



॥ Tamaso ma Jyotirgamaya ॥  
Shri Someshwar Shikshan Prasarak Mandal's

# Sharadchandra Pawar College of Engineering & Technology

Someshwarnagar, Tal. Baramati, Dist. Pune (Pin : 412 306 ) Maharashtra, India  
Approved by AICTE New Delhi, Recognised by Govt. of Maharashtra &  
Affiliated to Savitribai Phule Pune University, Pune, Id. No. PU/PN. Engg./445/2012  
Ph : (02112) 253185, Fax : (02112) 283185

Ref. No. : SPCE/ / 12022-2023

Date : 18/01/2023

## CIRCULAR Grievances and Redressal Cell

Sr. No.	Name of Faculty	Department	Committee Designation	Mobile No.
1	Dr. S. A. Deokar	Principal	Chairman	9823141287
2	Prof. C. V. Naik	Civil Engineering	Coordinator	9422460081
3	Prof. A. D. Bhapkar	Computer Engineering	Member	7378533713
4	Prof. S. B. Sorate	Electrical Engineering	Member	7040208660
5	Prof. K. C. Attar	Science & Humanity	Member	8888772049
6	Mr. Namdev Thombare	Student B. E. (Mechanical)	Rep. of Student (Sr.)	9860124578
7	Miss. Manjusha Raskar	Student S. E.	Student Representative	8605931289

**Objective/s:** To provide an avenue for the aggrieved students to redress their individual grievances in order to have healthy atmosphere among the students, staff and management.

### Duties and Responsibilities:

- To receive grievances or problems from stakeholders, if any.
- To make necessary enquiries with the help of committee.
- Committee members meet once a month to discuss and resolve the grievances
- To sort out the issues by suggesting the remedial measures such as counseling, penalty or any suitable actions with the approval of principal.
- To maintain the minutes of meetings and submit the copy of the same to principal and convey the decision to aggrieved students in writing.

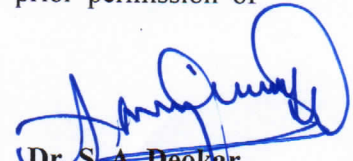
**Term:** One year and shall continue to be in force until reconstitution

**Meetings:** Once in a month and on any exigency.

**Quorum:** All members or their representatives shall remain present for the meeting. In case of absence, the representative shall attend the meeting after prior permission of principal / coordinator.

### Copy To:

1. All HOD's for information and circulation among the concerned staff members
2. Above concerned members for their personal file
3. SECOffice - Principal file
4. IQAC - NAAC file
5. To be displayed in notice board

  
Dr. S. A. Deokar  
PRINCIPAL

Sharadchandra Pawar College of Engineering & Technology  
Someshwarnagar, Tal. Baramati, Dist. Pune (Pin : 412 306)

