



Vishnu Waman Thakur Charitable Trust's
VIVA Institute of Pharmacy

Approved by PCI, AICTE (New Delhi), DTE (Government of Maharashtra),
and Affiliated to University of Mumbai

Criterion 5: Student Support & Progression

SSR 2023

5.1.4 Student Support

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





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**Grievance Redressal Committee
(GRC)**





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Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

03/07/2023

GRIEVANCE REDRESSAL COMMITTEE MEETING (GRC)

CIRCULAR

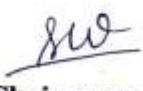
Subject: GRC Meeting No-9 Intimation to the members of GRC

The meeting of Grievance Redressal Committee (GRC) is scheduled on 04 July 2023
at 3.00pm Room No- D102

You are requested to kindly make it convenient to attend the same. The **agenda** for the
meeting is as follows:

1. Confirmation of minutes of the meeting held on 05/02/2023
2. Discussion on grievances received from students and plans to resolve it
3. Reconstitution of GRC Members.
4. Any other matter with permission of chair.


Committee Coordinator


Chairperson





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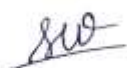
Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF PHARMACY

At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 04/07/2023 04/07/2023

1. GRC Meeting was held on 4 July at 3.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 05/02/2023:** GRC coordinator explained the action taken report of the minutes of meeting of the previous GRC meeting held on 05/02/2023.
4. Committee ensured that order of new books and journals are given as per the discussion in previous GRC.
5. Reconstitution of GRC committee: GRC was reconstituted on 4/7/2023 as per Appendix 15, of AICTE Grievances Redressal Mechanism for the institutional excellence in the academics through quality work.
5. Students requested for water cooler in boys common room
Action taken- committee has decided to propose new water cooler in BCP
6. Members have agreed to convey next meeting for upcoming session.
7. Meeting was concluded with vote of thanks by GRC Coordinator.


Committee Coordinator


Chairperson





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VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2022-2023)

Date: 04/07/2023

Venue: Room No Room No- D102- Time:3.000pm

SR.NO.	NAME OF THE MEMBER	DESIGNATION	SIGN
1	Dr. Sunita Ogale	Chairperson	
2	Dr. Sanghdeep Gajbhiye	HOD	
3	Mr. Sagar Choudhari	Committee Incharge	
4	Mrs Ahisha A. Kolapkar	Committee Member	
5	Mr Shivanshu Mirshra	Final year B.Pharm student	
6	Ms. Tisha Shah	Third year B.Pharm student	
7	Ms. Shrawani Hundare	First year B.Pharm student	
8	Ms. Revati Shah	First year student M.Pharm	





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04/02/2023

GRIEVANCE REDRESSAL COMMITTEE MEETING (GRC)

CIRCULAR

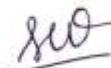
Subject: GRC Meeting No-8 Intimation to the members of GRC

The meeting of Grievance Redressal Committee (GRC) is scheduled on 05 February 2023 at 12.00pm Room No- D102

You are requested to kindly make it convenient to attend the same. The **agenda** for the meeting is as follows:

1. Confirmation of minutes of the meeting held on 12/08/2022
2. Discussion on grievances received from students and plans to resolve it
3. Any other matter with permission of chair.


Committee Coordinator


Chairperson





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VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 5/02/2023

1. GRC Meeting was held on 05 February at 12.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 12/08/2022**-GRC coordinator explained the action taken report of the minutes of meeting of the previous GRC meeting held on 12/08/2022. Committee had Informed to store department for requisition of lockers, and lockers to all students are now available.
4. Students discussed about requirement of more library books, and latest edition of journals
Action plan- committee has discuss the issue with librarian, asked to order books and journals
5. Members have agreed to convey next meeting for upcoming session.
6. Meeting was concluded with vote of thanks by GRC Coordinator.

Sogana
Committee Coordinator

MO
Chairperson





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At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2021-2022)

Date: 5/02/2023

Venue: Room No Room No- D102- Time:12.000pm

Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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10/08/2022

GRIEVANCE REDRESSAL COMMITTEE MEETING (GRC)

CIRCULAR

Subject: GRC Meeting No-7 Intimation to the members of GRC

The meeting of Grievance Redressal Committee (GRC) is scheduled on 12 August 2022 at 1.00pm Room No- D102

You are requested to kindly make it convenient to attend the same. The **agenda** for the meeting is as follows:

1. Confirmation of minutes of the meeting held on 06/01/2022
2. Discussion on grievances received from students and plans to resolve it
3. Any other matter with permission of chair.

Sagana
Committee Coordinator

SW
Chairperson





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At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 12/08/2022

1. GRC Meeting was held on 12 August at 1.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 06/01/2022**-GRC coordinator explained the action taken report of the minutes of meeting of the previous GRC meeting held on 06/01/2022
4. Students discussed about less availability of lockers.

Action plan- Committee has Informed to store department for requisition of lockers

5. Members have agreed to convey next meeting for upcoming session.
6. Meeting was concluded with vote of thanks by GRC Coordinator.

Sagard...
Committee Coordinator

sw
Chairperson



sw
Principal
VIVA INSTITUTE OF PHARMACY



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Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2021-2022)

Date: 12/08/2022

Venue: Room No Room No- D102- Time:1.000pm

Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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Taluka: Vasai, Dist. Palghar-401305, Maharashtra

04/01/2022

GRIEVANCE REDRESSAL COMMITTEE MEETING (GRC)

CIRCULAR

Subject: GRC Meeting No-6 Intimation to the members of GRC

The meeting of Grievance Redressal Committee (GRC) is scheduled on 06 January 2022 at 1.00pm Room No- D102

You are requested to kindly make it convenient to attend the same. The **agenda** for the meeting is as follows:

1. Confirmation of minutes of the meeting held on 19/10/2021
2. Discussion on grievances received from students and plans to resolve it
3. Any other matter with permission of chair.

Sagaon
Committee Coordinator

SW
Chairperson





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Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 06/01/2022

1. GRC Meeting was held on 6 January at 1.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 19/10/2021**-GRC coordinator explained the action taken report of the minutes of the meeting of previous GRC meeting held on 19/10/2021.
4. GRC coordinator outlined the agenda for the GRC meeting held on 19/10/2021 and the action plan for each point was identified.
5. Student grievances in last meeting were resolved, all projectors are now in working condition
6. Students discussed about unviability of Mirrors and Handwash in Washrooms.

Action plan- Committee discussed with all concern and decided to make available Mirrors and Handwash in washrooms.

7. Members have agreed to convey next meeting for upcoming session.
8. Meeting was concluded with vote of thanks by GRC Coordinator.

Sunita Ogale
Committee Coordinator

SGO
Chairperson





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At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2021-2022)

Date: 06/01/2022

Venue: Room No- Room No- D102 Time: 1.00pm

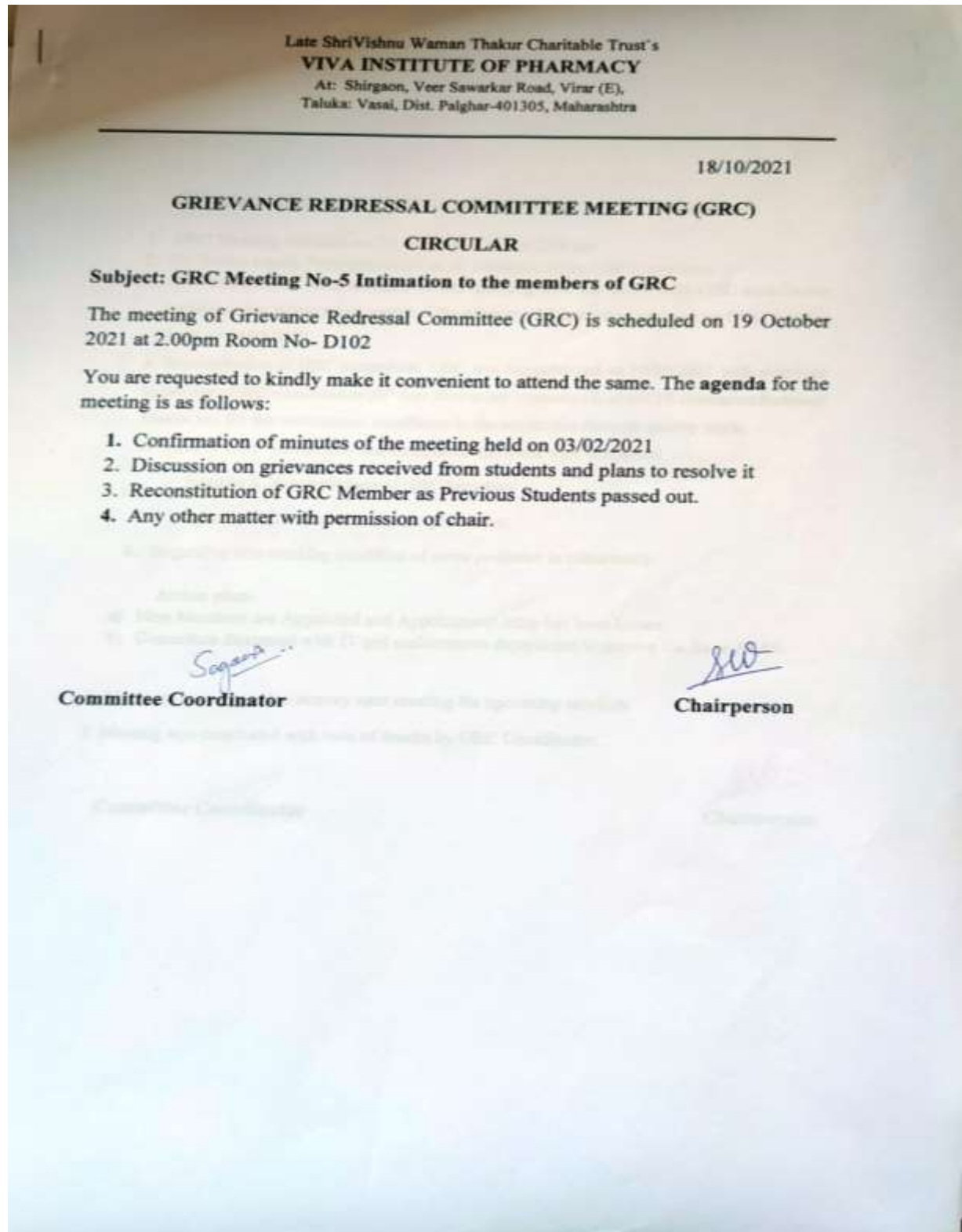
Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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VIVA INSTITUTE OF PHARMACY

At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 19/10/2021 19/10/2021

1. GRC Meeting was held on 19 October 2021 at 2.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 03/02/2021**-GRC coordinator explained the action taken report of the minutes of the meeting of previous GRC meeting held on 03/02/2021
 - a. Reconstitution of GRC committee: GRC was reconstituted on 19/10/2021 with reference to previous GRC constituted on 20th Sept 2019 as per Appendix 15, of AICTE Grievances Redressal Mechanism for the institutional excellence in the academics through quality work.
 - b. Role of GRC coordinator and committee members were discussed.

Agenda 1. Reconstitution of GRC Members

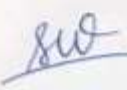
Agenda 2. Addressing student's grievances

4. Regarding non-working condition of some projector in classrooms

Action plan-

- a) New Members are Appointed and Appointment letter has been Issued
 - b) Committee discussed with IT and maintenance department to resolve the issue ASAP.
6. Members have agreed to convey next meeting for upcoming sessions.
 7. Meeting was concluded with vote of thanks by GRC Coordinator.


Committee Coordinator


Chairperson





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VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E).
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET
GRC Members (Academic Year: 2021-2022)

Date: 19/10/2021 Venue: Room No- Room No- D102 Time: 2.00 p.m

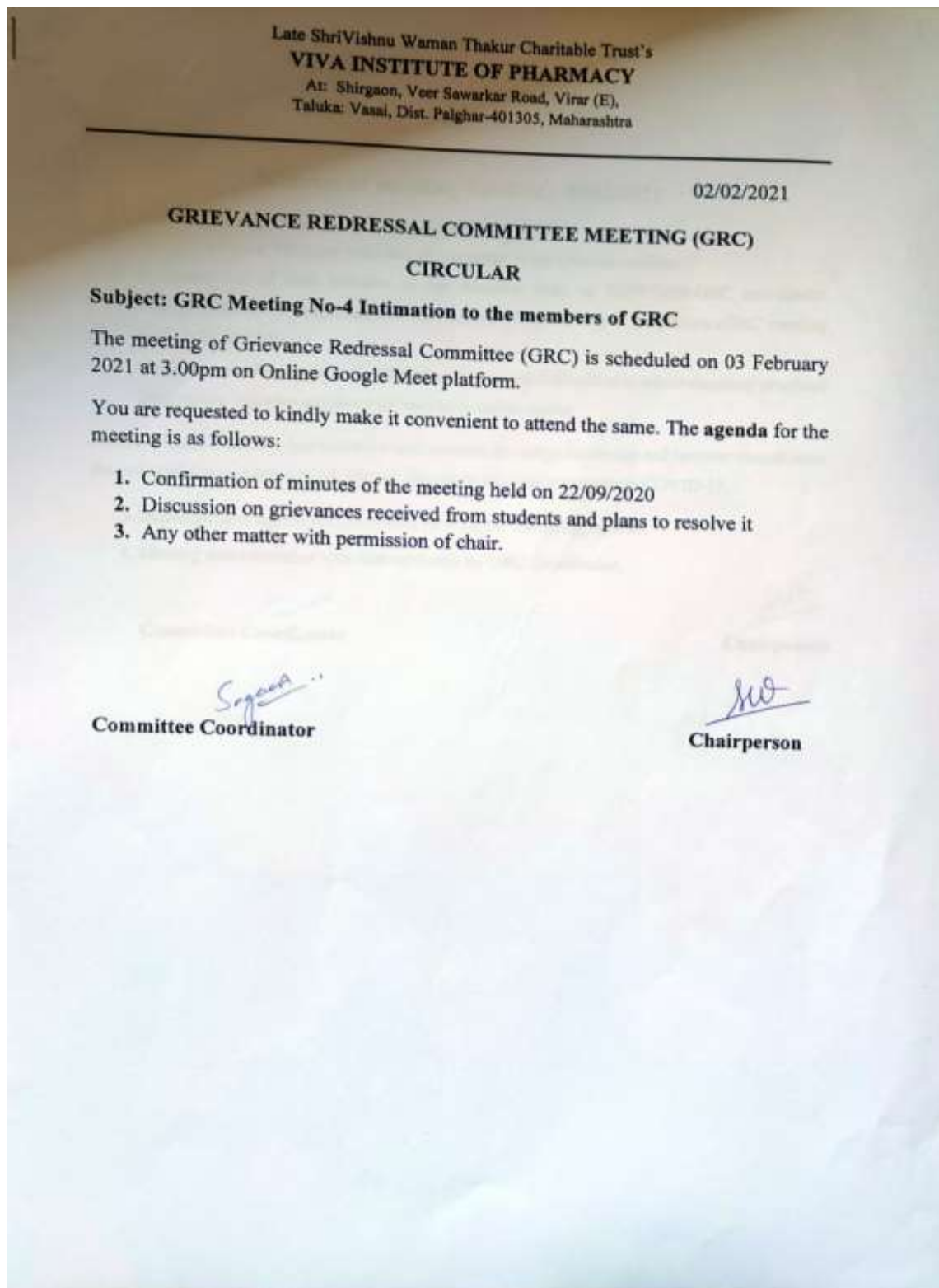
Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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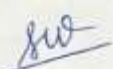
Minutes of meeting VIP/GRC- 03/02/2021

1. GRC Meeting was held on 03 February at 3.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 22/09/2020**-GRC coordinator explained the action taken report of the minutes of the meeting of the previous GRC meeting held on 22/09/2020.
4. **Students raised query about online practicals, and difficulties in understanding practical procedure, experimentation and results in online mode**

Action taken: Committee has decided to call students in college batchwise and teachers should show the practical demonstration in lab with all necessary precaution concern to COVID-19.

5. Members have agreed to convey next meeting for upcoming session.
6. Meeting was concluded with vote of thanks by GRC Coordinator.


Committee Coordinator


Chairperson





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VIVA INSTITUTE OF PHARMACY

At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2020-2021)

Date: 03/02/2021

Venue: Room No-Google meet

Time: 3.0pm

Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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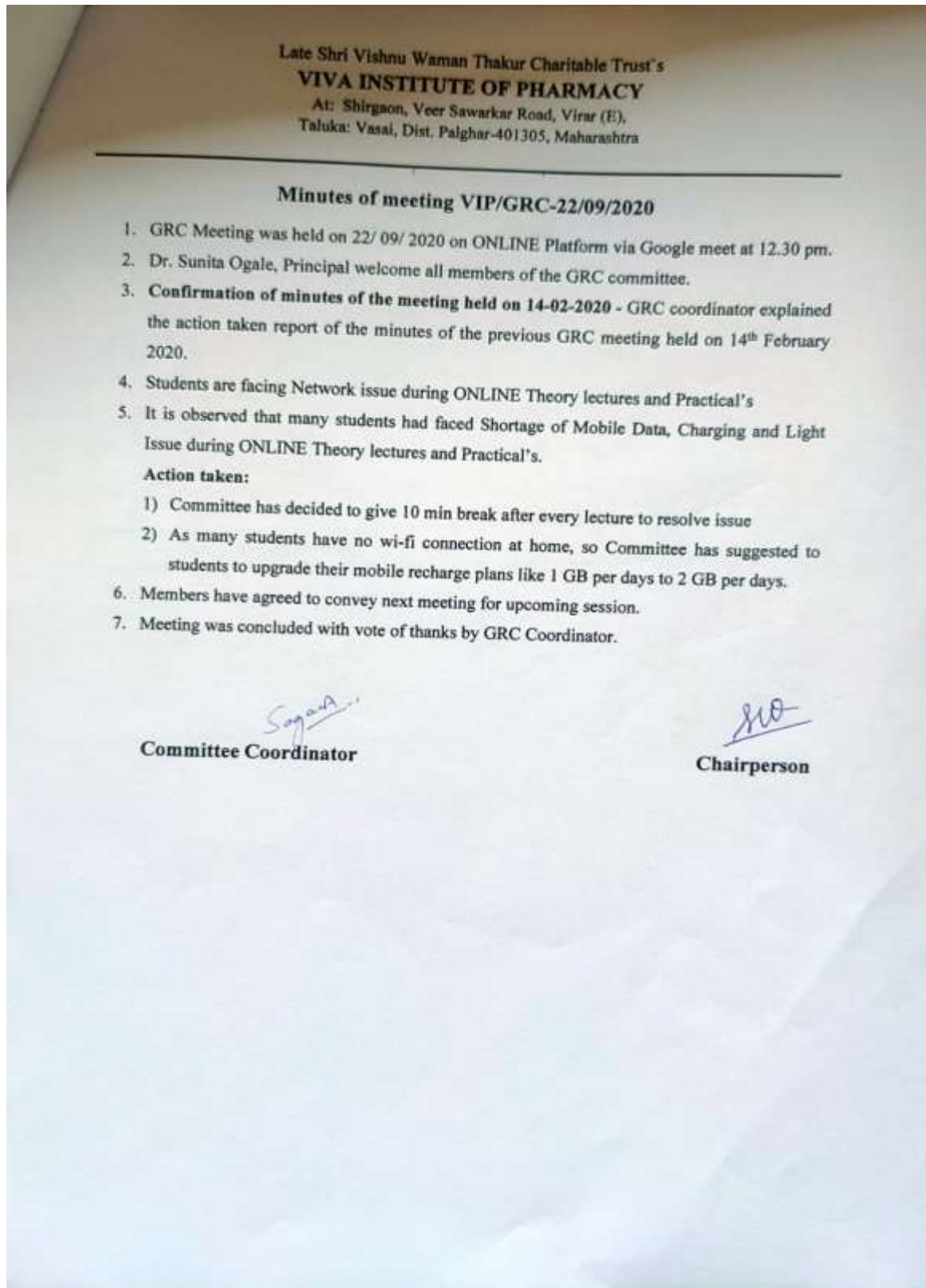
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ATTENDANCE SHEET

GRC Members (Academic Year: 2020-2021)

Date: 22/09/2020

Venue: Room No-Google meet

Time: 12.30pm

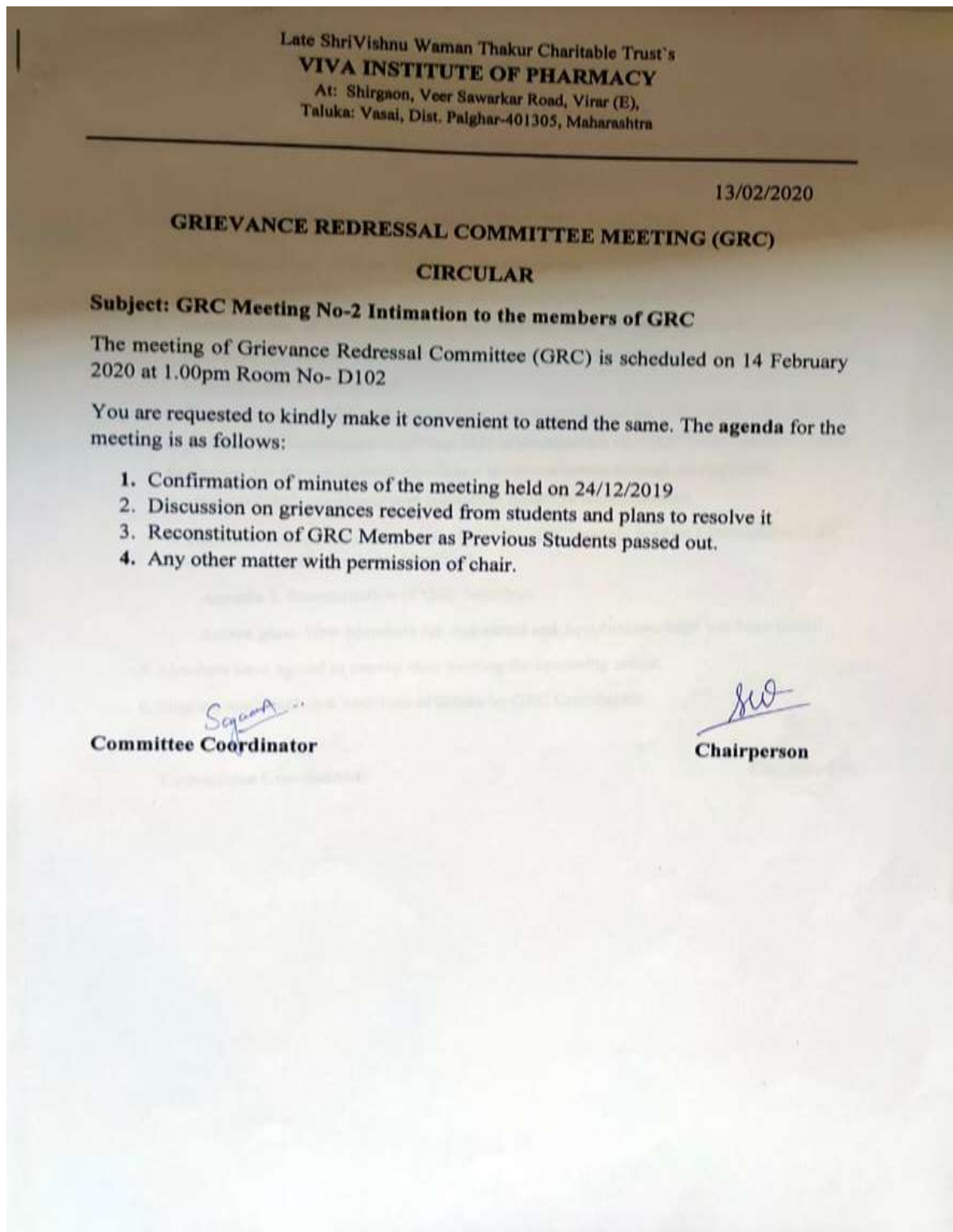
Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Mrs Neha Laxane	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivanshu Mishra	





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VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasal, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 14/02/2020

1. GRC Meeting was held on 14 February at 1.00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. **Confirmation of first minutes of the meeting held on 24/12/2019**-GRC coordinator explained the action taken report of the minutes of the minutes of the previous GRC meeting held on 24/12/2019
 - a. Reconstitution of GRC committee: GRC was reconstituted on 14/02/2020 with reference to previous GRC constituted on 20th Sept 2019 as per Appendix 15, of AICTE Grievances Redressal Mechanism for the institutional excellence in the academics through quality work.
 - b. Role of GRC coordinator and committee members were discussed.
4. GRC coordinator outlined the agenda for the GRC meeting held on 14/02/2020 and the action plan for each point was identified.

Agenda 1. Reconstitution of GRC Members

Action plan- New Members are Appointed and Appointment letter has been Issued

5. Members have agreed to convey next meeting for upcoming sector.
6. Meeting was concluded with vote of thanks by GRC Coordinator.


Committee Coordinator


Chairperson





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Taluka: Vasai, Dist. Palghar-401305, Maharashtra

ATTENDANCE SHEET

GRC Members (Academic Year: 2019-2020)

Date: 14/02/2020

Venue: Room No- D102

Time: 1.00pm

Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Mrs Neha Laxane	
3	Mr. Sagar Choudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivanshu Mishra	





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At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

23/12/2019

GRIEVANCE REDRESSAL COMMITTEE MEETING (GRC)

CIRCULAR

Subject: GRC Meeting No-1 Intimation to the members of GRC

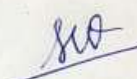
The meeting of Grievance Redressal Committee (GRC) is scheduled on 24 December 2019 at 2.00 pm at Room No-D102

You are requested to kindly make it convenient to attend the same.

The **agenda** for the meeting is as follows:

- 1 Constitution of GRC committee.
2. Discussion of roles and responsibilities of each member.
3. Any other matter with permission of chair


Head of Department


Principal





Vishnu Waman Thakur Charitable Trust's
VIVA Institute of Pharmacy

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and Affiliated to University of Mumbai

Late Shri Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

Minutes of meeting VIP/GRC- 24/12/2019

24/12/2019

GRC Meeting was held on 24 December 2019 at 2.00 pm.

1. Constitution of GRC committee: GRC was constituted in AY 2019-20 with reference to the reconstituted on 20th Sept 2019 as per Appendix 15, of AICTE Grievances Redressal Mechanism for the institutional excellence in the academics through quality work.
2. Dr. Sunita Ogale, Principal welcome all members and discussed the role of GRC coordinator and members.
3. Role of GRC coordinator and committee members.

Role of GRC coordinator:

- To ensure the GRC meeting to be conducted at least twice in a semester.
- To ensure effective planning and implementation of the functions of GRC
- To coordinate and maintain the documents.

Role of Committee members

- To ensure timely discussion of grievances from student and staffs.
- To suggest various plans and actions to resolve the grievance.
- To ensure the implementation of action taken in grievances Redressal committee
- To maintain the documentation of GRC

4. Further meeting ended with vote of thanks.

Head of Department

Principal





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Late Shri Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF PHARMACY
At: Shirgaon, Veer Sawarkar Road, Virar (E),
Taluka: Vasai, Dist. Palghar-401305, Maharashtra

GRC Members (Academic Year: 2019-20)

Date: 24/12/2019

Venue: Room No-D 102

Time: 2.00pm

Subject of meeting: Constitution of GRC

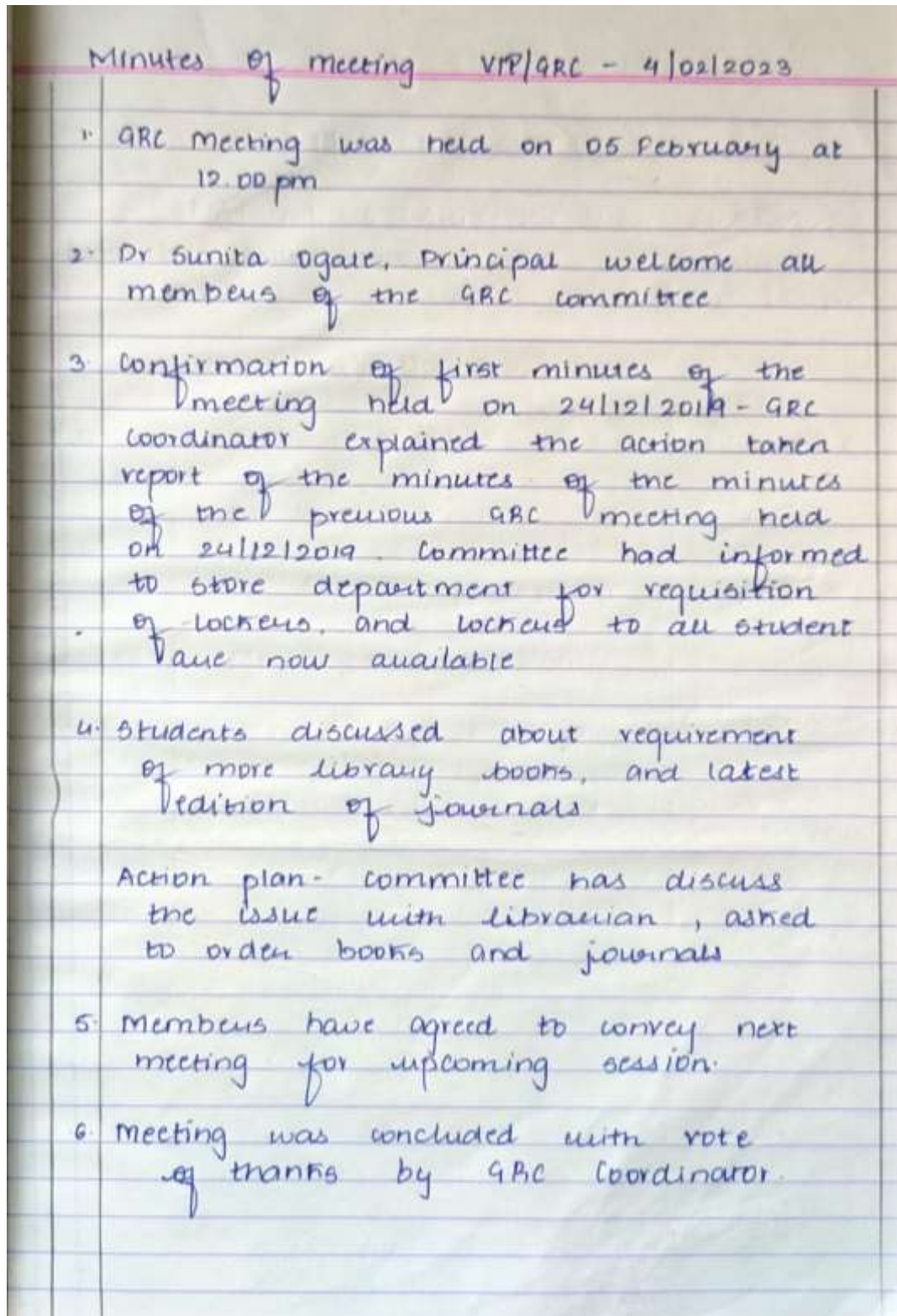
Sr. No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Mrs Neha Laxane	
3	Mr. Sagar Choudhari	
4	Ms. Swarali patil	
5	Mr. Shubham Parule	





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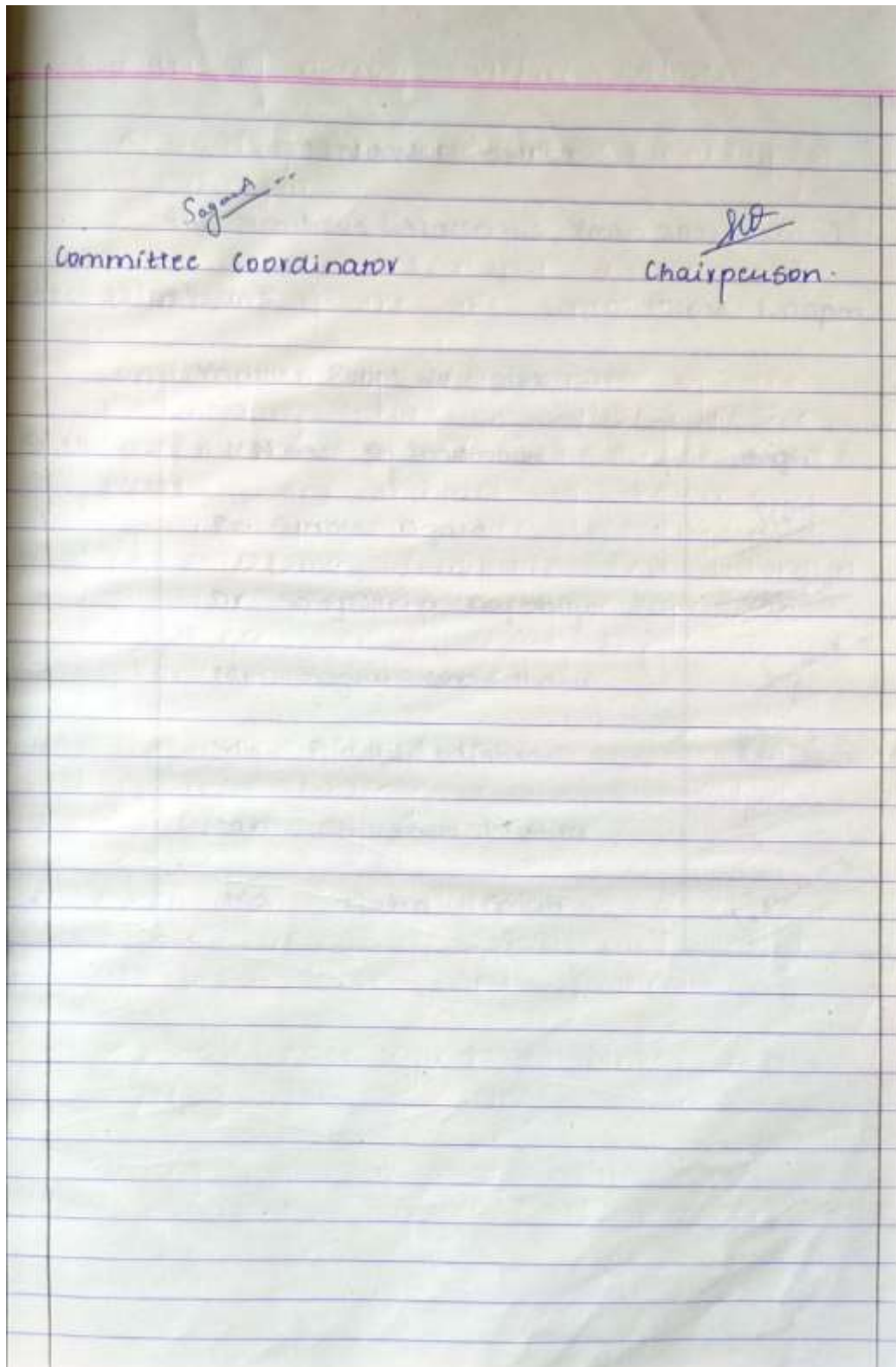
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ATTENDANCE SHEET

GRC Members (Academic Year: 2021 - 2022)

Date: 05/09/2023 Time: 1.00pm

Venue: Room NO: D102

Sl. No	Name of member	Sign
1.	Dr. Sunita Ogale	
2.	Dr. Sanghdeep Gaybhiye	
3.	Mr. Sagun Choudhary	
4.	Ms. Riddhi Mishra	
5.	Mr. Shivansh Mishra	
6.	Ms. Tisha Shah	





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Minutes of meeting VIP/GRC - 12/08/2022

1. GRC meeting was held on 12 August at 1.00 pm
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. Confirmation of First minutes of the meeting held on 16/01/2022 - GRC coordinator explained the action taken report of the minutes of the minutes of the previous GRC meeting held on 06/01/2022
4. Student discussed about less availability of lockers.
5. Action plan - committee has informed to store department for requisition of lockers
5. Member have agreed to convey next meeting for upcoming session.
6. meeting was concluded with vote of thanks by GRC coordinator.

Sogale
committee coordinator

MO
chairperson





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ATTENDANCE SHEET

GRC Members (Academic Year: 2021-2022)

Date: 12/08/2022 Time: 1.00pm

Venue: Room NO- D102

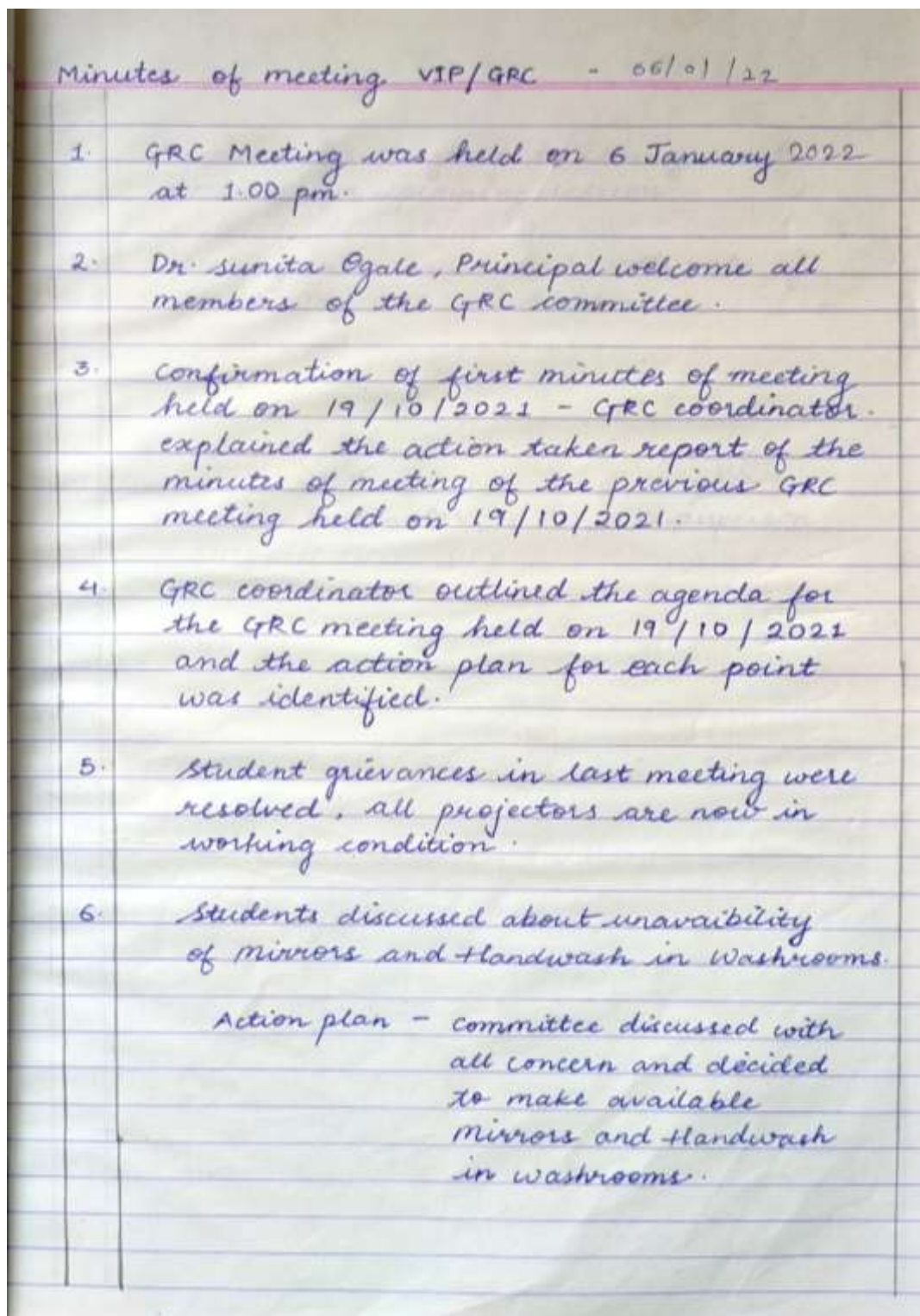
SR. NO	NAME OF MEMBER	SIGN
1.	Dr. Sunita Ogale	
2.	Dr. Sanghdeep Gajbhiye	
3.	Mr. Sagar Chaudhari	
4.	Mr. Riddhi Mishra	
5.	Mr. Shivansh Mishra	
6.	Ms. Tisha Shah	





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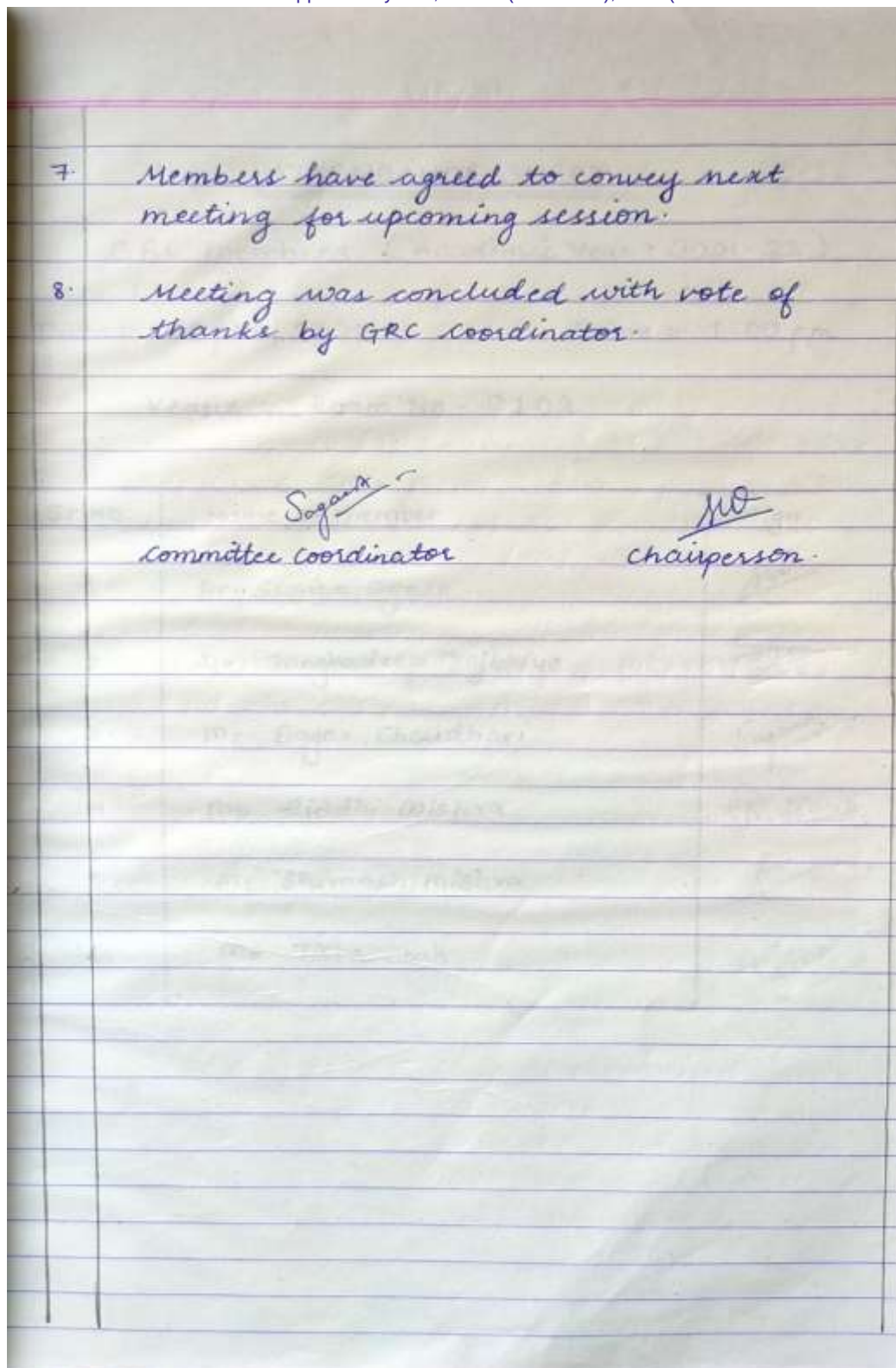
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ATTENDANCE SHEET

GRC members (Academic Year - 2021-22)

Date :- 06/01/2022 Time :- 1.00 pm

Venue : Room No - D102

Sr No.	Name of member	Sign
1.	Dr. Sunita Ogale	
2.	Dr. Sanghadeep Gajbhiye	
3.	Mr. Sagar Choudhari	
4.	Ms. Riddhi Mishra	
5.	Mr. Shivansh Mishra	
6.	Ms. Tisha Shah	





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Minutes of meeting VIP / GRC - 19/10/2021

1. GRC meeting was held on 19 October 2021 at 2:00 pm.
2. Dr. Sunita Ogale, Principal welcome all members of the GRC committee.
3. Confirmation of first minutes of the meeting held on 03/02/2021. GRC coordinator explained the action taken report of the minutes of the minutes of the previous GRC meeting held on 03/02/2021.
 - a. Reconstitution of GRC committee:
GRC was reconstituted on 14/02/2020 with reference to previous GRC constituted on 20th Sept 2019 as per Appendix 15, of AICTE Grievances Redressal Mechanism for the institutional excellence in the academics through quality work.
 - b. Role of GRC coordinator and committee members were discussed.

Agenda 1. Reconstitution of GRC Members.

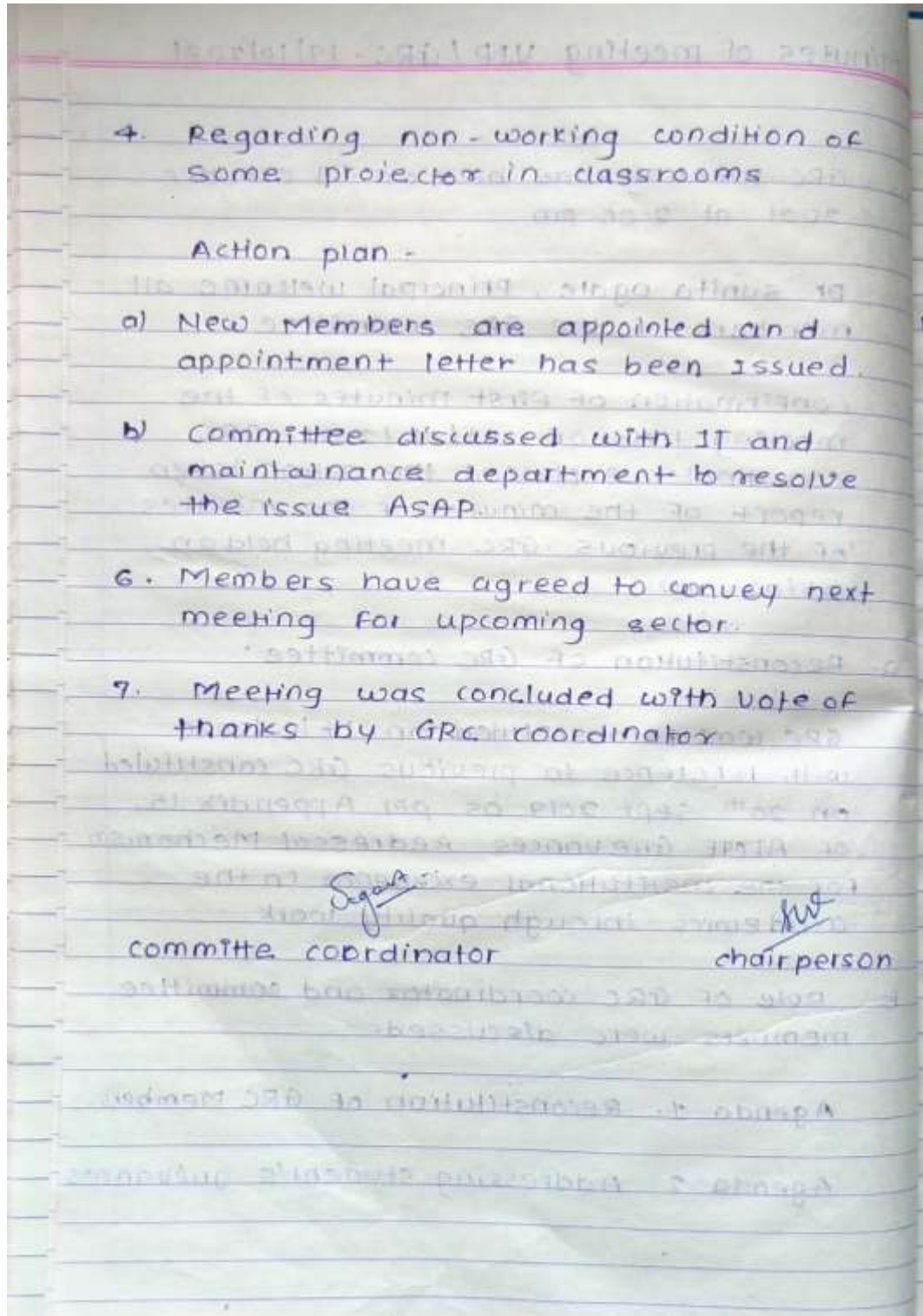
Agenda 2. Addressing student's grievances.





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ATTENDANCE SHEET

GRC members (Academic Year : 2020-21)

Date : 19/10/2021 Time : 2.00 P.M.

Venue : Room No - D102

Sr NO.	Name of Member	Sign
1.	Dr. sunita ogle	
2	Dr. sanghdeep Gaibhiye	
3	Mr. sagar choudhari	
4	Ms. Riddhi Mishra	
5	Mr. shivansh mishra	
6	Ms. Tisha shah	





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Minutes of Meeting VIP/GRC - 03/02/2021

1. GRC Meeting was held on 03 February at 3:00pm
2. Dr. Sunita Ogale, Principal welcome all the members of the GRC committee.
3. Confirmation of first minutes of the meeting held on 22/09/2020 - GRC coordinator explained the action taken report of the minutes of the minutes of the previous GRC meeting held on 22/09/2020
4. Students raised query about online practicals, its difficult to understand practical procedure, experimentation and results in online mode.

Action taken: Committee has decided to call students in college batchwise and teachers should show the practical demonstration in lab with all necessary precaution concern to COVID-19.
5. Members have agreed to convey next meeting for upcoming session.
6. Meeting was concluded with vote of thanks by GRC coordinator

Sogale
Committee Coordinator

SW
Chairperson





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ATTENDANCE SHEET

GRC Members (Academic Year : 2020-2021)

Date : 03/02/2021 Time : 3:00pm

Venue : Room No - Google Meet

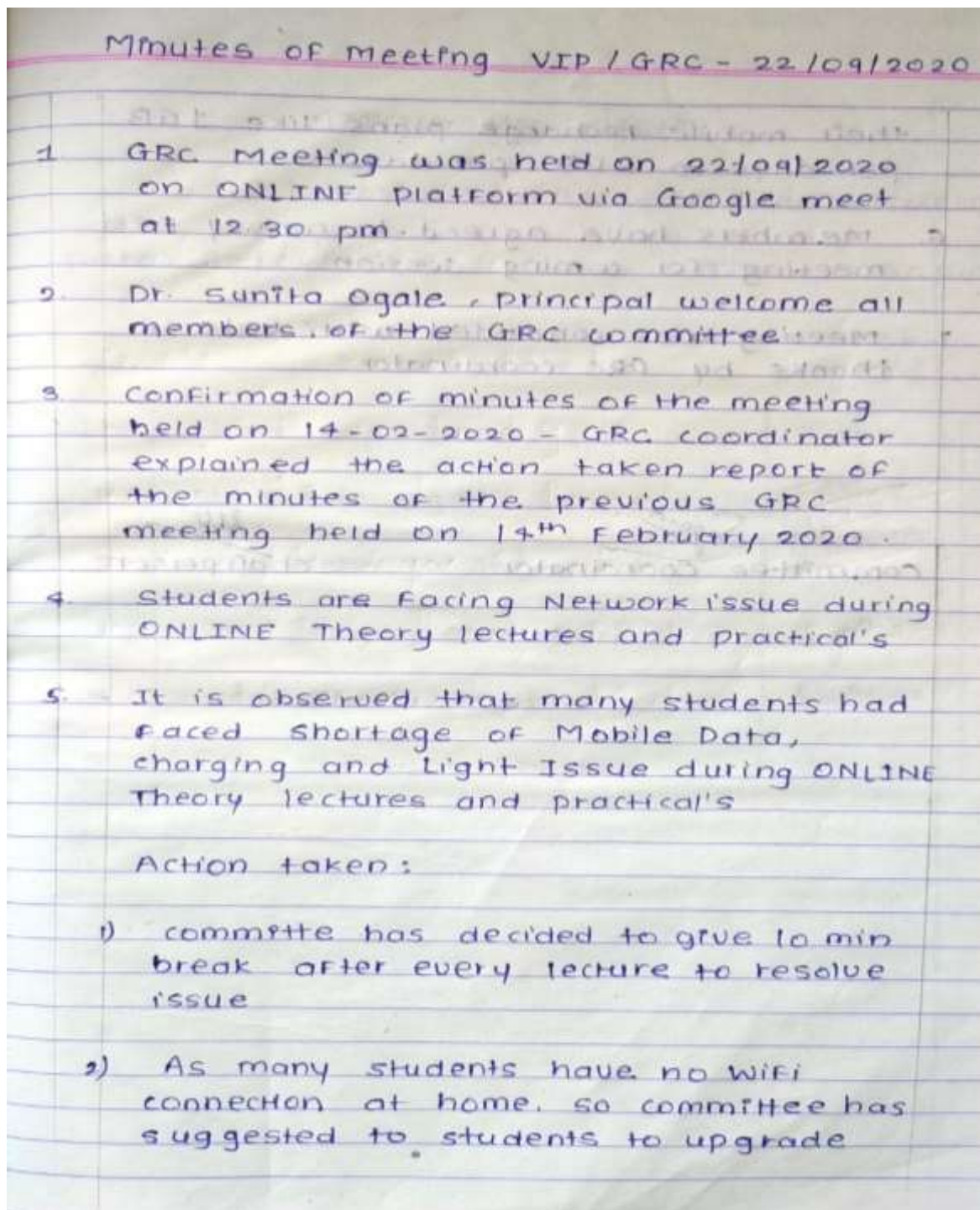
Sr.No	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Chaudhari	
4	Ms. Riddhi Mishra	
5	Mr. Shivansh Mishra	
6	Ms Tisha Shah	





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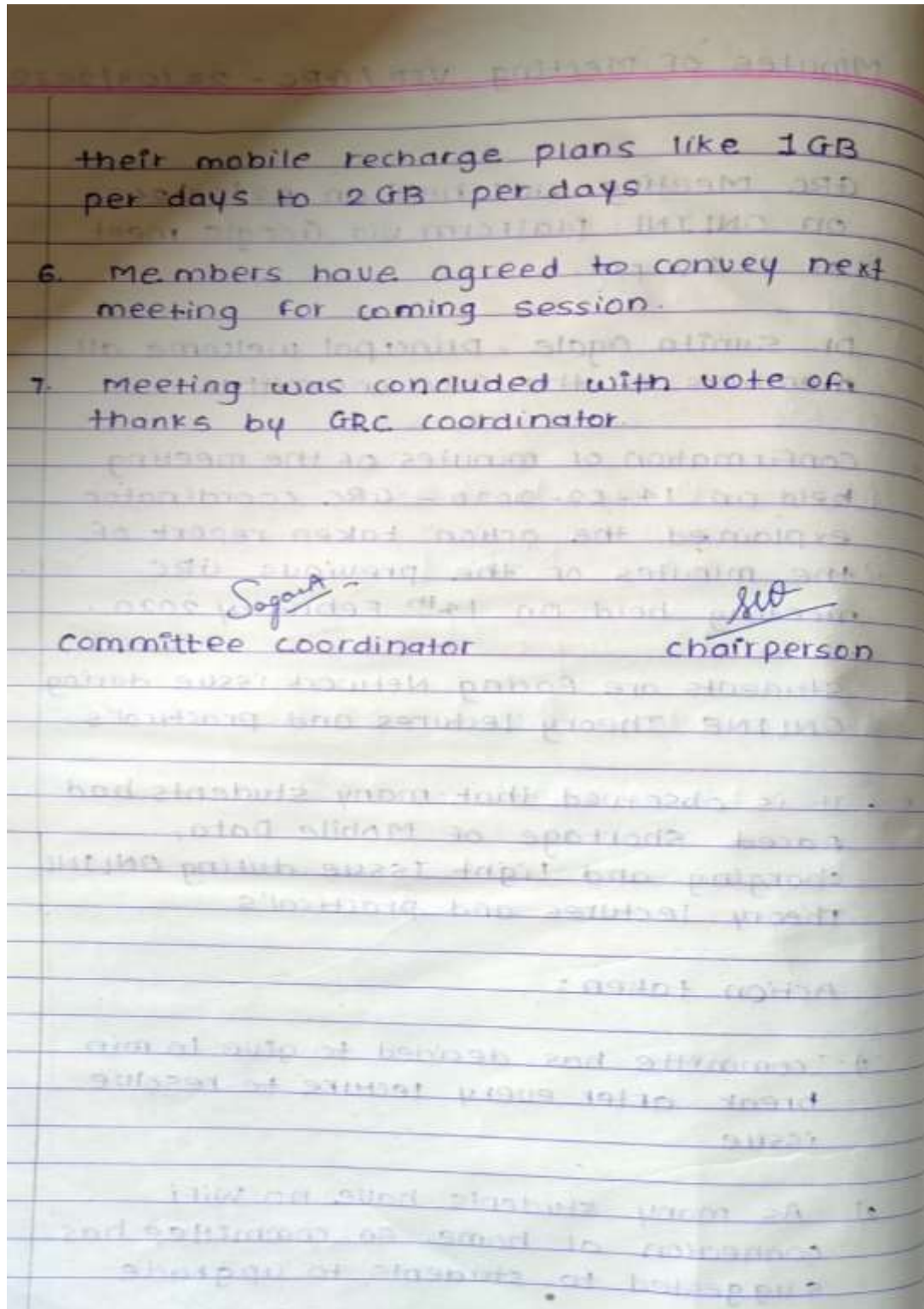
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ATTENDANCE SHEET

GRC Members (Academic Year: 2019-2020)

Date: 22/09/2020 Time: 12:30 pm

Venue: Room No - Google meet

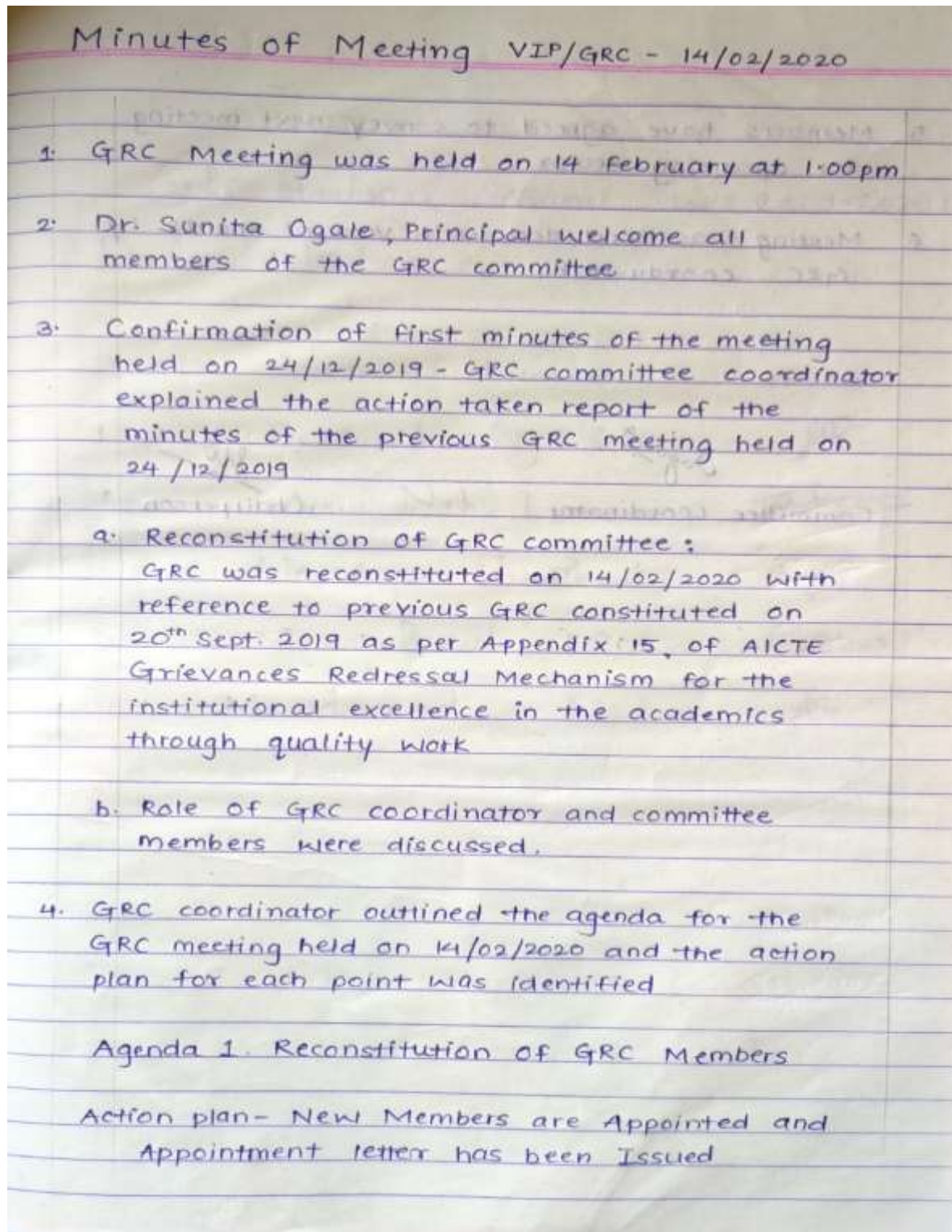
Sr.No.	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Mrs Neha Taxane	
3	Mr. Sagar choudhari	
4	Ms. Riddhi Mishra	
5	Mr. shivanshu Mishra	





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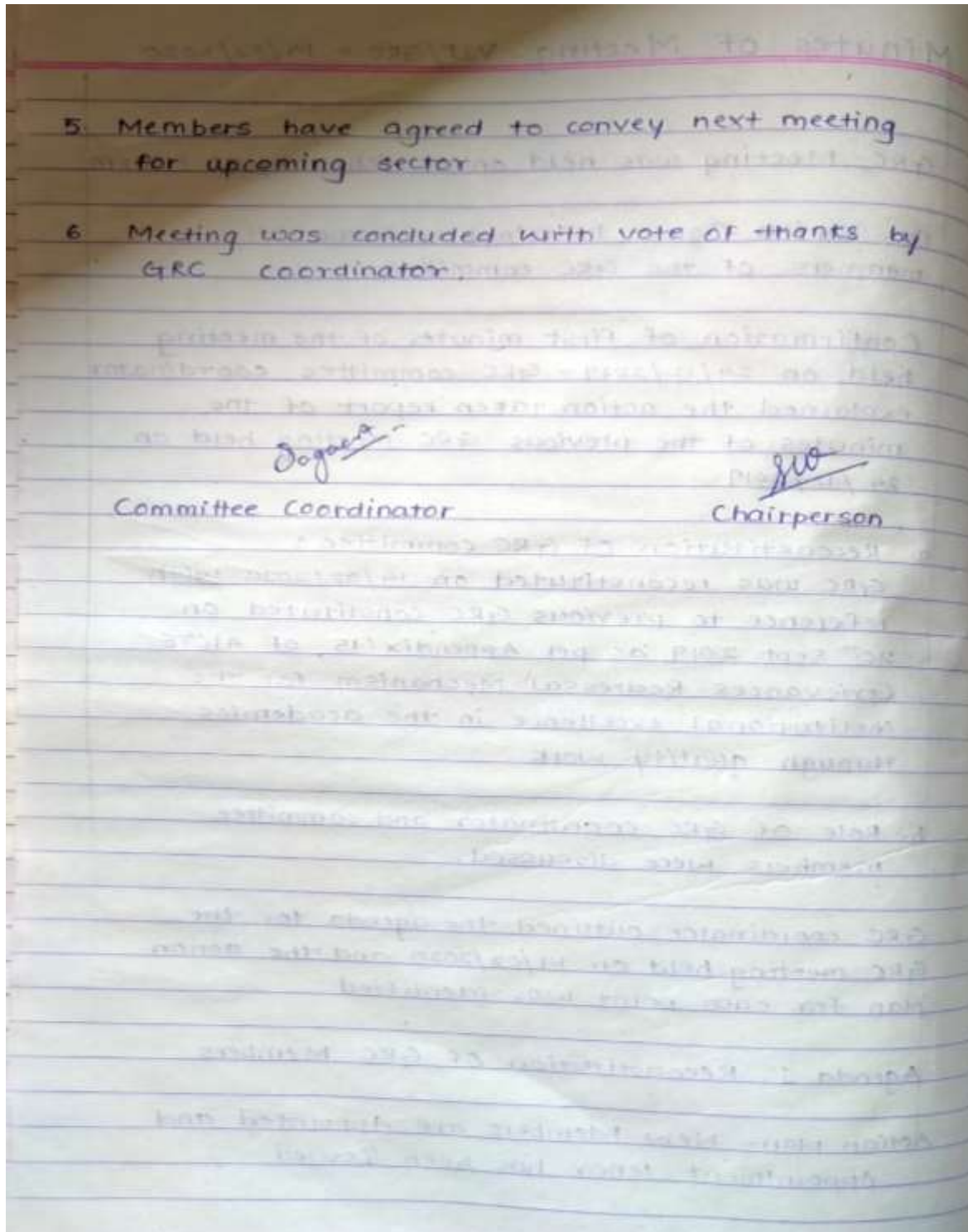
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ATTENDANCE SHEET

GRC Member (Academic Year 2019-2020)

Date - 16/02/2020

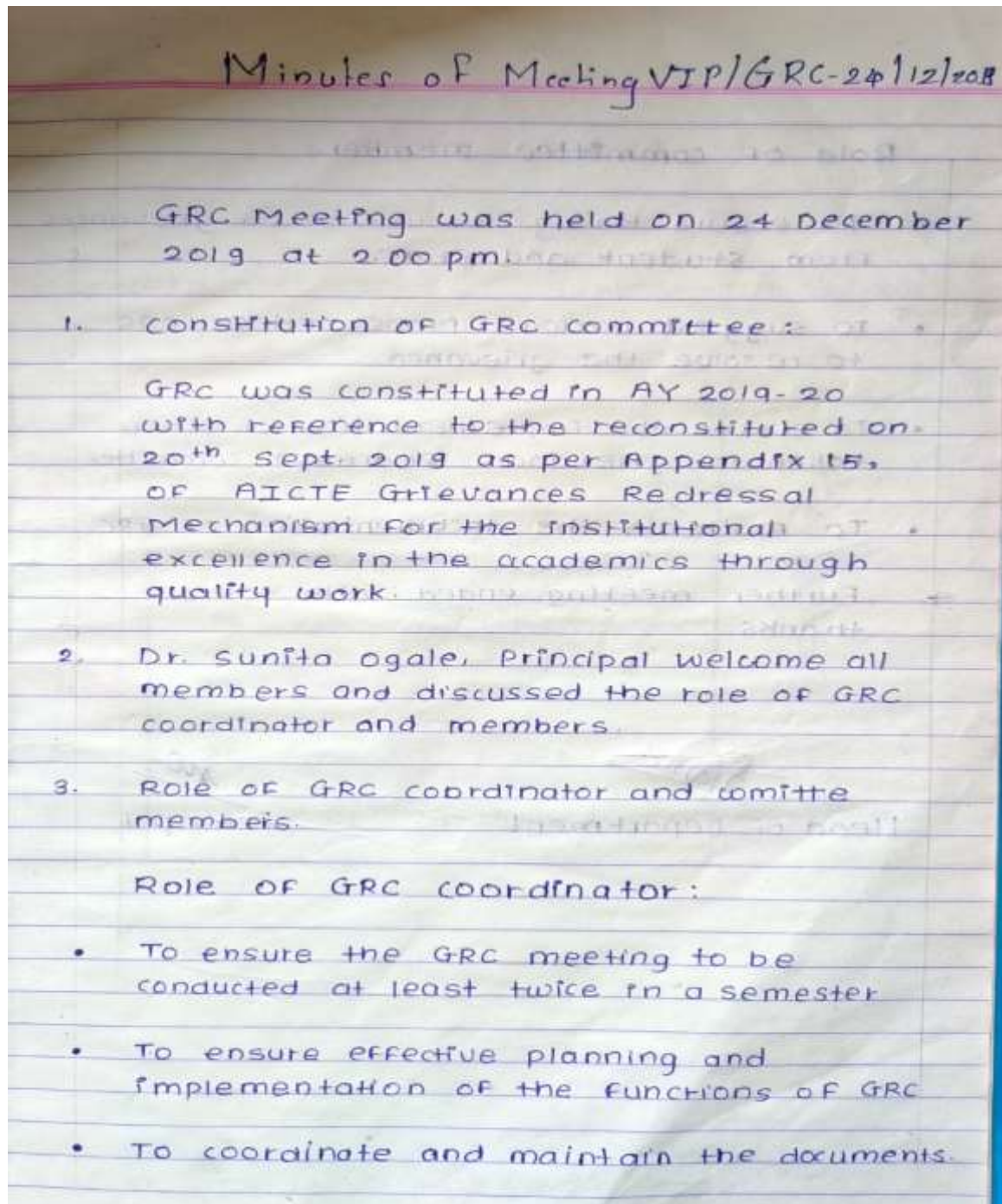
Pr. No	Name of Member	Sign
1.	Dr. Sanita Ogale	
2.	Mrs. Neha Laxmi	
3.	Mr. Sagar Choudhary	
4.	Ms. Riddhi Mishra	
5.	Mr. Shrawan Mishra	





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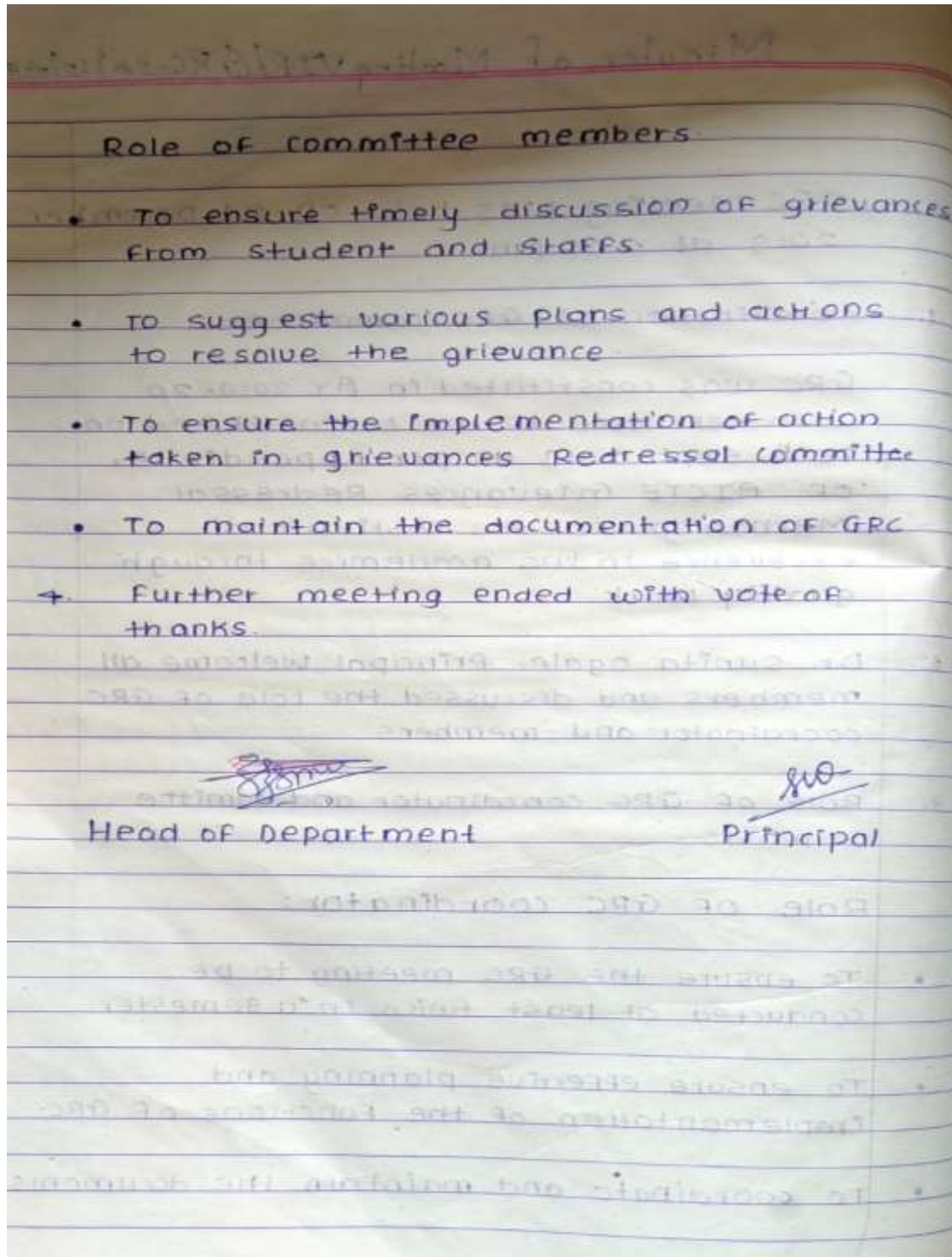
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ATTENDANCE SHEET

GRC members (Academic Year : 2019 - 20)

Date : 24/12/2019 Time : 2.00 pm

Venue : Room No - D102

Sr. NO	Name of Member	Sign
1	Dr. Sunita Ogale	
2	Dr. Sanghdeep Gajbhiye	
3	Mr. Sagar Choudhary	
4	Ms. Swarnali Patil	
5	Ms. Shubham Parale	
6	Ms. Neha Lazare	





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Date: 27/9/18

Min Minutes of Meeting

Meeting of Grievance Committee was held on 27/9/2018 in principals chamber, ground floor at VIVA Institute of pharmacy, Virar (E).

Following members were present for meeting

Sr.No.	Name of Member	Designation	Signature
1	Dr. Sunita Gole	principal	
2	Ms. Neha Laxani	Asst. Professor	
3	Mr. K.P. Narayan Kutty	co ordinator	
4	Mr. Mahendra Rajare		
5	Mr. Sagar choudhary	asst. prof.	
6	Mr. Adesh yevale	student	
7	Ms. Jyoti Yadav	Student	

Following points were highlighted to resolve the grievances.

1. Dr. Sunita Gole, principal, VIVA Inst. of pharmacy, welcomes all the staff members present for the meeting.



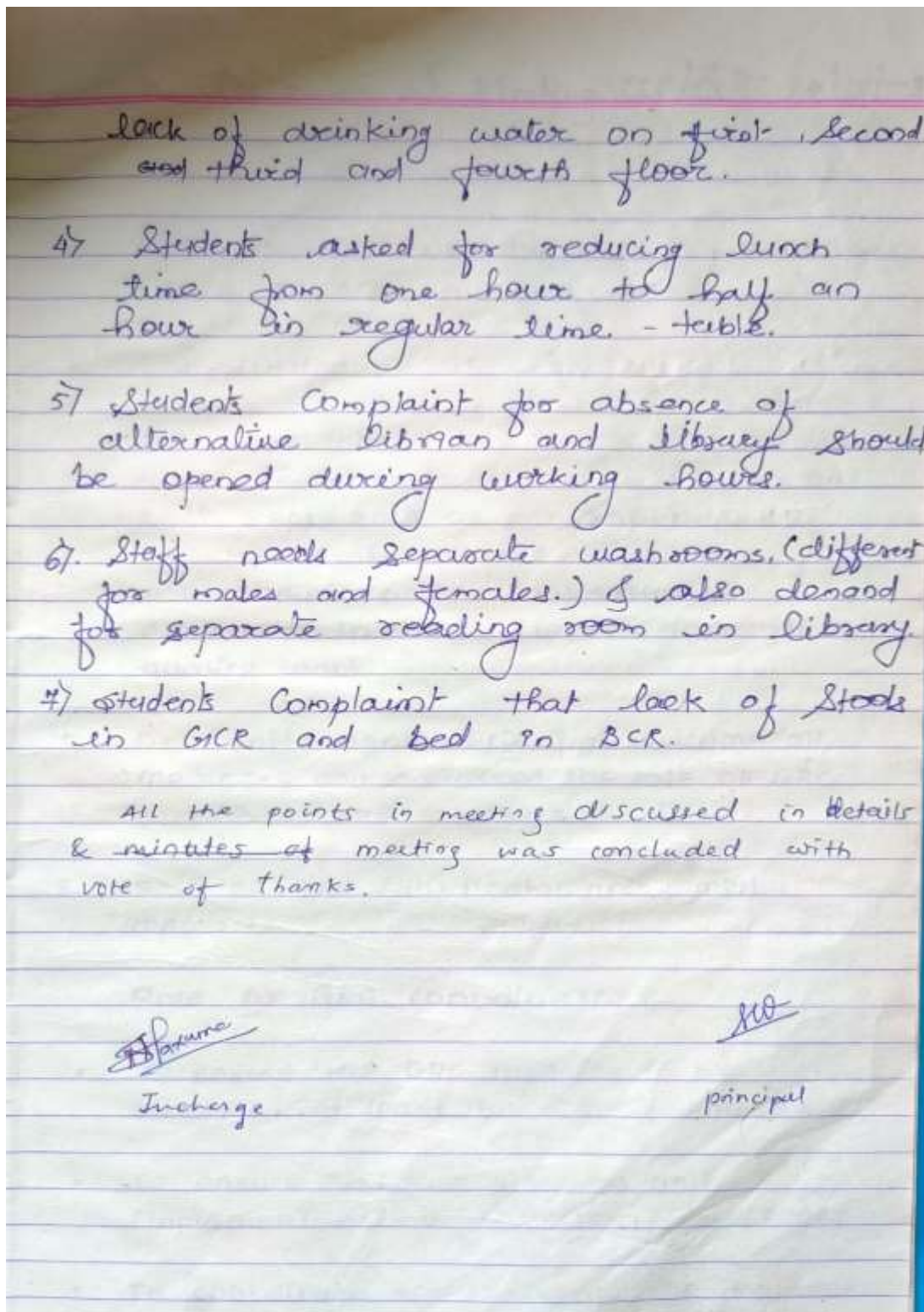


2. Principal madam, highlighted the procedure and reassured the same as discussed in earlier meeting.
3. Principal madam confirmed the scope of grievance committee and expected it to be published among the students.
4. Students should be ^{feel} free to make any complaints if any.
5. She also classified the different matters as academic, financial and other matter and give the overview about the same.
6. Madam also highlighted the function of the same committee so that the committee formally should meet to review all the cases. If any which required authorities direction and guidance should be addressed timely and regularly.
7. The following cases were observed and resolved.
 - 1) ^{Final year} Student asked for two library hours in one week.
 - 2) Students asked for photocopy of pharmacopoeias
 - 3) Students complaint about about



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Antiragging Committee





Vishnu Waman Thakur Charitable Trust's VIVA Institute of Pharmacy

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AKSHAY

Date: 16/03/2022

A meeting of Anti-Ragging committee was held on 16/03/2022 in Principals Cabin VIVA Institute of Pharmacy, Shirgaon, Virar (E). Following are the present members of the committee

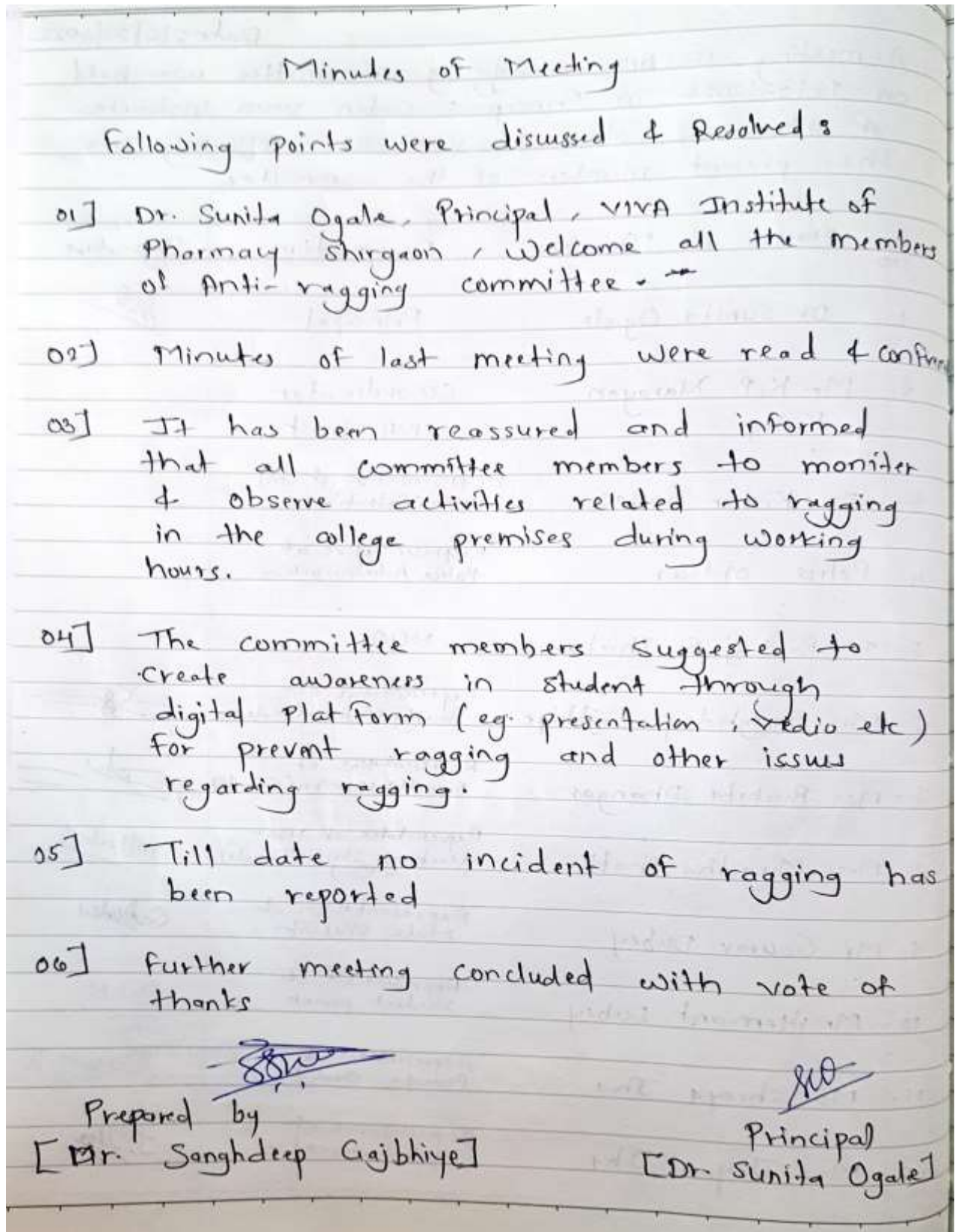
Sr No	Name of Member	Designation	Signature
1	Dr. Sunita Ogale	Principal	
2	Mr. K.P. Narayan Kutty	CO-ordinator VIVA Trust	
3	Dr. Kishor Gavas	Representative of Civil Administration	
4	Police officer	Representative of Police Administration	
5	Mr. Pankaj B. Thakur	NGO	
6	Mr. Sanghdeep Gajbhiye	Representative of Faculty member (male)	
7	Ms. Ruchita Dhangar	Representative of Faculty member (female)	
8	Mrs. Mugdha Phatk	Representative of Non-teaching staff (female)	
9	Mr. Gaurav Dubey	Representative of Male student	
10	Mr. Hemant Dubey	Representative of student parent	
11	Ms. Shrey Jha	Representative of Female student	
12	Mr. Jayant Jha	Representative of student parent	





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AKSHAY

Date: 16/04/21

A meeting of Anti-Ragging Committee was held on ^{online mode} in Principals ~~Office~~ of VIVA Institute of Pharmacy, Shirgaon Virar (E). Following are the Present members of the Committee.

Sr. No.	Name of the Member	Designation	Sign
01.	Dr. Sunita C. Ogale	Principal	
02.	Mr. K.P.N. Kutty	Co-ordinator VIVA TRUST	
03.	Dr. Kishor Gavas	Representative of Civil Administration	
04.	Mr. Ghanshyam Aadhar	Representative of Police Administration	
05.	Mr. Pankaj Bhaskar Thakur	NGO	
06.	Mr. Sanghdeep Gayblhiye	Representative of Faculty Member [Male]	
07.	Ms. Ruchita Dhangar	Representative of Faculty Member [Female]	
08.	Mrs. Mugdha Phatak	Representative of Non-Teaching staff	
09.	Mr. Lavish Parmar	Representative of Male student	
10.	Mr. Naresh Parmar	Representative of Student Parents	
11.	Ms. Anushka Kumbhar	Representative of Female student	
12.	Mr. Mahesh Kumbhar	Representative of Student Parent	





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Minutes of Meeting

Following Points were discussed and Resolved:-

- 01] Dr. Sunita Ogale, Principal, VIVA Institute of Pharmacy, Shirgaon, welcome all the members of Anti-ragging committee. The meeting was held by online mode (Google-meet) due to pandemic situation of Covid-19.
- 02] Minutes of last meeting were read and confirmed.
- 03] It has been reassured and informed that all the internal members (Faculty / staff / Students representatives) should observe and monitor activities related to ragging in the college premises during working hours.
- 04] To continue with the decision taken in earlier meeting it was further informed that if any case of ragging is found it must be brought to the notice of representatives, faculties and Principal.
- 05] It is a matter of great pleasure that till date no ragging activity was observed.
- 06] Meeting was concluded with vote of thanks.



Prepared By
[Mr. Sanghdeep Geybhiye]

Principal
[Dr. Sunita Ogale]





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Date : 07/07/2020

A meeting of Anti-ragging committee was
conducted by online mode (Google meet).

following members were present in meet:

Sr No	Name of Member	Designation	Signature
1	Dr. Sunita Ogale	Principal	
2.	Mr. K. P. N. Kutty	Co-ordinator VIVA Trust	
3	Dr. Kishor Gavas	Representative of Civil Administration	
4.	Police Officer	Representative of Police Administration	
5.	Mr. Pankaj Thakur	NGO	
6.	Mr. Sanghdeep Gajbiye	Re-presentative of Faculty Member (Male)	
7.	Ruchita Dhangar	Re-presentative of Faculty Member (Female)	
8.	Mrs. Mugdha Phatak	Representative of Non- teaching staff (DS)	
9.	Mr. Shivanshu Mishra	Representative of male student	
10.	Mr. Birendra Mishra	Representative of Student parent.	
11	Ms. Chinmayee Patil	Representative of Female Student	
12.	Mr. Narendra Patil	Re presentative of Student parent.	





Minutes of Meeting

AKSHAY

To conduct an online meeting for anti-ragging committee Google meet link were shared with committee members.

Following points were discussed & Resolved:

- ① Dr. Sunita D. Principal, VIVA Institute of Pharmacy welcome all the members of Anti-ragging committee
- ② Minutes of last meet were read & confirmed.
- ③ Evaluation of past programs & planning for future awareness campaigns
- ④ members were allowed to share any concerns or suggestions.
- ⑤ Till date No incidence of anti-ragging were has been reported
- ⑥ Meeting was concluded with vote of thanks.

prepared by

[Mr. Sanghdeep Gajbhiye]

Principal

[Dr. Sunita D. Gole]





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Date: 15/10/17

AKSHAY

A meeting of Anti-Ragging was held on in Principals Cabin at VIVA Institute of Pharmacy Shirgaon, Virar (E). Following are the Present members of the Committee.

S.N.	Name of the Members	Designation	Sign
1.	Dr. Sunita Ogale	Principal	
2.	Mr. K.P. Narayan Kutty	Co-ordinator	
3.	Dr. Kishor Gavas.	Representative of Civil Administration	
4.	Mr. Ghanashyam R. Aadhav	Representative of Police Administration	
5.	Mr. Pankaj Bhaskar Thakur	NGO	
6.	Mr. Sanghdeep Gajbhiye	Representative of Faculty Member (Male)	
7.	Ms. Ruchita Dhangar.	Representative of Faculty Member (Female)	
8.	Mr. Aditya Anilkumar Pandey	Representative of Male Student	
9.	Ms. Siddhi Prashant Bhandari	Representative of Female Student	
10.	Mr. Anilkumar Pandey	Representative of Male Parents	
11.	Mr. Prashant Raghunath Bhandari	Representative of female Parents.	





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Date: 15 / 10 / 19

AKSHAY

Minutes of Meeting

Following points were discussed and Resolved.

1. Dr. Sunita Ogale, Principal, VIP Shirgaon welcomed all members of Anti-ragging committee.
2. Minutes of last meeting were read & confirmed
3. It has been reassured and informed that all committee members monitors & observe if any ragging activity is been seen.
4. It has been suggested & decided to organize training programme for awareness of ragging & its measures to be taken for all four year students.
5. Further meeting concluded with vote of thanks.

Prepared by

Sron

Principal
Principal.





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AKSHAY

Date: 7/2/18

A meeting OF Anti-Ragging was held on 7/2/18 in principal chamber at Viva Institute of Pharmacy, Shirgaon Virar (East). Following are the present members OF the Committee.

S.N	Name of the members	Designation	Sign.
1.	Dr. Sunita Ogale	Principal	<u>SO</u>
2.	Mr. K. P. Narayan kutty	Co-ordinator	
3.	Mr. Sunil Lahane	Representative of civil admin.	
4.	Dr. Hitesh Luhar	Representative of Local media	
5.	Mr. Pankaj B. Thakur	NAG	
6.	Mr. Saugdeep. Gargbiye	Representative of Faculty	<u>SG</u>
7.	Mrs. Prachi Patil (Pimple)	Representative of Faculty	<u>Patil</u>
8.	Sachin Yadav	Representative of Student	<u>Sachin</u>
9.	Sampada Tamankar	Representative of Students	<u>Sampad</u>
10.	Kritika Rane (8450901645)	Representative of Student	<u>Rane</u>
11.	Mr. Vinayak Rane (9892105460)	Representative from Parents	<u>Rane</u>





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AKSHAY

Minutes of the Meeting.

Following points were discussed and Resolved.

1. Dr. Sunita Ogale, Principal, VIP Shirgaon, welcomed all the members of Anti-ragging committee.
2. Minutes of the last meeting were read and confirmed.
3. It has been reassured and informed that all the members should observe and monitor activities related to ragging in the college premises during working hours.
4. It was informed that no matter of ragging was observed during this academic session.
5. Meeting was concluded with vote of thanks.

Path

Ho

Principal
VIVA INSTITUTE OF PHARMACY



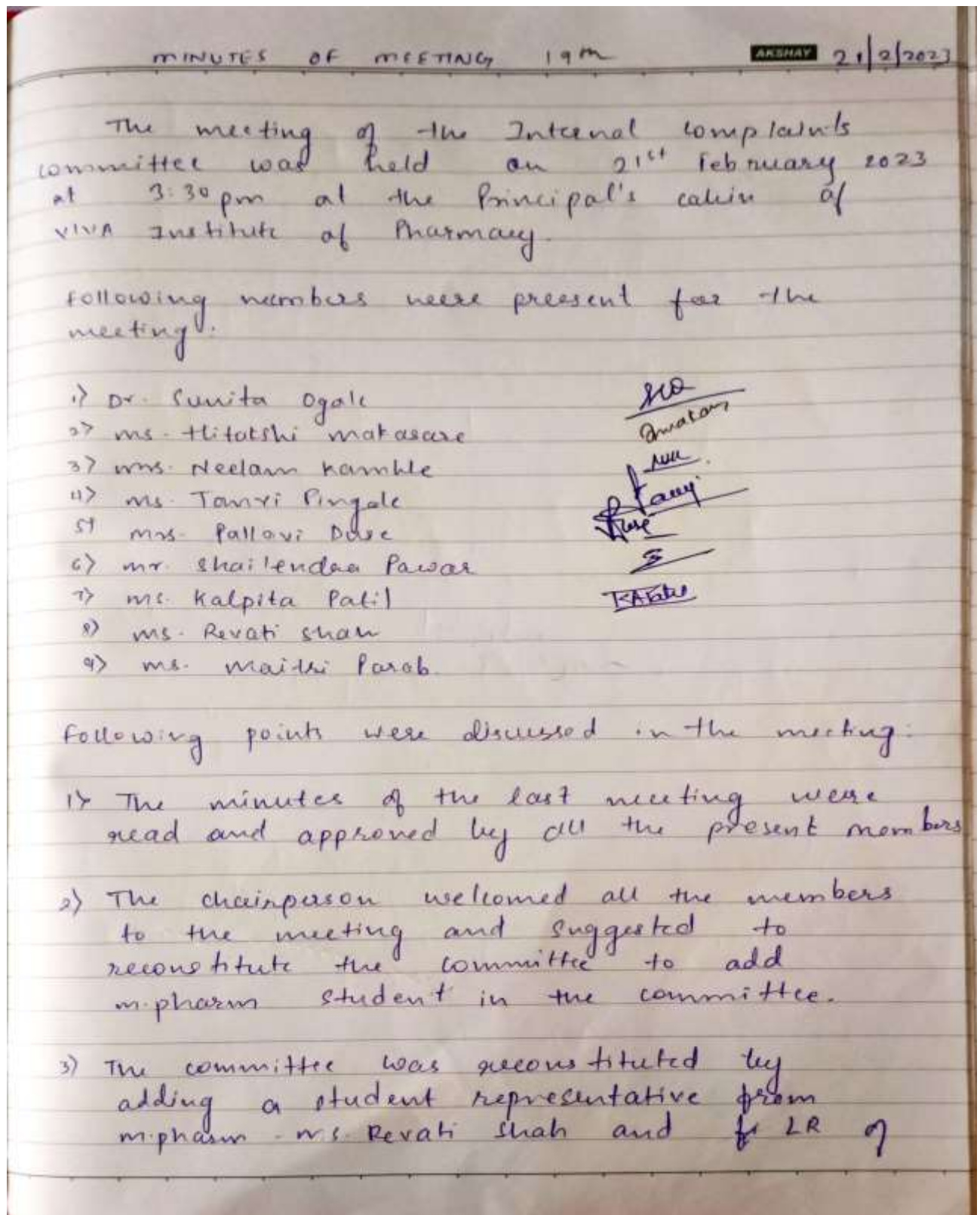


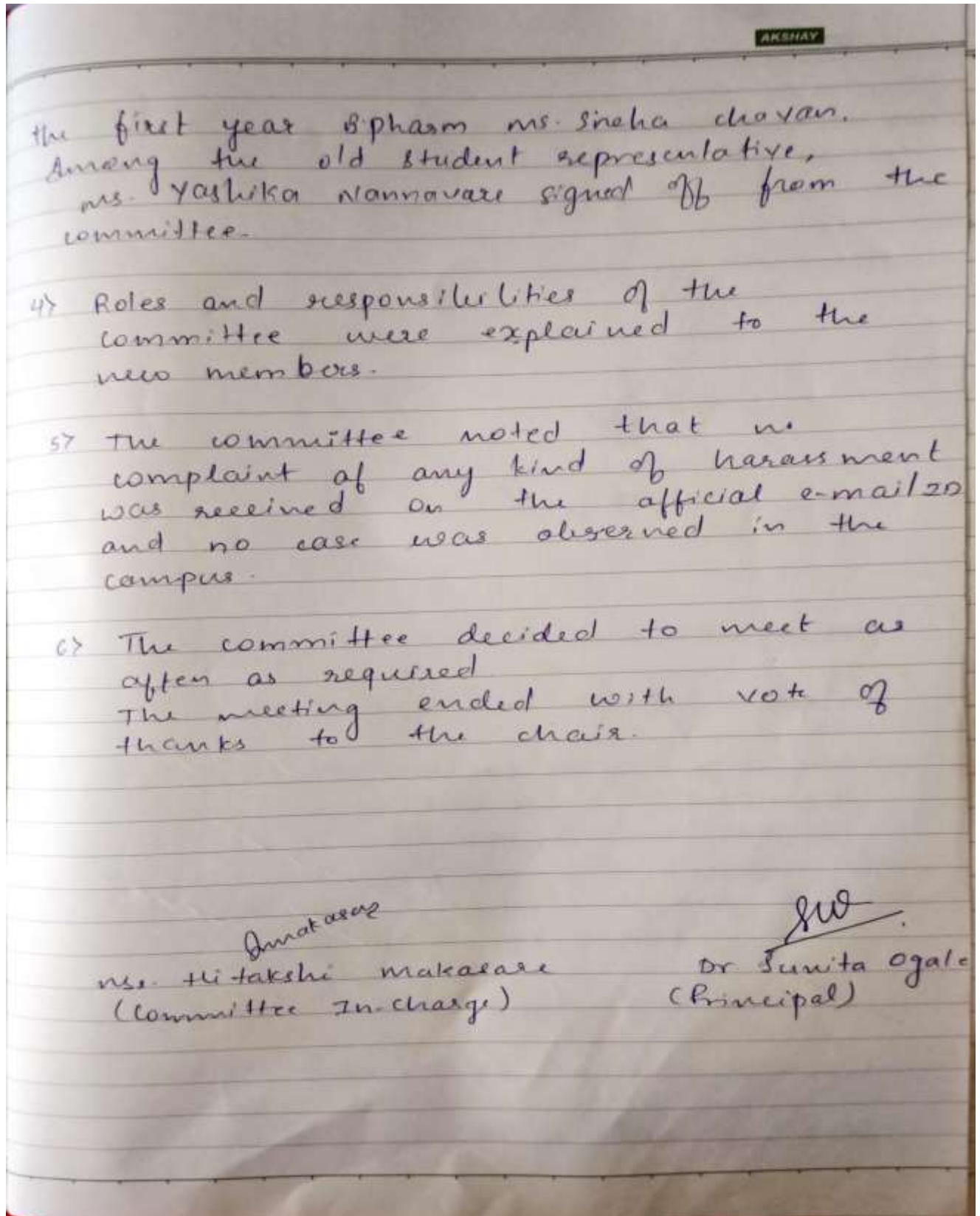
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**Internal Complaints Committee
(ICC)**



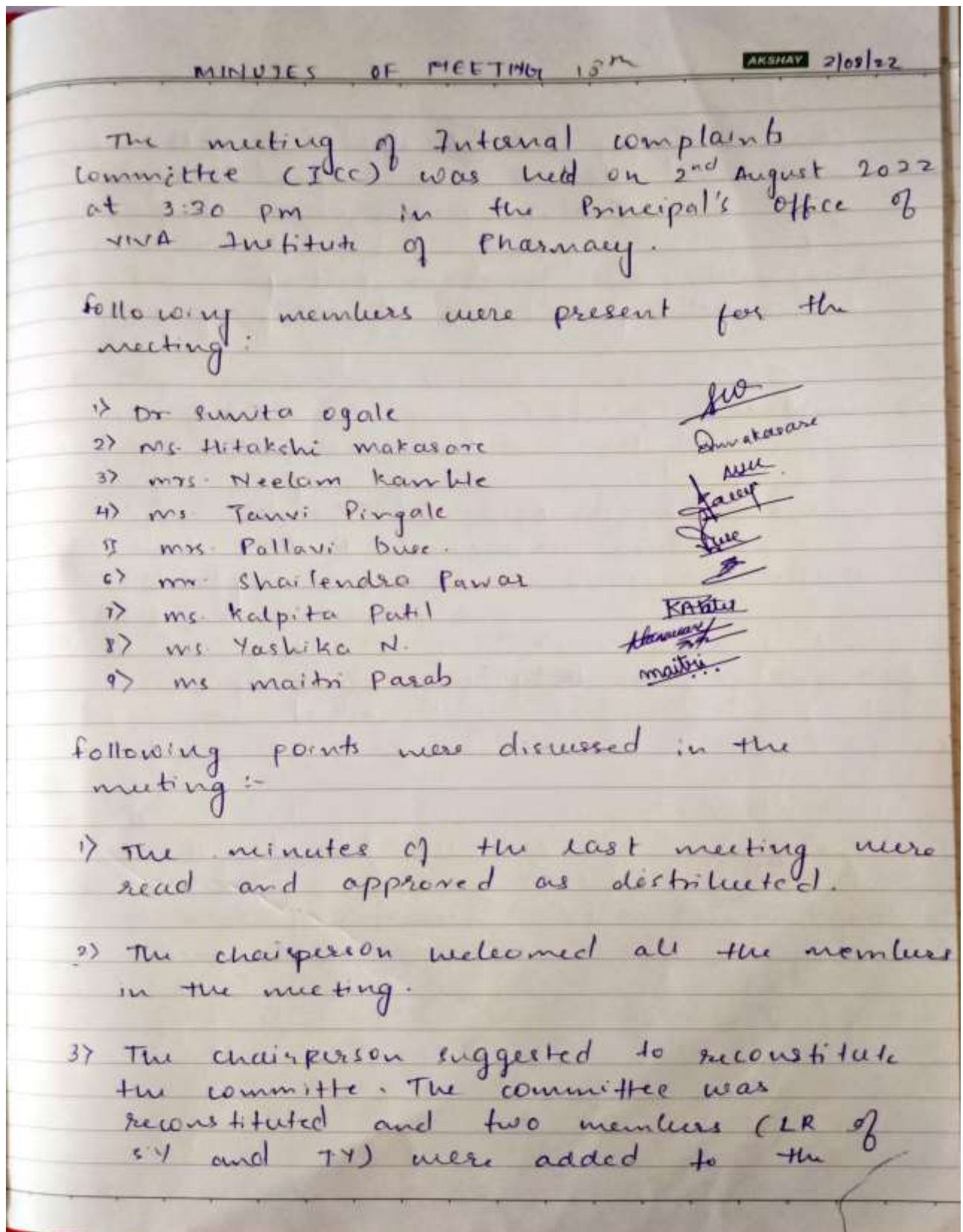






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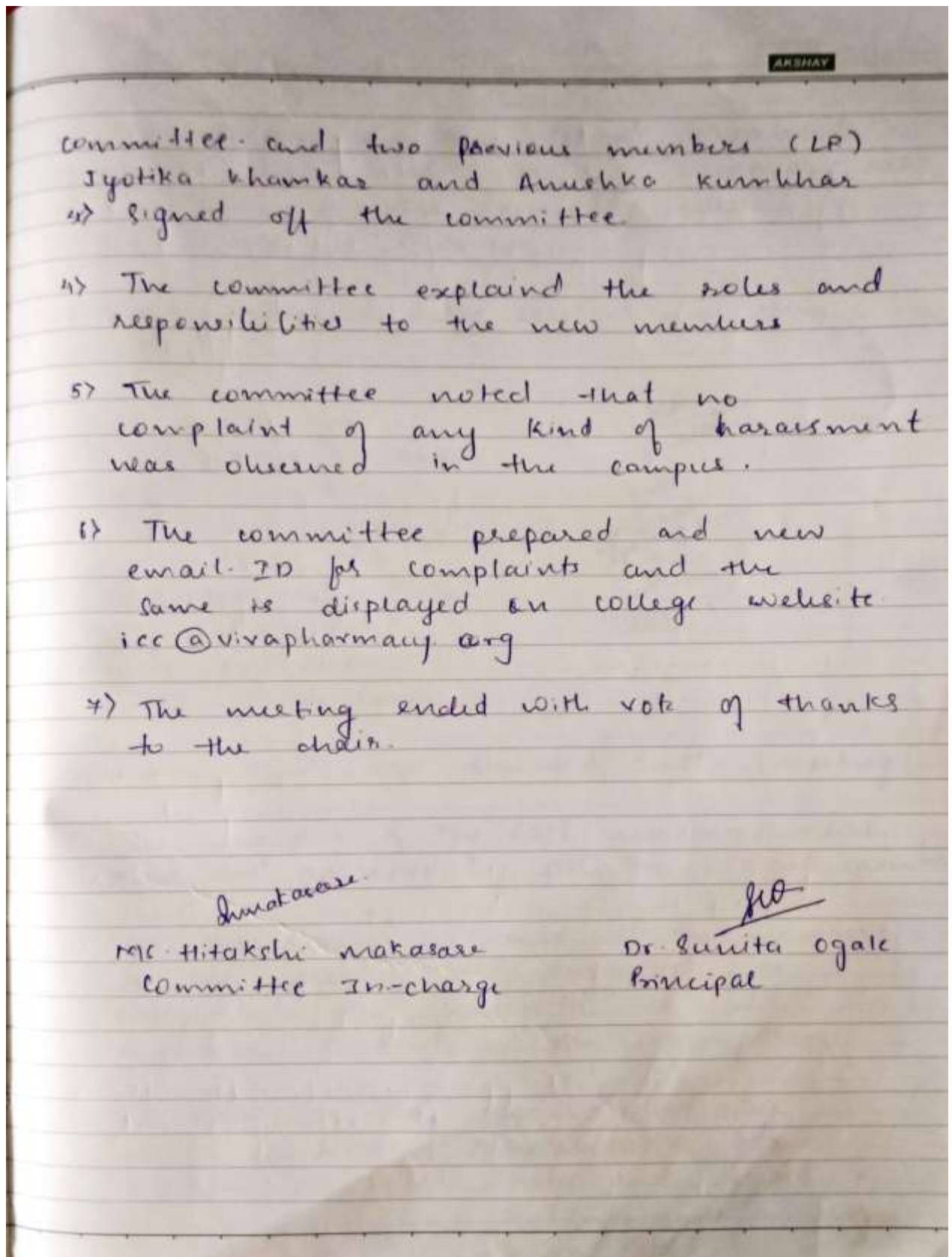
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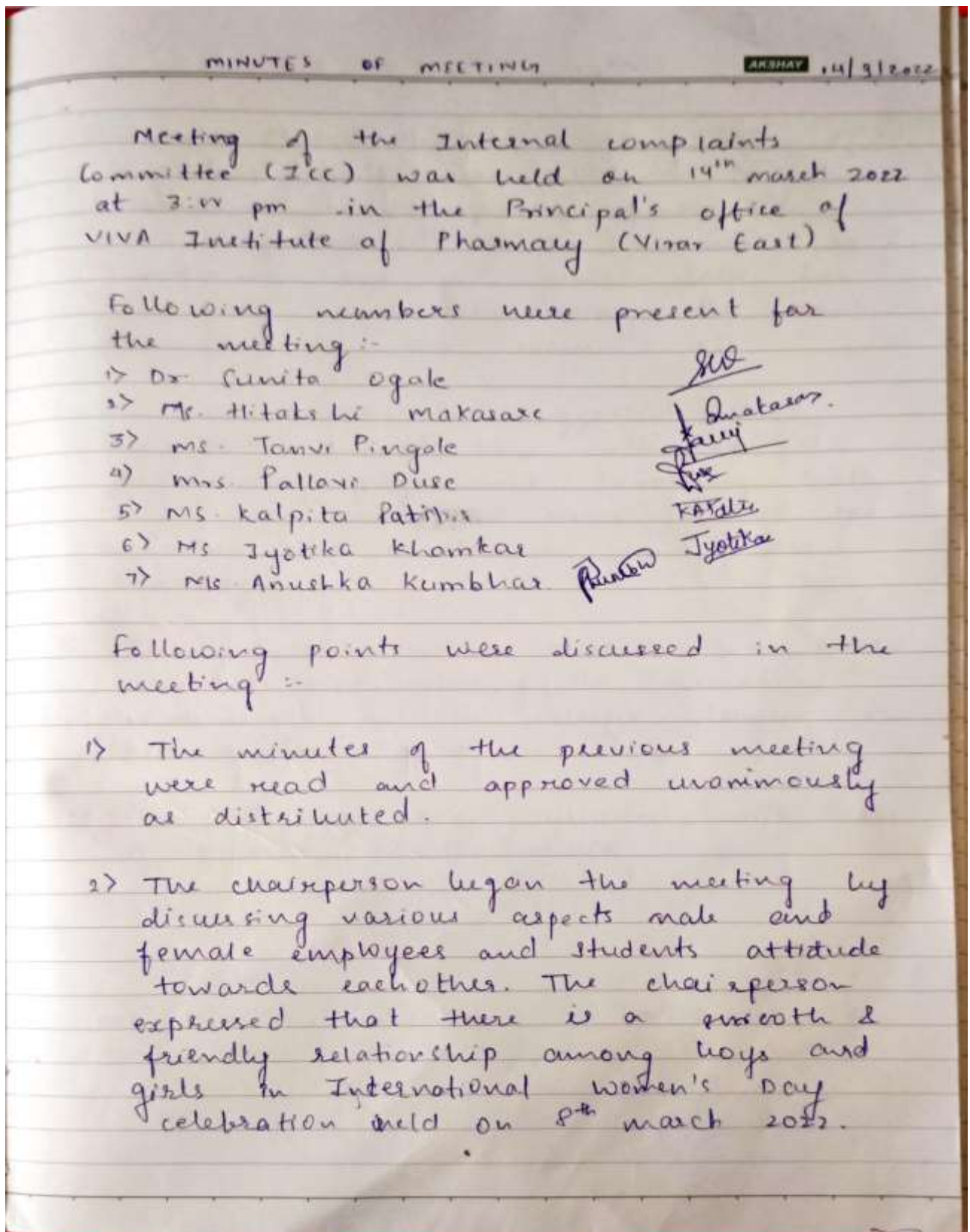




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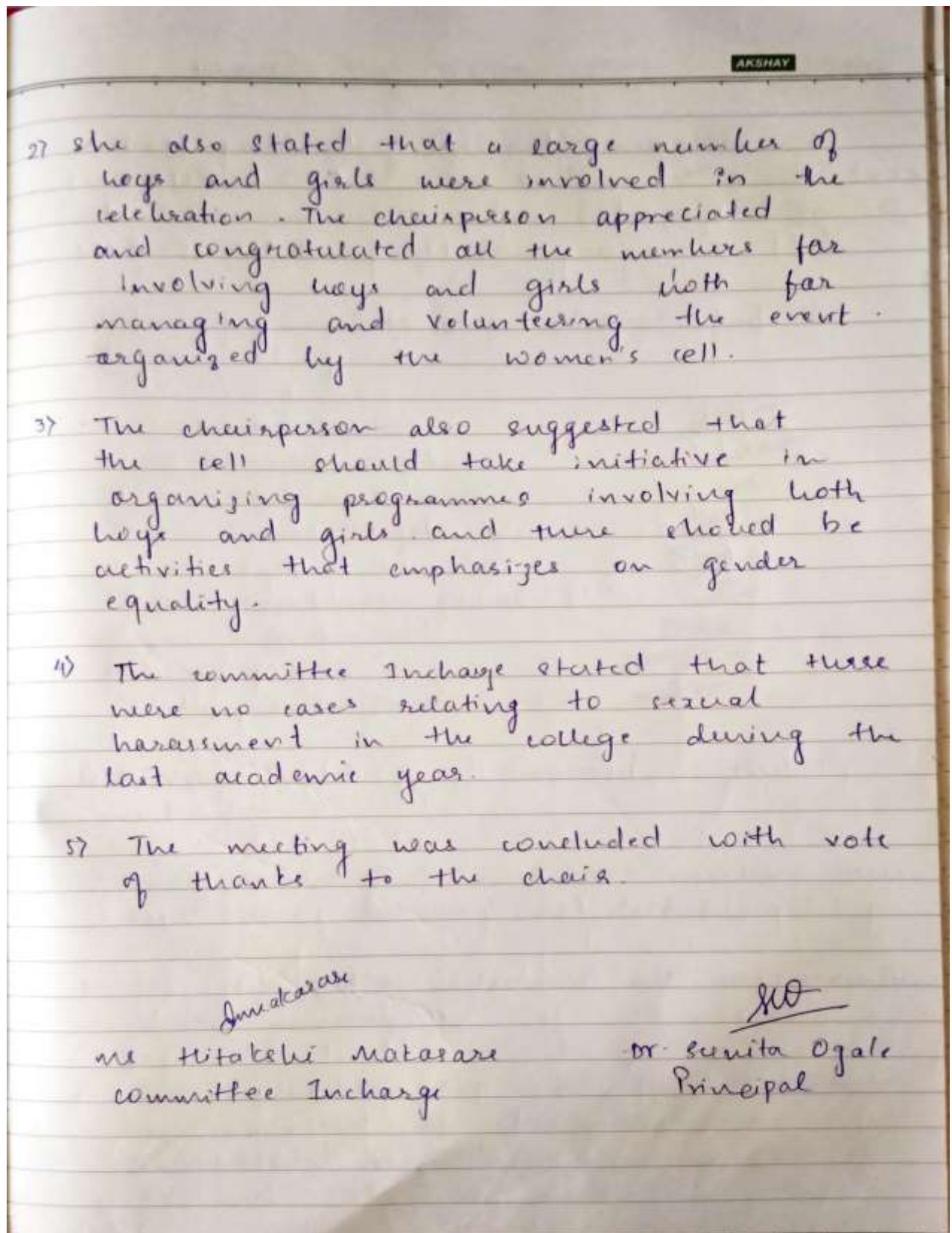






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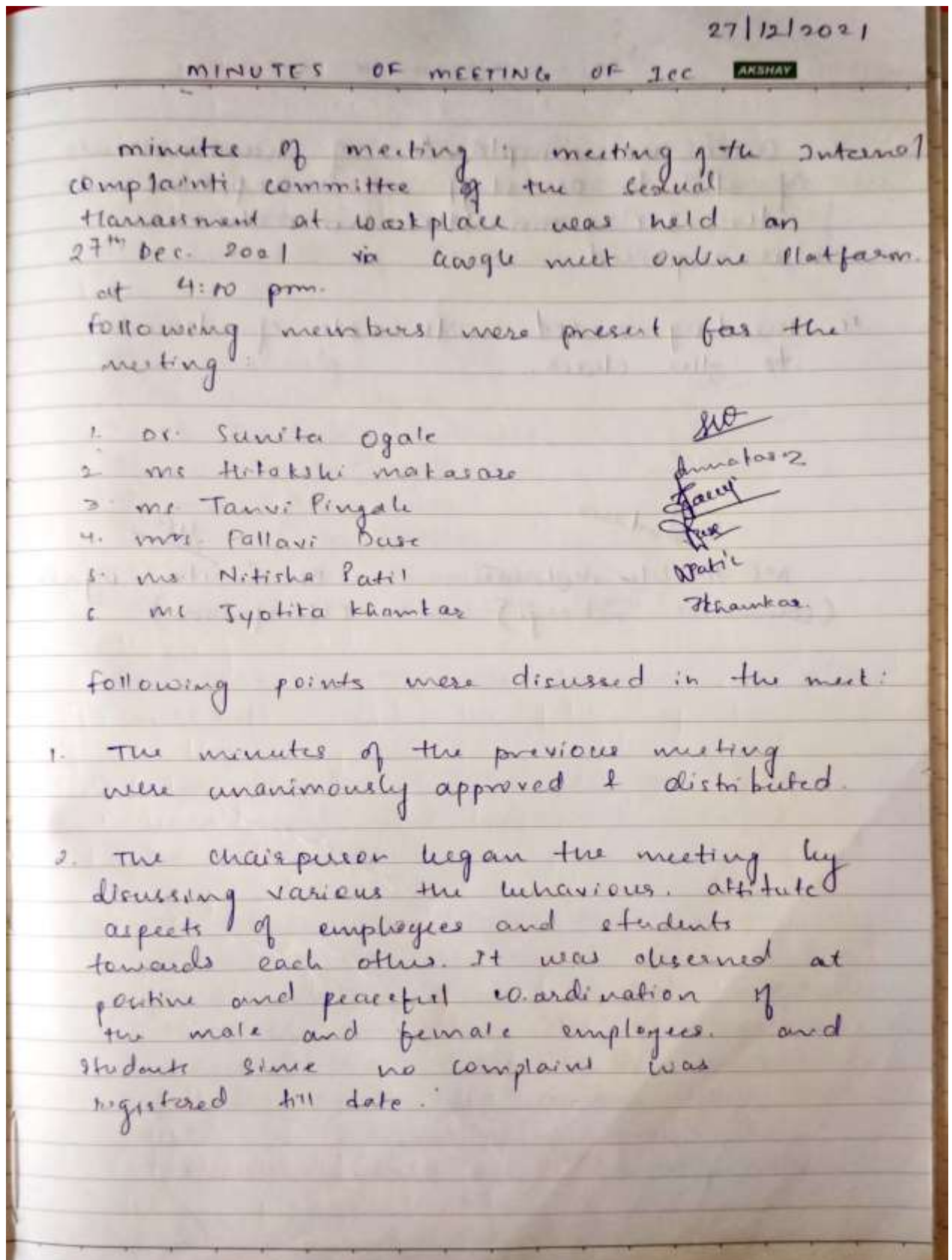




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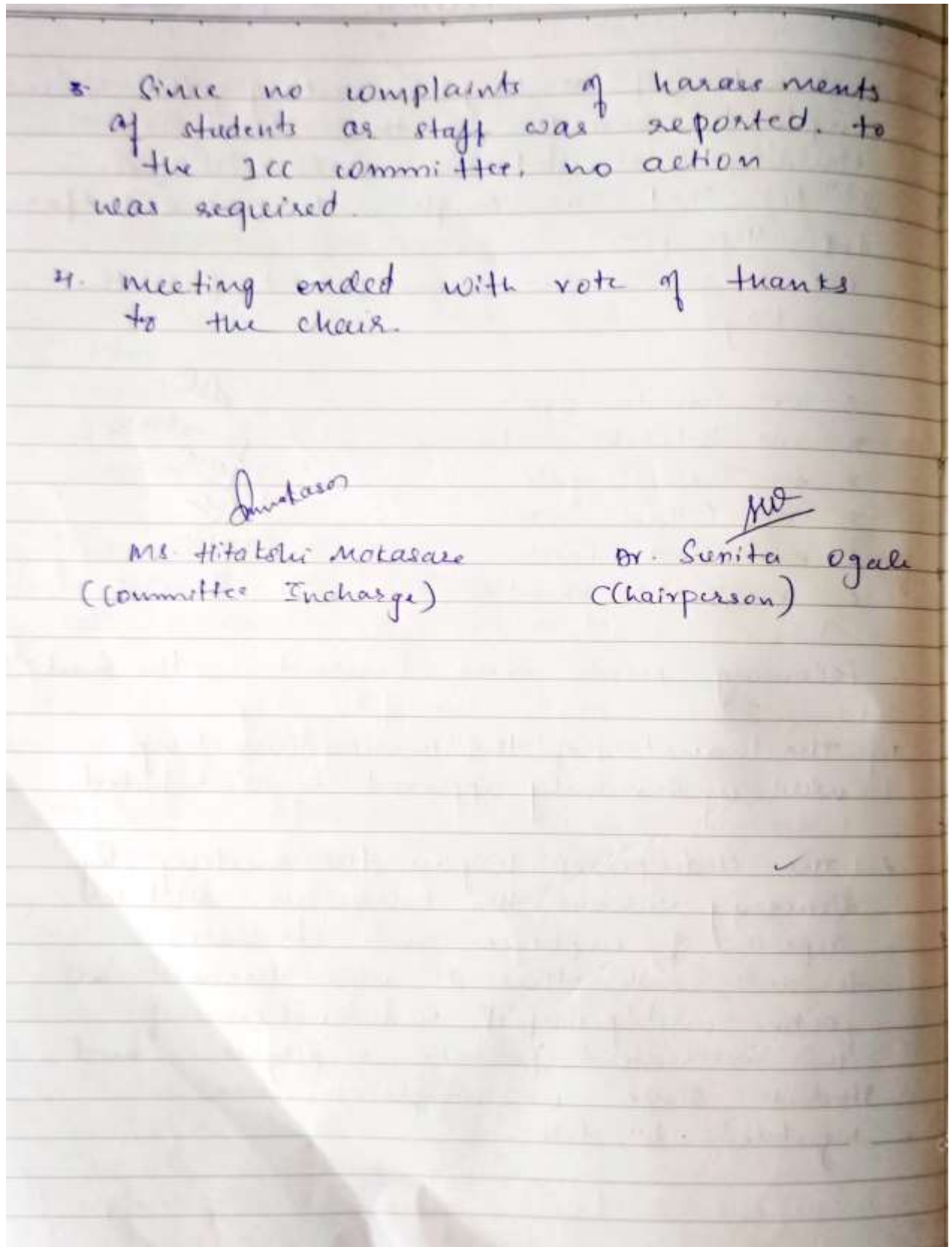
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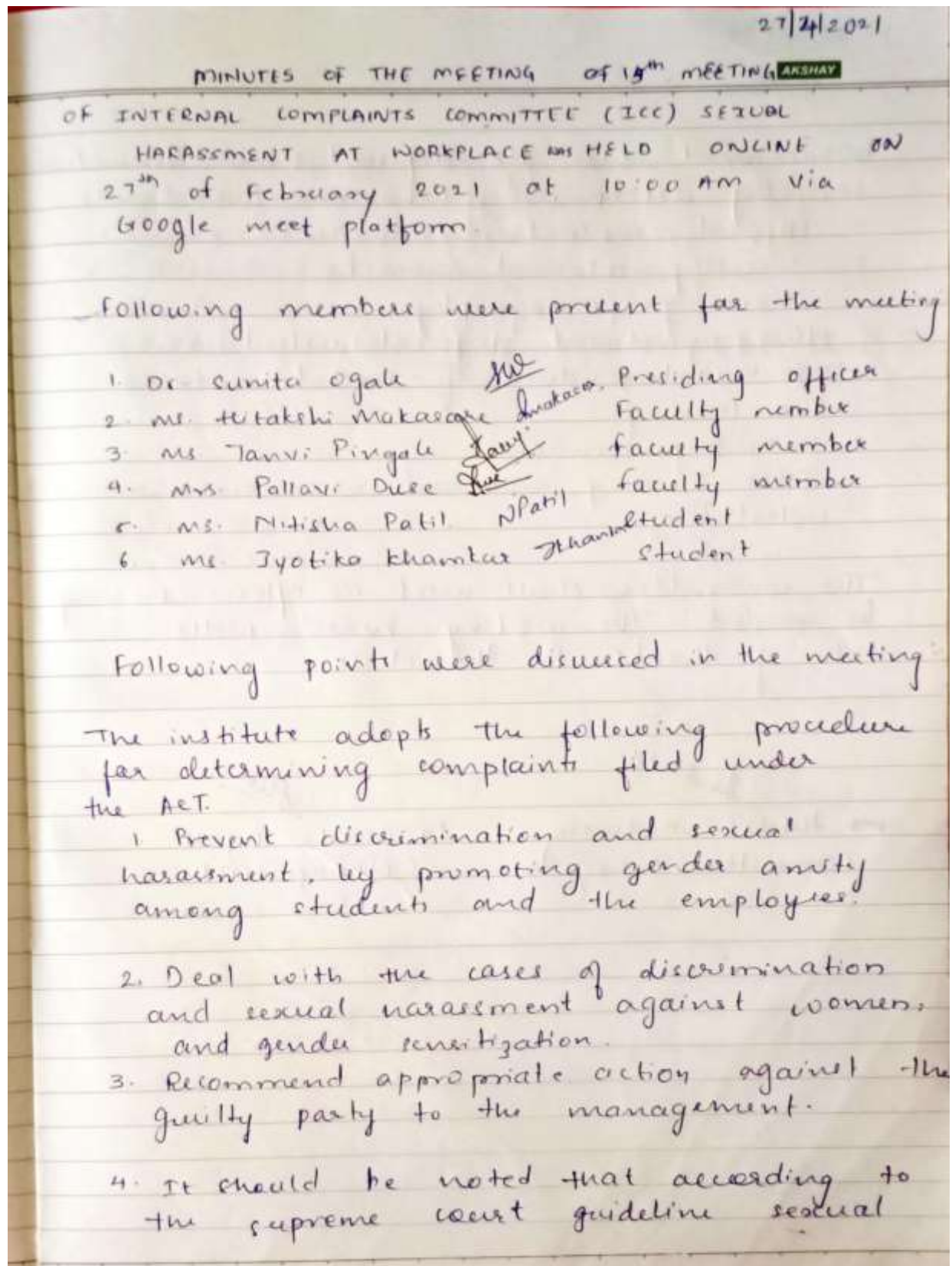
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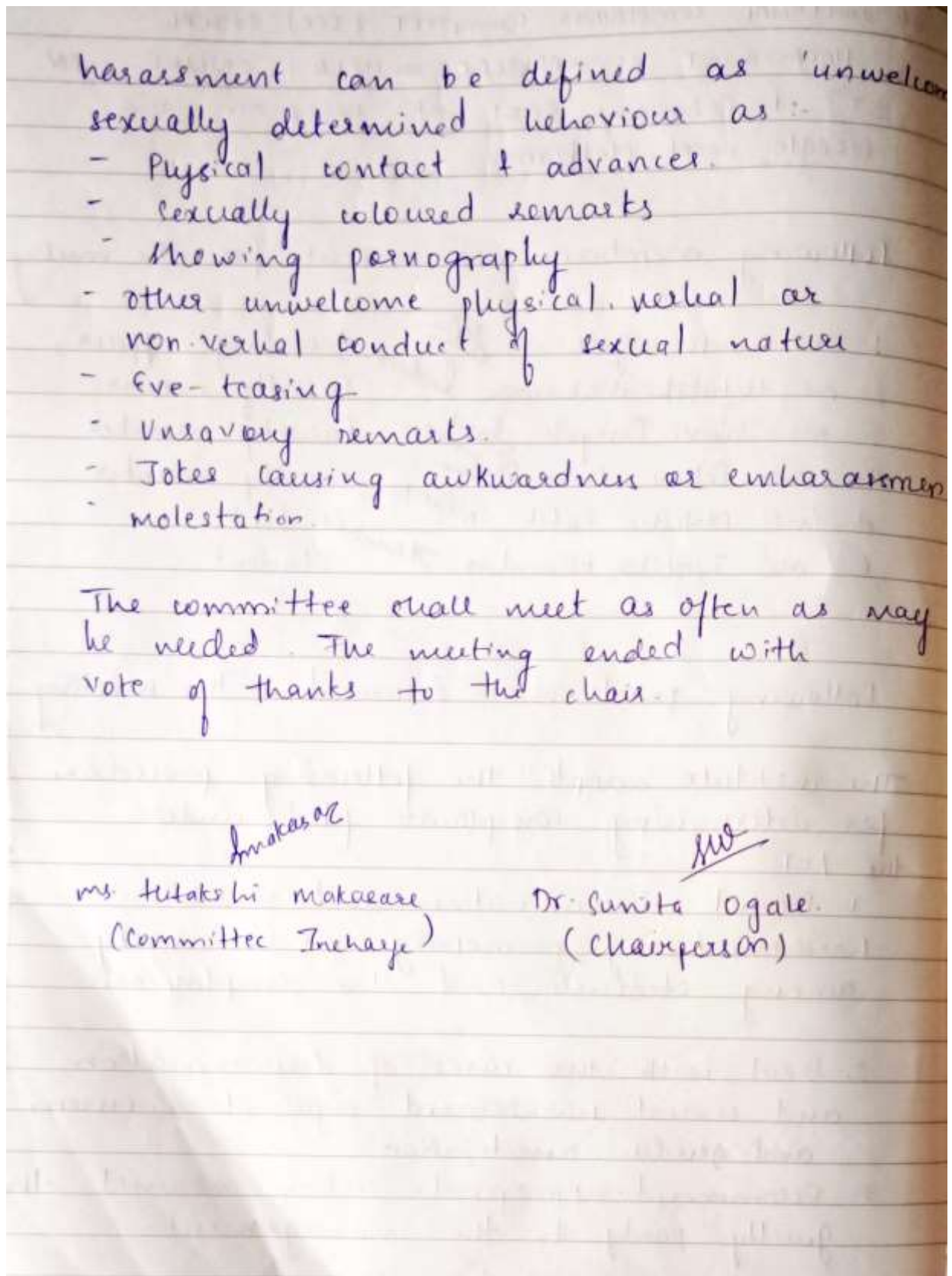




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13/06/2020
minutes of the meeting of the Internal Complaints Committee (ICC) on Sexual Harassment at workplace

The fourteenth meeting of Internal Complaints Committee (ICC) was held on 13th June 2020. at via the google meet online platform

The following members were present:-

1. Dr. Suwita Ogale	SW	Presiding officer
2. Ms. Hitakshi Mekarase	Hitakshi	Faculty member
3. Ms. Tanvi Pingale	Tanvi	Faculty member
4. Mrs. Poojavi Buse	Poojavi	Faculty member
5. Ms. Niki Jain	Niki	Student member
6. Ms. Nitisha Potil	Nitisha	Student member
7. Ms. Jyotika Khamkar	Jyotika	Student member

The chairman welcomed all the members who were present for the meeting. following points were discussed:-

1. Welcome new members:-
Ms. Nitisha Potil & Ms. Jyotika Khamkar, student members, has been added to the committee.
2. Awareness of sexual harassment at VIVA Institute of Pharmacy:-
The college has its web page:-
www.vivapharmacy.org
and also a grievance cell.

SW
Dr. Suwita Ogale
(chairperson)





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2. It has been decided that the information related to ICC, committee members, will be circulated among all the faculty members & students.

3. Any issue related to sexual harassment at the Institute.
Till yet, no complaints has been received.

4. Any other item with permission of the chair.

i) It has been decided that student number will plan one activity in the month of October / November.

ii) Flyer of the activity will be designed by Mr. Nikh Jain & Mr. Hritakshi Motasare.

5. The meeting concluded with vote of thanks by the chairperson.

Hritakshi

Hritakshi Motasare
(Committee Incharge)

Dr. Sunita Ogale
(Chairperson)





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3/8/2019

MINUTES OF THE MEETING OF
INTERNAL COMPLAINTS COMMITTEE (ICC) SEXUAL
HARASSMENT AT WORKPLACE HELD ON August 8th 2019

13th meeting

MEMBERS PRESENT :-

1. Dr. Sunita Ogale
2. Ms. Hitashi Makasare
3. Ms. Tanvi Pingale
4. Mrs. Pallavi Duse
5. Mr. Niki Jain
6. Mr. Swati Sharma
7. Mr. Kunal Utekar

[Signatures]
Hitashi
Tanvi
Pallavi
Niki
Swati
Kunal

Agenda :- Framing the working rules
of the committee

Following points were discussed :-

1. Presiding officer welcomed all the members of ICC.
2. Minutes of the last meeting were read.
3. Working rules of the committee were framed as per the UAC guidelines.
4. Consent form for complaint to be prepared.
5. The meeting concluded with vote of thanks by the presiding officer.

[Signature]
Ms. Hitashi Makasare

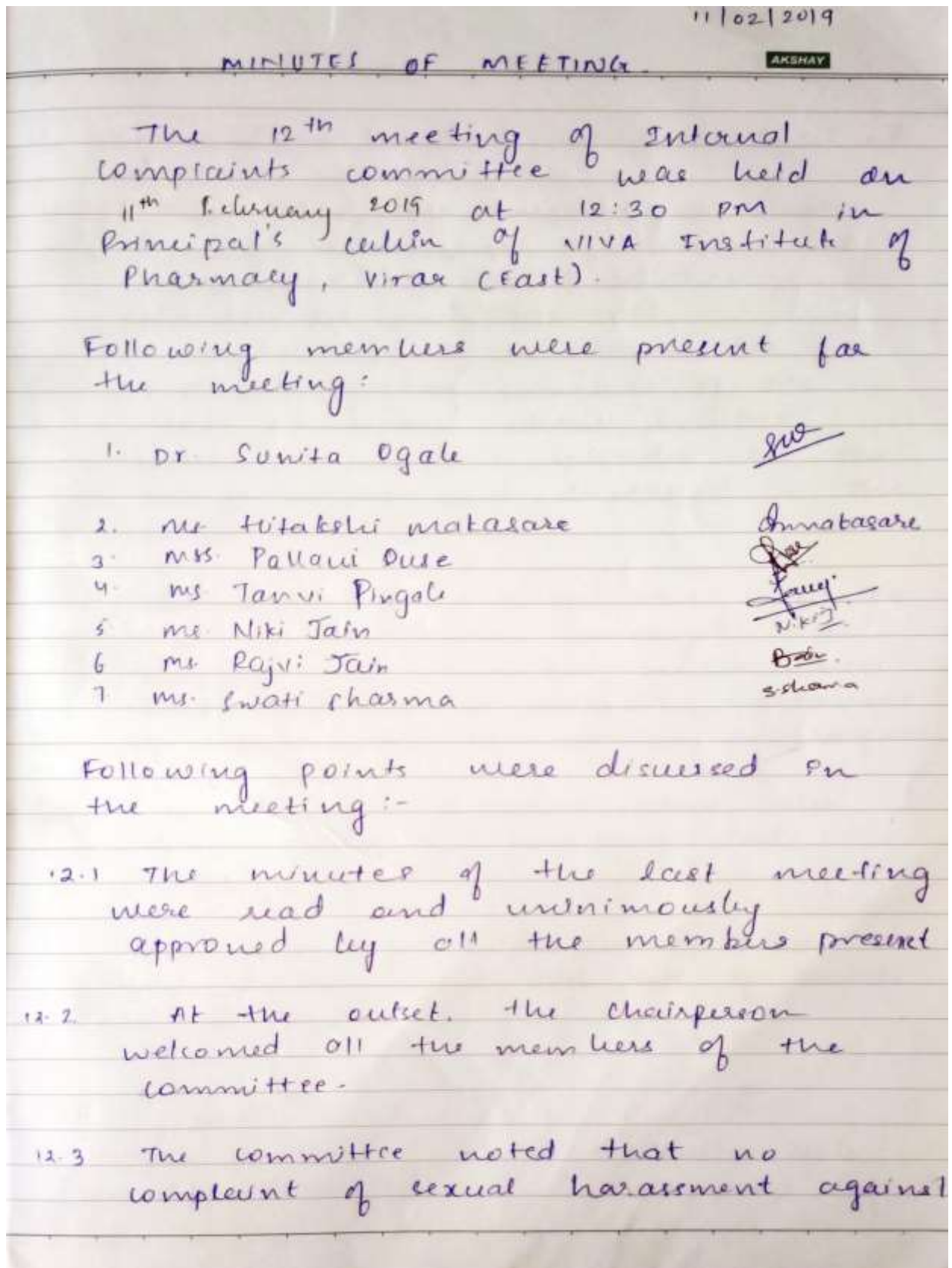
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Dr. Sunita Ogale
(chairperson)

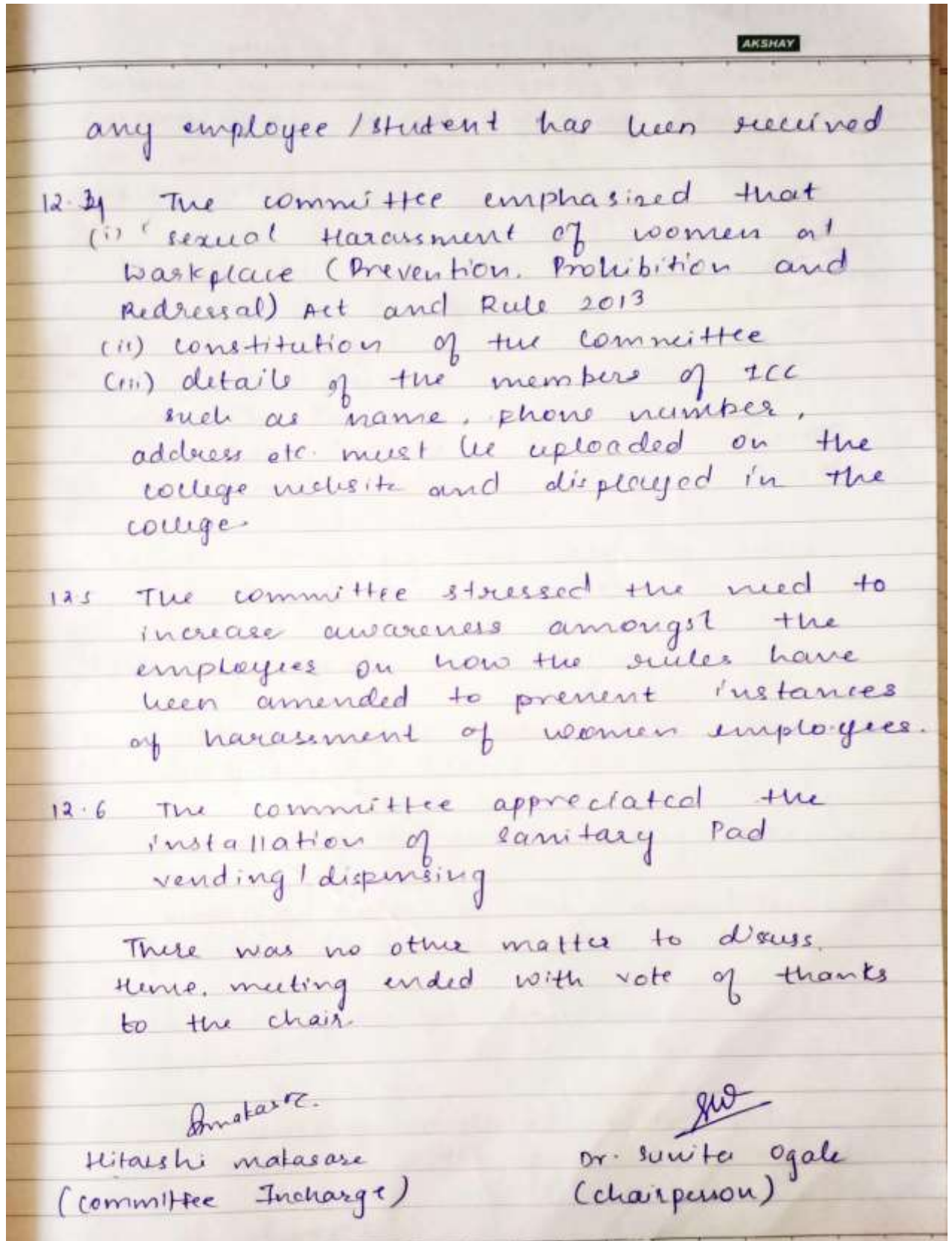




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13/08/2018
AKSHAY

MINUTES OF MEETING

The 11th meeting of Internal Complaints Committee (ICC), was held on August 8th 2018 at 12:30 PM in Principal's office of VIVA Institute of Pharmacy, Virar (East).

Following members were present:

1. Dr. Sunita Ogale	
2. Ms. Hitakshi Makasare	
3. Mrs. Pallavi Duse	
4. Ms. Tanvi Pingale	
5. Mr. Narayan Katty	
6. Ms. Niki Jain	
7. Ms. Rajvi Jain	
8. Ms. Swati Sharma	

Following points were discussed in the meeting:

11-2. The minutes of the last meeting were read and unanimously approved by all the present members.

11-2. At the outset, chairperson welcomed all the members of the committee. She informed that as per guidelines issued by ministry of women and child development, all other organizations having more





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AKSHAY

than 10 officials must constitute an SCC, and in this context a committee has been set by VIVA Institute of Pharmacy. She described the role of SCC and said everyone has a responsibility to contribute to the cause. Further she mentioned that it was the first meeting of reconstituted SCC in VIVA Institute of Pharmacy and welcomed suggestions from all members to make it effective.

18.3 The committee noted that no complaint from of sexual harassment has been received from any women employee or student of this college.

18.4. A member from the committee suggested that it is essential to place banners/posters/notices defining sexual harassment at prominent places in the college campus.

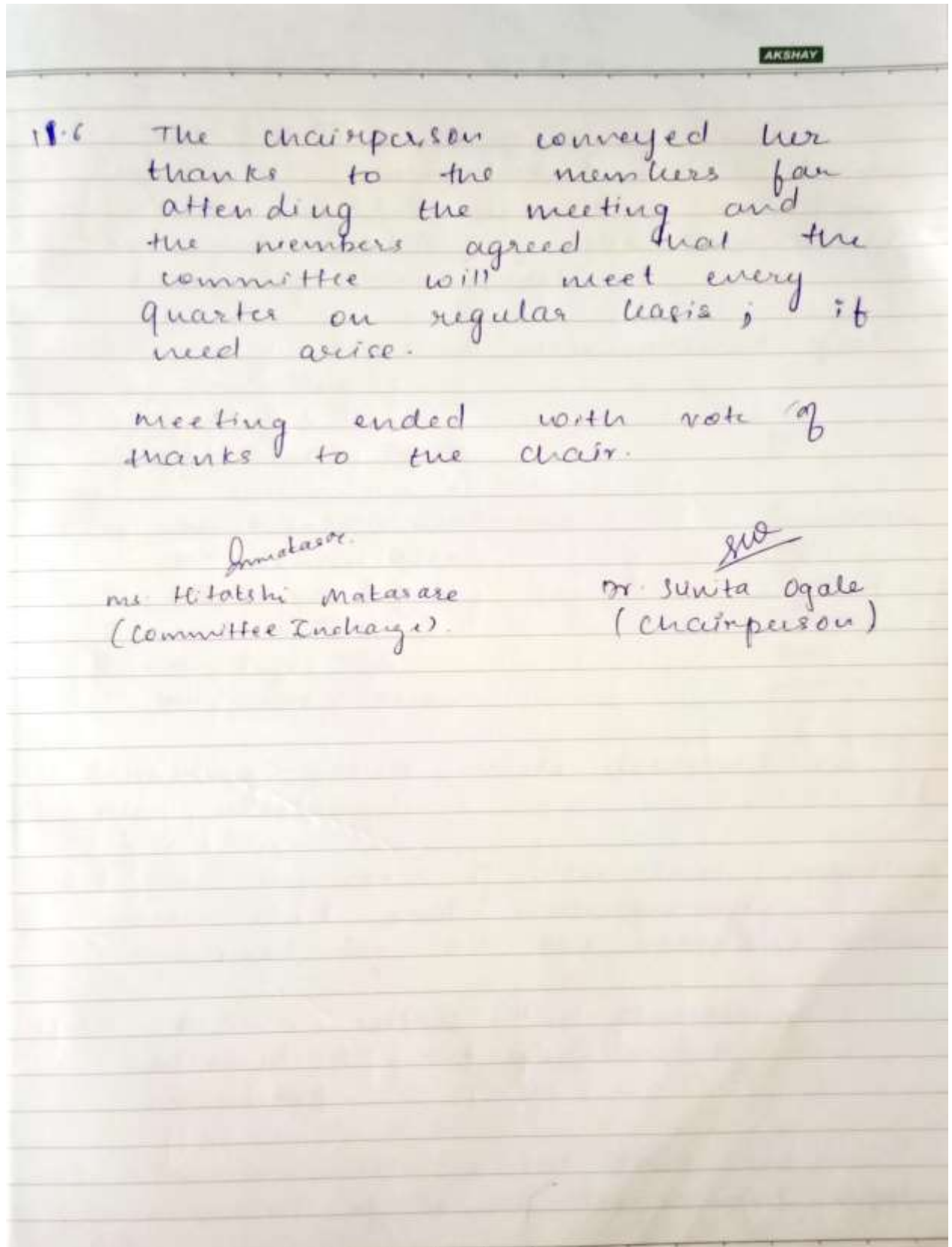
18.5 It was suggested by a member to make facility of a complaint drop box in the office premises.





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**Women Development Cell
(WDC)**





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MINUTES OF MEETING

Date 21/02/2023

The meeting of Women Development cell (WDC) was held on 21st February 2023 at 4:00 pm at the Principal's cabin of VIVA Institute of Pharmacy.

Following members were present for the meeting:

- 1) Dr. Sumita Ogale
- 2) Dr. Sanghadeep Gaybhiye
- 3) Ms. Hitakshi Matasare
- 4) Mrs. Neelam Kamble
- 5) Mr. Chaitendra Pawar
- 6) Ms. Kalpita Patil
- 7) Ms. Maitri Pareb
- 8) Ms. Revati Shah
- 9) Ms. Sneha Chavan

Following points were discussed in the meeting:-

- 1) The chairperson welcomed all the members to the meeting.
- 2) The meeting was held in order to reconstitute the committee as per resolution to a female candidate from M-pharm course.
- 3) The committee decided to reconstitute the cell





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4) All the members of the committee ensured proper functioning of the cell, and no complaint is received till date.

5) The committee suggested to organize an event on occasion of upcoming International Women's Day 2023 and welcomed suggestions from all regarding ideas about competition, guest lecture, webinar.

6) The meeting ended with vote of thanks to the chair.

Smakase -

Mr. Hitoshi Makase
(Committee In-charge)

SW
Dr. Sunita Ogale
(Principal)





MINUTES OF MEETING OF WDC. AKSHAY 21/8/22

The meeting of Women Development Cell (WDC) was held on 2nd August 2022 at 4:00 pm in the Principal's cabin of VIVA Institute of Pharmacy.

following members were present for the meeting:-

- 1) Dr. Sunita Ogale
- 2) Ms. Hitakshi Makasare
- 3) Mrs. Neelam Kumbale
- 4) Dr. Sanghadeep Gajbhiye
- 5) Mr. Chaitendra Pawar
- 6) Mr. Kalpita Patil
- 7) Ms. Yashika N.
- 8) Ms. Maitri Parab

[Signatures]
Hitakshi
Neelam
Sanghadeep
Chaitendra

[Signatures]
Kalpita
Yashika
Maitri

Following points were discussed in the meeting:-

- 1) The chairperson welcomed all the members in the meeting.
- 2) The committee decided to reconstitute the cell by adding the two new Ladies Representatives, Yashika Nannaware from T.Y. B.pharm and Maitri Parab from S.Y. B.pharm, and welcomed them.
- 3) Roles and responsibilities were explained to the new members.





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4) The chairperson appreciated the efforts of the committee members.

5) The committee members suggested for organizing events / guest lectures relating to gender equality and gender sensitization and also suggested to organize a self defence workshop.

6) The meeting ended with vote of thanks to the chair as there were no more points for discussion.

Makasar

ms. Hitakshi makasare
Committee Incharge

HO

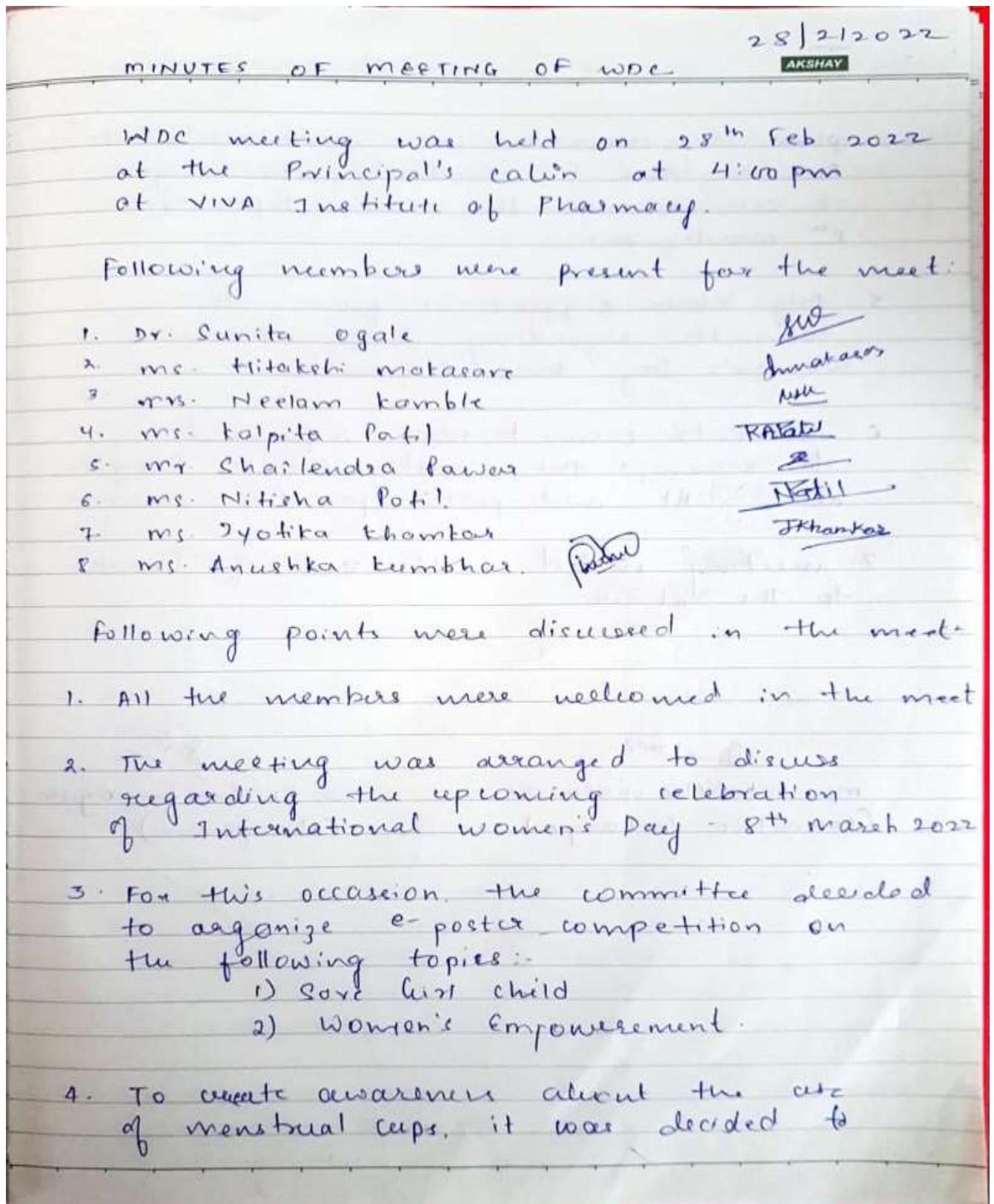
Dr. Sunita Ogale
Principal





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plan a seminar on 'menstrual cups'.
Ankita Saha, T.Y. student would give
a seminar on the same topic on
8th march 2022.

5. Any other suggestions from the
committee regarding International
women's day were discussed.

6. Student's council was informed
to organize the event, create Google
meet link and posters for the same.

7. meeting ended with Vote of Thanks
to the chair.

Ankita Saha

ms. Titakshi Nakasare
(Committee Incharge)

Dr. Sunita Ogale

Dr. Sunita Ogale
(Chairperson)





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9/8/2021

MINUTES OF MEETING OF WDC

WDC meeting was held on 9th August 2021
via Google meet online platform at 4:00 p.

following members were present for
the meeting:-

1. Dr. Sunita Ogale
2. Ms. Hritakshi Makasare
3. Mrs. Neelam Kamble
4. Ms. Kalpita Patil
5. Ms. Shailendra Lawar
6. Ms. Nitika Patil
7. Ms. Jyotika Kumbhar
8. Ms. Anushka Kumbhar
- 9.

NO
Dr. Sunita Ogale
Ms. Hritakshi Makasare
Mrs. Neelam Kamble
Ms. Kalpita Patil
Ms. Shailendra Lawar
Ms. Nitika Patil
Ms. Jyotika Kumbhar
Ms. Anushka Kumbhar

following points were discussed in
the meeting:-

1. All the members were welcomed
by the chairperson in the meet.
2. All the members in the committee
assured proper functioning of the
Women Development Cell.
3. All the members informed that they
have not received any complaint/
grievance from students/faculty of
the institute till date.
4. meeting ended with vote of thanks
to the chair.

Dr. Sunita Ogale
Ms. Hritakshi Makasare

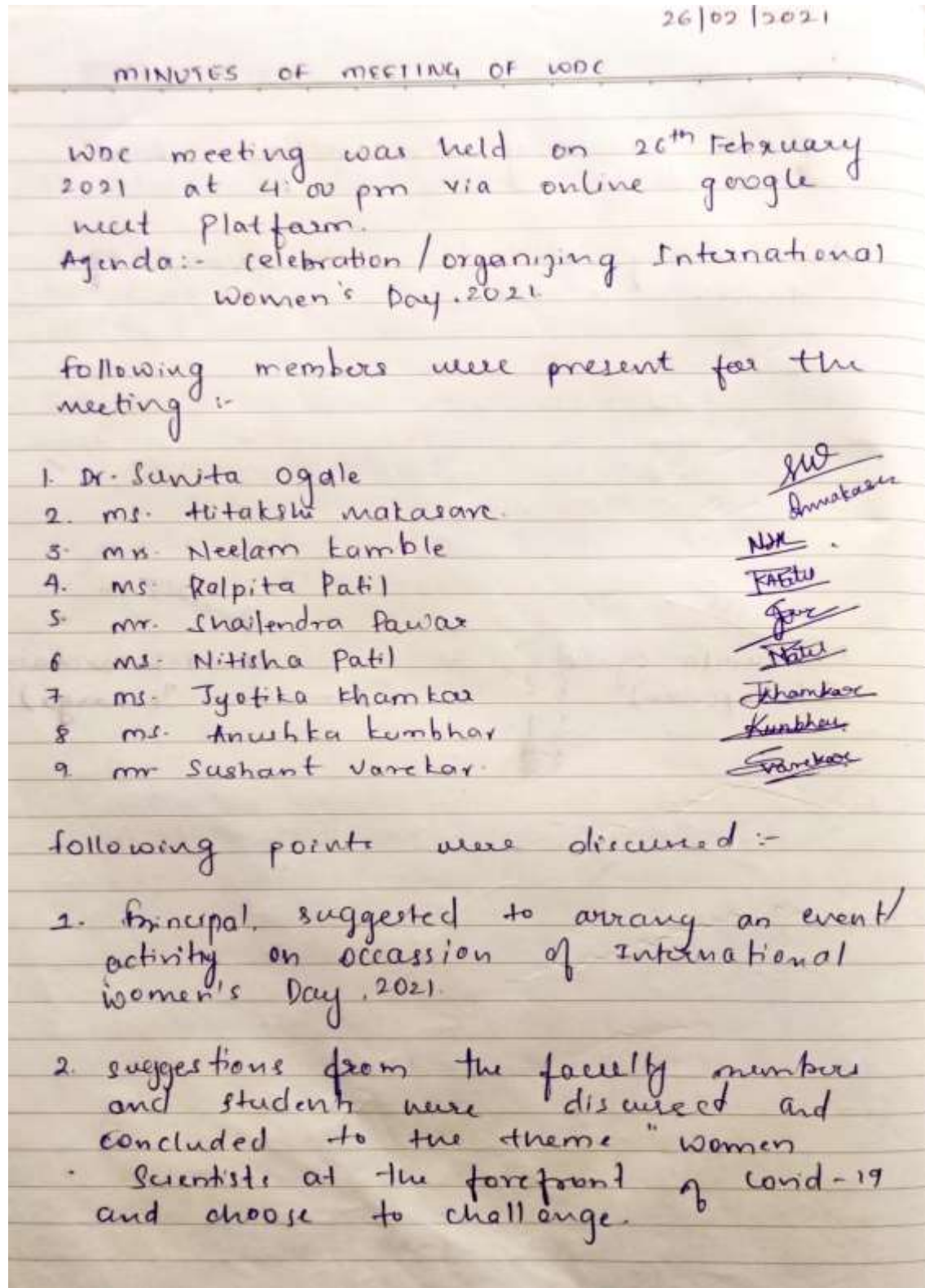
NO
Dr. Sunita Ogale





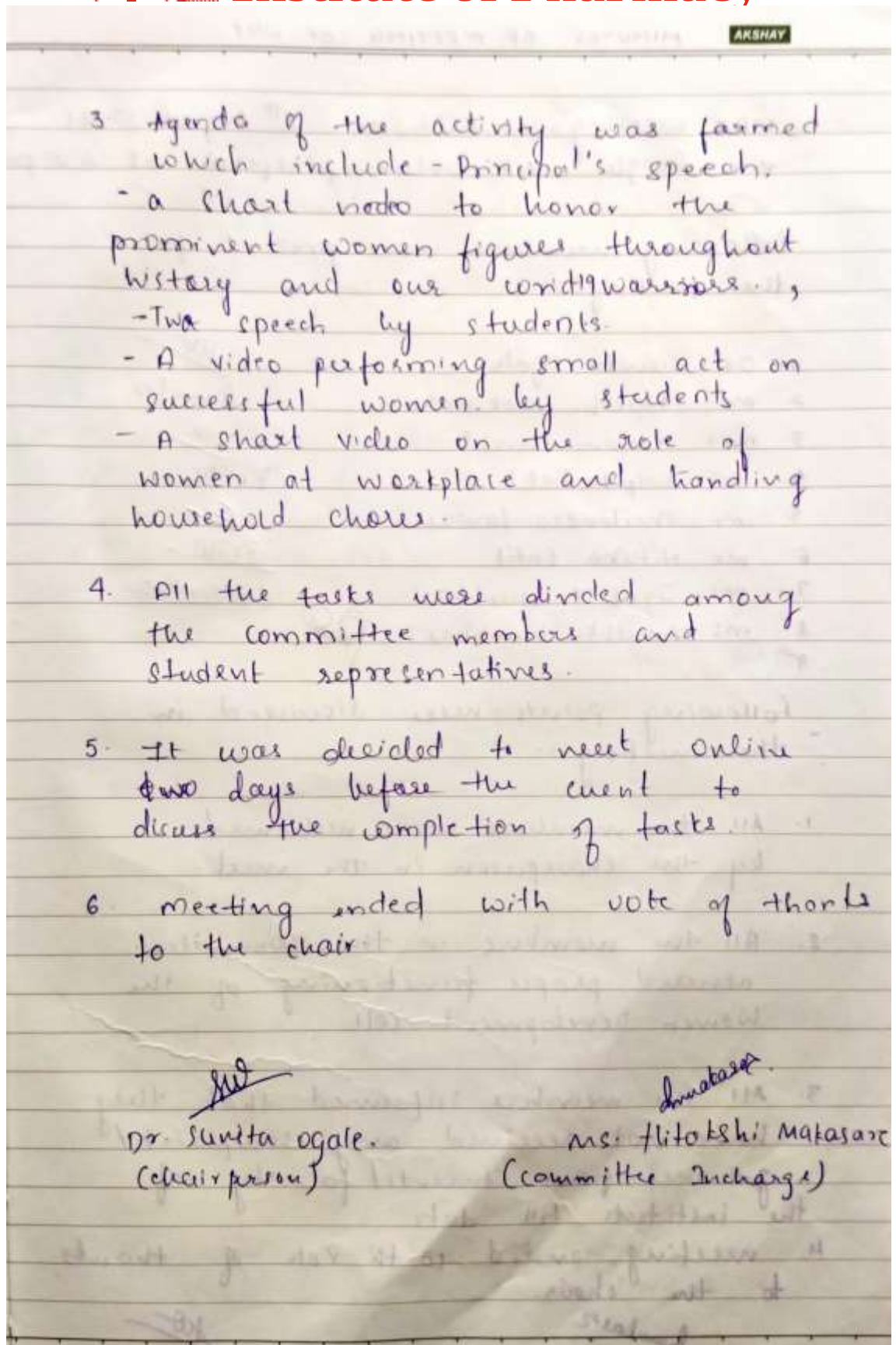
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21/12/2020

MINUTES OF THE MEETING OF WDC

WDC meeting was organized on 21/12/2020 at 11:30 AM with chairperson of Women Development Committee and Vice-Principal of New VIVA college of Arts, Commerce & Science. Dr. Prajakta Paranjpe at New VIVA college, Virar (W).

Following members were present for the meeting :-

Mrs. Prajakta Paranjpe
Ms. Titakehi Matarane

Prajakta
Matarane

Following points were discussed :-

1. Mrs. Paranjpe initiated the meet as the chairperson addressing the activities under WDC organized at their college. All the activities were explained and she suggested to plan a collaborative event with VIVA Institute of Pharmacy.
2. Madam explained the constitution of the committee as per University guidelines.
3. Many real life incidences were discussed and we as women, how we should deal with difficult



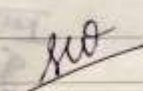


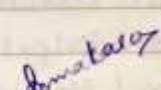
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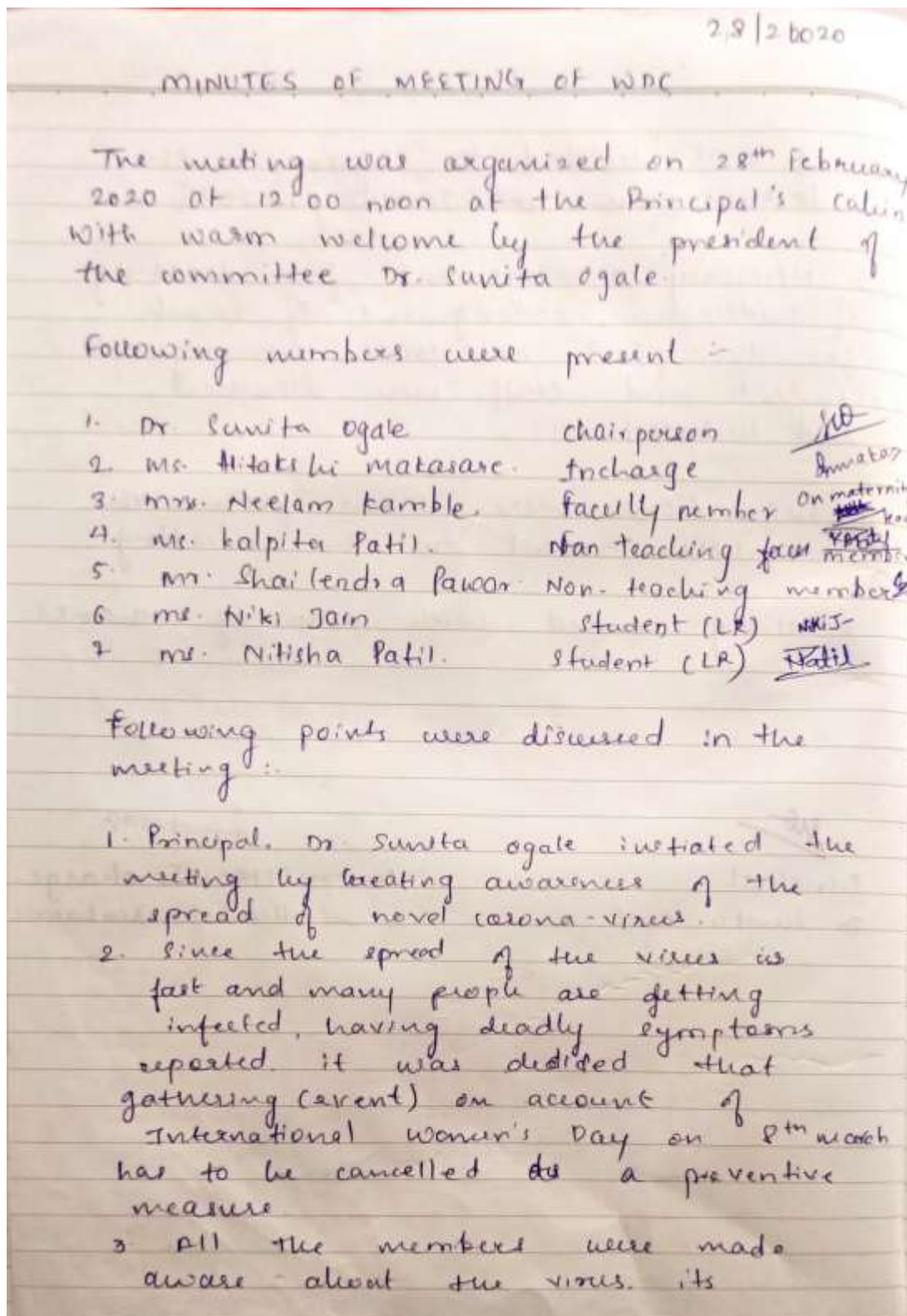
people in any circumstance was
discussed.

4. meeting ended with vote of
thanks to the chair.


Dr. Sumita Ogale
(Chairperson)


Ms. Hitakshi Makasan
(Committee Incharge)

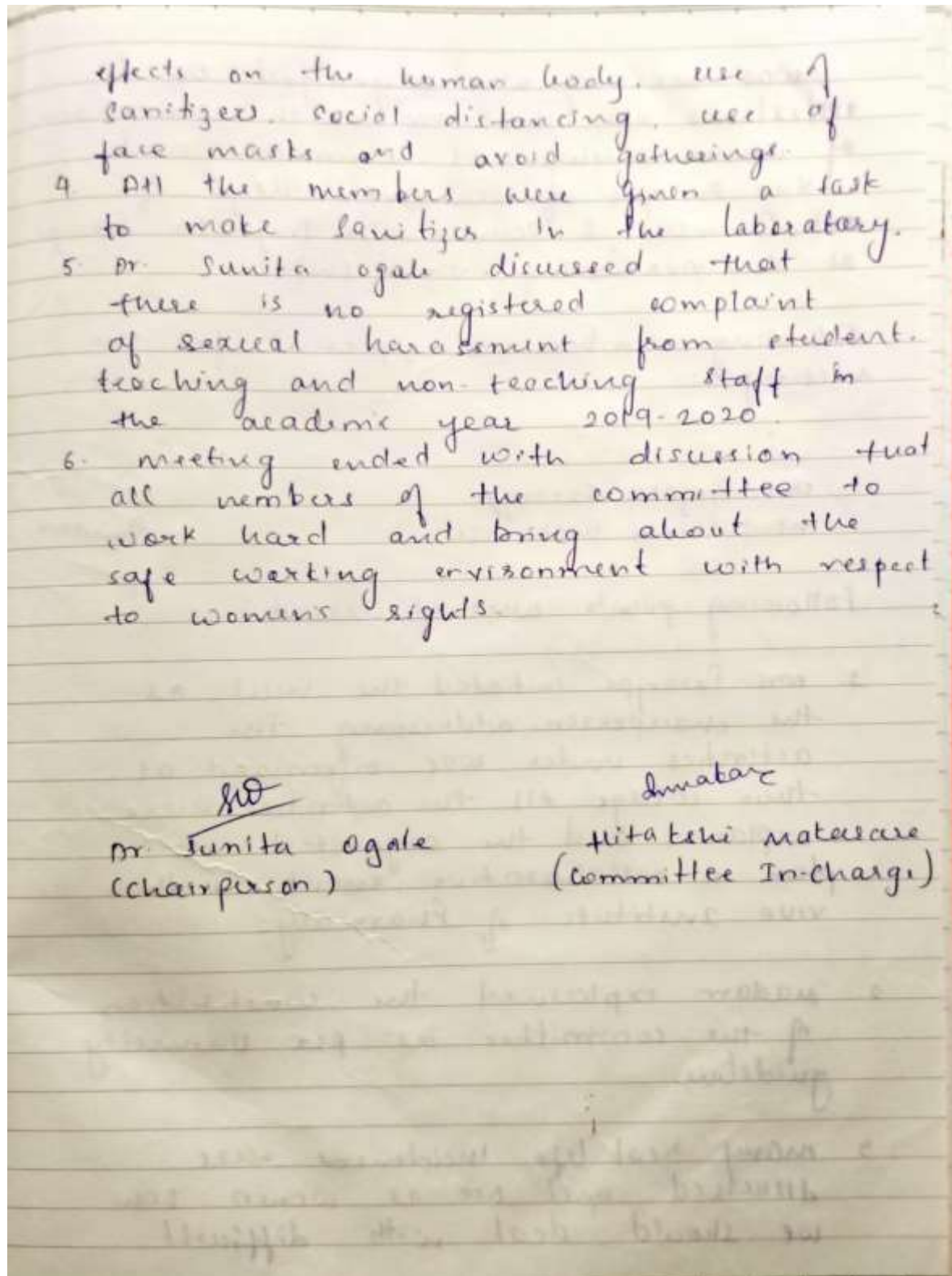






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MINUTES OF MEETING OF WDC 29/01/2019

WDC meeting was held on 29th January 2019 at 12:30 PM in the Principal's cabin (VIVA Institute of Pharmacy, Virar East) to discuss regarding arrangement of guest lecture on 'Women Health and Lifestyle management' by Dr. Deepak Desai and Dr. Usha Desai.

Following members were present for the meeting:

- | | |
|--------------------------|---------------|
| 1. Dr. Sunita Ogale | NO |
| 2. Ms. Hetalshi Makasare | dmakasare |
| 3. Mrs. Neelam Kamble | NSK |
| 4. Ms. Kalpita Patil | Kalpita |
| 5. Mr. Shailendra Pawar | SP |
| 6. Ms. Niki Jain | Niki J. |
| 7. Ms. Smriti Sharma | Sharma |
| 8. Ms. Rajvi Jain | Rajvi |

Following points were discussed in the meeting:

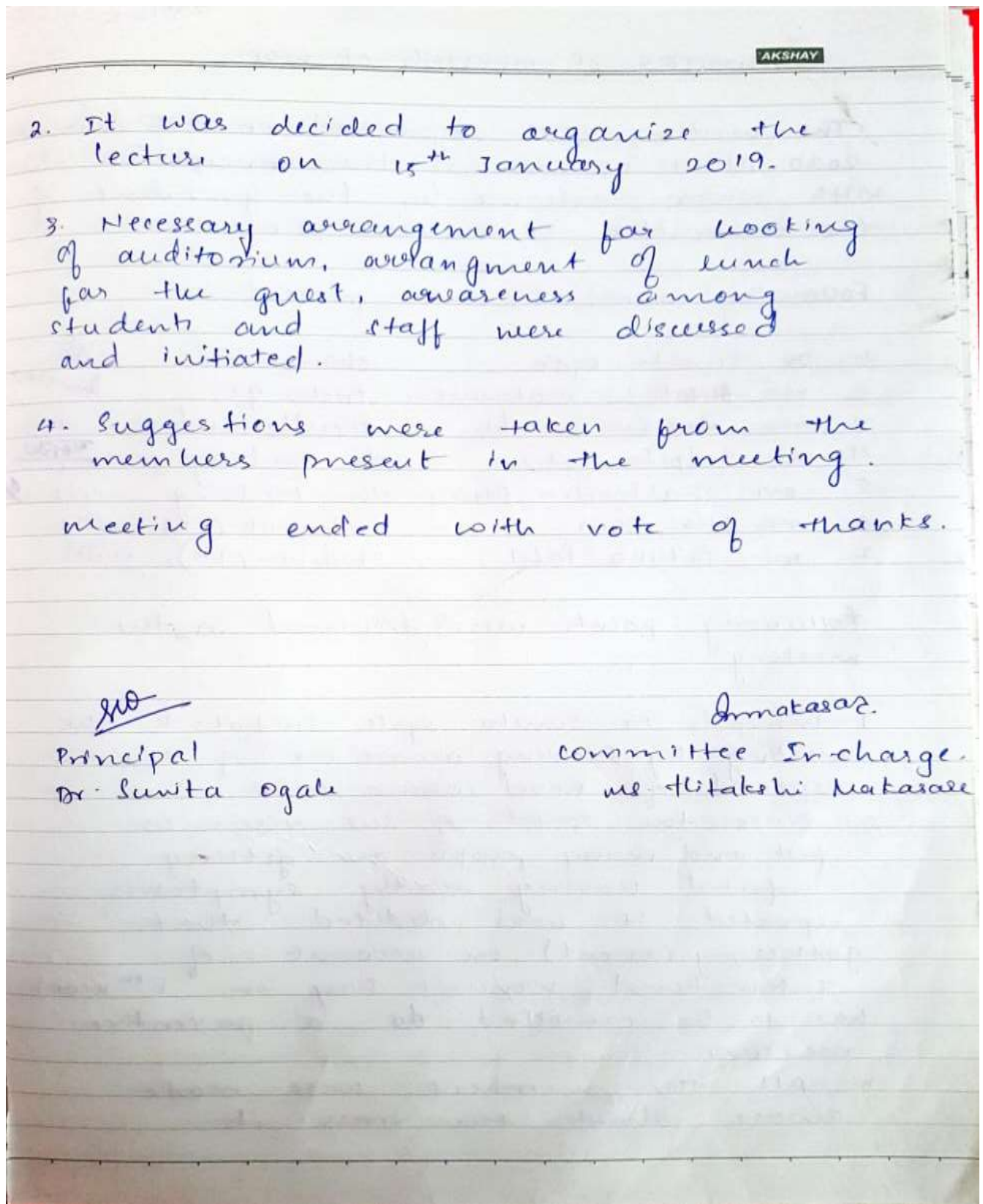
1. It was decided to organize a guest lecture by Dr. Deepak Desai, Consulting obstetrician and Gynaecologist and Mrs. Usha Desai, M.D (Anaesthesia), Virar (West). After communication with Dr. Deepak Desai, the suggest topic for the lecture was "महिलांचे आरोग्य आणि जीवनाचे व्यवस्थापन".





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Principal
Dr. Swita Ogale

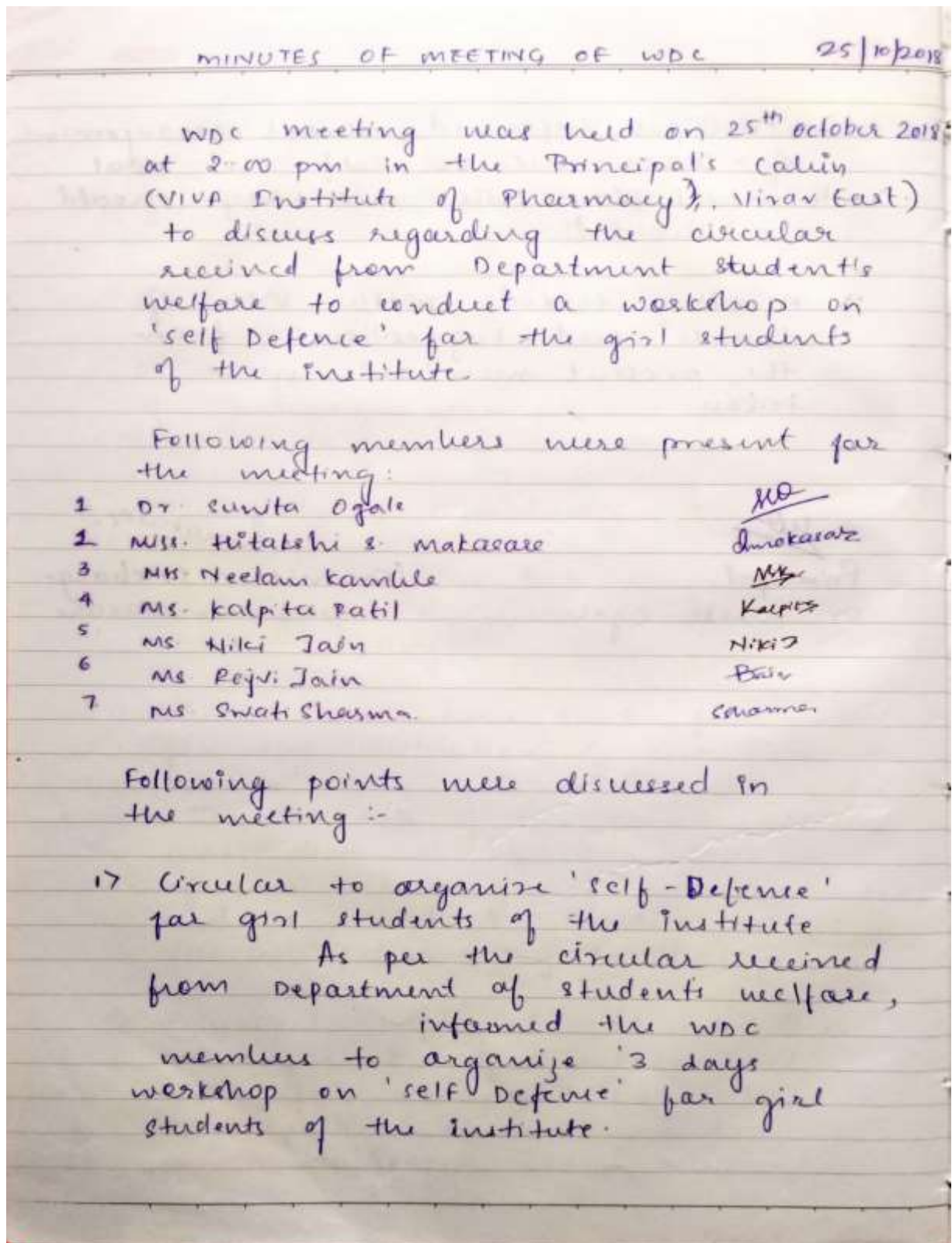
Committee In-charge.
Mr. Hitakshi Nakasale





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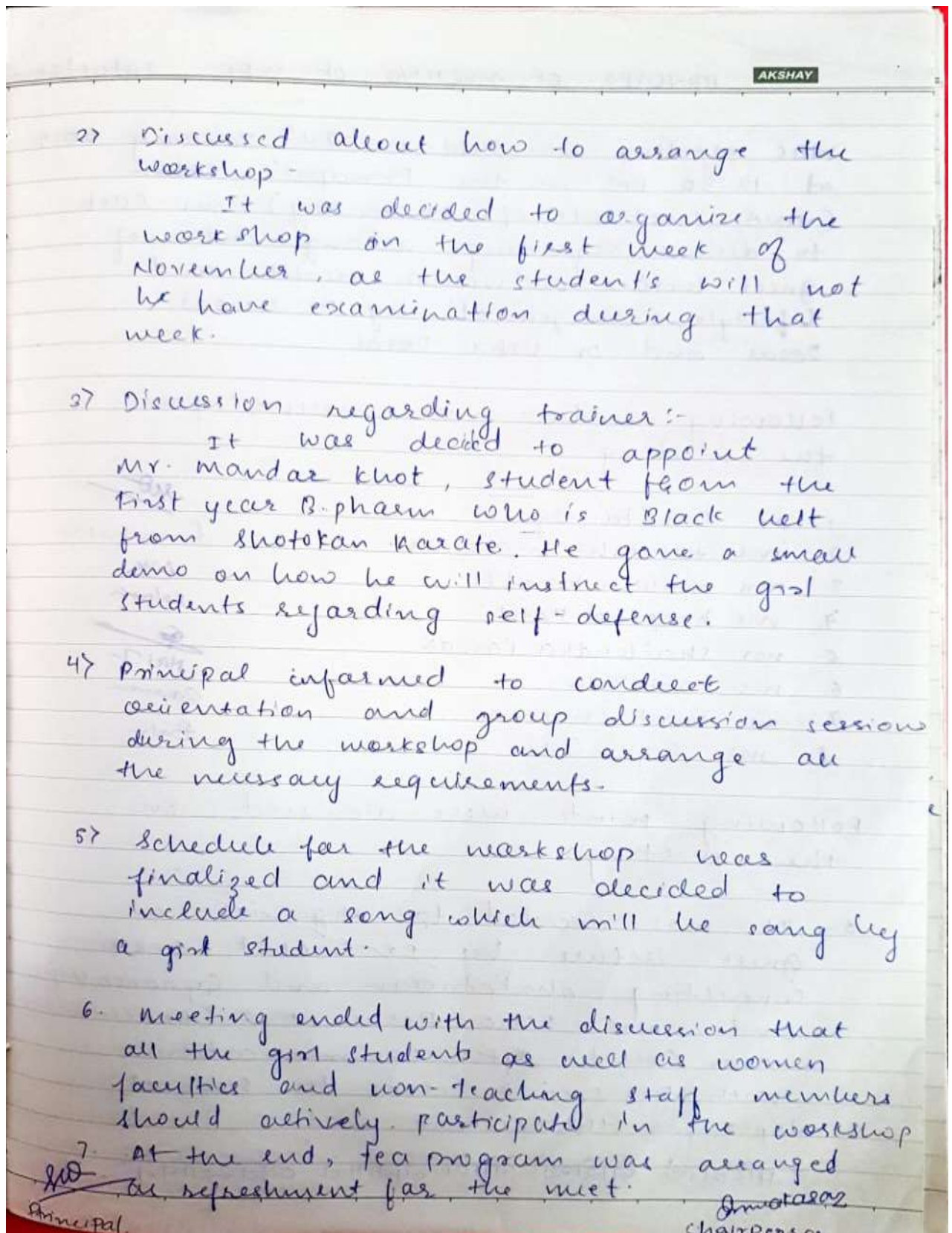
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Gender Sensitization Committee





MINUTES OF MEETING

07/01/2023

The 10th meeting of the Gender Sensitization committee was held on 7th January 2023 at 3:00 pm at the Principal's cabin of VIVA Institute of Pharmacy.

Following members were present for the meeting:-

- 1) Dr. Sunita Ogale
- 2) Dr. Sanghadeep Gajbhiye
- 3) Ms. Hitakshi Matasare
- 4) Ms. Tanvi Pingale
- 5) Mrs. Pallavi Duse
- 6) Mrs. Mugdha Phatak
- 7) Ms. Jyotika Khemkar
- 8) Mr. Deepak Khushawa

[Signatures of members]

Following points were discussed in the meeting:

1. The chairperson of the committee welcomed the members present for the meeting.
2. The minutes of the previous meeting were read & confirmed.
3. The committee discussed regarding any complaint or issue received on the email to provided on for complaints. It was observed that there was not complaint received till date.
4. The committee further suggested to create more awareness among the staff and students about the gender sensitization committee.





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5. The Committee members suggested to organize workshops and interactions to create additional awareness among the staff and students.
6. It was further appraised that email ID and contact number is displayed on the college institute notice board and website.
7. The meeting ended with vote of thanks to the chair.

Hitakshi

Committee In-charge,
(Hitakshi makasare)

Dr. Sunita

Principal
(Dr. Sunita Ogale)





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MINUTES OF MEETING 25/07/2022

The 9th meeting of Gender Sensitization Committee was held on 25th July 2022 at 3:30 pm at the Principal's cabin of VIVA Institute of Pharmacy.

Following members were present for the meeting :-

1) Dr. Sunita Ogale	MO
2) Mr. Hitakshi Makasare	Amkasa
3) Mr. Sanghadeep Gajbhiye	Jay
4) Mr. Tarvi Pingale	Ruse
5) Mrs. Pallavi Ruse	Mr. Kulkarni
6) Mrs. Megha Phatak	Jyoti
7) Ms. Jyotika Khamkar	Amkasa
8) Mr. Deepak Khushkawa	Amkasa

Following points were discussed in the meeting:

- 1) All the members were welcomed to the meeting.
- 2) Minutes of the previous meeting were read & confirmed.
- 3) Members were informed about the formation of Gender Sensitization cell constitution for the year 2022-2023.
- 4) Committee was constituted for the year 2022-2023 with the same members.
- 5) Committee discussed regarding matters related to complaint. Not a single complaint from girls students have been received by the committee.
- 6) The meeting ended with vote of Thanks to all the present members.

Hitakshi Makasare 25/6
Dr. Sunita Ogale (Principal)





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MINUTES OF MEETING. 28/2/2022

The Eighth meeting of the Gender Sensitization Committee (GSC) was held on 28th Feb 2022 at 4:00 pm at the Principal's cabin at VIVA Institute of Pharmacy.

Following members were present for the meeting:

1. Dr. Sumita Ogale
2. Ms. Hitakshi Makasare
3. Mrs. Pallavi Puse
4. Ms. Tanvi Pingale
5. Mr. Sanghadeep Gajbhiye
6. Mrs. Mugdha Phatak
7. Ms. Jyotika Khamkar T.Y

MO
Signatures
Puse
Pingale
Gajbhiye
Phatak
Khamkar

Following points were discussed in the meeting:-

1. All the members were welcomed in the meeting.
2. All the members informed that they have received no case/complaint regarding gender discrimination or gender violence from students, faculty, support staff and administration in the campus.
3. On occasion of International Women's Day, the committee planned to organize a e-poster competition on 8th March 2022.





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4. Topic for e-poster competition :-

a) Save Girl child, b) women's empowerment

5. The committee discussed regarding the laws against sexual harassments/ Gender violence and punishment for the same.

6. The meeting ended with vote of thanks.

Amakase

Ms. Hitakshi Makasare
(Committee Incharge)

NO

Dr. Sunita Ogale
(Chairperson)





Vishnu Waman Thakur Charitable Trust's
VIVA Institute of Pharmacy

Approved by PCI, AICTE (New Delhi), DTE (Government of Maharashtra),
and Affiliated to University of Mumbai

MINUTES OF MEETING

9/08/2021

The seventh meeting of Gender Sensitization committee was held on 9th August 2021 via google meet online platform at 4:00 pm

Following members were present for the meet:

1. Dr. Sunita Ogale
2. Mr. Hitakshi Makasare
3. Ms. Tanvi Pingale
4. Mrs. Pallavi Duse
5. Mr. Sarghadheep Gajbhiye
6. Mrs. Mugdha Phatak
7. Ms. Jyotika Khamkar
8. Mr. Deepak Khushawa

[Handwritten signatures]
Sunita Ogale
Hitakshi Makasare
Tanvi Pingale
Pallavi Duse
Sarghadheep Gajbhiye
Mugdha Phatak
Jyotika Khamkar
Deepak Khushawa

Following points were discussed in the meet:

1. All the members were welcomed in the meet.
2. All the members informed that they have received no complaint from students, support staff, faculty and administration regarding gender discrimination.
3. Few points were discussed in the meet from a booklet by 'Akshara-Empowering women and Girls'.



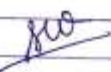


→ Instructions to boys:-

1. Analyse how girls/women think about you.
 2. Learn to treat women as a human, friend and colleague.
 3. Protect women against harassment and help them.
 4. Do not do harassment just because other males in the society do.
 5. Do not consider that girls like eve-teasing.
4. Helpline 103/1091 was informed to all for complaint against any type of harassment or eve-teasing.
5. The meeting ended with vote of thanks.

Inmakasar.

Committee In-charge.
Ms. Hitakshi Makasare.


Principal
Dr. Sunita @gale
Chairperson





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MINUTES OF MEETING 24/04/2021

The sixth meeting of the Gender Sensitization Committee was held on 24th April 2021 at the online platform via google meet.

following members were present in the meet:

1. Dr. Sunita Ogale
2. Ms. Titakshi Matasare
3. Mrs. Pallavi Dase
4. Ms. Jyoti Pingale
5. Mr. Sanghadeep Hajbhise
6. Mrs. Mugdha Phatak
7. Ms. Jyotika Khomkar
8. Mr. Deepak Khuthawa

MO
Dr. Sunita Ogale
Mrs. Pallavi Dase
Ms. Jyoti Pingale
Mr. Sanghadeep Hajbhise
Mrs. Mugdha Phatak
Ms. Jyotika Khomkar
Mr. Deepak Khuthawa

following points were discussed in the meet:

1. All the members were welcomed in the meet.
2. Members informed that no case/complaint has been received related to gender discrimination or gender violence in the months.
3. on occasion of International Women's Day, the committee planned to organise/create short videos on - 'Women in forefront in COVID-19 pandemic' to elaborate the role of a working women in the pandemic.
4. Students decided to create a short video on





5. following points were to be included during the seminar to make women alert about the gender Discrimination / sexual harassment by a speech.

1. Knowledge about sexual harassment- what it is? How to identify?
2. Learn to say 'No' in a loud & clear voice.
3. Self-confidence
4. make friends.
5. Make a complaint about the incident.
6. Learn to respect those you respect you.
7. Don't be afraid to seek help.
8. Do not show your weakness to anyone.

6. The meeting ended with vote of thanks.

Hitakashi

Committee In-charge
Ms. Hitakashi makasare.

MS

Principal.
Ms. Sunita Agale
Chairperson





MINUTES OF MEETING.

13/06/2020

The fifth meeting of Gender Sensitization Committee was held on 13th June 2022 on online platform via Google meet.

Following members were present for the meeting:

1. Dr. Sunita Ogale.
2. Ms. Titokshi Makasare
3. Ms. Pallavi Puse
4. Ms. Tanvi Pingale
5. Mr. Sanghadeep Gajbhiye
6. Ms. Jyotika Khamkar
7. Mr. Deepak Khushnasa
8. Mrs. Mugdha Phatak.

[Signatures]
Dr. Sunita Ogale
Ms. Titokshi Makasare
Ms. Pallavi Puse
Ms. Tanvi Pingale
Mr. Sanghadeep Gajbhiye
Ms. Jyotika Khamkar
Mr. Deepak Khushnasa
Mrs. Mugdha Phatak

Following points were discussed in the meeting:

1. All the members were welcomed in the meet.
2. Due to lockdown, the meet was organized online via Google meet. Health of all the members and the safe family members was discussed in the meet.
3. Members informed regarding no case of gender violence and gender discrimination in the past months.
4. It was discussed to organize a seminar for the upcoming women's day via online mode.
5. The meeting ended with vote of thanks.

[Signature]
Committee Incharge

[Signature]
Principal





MINUTES OF MEETING

07/03/2020

The fourth meeting of Gender Sensitization cell was held on at the Principal's cabin at VIVA Institute of Pharmacy.

Following members were present for the meeting:

1. Dr. Sunita Ogale
2. Ms. Hitachi Nakasare
3. Ms. Tanvi Pingale
4. Mrs. Mugdha Phatak
5. Ms. Jyotika Khemkar
6. Mr. Deepak Khushawa
- 7.

[Signature]
Principal
VIVA
Institute of Pharmacy

Following points were discussed in the meeting:

1. The meeting was held to discuss the spread of novel corona virus COVID-19 and social distancing. Due to spread of the virus, it was decided that WPE, Tec and Gender sensitization committee would not conduct any event/workshop on occasion of 80th International Women's Day on 8th March 2020.
2. Principal, Dr. Sunita Ogale informed everyone the need of social distancing and wearing face mask.





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3. The committee members informed that
no or there is no complaint/case
related to Gender discrimination or
gender violence in the campus in
the past months.
4. The meeting ended with vote of
thanks and wishing a happy women's
day to all members.

Amatase.

Committee In-charge
Mr. Hitakshi Matase

HO
Principal
or Sunita Wale
Chairperson





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MINUTES OF MEETING

3/02/2019

The third meeting of Gender Sensitization cell was held on 3/02/2019 at the Principal's cabin at VIVA Institute of Pharmacy.

Following members were present for the meeting.

1. Dr. Sunita Ogale
2. Ms. Hitakshi Makasare
3. Mrs. Pallavi Duse
4. Ms. Tanvi Pingale
5. Mr. Sanghadeep Gajbhiye
6. Mrs. Mugdha Phatak
7. Ms. Jyotika Khamkar

NO
Hitakshi Makasare
Mrs. Pallavi Duse
Ms. Tanvi Pingale
Mr. Sanghadeep Gajbhiye
Mrs. Mugdha Phatak
Ms. Jyotika Khamkar

Following points were discussed in the meeting:

1. The meeting was held to discuss regarding any complaint related to gender discrimination or gender violence.
2. It was informed that no complaint has been registered from the students or faculty.
3. The meeting ended with vote of thanks.

Hitakshi Makasare
Committee In-charge
Ms. Hitakshi Makasare

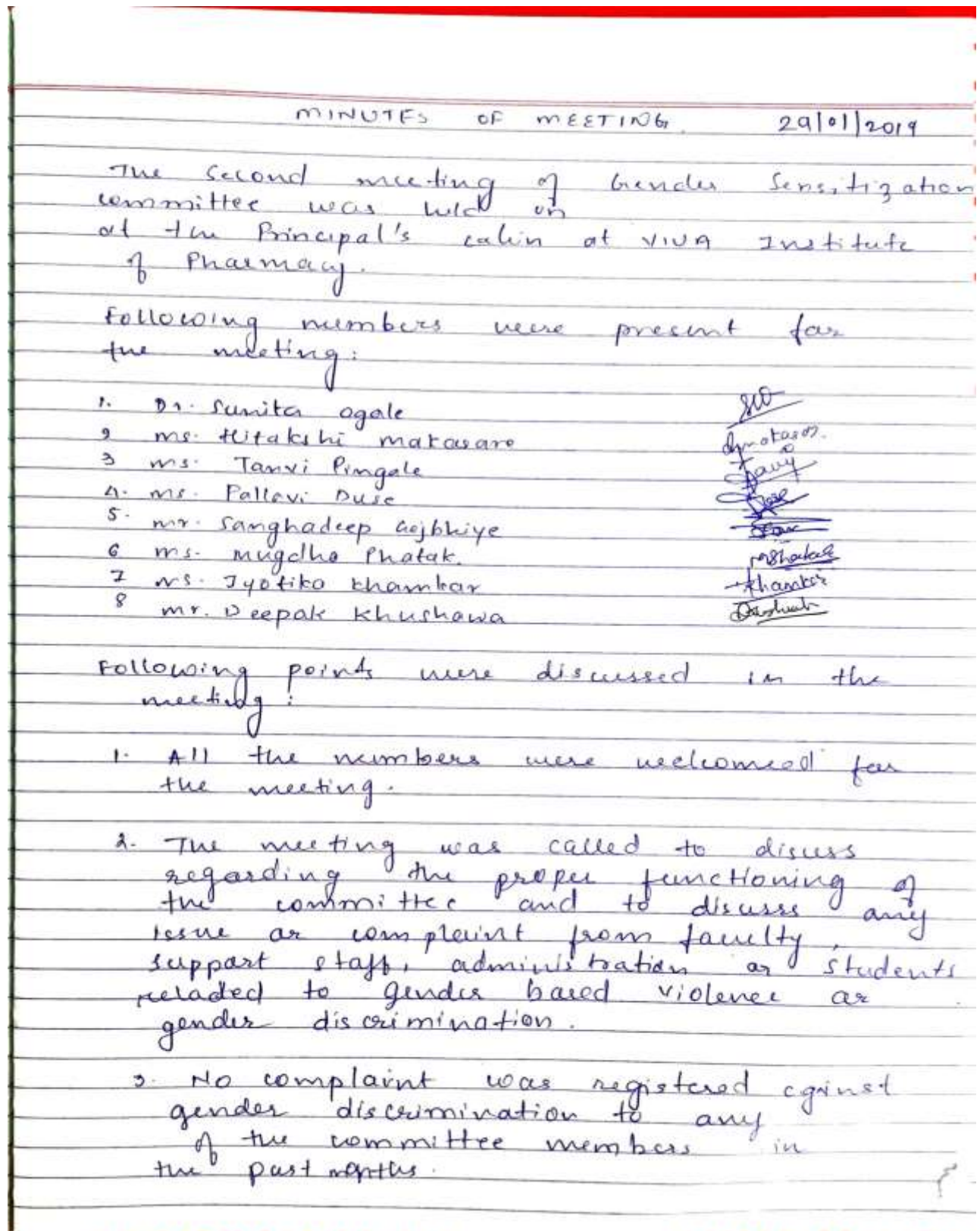
NO
Principal
Dr. Sunita Ogale
Chairperson





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4. All the committee members were informed regarding 'Vishakha Guidelines' for sexual harassment of women at the workplace.
5. Members were informed regarding the Time Limit to make complaint i.e. 3 months. The adequate time to file a complaint is within 3 months from date of incident. The identity of the victim or the witness or the offender shall not be made public.
6. The committee Incharge participated in Two days National seminar on "Gendered Academic Cultures & Sexual Harassment in the Academia: # me too & beyond" organised by WDC, University of Mumbai & Gender Issue cell, K.C. College on 6th To 7th March 2019.
7. All the members were informed regarding the topics discussed in the seminar.
8. The meeting ended with vote of thanks.

Hitakshi

Committee Incharge

Ms. Hitakshi Matkar

Dr. Sunita Ogale
Principal

Dr. Sunita Ogale
Chairperson





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MINUTES OF MEETING

25/10/2018

The first meeting of Gender Sensitization committee was held on in the Principal's cabin at VIVA Institute of Pharmacy.

Following members were present for the meeting.

1. Dr. Sanita Ogale
2. Ms. Hitachi Matarasare
3. Ms. Pallavi Duse
4. Ms. Mangdha Phatak.
5. Mr. Sanghaadkeep Gajbhaye
6. Ms. Tyotika Khamkar
7. Mr. Deepak Khushawa

Sanita Ogale
Hitachi Matarasare
Pallavi Duse
Mangdha Phatak
Sanghaadkeep Gajbhaye
Tyotika Khamkar
Deepak Khushawa

Following points were discussed in the meeting :-

1. All the members of the committee were welcomed by the committee Incharge for the first meeting.
2. members were informed regarding constitution of the committee.
3. It was informed that earlier, Internal complaints committee had been constituted under which Gender sensitization unit had been set up as per UAC that looks after Gender discrimination and gender violence. Now, a separate unit has been constituted





that will look after Gender discrimination and gender based violence named 'Gender Sensitization Committee'.

4. All the members were informed regarding Sakeham measures for ensuring the safety of women and Gender Sensitization on campuses which are as follows:-

- Gender Sensitization is not a matter for students alone but it is required in all colleges and universities (students, faculty, support staff, administration).
 - Gender Equality should be addressed in all campuses whether in the classroom or beyond.
 - The committee has been setup to provide a concrete means for addressing gender sensitization.
 - The committee shall conduct workshops on gender, masculinity, issues pertaining to sexual harassment and knowledge about the law and rights.
5. The meeting ended with vote of thanks to the chair.

Hitakshi

Committee Incharge
ms. Hitakshi Nakarase

Dr. Sunita Ogale

Principal
Dr. Sunita Ogale
Chairperson

