

**INTERNAL  
COMPLAINT  
COMMITTEE  
AY 2019-20**

## Internal complaint committee meeting

The internal complaint committee members meeting was scheduled on 27/01/20 @ 4.30 PM in board meeting room.

- The minutes of meeting are as listed down
- ① Some students were engaged in the Kg-to PG exhibition, they requested to make their present
  - ② The students were asking for some more space for having the lunch as the present area for the same is not sufficient. The member of the committee suggested to place few more benches in the common room and the students should be instructed to strictly follow the allotted duration by the co-ordinators
  - ③ The daily late comers issue was put in the meeting and it was concluded that till 10.05 AM the students should be permitted and after that, their respective LG should call the parents and inform them about the same.
  - ④ No other issue was found and the meeting was concluded with a promise by the chair person to fix the discussed issues with few days.

Following members attended the meeting

S.N	Name	Designation	Sign
	Dr. Nilesh Salunke	Principal	
	Mr. Mohammed Javeduddin	Dept Student Counsellor	<i>M.J</i>
	Dr. Vishal Moyal	— / —	<i>Vishal Moyal</i>
	Dr. Shrikant Randhavane	— / —	<i>Shrikant Randhavane</i>
	Mr. Khalid Alfatmi	— / —	<i>Khalid Alfatmi</i>
	Dr. Tushar Shinde	— / —	<i>Tushar Shinde</i>



## Internal complaint committee meeting

- The internal complaint committee meeting was held on 10/02/2020. Main are as mentioned below
- Area for faculty having lunch should be fixed.
  - OR Permission should be granted to have a lunch in respective cabin's provided that cleanliness should be maintain by respective staff immediately after lunch. Principal have fixed the area as required.
  - To increase the number of chairs / benches in girls Common room.
  - To increase the number of chairs / benches in boys Common room.
  - Late commers should be fined
  - Hall ticket (Institute hall ticket) shaud be issued for CA-I, only to those student who have minimum 75% attendance in each subject till 25 Feb, 2020. The chair person have issued a notice regarding the same.
  - The meeting was concluded with no other issue.

Sl No	following members	Designation	Sign
1.	Dr. Nilesh Salunke		<u>Salunke</u>
2.	Khalid Alfatmi	Dept. Student Counsellor	<u>Alfatmi</u>
3.	Dr. Shikant Pandharane	Dept. student Counsellor	<u>Pandharane</u>
4.	Dr. Tushar Raghunath Shinde		<u>Tushar</u>
5)	Mr. Mohammed Javeduddin		<u>Javeduddin</u>
6)	Dr. Vishalata Moyal		<u>Vishalata</u>

