

Ahmednagar Jilha Maratha Vidya Prasarak Samaj's
INSTITUTE OF
HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR
Lal Taki Road, Ahmednagar – 414001. Ph. / Fax (0241) 2326778

Approved by AICTE, Govt. of Maharashtra, DTE & Affiliated to Uni. of Pune

College Development Committee

No.	Name of the Member	Designation
1.	Hon. Mr. N. B. Zaware Patil	President
2.	Hon. Mr. G. D. Khandeshe	Member
3.	Hon. Mr. R. H. Dare	Member
4.	Hon. Adv. V. D. Athare	Member
5.	Hon. Dr. V. P. Bhapkar	Member
6.	Hon. Mr. P. R. Lagad	Member
7.	Prof. Mrs. Y. S. Sadre (HOD)	Member
8.	Prof. Mr. B. R. Shendage (Teacher Representative)	Member
9.	Prof. Mr. G. T. Sonawane (Teacher Representative)	Member
10.	Prof. Mrs. Y. S. Sadre (Teacher Representative)	Member
11.	Mr. P. B. Idhate (Non-Teaching Staff)	Member
12.	Prof. Mr. G.T. Sonawane (Coordinator IQAC)	Member
13.	President Students Council	Member
14.	Secretary Students Council	Member
15.	Prof. Mrs. Y. S. Sadre (I/C Principal)	Member Secretary

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Governing Council

No.	Name of the Member	Designation
1.	Hon. Mr. N. B. Zaware Patil	President
2.	Hon. Mr. R. H. Dare	Vice-President
3.	Hon. Mr. G. D. Khandeshe	Secretary
4.	Hon. Adv. V. D. Athare	Joint Secretary
5.	Hon. Dr. V. P. Bhapkar	Treasurer
6.	Hon. Dr. M. G. Hapase	Trustee
7.	Hon. Adv. D. S. Mhase	Trustee
8.	Hon. Mr. S. V. Khilari	Trustee
9.	Hon. Dr. C. K. More	Trustee
10.	Hon. Mr. M. M. Mulay	Trustee
11.	Hon. Mr. J. R. Wagh	Trustee
12.	Hon. Adv. M. N. More	Member
13.	Hon. Adv. V. S. Kapare	Member
14.	Hon. Prof. Mr. A. T. Pokale	Member
15.	Hon. Mrs. A. A. Kale	Member
16.	Hon. Dr. A. G. Khandeshe	Member
17.	Hon. Mr. R. M. Shelke	Member
18.	Hon. Mr. R. N. Zaware	Member
19.	Hon. Dr. B. D. Markad	Member
20.		Member
21.	Hon. Prin. Dr. R. K. Aher	Member
22.	Hon. Mr. B. K. Surve	Member
23.	Hon. Prof. Mr. U. R. Thube	Member

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Anti Ragging Committee

Name	Designation
Prof. Y. S. Sadre	Chairman
Prof. B. R. Shendage	Member
Prof. G. T. Sonawane	Member

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◀ AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 ▶ INST.CODE NO. C001863

Ref. No.

Date 18 07 /20 17

ANTI RAGGING COMMITTEE

POLICY DOCUMENT

Introduction:

For every institute it is necessary to have healthy environment and good interpersonal relations among the students in college campus. The institute has established an Anti Ragging Committee in the year 2013 – 14, according to the guidelines issued by 'UGC Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009'.

Objectives:

1. To establish mechanism to ensure a ragging free campus.
2. To create awareness among the students about anti ragging rules and regulations.
3. To take necessary measures to prevent ragging in the campus.

Functions:

1. The anti-ragging committee comprising of Principal and faculty members shall ensure the procedure of obtaining undertaking from the students is followed strictly
2. Take preventive measures to prohibit, prevent and eliminate the menace of ragging in the campus of the institute.
3. Anti-ragging squad shall take rounds in the campus to maintain vigil at all times of the days by rotation.
4. To consider the complaints received from the students and take necessary actions according to the provision in the act.




I/c. Principal
Institute of
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◀ AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 ◀ ID. No. PU/MGT/AH-12/97

Ref. No.:

Date : / /201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **10th April 2014 at 2:00 pm** in the Principal's office. The following members should remain present.

1. Dr. N. R. Jagtap (Chairman)
2. Prof. Mrs. Y. S. Sadre (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:

Item no. 1. Review of Ragging incidences and overall status of relation among students

Item no. 2. Planning for the Academic year 2014 – 15

Item no. 3. Develop harmonious environment


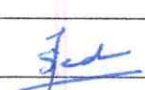
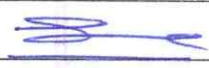
Item no. 4. Formation of Anti Ragging Squad

Date: 10th April 2014

Place: Ahmednagar


I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

A meeting of the Anti Ragging Committee of the A.J.M.V.P.S., Institute of Hotel Management and Catering Technology, Ahmednagar was held on Thursday, 10th April²⁰¹⁴ at 2:00 pm in the Principal's Office. The following member attended the meeting.

1. Dr. N.R. Jagtap (2/c Principal) 
2. Prof. Y.S. Sadre (Asso. Prof.) 
3. Prof. B.R. Shendage (Asst. Prof.) 

The minutes of the meeting are recorded as below,

Item No 1 : Review of Ragging incidences and overall status of relation amongst students.

Recorded : No cases of ragging was referred to the Anti-Ragging committee either by the students or the parents. The overall relations among the students was observed to be harmonious.

Item No 2 : Planning for the academic year 2014 - 15.

Recorded : For the year additional anti-ragging squads to be appointed to monitor daily routine. Undertaking from students and parents to be obtained at the time of admissions. Events be conducted to develop good inter-personal relations among the students. Regular meeting of the Anti-Ragging Committee should be held.

Item No 3 : Develop harmonious environment.

Recorded : For this purpose the following actions to be taken.

- a. - Display of ^{action 4} punishment for cases of Ragging.
- b. - Arrange events, such as Welcome and Farewell functions of students.
- c. - Display slogans in the premises.
- d. - counselling of students.

2014 - 15.

Item No 4 : Formation of Anti Ragging squad.

Recorded : The Anti Ragging squad should monitor the daily progress by visiting classrooms, practical laboratories, library, reading hall, corridors and the campus as well as hostel. The squad should maintain proper records and submit them to the Principal regularly. They should counsel the students and obtain feed back from the students.

No other items were discussed. The meeting was thus concluded.

1. Dr. N. R. Jagtap (I/c Principal)

2. Prof. Y. S. Sadre

3. Prof. B. R. Shendage.



I/c. Principal
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Date : / /201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **29th June 2015 at 2:30 pm** in the Principal's office. The following members should remain present.

1. Dr. N. R. Jagtap (Chairman)
2. Prof. Mrs. Y. S. Sadre (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:


- Item no. 1.** To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2014.
- Item no. 2.** Review the work during the academic year 2014 – 15
- Item no. 3.** Items for discussion with permission of the Chairman


Date: 25th June 2015

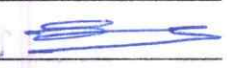
Place: Ahmednagar


1/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

A meeting of the Anti Ragging Committee constituted in the A.J.M.V.P.S, Institute of Hotel Management and Catering Technology was held on Monday, 29th June 2015, at 2:30 pm in the Principal Office. The following members attended the meeting.

1. Dy. N. R. Jagtap (I/c Principal) - 

2. Prof. Y. S. Sadre (Associate Prof) - 

3. Prof. S. R. Shendage (Assistant Prof) - 

The minutes of the meeting are recorded as below,

Item No 1: To consider and confirm the minutes of the previous meeting of the committee held on 10th April 2014

Recorded : The minutes of the meeting held on 10th April 2014 was considered by the committee, approved and confirmed.

Item No 2 : To review the work done for prevention of ragging during 2014-2015

Recorded :- The work done by the Anti-Ragging squads during academic year 2014-15 was submitted to the committee. The committee appreciated the work done and the same were approved.

Item No 3 :- To consider the complaints and action there-on the ragging incidents.

Recorded :- No complaints regarding ragging was received from either the students or parents. The committee was satisfied with the good inter-personal relations among all stake holders. The same was approved.

Item No 4 :- Any other items with reference to Anti-ragging notices / Ragging incidents for discussion with due approval of the Chairman.

Recorded :- No other notices or circular
from different authorities presented to
the committee.

The meeting was concluded.

1. Dr. N. R. Jagtap (I/c Principal)
Chairman of Committee

2. Prof. Y. S. Sadre.

3. Prof. B. R. Shendage.



I/c. Principal
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Ref. No.:

Date : / /201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **12th July 2016 at 2:00 pm** in the Principal's office. The following members should remain present.


1. Dr. N. R. Jagtap (Chairman)
2. Prof. Mrs. Y. S. Sadre (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2015.
- Item no. 2.** Review the work during the academic year 2015 – 16
- Item no. 3.** Items for discussion with permission of the Chairman

Date: 8th July 2016

Place: Ahmednagar

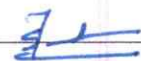

I/c. Principal
Institute of
Hotel Management & Catering Technology
Lal Taki Road, AHMEDNAGAR-414 001

A meeting of the Anti-Ragging Committee of the A.J.M.V.P.S., Institute of Hotel Management and Catering Technology, Ahmednagar was held on Tuesday, 12th July 2016 at 2:00 pm in the Principal Office. The following members attended the meeting,

1. Dr. N. R. Jagtap
Chairman



2. Prof Mrs. Y. S. Sadre



3. Prof. Mr. B. R. Shendage



The minutes of the meeting are recorded as follow:

Item No:1. To consider and approve the minutes of the meeting held on 29th June 2015.

Recorded :- The minutes of the meeting held on 29th June 2015 was considered and confirmed.

Item No 2 :- To consider the work done during academic year 2015-16

Recorded :- The workdone for prevention of Ragging during 2015-16 was reviewed. During this period no complaints were received from parents or students regarding ragging issues. The activities of the anti-ragging squad was considered. The committee expressed satisfaction with the work of the squads. The item was approved by the committee.

Item No3: To consider the visits by the Anti-Ragging squads in the hostels.

Recorded:- In order to boost the confidence and security of the students residing in hostels it was approved that anti-ragging squads should visit the hostel and discuss any difficulties faced by the students and thus initiate appropriate measures.

Item No 4 :- Any other, with the permission of the Chairman.

Recorded :- No other items were discussed.

The meeting was thus concluded.



(Dr. N. R. Jagtap)
Chairman
Anti-Ragging Committee.



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Ref. No.:

Date : / /201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **18th July 2017** at **2:00 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2016.
- Item no. 2.** Review the work during the academic year 2016 – 17
- Item no. 3.** Discussion regarding policy formulation for effective functioning of Anti Ragging Committee
- Item no. 4.** Items for discussion with permission of the Chairman

Date: 13th July 2017

Place: Ahmednagar


I/c. Principal
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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of Anti Ragging Committee of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **18th July 2017** at **2:00 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)

The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2016.

Recorded: Committee confirmed the minutes of meetings.

Item no. 2. Review the work during the academic year 2016 – 17

Recorded: The review of the work was discussed for the period July 2016 to May 2017. During this period no complaint was received from the students or parents regarding ragging incidences. The review of activities of Anti Ragging squad was considered.


Item no. 3. Discussion regarding policy formulation for effective functioning of Anti Ragging Committee

Recorded: The purpose of the committee was discussed; and based on it the policy document for Anti Ragging was framed and finalized.

Item no. 4. Items for discussion with permission of the Chairman

Recorded: There were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman

Anti Ragging Committee
I/c. Principal
Institute of

Hotel Management & Catering Technology
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Ref. No.:

Date : / / 201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **11th July 2018 at 2:00 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2017.
- Item no. 2.** Review the work during the academic year 2017 – 18
- Item no. 3.** Items for discussion with permission of the Chairman

Date: 6th July 2018

Place: Ahmednagar



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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of Anti Ragging Committee of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **11th July 2018** at **2:00 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman) 
2. Prof. B. R. Shendage (Member) 
3. Prof. G. T. Sonawane (Member) - 

The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2017.

Recorded: Committee confirmed the minutes of meetings.


Item no. 2. Review the work during the academic year 2017 – 18

Recorded: The review of the work was discussed for the period July 2017 to May 2018. During this period no complaint was received from the students or parents regarding ragging incidences. The review of activities of anti ragging squad was considered.

Item no. 3. Items for discussion with permission of the Chairman

Recorded: There were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman
Anti Ragging Committee
I/c. Principal
Institute of
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Date : / /201

NOTICE

A meeting of the **Anti Ragging Committee** will be held on **19th July 2019** at **2:30 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2018.
- Item no. 2.** Review the work during the academic year 2018 – 19
- Item no. 3.** Items for discussion with permission of the Chairman

Date: 15th July 2019

Place: Ahmednagar


I/c. Principal
Institute of

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Ref. No.:

Date : / / 20

MINUTES OF THE MEETING

A meeting of Anti Ragging Committee of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **19th July 2019** at **2:30 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman) 

2. Prof. B. R. Shendage (Member) 

3. Prof. G. T. Sonawane (Member) 

The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the meetings of previous meeting of the Anti-Ragging Committee held on July 2018.

Recorded: Committee confirmed the minutes of meetings.

Item no. 2. Review the work during the academic year 2018 – 19

Recorded: The review of the work was discussed for the period July 2018 to May 2019. During this period a complaint was received regarding ragging incidence.

Name of Student	Class	Complaint	Action Taken
Mr. Tushar Borude	3 rd Year BHMCT	Mental and Physical Abuse and Threating by his two classmates	The students were called, incidence was verified, the parents of concerned students were informed, apology was sought by accused and they submitted affidavit promising that such event will not happen in future.

The committee noted the incidence.

Item no. 3. Items for discussion with permission of the Chairman
Recorded: There were no other items for discussion, the meeting was thus concluded.



Prof. Mrs. Y. S. Sadre
Chairman
Anti Ragging Committee
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Students Grievance Redressal Committee

Name	Designation
Prof. Y. S. Sadre	Chairman
Prof. B. R. Shendage	Member
Prof. G. T. Sonawane	Member
Mr. R. J. Gawali	Member
Student representative (Male)	
Student representative (Female)	

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Ref. No.:

Date : 23/08 /2017

GRIEVANCE REDRESSAL COMMITTEE
POLICY DOCUMENT

Introduction:

The institute has constituted Students Redressal committee as per the rules and regulations of UGC and SPPU to promote and maintain a promising, healthy and impartial educational environment. The Grievance Redressal Committee is created to look into matters of all the types of complaints, harassment, or problems faced by the students in college campus. It is ensured that any such issues are duly attended and resolved. This ensures stress free atmosphere in the College and promote cordial relationship among various entities in the college.

Objectives:

1. To develop responsible approach among all the stakeholders in order to maintain the healthy educational atmosphere in the institute.
2. To provide a strong grievance Redressal mechanism and create awareness of availability of this facility to report grievances.
3. To ensure prompt solution to the students' grievances with an unbiased and fair approach

Functions:

1. The Grievance Redressal Committee comprising of Principal and Faculty members shall frame an appropriate mechanism to address student's grievances.
2. Ensure that safe educational environment is available in the institute.



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3. Attend Students' Grievances concerned with academic, administrative problems or about harassment are attended promptly.
4. The Committee shall meets once in a year to consider new circulars, gazettes and notification received from various authorities

Grievance Redressal Procedure:

1. Grievance Redressal facility is made available on institute website.
2. Students can post their grievance online or in writing or drop it in complaint box available outside the administrative office.
3. Grievances related to academic, administrative and regarding harassment / ragging are attended.
4. Names of the students posting grievances are not disclosed.
5. Committee ensures that grievances are attended at the earliest and issues are resolved.

Grievance Redressal Committee:

No	Name	Designation	Email id and Mobile No.
1	Prof. Mrs. Y. S. Sadre	Chairman	yogita_sadre@rediffmail.com 9822522733
2	Prof. B. R. Shendage	Member	balasahebshendage@gmail.com 8149490282
3	Prof. G. T. Sonawane	Member	gtsonawane@gmail.com 9922947640
4	Mr. R. J. Gawali	Member	ihmctajmvps@gmail.com 9921357363




I/c. Principal
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Ahmednagar Jilha Maratha Vidya Prasarak Samaj's
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◀ AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 ▶ ID. No. PU/MGT/AH-12/97

Ref. No.:

Date : / /201

NOTICE

A meeting of the **Grievance Redressal Committee** will be held on **23rd August 2017 at 2:00 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)

The agenda of the meeting is as follows:

- Item no. 1.** Discussion regarding policy formulation for effective functioning of Grievance Redressal Committee
- Item no. 2.** Discussion regarding issues related to Students
- Item no. 3.** Items for discussion with permission of the Chairman

Date: 19th August 2017

Place: Ahmednagar



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◀ AICTE No. F 421 / MS - 16 / APR (HM) / ET / 96 ▶ INST.CODE NO. C001863

Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Grievance Redressal Committee** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **23rd August 2017 at 2:00 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)



The minutes of the meeting are recorded as below:

Item no. 1. Discussion regarding policy formulation for effective functioning of Grievance Redressal Committee

Recorded: The purpose of the committee was discussed; and based on it the policy document for Grievance Redressal Committee was framed and finalized.


Item no. 2. Discussion regarding issues related to Students and formulation of Grievance Redressal Mechanism

Recorded: Committee discussed various issues related to Students. It was decided that all the grievances of the students related to academics, infrastructure, office, library and Training and Placement will be addressed by this committee. The Grievance Redressal Mechanism was discussed and finalized.

Item no. 3. Items for discussion with permission of the Chairman

Recorded: As there were no issues to discuss, meeting concluded with vote of thanks.




Prof. Mrs. Y. S. Sadre
Chairman
Grievance Redressal Committee

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Ref. No.:

Date : / /201

NOTICE

A meeting of the **Grievance Redressal Committee** will be held on **11th September 2018 at 2:30 pm** in the Principal's office. The following members should remain present:

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the minutes of previous meeting held on July 2017
- Item no. 2.** Discussion regarding grievances of students
- Item no. 3.** Items for discussion with permission of the Chairman

Date: 7th September 2018

Place: Ahmednagar


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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Grievance Redressal Committee** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **11th September 2018 at 2:30 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)



The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the minutes of previous meeting held on July 2017

Recorded: Committee confirmed the minutes of previous meeting.

Item no. 2. Discussion regarding grievances of students

Recorded: No grievances were recorded during the academic year 2017 – 18.

Item no. 3. Items for discussion with permission of the Chairman

Recorded: Prof. Gokul Sonawane suggested that student representatives can be included in Grievance Redressal Committee to ensure unrestricted approach of any grievances to the committee.

Since there were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman
Grievance Redressal Committee
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Ref. No.:

Date : / /201

NOTICE

A meeting of the **Grievance Redressal Committee** will be held on **3rd September 2019 at 2:30 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)
5. Miss. Aditi Choudhary (Student Representative)
6. Mr. Chaitanya Sonar (Student Representative)

The agenda of the meeting is as follows:

- Item no. 1.** To read and confirm the minutes of previous meeting held on July 2018
- Item no. 2.** Discussion regarding grievances of students
- Item no. 3.** To review the UGC (Grievance Redressal) Regulations, 2018

Date: 30th August 2019

Place: Ahmednagar



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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Grievance Redressal Committee** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **3rd September 2019 at 2:30 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. B. R. Shendage (Member)
3. Prof. G. T. Sonawane (Member)
4. Mr. R. J. Gawali (Member)
5. Miss. Aditi Choudhary (Student Representative)
6. Mr. Chaitanya Sonar (Student Representative)

The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the minutes of previous meeting held on July 2018

Recorded: Committee confirmed the minutes of previous meeting. The suggestion recorded in the last meeting is accepted and two student representatives have been included in the committee.

Item no. 2. Discussion regarding grievances of the students

Recorded: No grievances were recorded during the academic year 2018 – 19.

Item no. 3. To review the UGC (Grievance Redressal) Regulations, 2018

Recorded: The Grievance Redressal committee should consider and review the UGC (Grievance Redressal) Regulations, 2018

Since there were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman
Grievance Redressal Committee
I/C. Principal
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Internal Complaints Committee

Name	Designation
Prof. Y. S. Sadre	Chairman
Prof. S. S. Nimbalkar	Member
Prof. B. R. Shendage	Member

INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY AHMEDNAGAR.

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Ref. No.:

Date : 10/08/2017

INTERNAL COMPLAINTS COMMITTEE POLICY DOCUMENT

Introduction:

The 2015 UGC regulations state that Indian colleges and universities need to have an **Internal Complaints Committee** that will conduct inquiries into sexual harassment complaints from students, faculty and non-teaching staff. The institute thus has composed an **Internal Complaints Committee** as per Sexual harassment of women at workplace (Prevention and Redressal) Act and Rules that came into force in 2013.

All students, teaching faculty and administrative staff come under the purview of this policy.

Objectives:

1. To prevent discrimination and provide an impartial, confidential and accommodating environment to all members of college.
2. To develop a policy against sexual harassment of women at the Institute.
3. To promote gender harmony among students and employees.

Functions:

1. Promote a respectful and safe campus environment
2. Deal with cases of discrimination and sexual harassment against women, in a timely manner, and ensure the fair resolution of sexual harassment complaints.
3. Provide information regarding counseling and support services in the campus

The Committee shall meet once in a year (beginning of academic year) and as and when necessary.




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Ref. No.:

Date : / / 201

NOTICE

A meeting of the **Internal Complaint Committee** will be held on **10th August 2017 at 2:30 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:

Item no. 1. Introduction of Committee

Item no. 2. Discussion regarding policy formulation for effective functioning of Internal Complaint Committee

Item no. 3. Meetings of the committee

Date: 5th August 2017

Place: Ahmednagar



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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Internal Complaint Committee (ICC)** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **10th August 2017 at 2:30 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)



The minutes of the meeting are recorded as below:

Item no. 1. Introduction of Committee

Recorded: The Chairman introduced the committee members.

Item no. 2. Discussion regarding policy formulation for effective functioning of Internal Complaint Committee

Recorded: The purpose of the committee was discussed; and based on it the policy document for ICC was framed and finalized.

Item no. 3. Meetings of the committee

Recorded: The Committee shall meet once in a year (beginning of academic year) and as and when necessary.

Since there were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman
Internal Complaint Committee
I/c. Principal
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Ref. No.:

Date : / / 201

NOTICE

A meeting of the **Internal Complaint Committee** will be held on **14th August 2018 at 2:00 pm** in the Principal's office. The following members should remain present.


1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:

- Item no. 1. To read and confirm the minutes of previous meeting held on July 2017
- Item no. 2. Discussion regarding grievances of girls and ladies faculty
- Item no. 3. Items for discussion with permission of the Chairman

Date: 9th August 2018

Place: Ahmednagar


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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Internal Complaint Committee (ICC)** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **14th August 2018 at 2:00 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)

[Handwritten signature of Prof. Mrs. S. S. Nimbalkar]
[Handwritten signature of Prof. B. R. Shendage]

The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the minutes of previous meeting held on July 2017

Recorded: Committee confirmed the minutes of previous meeting.

Item no. 2. Discussion regarding grievances of girls and ladies faculty

Recorded: Committee discussed regarding various facilities available for girls and ladies faculty within the campus. It was unanimously decided that if any problem reported to any member of committee, it should be brought to the notice of committee members immediately without any delay.

Item no. 3. Items for discussion with permission of the Chairman

Recorded: Prof. S. S. Nimbalkar highlighted the need of forming whatsapp group of only girls and ladies faculties to fearlessly discuss various issues which could be promptly attended.

Since there were no other items for discussion, the meeting was thus concluded.



[Handwritten signature of Prof. Mrs. Y. S. Sadre]
Prof. Mrs. Y. S. Sadre
Chairman

Internal Complaint Committee
I/c: Principal
Institute of

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Ref. No.:

Date : / / 201

NOTICE

A meeting of the **Internal Complaint Committee** will be held on **27th August 2019 at 2:30 pm** in the Principal's office. The following members should remain present.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)

The agenda of the meeting is as follows:

Item no. 1. To read and confirm the minutes of previous meeting held on July 2018

Item no. 2. Review the complaints during the academic year 2018 – 19

Item no. 3. Items for discussion with permission of the Chairman

Date: 24th August 2019

Place: Ahmednagar



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Ref. No.:

Date : / /20

MINUTES OF THE MEETING

A meeting of **Internal Complaint Committee (ICC)** of the AJMVPS Institute of Hotel Management and Catering Technology, Ahmednagar was held on **27th August 2019 at 2:30 pm** in the Principal's office. The following members attended the meeting.

1. Prof. Mrs. Y. S. Sadre (Chairman)
2. Prof. Mrs. S. S. Nimbalkar (Member)
3. Prof. B. R. Shendage (Member)



The minutes of the meeting are recorded as below:

Item no. 1. To read and confirm the minutes of previous meeting held on July 2018

Recorded: Committee confirmed the minutes of previous meeting.

Item no. 2. Review the complaints during the academic year 2018 – 19


Recorded: The review of the work was discussed for the year 2018 – 19. During this period no complaint was received from the students and staff members.

Item no. 3. Items for discussion with permission of the Chairman

Recorded: Committee members decided to celebrate Women's Day 2020 in the institute. It was suggested that the ladies helper staff of the institute and ladies hostel shall be felicitated.

Since there were no other items for discussion, the meeting was thus concluded.




Prof. Mrs. Y. S. Sadre
Chairman

Internal Complaint Committee
I/c. Principal
Institute of

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SC/ST Committee

Name	Designation
Prof. A. V. Ahiwale	Chairman
Prof. Dr. A. L. More	Member
Prof. Mrs. N. M. Kadale	Member

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Right to Information Act Committee

Name	Designation
Prof. Y. S. Sadre	Appealing Officer
Prof. B. R. Shendage	Info. Officer
Mr. P. B. Idhate	Asst. Info. Officer