

Student Grievance Redressal Committee

Academic year 2020-21

Sr. No.	Name	Designation
1.	Dr. M. A. Lahori	Chairman
2	Dr. Dattatray P. More	Member
3	Dr. Pravin V. Yadav	Member
4	Prof. Manisha A. Vhora	Member
5	Miss. Mrunali Aher	Student Representative
6	Mrs. Shubham Sonawale	Student Representative
7	Mr. Swapnil N. Bhandari	Student Representative
8	Miss. Shama Neha S.	Student Representative
9	Mr. Londhe Kishikumar R.	Student Representative
10	Mr. Dadas Sourabh J.	Student Representative



Meeting - 01

venue:- AIMS, Board Room.

date:- 23/09/2020

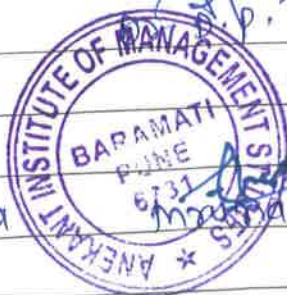
time:- 11.00 AM

The Student grievance redressal Committee meeting was held on 24/09/2020, since the quorum was full. The agenda of the meeting taken for discussion and the points were transcribed below:-

- 1) To approve the minutes of the previous meeting:-
Dr. P. V. Yadav read the minutes of previous meeting and welcomed the new members. The same were approved unanimously by all the members.
- 2) Discussion was held on the Students grievances if any.
- 3) No grievance was found
- 4) To decide the date of next meeting. It was decided to take next meeting in the month of ~~month~~ April 2021.

Dr. M. A. Taheri

Prof. M. A. Vhora



Dr. P. V. Yadav

Dr. P. V. Yadav

Dr. P. V. Yadav

Dr. P. V. Yadav

Dr. P. V. Yadav

Dr. P. V. Yadav

Meeting - 02

venue: - AIMS, Board Room.

Date: - 15/03/2021

Time: - 03:00 PM

The Student guidance redressal committee meeting was held on 15/03/2021, since the quorum was full. The agenda of the meeting taken for discussion and the points were transacted below: -

- 1) To approve the minutes of the previous meeting Dr. D.P. More read the minutes of previous meeting.
- 2) Discussion was made on online class attendance of Students. Discussion was held on on Students grievances if any.
- 3) No Students grievance was found.
- 4) To decide the date of next meeting. It was decided to take next meeting after new admissions probably in the month of Oct. 2021.

Dr. M. A. Lahori Dr. P. V. Yadav. Dr. D. P. More

Shubham Sonaware Swapnil Bhandari

Moumita Aher Kirti Kumar





Anekant Education Society's

ANEKANT INSTITUTE OF MANAGEMENT STUDIES (AIMS)

(Approved by AICTE, DTE, Recognized by Govt. of Maharashtra & Affiliated to University of Pune)

Religious Minority Institution

Anekant Education Society Campus

Baramati, Dist : Pune- 413 102 (MH) India.

Ph. : (02112) 227299 Placement Cell : (02112) 656540 Email ID : director.aimsaramati@gmail.com

Website : www.aimsaramati.org

Date: 15/05/21

To,

Director

AIMS, Baramati

Subject – Report of Grievances submitted to Women Grievance Redressal Cell regarding Sexual Harassment in the A.Y.2020-2021

Respected Sir,

With reference to the above subject I am submitting herewith report of **Women Grievance Redressal Cell**. Details are as below-

Sr. No.	Name of the Student/Staff	Grievances	Action Taken	Remarks
1	Nil	Nil	Nil	Nil
2	Nil	Nil	Nil	Nil
3	Nil	Nil	Nil	Nil

Note : Committee did not receive any Complaints from Student and Staff.

Submitted by -



Beldar
Mrs. S.M. Beldar

[Signature]
DIRECTOR
ANEKANT INSTITUTE OF MANAGEMENT
STUDIES, BARAMATI (PUNE)

Women Grievance Redressal

Committee

Year 2020 - 2021

1. Mrs. Sayali Mahesh Beldar
Chairperson, AIMS, Baramati
2. Mrs. Priti Dinesh Hanchate
Member, AIMS, Baramati
3. Prof. Sonita S. Khatai
Member, AIMS, Baramati
4. Dr. Umesh S. Kollimath
Member, AIMS, Baramati
5. Dr. Abhishek Y. Dikshit
Member, AIMS, Baramati
6. Adv. Seema R. Londhe
Member, AIMS, Baramati
7. Ms. Shubhshree N. Kadam
Student Representative.

Women Grievance Redressal Committee

Meeting No. 15

Agenda.

Date - 4th sept. 2020

Day - Friday

Venus - AIMS Board Room

- ① To read & confirm the minutes of last meeting.
- ② To discuss the matters of grievance (complaint).
- ③ Any other point with the permission of chair.

Attendance.

Sr. No.	Name	Sign.
①	Mrs. S. M. Beldar - chairperson	Beldar
②	Mrs. P. D. Hanchate - Member	Hanchate
③	Prof. S. S. Phator - Member	Phator
④	Dr. U. S. Kollimath - Member	Kollimath
⑤	Dr. A. Y. Dikshit - Member	Dikshit
⑥	Adv. S. R. Londhe - Member	Londhe
⑦	Ms. S. N. Kadam - Member	Kadam

Minutes of the Meeting

- To read and confirm the minutes of previous meeting.
- Regarding matters relating to grievance complaint, there were no such cases for Redressal during the Academic session.
- Date of next meeting was decided to be held in the first week of Feb. 2021.
- As ~~there~~ there was no other matter to discuss, the meeting ended with vote of thanks to all the present members.

Submitted to, -

Dr. M.A. Lahori
Director

submitted by -

Beldar
Mrs. S.M. Beldar
Chairperson.

Women Grievance Redressal Committee

Meeting No. 16

Agenda

Date - 05th Feb 2021

Day - Friday

Venue - AIMS Board Room

- ① To Read and Confirm the minutes of previous meeting.
- ② To discuss the new policy of Grievance Redressal cell.
- ③ To discuss the matter of grievance Complaint.
- ④ Any other point with the permission of chair.

Attendance

Sr. NO	Name	Sign
①	Mrs. S. M. Beldar - chairperson	Beldar
②	Mrs. P. D. Hanchate - Member	Hanchate
③	Prof. S. S. Khatri - Member	Khatri
④	Dr. U. S. Kollimath - Member	Kollimath
⑤	Dr. A. Y. Dikshit - Member	Dikshit
⑥	Adv. S. R. Londhe - Member	Londhe
⑦	Ms. S. N. Kadam - Member	Kadam

Minutes of the meeting

- To read and confirm the minutes of meeting held on 4th sept. 2020.
- In the meeting committee members discuss on the new policy for the Guidance Committee Mrs. Hanchate present the new policy document and all members are agreed for this.
- Regarding matter relating to guidance complaint, there were no such cases for addressal during the session.
- Date of next meeting was decided in the month of sept. 2020.
- Meeting ended with the vote of thanks.

Note -

* Policy Document attached after minutes.

Submitted to -


Dr. M. A. Lahori
Director.

Submitted by -



Policy of The Institute Women Grievance Redressal Cell

The objectives of the Cell shall be

- (i) To prevent sexual harassment and to promote the general well-being of female students, teaching and non-teaching women staff of the institute.
- (ii) To provide appropriate working conditions in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work places and that no women employee has reasonable grounds to believe that she is disadvantaged in connection with her employment.
- (iii) To provide guidelines for the redressal of grievances related to sexual harassment of female students, teaching and non-teaching women staff of the institute.

Duties of the Institute

- (i) In case of sexual harassment in any of the premises of the institute, active assistance shall be provided to the complainant by the institute to pursue the complaint and the safety of the complainant shall also be ensured.
- (ii) The institute shall provide all the necessary assistance for the purpose of ensuring full, effective and speedy implementation of these Directions.

Composition of the Institute Women Grievance Redressal Cell

- (i) The Cell shall consist of at least five members and not more than seven members, and not less than half of its members should be women.
- (ii) The Director shall nominate members for the Cell.
- (iii) While constituting the Cell, representation may be given to the representatives of teaching staff and non-teaching staff and students of the institute.

- (iv) A person having legal background shall be ex-officio member to be nominated by the Director.
- (v) The Cell shall also perform the role as "Complaint Committee".

Meetings of the Cell

- (i) The Cell shall meet at least twice every academic year and the intervening period between two meetings shall not exceed six months.
- (ii) The Chairperson of the Cell can call a Special Meeting at any time upon the written request of not less than one third of the total number of members of the Cell, on a date not later than fifteen days after the receipt of such requisition by the Chairperson.

Procedure for Investigation Of Complaints

- (i) Any woman employee/female student of the Institute shall have the right to lodge a complaint with any of the members of the Cell.
- (ii) Such complaints may be oral or in writing.
- (iii) Any complaint in writing shall be signed by the person making the complaint. If the complaint is oral the same shall be documented in writing in detail by the Cell member to whom the complaint is made and shall not be acted upon till signed by the complainant. A Complaint Register shall be maintained by the Complaints Committee. It should be a confidential document.
- (iv) The complainant shall be afforded full confidentiality at this stage.
- (v) In the event of the complaint being made to any member of the Cell, immediately upon receipt of the complaint, and within not more than ten working days, the member of the Cell to whom the complaint is made, shall communicate the same to the Chairperson of the Cell. However, if the complainant so desires, her name shall be kept confidential and shall not be divulged except to the Cell.
- (vi) Within a period of two weeks from the date of such communication, the Chairperson shall convene its meeting.

- (vii) At the first meeting, which shall be held within two weeks of the receipt of the complaint, the complainant or at her request her representative, shall be heard. If a woman complainant specifically expresses a desire that she be allowed to depose in the presence of only women members of the Cell, the Cell shall hear the said complainant after the male members have withdrawn from the hearing. However, the complaint shall not be finally disposed off until after the male members of the Cell attend and participate in the decision making process. The Cell shall then decide whether the complaint deserves to be proceeded with. The complaint shall stand dropped, if according to the Cell, the complainant has not been able to disclose prima facie, an offence of sexual harassment.
- (viii) In case, the Cell decides to proceed with the complaint, the wishes of the complainant shall be ascertained and if the complainant wishes that a warning would suffice, then the alleged offender shall be called to the meeting of the Cell, heard and if so satisfied that a warning is just and proper, it be recommended to the Director that he may be warned about his behaviour. The matter shall then be treated as concluded with a recording, to that effect, made in the Complaint Register. With acceptance of the recommendation by the director, he be warned about his behaviour and necessary note be made into the Service Book of the employee/Record of the student including the Migration Certificate. The Cell should verify compliance of the action taken.
- (ix) However, before proceeding with the enquiry, the Cell shall decide whether the delinquent deserves to be placed under suspension or prohibited from entering the premises pending enquiry, keeping in mind the nature and gravity of the misdemeanour complained of. In case the Cell comes to the conclusion that such an action is necessary, it shall recommend to the Director accordingly.
- (x) The Cell shall accord fair and reasonable opportunity to the delinquent to defend himself and shall ensure observance of the principles of natural justice.
- (xi) If the complainant wishes to proceed with the complaint beyond a mere warning to the delinquent, the delinquent shall be given in writing by the Cell an opportunity to explain within one week; why he should not for good and sufficient reasons be treated as guilty of his behaviour and be not recommended

to be punished for the act complained of. If the written explanation of the delinquent is not found to be satisfactory or if he does not provide any written explanation, the Cell shall recommend at the outset whether the offence deserves a minor or a major penalty.

- (xii) In the event of the Cell coming to a decision that the delinquent be imposed a minor penalty, a specific minor penalty shall be recommended by the Cell to the Director who shall then expeditiously act on such recommendation. 10.

Protection Against Victimization

- (i) In the event of the complainant being a student and the accused being a teacher, during the pendency of the investigation and inquiry and even after such an enquiry if the teacher is found guilty, the accused shall not act as an examiner for any examination for which the student appears.
- (ii) In the event of the complainant and the accused both being employees, during the pendency of the investigation and inquiry, even after such an inquiry, if the accused is found guilty, the accused shall not write the Confidential Reports of the complainant, if he is otherwise so authorized.

Penalties And Punishment For Sexual Harassment

The Cell may recommend the following penalties on a person found guilty of sexual harassment :

1. An employee found guilty of sexual harassment shall be liable to receive the following penalties:

Minor Penalties:

- i) Warning, Reprimand or Censure
- ii) Fine
- iii) Withholding of increments or promotion
- iv) Reduction to a post in the lower pay-scale or to a lower stage of increment in his

Major Penalties:

- (i) Compulsory retirement
- (ii) Termination of service
- (iii) Removal/dismissal from service

2. student found guilty of sexual harassment shall be liable to receive the following penalties:

Minor Penalties:

- (i) Warning
- (ii) Written Apology
- (ii) Bond of good behaviour
- (iii) Debarring entry into a hostel/campus/off-campus
- (iv) Suspension for a specified period of time
- (v) Withholding results.

Major Penalties

- (i) Debarring from examinations for a specified period of time
- (ii) Expulsion from institute

(ii) The institute shall decide whether the person against whom a complaint of sexual harassment is made should be placed under suspension.

Anti Ragging Committee Meeting - II

1) Date : 08/06/2020

2) Mode/platform : Online

3) Attendance record of the Anti-Ragging Committee Members :

1) Dr. M.A. Lahori

2) Dr. V.N. Sanyal

3) Dr. P.V. Yadav

4) Prof. S.S. Khatri

4) Minutes of Meeting is as follows.

a) Minutes of last meeting was recorded by Dr. V.N. Sanyal

b) The Committee discussed about the issues related to students campus life.

c) Even though it was turned-out that the period since last meeting was free from any untoward incidents, all possibilities of students conflict were discussed.

d) The members suggested that the institute to keep up the prevailing disciplinary measures to rule out

possibilities of ragging in the campus.

e) It was decided to take next meeting in the month of January 2021



Dr. M.A. Lahori
Director, AIMS

Anti Ragging Committee Meeting -12

1) Date : 05/01/2021

2) Mode/Platform : Online Mode

3) Attendance record of the Anti-Ragging Committee Members :

- 1) Dr. M. A. Lahori
- 2) Dr. V. N. Syamkar
- 3) Dr. P. V. Padar
- 4) Prof. S. S. Khatris

4) Minutes of Meeting is as follows

a) Minutes of ^{last} meeting recorded by Dr. V. N. Syamkar

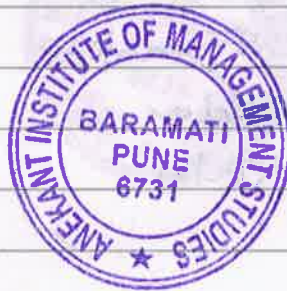
b) The Committee members discussed about the issues related to Students Campus life.

c) Even though it was turned out that the period since last meeting was free from any untoward incidents all possibilities of conflict was discussed.

d) The members suggested that the institute to

keep up the prevailing disciplinary measures to rule out the possibilities of ragging in the campus.

e) It was decided to take next meeting in the month of June 2021.



Dr. M. A. Lahari
Director, AIMS.

Anti Ragging Committee Meeting - 13

1) Date 8/07/2021

2) Mode / platform & Online Mode

3) Attendance record of the Anti-Ragging Committee Members

1) Dr. M.A. Lahori

2) Dr. V.N. Sanyalcar

3) Dr. P.V. Yadav

4) Prof. S.S. Khatori

4) Minutes of Meeting as follows :

a) Minutes of last meeting was recorded by Mr. V.N. Sanyalcar

b) The Committee discussed about the issues related to students campus life

c) Even though it was turned out the period since last meeting was free from any untoward incidents, all possibilities of students conflict was discussed.

d) The members suggested that the institute to keep up the prevailing disciplinary measures to rule out the possibility of ragging in the campus.

e) It was decided to take next meeting in the month of January 2022.



Dr. M. A. Lahari
Director JAAMS.