



Vidya Prasarak Mandal's R Z Shah College Of Arts, Science & Commerce

Mithagar Road, Mulund East, Mumbai 400 081

Affiliated to University of Mumbai

Accredited by NAAC Grade "A"

Student and Staff Grievance Redressal Cell

Composition of the Student and Staff Grievance Redressal Cell

Dr. Kavita Sharma	I/C Principal and Chairperson
Mrs. Shilpa Jadhav	Convener
Mr. Mangesh Korde	Member / O.S

Objectives of Grievance Redressal Committee

- To Provide a mechanism to address student-staff grievances.
- To take measures to solve the problems faced by student-staff

Grievance Redressal Mechanism for Student Staff – Guidelines

a) What is a Grievance?

A grievance may be any kind of discontent or dissatisfaction or negative perception, whether expressed or not, arising out of anything connected with college that a student/staff thinks, or even feels, is unfair, unjust or inequitable.

b) The Grievances can be categorized under the following heads :

- ✓ Academic
- ✓ Non-Academic
- ✓ Discrimination
- ✓ Harassment
- ✓ Any other

c) Where is the Grievance box installed?

The Grievance box is installed on the first floor near Room No. 103. So, student / staff can write their names or put anonymous grievances in the box during college hours.

d) Activities conducted by the Grievance Redressal Cell are

- ✓ Address the student-staff grievances with teacher-educators in the Redressal Committee and the Principal
- ✓ Every Second and Fourth Saturday, check of the Suggestion box and conveying the suggestions/grievances to the Grievance Redressal Committee.
- ✓ Conduct group as well as personal guidance / counselling sessions.
- ✓ Conduct regular mentoring sessions.
- ✓ Provide Personal Counseling Sessions.

[Signature]

Principal

V.P.M.'s R.Z. Shah College of Arts, Science, Commerce

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Grievances/Suggestion Application Form

Name : _____

Class : _____

Contact No : _____

E mail : _____

Suggestion / Complaint: _____

Students' Sign