

**Academic Year
2022-23**



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

Grievance Redressal Committee

Date: 25th February, 2023

Venue: First floor, Syndicate room

Time: 3.00pm to 4.30pm

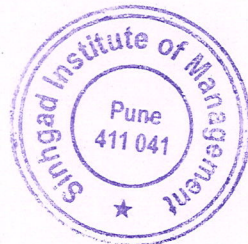
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism.
2. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system.
2. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format.
3. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue & severity.
4. All class coordinators and mentors are instructed to have discussions with the students in order to understand their issues.





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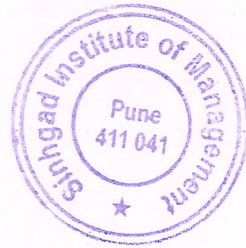
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Sinhgad Institutes

Attendance for 25 th February 2023			
Sr. No.	Name of the Members	Designation	Signature
1	Dr. Daniel Penkar	Chairperson	
2	Dr. Sagar Pawar	Coordinator	
3	Dr. Ankush Kudale	Coordinator	
4	Dr. Shriram Dawkhar	Faculty Representative	
5	Prof. Balchndra Doddi	Faculty Representative	
6	Prof. Deepali Sonawane	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Jain Rhythm	Student Representative-MCA	
9	Mr. Nikhil Umakant Nirne	Student Representative-MBA	
10	Ms. Viraktamath Ashlesha	Student Representative-MCA	
11	Ms. Mrunal Kailas Patil	Student Representative-MBA	
12	Mrs. Rupali Warokar	Registrar & Admin Representative	





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Minutes of the Meeting

Grievance Redressal Committee

Date: 30th September 2022

Venue: First floor, Syndicate room

Time: 3.00pm to 4.30pm

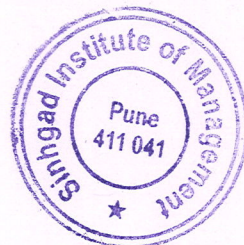
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism.
2. To inform students about code of conduct
3. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system.
2. Any student with a grievance may approach class coordinator and then to Director to submit his/her grievance in a descriptive format.
3. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue & severity.
4. The previously framed Students Grievance redressal system to be followed systematically.
5. The institute should emphasize on prevention of misconduct rather than controlling through punitive measures, hence proper code of conduct for students should be communicated during the induction by class coordinators.
6. All class coordinators and mentors are instructed to have periodical discussions with the students in order to understand, if there are any issues that need to be addressed.





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3	Dr. Ankush Kudale	Coordinator	
4	Dr. Shriram Dawkhar	Faculty Representative	
5	Prof. Balchandra Doddi	Faculty Representative	
6	Prof. Deepali Sonawane	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Jain Rhythm	Student Representative-MCA	
9	Mr. Nikhil Umakant Nirne	Student Representative-MBA	
10	Ms. Viraktamath Ashlesha	Student Representative-MCA	
11	Ms. Mrunal Kailas Patil	Student Representative-MBA	
12	Mrs. Rupali Warokar	Registrar & Admin Representative	



Academic Year 2021-22

Minutes of the Meeting

Students Grievance Redressal Committee

Date: 22nd February 2022

Venue: Online meeting on Microsoft Teams

Time: 3.00pm to 4.30pm

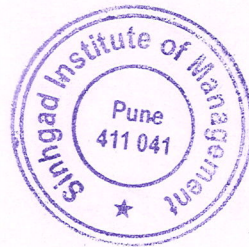
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism in virtual mode.
2. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format via mail.
2. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue & severity.
3. The previously framed Students Grievance redressal system to be followed through online mode.
4. All class coordinators and mentors are instructed to have periodical discussions with the students in order to understand, if there are any issues that need to be addressed.



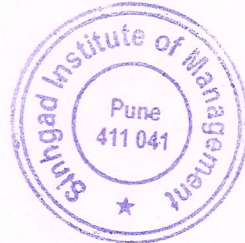


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1	Dr. Daniel Penkar	Chairperson	
2	Dr. Sameeta Mahapatra	Coordinator	
3	Dr. Ankush Kudale	Coordinator	
4	Dr. Shriram Dawkhar	Faculty Representative	
5	Prof. Balchndra Doddi	Faculty Representative	
6	Prof. Amol Khandagale	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Vishal Chothe	Student Representative-MCA	
9	Ms. Isha Mullay	Student Representative-MBA	
10	Ms. Akanksha Amrutkar	Student Representative-MCA	
11	Ms. Sonal Agarwal	Student Representative-MBA	
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Minutes of the Meeting

Students Grievance Redressal Committee

Date: 29th September 2021

Venue: Online meeting on Microsoft Teams

Time: 3.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism in virtual mode.
2. To inform students about code of conduct
3. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format via mail.
2. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue & severity.
3. The previously framed Students Grievance redressal system to be followed through online mode.
4. The institute should emphasize on prevention of misconduct rather than controlling through punitive measures, hence proper code of conduct for students should be communicated during the induction by class coordinators.
5. All class coordinators and mentors are instructed to have periodical discussions with the students in order to understand, if there are any issues that need to be addressed.



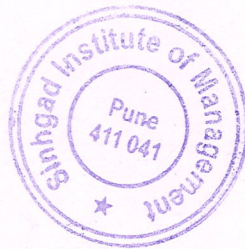


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Sr. No.	Name of the Members	Designation	Signature
1	Dr. Daniel Penkar	Chairperson	
2	Dr. Sameeta Mahapatra	Coordinator	Absent
3	Dr. Ankush Kudale	Coordinator	
4	Dr. Shriram Dawkhar	Faculty Representative	
5	Prof. Balchandra Doddi	Faculty Representative	
6	Prof. Amol Khandagale	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Vishal Chothe	Student Representative-MCA	
9	Ms. Isha Mullay	Student Representative-MBA	
10	Ms. Akanksha Amrutkar	Student Representative-MCA	
11	Ms. Sonal Agarwal	Student Representative-MBA	
12	Mrs. Rupali Warokar	Registrar & Admin Representative	



Academic Year 2020-21



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Minutes of the Meeting

Students Grievance Redressal Committee

Date: 23rd February 2021

Venue: Online meeting on Microsoft Teams

Time: 3.00pm to 4.30pm

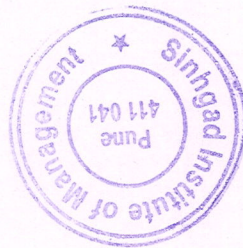
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism in virtual mode.
2. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format via mail.
2. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue & severity.
3. The previously framed Students Grievance redressal system to be followed through online mode.
4. All class coordinators and mentors are instructed to have periodical discussions with the students in order to understand, if there are any issues that need to be addressed.





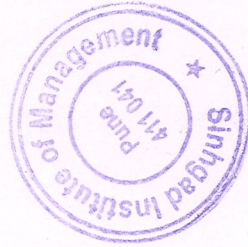
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Academic Year for 23rd February 2021

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1	Dr. Daniel Penkar	Chairperson	
2	Dr. Sameeta Mahapatra	Coordinator	
3	Dr. Sunil Khilari	Coordinator	
4	Dr. Manisha Kumbhar	Faculty Representative	
5	Prof. Santosh Deshmukh	Faculty Representative	
6	Prof. Amol Khandagale	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Vishal Chothe	Student Representative-MCA	
9	Ms. Isha Mullay	Student Representative-MBA	
10	Ms. Akanksha Amrutkar	Student Representative-MCA	
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Minutes of the Meeting

Students Grievance Redressal Committee

Date: 30th September 2020

Venue: Virtual meeting on Microsoft Teams

Time: 3.00pm to 4.00pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism in online medium

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format via mail. All grievances would be redressed in a systematic way by involving the respective department/person directly connected to the specific issue.
2. The previously framed Students Grievance redressal system to be followed through online mode.
3. The institute should emphasize on prevention of misconduct rather than controlling through punitive measures, hence proper code of conduct for students should be communicated during the induction.
4. All faculty mentors are instructed to have periodical discussions with the students in order to understand, if there are any issues that need to be addressed.





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3	Dr. Sunil Khilari	Coordinator	
4	Dr. Manisha Kumbhar	Faculty Representative	
5	Prof. Santosh Deshmukh	Faculty Representative	
6	Prof. Amol Khandagale	Faculty Representative	
7	Prof. Kumudini Manwar	Faculty Representative	
8	Mr. Vishal Chothe	Student Representative-MCA	
9	Ms. Isha Mullay	Student Representative-MBA	
10	Ms. Akanksha Amrutkar	Student Representative-MCA	
11	Ms. Sonal Agarwal	Student Representative-MBA	
12	Mrs. Rupali Warokar	Registrar & Admin Representative	



Academic Year 2019-20



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Minutes of the Meeting

Grievance Redressal Committee

Date: 26th February 2020

Venue: First floor, Syndicate room

Time: 3.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism.
2. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

1. All grievances of the student should be redressed through a single window system.
2. Any student with a grievance may approach Director or Faculty In-charge to submit his/her grievance in a descriptive format.
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Attendance for 26th February 2020

Sr. No.	Name of the Members	Designation	Signature
1	Dr. Daniel Penkar	Chairperson	
2	Dr. Manoj Kulkarni	Coordinator-MBA	
3	Dr. Manisha Kumbhar	Coordinator-MCA	
4	Prof. Santosh Deshmukh	Faculty Representative	
5	Prof. Amol Khandagale	Faculty Representative	
6	Prof. Varada Inamdar	Faculty Representative	
7	Mr. Ajinkya Bhagat	Student Representative-MCA	
8	Shrieem Agarwal	Student Representative-MBA	
9	Ms. Yasha Gadodiya	Student Representative-MCA	
10	Ashutosh Bhagadkar	Student Representative-MBA	
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Minutes of the Meeting

Grievance Redressal Committee

Date: 27th September 2019

Venue: First floor, Syndicate room

Time: 3.00pm to 4.00pm

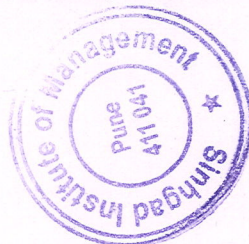
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss Students Grievance Redressal Mechanism.
2. To inform students about code of conduct
3. To inform class coordinators and mentors about the periodical discussion with students.

Minutes of meeting:

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3	Dr. Manisha Kumbhar	Coordinator-MCA	
4	Prof. Santosh Deshmukh	Faculty Representative	
5	Prof. Amol Khandagale	Faculty Representative	
6	Prof. Varada Inamdar	Faculty Representative	
7	Mr. Ajinkya Bhagat	Student Representative-MCA	
8	Shrieem Agarwal	Student Representative-MBA	
9	Ms. Yasha Gadodiya	Student Representative-MCA	
10	Ashutosh Bhagadkar	Student Representative-MBA	
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