



NAAC Accredited

Vidarbha Bahu-uddeshiya Shikshan Sanstha's

TULSIRAMJI GAIKWAD-PATIL
College of Engineering & Technology

DTE CODE : 4151

— POLYTECHNIC —

MSBTE CODE : 1683



3.32 CGPA

(Approved by AICTE, New Delhi and Govt. of Maharashtra & Affiliated to MSBTE, Mumbai)

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• Web: www.tgpcetpoly.com

• NH7, Mohgaon, Wardha Road, Nagpur - 441108

• Email: principalpoly@tgpcet.com, 1683principal@msbte.com

• Contact: 97637 11372

Women's Grievance Redressal Committee (WGRC)

Minutes of Meeting

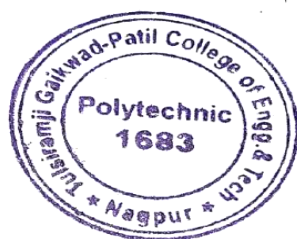
Date:- 15/03/2024

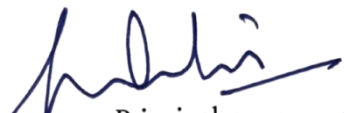
Venue:- Conference hall

Time:- 3.00 pm

Attendance

Sr. No.	Name	Designation	Role in Committee	Sing
1	Ms.Priyanka Choudhari	HoD, CW	Chairperson	Present
2	Ms. Ruchi Sakhare	Lecturer, EE	Member	Present
3	Mr.Yogesh Ramteke	Lecturer, ME	Member	Present
4	Ms.Sneha Atkar	Lecturer, English	Member	Present
5	Ms.Shweta Bhoyar	Lecturer, CE	Member	Present
6	Ms.Sushma Shinde	Lecturer, CW	Member	Present
7	Ms.Sneha Bhangе	Lecturer, CW	Member Secretary	Present




Principal
Dr. Premnand Naktode
Principal
TGPCET, Nagpur

Agenda:-

1. Opening Remark and welcome
2. Confirmation of previous minutes of
3. Grievance handling and Resolution
4. New Grievance
5. Any other additional Business

Agenda 1. Welcome and Opening Remarks

At the outset, Ms. Sneha Bhange, Member Secretary of the Women's Grievance Redressal Committee, greeted all members and extended a warm welcome. With the Chairperson's permission, she commenced the proceedings of the meeting.

Agenda 2. Approval of Previous Meeting Minutes

The minutes of the earlier meeting were presented for review. After discussion, they were accepted by the committee without any modifications.

Resolution: The minutes of the last meeting were confirmed and approved.

Agenda 3. Grievance Handling System

The Chairperson reviewed the functioning of the grievance mechanism and emphasized the need for careful and sensitive handling of complaints.

It was decided to further strengthen the anonymous reporting process to safeguard privacy and ensure trust in the system.

Agenda 4. Report on New Grievances

No grievances have been received since the previous meeting.

Resolution: The committee noted the absence of new complaints. The Chairperson directed members to continue maintaining the grievance system efficiently and to ensure that any future concerns are addressed promptly, fairly, and confidentially.



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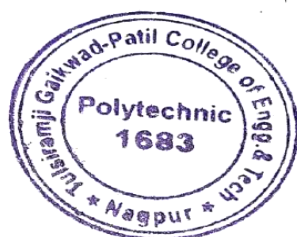
Agenda 5. Other Business

The Member Secretary asked if any additional issues were to be raised with the Chairperson's consent.

None were reported.

6. Closing of the Meeting

As there was no further business, the Member Secretary conveyed a vote of thanks to all present. With the Chairperson's approval, the meeting was officially closed.




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Women's Grievance Redressal Committee (WGRC)

Minutes of Meeting

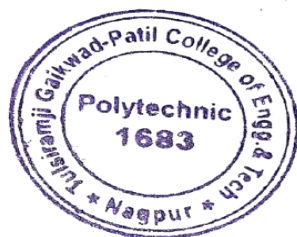
Date:- 22/08/2024

Venue:- Conference hall

Time:- 3.00 pm

Attendance

Sr. No.	Name	Designation	Role in Committee	Sign
1	Ms. Priyanka Choudhari	HoD, CW	Chairperson	Present
2	Ms. Ruchi Sakhare	Lecturer, EE	Member	Present
3	Mr. Yogesh Ramteke	Lecturer, ME	Member	Present
4	Ms. Sneha Atkar	Lecturer, English	Member	Absent
5	Ms. Shweta Bhoyar	Lecturer, CE	Member	Present
6	Ms. Sushma Shinde	Lecturer, CW	Member	Present
7	Ms. Sneha Bhange	Lecturer, CW	Member Secretary	Present


Principal
Dr. Premnand Naktode
Principal
TGPCET, Nagpur

Agenda

1. Welcome and Opening Remarks
2. Confirmation of Previous Meeting Minutes
3. Grievance Handling and Resolution
4. New Grievances (if any)
5. Additional Business

Agenda 1. Opening of the Meeting

The meeting began with Ms. Sneha Bhange, Member Secretary, formally welcoming all members of the Women's Grievance Redressal Committee. She expressed gratitude for their participation and highlighted the importance of the committee in ensuring a safe and supportive environment for women on campus. With the kind permission of the Chairperson, she initiated the session.

Agenda 2. Confirmation of Previous Minutes

The minutes of the preceding meeting were circulated in advance. Members carefully reviewed them, and as there were no corrections suggested, the Chairperson declared them approved.

Resolution: The minutes of the previous meeting were unanimously confirmed.

Agenda 3. Grievance Redressal Mechanism

The Chairperson addressed the committee and stressed that grievances, if reported, should be dealt with impartially, with strict confidentiality and empathy. It was proposed to introduce a suggestion/complaint drop box on campus in addition to the existing online system to encourage more participation.

Resolution: The committee resolved to implement additional grievance-reporting channels and to monitor them regularly.

Agenda 4. New Grievances

The Member Secretary informed the house that no fresh grievances had been received since the last meeting. The committee further noted that the awareness campaigns conducted earlier have improved communication and trust among female staff and students.



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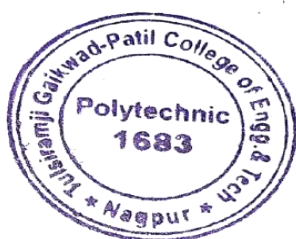
Resolution: No new grievances were reported. Awareness drives will be continued in the upcoming semester.

5. Any Other Business

1. The Chairperson suggested organizing an interactive workshop on workplace sensitivity and women's rights in the next quarter.
2. Members agreed to prepare a schedule for the program in collaboration with the Internal Complaints Committee (ICC).

6. Closing

As there were no additional items left for discussion, the Member Secretary proposed a formal vote of thanks to the Chairperson and all members for their active participation. With the approval of the Chair, the meeting was concluded.




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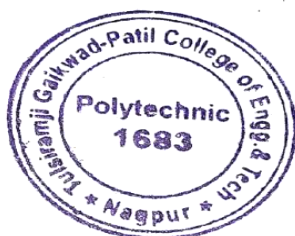
Date:- 29/03/2025

Venue:- Conference hall

Time:- 3.00 pm

Attendance

Sr. No.	Name	Designation	Role in Committee	Sign
1	Ms. Priyanka Choudhari	HoD, CW	Chairperson	Present
2	Ms. Ruchi Sakhare	Lecturer, EE	Member	Present
3	Mr. Vipin Muley	Lecturer, EE	Member	Present
4	Ms. Suvarna Chudhari	Lecturer, Chemistry	Member	Present
5	Ms. Prachi Bhimte	Lecturer, CE	Member	Present
6	Ms. Pooja P. Kahilkar	Lecturer, EE	Member	Present
7	Ms. Ashwini Pise	Lecturer, CW	Member Secretary	Present




Principal
Dr. Premnand Naktode
Principal
TGPCET, Nagpur

Agenda

1. Welcome and Opening Remarks
2. Confirmation of Previous Minutes
3. Review of Grievance Handling Mechanism
4. Status of New/Recent Grievances
5. Any Other Points with Permission of Chair

Agenda 1. Welcome and Opening Remarks

Ms. Ashwini Pise, Member Secretary of the WGRC, extended a warm welcome to all the members present. She acknowledged their participation and, with due permission from the Chairperson, initiated the session formally.

Agenda 2. Confirmation of Previous Minutes

The record of the last meeting was presented before the committee. After a brief review, the members unanimously accepted the document without alteration.

Resolution 1: The minutes of the preceding meeting were duly approved.

Agenda 3. Review of Grievance Redressal Mechanism

The Chairperson highlighted the importance of a responsive grievance system and encouraged members to be approachable to students and staff. It was also suggested to promote awareness sessions so that stakeholders feel more comfortable reaching out.

Agenda 4. Status of New/Recent Grievances

The committee confirmed that no fresh grievances had been lodged since the last meeting.

Resolution 2: The absence of complaints was noted. Members were advised to remain vigilant and ensure timely action in case of any future submissions.



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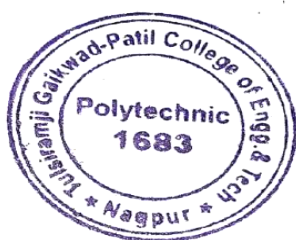
• Contact: 97637 11372

Agenda 5. Any Other Points

The Member Secretary invited suggestions or issues from the participants. No additional topics were brought up.

6. Conclusion

As the agenda items had been completed, Ms. Ashwini Pise expressed gratitude to the Chairperson and committee members for their valuable inputs. With the Chairperson's approval, the meeting was concluded.




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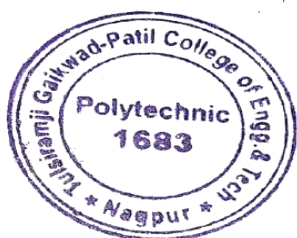
Date:- 20/07/2025

Venue:- Conference hall

Time:- 3.00 pm

Attendance

Sr. No.	Name	Designation	Role in Committee	Sign
1	Ms. Priyanka Choudhari	HoD, CW	Chairperson	Present
2	Ms. Ruchi Sakhare	Lecturer, EE	Member	Present
3	Mr. Vipin Muley	Lecturer, EE	Member	Present
4	Ms. Suvarna Chaudhari	Lecturer, Chemistry	Member	Present
5	Ms. Prachi Bhimte	Lecturer, CE	Member	Present
6	Ms. Pooja Pankaj Kahilkar	Lecturer, EE	Member	Present
7	Ms. Ashwini Pise	Lecturer, CW	Member Secretary	Present




Principal
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Principal
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Agenda of the Meeting:

- 1) To confirm the minutes passed in the meeting held on 29/03/2025
- 2) The women's safety awareness workshop
- 3) Any other matters with the permission of the chair.

Agenda 1: To confirm the minutes passed in the meeting held on 29/03/2025

Explanation:

The minutes of the previous meeting held on **29/03/2025** were circulated to all members before the meeting. The committee reviewed and discussed the recorded points and actions taken.

Resolution:

1. The committee unanimously **approved and confirmed** the minutes of the previous meeting without any changes.

Agenda: Women's Safety Awareness Workshop

Explanation:

The committee discussed organizing a **Women's Safety Awareness Workshop** to educate staff and students about personal safety, workplace safety protocols, and the grievance redressal mechanism. The workshop aims to:

1. Increase awareness about preventive measures against harassment.
2. Train participants on how to respond to unsafe situations.
3. Familiarize attendees with the complaint procedure under the Women's Grievance Committee.
4. Promote a safe, supportive, and respectful environment for women on campus at work.

Resolution

1. The committee finalized the **date of the workshop**: 01/09/2025.



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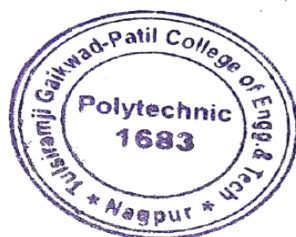
2. **Resource persons/experts** from local law enforcement and gender safety organizations were invited to conduct sessions.
3. All staff and students were informed through **emails, notices** to encourage participation.
4. Safety kits, pamphlets, and emergency contact cards were prepared for distribution.
5. The committee resolved that a **feedback form** will be circulated after the workshop to assess its effectiveness and identify areas for improvement.
6. Action to follow up: A report summarizing workshop attendance, feedback, and outcomes will be prepared by the Member Secretary.

Agenda 3: Any other matters with the permission of the Chair

The Member Secretary invited suggestions or issues from the participants. No additional topics were brought up.

Conclusion

As the agenda items had been completed, Ms. Ashwini Pise expressed gratitude to the Chairperson and committee members for their valuable inputs. With the Chairperson's approval, the meeting was concluded.




Dr. Premchand Naktode
Principal
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