



Dr. B. M. N. College of Home Science

(Empowered Autonomous Status)

NAAC Re-accredited “A+” Grade with CGPA 3.69/4 UGC Status College with Potential for Excellence
Selected under “Enhancing Quality and Excellence in select Autonomous College” by Rashtriya Uchchatar

Shiksha Abhiyan (RUSA)

“BEST COLLEGE AWARD 2016-17 and 2024-25” Adjudged by S.N.D.T. Women’s University
(Affiliated to SNDT Women’s University, Mumbai)

Minutes of Meeting of the Student Grievance Redressal Committee

The Grievance Committee Meeting was conducted on 26th March 2025, at 11:30 a.m.

The following members were present:

- Dr. Bharat Bhai Pathak – Hon. Secretary, Seva Mandal Education Society
- Dr. Mala Pandurang – Principal
- Mr. Shahajahan Khan – Vice Principal (Administration) and Program Coordinator, Department of Computer Applications
- Dr. Vinaya Vaishampayan – Vice Principal (Academics) and Head, Department of Food Science and Nutrition
- Ms. Kavita Karapurkar – IQAC Coordinator
- Ms. Shilpa Surulkar – Assistant professor, Bachelor of Computer Applications
- Ms. Rehana Bepari — Head of the department, Beauty Culture and Hair Dressing
- Student Representatives:

Home Science	-	Ms. Asha Chouhan (SYFSN) Ms. Nikita Jadhav (TYTSAD)
Bachelors in Computer Applications	-	Ms. Kajal Jaiswal (TYBCA-I) Ms. Prachi Jha (SYBCA-I)
Polytechnic Program	-	Ms. Sakshi Kumbhar (FYBCHD) Ms. Tushi Gupta (FYBCHD)

Leave of absence was granted to the following members:

- Mr. Pravin Chalke – Office Superintendent
- Ms. Vasundra Singh (Sr.MSc.CND) - Student Representative

Agenda 1: To confirm the minutes of the last meeting held on 25th October 2024 and to discuss matters arising from the meeting, and review the action taken report.

The minutes of the previous meeting held on 25th October 2024 were sent to all members beforehand and were confirmed. The action taken report was then presented by Principal, Dr.Mala Pandurang with Vice Principal (Academic), and Dr. Vinaya Vaishampayan.

The action taken Report of the meeting held on 25th October 2025.

Suggestion/ Concern	Action
Cleanliness of the Washrooms	As per the suggestion the housekeeping in charge was informed and cleaning of washrooms is being done.
Canteen Hygiene Concerns	Canteen operator was called and informed regarding hygiene issues. Further the management is looking at changing the canteen management.
Sanitary Napkin Vending Machine Issues	The manufacturer was contacted for repairs and machine is in order.
Discussion on Formal Dress Code	It was proposed that formal dress code be enforced for three days a week instead of every day for third year students of the BCA department. Suggestion was communicated to the department and has been implemented.

<p>Organization of sessions on financial literacy were suggested</p>	<p>Following sessions were organized-</p> <ol style="list-style-type: none"> 1. On 27th July 2024-, Women's Cell in collaboration with Dept. of Foundational Courses, organized a session for TYBSc. students on the topic of 'Women Financial Literacy: A Road Map for Sustainable Women. Resource person - Dr. Karuna Shinde, Associate Professor & HOD from the Department of Economics of Smt Parmeshwaridevi Durgadatt Tibrewala College of Arts Commerce Science. Beneficiaries were 63. 2. A session was planned on financial literacy for the SYBCA, TYBCA and FYBSc. Home Science students on 24th and 28th January 2025. Resource persons- Mr. Deepak Vekaria, consultant SEBI Smart. Beneficiaries- 180 students. 3. A second session on "Financial Literacy" was conducted by Mr. Dattatray Vishwas Gawade for TYHD and TYTSAD students on 5th March 2025 under Entrepreneurship subject in collaboration with the EECH Cell.
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Agenda 2 : To discuss and resolve concerns raised by student representatives.

- Students reported that the washrooms are now being cleaned twice a day but mentioned that the 4th floor helper has been restricting BCA students from using the washroom, citing additional cleaning responsibilities. Dr. Mala Pandurang clarified that such restrictions are not appropriate and assured students that the matter would be resolved.

- Students raised concerns regarding the hygiene standards of the canteen. Dr. Mala Pandurang responded that the canteen manager would be informed and instructed to maintain cleanliness.
- It was reported that the sanitary napkin vending machine in the common room can be easily tampered with, leading to theft of napkins. Dr. Bharat Pathak advised that such issues should be reported immediately instead of waiting for the meeting. Dr. Mala Pandurang added that the usage of the existing machines should first be reviewed, as sufficient machines are already available.
- Students reported that the water from the cooler is occasionally used for handwashing during water shortages on 6th floor. Dr. Bharat Pathak assured that the issue of water shortage would be discussed in the management meeting and addressed promptly.
- Dr. Mala Pandurang requested staff members to record any infrastructure-related concerns in the register maintained in the office.
- Students expressed their gratitude to the college administration for resolving the formal dress code issue and for organizing sessions on financial literacy.
- In response to a query regarding the gold medal awarded during the degree ceremony, Dr. Mala Pandurang clarified that students with ATKT are not eligible for the gold medal and that guidelines for the same have been prepared and adhered to. Dr. Bharat Pathak suggested that such students could instead be considered for appreciation certificates.
- Dr. Vinaya informed that students from Arts and Commerce backgrounds enrolled in Home Science face difficulties with pure science subjects. To address this, a basic Physiology course has been introduced to help them better understand core scientific concepts.
- Dr. Mala Pandurang emphasized the importance of nominating new student representatives for the upcoming academic year to ensure continued and effective student representation.
- Mr. Khan proposed conducting a separate grievance meeting for teaching and non-teaching staff after the student meeting, in accordance with AICTE mandates. The proposal was approved by Dr. Bharat Pathak.

Agenda 3 - Any other matter with the permission of Chair.

No other matters were discussed.

The meeting adjourned with a vote of thanks.



Action taken report of the meeting held on 26th March 2025

Point	Action Taken
Students mentioned that the 4 th floor cleaning staff has been restricting BCA students from using the washroom, citing additional cleaning responsibilities. Dr. Mala Pandurang clarified that such restrictions are not appropriate and assured students that the matter would be resolved.	the 4th floor cleaning staff has been instructed not to restrict any students from using washrooms
It was reported that the sanitary napkin vending machine in the common room can be easily tampered with, leading to theft of napkins. Dr. Bharat Pathak advised that such issues should be reported immediately instead of waiting for the meeting. Dr. Mala Pandurang added that the usage of the existing machines should first be reviewed, as sufficient machines are already available.	Now the sanitary napkins are kept in the 5 th floor staffroom instead of vending machine.
Students reported that the water from the cooler is occasionally used for handwashing during water shortages on 6 th floor. Dr. Bharat Pathak assured that the issue of water shortage would be discussed in the management meeting and addressed promptly.	Dr. Mala instructed Ms. Rehana to display a notice informing students that the cooler water is meant for drinking purposes only and should not be used for hand washing.
Dr. Mala Pandurang emphasized the importance of nominating new student representatives for the upcoming academic year to ensure continued and effective student representation.	Student members from Home Science and BCA were nominated at the beginning of the year.

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