



D. Y. Patil Academic Education Excellence Federation's  
**Dr. D. Y. Patil Technical Campus**

( Engineering & MCA )

Approved by AICTE, DTE - Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University, Pune  
Sr. No. 32/1/A/7, Near Talegaon Railway Station, A/P.Varale - Talegaon Dabhade, Tal - Maval, Dist - Pune 410507

Ph No. 9920141406, 9309228311, 7666829653, 9307909501

Website : [www.dypatiltechnicalcampus.com](http://www.dypatiltechnicalcampus.com)

Email: [registrar@dypatiltechnicalcampus.com](mailto:registrar@dypatiltechnicalcampus.com) , [hr.dypaeef@dypatiltechnicalcampus.com](mailto:hr.dypaeef@dypatiltechnicalcampus.com)

**Dr. D. Y. Patil**  
Founder Dr.D.Y.Patil Group

**Dr. Sushant V. Patil**  
Chairman

**Mrs. Anuja Sushant Patil**  
Director

**Dr S. D. Shirbahadurkar**  
Principal

## Grievance Redressal committee

D. Y. Patil Academic Education Excellence Federation's Dr. D. Y. Patil Technical Campus, Varale, Tal. - Maval, Pune-410507. has constituted **Grievance Redressal Committee** for the Academic year 2023-24. The list of the **Grievance Redressal Committee** is as below.

Sr. No	Name of the committee member	Designation	Committee Designation
1	Dr. Suresh D. Shirbahadurkar	Chairman	Principal
2	Prof. Ahilya Vishnu Narsale	Member	Asst Professor
3	Prof. Sheetal Hotkar	Member	Asst Professor
4	Prof. Meghali Rupesh Gawhane	Member	Asst Professor
5	Mrs. Madhura Shinde	Member	HR executive
6	Mr. N.P. Vetale	Member	Registrar
7	Mr. Shrikant S Waghe	Member	Accountant
8	Ku. Anvi Moon	Member	Student
9	Ku. Amruta Wankhade	Member	Student
10	Ku. Tavisha Kher	Member	Student

SURESH  
DAMODAR  
SHIRBAHADUR  
KAR

Digitally signed by  
SURESH DAMODAR  
SHIRBAHADURKAR  
Date: 2024.03.19  
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Principal



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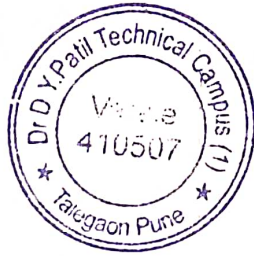
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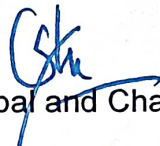
**Notice - Meeting of Grievance Redressal Committee**

This is to inform all members of the Grievance Redressal Committee of Dr. D.Y. Patil Technical Campus that a meeting has been scheduled on 01.03.2024 at the Principal's office. The meeting will commence at 11:00 AM sharp. Your presence is mandatory.

Agenda:

1. Review of grievances received.
2. Discussion on any ongoing issues or emerging concerns.
3. Planning for future grievance resolution strategies.
4. Any other issues.



  
Principal and Chairman  
Grievance Redressal Committee  
Principal  
Dr.D.Y.Patil Technical Campus

## Meeting Minutes: Grievance Redressal Committee Meeting

**Date:** 01.03.2024 🕒 **Time:** 11:00 AM 📍 **Location:** Principal's Office, Dr. D.Y. Patil Technical Campus

### Attendees:

Sr. No	Name of the committee member	Designation	Committee Designation
1	Dr. Suresh D. Shirbahadurkar	Chairman	Principal
2	Prof. Ahilya Vishnu Narsale	Member	Asst Professor
3	Prof. Sheetal Hotkar	Member	Asst Professor
4	Prof. Meghali Rupesh Gawhane	Member	Asst Professor
5	Mrs. Madhura Shinde	Member	HR executive
6	Mr. N.P. Vetale	Member	Registrar
7	Mr. Shrikant S Waghe	Member	Accountant
8	Ku. Anvi Moon	Member	Student
9	Ku. Amruta Wankhade	Member	Student
10	Ku. Tavisha Kher	Member	Student

### Agenda:





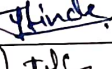
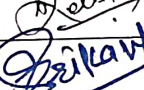
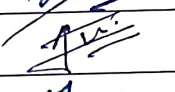
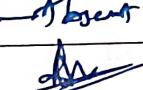
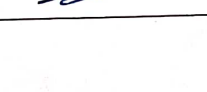
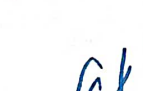
- 1. Review of Grievances:** The committee reviewed the grievances received since the formation of grievance redressal cell and found that there were no grievances registered.
- 2. Discussion on Ongoing Issues:** The committee engaged in a discussion on ongoing issues and emerging concerns raised by students, faculty, or staff members in general meetings.
- 3. Future Grievance Resolution Strategies:** Strategies for improving the grievance resolution process were discussed, including measures to enhance communication and transparency.
- 4. Any Other Issues :** No other issues were discussed.

**Conclusion:** The meeting concluded with a commitment from all members to actively address grievances and work towards maintaining a harmonious campus environment.



  
Principal  
Dr. D.Y. Patil Technical Campus

## Attendance

Sr. No	Name of the committee member	Designation	Signature
1	Dr. Suresh D. Shirbahadurkar	Chairman	
2	Prof. Ahilya Vishnu Narsale	Member	
3	Prof. Sheetal Hotkar	Member	
4	Prof. Meghali Rupesh Gawhane	Member	
5	Mrs. Madhura Shinde	Member	For 
6	Mr. N.P. Vetale	Member	
7	Mr. Shrikant S Waghe	Member	
8	Ku. Anvi Moon	Member	
9	Ku. Amruta Wankhade	Member	
10	Ku. Tavisha Kher	Member	



  
Principal

Dr.D.Y.Patil Technical Campus



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## Grievance Redressal Committee

# ANNUAL REPORT

## 2023-24



D.Y. Patil Academic Education Excellence Federation's  
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The Grievance Redressal Committee is constituted in our college according to the UGC Grievance Redressal Regulations, 2012 to provide a safe, secure, healthy and supportive environment for the students. This committee shall address grievances related to academics, administrations and infrastructure.

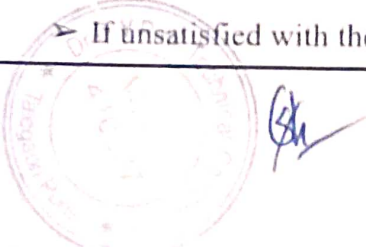
### Objectives

- To provide an environment where grievances are expressed without fear or victimization.
- To maintain a clear, well-defined and structured process of grievance redressal.
- To stipulate the roles and responsibilities of grievance redressal committee.
- To ensure a fair and speedy redressal of grievances.
- To provide a platform for students, faculty, and staff to express their grievances related to academics, administration, and infrastructure.
- To ensure a fair and transparent mechanism for resolving grievances promptly.
- To uphold the principles of natural justice and human rights while addressing complaints.
- To maintain a conducive and harmonious atmosphere within the college by promptly addressing concerns and issues.
- To enhance the overall satisfaction and well-being of the college community by addressing their grievances.

### Grievance Redressal Mechanism:

The grievance redressal mechanism is governed by the Grievance Redressal Policy of Dr. D. Y. Patil Technical Campus, Varale-Talegaon, Pune. It is formulated according to UGC Grievance Redressal Regulations, 2012. The mechanism entails:

- Information regarding the grievance redressal committee shall be given on the college website and college prospectus.
- In case of individual grievance, an aggrieved student shall present his/her grievance only by filling on form available on college website.
- The prescribed Grievance Redressal Form has to be used by the aggrieved to express the grievance.
- The matter shall be taken for discussion by the committee in its scheduled meeting.
- If the matter requires urgent attention, the coordinator shall inform the chairman and convene a meeting of the committee within 2 days from the receipt of the grievance form.
- Based on the decision taken by the committee, the aggrieved has to be informed and action to be taken.
- The complainant should be informed of the decision of the committee / action taken.
- If unsatisfied with the decision, the aggrieved student can re-appeal to the Head of the Institution





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Academic Education Excellence  
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within 10 days.

➤ A special meeting may be convened in case the follow-up is required. ➤ The proceedings have to be recorded by the secretary of the committee.

**Actions Taken Report: 2023-24**

In order to generate any grievance during the 2023-24 session, the grievance redressal committee has taken a variety of initiatives.

- ❖ The toilets were cleaned and the water supply is checked frequently to maintain hygienic conditions.
- ❖ A suitable academics related timetable for every course was made for all the semesters for smooth conduction of classrooms.
- ❖ Parents meet is planned for each semester to aware about ward overall progress during semester.
- ❖ Separate WhatsApp group is created for parents to aware about daily updates about college.



  
Principal

Dr.D.Y.Patil Technical Campus