



Date- 01.08.2025

Grievance Redressal Committee

Notice No. 3

All staff Members of P.E. Society's College of Pharmacy & Research Center, Phaltan hereby informed that the third meeting of Grievance Redressal Committee for the A.Y. 2025-26 will be held on 05.08.2025 at 3.00 pm.

Venue – Principal Cabin

Agenda of meeting-

1. Evaluation of grievances received and their resolutions
2. Redirecting complaints to relevant committees
3. Reviewing the grievance redressal framework
4. Strategies to improve grievance resolution processes


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Date- 05.08.2025

Grievance Redressal Committee

Meeting No. 3

The second meeting of Grievance Redressal Committee was held on 05.08.2025 at 3.00 pm at Principal Cabin. Following Members were Present

Sr. No.	Name	Designation	Status in committee	Signature
1	Dr. Deshmukh V.T.	Principal	Chairman	
2	Mr. Kavitake S.S.	HOD (B. Pharm)	Co- Ordinator	
3	Mrs. Shegar S.N.	Academic Co-Ordinator (B. Pharm)	Member	
4	Mrs. Zite S.B.	Assistant Professor	Member	
5	Mrs. Kavitake A.S.	Academic Co-Ordinator (D. Pharm)	Member	
6	Mrs. Kadam P.K.	Assistant Professor	Member	
7	Mr. Deshmukh A.D.s	O.S.	Member	

Hon. Principal and Chairman of the committee welcomed all the members present for the meeting and provided overview of the meeting objectives.

Agenda No.1

Evaluation of grievances received and their resolutions.

The Chairperson reported that no major grievances requiring immediate action were received during the academic year 2024-25.

Minor grievances related to administrative and classroom issues were promptly addressed and resolved to the satisfaction of the complainants.



Agenda No.2

Redirecting complaints to relevant committees.

The committee noted that complaints, if any, falling under the jurisdiction of other statutory/regulatory bodies, such as the Anti-Ragging Committee, Internal Complaints Committee for Anti-Sexual Harassment, and SC/ST Protection and Support Committee, were to be redirected to these respective committees for specialized attention.

The committee ensured thorough documentation and follow-up of such referrals to ensure proper resolution.

Agenda No.3

Reviewing the grievance redressal framework.

The committee examined the current grievance redressal procedures and identified areas for improvement to make the system more effective and efficient.

Members emphasized the importance of maintaining confidentiality and ensuring the timely resolution of grievances to build and sustain student trust in the system.

Agenda No.4

Strategies to improve grievance resolution processes.

To enhance the grievance redressal system, the committee proposed several initiatives:

- Launching awareness campaigns to educate students about the grievance redressal mechanisms and encourage them to report their concerns without fear.
- Conducting regular training sessions for faculty and administrative staff on sensitive and effective grievance handling.

The meeting was ended with vote of thanks.



**Phaltan Education Society's
COLLEGE OF PHARMACY & RESEARCH CENTER, PHALTAN**

Approved by PCI - New Delhi, DTE - Mumbai, Recognized by Govt. of Maharashtra
Affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere, Raigad, and M.S.B.T.E., Mumbai
| DTE Code: 16340 | MSBTE Code: 22482 | PCI ID: 9479 |



Date- 12.11.2024

Grievance Redressal Committee
Notice No. 1

All staff Members of P.E. Society's College of Pharmacy & Research Center, Phaltan hereby informed that meeting regarding constitution of Grievance Redressal Committee for the A.Y. 2024-25 will be held on 14.11.2024 at 2.00 pm.

Venue – Principal Cabin

Agenda of meeting-

1. Constitution of Grievance Redressal Committee for the A.Y. 2024-25.
2. Provision of suggestion box for students.
3. To provide online platform for raising the grievances of students.
4. Displaying the detailed information of committee members with their phone numbers & email ids in college campus.
5. Table items if any with permission of Chair.




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Date- 14.11.2024

Grievance Redressal Committee

Meeting No. 1

The first meeting of Grievance Redressal Committee was held on 14.11.2024 at 2.00 pm at Principal Cabin. Following Members were Present

1. Dr. Deshmukh V.T.
2. Mr. Kavitake S.S.
3. Mrs. Shegar S.N.
4. Mrs. Zite S.B.
5. Ms. Nale S.R.
6. Mrs. Kadam P.K.
7. Mrs. Kavitake A.S.
8. Ms. Zanjurne N.R.
9. Miss. Nale P.S.
10. Mrs. Kale N.G

Hon. Principal Welcomed all the members present for the meeting & explained the purpose of constitution of Grievance Redressal Committee / Cell to effectively resolve the Grievances of students & secure civil liberties for them by dealing with complex situations in tactful manner. So that students can express their Grievances freely & frankly without any fear.

Agenda No.1

Constitution of Grievance Redressal Committee for the A.Y. 2024-25

With permission of Chair & all it was decided to constitute Grievance Redressal Committee for the A.Y. 2024-25.



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The members of Grievance Redressal Committee with their designation tabulated below.

Sr. No.	Name	Designation	Status in committee	Signature
1	Dr. Deshmukh V.T.	Principal	Chairman	
2	Mr. Kavitake S.S.	HOD (B Pharm)	Co- Ordinator	
3	Mrs. Shegar S.N.	Academic Co-Ordinator (B-Pharm)	Member	
4	Mrs. Zite S.B.	Assistant Professor	Member	
5	Mrs. Kavitake A.S.	Academic Co-Ordinator (D.Pharm)	Member	
6	Mrs. Kadam P.K.	Assistant Professor	Member	
7	Mr. Deshmukh A.D	O.S	Member	

Agenda No.2
Provision of Suggestion Box for Students

Mr. Kavitake S.S suggested to provide suggestion box for student in college campus. So that students can put their Grievances if any in suggestion box. It was decided to keep the key of suggestion box in Principal custody & also decided to open the suggestion box two times in a week.

Proposed by - Mr. Kavitake S.S.

Seconded by - Mr. Deshmukh A.D.





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Agenda No.3

To provide online platform for raising the grievances of students

Mrs. Shegar S.N. suggested to provide separate official email id's from college for raising the Grievances of students so that student can put their Grievances via online mode.

Proposed by - Mrs. Shegar S.N.

Seconded by - Mrs. Kadam P.K.

Agenda No.4

Displaying the detailed information of committee members with their phone numbers & email id's in college campus

With permission of chair & all it was decided to display the list of committee members with their phone numbers & email id's in college campus.

The meeting was ended with vote of thanks.

