



SHRI SAI SHIKSHAN SANSTHA'S



NIT GRADUATE SCHOOL OF MANAGEMENT

Approved by AICTE New Delhi, DTE Mumbai & Affiliated to RTM Nagpur

STUDENT GRIEVANCE REDRESSAL COMMITTEE

Composition of Grievance Redressal Committee

As per the rules and regulations, for student in NIT Graduate School of Management , "Grievance Redressal Committee" of NIT Graduate School of Management , Nagpur has been constituted with following Staff in different positions & students representative to enquire the nature and extent of grievance.

Student Grievance Redressal Committee

Session 2023-2024

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member

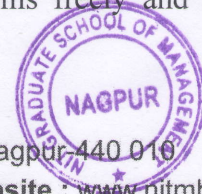
Objectives of Grievance Redressal Committee:

- To provide responsive, accountable and easily accessible machinery for settlement of grievances.
- To uphold the dignity of the College by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.

CAMPUS : Survey No. 13/2, Manurzan, Kator Road, Nagpur-441 501

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- To investigate the cause of grievances.
- To ensure effectual solution depending upon the gravity of the grievance
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all staffs to be affectionate to the Students .
- To support, those students who have been deprived of the services offered by the College, for which he/she is entitled.

Functions of Grievance Redressal Committee

- The function of the Grievance Redressal Committee is to look into the complaints lodged by any student, and judge its merit.
- The Grievance Redressal Committee is also empowered to look into matters of harassment.
- Anyone with a genuine grievance may approach the Committee members in person, or in consultation with the class in-charge.
- In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Redressal Committee at Administrative Block.
- Grievances may also be sent through e-mail to the chairman or secretary of Grievance Redressal Committee
- The Grievance Redressal Committee will assure that the grievance has been properly solved in a stipulated time limit provided by the Committee
- The Grievance Redressal Committee will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.



M. Patil
Dr. Mukesh Patil
DIRECTOR

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Student Grievance Redressal Committee Session 2023 – 2024

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member



M. Patil

Dr. Mukesh Patil
DIRECTOR

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NIT GRADUATE SCHOOL OF MANAGEMENT

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Date: 13/10/2023

NOTICE

Meeting for the formation of the Student Grievance Redressal Committee will be held on 14/10/2023 at 4:00 p.m. in the director office.

Following will be the agenda for the meeting:

1. Explanations as regards the formation of Committee
2. Procedure
3. Selection of Members
4. Resolve the complaint received from the students.

Members:

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member



Mukesh Patil

Dr. Mukesh Patil
DIRECTOR
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Approved by AICTE New Delhi, DTE Mumbai & Affiliated to RTM Nagpur

Date: 14/10/2023

Minutes of Meeting

Meeting for the formation of the Student Grievance Redressal Committee was held in the office of the director on 14/10/2023 at 4:00 p.m.

Following Members were present at the meeting:

Members:

Sr. No.	Member Name	Designation	Signature
1	Dr. Mukesh Patil	Chairman	
2	Dr. Vaibhav Bhalerao	Secretary	
3	A/P Mukta Marathe	Faculty Member	
4	A/P Pallavi Shekhar	Faculty Member	
5	Gaurav Ghagre	Student Member	
6	Kamini Lokhande	Student Member	
7	Tushar Pohankar	Student Member	
8	Divyani Borkute	Student Member	



Dr. Mukesh Patil
DIRECTOR
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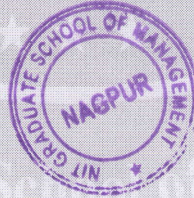
NIT GRADUATE SCHOOL OF MANAGEMENT

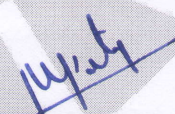
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Agenda of the Meeting

The director welcomed the members.

1. **Formation of the committee:** Director explained the members as well as the staff how the committee would function. He asked the office staff to install a box where in students would put the grievances in writing. The letter would place before the committee and appropriate action could be taken.
2. **Procedure:** It was decided that the committee would meet every two months when there are no complaints and immediately when the situation demands.
3. **Selection of Members:** It was also proposed that all selected members should adhere to the rules of the grievance committee and also see to it that the same kind of discipline is followed in the campus. Every members should take responsibility of their roles and responsibility.
4. **Any other matter with the permission of the Chair:** Secretary placed before the committee, the complaint received by the students regarding :
5. As there was no other matter to discuss, the meeting ended with a vote of thanks to the chair.




Dr. Mukesh Patil
DIRECTOR
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Approved by AICTE New Delhi, DTE Mumbai & Affiliated to RTM Nagpur

Date: 3/11/2023

NOTICE

Meeting of Student Grievance Redressal Committee will be held on 4/11/2023 at 4:00 p.m. in the director office.

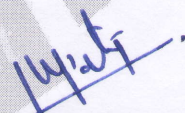
Following will be the agenda for the meeting:

- Cleanliness in the seminar hall

Members:

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member




Dr. Mukesh Patil
DIRECTOR
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Minutes of Meeting

Meeting of Student Grievance Redressal Committee was held in director office on 4/11/2023 at 4:00 p.m.

The agenda for the meeting was:

- Cleanliness in the seminar hall

The above point was discussed in the meeting. Assurance was given to the students for future action.

Following Members were present at the meeting:

Members:

Sr. No.	Member Name	Designation	Signature
1	Dr. Mukesh Patil	Chairman	
2	Dr. Vaibhav Bhalerao	Secretary	
3	A/P Mukta Marathe	Faculty Member	
4	A/P Pallavi Shekhar	Faculty Member	
5	Gaurav Ghagre	Student Member	
6	Kamini Lokhande	Student Member	
7	Tushar Pohankar	Student Member	
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Dr. Mukesh Patil
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Date: 4/11/2023

NOTICE

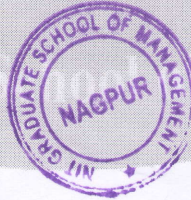
Meeting of Student Grievance Redressal Committee will be held on 6/11/2023 at 4:00 p.m. in the director office.

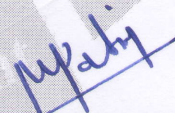
Following will be the agenda for the meeting:

- Action taken for cleanliness in the seminar hall

Members:

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member




Dr. Mukesh Patil
DIRECTOR
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Minutes of Meeting

Meeting of Student Grievance Redressal Committee was held in director office on 6/11/2023 at 4:00 p.m.

The agenda for the meeting was:

- Action taken for cleanliness in the seminar hall

The above point was discussed in the meeting. Proper instructions were given to housekeeping supervisor and staff regarding cleanliness in the seminar hall. Proper work allotment was done regarding this. It was properly clean and maintained by housekeeping staff under observation of Student Grievance Redressal Committee. Grievance was redressed within 3 days with proper action.

Following Members were present at the meeting:

Members:

Sr. No.	Member Name	Designation	Signature
1	Dr. Mukesh Patil	Chairman	
2	Dr. Vaibhav Bhalerao	Secretary	
3	A/P Mukta Marathe	Faculty Member	
4	A/P Pallavi Shekhar	Faculty Member	
5	Gaurav Ghagre	Student Member	
6	Kamini Lokhande	Student Member	
7	Tushar Pohankar	Student Member	
8	Divyani Borkute	Student Member	



Dr. Mukesh Patil

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Date: 6/2/2024

NOTICE

Meeting of Student Grievance Redressal Committee will be held on 7/2/2024 at 4:00 p.m. in the director office.

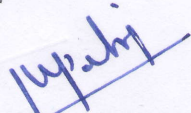
Following will be the agenda for the meeting:

- Cleanliness in the Corridor
- Cleanliness in the Girl's common room.

Members:

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
5	Gaurav Ghagre	Student Member
6	Kamini Lokhande	Student Member
7	Tushar Pohankar	Student Member
8	Divyani Borkute	Student Member




Dr. Mukesh Patil
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Date: 7/2/2024

Minutes of Meeting

Meeting of the Student Grievance Redressal Committee was held in the office of the Director on 7/2/2024 for the student grievances at 4:00 p.m

The agenda for the meeting was:

- Cleanliness in the corridor
- Cleanliness in the girl's common room.

The above points were discussed in the meeting, assurance is given to the students for the future action.

Members:

Sr. No.	Member Name	Designation	Signature
1	Dr. Mukesh Patil	Chairman	
2	Dr. Vaibhav Bhalerao	Secretary	
3	A/P Mukta Marathe	Faculty Member	
4	A/P Pallavi Shekhar	Faculty Member	
5	Gaurav Ghagre	Student Member	
6	Kamini Lokhande	Student Member	
7	Tushar Pohankar	Student Member	
8	Divyani Borkute	Student Member	



Dr. Mukesh Patil
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Date: 7/2/2024

NOTICE

Meeting of Student Grievance Redressal Committee will be held on 8/2/2024 at 4:00 p.m. in the director office.

Following will be the agenda for the meeting:

- Action taken for Cleanliness in the corridor
- Action taken for Cleanliness in the girl's common room.

Members:

Sr. No.	Member Name	Designation
1	Dr. Mukesh Patil	Chairman
2	Dr. Vaibhav Bhalerao	Secretary
3	A/P Mukta Marathe	Faculty Member
4	A/P Pallavi Shekhar	Faculty Member
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8	Divyani Borkute	Student Member



Mukesh Patil
Dr. Mukesh Patil
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Minutes of Meeting

Meeting of Student Grievance Redressal Committee was held in director office on 8/2/2024 at 4:00 p.m.

The agenda for the meeting was:

- Action taken for Cleanliness in the corridor
- Action taken for Cleanliness in the girl's common room.

The above point was discussed in the meeting .Proper instructions were given to housekeeping supervisor and staff regarding Cleanliness in the corridor & girl's common room . Proper work allotment was done regarding this. It was properly clean and maintained by housekeeping staff under observation of Student Grievance Redressal Committee. Grievance was redressed within 4 days with proper action.

Following Members were present at the meeting:

Members:

Sr. No.	Member Name	Designation	Signature
1	Dr. Mukesh Patil	Chairman	
2	Dr. Vaibhav Bhalerao	Secretary	
3	A/P Mukta Marathe	Faculty Member	
4	A/P Pallavi Shekhar	Faculty Member	
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