



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's  
Sharadchandra Pawar Arts and Commerce  
College.**

**Alandi Devachi,(Dudulgaon),Tal-Khed Dist-Pune-412105**  
*(Affiliated to Savitribai Phule Pune University, Recognised by  
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**Criterion 5: Student Support And Progression**

**5.1 Student Support**

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**SUMMARY SHEET**

**Academic Year: 2023-24**

| <b>Sr. No.</b> | <b>Particulars</b>  |
|----------------|---|
| 1              | Minutes of Meeting of Women Grievance Committee(WGC)/ Anti Sexual Harassment Committee(ASHC)/Internal Complaint Committee (ICC) 2023-24 |
| 2              | Minutes of Meeting of Anti Ragging Committee 2023-24  |
| 3              | Minutes of Meeting of Reservation Grievance Committee 2023-24   |
| 4              | Minutes of Meeting of Student Grievance Committee 2023-24   |



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## **Women Grievance Committee (WGC)/ Anti Sexual Harassment Committee (ASHC)/Internal Complaint Committee (ICC)**

**Minutes of Meeting held on 9<sup>th</sup> Oct.2023**

**Women Grievance Committee(WGC)/ Anti Sexual Harassment**

**Committee(ASHC)/Internal Complaint Committee (ICC)**

Meeting of Women Grievance Committee/Anti Sexual Harassment/Internal Complaint Committee was held on 9<sup>th</sup> Oct.2023 at 11.00 am at Seminar Hall Following points were discussed during the meeting.

**Agenda for meeting was:**

1. To give introduction of the committee.
2. To appoint the students representatives for Women Grievance Committee
3. Any other issue with the permission of Chairman.

**Minutes of Meeting:**

1. Review of last minutes of meeting.
2. Chairman introduce the students representative to the committee.
3. Student's representative are informed about the committee.



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Following committee members were present for the meeting:

| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr.Hansraj Thorat     | Principal(Chairman)                         |           |
| 2       | Mrs.Shaila Walunj     | Faculty Representative ( Secretary)         |           |
| 3       | Mr.Chnadpasha Mulla   | Non-Teaching Representative                 |           |
| 4       | Miss. Vaishnavi Eppar | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Miss. Javariya Khan   | Student Representative 1 <sup>st</sup> Year |           |





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## **Minutes of Meeting held on 10<sup>th</sup> March. 2024**

### **Women Grievance Committee (WGC)/ Anti Sexual Harassment**

### **Committee(ASHC)/Internal Complaint Committee (ICC)**

Meeting of Women Grievance Committee/Anti Sexual Harassment/Internal Complaint Committee was held on 10<sup>th</sup> Mar.2024 at 11.30 am at FYBA Classroom No1. Following points were discussed during the meeting.

#### **Agenda for meeting was:**

- 1.To Equipping the female students, faculty and staff members with knowledge of their legal rights.
2. If any other issue related to the same.

#### **Minutes of Meeting:**

1. Review of last minutes of meeting.
2. Chairman gives brief information to female students, faculty and staff members with knowledge of their legal rights.

Following committee members were present for the meeting:

| <b>Sr. No.</b> | <b>Name</b>       | <b>Designation</b>                          | <b>Signature</b> |
|----------------|-------------------|---|------------------|
| 1              | Dr.Hansraj Thorat | Principal(Chairman)                         |                  |
| 2              | Mrs.Shaila Walunj | Faculty Representative ( Secretary)         |                  |
| 3              | Mr.Pravin Bhave   | Non-Teaching Representative                 |                  |
| 4              | Vaishnavi Eppar   | Student Representative 2 <sup>nd</sup> Year |                  |
| 5              | Javeriya Khan     | Student Representative 1 <sup>st</sup> Year |                  |



**Hilooat**  
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**Minutes of Meeting held on 20<sup>th</sup> March.2024**

**Women Grievance Committee(WGC)/ Anti Sexual Harassment**

**Committee(ASHC)/Internal Complaint Committee (ICC)**

Meeting of Women Grievance Committee/Anti Sexual Harassment/Internal Complaint Committee was held on 20<sup>th</sup> Mar.2024 at 11.30 am at board room. Following points were discussed during the meeting.

**Agenda for meeting was:**

1. To undertake motivational and developmental information to female staff and girl students.
2. To investigate all the complaints / charges thoroughly and professionally within stipulated time if any.
3. To review minutes of previous meeting

**Minutes of Meeting:**

1. Review of last minutes of meeting.
2. No any Complaint received.
3. Motivational and developmental information to female staff and girl students were given during committee meeting. Following committee members were present for the meeting:



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| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr.Hansraj Thorat     | Principal(Chairman)                         |           |
| 2       | Mrs.Shaila Walunj     | Faculty Representative ( Secretary)         |           |
| 3       | Mr.Pravin Bhave       | Non-Teaching Representative                 |           |
| 4       | Miss. Vaishnavi Eppar | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Miss. Javeriya Khan   | Student Representative 1 <sup>st</sup> Year |           |



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**Minutes of Meeting held on 24<sup>th</sup> April .2024.**

**Women Grievance Committee(WGC)/ Anti Sexual Harassment**

**Committee(ASHC)/Internal Complaint Committee (ICC)**

Meeting of Women Grievance Committee/Anti Sexual Harassment/Internal Complaint Committee was held on 24<sup>th</sup> Jan.2024 at 11.30 am at board room. Following points were discussed during the meeting.

**Agenda for meeting was:**

- 1.To give suggestion for Grievance free campus.
- 2.To shifted Classroom of SYBBA(CA) to avoid discomfort as it is next to washroom..

**Minutes of Meeting:**

1. It was decided that security staff will be informed to prohibit other College students from occupying college entrance for Grievance free campus.
2. Student representative from Second year of BBA(CA) has been informed that their classroom should be shifted to next floor to avoid discomfort as it is next to washroom.

The meeting concluded with vote of thanks.

Following committee members were present for the meeting:

| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr. Hansraj Thorat    | Principal (Chairman)                        |           |
| 2       | Mrs.Shaila Walunj     | Faculty Representative ( Secretary)         |           |
| 3       | Mr.Pravin Bhawe       | Non-Teaching Representative                 |           |
| 4       | Miss. Vaishnavi Eppar | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Miss. Javeriya Khan   | Student Representative 1 <sup>st</sup> Year |           |



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## **Anti-Ragging Committee (ARC)**





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**Minutes of Meeting held on 7<sup>th</sup> Sep.2023**

**ANTI- RAGGING COMMITTEE**

Meeting of Anti-Ragging committee was held on 7<sup>th</sup> Sep.2023 at 3:00 pm at board room.

Following points were discussed during the meeting.

**Agenda for meeting:**

1. To introduce the committee.
2. To take the feedback from student representative about anything objectionable happening which can be treated as ragging.
3. To circulate the anti-ragging norms among the student representatives.
4. Any other subject with the permission of the Chairman.

**Minutes of Meeting:**

1. No ragging activity was reported by student representative.
2. Dr. Chhaya Joshi introduced the committee and the need behind forming the committee.
3. The review from student representative about any ragging activity happening in SPACC has been taken by Dr.Hansraj Thorat.
4. The new circular dated 30/10/2017 from SPPU regarding anti ragging norms has been circulated among the student representative.

Following committee members were present for the meeting:

| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr.Hansraj Thorat     | Principal(Chairman)                         |           |
| 2       | Dr. Chhaya Joshi      | ( Secretary)                                |           |
| 3       | Mr. Pravin Bhave      | Member                                      |           |
| 4       | Ms. Rajnandini Kamble | Student Representative 1 <sup>st</sup> Year |           |
| 5       | Mr. Chinmay Kesari    | Student Representative 2 <sup>nd</sup> Year |           |



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**Minutes of Meeting held on 29<sup>th</sup> Sept. 2023**

**ANTI - RAGGING COMMITTEE**

Meeting of Anti ragging committee was held on 29<sup>th</sup> Sept .2023 at 2:00 pm at board room.

Following points were discussed during the meeting.

**Agenda for meeting :**

1. To introduce the committee to all.
2. To take the review from student representative about anything objectionable happening, which can be treated as ragging.
- 3 Any other subject with the permission of Chairman.

**Minutes of Meeting:**

1. No ragging activity was reported by student representative.
2. Dr. Chhaya Joshi has explained about anti ragging and the need behind forming the committee.
3. The review from student representative about any ragging activity happening in SPACC has been taken by Dr. Hansraj D. Thorat
4. Dr. Hansraj D.Thorat discussed with students and asked them to be alert about any kind of ragging activity not only SPACC premises but also in full campus.

Following committee members were present for the meeting:

| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr. Hansraj D. Thorat | Principal(Chairman)                         |           |
| 2       | Dr. Chhaya Joshi      | Faculty Representative ( Secretary)         |           |
| 3       | Mr.Chandpash Mulla    | Non-Teaching Representative                 |           |
| 4       | Mr. Chinmay Kesari    | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Ms. Rajnandini Kamble | Student Representative 1 <sup>st</sup> Year |           |



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**Minutes of Meeting held on 30<sup>th</sup> Nov 2023**

**ANTI-RAGGING COMMITTEE**

Meeting of Anti- ragging committee was held on 30 Nov 2024 at 12:00 noon at Principal Cabin. Following points were discussed during the meeting

**Agenda for meeting :**

1. To give information about the Anti-Ragging committee
2. To enquire the student representative about anything objectionable happening which can be treated as ragging
3. Any other subject with the permission of Chairman.

**Minutes of Meeting:**

1. Feedback was taken from student representative from 1st Year, but nothing objectionable was found.
2. Mr.Chandpash Mulla directed student representative for creating awareness about prevention of ragging.

The meeting concluded with vote of thanks.

Following committee members were present for the meeting:

| Sr. No. | Name                  | Designation                                 | Signature |
|---------|-----------------------|---|-----------|
| 1       | Dr. Hansraj D. Thorat | Principal (Chairman)                        |           |
| 2       | Dr. Chhaya Joshi      | Faculty Representative ( Secretary)         |           |
| 3       | Mr.Chandpash Mulla    | Non-Teaching Representative                 |           |
| 4       | Mr. Shriganesh Joshi  | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Miss.Ashwini Kurhade  | Student Representative 1 <sup>st</sup> Year |           |





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## **Reservation Grievance Committee (RGC)**



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**Minutes of Meeting held on 10<sup>th</sup> AUG 2023**

**RESERVATION GRIEVANCE COMMITTEE**

Meeting Reservation Grievance committee was held on 10<sup>th</sup> Aug.2023 at 12:00 pm at Principal's Cabin. Following points were discussed during the meeting.

**Agenda for meeting:**

1. To prepare the list of scholarships received by the student every year
2. To know from students representatives reservation grievance if any,
3. To inform the students about central and state government scholarships and freeships and filling up the forms of the students
4. Any other issue with the permission of the chairman.

**Minutes of Meeting:**

1. No reservation grievance is reported.
2. Introductory address to the committee is given by principal Dr. Hansraj D. Thorat
3. Prof. Manik Kasab requested the student representative & faculty representative to share a grievance if any.
4. To give information the students about central and state government

Following committee members were present for the meeting

| Sr.No | Name                  | Designation                                 | Signature |
|-------|-----------------------|---|-----------|
| 1     | Dr. Hansraj D. Thorat | Principal(Chairman)                         |           |
| 2     | Prof. Manik Kasab     | Faculty Representative(Secretary)           |           |
| 3     | Mr.Chandpasha Mulla   | Non-Teaching Representative                 |           |
| 4     | Miss. Kalpana Rathod  | Student Representative 2 <sup>nd</sup> Year |           |
| 5     | Mr. Pavan Adabe       | Student Representative 1 <sup>st</sup> Year |           |



**Hansraj D. Thorat**  
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## **Minutes of Meeting held on 10<sup>th</sup> Sept 2023**

### **RESERVATION GRIEVANCE COMMITTEE**

Meeting of Reservation Grievance Committee was held on 10<sup>th</sup> Sept.2023 at 12:00 pm at Principal's Cabin. Following points were discussed during the meeting.

#### **Agenda for meeting:**

1. To prepare the list of scholarships received by the student's every year
2. To give information about the Reservation Grievance committee.
3. To discuss about Students Admission.
4. To know from students representatives reservation grievance if any.

#### **Minutes of Meeting:**

1. Introductory address about the committee is given by Mr.Manik Kasab, Committee coordinator.
2. Review of last minutes of meeting.
3. Students were informed about extension of date of application for scholarship
4. Preparation of lists of backward class beneficiary students in the college

The new committee coming for academic year 2023-24 will be formed before next meeting. (Following committee members were present for the meeting.)

| <b>Sr. No.</b> | <b>Name</b>          | <b>Designation</b>                          | <b>Signature</b> |
|----------------|----------------------|---|------------------|
| 1              | Dr. Hansraj Thorat   | Principal(Chairman)                         |                  |
| 2              | Mr.Manik Kasab       | Faculty Representative ( Secretary)         |                  |
| 3              | Mr. Chandpasha Mulla | Non-Teaching Representative                 |                  |
| 4              | Miss Kalpana Rathod  | Student Representative 2 <sup>nd</sup> Year |                  |
| 5              | Mr Pavan Adabe       | Student Representative 1 <sup>st</sup> Year |                  |





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**Minutes of Meeting held on 20<sup>th</sup>Jan.2024**

**RESERVATION GRIEVANCE COMMITTEE**

Meeting of Reservation Grievance committee was held on 20<sup>th</sup>Jan.2024 at 11:00 at BBA(CA) Lab.  
Following points were discussed during the meeting.

**Agenda for meeting:**

1. To prepare the list of scholarships received by the student every year
2. To give information about the Reservation Grievance Committee.
3. To discuss about Students Admission.
4. To know from students representatives reservation grievance if any.

**Minutes of Meeting:**

- 1 Introductory address to the committee is given by Dr.Hansraj.D.Thorat,  
Principal
- 2.Mrs. Sharda Anerao requested the student representative & faculty representative  
to share a grievance if any.
3. Further he also instructed students to check the scholarship form before  
Submitting online.

Following committee members were present for the meeting

| Sr. No. | Name                | Designation                                 | Signature |
|---------|---------------------|---|-----------|
| 1       | Dr. Hansraj Thorat  | Principal(Chairman)                         |           |
| 2       | Mrs.Sharda Anerao   | Faculty Representative ( Secretary)         |           |
| 3       | Mr. Pravin Bhawe    | Non-Teaching Representative                 |           |
| 4       | Miss Kalpana Rathod | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Mr. Vedant Tapkir   | Student Representative 1 <sup>st</sup> Year |           |



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## Minutes of Meeting held on 6<sup>th</sup> April 2024

### RESERVATION GRIEVANCE COMMITTEE

Meeting Reservation Grievance committee was held on 6<sup>th</sup> April.2024 at 11:30 am at Principal Cabin. Following points were discussed during the meeting.

#### Agenda for meeting:

1. To give information about the Reservation Grievance committee.
2. To review minutes of the previous meeting.
3. To prepare list of the students year wise.

#### Minutes of Meeting:

1. Introduction of the committee was given by Dr.Hansraj.D.Thorat  
Principal
- 2.Mrs.Sharda Anerao requested the student representative & faculty representative to share a grievance if any.
3. Phone numbers were shared by faculty members with students so that they can  
Complaint if any

Following committee members were present for the meeting

| Sr. No. | Name                 | Designation                                 | Signature |
|---------|----------------------|---|-----------|
| 1       | Dr. Hansraj D.Thorat | Principal(Chairman)                         |           |
| 2       | Mrs. Sharda Anerao   | Faculty Representative ( Secretary)         |           |
| 3       | Mr. Pravin Bhave     | Non-Teaching Representative                 |           |
| 4       | Mr. Balaji Kadam     | Student Representative 2 <sup>nd</sup> Year |           |
| 5       | Miss Pranita Surwase | Student Representative 1 <sup>st</sup> Year |           |



**Hansraj D. Thorat**  
PRINCIPAL  
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## **Student Grievance Committee (SGC)**



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**Minutes of Meeting held on 8<sup>th</sup> August 2023**

**STUDENT GRIEVANCE COMMITTEE**

Meeting of Student Grievance Committee was held on 8<sup>th</sup> August 2023 at 11:30 am at BBA(CA) Comp.Lab.

Following points were discussed during the meeting.

**Agenda for meeting:**

- 1.To give information about the Student Grievance Committee.
- 2.To address the grievance of the students if any.
- 3.To appoint the student representative.

**Minutes of Meeting:**

1. Introduction of the committee was given by Dr.Hansraj D.Thorat ,Principal (SPACC).
2. Dr. Sameena Momin requested students representative and faculty representative to share a grievance if any.
3. No any grievance was reported.

Following committee members were present for the meeting

| <b>Sr. No.</b> | <b>Name</b>         | <b>Designation</b>       | <b>Signature</b> |
|----------------|---------------------|--------------------------|------------------|
| 1              | Dr.Hansraj D.Thorat | Principal(Chairman)      |                  |
| 2              | Mrs.Prerana S.Patil | Faculty Representative ( |                  |



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|   |                      | Secretary)                                  |  |
|---|----------------------|---|--|
| 3 | Mr.Shahuraj D.Yevate | Faculty Member                              |  |
| 4 | Mr.Manik J..Kasab    | Faculty Member                              |  |
| 5 | Mrs.Sonali V.Abhang  | Faculty Member                              |  |
| 6 | Mrs Dipali Sonawane  | Faculty Member                              |  |
| 7 | Mr.Pravin L.Bhave    | Non-Teaching Representative                 |  |
| 8 | Miss Anuradha Kumari | Student Representative 2 <sup>nd</sup> Year |  |
| 9 | Mr. Vedant Tapkir    | Student Representative 1 <sup>st</sup> Year |  |



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**Minutes of Meeting held on 2<sup>nd</sup> Sept.2023**

**STUDENT GRIEVANCE COMMITTEE**

Meeting of Student Grievance committee was held on 2<sup>nd</sup> Sept.2024 at 10:00 am Seminar Hall(SPACC).

Following points were discussed during the meeting.

**Agenda for meeting:**

1. To give information to the Students about Student Grievance Committee.
2. To Appoint student representative.
3. To provide well working Wi-Fi Facilities.
2. To address the grievance of the students if any.

**Minutes of Meeting:**

1. Introduction of the committee was given by Dr.Hansraj D.Thorat ,Principal(SPACC).
2. Mrs.Prerana Swapnil Patil appoints student's representative & faculty representative and request to share a grievance if any.
3. Working Wi-Fi Facilities were provided properly.



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Following committee members were present for the meeting

| <b>Sr. No.</b> | <b>Name</b>          | <b>Designation</b>                          | <b>Signature</b> |
|----------------|----------------------|---|------------------|
| 1              | Dr.Hansraj D.Thorat  | Principal(Chairman)                         |                  |
| 2              | Mrs.Prerana S.Patil  | Faculty Representative (Secretary)          |                  |
| 3              | Mr.Shahuraj D.Yevate | Faculty Member                              |                  |
| 4              | Mr.Manik J.Kasab     | Faculty Member                              |                  |
| 5              | Mrs Sonali V.Abhang  | Faculty Member                              |                  |
| 6              | Mrs Dipali Sonawane  | Faculty Member                              |                  |
| 7              | Mr.Pravin L.Bhave    | Non-Teaching Representative                 |                  |
| 8              | Miss Anuradha Kumari | Student Representative 2 <sup>nd</sup> Year |                  |
| 9              | Mr. Vedant Tapkir    | Student Representative 1 <sup>st</sup> Year |                  |



**H.Thorat**  
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Govt. of Maharashtra)**



**Minutes of Meeting held on 5<sup>th</sup> Mar.2024**

**STUDENT GRIEVANCE COMMITTEE**

Meeting of Student Grievance Committee was held on 5<sup>th</sup> Mar.2024 at 11:30 am at Seminar Hall of (SPACC).

Following points were discussed during the meeting.

**Agenda for meeting:**

1. Review of last minutes of meeting.
2. To clean the Classroom no 3 of BBA-CA.

**Minutes of Meeting:**

1. Introduction of the committee and review was given by Dr.Hansraj D.Thorat ,Principal (SPACC).
2. As per the grievance received from students Room No.3 (BBA-CA) was get cleaned.
3. Mrs.Prerana Swapnil Patil requested student's representative and faculty representative to share a grievance if any.



**Shri Gajanan Maharaj Shikshan Prasarak Mandal's  
Sharadchandra Pawar Arts and Commerce  
College.**

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Following committee members were present for the meeting

| <b>Sr. No.</b> | <b>Name</b>          | <b>Designation</b>                          | <b>Signature</b> |
|----------------|----------------------|---|------------------|
| 1              | Dr.Hansraj D.Thorat  | Principal (Chairman)                        |                  |
| 2              | Mrs.Prerana S.Patil  | Faculty Representative (Secretary)          |                  |
| 3              | Mr.Shahuraj D.Yevate | Faculty Member                              |                  |
| 5              | Mrs.Sonali V.Abhang  | Faculty Member                              |                  |
| 6              | Mrs Dipali Sonawane  | Faculty Member                              |                  |
| 7              | Mr.Pravin L.Bhave    | Non-Teaching Representative                 |                  |
| 8              | Miss Anuradha Kumari | Student Representative 2 <sup>nd</sup> Year |                  |
| 9              | Mr. Vedant Tapkir    | Student Representative 1 <sup>st</sup> Year |                  |



**H.Thorat**  
PRINCIPAL  
Sharadchandra Pawar Arts & Commerce College  
Dudulgaon (Alandi), Pune