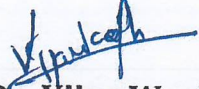


## Academic Year 2018-2019

### Grievance Redressal Committee: List of Members

| Sr. | Name of the Committee Member | Designation |
|-----|------------------------------|-------------|
| 1   | Dr. Vijay Wagh               | Chairman    |
| 2   | Dr. Harish Kumar S. Purohit  | Member      |
| 3   | Dr. Vijay Dabholkar          | Member      |
| 4   | Dr. Jayashree Bhakay         | Member      |
| 5   | Dr. Vijetha Shetty           | Member      |
| 6   | Dr. Sunil Kulkarni           | Member      |

  
**Dr. Vijay Wagh**  
Director




Date: August 31, 2018

Place: Mumbai



For Sheila Raheja School of Business  
Management & Research

  
Director







# SRBS

Sheila Raheja  
School of Business  
Management & Research

(Bombay Suburban Art & Craft Education Society)

SRBS/GRC/2018-19/36

August 31, 2018

## GRIEVANCE REDRESSAL COMMITTEE MEETING

### Notice

The First Meeting of Grievance Redressal Committee (GRC) for the Academic Year 2018-2019 will be held on September 18, 2018 Tuesday at 11:00 a.m. in the 4th floor Conference Room of Sheila Raheja School of Business Management and Research, Raheja Education Complex, Kher Nagar, Bandra (E) to conduct the following business.

The Agenda is as follows:

1. To read and approve the minutes of meeting held on March 12, 2018.
2. Introduction of new members of Grievance Redressal Committee and display of updated list of members of the Committee.
3. To implement structured mechanism for online registration as well as disposal of the Grievances of Students/Faculty/Stake Holders.
4. To update on the progress of Grievance Redressal Committee.
5. Any other matter with the permission of the chair.

**Dr. Vijay Wagh**  
Director - SRBS  
Head of Institution



Raheja Education Complex, Kher Nagar, Opp. Chhatrapati Shivaji Ground, Bandra (East), Mumbai - 400 051, Maharashtra.  
Tel.: (022) 61966666 • Fax: (022) 26475690 • Email: administration@rahejamgmt.com, director@rahejamgmt.com • www.rahejamgmt.com

**For Sheila Raheja School of Business  
Management & Research**



Director



## MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE

|   |                               |
|---|-------------------------------|
| <b>DATE: September 18, 2018</b>   | <b>VENUE: Conference Room</b> |
| <b>TIME: 11:00 a.m.</b>   |                               |
| <b>MEMBERS PRESENT</b>  | <b>MEMBERS ABSENT</b>         |
| 1. Dr. Vijay Wagh<br>2. Dr. Harish Kumar S. Purohit<br>3. Dr. Vijay Dabholkar<br>4. Dr. Jayashree Bhakay<br>5. Dr. Vijetha Shetty | 1. Dr. Sunil Kulkarni         |

The Agenda of the meeting is as follows.

1. To read and approve the minutes of meeting held on March 12, 2018.
2. Introduction of new members of Grievance Redressal Committee and display of updated list of members of the Committee.
3. To implement structured mechanism for online registration as well as disposal of the Grievances of Students/Faculty/Stake Holders.
4. To update on the progress of Grievance Redressal Committee.
5. Any other matter with the permission of the chair.

### MINUTES

#### POINTS DISCUSSED AND PROPOSED ACTION

1. To read and approve the minutes of meeting held on March 12, 2018.

The minutes of the last Grievance Redressal Committee Meeting held on March 15, 2018 were read and confirmed by the members.

2. Introduction of new members of Grievance Redressal Committee and display of updated list of members of the Committee.

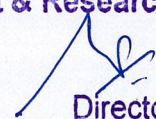
The Director welcomed and introduced the new members joining the Grievance Redressal Committee for Students and Staff. He updated all the Committee members about the procedure being followed for handling Grievance by Grievance Redressal Committee (GRC) and on update about the work of Grievance Redressal Committee.

#### Action to be taken:

Display of New List of members of Grievance Redressal Committee for Students and Staff.

For Sheila Raheja School of Business  
Management & Research



  
Director





**3. To implement Structured Mechanism for online registration as well as disposal of the Grievances of Students/Faculty/Stakeholders.**

SRBS has taken approval from management for implementation of structured mechanism for Online Registration as well as disposal of the Grievances of Students/Faculty/ Stakeholders on July 26, 2018 and issued Purchase Order to M/s. Glamsham.Com LLP on September 14, 2018 for the same.

**4. To update on the progress of Grievance Redressal Committee.**

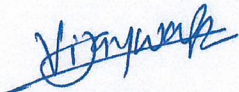
The Director appreciated the Committee being active. So far there were no Grievances put up by any of the Student and Staff to the Grievance Redressal Committee.

**Action to be taken:**

As there were no grievances registered there was no action taken.

**5. Any other matter with the permission of the Chair.**

As there was no other matter for discussion, the meeting ended with vote of thanks.

  
**Dr. Vijay Wagh**  
Director - SRBS  
Head of Institution



**For Sheila Raheja School of Business  
Management & Research**



  
Director



SRBS/GRC/2018-19/76

March 30, 2019

To,  
The Members,  
Grievance Redressal Committee  
SRBS, Bandra (East).

## Notice

The members are hereby informed that the 2<sup>nd</sup> meeting of Grievance Redressal Committee (GRC) for the Academic Year 2018-2019 is scheduled on Thursday April 18, 2019 at 11:00 a.m. in the Conference Room, 4th floor of Sheila Raheja School of Business Management and Research, Raheja Education Complex, Kher Nagar, Bandra (E), Mumbai. All Members are hereby requested to attend the meeting. The agenda of the meeting is as follows:

### AGENDA

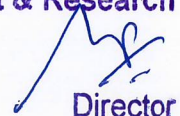
1. To read and approve the minutes of meeting held on September 18, 2018.
2. To discuss the grievances received after the last meeting.
3. To appraise the members about Notice issued by University Grants Commission on UGC (Grievance Redressal) Regulation, 2018
4. Any other matter with the permission of the chair.



**Dr. Vijay Wagh**  
Director - SRBS  
Head of Institution



For Sheila Raheja School of Business  
Management & Research

  
Director



**MINUTES OF MEETING OF GRIEVANCE REDRESSAL COMMITTEE  
ACADEMIC YEAR 2018-2019**

|   |                               |
|---|-------------------------------|
| <b>DATE: April 18, 2019</b>                   | <b>VENUE: Conference Room</b> |
| <b>TIME: 11:00 a.m.</b>                       |                               |
| <b>MEMBERS PRESENT</b>                        | <b>MEMBERS ABSENT</b>         |
| 1. Dr. Vijay Wagh <i>Wagh</i>                 | 1. Dr. Sunil Kulkarni         |
| 2. Dr. Harish Kumar S. Purohit <i>Purohit</i> |                               |
| 3. Dr. Vijay Dabholkar <i>Dabholkar</i>       |                               |
| 4. Dr. Jayashree Bhakay <i>Bhakay</i>         |                               |
| 5. Dr. Vijetha Shetty <i>Shetty</i>           |                               |

The Agenda of the meeting is as follows.

1. To read and approve the minutes of meeting held on September 18, 2018.
2. To discuss the grievances received after the last meeting.
3. To appraise the members about Notice issued by University Grants Commission on UGC (Grievance Redressal) Regulation, 2018
4. Any other matter with the permission of the chair.

**MINUTES**

**POINTS DISCUSSED AND PROPOSED ACTION**

1. **To read and approve the minutes of meeting held on September 18, 2018.**

The minutes of the previous Grievance Redressal Committee Meeting were read before the members and the same were confirmed and approved unanimously by all the members. The minutes of meeting were signed by the Director.

2. **To discuss the grievances received after the last meeting.**

It was informed that during the period there have been no grievance registered by any stakeholders. The members also discussed grievances receiving mechanism and satisfied themselves with the process. The director appreciated the fact that there have been no grievances.

3. **To appraise the members about Notice issued by University Grants Commission on UGC (Grievance Redressal) Regulation, 2018.**

All the members were updated on the Notice No. F.No. 14-4/2012(CPP-II) dated December 07, 2018 received from University Grants Commission regarding the

Page 1 of 2

For Sheila Raheja School of Business  
Management & Research



*[Signature]*  
Director

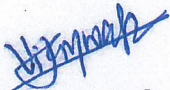
*[Signature]*

draft of University Grants Commission UGC (Grievance Redressal Regulations, 2018) forwarded by the University Grants Commission (UGC) in Public Domain.

Further, members were also informed that SRBS has forwarded copy of the said notification received from University Grants Commission (UGC) to Vice-Chancellor of University of Mumbai requesting them to constitute Grievance Redressal Committee as per norms.

**4. Any other matter with the permission of the Chair.**

Since there was no other matter for discussion, the meeting ended with vote of thanks.

  
**Dr. Vijay Wagh**  
Director - SRBS  
Head of Institution



Page 2 of 2

**For Sheila Raheja School of Business  
Management & Research**



  
Director

