

## INTERNAL COMPLAINT COMMITTEE

**DATE:** 18/11/2022

**TIME:** 10:30 am

**VENUE:** SMES SSPGCON (President room) Hybrid meeting

**MEMBERS PRESENT:**

**AGENDA OF THE MEETING:**

Chairperson of the Committee	Dr. Dilip R Trivedi	Online
Top management members	Dr. Bharat M. Phathak	
	Shri Pravin G. Shah	
	Dr. Shilpa P. Charankar	
Secretary	Mrs. Shilpa. Shettigar	
Legal Advisor	Adv. Akshay Shukla	Online
Social Worker	Mr. Ravindra. G. Mhaske	
Professor	Mrs Delphina Gurav	<i>Buray</i>
Faculty members (from each department)	• Mrs. Namrata Kubal	<i>W. Shukla</i>
	• Mrs. Diana Fernandes	<i>W. Shukla</i>
Non- teaching member	Mrs. Shubha Kotian	<i>W. Shukla</i>
Presiding Officer	Mrs. Greeshma Minesh	<i>W. Shukla</i>
Student member	Ms. Dhara Brahmabhatt Deepak	<i>Brahmabhatt</i>

### Agenda:

1. Confirming the minutes of previous meeting held on 03/08/2022
2. Replacement of student council member for the year 2022-2023
3. Reporting of any complaints
4. Updating the change in designation
5. Any other matters with the permission of the chair.

### DISCUSSION:

**Agenda 1: To confirm the minutes passed in the meeting held on 03/08/2022**

Resolved to confirm and approve the minutes of the meeting held on 03/08/2021

- There were no complaints had been reported in written form.

Ms. Shreya Agawane the student council member also reported that Internal Committee were notified by the students

**Agenda 2: Replacement of student council member for the year 2022-2023**

Ms. Shreya Agawane is replaced by Ms Dhara Brahmhatt Deepak as student council member for the year 2022-2023

**Agenda 3: Reporting of any complaints**

The suggestion box was opened on the 16/11/2022 at 11:10 am. It was observed that there were no written complaints present in the suggestion box.

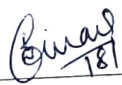
**Agenda 4: Updating the change in designation**

Ms Greeshma Minesh is designated as Presiding officer for the committee.

**Agenda 5: Any other matters with the permission of the chair.**

No issues raised

Minutes compiled by:  (Mrs. Greeshma Minesh)

Minutes Passed by:  18/11/2022

Minutes Seconded by: 



  
**Principal**  
Smt. Sunanda Pravin Gambhirchand  
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Matunga, Mumbai - 400 019.