



# Maulana Azad College of Arts, Science & Commerce

## Dr. Rafiq Zakaria Campus

Post Box No. 27, Dr. Rafiq Zakaria Marg, Rauza Bagh, Aurangabad -431 001 Maharashtra.  
Tel: 0240-2381102 • Web: <http://maca.ac.in> • Email: [macprincipal@gmail.com](mailto:macprincipal@gmail.com)

- \* Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
- \* Recognized Minority Institute \* UGC – 2(f) & 12 (B) Status \* NAAC Re-accredited College
- \* UGC'S status of "College with Potential for Excellence"

### Student Grievance Redressal Cell

Sr. No.	Name	Particulars
1.	Dr. Prashant Netankar	Incharge
2.	Dr. Madhuri Sahasrabudhe	Member
3.	Dr. J.D. Shaikh	Member
4.	Dr. Mahejabin .N.Sayyad	Member
5.	Dr. Shahela Yasmeen	Member
6.	Dr. Afroz Fatema	Member
7.	Dr. Shaikh Ifrah	Member

- Place complaint boxes at different places in the college campus.
- Conduct regular meetings and compile the minutes of the meetings and ATR.
- Ensure coordination with different committees for receiving grievances.
- Resolve grievances in consultation with the Principal.

(Dr. Mazhar Ahmed Farooqui)  
Principal

**PRINCIPAL**  
Maulana Azad College  
AURANGABAD.

## Notice

Date: - 25-07-2020

All the members of Students Grievances Cell are requested to attend the meeting on 27<sup>th</sup> July 2020 at 3:30 PM online on Zoom Meeting platform; the link will be shared on WhatsApp Group.

1. Dr. Prashant Netankar – Chairman

2. Dr. Madhuri Sahasrabuddhe – Member

3. Dr. J.D. Shaikh – Member

4. Dr. Shahela Yasmeen – Member

5. Dr. Shaikh Afroz Fatema – Member

6. Dr. Ifrah Fatema – Member

7. Mrs. Mahjabeen Nisar Sayyed – Member

### Agenda of the Meeting:

1. Increase the time span of activation of the link tests.
2. Increase the time span of video link to keep it activated.

### **Minutes of the Meeting held on 27<sup>th</sup> July 2020.**

The Grievances were discussed in the meeting.

1. Informed to all faculty members.

All faculty members agree to do so.

2. The activation of video link for longer time period was unanimously agreed by all faculties.



## Notice

Date: - 18-10-2020

All the members of Students Grievances Cell are requested to attend the meeting on 20<sup>th</sup> October 2020 at 4:00 PM online on Zoom Meeting platform; the link will be shared on WhatsApp Group.

1. Dr. Prashant Netankar – Chairman

2. Dr. Madhuri Sahasrabuddhe – Member

3. Dr. J.D. Shaikh – Member

4. Dr. Shahela Yasmeen – Member

5. Dr. Shaikh Afroz Fatema – Member

6. Mrs. Mahjabeen Nisar Sayyed – Member

7. Dr. Ifrah Fatema – Member

### Agenda of the Meeting :

1. If possible make short videos of the lecture.
2. To post additional e-material.

## **Minutes of the Meeting held on 20<sup>th</sup> October 2020.**


The Grievances were discussed in the meeting.

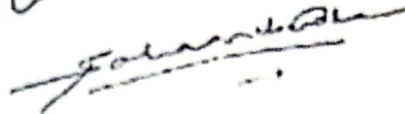
1. The faculties were informed to prepare and post short videos.
2. Additional e-material was posted & all faculties on their respective Google Classroom.


## Notice


Date: - 02-02-2021


All the members of Students Grievances Cell are requested to attend the meeting on 05<sup>th</sup> February 2021 at 3:20 PM in the IQAC office.

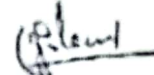
1. Dr. Prashant Netankar – Chairman 

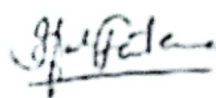
2. Dr. Madhuri Sahasrabuddhe – Member 

3. Dr. J.D. Shaikh – Member 

4. Dr. Shahela Yasmeen – Member 

5. Dr. Shaikh Afroz Fatema – Member 

6. Mrs. Mahjabeen Nisar Sayyed – Member 

7. Dr. Ifrah Fatema – Member 

### Agenda of the Meeting:

1. Cleaning of washroom girls and boys.
2. Cleaning of girl's common room.

## **Minutes of the Meeting held on 5<sup>th</sup> February 2021.**

The Grievances were discussed in the meeting.

1. Due to COVID-19 norms washrooms were not in use. The sweeper has been informed to clean the washrooms.

The washrooms were cleaned and hygiene.

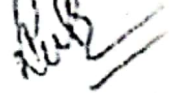
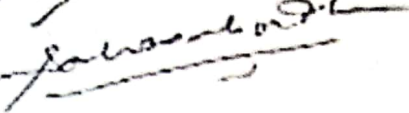


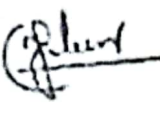
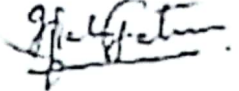
2. Incharge of girl's common room was informed and she did the cleaning of the common room.



# Notice

Date: - 01-03-2021

All the members of Students Grievances Cell are requested to attend the meeting on 3<sup>rd</sup> March 2021 at 3:30 PM in the Department of Chemistry.

1. Dr. Prashant Netankar – Chairman 
2. Dr. Madhuri Sahasrabuddhe – Member 
3. Dr. J.D. Shaikh – Member 
4. Dr. Shahela Yasmeen – Member 
5. Mrs. Mahjabeen Nisar Sayyed – Member - 
6. Dr. Ifrah Fatema – Member 

## Agenda of the Meeting :

1. To provide additional question bank



### **Minutes of the Meeting held on 3<sup>rd</sup> March 2021.**

The Grievance is discussed in the meeting.

1. All faculties prepare and posted additional question bank in their respective Google Classroom.

Dr. Rafiq Zakaria Campus  
Maulana Azad College of Arts, Science & Commerce,  
Rauza Bagh, Aurangabad 431001

---

**STUDENT**  
**GRIEVANCES**  
**REDRESSAL CELL**

**2021-22**



# Maulana Azad College of Arts, Science & Commerce Dr. Rafiq Zakaria Campus

Post Box No. 27, Dr. Rafiq Zakaria Marg, Rauza Bagh, Aurangabad -431 001 Maharashtra.  
Tel: 0240-2381102 • Web: <http://maca.ac.in> • Email: [macprincipal@gmail.com](mailto:macprincipal@gmail.com)

- \* Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.
- \* Recognized Minority Institute \* UGC – 2(f) & 12 (B) Status \* NAAC Re-accredited College
- \* UGC'S status of "College with Potential for Excellence"

## Student Grievance Redressal Cell

Sr. No.	Name	Particulars
1.	Dr. Prashant Netankar	<b>Incharge</b>
2.	Dr. Madhuri Sahasrabudhe	<b>Member</b>
3.	Dr. J.D. Shaikh	<b>Member</b>
4.	Dr. Mahejabin .N.Sayyad	<b>Member</b>
5.	Dr. Shahela Yasmeen	<b>Member</b>
6.	Dr. Afroz Fatema	<b>Member</b>
7.	Dr. Shaikh Ifrah	<b>Member</b>

- Place complaint boxes at different places in the college campus.
- Conduct regular meetings and compile the minutes of the meetings and ATR.
- Ensure coordination with different committees for receiving grievances.
- Resolve grievances in consultation with the Principal.

(Dr. Mazhar Ahmed Farooqui)  
Principal



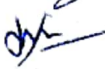


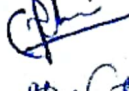
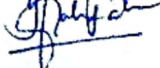
**PRINCIPAL**  
Maulana Azad College  
AURANGABAD.



## Notice

Date 25/10/2021




All the members of Students grievance Cell are here by informed to attend the meeting on 27/10/2021 at 3.40 pm in the Department of Chemistry.

- |                               |            |  |
|-------------------------------|------------|--|
| 1. Dr. Prashant Netankar      | - Chairman |  |
| 2. Dr.. Madhuri Sahasrabudhe- | Member     |  |
| 3. Dr. J.D. Shaikh            | - Member   |   |
| 4. Dr. Shahela Yasmeen        | - Member   |  |
| 5. Dr. Afroz Fatema           | - Member   |   |
| 6. Ms. Mahejabin Sayyad       | - Member   |   |
| 7. Dr. Ifra Fatema            | - Member   |  |

### Agenda of the meeting :

1. Review of the last meeting
2. Library should be open 24 X 7 for competitive study







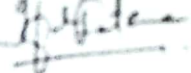
## Minutes of the meeting held on 27<sup>th</sup> October 2021

1. The chairman of the committee explained the role, responsibility and the purpose of the Students Grievance Cell.
2. Work allotment was discussed
3. Awareness about the grievance cell among the students was allotted as :  
For Under graduation - Dr. Shahela Yasmin   
For Post Graduation – Dr. Ifra Fatema   
For Non Grant section – Dr. Prashant Netankar 
4. It was decided to convey the Library staff to keep the library open 24 X 7 for competitive study

## Notice

Date: 16/12/2021

All the members of Students grievance Cell are requested to attend the meeting on Monday 20<sup>th</sup> December 2021 at 3.45 pm in the Department of Chemistry.

- |                               |          |   |
|-------------------------------|----------|---|
| 1. Dr. Prashant Netankar -    | Chairman |    |
| 2. Dr. Madhuri Sahasrabudhe - | Member   |    |
| 3. Dr. J.D. Shaikh            | Member   |    |
| 4. Dr. Shahela Yasmeen -      | Member   |    |
| 5. Dr. Afroz Fatema           | Member   |   |
| 6. Ms. Mahejabin Sayyad -     | Member   |  |
| 7. Dr. Ifra Fatema -          | Member   |  |

### Agenda of the meeting:

1. To confirm the minutes of the meeting
2. Review of the work allotment
3. Addition of drinking water facility
4. Awareness on cyber security.



## Minutes of the meeting held on 20<sup>th</sup> December 2021







1. The minutes of the previous meeting held on 27<sup>th</sup> October were confirmed by all the members of the cell.
2. As per the allotted work, the faculties visited classes of UG, PG and Non Grant section, discussed about the Students Grievances Cell with the students.
3. It was decided to request the Principal to provide additional drinking water facility.
4. It was decided to arrange a lecture for students to make them aware about cyber crimes.

## Notice

Date: 07/03/2022

All the members of Students grievance Cell are requested to attend the meeting on

8<sup>th</sup> March 2022 at 3.40 pm in the Department of Chemistry.

- |                              |          |   |
|------------------------------|----------|---|
| 1. Dr. Prashant Netankar     | Chairman |    |
| 2. Dr.. Madhuri Sahasrabudhe | Member   |   |
| 3. Dr. J.D. Shaikh           | Member   |    |
| 4. Dr. Shahela Yasmeen       | Member   |    |
| 5. Dr. Afroz Fatema          | Member   |    |
| 6. Ms. Mahejabin Sayyad      | Member   |   |
| 7. Dr. Ifra Fatema           | Member   |  |

### Agenda of the meeting:

1. To confirm the minutes of the meeting
2. Increase in number of books in book bank
3. Any other business with the permission of the chairman

## **Minutes of the meeting held on 8<sup>th</sup> March 2022**

1. Minutes of the last meeting were confirmed.
2. The chairman of the cell requested the Principal to increase the number of books in the book bank and conveyed it to the library staff



## Notice

Date: -26/04/2022

A meeting of Students grievance Cell is scheduled on 28<sup>th</sup> April 2022 at 3.30 pm in the IQAC office. All the members are requested to attend the meeting.

1. Dr. Prashant Netankar

Chairman

2. Dr.. Madhuri Sahasrabudhe

Member

3. Dr. J.D. Shaikh

Member

4. Dr. Shahela Yasmeen

Member

5. Dr. AfrozFatema

Member

6. Ms. Mahejabin Sayyad

Member

7. Dr. Ifra Fatema

Member

### Agenda of the meeting:

1. Permission to the students to eat Tiffin's on the college lawns.
2. Arrange the canteen day

## **Minutes of the meeting held on 28<sup>th</sup> April 2022**

1. The chairman of the cell Dr Prashant Netankar reported about the grievances received ,
2. Grievance was about allowing students to eat their Tiffins on the college lawns.
3. The grievance was discussed with the Principal
4. It was decided to arrange canteen day