[Govt. of Maharashtra approved, affiliated to S.R.T. Marathwada University, Nanded and included under Section 2(f) and 12 (B) of U.G.C. Act 1956]

COLLEGE OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY, LATUR
संगणकशास्त्र व माहितीतंत्रज्ञान महाविद्यालय (कॉक्सिट), लातूर.
COCSIT Campus, Ambajogai Road, LATUR- 413531 (Maharashtra)
NAAC Reaccredited Grade : B+

Website : www.cocsit.org.in   E-mail : cocsit365@rediffmail.com

University College Code : 365

	Dr. M. R. Patil	Dr. V. A. Jadhav
	President	Principal

संदर्भ :
दिनांक :

Department of Computer Application

Notice

All the Grievance Redressal committee members are hereby requested/ informed to attend the meeting on 8th Nov 2024 at 4:00 pm in Seminar Hall.

Sr No	Name of Faculty	Designation	Sign
1	Dr. V. A. Jadhav	Chairman	
2	Dr. N. S. Zulpe	Vice Chairman	
3	Dr. V. V. Bhosle	Member	
4.	Dr. D. R. Somwanshi	Member	
5.	Dr. D. H. Mahamuni	Member	
6	Dr. S.B. Kamble	Member	
7	Mathpati Omkar Manoj	Student Representative Member	
8	Mr S. M. Kamble	Member	

Principal
College of Computer Science
& Information Technology
Ambajogai Road, LATUR

Minute Meeting:

Chairman well comes all the members of the committee.

1. Dr. V A Jadhav briefly explain Grievance Redressal committee rules and regulation laid down by As per AICTE and UGC Guidelines.
2. Suggestions for improving the grievance redressal mechanism.
3. Discussion on any cases if reported.

I. Institute Grievance Redressal Committee

a) The Principal of the Institute- Chairperson
b) Vice-Principal of the Institute- Member
c) 2 to 4 faculty members & student representative of the Institutes- Member
d) Office Superintendent of the Institute- Member

2. Roles and Responsibilities of Anti Ragging Committees

1. Receive and Acknowledge Complaints

- Accept grievances from students, faculty, or staff in written, digital, or verbal form.
- Acknowledge receipt of complaints within 3 working days.

2. Register and Track Grievances

- Maintain a Grievance Register (manual or digital) to record.

3. Create Awareness

- Educate students and staff about grievance redressal mechanisms.
- Promote visibility of the GRC email, contact, and process via:
  - Notice boards
  - College website
  - Orientation programs

3. Action Procedure

1. **Submission & Acknowledgment:**
   - Grievance is submitted via written application, email, or online portal.
   - The committee acknowledges receipt within 3 working days and registers the complaint.

2. **Inquiry & Resolution:**
   - GRC conducts a fair inquiry by hearing the parties involved and reviewing evidence.
   - A resolution is provided within 15–30 working days, and action is taken as needed.

3. **Closure & Escalation:**
   - The case is documented and marked as resolved.
   - If not satisfied, the complainant may appeal to the University Ombudsperson or AICTE Portal.

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University College Code : 365 | Dr. M. R. Patil
President | Dr. V. A. Jadhav
Principal

संदर्भ :

दिनांक :

Department of Computer Application

Notice

All the Grievance Redressal committee members are hereby requested/ informed to attend the meeting on 10th Dec 2024 at 4:00 pm in Seminar Hall.

Sr No	Name of Faculty	Designation	Sign
1	Dr. V. A. Jadhav	Chairman	
2	Dr. N. S. Zulpe	Vice Chairman	
3	Dr. V. V. Bhosle	Member	
4.	Dr. D. R. Somwanshi	Member	
5.	Dr. D. H. Mahamuni	Member	
6	Dr. S.B. Kamble	Member	
7	Mathpati Omkar Manoj	Student Representative Member	
8	Mr S. M. Kamble	Member	

Principal
Principal
College of Computer Science
& Information Technology
Ambajogai Road, LATUR

Minute Meeting:

Chairman well comes all the members of the committee.

1. Dr. V A Jadhav briefly explain Grievance Redressal committee rules and regulation laid down by As per AICTE and UGC Guidelines.
2. Frequent system crashes in Computer Lab during programming sessions
3. Discussion: After verification, it was confirmed that several systems in the lab were running outdated operating systems and lacked necessary updates for software compatibility.

Action Taken:

IT department performed updates and system checks on all computers. Faulty hardware parts were replaced.