



Bharati Vidyapeeth  
**COLLEGE OF ARCHITECTURE**  
Affiliated to the University of Mumbai



Founder  
Dr. Patangrao Kadam  
M.A., B.A., B.D.

Belpada Complex, Opp. Kharghar Rly. Station,  
Sec 7, C. B. D. Belapur, Navi Mumbai - 400 614 - India

Principal  
Prof. Satish Dhale  
M.A., B.A., B.D., M.S., B.D. MA (Ar.)

Ref No. BV/COA/NM/

Date

## Grievance Redressal Committee

The Grievance Redressal Committee for academic year 2022-23 has been constituted as per the following details and responsibilities:

Grievance Redressal Committee for A.Y. 2022-23			
Sr No.	Grievance Redressal Committee Members	Email Address	Designation
1	Ar. Satish Dhale	satish.dhale@bharativedya.edu	Principal, Chairperson
2	Ar. Varsha Annadate	varsha.annadate@bharativedya.edu	Faculty Member
3	Ar. Anil Nandedkar	anil.nandedkar@bharativedya.edu	Faculty Member
4	Ar. Kamakshi Vaidya	kamakshi.vaidya@bharativedya.edu	Faculty Member
5	Ar. Ruta Pawar	ruta.pawar@bharativedya.edu	Faculty Member
6	Ar. Harshada Ponkshe	harshada.ponkshe@bharativedya.edu	Faculty Member
7	Ar. Aisha Siddiqui	aisha.siddiqui@bharativedya.edu	Faculty Member
8	Ar. Nikhil Badrike	nikhil.badrike@bharativedya.edu	Faculty Member

Scope and Responsibilities of Grievance Redressal Committee
- To develop a responsive and accountable attitude among all the stakeholders in order to maintain a healthy educational atmosphere in the institute.
- To device the plan of Action towards the addressal of complaints.
- Managing minutes of the meeting of committee maintaining grievances and remedies taken.
- To maintain discipline in the institute premises.
- Reassuring the Students to express their grievances / problems freely and frankly, without any fear.
- Maintaining records of grievance and remedies taken.



  
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Principal  
**Prof. Satish Dhale**  
B.D.D. PG.D. BA. M.Sc. (M.Arch)

Ref No: BV/COA/NM/

**DATE : 06/06/2022**

**NOTICE**

This is to inform the following faculty members to remain present for the Grievance Redressal Cell meeting on **10th June 2022** in the Principal's cabin at **11.00 A.M.**

**Agenda:**

- Discussion on the revision of the Grievance Redressal Cell for the academic year 2022-23.
- Discussion on the responsibilities of Grievance Redressal Cell.
- Discussion on the Standard Operating Procedure.
- Explanation of the responsibilities and Standard Operating Procedure to the members of the Grievance Redressal Cell.

**Venue:** Principal's Cabin, Bharati Vidyapeeth College of Architecture, Navi Mumbai, 400614.

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Designation
1	Prof. Satish Dhale (Principal)	Chairperson of the committee
2	Prof. Anil Nandedkar	Faculty Member - Design Chair
3	Prof. Varsha Annadate	Faculty Member - Professor
4	Prof. Kamakshi Vaidya	Faculty Member - Professor
5	Prof. Ruta Pawar	Faculty Member - Asso. Professor
6	Prof. Nikhil V. Badrike	Faculty Member - Asst. Professor
7	Prof. Aisha Siddiqui	Faculty Member - Asst. Professor



  
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Principal  
Prof. Satish Dhale  
(B.D., B.D., PG.D.D., BA, M.Sc. ID, M.Arch)

Ref. No. : BV/COA/N.M./

DATE : 10/06/2022

**MINUTES OF THE MEETINGS**  
**GRIEVANCE REDRESSAL CELL**

Meeting dated 10th June 2022, Time: 11:00 A.M.

- Read out last year's (2021-22) minutes of the meeting and discussion on its compliance.
- Discussion on the current status of the Grievance Redressal cell.
- Detailed discourse on the revised Grievance Redressal Cell for academic year 2022-23 with the members and Chairperson of the committee.
- Discussion with the members and Chairperson of the committee related to the responsibilities and the Standard Operating Procedure of the Grievance Redressal Cell.
- Explanation of the responsibilities and Standard Operating Procedure to the members of the Grievance Redressal Cell.
- Maintaining the record of Grievance Redressal cell.

Members present:

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Signature
1	Prof. Satish Dhale (Principal, BVCOA)	
3	Prof. Varsha Annadate	
4	Prof. Ruta Pawar	
5	Prof. Nikhil V. Badriker	
6	Prof. Aisha N. Siddiqui	



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Principal  
**Prof. Satish Dhale**  
(G.D.D.D., P.G.D.D., IIA, M.Sc.ID, M.Arch)

Ref. No. : BV/COA/N.M./

**DATE: 07/07/2022**

**NOTICE**

**REVISION OF INSTITUTE LEVEL GRIEVANCE REDRESSAL CELL**

As per UGC regulation 2012


The institute has constituted the Grievance Redressal Cell for overseeing the implementation of the provision made according to decisions taken under above mentioned Act.

The committee is effective for one academic year 2022-2023.

Following are the members of the cell for the academic year 2022-2023.

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Designation
1	Prof. Satish Dhale (Principal)	Chairperson of the committee
2	Prof. Anil Nandedkar	Faculty Member - Design Chair
3	Prof. Varsha Annadate	Faculty Member - Professor
4	Prof. Kamakshi Vaidya	Faculty Member - Professor
5	Prof. Ruta Pawar	Faculty Member - Asso. Professor
6	Prof. Harshada Ponkshe	Faculty Member - Asso. Professor
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Principal  
**Prof. Satish Dhale**  
B.D.C.D., P.G.D.D., IIA, M.Sc.(D), M.Arch.

Ref No: BV/COA/NM/

DATE : 12/08/2022

**NOTICE**

This is to inform the following faculty members to remain present for the Grievance Redressal Cell meeting on 18th August 2022 in the Principal's cabin at 2.00 P.M.


**Agenda:**

- Explanation of the responsibilities and Standard Operating Procedure to the new members of the Grievance Redressal Cell.
- Opening the suggestion box.
- Meeting on the redressal of the received grievance.

**Venue:** Principal's Cabin, Bharati Vidyapeeth College of Architecture, Navi Mumbai

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Designation
1	Prof. Satish Dhale (Principal)	Chairperson of the committee
2	Prof. Anil Nandedkar	Faculty Member - Design Chair
3	Prof. Varsha Annadate	Faculty Member - Professor
4	Prof. Kamakshi Vaidya	Faculty Member - Professor
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Founder:  
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M.A., L.L.B., Ph.D.

Bolpada Complex, Opp. Kharghar Fly. Station,  
B-07, C. B. D. Bolpada, Navi Mumbai- 400 614 - India

Principal  
Prof. Satish Dhale  
(B.A., B.L., P.G. (D), B.A., M.Sc. (D), M.Arch)

Ref. No.: BV/COA/N.M./

DATE: 18/08/2022

## MINUTES OF THE MEETINGS

### GRIEVANCE REDRESSAL CELL

Meeting dated 18th August 2022, Time: 2.00 P.M.

- Explanation of the responsibilities and Standard Operating Procedure to the new members of the Grievance Redressal Cell.
- Opening the suggestion box in the presence of all available members of the Grievance Redressal Cell.

Student's Grievance received:

1. Request to add more electrical plug points in the fifth year A studio.

Actions Taken:

1. Discussion on the available electrical infrastructure available and the scope of improvement of the same.
2. Instructed the infrastructure team regarding the suggestion received from the committee members and requested to appoint the electrician with detailed quotation.

Members present:

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Signature
1	Prof. Satish Dhale (Principal)	
3	Prof. Varsha Annadate	
4	Prof. Kamakshi Vaidya	
5	Prof. Harshada Ponkshe	
6	Prof. Nikhil V. Hadrike	
7	Prof. Aisha Siddiqui	



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Principal  
**Prof. Satish Dhale**  
M.A., Ph.D., PG.DIP. IN ARCHITECTURE

Ref No. BV/COA/NM/

**DATE : 13/01/2023**

**NOTICE**

This is to inform the following faculty members to remain present for the Students Grievance Redressal Cell meeting on **17th January 2023** in Principal's cabin at **10.00 A.M.**


**Agenda:**

- Opening the suggestion box.
- Meeting on the redressal of the received grievance.

**Venue:** Principal's Cabin, Bharati Vidyapeeth College of Architecture, Navi Mumbai

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Designation
1	Prof. Satish Dhale (Principal)	Chairperson of the committee
2	Prof. Anil Nandedkar	Faculty Member - Design Chair
3	Prof. Varsha Annadate	Faculty Member - Professor
4	Prof. Kamakshi Vaidya	Faculty Member - Professor
5	Prof. Ruta Pawar	Faculty Member - Asso. Professor
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Principal  
Prof. Satish Dhale  
(G.D.D.D., P.G.D.D., IIA, M.Sc. ID, M.Arch)

Ref. No.: BV/COA/NM/

DATE: 17/01/2023

## MINUTES OF THE MEETINGS

### STUDENTS GRIEVANCE REDRESSAL CELL

Meeting dated 17th January 2023, Time: 10:00 A.M.

- Opening the suggestion box in the presence of all available members of the Grievance Redressal Cell.

#### Student's Grievances received:

- Alignment issues with drafting tables in first year studios.

#### Actions Taken:

- Instructed all first year and second year class incharge to check drafting tables in their respective classes.
- Instructed the class in charge of first year and second year to discuss in respective classes regarding any other such issues and take necessary actions if required.
- Instructed the infrastructure team regarding the same issue and requested to appoint the carpenter.

#### Members present:

Sr. No.	Grievance Redressal Cell for AY 2022-2023	Signature
1	Prof. Satish Dhale (Principal)	
3	Prof. Varsha Annadate	
4	Prof. Kamakshi Vaidya	
5	Prof. Ruta Pawar	
6	Prof. Harshada Ponkshe	
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Principal  
Prof. Satish Dhale  
(D.D.D., P.G.D.D., B.A., M.Sc.(D.), M.Arch.)

Ref No. - BV/COA/N.M./

DATE : 24/03/2023

## NOTICE

This is to inform the following faculty members to remain present for the Students Grievance Redressal Cell meeting on **29th March 2023** in Principal's cabin at **2.00 P.M.**

### Agenda:

- Opening the suggestion box.
- Meeting on the redressal of the received grievance.

**Vnnue:** Principal's Cabin, Bharati Vidyapeeth College of Architecture, Navi Mumbai

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1	Prof. Satish Dhale (Principal)	Chairperson of the committee
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**Prof. Satish Dhale**  
(G.O.D.D., P.G.D.D., IIA, M.Sc.ID., M.Arch)

Ref. No. : BV/COA/N.M./

DATE : 29/03/2023

## MINUTES OF THE MEETINGS

### STUDENTS GRIEVANCE REDRESSAL CELL

Meeting dated 29th March 2023, Time: 2:00 P.M.

Opening the suggestion box in the presence of all available members of the Grievance Redressal Cell.

#### Student's Grievances received:

1. Request for the permission to extend the college hours for students to stay back and work on assignments and study for the upcoming exams.
2. More space and display panels for exhibition.

#### Actions Taken:

1. Decision was taken to allow students to wait and work on their assignments in college till 5 P.M. and teaching and non-teaching staff instructed accordingly.
2. Open-exhibition space was allotted to display student's work.
3. Instructed the infrastructure team to arrange the display panels in the exhibition room and open-exhibition on the ground floor for the students and to update the exhibition year wise.
4. Dedicated faculties were appointed from the exhibition team.

#### Members present:

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1	Prof. Satish Dhale (Principal)	
2	Prof. Anil Nandedkar	
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