



Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

- Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
- Junior College Index No: J-11.15.004
- Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
- UGC - 2(f) & 12 (B) Status • NAAC Re-accredited College • DST - FIST Funded College



K. B. Hidayatullah Road, Camp,
Pune - 411001. (MS), India



+91-20-2645 4240 / 2644 6319.



www.poonacollege.edu.in
principal@poonacollege.edu.in

Professor (Dr.) Aftab Anwar Shaikh

M.Com, Ph.D (Busi. Admin.)

PRINCIPAL



+91 98226 21579



dranwarshaikh@gmail.com

CRITERION- V

KEY INDICATOR	5.1 Student Support
METRIC NO.	5.1.5

- The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

MINUTES OF THE MEETINGS OF STUDENT REDRESSAL COMMITTEE



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Date : 08/07/2019

Notice

Students Grievance Redressal Cell

This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Wednesday, 10th July 2019. All the committee members are requested to be present in the Principal's office at 11.30 am.

- 1] Dr.(Mrs.) B.P. Deshpande 
- 2] Dr. F.M.D.Attar 
- 3] Dr. Abrar Ahmed 



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Poona College of Arts, Science & Commerce
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Minutes of the meeting held on 10th July 2019.

Meeting of the students grievance redressal cell was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.

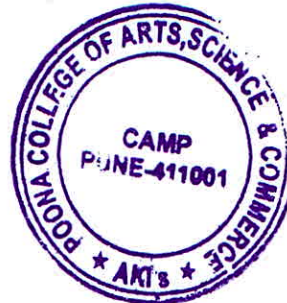
The grievances received were majorly for admission process. Admission process being done online a prominent request was for internet facility to be made available to students for admission purpose. In consultation with Head, Department of Computer Science the problem was sorted out and students were allowed to the facility in the department.

Another request was regarding the allowance of instalment facility for the payment of fees. It was decided that instalment facility will be given to students as per procedure, especially for B.Sc. (Comp.Sc.), BBA and BCA, courses.

The meeting concluded by thanking the principal for his cooperation.

Following members were present :

- 1] Dr.(Mrs.) B.P. Deshpande
- 2] Dr. F.M.D.Attar
- 3] Dr. Abrar Ahmed



PRINCIPAL
Poona College of Arts, Science & Commerce
Camp, Pune-411001.
Principal Office

To
The chairman,
Grievances Committee,
Poona College

Subject :- To provide additional light in
hall number 31, 36, 38.

Respected Sir,

I Miss. Khansa studying in S.Y.B.sc
request you to provide light and fans in
the classrooms 31, 36, 38 as there are no
sufficient lights and fans, as it becomes difficult
for students visibility.

Yours faithfully
Khansa Momin
Khansa Momin

Roll No -



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dranwarshaikh@gmail.com

Date : 13/01/2020


Notice

Students Grievance Redressal Cell

This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Wednesday, 15th January 2020. All the committee members are requested to be present in the Principal's office at 11.00 am.

- 1] Dr.(Mrs.) B.P. Deshpande 
- 2] Dr. F.M.D.Attar 
- 3] Dr. Abrar Ahmed 




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1970 - 2020

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Minutes of the meeting held on 15th January 2020.

Meeting of the students grievance redressal cell was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.

There was a request from the students regarding lights and fans in certain rooms. The information was forwarded to the registrar for necessary action.

There were no other grievances from the students.

The meeting concluded by thanking the principal for his guidance and cooperation .

Following members were present :

- 1] Dr.(Mrs.) B.P. Deshpande
- 2] Dr. F.M.D.Attar
- 3] Dr. Abrar Ahmed



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Professor (Dr.) Aftab Anwar Shaikh
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PRINCIPAL




Tel.: +91-20-2645 4240 / 2644 6319.
Email: principal@akipoonacollege.ac.in
Website : www.akipoonacollege.ac.in

Date : 18/07/2018

Notice

Students Grievance Redressal Cell

This is to inform the committee members that the meeting of the cell will be held on Thursday, 19th July 2018. Some grievances are received from the students and require to be redressed. All the committee members are requested to be present in the Principal's office at 11.30 am.

- 1] Dr.(Mrs.) B.P. Deshpande 
- 2] Dr. F.M.D.Attar 
- 3] Dr. Abrar Ahmed 



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Minutes of the meeting held on 19th July 2018.

Meeting of the students grievance redressal cell was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.


One of the significant grievance received was that for a particular group of subjects the students were having free lecture in between on some days. This was waste of time for those students. It was decided that in consultation with the timetable in charge the issue will be sorted out.

Another grievance was that the prayer place for girls was being used as a rest room and hence sanctity was endangered. It was decided to look into the matter immediately and appropriate steps to be taken.

Other grievances were of incidental nature and were sorted out.

The meeting concluded by thanking the principal for his cooperation.

Following members were present :

- 1] Dr.(Mrs.) B.P. Deshpande 
- 2] Dr. F.M.D.Attar
- 3] Dr. Abrar Ahmed



PRINCIPAL
Poona College of Arts, Science & Commerce
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Principal Office

Amina Chivilkar
Flat no. 603, C1 Block
Sunshree Society, NIBM
Kondhwa, Pune-48.
C.no. 8433811167

16th July '18

To,

The vice principal of AKI's Poona College of
Senior department.

Respected Sir,

I am a student of FY. Bsc div-B, this letter is in
regards to the vice principal position for the
senior college of AKI's Poona College.

Sir, the subjects that I have chosen up in B.sc is
the group CBZG as it is a course of my interest.
I do have the knowledge that the time table has
been set but as I'm no longer a physics student,
I always come across a free lecture in between
12-30 to 1:20 pm. It's just a humble request if
both the lectures of Physics and Geology could be
held simultaneously in different hall as daily room
no. 39 is available during these hours.

The reason for me to approach you with
this reason/problem is because I'm trying out
for a civil service exam by the end of my graduation
and the study for it is hard core.

Every minute is important for me and the off lecture (i.e physics) has provided me with less time to study as the environment does not suit here due to many students fooling around.

Lastly, being a muslim I and all others do offer our prayers in the prayers room that resides in the canteen. But the surrounding that has been occupying for years isn't suited for prayers. There are presence of many girls who joke around, chat, speak loudly on call or even with friends causing great disturbance in prayers. I truly do believe that a salah room is a place where we can devote our time in goodness but having such environment isn't a good thing. An initiative must be taken to banned girls from entering the salah room unless prayer is to be performed.

I would be obliged if you would want me to have a word about this in person.

There is one more concern of mine but I am not comfortable in explaining to you sir, because I don't want to get the matter in my hands, but surely I'll be glad to let you know about it in person.

Kindly grant me pardon if my approach have not been right and take my request under consideration.

Thank you

Amir

To,
The chairman,
Grievances Committee,
Poona College,

Subject : Extention in timing of reading
room of college library.

Respected Sir,

I Miss. Mariam. I. Rumane, Studying in
T.Y. Bsc (Zoology) in academic year 2018-2019,
request you to kindly extend the library hours for
all students so that it benefits one and all as
all students are unable to use library according
to their college hours.

Thanking you,

Yours faithfully

Rumane

Mariam Rumane.

Roll no - 5651



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Website : www.akipoonacollege.ac.in

Date : 07/01/2019

Notice

Students Grievance Redressal Cell

This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Wednesday, 9th January 2019. All the committee members are requested to be present in the Principal's office at 11.30 am.

- 1] Dr.(Mrs.) B.P. Deshpande *BPD*
- 2] Dr. F.M.D.Attar *F.M.D.*
- 3] Dr. Abrar Ahmed *Abrar*



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Minutes of the meeting held on 9th January 2019.

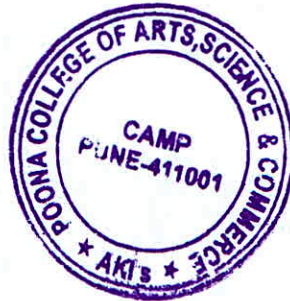
Meeting of the students grievance redressal cell was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.

No significant grievances were reported in this session except the extension of timings of reading room. From last few years this is being done on regular basis prior to examinations .

The meeting concluded by thanking the principal for his cooperation.

Following members were present :

- 1] Dr.(Mrs.) B.P. Deshpande
- 2] Dr. F.M.D.Attar
- 3] Dr. Abrar Ahmed



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Principal Office

Y & M Anjuman Khairul Islam's

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Email : principal@akipoonacollege.ac.in Website:www.akipoonacollege.ac.in



Date : 17/07/2017

Notice

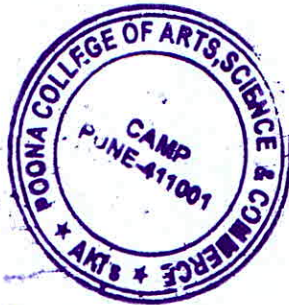
Students Grievance Redressal

This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Wednesday, 19th July 2017. Some grievances are received from the students and require to be redressed. Hence all the committee members are requested to be present in the Principal's office at 11.30 am.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan



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Minutes of the meeting held on 19th July 2017.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.


At the start of new academic session this year there were no major grievances. This year also extra counter was opened for collection of fees on the request of the students.

The meeting concluded by thanking the principal .

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan




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Date : 16/01/2018

Notice

Students Grievance Redressal


This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Thursday, 18th January 2018. Hence all the committee members are requested to be present in the Principal's office at 11.30 am.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan




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Minutes of the meeting held on 18th January 2018.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.

Students of environmental awareness course requested that the lectures of this course should be conducted in the morning time. The request was handed over to the in charge of environmental science who responded positively.

Another request was from some science students to allow them to attend practicals as per their convenience, which was not feasible and the request was rejected out rightly.

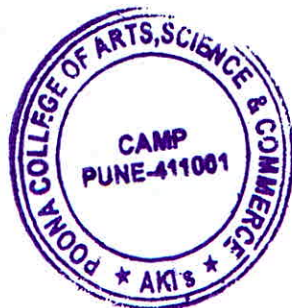
One more demand was regarding the information to stakeholders through SMS. It was decided to incorporate this with the help of system people.

Another grievance immediately redressed was regarding additional lights in hall No. 36,37, 38 and 39.

The meeting concluded by thanking the principal and the registrar for their cooperation.

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan



PRINCIPAL
Poona College of Arts, Science & Commerce
Camp, Pune-411001.
Principal Office

To
The Chairman,
Grievances Committee,
Poona College

Subject: Extension in timing of reading room of
college library.

Respected Sir,

I Miss. Inshirah Khan studying in
T.Y. BSc Zoology request you to kindly extend the
library hours for all students so that it benefits
one & all as all students are unable to
use library according to their college hours.

Yours faithfully
Inshirah Khan
Inshirah

Roll no - 5660



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Date : 4/07/2016

Notice

Students Grievance Redressal


This is to inform the committee members that the meeting of the committee will be held tomorrow i.e. Wednesday, 6th July 2016 since some grievances are received from the students and require to be addressed. Hence all the committee members are requested to be present in the Principal's office at 11.30 am.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan




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Minutes of the meeting held on 6th July 2016.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. R. Sarkhawas in the chair.

The grievances received were majorly for admission process. The grievances were regarding the instalment facility for unaided courses, incidental facility for extra counter for payment of fees and one demand was regarding facility for filling online admission forms.

It was decided that instalment facility will be given to needy students , specially from B.Sc. (Comp.Sc.), BBA and BCA , being unaided courses.

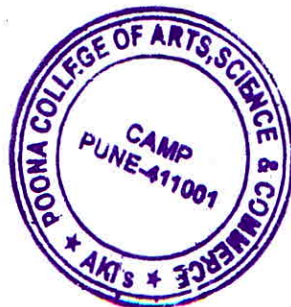
To reduce the waiting time at the fees counter it was decided that , one more counter will be opened temporarily during admission period for payment of fees.


It was also decided that facility in computer science department can be used for filling online admission forms with the guidance of the faculty present in the department.

The meeting was concluded by thanking the principal for his cooperation and guidance.

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan




PRINCIPAL
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Camp, Pune-411001.
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To
Chairman
Grievances committee
Poona college

Subject → Application for facility of photo-copies of answer books

I Rukhsar Fatima of Fy. Bsc, student of Poona college begin to say that, it would be a great favour if the management of AKI's poona college would help all the student with the photo-copy of answer sheets (Fy. B:sc-2015-16). It would be a great helpful for all student to recognize their mistakes.

I thereby request you to provide us with the photo-copies of our answer sheets as soon as possible.

Thanking you

Yours faithfully
Rukhsar Fatima
Roll no. -

To,
Chairman
Grievances Committee,
Poona College,

Subject :- Request to provide additional
counter for fees.

I'm Sayyed Juveriya Nasir studying in SY. Bsc
in Poona College. humble request to you as per
above subject provide a additional counter for
fees for girls.

Your faithfully,
Sayyed Juveriya
~~Juveriya~~

13th June '2016

To,
The Chairman,
Students' Grievance Committee.

Subject: Facility for filling online admission form.

Respected Sir,

I, Ms. Bushra Shaikh student of S.Y.BSc div-B (Roll No: K-0515) has written this letter to kindly request you to organise facility for filling online admission form in the college premises itself as we have been facing issues to fill up the same in cyber cafe.

There are various issues faced by the students regarding details of the forms, server problems. Instead we can get help from the college itself.

So, I kindly request you to look into the matter.
Thanking you in anticipation.

Yours Sincerely,
Bushra Shaikh
K-0515

Shaikh

Date: 07.08.2016

To,
The chairman,
Student's grievance committee

Sub: Application for change in class time.

Respected Sir,

I the S.Y.Bsc student from div-B with Roll NO:- K-0518 writing this application for change in class timings of E.V.S. lecture. As we all are suffering and facing problems as we don't reach home early and we don't get enough time for studying. As the practical schedule is tiresome as it is from 2 pm - 5:30 pm.

I request you to change old time 6pm - 7 p.m. to new time i.e. from 1pm - 2pm. We shall be very grateful to you.

Awaiting for a positive response.

Yours Sincerely
Shaikh Nasreen Abdullah
Roll NO:- K-0518

Shaikh

22nd. Aug. 2016.

To,

The Chairman

Students grievance committee

Subject: Regarding message circulation

Respected sir,

I, miss Sufiya Khan student of S.Y. BSc dir-B (ROLL NO: K-0509) write this letter to convey an important request from behalf of all students.

It is about that we can get any important message or notice through SMS. It is very convenient for all of us if we start to get crucial details digitally.

It's a humble request to kindly look after this issue.

Yours faithfully,

SUFIYA KHAN

SYBSc-B (K-0509)



Y & M Anjuman Khairul Islam's

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Email : principal@akipoonacollege.ac.in Website:www.akipoonacollege.ac.in



Date : 09/1/2017

Notice

Students Grievance Redressal

This is to inform the committee members that the meeting of the committee will be held on Wednesday 11th January 2017. All the committee members are hereby requested to be present in the Principal's office at 11.30 am.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan



PRINCIPAL

Poona College of Arts, Science & Commerce
Camp, Pune-411001.
Principal Office

Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

K.B. Hidayatullah Road, Camp, Pune - 411001. Maharashtra, India

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Minutes of the meeting held on 11th January 2017.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. Aftab Anwar Shaikh in the chair.

One major grievance from the students was again incidental type that the facility of photocopying answer books should be available on college campus. As previous year it was decided that the facility would be made available.


Another demand from the students was regarding the extension in timings of library reading room. In consultation with the librarian it was recommended to do the needful.

The meeting concluded by thanking the principal and the librarian.

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan




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Date : 05/07/2015

Notice

Students Grievance Redressal

This is to inform the committee members that the meeting of the committee will be held tomorrow on Friday 7th July 2015 since some grievances are received from the students and require to be addressed immediately. Hence all of you are requested to make it convenient to be present in the Principal's office at 11.00 am. tomorrow.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan

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Minutes of the meeting held on 7th July 2015.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. G. M. Nazeeruddin in the chair.

The grievances received were majorly for admission process. First complaint was regarding the allowance of instalment facility for the payment of fees. The other one was regarding the long queue at the fees counter.

Unanimously it was decided that instalment facility will be given to students, specially from B.Sc. (Comp.Sc.), BBA and BCA, being unaided courses.


To reduce the waiting time at the fees counter it was decided that, one more counter will be opened temporarily during admission period for payment of fees.

The meeting was concluded by thanking the principal for positively looking at the grievances.

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan




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To
The Chairman
Grievances Committee
Poona College.

Subject: Lectures of Environmental Awareness
course to be conducted in Morning
hours.

Respected Sir,

I Iaman Shaikh, studying in S.Y. BSc academic
Year 2015-2016, We have a course of Environmental
Awareness. The lectures are kept in Evening session
But for our convenience I request you to kindly
keep it in Morning time. I will be obliged
if you do the needful.

Thanking You.

Yours faithfully

Shaikh Iaman
Roll No:

To
Chairman
Grievances committee.
Poona college.

Subject → Application for facility of photo-copies
of answer books.

I Zeenat Sayyed of Fy. Bsc. student of poona college begin to say that, it would be a great favour if the management of Aki's poona college would help all the student with the photo-copy of answer sheets (Fy. Bsc. 2015-16). It would be a great helpful for all student to recognized their mistakes

I thereby request you to provide us with the photo-copies of your answer sheets as soon as possible.

Thanking you

your's faithfully
Zeenat Sayyed.
Roll no:



Y & M Anjuman Khairul Islam's

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Date : 07/12/2015

Notice

Students Grievance Redressal

This is to inform the committee members that the meeting of the committee will be held on Tuesday 8th December 2015. All the committee members are hereby requested to be present in the Principal's office at 11.00 am. tomorrow.

1] Mr. I.T. Sherkar

2] Dr. Ashwini Purude

3] Mr. Umer Hasan

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Minutes of the meeting held on 8th December 2015.

Meeting of the students grievance redressal committee was held in the Principal's office with Principal Dr. G. M. Nazeeruddin in the chair.


One major complaint from the students was that the facility of photocopying answer books should be available on college campus. The pros and cons of this was discussed and principal gave the assurance that such a facility will be provided in the campus. The other grievances were regarding cleanliness of some class rooms. It was decided that registrar will look after the maintenance of the classrooms.

The meeting concluded on the positive note by thanking the principal.

Following members were present :

- 1] Mr. I.T. Sherkar
- 2] Dr. Ashwini Purude
- 3] Mr. Umer Hasan




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