

## Student Grievance Redressal Committee

### Objectives of the Student Grievance Redressal Committee:

1. Promote a harmonious and student-friendly environment within the college.
2. Ensure prompt and effective resolution of grievances through proper channels.
3. Safeguard the rights and dignity of students by preventing unfair practices and discrimination.
4. Encourage open communication between students, faculty, and administration.
5. Foster mutual respect and trust, thereby contributing to the overall academic and personal growth of students.

### Composition of Committee – Established on 02/08/2023

Sr. No	Name	Designation	Phone Number
1.	Dr. Hemangi Pol	Management Representative	8552026454
2.	Ms. Preeti Bondre	Chairperson	9594474648
3.	Mrs. Harshada Kadam	Committee Head	7875437101
4.	Mrs. Anuja Raut	Student Member & General Secretary	9970272153
5.	Ms. Diksha Khedekar	Non-Teaching Representative	7083054065

### Minutes of Meeting

#### 1. SIDDHAYOG LAW COLLEGE, KHED

Vishakha Committee (Internal Complaints Committee – ICC)

Minutes of Meeting – 11th October 2023

Agenda: Formation and Orientation of the Vishakha Committee

Members Present:



Prof. Preeti Bondre - Presiding Officer

Prof. Harshada Shinde- Faculty Member

Ms. Anuja Raut – Student Member (LL.B.)

Ms. Diksha Khedekar – Non-teaching Staff Member

Proceedings:

The meeting commenced with the Principal welcoming all members and emphasizing the importance of implementing the Vishakha Guidelines and the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.

The committee was formally reconstituted for the academic year 2023–24.

Duties and responsibilities of each member were explained.

It was decided to conduct an Orientation Session for all first-year students to spread awareness about the ICC's role and complaint mechanism.

Posters and information charts regarding “Zero Tolerance Policy towards Sexual Harassment” were to be displayed on the notice board.

Resolution:

The committee resolved to organize a Sensitization Program on Gender Respect and Workplace Dignity in November 2023.

Meeting Concluded at: 12:15 PM

Minutes Prepared by: ICC Secretary, Anjali Harshe

Approved by: Principal

## **2. SIDDHAYOG LAW COLLEGE, KHED**

Vishakha Committee (Internal Complaints Committee – ICC)

Minutes of Meeting – 18th July 2024

Agenda: Review of Awareness Program & Planning of Annual Sensitization Event

Members Present:

Prof. Preeti Bondre - Presiding Officer

Prof. Harshada Shinde- Faculty Member

Ms. Snehal Shirkar – Student Member (LL.B.)

Ms. Diksha Khedekar – Non-teaching Staff Member

Proceedings:



The Presiding Officer reviewed the activities conducted in 2023–24, noting good student participation in the November 2023 orientation session.

No complaints were received during the year, indicating a safe and respectful campus environment.

It was decided to hold a Sensitization Workshop on Gender Equity and Safe Campus Culture on 3rd August 2024, in collaboration with the District Legal Services Authority (DLSA), Solapur.

The committee decided to collect student feedback on awareness of ICC and redressal mechanisms.

Members suggested preparing an ICC Handbook for distribution to all new entrants.

Resolution:

The upcoming program will include interactive sessions, short plays, and a talk by an external expert from legal field.

Meeting Concluded at: 1:00 PM

Minutes Prepared by: ICC Secretary

Approved by: Principal

### **3. SIDDHAYOG LAW COLLEGE, KHED**

#### **Minutes of Meeting – 12th January 2025**

Agenda: Review of Activities & Awareness Event Report

Members Present:

Prof. Preeti Bondre - Presiding Officer

Prof. Harshada Shinde- Faculty Member

Ms. Pranali Bhosle – Student Member (LL.B.)

Mr. Rushikesh Khedekar – Non-teaching Staff Member

Proceedings:

The committee reviewed the Sensitization Workshop on Gender Equity held on 3rd August 2024. The event included:

Awareness talks by Adv. Akshaya Soman on “Gender Neutrality and Legal Remedies”

Street play by students on “Respect in Relationships”

Pledge for safe and equal campus.



Participation: Students and Staff Members Attended.

The committee discussed future plans such as poster competitions or gender-sensitization drives for 2025–26.

The committee reiterated its commitment to maintaining a harassment-free campus.

Resolution:

It was resolved to organize a Gender Sensitization Week in September 2025 with debates, awareness posters, and a faculty session on legal rights of women.

Meeting Concluded at: 11:45 AM

Minutes Prepared by: ICC Secretary, Rashmi Bhatsalaskar

Approved by: Principal

## **College Student Grievance Redressal Policy**

### **1. Introduction**

Siddhayog Law College, Khed, is committed to providing a safe, transparent, and student-friendly academic environment. In accordance with the guidelines of the University Grants Commission (UGC) (Redressal of Grievances of Students) Regulations, 2023, the college has established the Student Grievance Redressal Committee (SGRC) to address and resolve the grievances of students in a fair and timely manner.

### **2. Objectives**

The objectives of the SGRC are to:

- Provide an effective mechanism for students to express their grievances and seek redressal.
- Promote transparency, accountability, and harmony within the institution.
- Ensure that student complaints are handled confidentially and without bias.
- Uphold the dignity and rights of students in all academic and administrative matters.
- Encourage a culture of mutual respect, dialogue, and trust between students and faculty.

### **3. Scope of the Policy**



The SGRC shall consider genuine grievances of students relating to:

- Academic issues (evaluation, examination, attendance, etc.)
- Administrative or infrastructural facilities.
- Harassment or discrimination by peers, faculty, or staff (other than cases under the POSH Act).
- Delay in the provision of certificates, documents, or academic records.
- Any other matter affecting the student's welfare or academic experience.

*Note: Complaints related to sexual harassment will be referred to the Internal Complaints Committee (ICC) under the POSH Act, 2013.*

#### 4. Composition of the Committee

The Student Grievance Redressal Committee shall consist of the following members:

1. Chairperson: Principal of Siddhayog Law College, Khed
2. Faculty Members: Two senior teaching staff members nominated by the Principal
3. Member Secretary: One staff member to record proceedings and maintain records
4. Student Representative: One student representative (preferably from the final year), nominated annually

#### 5. Procedure for Lodging Grievance

- A student may submit a written grievance to the SGRC Chairperson through the Grievance Redressal Form available in the college office or on the website.
- The grievance must include the student's name, roll number, contact details, and a clear description of the issue.
- Anonymous complaints will not be entertained.
- The Committee shall acknowledge receipt of the complaint within 3 working days.



## 6. Redressal Mechanism

- The Committee shall review the complaint within 7 working days of receipt.
- The concerned parties may be called for a hearing or clarification.
- The SGRC shall communicate its decision or recommended action to the complainant within 15 working days.
- The decision of the Committee shall be final and binding within the scope of the college's jurisdiction.

## 7. Confidentiality

All grievances and proceedings shall be treated as strictly confidential, and no information shall be disclosed to any unauthorized person to protect the privacy and interests of the students.

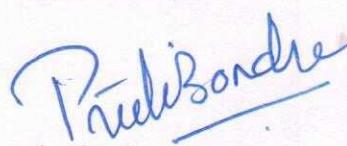
## 8. Review and Amendment

This policy shall be reviewed periodically by the college administration to ensure compliance with UGC regulations and institutional needs. Amendments, if any, will be approved by the Principal and notified to all stakeholders.

## 9. Display and Awareness

Information regarding the SGRC, including its composition, contact details, and procedures, shall be prominently displayed on the college notice board and official website. Awareness sessions will be conducted periodically to inform students of their rights and the grievance redressal process.

Approved by:

  
Principal  
Siddhayog Law College, Khed  
Date: 02/08/2023

