secretary   |
| 3              | Ms. Deepali Khavle                    | 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              | Mrs. Prajakta Avinash Deorukhakar     | Member Secretary   |
| 3              | Mr. Umesh Kamble                      | Member             |
| 4              | Mr. Atish Gangure                     | Member             |



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

Date \_\_\_\_\_

## Notice

This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 10 September 2018 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,  
Raminranjan Jhunjhunwala College Premises,  
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Ref No.

Date

## MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 10 September 2018 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. Ms. Pankti Chitalia: Member Secretary
3. Ms. Deepali Khavle: 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              | Ms. Pankti Chitalia                   | Member Secretary   |                                                                                       |
| 3              | Ms. Deepali Khavle                    | Member             |                                                                                       |

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

Date \_\_\_\_\_

## Notice

This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 10 September 2018 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  
Hindi Vidya Prachar Samiti's College of Law,  
Ramniranjan Jhunjhunwala College Premises,  
Opp. Railway Station, Ghatkopar (W),  
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Ref No.

Date

## MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 11 March 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. Ms. Pankti Chitalia: Member Secretary
3. Ms. Deepali Khavle: Member
4. Mr. Aniket Tawde: Student Representative
5. Mr. Anima Mishra: Student Representative
6. Ms. Subash Goniya: 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              | Ms. Pankti Chitalia                   | Member Secretary       |                  |
| 3              | Ms. Deepali Khavle                    | Member                 |                  |
| 4              | Mr. Aniket Tawde                      | Student Representative |                  |
| 5              | Ms. Anima Mishra                      | Student Representative |                  |
| 6              | Mr. Subash Goniya                     | Student Representative |                  |

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

Date \_\_\_\_\_

## Notice

This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 10 September 2018 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  
Hindi Vidya Prachar Samiti's College of Law,  
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Ref No.

Date

## MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 10 September 2018 at 11.40 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

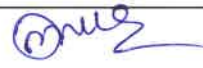
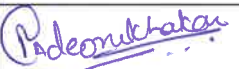
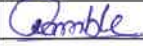
1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Mrs. Prajakta Avinash Deorukhakar: Member Secretary
3. Mr. Umesh Kamble: Member
4. Mr. Atish Gangure: Member

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.

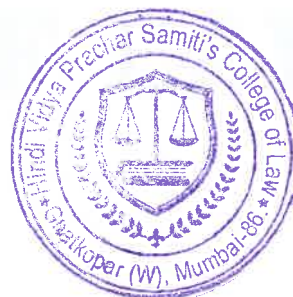
The following points were discussed in this meeting:

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              | Mrs. Prajakta Avinash Deorukhakar     | Member Secretary   |  |
| 3              | Mr. Umesh Kamble                      | Member             |  |
| 4              | Mr. Atish Gangure                     | Member             |                                                                                       |

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

Date \_\_\_\_\_

## Notice

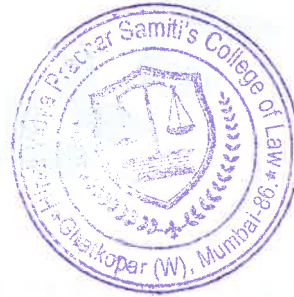
This is to inform all members of the **Grievance Redressal Committee for Teachers** to attend the meeting on Monday, 11 March 2019 at 11.00 am in the staff room. All the members are requested to attend the same.

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  
Hindi Vidya Prachar Samiti's College of Law,  
Rambhadraraj Jhunjhunwala College Premises,  
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Ref No.

Date

## MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the teachers was conducted on Monday, 11 March 2019 at 11.00 am in the staff room to discuss the agenda in presence of the members.

Members of the committee:

Members of the committee:

1. Dr (Mrs). Madhura Kalamkar: Chairperson
2. Ms. Pankti Chitalia: Member Secretary
3. Ms. Deepali Khavle: 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.

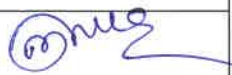
The following points were discussed in this meeting:

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.

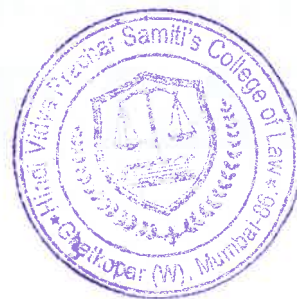
3. As there were no other points for discussion, the meeting was concluded with a vote of thanks by the Chairperson of the Committee - Dr. (Mrs.) Madhura Kalamkar.

## SIGNATURE

| <u>SR. NO.</u> | <u>NAME</u>                           | <u>DESIGNATION</u> | <u>SIGNATURE</u>                                                                      |
|----------------|---------------------------------------|--------------------|---------------------------------------------------------------------------------------|
| 1              | Principal Dr. (Mrs.) Madhura Kalamkar | Chairperson        |  |
| 2              | Ms. Pankti Chitalia                   | Member Secretary   |                                                                                       |
| 3              | Ms. Deepali Khavle                    | Member             |                                                                                       |



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

Date \_\_\_\_\_

## Notice

This is to inform all members of the **Grievance Redressal Committee for Students** to attend the meeting on Monday, 11 March 2019 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  
Hindi Vidya Prachar Samiti's College of Law,  
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Ref No.

Date

## MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the students was conducted on Monday, 11 March 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. Ms. Pankti Chitalia: Member Secretary
3. Ms. Deepali Khavle: Member
4. Mr. Aniket Tawde: Student Representative
5. Mr. Anima Mishra: Student Representative
6. Ms. Subash Goniya: 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.

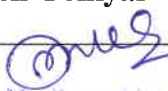
2. It was noted that no complaints were received by grievance redressal committee in the first half of the Academic Year 2019-2020.

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              | Ms. Pankti Chitalia                   | Member Secretary       |                                                                                       |
| 3              | Ms. Deepali Khavle                    | Member                 |                                                                                       |
| 4              | Mr. Aniket Tawde                      | Student Representative |                                                                                       |
| 5              | Ms. Anima Mishra                      | Student Representative |                                                                                       |
| 6              | Mr. Subash Goniya                     | Student Representative |                                                                                       |

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

Date

## Notice

This is to inform all members of the **Grievance Redressal Committee for Non-Teaching Staff** to attend the meeting on Monday, 11 March 2019 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  
Hindi Vidya Prachar Samiti's College of Law,  
Ramniranjan Jhunjhunwala College Premises,  
Opp. Railway Station, Ghatkopar (W),  
Mumbai-400086.



Ref No.

Date

### MINUTES OF THE MEETING

A meeting of the Grievance Redressal Committee for the non-teaching staffs was conducted on Monday, 11 March 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. Mrs. Prajakta Avinash Deorukhakar: Member Secretary
3. Mr. Umesh Kamble: Member
4. Mr. Satish Gangure: 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.

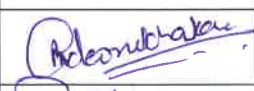
The following points were discussed in this meeting:

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        |  |
| 2              | Mrs. Prajakta Avinash Deorukhakar     | Member Secretary   |  |
| 3              | Mr. Umesh Kamble                      | Member             |  |
| 4              | Mr. Atish Gangure                     | Member             |                                                                                       |

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

Date \_\_\_\_\_

### ACTION TAKEN REPORT FOR THE ACDEMIC YEAR 2018-2019 FOR STUDENT/ TEACHING/NON-TEACHING STAFFS

| YEAR          | NO. OF GRIEVANCE<br>APPEALED | NO. OF GRIEVANCE<br>REDRESSED | AVERAGE TIME<br>FOR GRIEVANCE<br>REDRESSAL IN<br>NUMBER OF DAYS |
|---------------|------------------------------|-------------------------------|-----------------------------------------------------------------|
| 2018-<br>2019 | NIL                          | NIL                           | NIL                                                             |

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

