



Hirachand Nemchand College of Commerce, Solapur Autonomous College

(Affiliated to P. A. H. Solapur University, Solapur)

Seth Walchand Hirachand Marg, Ashok Chowk, Solapur- 413 006

Email Id: hnprincipal@gmail.com

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Principal: 0217-2655121
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Jr. College Index No.: J 24.09.004
Udise- 27301300601

Ref.: HNCC/GRC/2022-2023(Yr-2/2)

Date: 02/08/2022

OFFICE ORDER:

Sub.: Constitution of **Collegiate Students Grievance Redressal Committee** at the Hirachand Nemchand College of Commerce, Solapur.

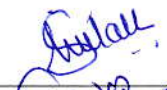



- Ref.:**
- 1) UGC's Gazette Notification No.146 dated 6th May, 2019
 - 2) Public Notice by UGC on GRC-Regulations 2018 dated 7th December, 2018
 - 3) UGC's Gazette Notification No.12 dated 23rd March, 2013
 - 4) UGC's Gazette Notification No.3 dated 19th January, 2013
 - 5) Maharashtra Public Universities Act, 2016 (Sec.56(2)(h) and Sec.87)

Maharashtra Public Universities Act, 2016 (Sec.56(2)(h) and Sec.87) provide for constitution and functioning of the Grievance Redressal Committee (GRC) in accordance with the UGC (Grievance Redressal) Regulations, 2012.

As per Notifications issued by the University Grants Commission, New Delhi (in the official Gazette of the Government of India) and the directives issued therein from time to time. In view of the Clause 5(A) of the UGC's Gazette Notification No.146 dated 6th May, 2019 the following **Grievance Redressal Committee** was constituted at the Institute level for the academic year **2021-2022 and 2022-2023**.

Thus, according to the above mentioned provision, CSGRC replacing the student representative and effective for **2022-2023** shall be as follows -

COLLEGIATE STUDENTS GRIEVANCE REDRESSAL COMMITTEE :

Sr. No.	Name	Designation	Signature
1.	Dr.S.K.Shah	Principal of the College : Chairman	
2.	Dr.Mrs.S.M. Mayekar	Faculty Member	
3.	Dr. S.S.Jagtap	Faculty Member	
4.	Mr. R.Y.Rawal	Faculty Member & Coordinator	
5.	Ms.Aarti Tile (B.Com.I)	Student Representative (Invitee)	

JURISDICTION :

As provided in the Clause 5(A) of the UGC Gazette Notification No.146 dated 6th May 2019, the **Collegiate Students Grievance Redressal Committee (CSGRC)** shall be constituted as follows –

5. STUDENT GRIEVANCE REDRESSAL COMMITTEES (SGRC):

(A) Collegiate Student Grievance Redressal Committee (CSGRC)

- (i) A complaint from an aggrieved student relating to a college shall be addressed to the Collegiate Student Grievance Redressal Committee (CSGRC), with the following composition, namely:
 - a) Principal of the college – Chairperson;
 - b) Three senior members of the teaching faculty to be nominated by the Principal – Members;
 - c) A representative from among students of the college to be nominated by the Principal based on academic merit/excellence in sports/performance in co-curricular activities – Special Invitee.
- (ii) The term of the members and the special invitee shall be two years.
- (iii) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.

- (iv) In considering the grievances before it, the CSGRC shall follow principles of natural justice.
- (v) The CSGRC shall send its report with recommendations, if any, to the Vice-Chancellor of the affiliating University and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.

For the purpose of entertaining grievances of the students by this committee, the term "grievance" as per Sec.2(h) of the Regulations, means, and includes, complaint(s) made by an aggrieved student of the college in respect of the following, namely:

- i. admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the process under the declared admission policy of the institution;
- iii. refusal to admit in accordance with the declared admission policy of the institution;
- iv. non-publication of prospectus by the institution, in accordance with the provisions of these regulations;
- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. nonpayment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
- x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
- xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the Commission;

- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided; and
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force.

Purpose / Objective:

A Collegiate Students Grievance Redressal Committee has been constituted for the Redressal of the problems reported by the Students of the College with the following objectives:

- To provide opportunities for redress of certain grievances of students already enrolled in the college, as well as those seeking admission to the college, and a mechanism thereto;
- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting 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;
- to make the institution student friendly, and
- to ensure the qualitative as well as quantitative development of the institution through the grievance and redressal cell.

Functions:

- To make all necessary arrangements for receiving representations/ complaints/ grievances from students relating to general administration, examination and evaluation and any other problems relating to the functioning of a student in the college.
- To resolve internal disputes, if any.
- To examine and redress the grievances and to make necessary recommendations to the concerned authority.
- To do all such things as may be assigned by the principal/ competent authority.

Powers:

In case of any grievance the members of the cell are empowered to sort out the problems at their level through discussion with students.

- In case the members fail to find out any solution then the matter is referred to the principal for final comment on the matter.
- Considering the nature and depth of the grievances due inquiry is made by the members of the cell and through personal discussion the matter is solved. If anybody is found to be guilty for any kind of nuisance he or she is given punishment with due consideration with the principal. The nature of punishment includes verbal as well as written warning, information to the parents, financial punishment, information to the police (if situation arises for so) and expelling from the college as per the rule of the university.


Anyone with a genuine grievance may approach the Grievance Committee member/s in person along with a complaint in writing. In case the student is unwilling to appear in self, Grievances may also be sent through e-mail to the principal and e-mail address for sending such grievances is hnprincipal@gmail.com .

The copy of the detailed notification of UGC published in the Gazette of India bearing No. F.No.14-4/2012/(CPP-II) dated 6th May, 2019 is enclosed herewith for reference and further action.

This committee will be in force from the date of issue of this order for the academic year **2022-2023** i.e. the second year the committee constituted in the last year by incorporating change of Invitee student representative for this year.

Place :Solapur

Date :2nd Aug. 2022


Dr.S.K.Shah
PRINCIPAL
HirachandNemchand College
of Commerce, Solapur

To,
All the members concerned &
Office Superintendent with a request to inform all the students regarding constitution of the CSGRC - **Collegiate Students Grievance Redressal Committee** and display one copy on the Main Notice Board.



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Ref.: HNCC/GRC/2022-2023(Yr-2/2)

Date: 02/08/2022

Received a copy of the Office Order bearing No. HNCC/GRC/2022-2023 (Year-2/2) dated 02/08/2022 for constitution of **Collegiate Students Grievance Redressal Committee (CSGRC) for 2022-2023.**

Sr. No.	Name	Designation	Signature
1.	Dr.S.K.Shah (Mob.:9822077709)	Principal of the College : Chairman	
2.	Dr.Mrs.S.M. Mayekar (Mob.:9423592583)	Faculty Member	
3.	Dr. S.S.Jagtap (Mob.:9730140978)	Faculty Member	
4.	Mr. R.Y.Rawal (Mob.:9422653100)	Faculty Member & Coordinator	
5.	Ms. Aarti Tile (B.Com.I Div.A-2) (Mob.:8788968504)	Student Representative (Invitee)	

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 Satyajee
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Shah

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 Satyajee Kantilal
 Shah
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 Date: 2024.02.06
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Autonomous College

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Estd 1972
NAAC Reaccredited
A Grade

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MINUTES OF THE COLLEGIATE STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING

**HELD ON Saturday, 27th August, 2022 AT 11.30 A.M.
IN THE OFFICE OF THE PRINCIPAL, HNCC SOLAPUR.**

Following members attended the meeting of **Collegiate Students Grievance Redressal Committee** of HirachandNemchand College of Commerce, Solapur.

Sr. No.	Name	Designation	Signature
1.	Dr.S.K.Shah	Principal of the College : Chairman	
2.	Dr.Mrs.S.M. Mayekar	Faculty Member	
3.	Dr. S.S.Jagtap	Faculty Member	
4.	Mr. R.Y.Rawal	Faculty Member & Coordinator	
5.	Ms. Aarti Tile (B.Com.I Div.A-2)	Student Representative (Invitee)	

Following transactions were carried out during the conduct of the meeting.

- **Information about Grant of Academic Autonomy to the College from the A.Y. 2021-2022 for ten years and further developments.**

At the commencement of the proceedings of the meeting, Principal Dr. Shah informed the members about the successful completion of the first year after obtaining academic autonomy in the last year. He thanked all the stake holders, faculty and students for their co-operation in the initial year. As a part of the statutory requirements and compliances thereof various

committees are formed and are satisfactorily functioning. Students Grievances Redressal Committee is also one of them and constituted accordingly in the interest of students to resolve their disputes, if any, immediately and amicably. This year our college is entering in the second year of academic autonomy and has to tackle with challenges and for this purpose requested for continued support from all.

Thereafter, following points were discussed in the meeting.

Point No.1

Minutes of the last Meeting

Minutes of the last meeting held on 26/03/2022 were read and confirmed.

Point No.2

Formation of the Committee for the year 2022-2023

A warm welcome was given to the members of the Grievance Redressal Committee constituted and operative for the academic year **2022-2023**.

Dr.S.K.Shah narrated that, as per the Notifications issued by the University Grants Commission, New Delhi (in the official Gazette of the Government of India) and the directives issued therein and in view of the Clause 5(A) of the UGC's Gazette Notification No.146 dated 6th May, 2019 the **Collegiate Students Grievance Redressal Committee** was constituted at the Institute level for the academic year **2021-2022 and 2022-2023** however, replacing the student representative the committee for the year 2022-2023 was formed. A copy of the office order to that extent was already given to all the members and so also a copy was displayed on the Notice Board of the College.

Sr. No.	Name	Designation
1.	Dr.S.K.Shah	Principal of the College : Chairman
2.	Dr.Mrs.S.M. Mayekar	Faculty Member
3.	Dr. S.S.Jagtap	Faculty Member
4.	Mr. R.Y.Rawal	Faculty Member & Coordinator
5.	Ms. Aarti Tile (B.Com.I Div.A-2)	Student Representative (Invitee)

All the members so appointed on the committee have consented duly to work as a member of it.

All the members were made aware about the Objectives for constitution of the Committee, its duties and powers etc.

Point No.3

Review of the notices displayed

It was brought to the notice of the committee members that a notice enclosing Disciplinary Rules was displayed by the office on the Main Notice Board as well as on website also. It was also brought to the notice of the meeting that, these disciplinary rules are printed and made a part of the admission form. Students and their parent's signature is also being obtained on the admission forms so that to make them aware about disciplinary rules. Copy of the said notice/s was placed before the committee for perusal.

Point No.4

To consider applications / suggestions from faculty/ staff/ students

Principal Dr.S.K.Shah informed to the committee that any minor issues reported so far verbally or disputes which do not require to be taken seriously are resorted amicably at the initial stage itself. In fact, no serious issues / matters are there.

From the commencement of the current academic year, there were no other applications received by the college office, for grievances, from the faculty/ staff/ students. Students' grievances, if any, regarding admission, allocation of division & medium of instructions etc. are sorted instantly by concerned staff. No other applications for grievances of any kind are pending with the institute as on date. It was also informed that, in earlier years too there were no major issues. During the discussions, Dr.Mrs.S.M.Mayekar suggested to see the possibility whether the seating arrangement / class location of a class wherein Divyang student/s is/are studying can be shifted to lower storey. Dr.S.K.Shah assured the committee that appropriate action will be taken in this regard, on reporting any such matter.

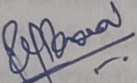
Provision of quality food at the Canteen at affordable costs, separate additional room for faculty and students (Women), lawn development, tree plantation in the open space and around at wall compound were the

suggestions for eco-friendly environment generation in the college campus as well as Hostel premises.

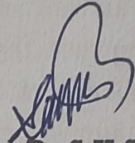
Point No.5

Any other subject with permission of the Chairman

Since, no other subject was discussed, the meeting ended with a vote of thanks to the Chair.



R.Y.Rawal
COORDINATOR



Prin. Dr. S.K. Shah
CHAIRMAN