



ESTD. 1993

SHRI VASANTRAO BANDUJI PATIL TRUST'S

**APPASAHEB BIRNALE COLLEGE OF
ARCHITECTURE, SANGLI**

(Approved by AICTE, C.O.A New Delhi, Affiliated to Shivaji University Kolhapur)
District – Sangli 416416

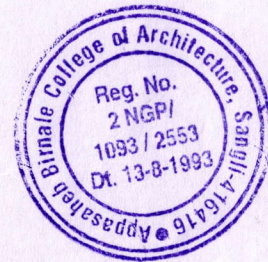
CRITERION II

Evaluation Process and Reforms

Key Indicator 2.5.2

Mechanism to deal with internal examination related grievances is
transparent, time- bound and efficient


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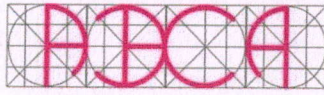
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Grievance Redressal Cell (GRC)



**Grievance &
Redressal Cell**

The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non- academic matter within the campus through the online and grievance/ suggestion box.

The institution aims at solving the grievances of the students within stipulated academic and non- academic matter within the campus through the online and grievance/ suggestion box. The institution aims at solving the grievances of the students within stipulated time.



Objectives

The Grievance Redressal Cell has been developed to settle the grievances of the students and other stakeholders within a reasonable time period for further strengthening the bond of the students with the institution by providing them with all kind of facilities to a satisfaction level for maintaining a convenient ambience of academic teaching and learning.

constitution of the Grievance Redressal Committee

Sr.No	Name	Designation
1.	Ar. Arundhati Wategave	Principal
2	Ar. Sunil Nitwe	Co-ordinator
3	Ar. Pratiksha Jadhav	Faculty Convenor
4	Mr Vijay shinde	Conveyor
5	Divyani Korse patil	Student Conveyor
6	Vishava Mnagave	Student Conveyor

Mechanism of the GRC-

1. Grievance redressal committee (GRC) shall consider only individual grievances of specific nature of students and staff.
2. The GRC shall not consider any grievance of general applicability or of collective nature of raised collectively by more than one employee/student.
3. Post receipt of the complaint/application the committee will decide on the merit of case regarding scope of further discussion investigation and act promptly.



4. The GRC may mediate between complainant and defendant against who the complaint has been made, if required.

5. GRC shall consider redressing of grievances within a reasonable time.

6. The cell will give report to the authority about the cases attended to and seek guidance from the higher authorities if required.

Procedure for lodging complaint :

- The students may feel free to drop the writing (can be anonymous if required) in the grievance/ suggestion box.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.

Procedure of Grievance Cell for the Teaching and Non-Teaching Staff

Stage I

The grievance can be addressed to Class teacher of class .

Stage I

The grievance can be addressed to Grievance Cell Committee of the College.

Stage II

Principal undertakes the matter which could not be redressed at Stage I.



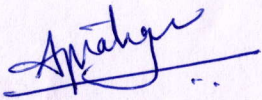
Stage I
Class teacher

Stage II
Grievance committee of ABCA

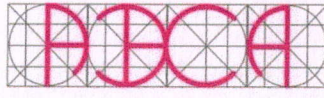
Stage III
Principal

Stage IV
Shivaji University

The above is the Step Ladder Method of Grievance redressal mechanism of the College apart from it Open door policy is also in place for both Teaching and Non- Teaching Staff to directly approach management.


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GRIEVANCE & REDRESSAL CELL

Minutes of the meeting held on 20.01.2024

Time: 9:00 AM.

Attended by: Principal – Ar.Dr. Arundhati Wategave

Faculty Incharge – Ar. Sunil Nitwe

Ar. Pratiksha Jadhav

Non teaching member – Mr Vijay Shinde

Agenda of the meeting:

1. Finalisation of sub-ordinators.
2. Discussion grievances of the students and other stakeholders if any

Minutes of the meeting:

Discussion grievances of the students and other stakeholders if any

- Strategies related to be passed to Students and faculty members
- Discussion of IQAC with GRC
- Review of transparency in marking.

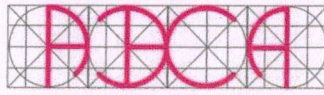
Principal

Faculty Incharge

Student Co-ordinator

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INTENAL GRIEVANCE & REDRESSAL CELL

Minutes of the meeting held on 06.07.2023

Time: 10:00 AM.

Attended by: Principal – Ar.Dr. Arundhati Wategave

Faculty Incharge – Ar. Sunil Nitwe

Ar. Pratiksha Jadhav

Non teaching member – Mr. Vijay Shinde

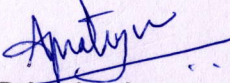
Agenda of the meeting:

1. Review of last year
2. Working of Cell with all Stakeholders.

Minutes of the meeting:

Discussion grievances of the students and other stakeholders if any

- Discussion with all members about Complaint box.
- Awareness about Elaborate marking system to be follow for transparency In marking
- Meeting with students and faculty members to pass on the grivence cell objectives.


Principal

Faculty Incharge

Student Co-ordinator

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