



PSD Shastri Educational Foundation's  
ASMA INSTITUTE OF MANAGEMENT  
Approved by AICTE, New Delhi, Affiliated to Savitribai Phule Pune University (Inst. Code: 6164)  
Shastri Campus, S. No. 85, NDA Road, Shivajinagar, Pune - 411 023.  
Ph: (020) 25291471, 25293332, 9011036202 Fax: (020) 25291461  
E-mail: enquiry@asma.in, director@asma.in Website: www.asma.in

## **Institutional Values and Social Responsibilities**

### **Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years**

Supporting Documents

[Committees]

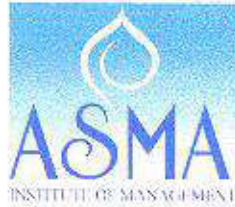
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2	Anti-Ragging Committee
3	Grievance Redressal Committee

Director

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# INTERNAL COMPLAINT COMMITTEE & MINUTES OF MEETING 2022-23

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management







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## Internal Complaint Committee (ICC)

This cell aims at sensitizing the students and staff to work diligently to prevent sexual harassment in the college. Complaints of sexual harassment shall be lodged with the committee and appropriate disciplinary action is initiated by the members in accordance to the rules and regulations of the college.

It is formed according to the provisions of the POSH ACT-Sexual Harassment of Women at Workplace Act of 2013, 9th December 2013. (Prevention, Prohibition, and Redressal). It is also mentioned in the University Grants Commission (Prevention, Prohibition, and Redressal of sexual harassment of Women Employees and students in Higher Educational Institutions) Regulations, 2015- 2nd May 2016.

### Objectives of ICC:

1. To prevent sexual harassment in the workplace.
2. To prevent discrimination and sexual harassment against girls by promoting gender amity among students and employees
3. To conduct periodical programs on women's empowerment.
4. To provide a conducive environment and congenial atmosphere for women.

### Roles and Responsibilities:

- Establishing and applying quality benchmarks and standards for various academic and administrative functions within the institution.
- Promoting the development of a learner-focused environment that supports quality education, ensuring faculty development and adoption of relevant knowledge and technologies to enhance participatory teaching and learning.
- Facilitating feedback collection from students, parents, and other key stakeholders to assess the quality of institutional processes.

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- Sharing relevant information on quality standards and best practices in higher education to raise awareness within the institution.
- Organizing inter-institutional and intra-institutional workshops, seminars, and events focused on quality improvement, as well as encouraging the formation of quality circles.
- Keeping detailed records and documentation of all activities and programs that contribute to enhancing institutional quality.
- Serving as the central coordinating body for quality-related activities, including the implementation and spread of best practices within the institution.
- Maintaining and updating the institutional database using a Management Information System (MIS) to ensure continuous improvement in quality standards.
- Fostering a culture of quality across the institution.
- Compiling the Annual Quality Assurance Report (AQAR) in alignment with NAAC's standards and submitting it to NAAC as per the required guidelines.

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr.GaneshMadhukarTannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr.Avinash Bendal
5	Members	Mr.Swapnil Khade
6	Members	Prof.Jyoti Santosh Kanade
7	Members	Prof.Shruti Ratnakumar Doshi

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### Internal Complaint Committee 2022-2023

As per section 4 AICTE (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F.AICTE/WH/2016/01 dated 10th June, 2016

Sr.No	Designation	Members Name
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2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

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## Internal Complaint Committee 2022-2023

### MINUTES OF MEETING

**Date:-**19<sup>th</sup> Nov. 2022

**Venue:-**Board Room

**Time:-**15.00 HRS

**Presiding:-**Internal Complaint Committee

**Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	Review of previous meeting agenda and action taken Discussed if any.	Dr. Ganesh Madhukar Tannu, welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the ICC.
2	Discuss incident if any.	Dr. Ganesh Madhukar Tannu, discussed about aging incident if any happen in institute premises.
3	Measures to be taken.	There was no grievance noted by any of the member of ICC in the institute. It was decided to conduct Program and activities about gender equity and gender sensitization.

Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

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### Internal Complaint Committee 2022-2023

#### MINUTES OF MEETING

**Date:- 15<sup>th</sup> Apr.2023**

**Venue:- BoardRoom**

**Time:- 15.00HRS**

**Presiding Officer:-Prof. Anshul Sharma**

Meeting started with the welcome and permission of the chair- Prof Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	Review of previous meeting agenda and action taken Discuss incident if any.	Prof. Dr.GaneshMadhukar Tannu greeted each member and expressed gratitude for the irassistance and insightful recommendations that helped theICC run smoothly Over the previous academic year.
2	Discuss incident if any.	Prof.Dr.GaneshMadhukar Tannu talked about the possibility of an aging incident occurring on the institute's grounds.
3	Measures to betaken	There was no grievanc enoted by any of the member of ICC in the institute. It was decided to conduct Program and activities about gender equity and gender sensitization.

Meeting was concluded with Vote of thanks to the chair.

**Dr .Ganesh Madhukar Tannu**

Director

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## Annual Report

### Internal Complaint Committee 2022-2023

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr.GaneshMadhukarTannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr.AvinashBendal
5	Members	Mr.SwapnilKhade
6	Members	Prof.Jyoti Santosh Kanade
7	Members	Prof.ShrutiRatnakumarDoshi

#### **Report:-**

1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 19th November 2022 and second on 15th April 2023.

2) No complaints were reported to the committee.

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# INTERNAL COMPLAINT COMMITTEE & MINUTES OF MEETING 2021-22

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## Internal Complaint Committee 2021-2022

As per section 4 AICTE (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F. AICTE/WH/2016/01 dated 10th June, 2016

Sr. No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipati Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

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## Internal Complaint Committee 2021-2022

### MINUTES OF MEETING

**Date:-** 16<sup>th</sup> September 2021

**Venue:-** Board Room

**Time:-** 15.00HRS

**Presiding:-** Internal Complaint Committee

**Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	Review of previous meeting agenda and action taken Discuss incident if any.	Dr. Ganesh Madhukar Tannu, welcomed all the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the ICC.
2	Discuss incident if any.	Dr. Ganesh Madhukar Tannu, discussed about going incident if any happen in institute premises.
3	Measures to be taken.	There was no grievance noted by any of the member of ICC in the institute. It was decided to conduct Program and activities about gender equity and gender sensitization.

Meeting was concluded with Vote of thanks to the chair.

Prepared by

Chairperson

**Prof. Anshul Sharma**  
**Dr. Ganesh Madhukar Tannu**

Director

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## Internal Complaint Committee 2021-2022

### MINUTES OF MEETING

**Date:-**05<sup>th</sup> March, 2022

**Venue:-** Board Room

**Time:-** 15.00HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the chair- Prof Anshul Sharma.

- I. Prof. Dr Ganesh Madhukar Tannu welcomed to all the committee members. Mrs. Dipali Uday Dhamale gave brief introduction about IC Committee Process.
  1. Mrs. Dipali Uday Dhamale explained the consequences of ragging and suggested to keep an awareness program for all the students and institutes.
  2. Members discussed the provisions about Sexual Harassment of women at the workplace.
  3. The members express that there were no cases of complaints against sexual harassment in the institute and there was healthy relationship among boys and girls of institute without any gender disparity.

Meeting was concluded with Vote of thanks to the chair.

Prepared by

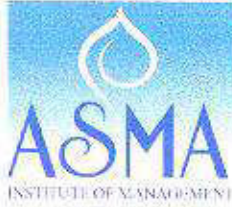
**Prof. Anshul Sharma**  
**Dr. Ganesh Madhukar Tannu**

Chairperson

Director

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## Annual Report

### Internal Complaint Committee 2021-2022

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr.GaneshMadhukarTannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr.AvinashBendal
5	Members	Mr.SwapnilKhade
6	Members	Prof.Jyoti Santosh Kanade
7	Members	Prof. ShrutiRatnakumarDoshi

#### **Report:-**

1) Twomeetingsconducted, onemeetingpersemester todiscussifanycomplaintshave beenregisteredunderthecommittee. Firstmeetingwasconductedon16<sup>th</sup>September2021 and second on 05th March 2022.

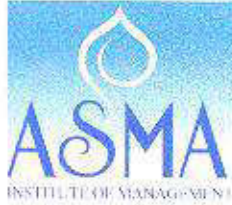
2) No complaints were reported to the committee.



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# INTERNAL COMPLAINT COMMITTEE & MINUTES OF MEETING 2020-21

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## Internal Complaint Committee 2020-2021

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Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr. Ganesh Madhukar Fannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

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## Internal Complaint Committee 2020-2021

### MINUTES OF MEETING

**Date:** - 12<sup>th</sup> September 2020

**Time:** - 15.00 HRS

**Presiding Officer:** - Prof. Anshul Sharma

**Source:** - Google Meet (Online)

Meeting started with the welcome and permission of the chair- Prof Anshul Sharma

Prof. Dr. Ganesh Madhukar Tannu welcomed to all the committee members. Mrs. Dipali Uday Dhamale gave brief introduction about ICC committee Process.

Mrs. Dipali Uday Dhamale explained the consequences of ragging suggested to keep awareness program for all the students and institutes.

1. Members discussed about the provisions about Sexual Harassment of women at workplace.
2. The members express that there were no cases of complaints against sexual harassment in the institute and there was healthy relationship among boys and girls of institute without any gender disparity.

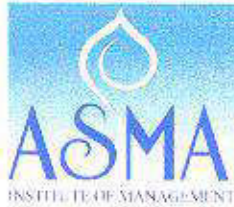
Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

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## Internal Complaint Committee 2020-2021

### MINUTES OF MEETING

**Date:** - 06th March 2021

**Time:** - 15.00HRS

**Presiding Officer:** - Prof. Anshul Sharma

**Source:** - Google Meet (Online)

Meeting started with the welcome and permission of Prof. Anshul Sharma

1. Defining the Internal Complaint Committee's process  
Prof. Dr. Ganesh Madhukar Tannu greeted each committee member with a medical greeting. Prof. Dr. Ganesh Madhukar Tannu gave a brief summary of the recommendations made by the ICC committee.
2. Introduce committee to the pupils. Speaking about the detrimental impacts of sexual harassment and the complaints regarding its impact on educational institutions and all students, Prof. Mrs. Dipali Uday Dhamale provided an explanation.
3. As per the government rule on line anti-ragging affidavit to be filled in by students with undertaking. No incident of ragging reported.
4. No cases of complaints against sexual harassment found in the institute.
5. Meeting was concluded with Vote of thanks to the chair.

Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

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## Annual Report

### Internal Complaint Committee 2020-2021

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2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

#### **Report:-**

1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 12<sup>th</sup> September 2020 and second on 06<sup>th</sup> March 2021

2) No complaints were reported to the committee.

Director

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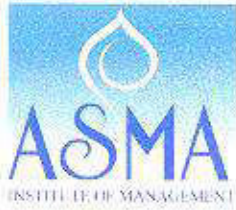
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# INTERNAL COMPLAINT COMMITTEE & MINUTES OF MEETING 2019-20

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## Internal Complaint Committee 2019-2020

### MINUTES OF MEETING

**Date:-**29<sup>th</sup> August 2019

**Venue:-** Board Room

**Time:-** 15.00 HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the chair- Prof Anshul Sharma

To introduce the ICC committee process Prof Dr. Ganesh Madhukar Tannu welcomed to all the committee members. Prof. Dr. Ganesh Madhukar Tannu gave brief introduction about ICC committee and its rules and regulations.

2. Members discussed about the provisions about Sexual Harassment of women at workplace.
3. Member expressed that there were no cases of complaints against sexual harassment in the institute.
4. Meeting was concluded with Vote of thanks to the chair.

Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

Director

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## Internal Complaint Committee 2019-2020

### MINUTES OF MEETING

**Date:-**07<sup>th</sup> March 2020

**Venue:-** Board Room

**Time:-** 15.00HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the chair- Prof Anshul Sharma

1. To Introduce the ICC committee process Prof Dr. Ganesh Madhukar Tannu welcomed to all the committee members. Prof Dr. Ganesh Madhukar Tannu gave brief introduction about ICC committee and its rules and regulations.
2. Members discussed about the provisions about Sexual Harassment of women at workplace.
3. Member expressed that there were no cases of complaints against sexual harassment in the institute.

Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

Director

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## Annual Report

### Internal Complaint Committee 2019-2020

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

#### **Report:-**

1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 29<sup>th</sup> August 2019 and second on 07<sup>th</sup> March 2020.

2) No complaints were reported to the committee.

Director

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# INTERNAL COMPLAINT COMMITTEE & MINUTES OF MEETING 2018-19

Director

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## Internal Complaint Committee 2018-2019

As per section 4 AICTE (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F. AICTE/WH/2016/01 dated 10th June, 2016

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

Director

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## Internal Complaint Committee 2019-2020

### MINUTES OF MEETING

**Date:-** 11<sup>th</sup> September 2018

**Venue:-** Board Room

**Time:-** 15.00 HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

1. Dr. Ganesh Madhukar Tannu welcomed to all the committee members. Dr. Ganesh Madhukar Tannu gave brief introduction about ICC committee Process.
2. Members discussed about the provisions about Sexual Harassment of women at workplace.
3. The members express that there were no cases of complaints against sexual harassment in the institute and there was healthy relationship among boys and girls of institute without any gender disparity.
4. Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

Director

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## Internal Complaint Committee 2019-2020

### MINUTES OF MEETING

**Date:-**09<sup>th</sup>March2019

**Venue:-** BoardRoom

**Time:-** 15.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

1. Greetings to all members of the committee from Dr. Ganesh Madhukar

Tannu provided an overview of the ICC committee procedure:

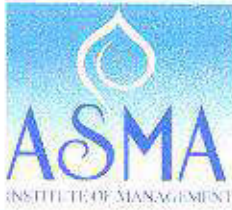
2. Participants talked on the laws pertaining to sexual harassment to women in the workplace.
3. The members state that there have been no complaints of sexual harassment at the institute.
4. Meeting was concluded with Vote of thanks to the chair.

**Dr. Ganesh Madhukar Tannu**

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## Annual Report

### Internal Complaint Committee 2018-2019

Sr.No	Designation	Members Name
1	Chairperson	Prof. Anshul Sharma
2	Members	Dr. Ganesh Madhukar Tannu
3	Members	Mrs. Dipali Uday Dhamale
4	Members	Mr. Avinash Bendal
5	Members	Mr. Swapnil Khade
6	Members	Prof. Jyoti Santosh Kanade
7	Members	Prof. Shruti Ratnakumar Doshi

#### **Report:-**

1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 11<sup>th</sup> September 2018 and second on 09<sup>th</sup> March 2019.

2) No complaints were reported to the committee.

Director

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## Grievance Redressal Committee (Student & Staff):

### Functions and Responsibilities

- Promptly address grievances upon receiving written complaints from students.
- Review all cases in detail and take necessary actions in line with the management's policies.
- Actively listen to, document, and thoroughly examine grievances submitted by students, staff, or other stakeholders, ensuring prompt resolution.
- Submit detailed reports to the relevant authorities on the cases handled, as well as any pending cases that may require additional guidance from higher officials.
- Provide students with the option to submit their grievances in writing, either by dropping them in the grievance box or handing them directly to the designated committee officer.
- Ensure that all grievances are resolved within the designated time frame set by the committee.

**Frequency of Meetings:** Twice in an academic year.

### Grievance Redressal Cell

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Director

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**GRIEVANCE REDRESSAL  
COMMITTEE COMMITTEE  
& MINUTES OF MEETING  
2022-2023**

Director

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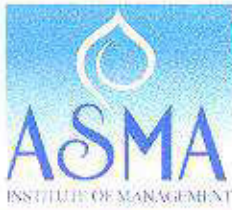
## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2022-2023

Establishment of Students Grievance Redressal Committee (As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Director  
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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2022-2023

### Minutes of Meetings 2022-2023

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the light in the classrooms.

**Date:** 08/10/2022

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:-

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Mr. Shilesh Dhamale read the grievances faced by a student of MBAII year:

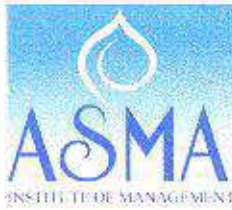
- It was decided that problems faced by the students regarding light in classroom should be resolved within 2 days. Maintenance supervisor has been also informed about the same.
- The meeting ended with vote of thanks of the chair.

Director

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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2022-2023

### Minutes of Meetings 2022-2023

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the fans in the classrooms.

**Date:** 22/04/2023

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale read the grievances faced by the student of MBA I year.
- It was decided that problems faced by the students regarding fans should be resolved within 2 days. Maintenance supervisor has been also informed about the same.
- The meeting ended with vote of thanks of the chair.

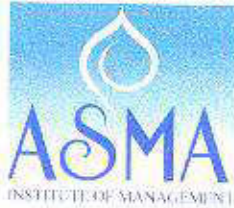
**Chairman**

**Prof. Anshul Sharma**

Director

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Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

## Annual Report For STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2022-2023

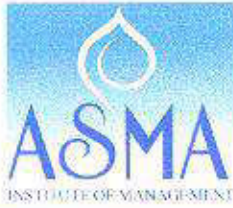
### Report:-

- Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 8<sup>th</sup> October 2022 and second on 22<sup>nd</sup> April 2023.
- Two complaints were reported to the committee and resolved within time.

Director

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**GRIEVANCE REDRESSAL  
COMMITTEE COMMITTEE  
& MINUTES OF MEETING  
2021-2022**

Director

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## STUDENTSGRIEVANCEREDRESSALCOMMITTEE2021-2022

Establishment of Students Grievance Redressal Committee (As per All India Council for Technical Education(Redressal of Grievance of Students) Regulation,2019vide.F.No.1-101/PGRC/AICTE/Regulation/2019dated07.11.2019)

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr.GaneshMadhukarTannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Director

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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2021-2022**

### **Minutes of Meetings 2021-2022**

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the fans in the classrooms.

**Date:** 19/03/2022

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale read the grievances faced by the student of MBA IT year regarding not working of drinking water RO.
- It was decided to repair drinking water RO within 1 day.
- The meeting ended with vote of thanks of the chair.

**Chairman**

**Prof. Anshul Sharma**



Director

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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2021-2022

### Minutes of Meetings 2021-2022

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the fans in the classrooms.

**Date:** 10/10/2021

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale read the grievances faced by the student of MBA I year regarding mike issue in seminar hall.
- It was decided to replace mike within 1 day.

The meeting ended with vote of thanks of the chair

**Chairman**

**Prof. Anshul Sharma**

Director

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Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

**Annual Report For**  
**STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2021-2022**

**Report:-**

- 1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted 10<sup>th</sup> October 2021 and second on 19<sup>th</sup> March 2022.
- Two complaints were reported to the committee and resolved within time.

Director

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**GRIEVANCE REDRESSAL  
COMMITTEE COMMITTEE  
& MINUTES OF MEETING  
2020-2021**

Director

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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2020-2021**

Establishment of Students Grievance Redressal Committee (As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)

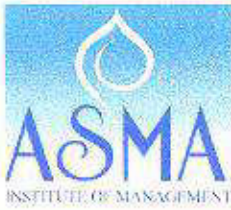
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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2020-2021

### Minutes of Meetings 2020-2021

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the fans in the classrooms.

**Date:** 06/10/2020

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale read that no grievances faced by the students.
- No complaints were reported to the committee.
- The meeting ended with vote of thanks of the chair.

**Chairman**

**Prof. Anshul Sharma**

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management





PSD Shastri Educational Foundation's  
ASMA INSTITUTE OF MANAGEMENT  
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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2020-2021

### Minutes of Meetings 2020-2021

A Students Grievance Redressal Meeting has been conducted to resolve the inconvenience faced by the students about the fans in the classrooms.

**Date:** 20/03/2021

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale read that no grievances faced by the students.
- No complaints were reported to the committee.
- The meeting ended with vote of thanks of the chair.

**Chairman**

**Prof. Anshul Sharma**

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management





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Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

### Annual Report For

### STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2020-2021

#### **Report:-**

Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 6<sup>th</sup> October 2020 and second on 20<sup>th</sup> March 2021. (Online)

2) No complaints were reported to the committee.

Director

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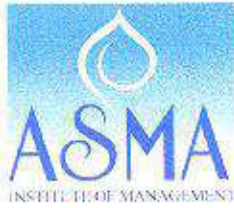
**GRIEVANCE REDRESSAL  
COMMITTEE COMMITTEE  
& MINUTES OF MEETING**

**2019-2020**

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management





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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2019-2020**

Establishment of Students Grievance Redressal Committee (As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide. F.No.1-101/PGRC/AICTE/Regulation/2019dated07.11.2019)

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Director

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ASMA Institute of Management





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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2019-2020**

### **Minutes of Meetings 2019-2020**

A Formal Grievance Redressal Meeting has been conducted to assess, review and the cover all programme and guidelines for women's safety and guidelines.

**Date:** 04/10/2019

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale briefed about the grievances faced by the students of MBA-II year.
- It was decided that problems faced by the students regarding Speaker in Seminar Hall should be resolved within 2 days.
- The meeting ended with vote of thanks of the chair.

**Chairman**

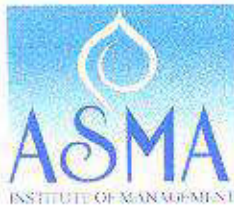
**Prof. Anshul Sharma**

Director

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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2019-2020

### Minutes of Meetings 2019-2020

A Formal Grievance Redressal Meeting has been conducted to access, review and the overall programme and guidelines for women's safety and guidelines.

**Date:** 21/03/2020

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

- Mr. Shilesh Dhamale briefed about the grievances faced by the students regarding projector in Seminar Hall.
- It was decided that problems faced by the students regarding projector in Seminar Hall should be resolved within 2 days.
- The meeting ended with vote of thanks of the chair.

**Chairman**

**Prof. Anshul Sharma**

Director

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ASMA Institute of Management





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Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

## Annual Report For

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2019-2020

### Report:-

Two meetings conducted: one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 4th October 2019 and second on 21st March 2020.

2) Two complaints were reported to the committee and resolved within time.

### Chairman

**Prof. Anshul Sharma**

Director

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**GRIEVANCE REDRESSAL  
COMMITTEE COMMITTEE  
& MINUTES OF MEETING  
2018-2019**

Director

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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2018-2019**

Establishment of Students Grievance Redressal Committee (As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide, F.No.1-101/PGRC/AICTE/Regulation/2019dated07.11.2019)

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr.GaneshMadhukarTannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

Director

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## **STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2018-2019**

### **Minutes of Meetings 2018-2019**

A Formal Grievance Redressal Meeting has been conducted to access, review and the overall programme and guidelines for women's safety and guidelines.

**Date:**03/10/2018

**Time:**11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr.Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

**Agenda1:**Form the committee as per guidelines.

**Agenda2:** Mr. Shilesh Dhamale read the grievances faced by the students. Concern was regarding Keyboard and mouse in computer lab.

**Agenda3:**It was decided that problems faced by the students regarding Keyboard and mouse in computer lab should be resolved within 2 days. IT supervisor has been also informed about the same.

The meeting ended with vote of thanks of the chair.

**Prof. Anshul Sharma**

**Chairman**

Director

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## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2018-2019

### Minutes of Meetings 2018-2019

A Formal Grievance Redressal Meeting has been conducted to access, review and the overall programme and guidelines for women's safety and guidelines,

**Date:** 16/03/2019

**Time:** 11:00-12:00pm

**Venue:** Board Room

Following members were present for the meeting:

Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

**Agenda 1:** Form the committee as per guidelines.

**Agenda 2:** Dr. Rajan Shrikhande read the grievances faced by the students of MBA-I working of lights in classroom.

**Agenda 3:** It was decided that problems faced by the students regarding working of lights in classroom should be resolved within 2 days. Maintenance supervisor has been also informed about the same.

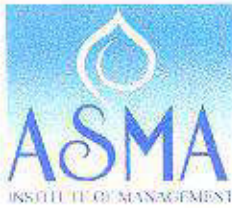
The meeting ended with vote of thanks of the chair.

Director

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ASMA Institute of Management







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Sr. No	Designation	Members Name
1.	Chairman	Prof. Anshul Sharma
2.	Members	Prof. Ankush Yadav
3.	Members	Dr. Ganesh Madhukar Tannu
4.	Members	Dr. Rajan Shrikhande
5.	Members	Mrs. Dipali Uday Dhamale
6.	Members	Mr. Avinash Bendal
7.	Members	Mr. Shilesh Dhamale

## Annual Report For

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE 2018-2019

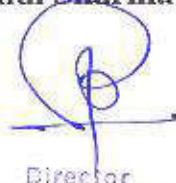
### **Report:-**

- 1) Two meetings conducted, one meeting per semester, to discuss if any complaints have been registered under the committee. First meeting was conducted on 3<sup>rd</sup> October 2018 and second on 16<sup>th</sup> March 2019.

2) Two complaints were reported to the committee and resolved within time.

### **Chairman**

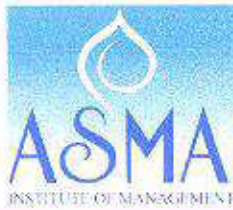
**Prof. Anshul Sharma**



Director

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ASMA Institute of Management





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## Anti-Ragging Committee

**Preamble:** In higher education institutions across the country, it is imperative to foster the physical and psychological well-being of all students. To support this goal, the University Grants Commission (UGC) introduced the *Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, in 2009*. These regulations, enacted under Section 26 (1)(g) of the UGC Act, 1956, aim to eliminate ragging and ensure a safe and supportive learning environment.

### Anti-Ragging Committee at ASMA

At ASMA, ragging in any form is categorically prohibited. We maintain a ZERO TOLERANCE POLICY towards ragging, in alignment with the directives of the Honorable Supreme Court of India, AICTE Notification File No. 37-3/Legal/AICTE/2009 (dated 1.7.2009), and the Maharashtra Prohibition of Ragging Act, 1999.

- Ragging violates human dignity and constitutes a criminal offense.
- Stand united for humanity by opposing any form of ragging.
- Ragging is not a means of introducing or familiarizing new students; it is harmful and unacceptable.
- At ASMA, we take pride in ensuring a ragging-free environment, promoting a safe and inclusive campus for all.

**Frequency of Meetings: Twice in an academic year**

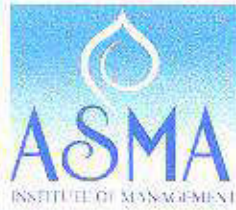
### Anti-Ragging Cell

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. Shruti Ratankumar Doshi
6.	Member 3	Prof. Shweta Vishal Goswami

Director







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## Anti-Ragging Committee 2022-2023

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management







PSP Shastri Educational Foundation's  
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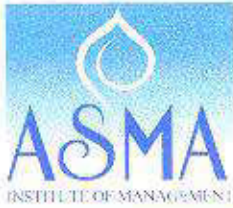
### **Anti-Ragging Committee 2022-2023**

Establishment of Anti-Ragging Committee (As per All India Council for Technical Education notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions Vide No.37-3/Legal/AICTE/2009dated 01.07.2009)

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. ShrutiRatankumarDoshi
6.	Member 3	Prof. Shweta Vishal Goswami

Director  
PSP Shastri Educational Foundation's  
ASMA Institute of Management





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### Minutes of Meeting

**Date:-**12<sup>th</sup>Nov2022

**Venue:-** Board Room

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	To Introduce the ARC committee process	Prof. Anshul Sharma welcomed all the committee members.  Prof. Om Sharma, gave brief introduction about ARC committee and its rules and regulations.
2	Guide the students about ARC	Prof. Shruti Ratankumar Doshi explained the consequences of ragging and its complaints how it is harmful to all the students and Institutes.

- No ragging complaint received. However awareness campaign about ragging is the regular practice in the campus.
- Meeting was concluded with Vote of thanks to the chair.

**Prof. Ankush Yadav**

Director  
PSD Shastri Educational Foundation's  
ASMA Institute of Management





## Anti-Ragging Committee 2022-2023

### Minutes of Meeting

**Date:** -08<sup>th</sup> Apr 2023

**Venue:** - Board Room

**Time:** - 14.00HRS

**Presiding Officer:** -Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	To Introduce the ARC committee process	Prof. Anshul Sharma welcomed all the committee members.  Prof. Om Sharma, gave brief introduction about ARC committee and its rules and regulations.
2	Guide the students about ARC	Prof. Shruti Ratankumar Doshi explained the consequences of ragging and its complaints how it is harmful to all the students and institutes.

- No ragging complaint received. However awareness campaign about ragging is the regular practice in the campus.
- Meeting was concluded with Vote of thanks to the chair.

**Prof. Ankush Yadav**

Director

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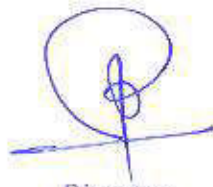
## Annual Report

### Anti-Ragging Committee 2022-2023

#### Report:

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. ShrutiRatankumarDoshi
6.	Member 3	Prof. Shweta Vishal Goswami

- 1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 12<sup>th</sup> November 2022 and second on 08<sup>th</sup> April 2023.
- 2) No event of ragging was reported to the committee.
- 3) The students filled an online anti-ragging declaration form.



Director

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ASMA Institute of Management





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**Anti-Ragging**  
**Committee 2021-2022**

Director

PSD Shastri Educational Foundation's  
ASMA Institute of Management





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E-mail: enquiry@asma.in, director@asma.in Website: [www.asma.in](http://www.asma.in)

## **Anti-Ragging Committee 2021-2022**

**Establishment of Anti Ragging Committee (As per All India Council for Technical Education notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions Vide No.37-3/Legal/AICTE/2009 dated 01.07.2009)**

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. ShrutiRatankumarDoshi
6.	Member 3	Prof. Shweta Vishal Goswami

Director

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Ph.: (020) 25291471, 25293332, 9011136202 Fax: (020) 25291461  
E-mail: enquiry@asma.in, director@asma.in Website: [www.asma.in](http://www.asma.in)

## Anti-Ragging Committee 2021-2022

### Minutes of Meeting

**Date:-**19<sup>th</sup>September2021

**Venue:-** Board Room

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	To Introduce the ARC committee process	Prof. Anshul Sharma welcomed all the committee members.  Prof. Om Sharma,gave brief introduction about ARC committee and its rules and regulations.
2	Guide the students about ARC	Prof. Shruti Ratankumar Doshi explained the consequences of ragging and its complaints how it is harmful to all the students and institutes.

- No ragging complaint received. However awareness campaign about ragging is the regular practice in the campus.
- Meeting was concluded with Vote of thanks to the chair.

**Prof. Ankush Yadav**

Director

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ASMA Institute of Management



## Anti-Ragging Committee 2021-2022

### Minutes of Meeting

**Date:-**12<sup>th</sup> March 2022

**Venue:-** Board Room

**Time:-** 14.00HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	To Introduce the ARC committee process	Prof. Anshul Sharma welcomed all the committee members.  Prof. Om Sharma, gave brief introduction about ARC committee and its rules and regulations.
2	Guide the students about ARC	Prof. Shruti Ratankumar Doshi explained the consequences of ragging and its complaints how it is harmful to all the students and institutes.

- No ragging complaint received. However awareness campaign about ragging is the regular practice in the campus.
- Meeting was concluded with Vote of thanks to the chair.

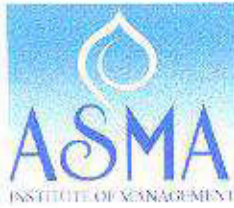
**Dr. Ganesh Madhukar Tannu**



Director

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### Annual Report for Anti-Ragging Committee 2021-2022

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. ShrutiRatankumarDoshi
6.	Member 3	Prof. Shweta Vishal Goswami

- 1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 19<sup>th</sup> September, 2020 and second on 12<sup>th</sup> March 2021.
- 2) No event of ragging was reported to the committee.
- 3) The students filled an online anti ragging declaration form.

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**Anti-Ragging**  
**Committee 2021-2022**

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### Anti-Ragging Committee 2020-2021

Establishment of Anti Ragging Committee (As per All India Council for Technical Education notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions Vide No.37-3/Lega VAICTE/2009 dated 01.07.2009)

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## Anti-Ragging Committee 2020-2021

### Minutes of Meeting

**Date:-**19<sup>th</sup> September 2020

**Venue:-**Google Meet (Online)

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

1. To Introduce the Anti-Ragging committee process Prof. Anshul Sharma welcomed all the committee members, Prof. Om Sharma gave brief introduction about ARC committee and its rules and regulations.
2. Prof. Shruti Ratankumar Doshi Guided the students about Committee explained the consequences of ragging and its complaint show it is harmful to all the students and institutes.
3. As per the government rule online anti ragging affidavit to be filled in by students with undertaking.
4. Student counseling cell is functioning in the institute. Mentoring of the students also followed in the institute.
5. Since all the classes were online mode no complaints were raised during academic year 2020-2021.
6. Meeting was concluded with Vote of thanks to the chair.

**Prof. Ankush Yadav**

Director

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## **Anti-Ragging Committee 2020-2021**

### **Minutes of Meeting**

**Date:-**13<sup>th</sup>March2021

**Venue:-**Google Meet (Online)

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

1. To Introduce the Anti-Ragging committee process Prof. Anshul Sharma welcomed all the committee members. Prof. Om Sharma gave brief introduction about ARC committee and its rules and regulations.
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**Prof. Ankush Yadav**

Director

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**Annual Report for**  
**Anti-Ragging Committee 2020-2021**

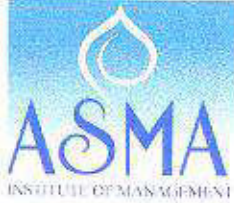
Sr. No	Designation	Members Name
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3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. Shruti Ratankumar Doshi
6.	Member 3	Prof. Shweta Vishal Goswami

- 4) Two meetings conducted, one meeting per semester to discuss if any complaint have been registered under the committee. First meeting was conducted on 19<sup>th</sup> September, 2020 and second on 13<sup>th</sup> March 2021.
- 5) No event of ragging was reported to the committee.
- 6) The students filled an online anti raging declaration form.

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**Anti-Ragging**  
**Committee 2019-2020**

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### Anti-Ragging Committee 2019-2020

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## Anti-Ragging Committee 2020-2021

### Minutes of Meeting

**Date:-**31<sup>st</sup> August 2019

**Venue:-**Google Meet (Online)

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

1. To Introduce the Anti-Ragging committee process Prof. Anshul Sharma welcomed all the committee members. Prof. Om Sharma gave brief introduction about ARC committee and its rules and regulations.
2. Prof. Shruti Ratankumar Doshi Guided the students about Committee explained the consequences of ragging and its complaint show it is harmful to all the students and institutes.
3. As per the government rule on line anti ragging affidavit to be filled in by students with undertaking.
4. Student counseling cell is functioning in the institute. Mentoring of the students also followed in the institute.
5. Since all the classes were on online mode no complaints were raised during academic year 2020-2021.
6. Meeting was concluded with Vote of thanks to the chair

**Prof. Ankush Yadav**

Director

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## Anti-Ragging Committee 2020-2021

### Minutes of Meeting

**Date:-**14<sup>th</sup> March 2020

**Venue:-**Google Meet (Online)

**Time:-** 14.00HRS

**Presiding Officer:-**Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma.

1. To Introduce the Anti-Ragging committee process Prof. Anshul Sharma welcomed all the committee members. Prof. Om Sharma gave brief introduction about ARC committee and its rules and regulations.
2. Prof. Shruti Ratankumar Doshi Guided the students about Committee explained the consequences of ragging and its complaints how it is harmful to all the students and institutes.
3. As per the government rule online anti ragging affidavit to be filled in by students with undertaking.
4. Student counseling cell is functioning in the institute. Mentoring of the students also followed in the institute.
5. Since all the classes were online mode no complaints were raised during academic year 2020-2021.
6. Meeting was concluded with Vote of thanks to the chair

**Prof. Ankush Yadav**

Director

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**Annual Report for**  
**Anti-Ragging Committee 2020-2021**

Sr. No	Designation	Members Name
1.	Chairperson	Prof. Anshul Sharma
2.	In-charge	Prof. Ankush Yadav
3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. Shruti Ratankumar Doshi
6.	Member 3	Prof. Shweta Vishal Goswami

- 1) Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 3rd August 2019 and second on 14<sup>th</sup> March 2020.
- 2) No event of ragging reported to the committee.
- 3) Students filled online anti-raging declaration form.

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**Anti-Ragging**  
**Committee 2018-2019**

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### Anti-Ragging Committee 2018-2019

Establishment of Anti Ragging Committee (As per All India Council for Technical Education notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions Vide No.37-3/LegaVAICTE/2009 dated 01.07.2009)

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## Anti-Ragging Committee 2018-2019

### Minutes of Meeting

**Date:-**18<sup>th</sup> September 2018

**Venue:-** Board Room

**Time:-** 14.00 HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

Sr. No.	Agenda	Points raised/suggested
1	To Introduce the ARC committee process	Prof. Anshul Sharma welcomed all the committee members.  Prof. Om Sharma, gave brief introduction about ARC committee and its rules and regulations.
2	Guide the students about ARC	Prof. Shruti Ratankumar Doshi explained the consequences of ragging and its complaints how it is harmful to all the students and institutes.

- No ragging complaint received. However awareness campaign about ragging is the regular practice in the campus.
- Meeting was concluded with Vote of thanks to the chair.

**Prof. Ankush Yadav**

Director

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## Anti-Ragging Committee 2018-2019

### Minutes of Meeting

**Date:-** 2<sup>nd</sup> March 2019

**Venue:-** Board Room

**Time:-** 14.00HRS

**Presiding Officer:-** Prof. Anshul Sharma

Meeting started with the welcome and permission of the Chair Prof. Anshul Sharma

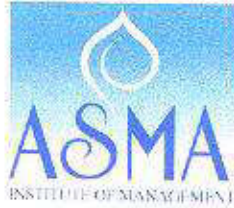
1. To Introduce the Anti-Ragging committee process Prof. Anshul Sharma welcomed all the committee members. Prof. Om Sharma gave brief introduction about ARC committee and its rules and regulations.
2. Prof. Shruti Ratankumar Doshi Guided the students about Committee and explained the consequences of ragging and its complaint show it is harmful to all the students and institutes.
3. As per the government rule online anti-ragging affidavits to be filled in by students with undertaking.
4. Student counseling cell is functioning in the institute. Mentoring of the students also followed in the institute.
5. Meeting was concluded with Vote of thanks to the chair
6. No anti-ragging case has been found.

**Prof. Ankush Yadav**

Director

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## Annual Report for Anti-Ragging Committee 2020-2021

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3.	Coordinator (IQAC)	Prof. Om Sharma
4.	Member 1	Prof. Jyoti Santosh Kanade
5.	Member 2	Prof. ShrutiRatankumarDoshi
6.	Member 3	Prof. Shweta Vishal Goswami

1. Two meetings conducted, one meeting per semester to discuss if any complaints have been registered under the committee. First meeting was conducted on 18<sup>th</sup> September 2018 and second on 02<sup>nd</sup> March 2019.
2. No event of ragging reported.
3. Students have filled online anti ragging declaration form.

Director

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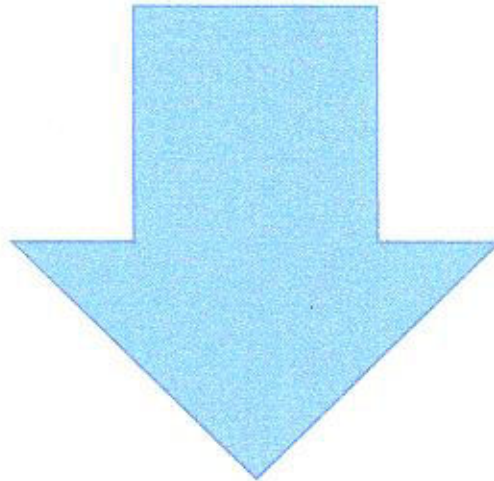






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## Proof Related to Mechanisms for Submission of Online/Offline Students' Grievances



<u>Sr. No</u>	<u>Documents</u>
1	Display of Complaint Box for Students' Grievances
2	Flowchart of Mechanism for Online/Offline Submission of Student's Grievance
3	Grievance Form Available for Online and Offline Submission

  
Director

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Complaint  
Box for  
Students'  
Grievances

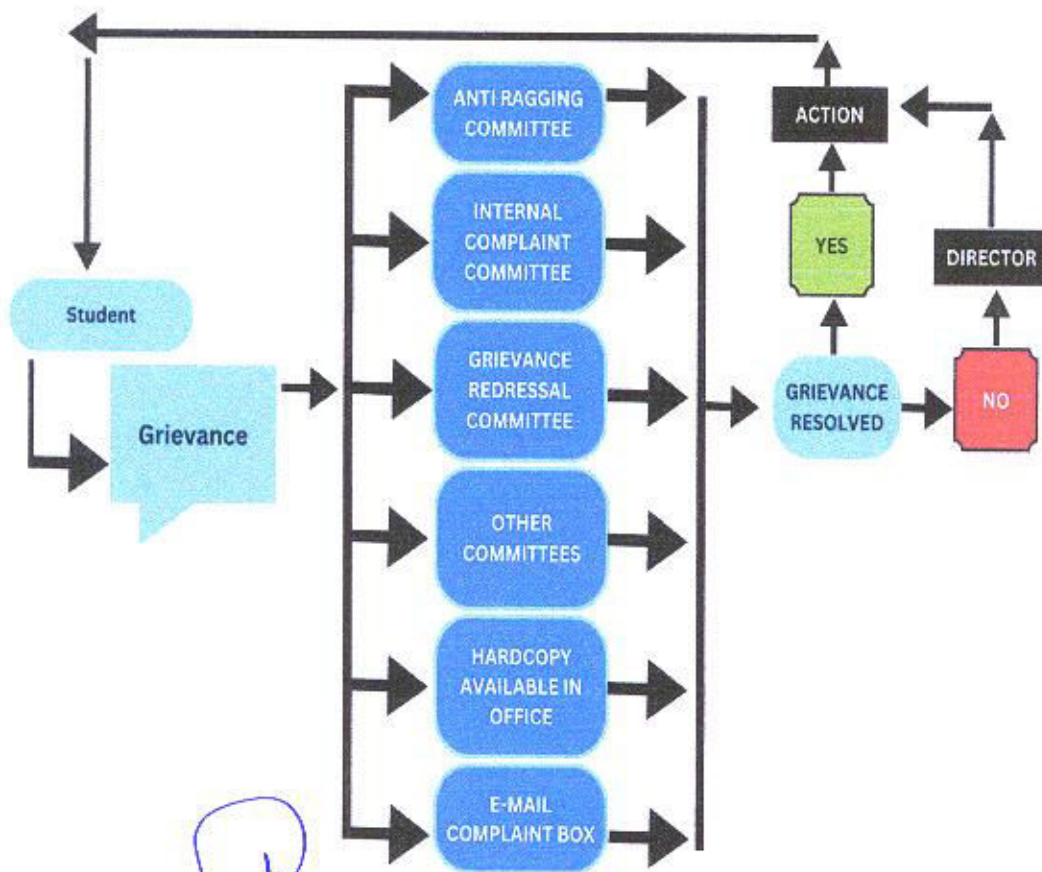
Director

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## Flowchart of Mechanism for Online/Offline Submission of Student's Grievance



  
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## Students Grievance Redressal Form

Students Details	
Full Name	
Students ID	
Course	
Semester	
Mobile Number	
Date	

### Describe Your Grievance:

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Students Signature \_\_\_\_\_

### STEPS TAKEN TO RESOLVED GRIEVANCE (Official use only)

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Director

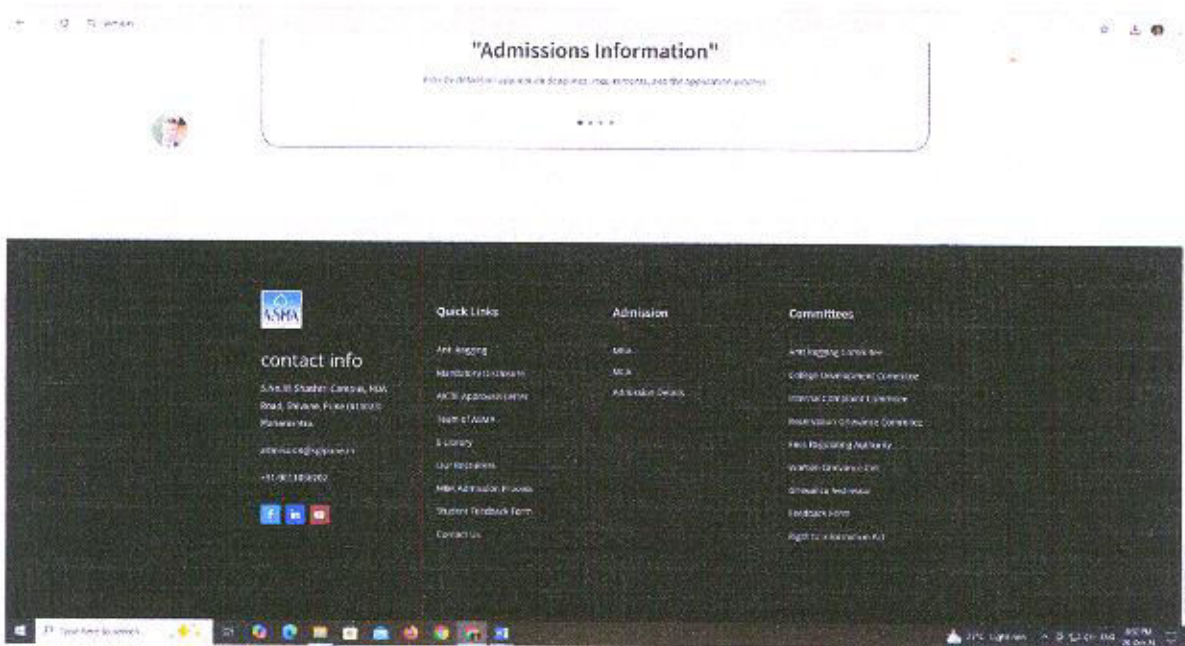
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Ph: (020) 25291471, 25293332, 9011036202 Fax: (020) 25291461  
E-mail: [enquiry@asma.in](mailto:enquiry@asma.in), [director@asma.in](mailto:director@asma.in) Website: [www.asma.in](http://www.asma.in)

## Grievance Form Available for Online and Offline Submission



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Proof w.r.t Organization wide  
Awareness and Undertakings on  
policies with zero tolerance

<u>Sr. No</u>	<u>Documents</u>
1	Display Boards creating awareness across the campus
2	Website Screenshot displaying various committees and UGC regulations
3	Anti-Ragging Undertaking form



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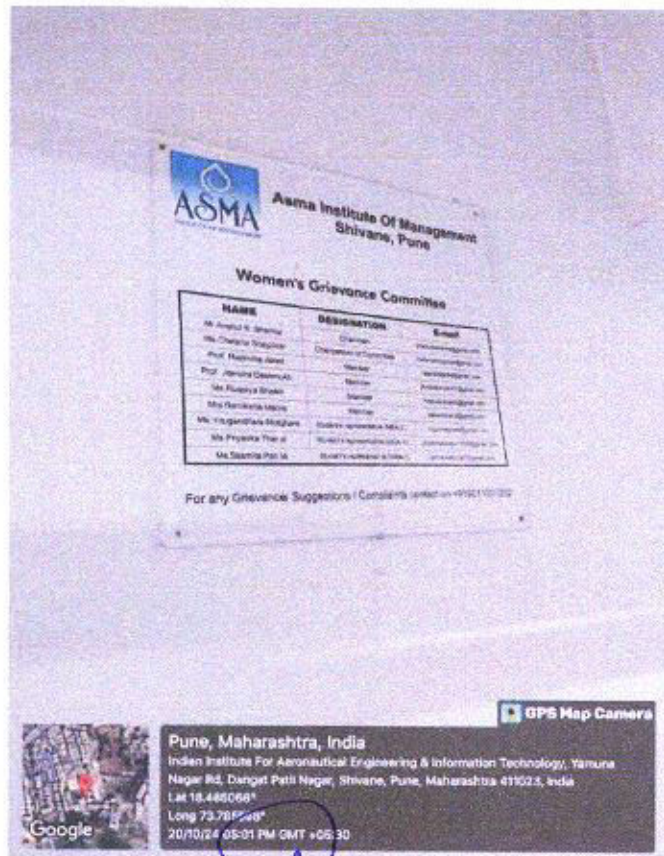






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## DISPLAY BOARDS CREATING AWARENESS ACROSS THE CAMPUS ABOUT HANDLING ANTI- RAGGING CASES



Display of  
Various  
Committees in  
College

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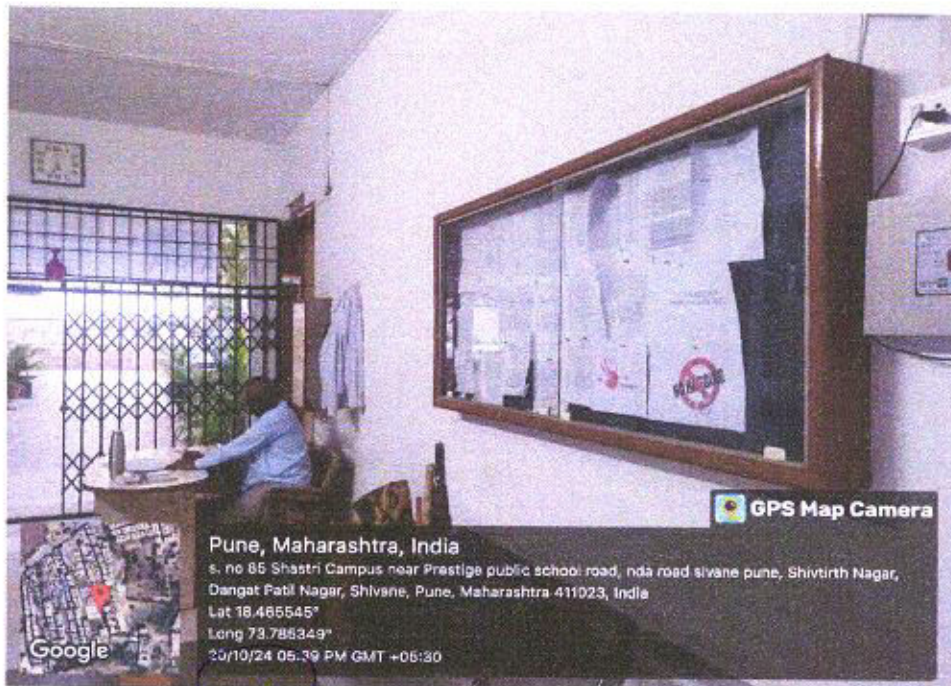
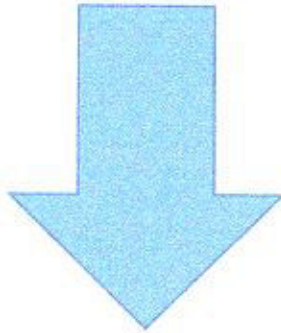
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## Display Boards creating awareness across the campus about handling anti- ragging cases



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Complaint  
Box for  
ASMA  
Students

  
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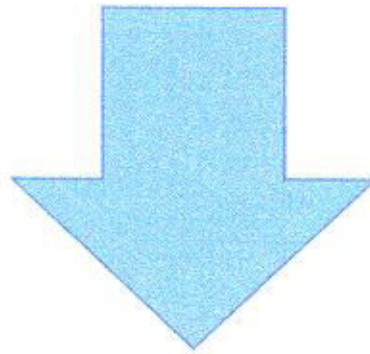






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## Website Screenshots displaying various committees and UGC regulations



  
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