



MAHARASHTRA EDUCATIONAL SOCIETY'S
H. K. COLLEGE OF PHARMACY
PRATIKSHA NAGAR OSHIWARA, JOGESHWARI (W), MUMBAI 400102
NAAC Accredited Grade 'A'



**PROOF FOR IMPLEMENTATION OF
GUIDELINES OF STATUTORY
REGULATORY BODIES
2023-2024**



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ANTI-RAGGING

2023-2024



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University Code: 738 A.I.C.T.E Approval No. 06/07/MS/PHARM/2008/007 D.T.E Code No. PH3234
VISION: To Be recognized as the Institution providing quality education in Pharmacy to serve the health care sector

Date: 17/08/2023

CIRCULAR

This is to inform all the members of Anti-ragging Committee, that a meeting will be held on 22nd August, 2023 at 03:00pm in the 3rd floor, Conference Room.

Thande

Dr. Tushar N. Lokhande
Principal

Mr. Prahlad .L.Dubey

Mrs.Pratima Yadav

Dr. Sheela Yadav

Mrs. Madhavi Shetty

Mr.Vishwajeet Singh

Ms.Janhvi Shetty

Mrs. Madhura Chavan

Ms.Sayali Sawant

Ms. Jayshree Sharma

Dr.Govind Shinde

Mrs. Rachel Britto

Dr.Mohd.Wais

Mr.Dudhnath Singh

Mr.Pratik Yadav

Mrs. Shubhangi Kamtekar

Ms.Nida Shaikh

Mrs.Dipti Chirmade



Minutes Of Meeting of Anti-ragging Committee held on 26th August 2023 at 2 pm

The following members were present: Dr. Tushar Lokhande (Principal), Dr. Sheela Yadav, Dr. Mohd. Wais (Nodal Officer, Member Secretary, Mrs. Rachel Britto, Ms. Madhura Chavan, Mrs Shubhangi Kamketar, Mr. Pratik Yadav, Mr. Vishwajeet Singh, Ms. Janhvi Shetty.

The following members were absent: Mr. Prahlad Lalji Dubey, Ms. Pratima Yadav

The following business was transacted:

1. The minutes of the earlier meeting held on 26th August 2022 were reviewed and confirmed.
2. It was decided that that Anti-ragging committee and Anti-ragging squad members should periodically inspect/monitor the premises of college for any activity pertaining to ragging. The observations must be reported in the prescribed format.
3. It was discussed that students will continue to fill anti-ragging forms in an online mode on or before 15th September 2023 and a circular on "Instructions to fill anti-ragging forms" will be issued to all students. The responsibilities were divided among the Class teachers (Anti-ragging Squad)

Final Year- Ms. Nida Shaikh and Mrs. Padmaja

Third Year- Mrs Dipti Chiramde (Division A) and Mrs. Anuradha Pai (Division B)

Second Year: Mrs. Jayshree Sharma (Division A) and Ms. Nihal Shaikh (Division B)

First Year: Ms. Akshata Pahalkar and Ms. Sayli Sawant

Office Coordinator: Mrs. Madhura Chavan

4. The composition of anti-ragging committee was revised, and the following changes were made:

a. Chairman/Principal: Dr. Tushar Lokhande

b. NGO Representative: Mrs. Pratima Yadav

c. Representative of students: Janhvi Shetty, Mr. Pratik Yadav, Mr. Vishwajeet Singh

d. Representative of Parents: Mrs. Madhavi Shetty, Mr. Dudhnath Singh

e. Representative of Faculty Member (Anti-ragging Squad): Ms. Nida Shaikh, Ms. Sayli Sawant, Mrs Dipti Chiramde, Mrs. Jayshree Sharma

Mrs Rachel Britto
Member
Rachel Britto



Lokhande
Dr. Tushar Lokhande
(Principal/ Chairman)

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Email: pharmacy.director@hkep.edu.in website: www.hkep.edu.in

PRINCIPAL
H.K.COLLEGE OF PHARMACY
Jogeshwari (W), Mumbai-400 102



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ISO 9001:2008, University Code: 738 A.I.C.T.E Approval No. 06/07/MS/PHARM/2008/007D.T.E Code No. PH3234

Date: 18/07/2023

ANTI-RAGGING COMMITTEE ATTENDANCE

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Tushar Lokhande	Principal, H. K. College of Pharmacy	
2	Mr. Prahlad Lalji Dubey	Representative of Civil & Police, Oshiwara	Ab
3	Dr. Govind Shinde	Local Media	Ab
4	Mrs Pratima Yadav	Non-Government Organization, Goregaon	Ab
5	Dr. Sheela Yadav	Representative of Faculty Member	
6	Mrs. Rachel Britto	Representative of Faculty Member	
7	Dr. Mohd. Wais	Nodal Officer	
8	Mrs. Madhavi Shetty	Representative of Parents	Ab
9	Mr. Dudhnath Singh	Representative of Parents	Ab
10	Mr. Vishwajeet Singh	Student's Representative	
11	Mr. Pratik Yadav	Student's Representative	
12	Ms. Janhvi Shetty	Student's Representative	
13	Mrs. Shubhangi Kamtekar	Representative of Non-teaching Staff	
14	Mrs. Madhura Chavan	Representative of Non-teaching staff	
MEMBERS OF ANTI RAGGING SQUAD			
15	Ms. Nida Shaikh	Representative of Faculty Members	Ab
16	Ms. Sayli Sawant	Representative of Faculty Members	
17	Ms. Dipti Chirmade	Representative of Faculty Members	
18	Ms. Jayshree Sharma	Representative of Faculty Members	





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GRIEVANCE

2023-2024

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Minutes of the meeting held on 02-08-2023:

Meeting was held on 2nd of August 2023 and following members were present: Dr. Tushar Lokhande, Dr. Sheela Yadav, Dr. Md. Wais, Dr. Jaya Agnihotri, Dr. Anagha Raut, Mrs. Shubhangi Kamtekar.

The meeting was called to review the composition of the grievance redressal cell and following points were discussed and finalized:

- Dr. Tushar Lokhande was decided to be appointed a chairman of the committee
- Dr. Wais, Dr. Jaya and Dr. Sheela were selected as the senior faculty representative
- Dr. Anagha Raut was decided as the ombudsman of the grievance redressal cell
- Mr. Ali Rizwi was selected as the student's representative
- Overall review of the committee affairs was reviewed



Tushar Lokhande
Chairman

Dr. Tushar Lokhande

H.K.COLLEGE OF PHARMACY

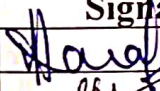
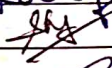
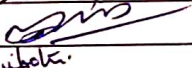
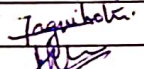

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02/08/2023

Attendance of Grievance Redressal Committee

Meeting held on

Sr. No	Name	Signature
1.	Dr. M. N. Saraf	
2.	Dr. Sheela Yadav	
3.	Dr. Wais	
4.	Dr. Jaya Agnihotri	
5.	Dr. Anagha Raut	
6.	Mrs. Shubhangi	





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INTERNAL COMPLAINT COMMITTEE

2023-2024



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Date: 2/8/2023

NOTICE

All the members of Internal Complaints Committee (ICC) are requested to attend a meeting on 3rd August 2023 at 3.30pm in conference room.

Agenda:

- 1) Revision of ICC Committee
- 2) Events and programs to be organized.
- 3) Any other point with the permission of the Principal.

Phande

Dr. Tushar Lokhande

Principal

PRINCIPAL

H.K. COLLEGE OF PHARMACY

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VISION: To Be recognized as the Institution providing quality education in Pharmacy to serve the health care sector

Date: 4/8/2023

Internal Complaints Committee

Minutes of Meeting

The meeting was organized on 3rd August 2023 at 3.00 pm in conference room 3rd floor.

Agenda:

- 1) Confirmation of minutes of previous meeting.
- 2) Revision of ICC Committee
- 3) Any other points with permission of chair.

Following points were discussed and noted: Principal welcomed the members and thanked them for their cooperation and valuable suggestions for the successful functioning of the ICC during the last academic year 2022-23.

Principal Dr. Tushar Lokhande welcomed all the members of the Committee. He informed that as per the guidelines issued by the Ministry of Women and Child Development, all the organizations must constitute an ICC and, in this context, this committee has been set in place. Sir described the role of ICC and said everyone has a responsibility to contribute to the cause. Mrs. Dipti Chirmade mentioned that it was the first meeting of the reconstituted ICC in HK College of Pharmacy and welcomed suggestions from all members to make it effective. The Committee noted that no complaint of sexual harassment has been received. It was emphasized that in order to create awareness and continuous sensitization, it is essential to place notices defining sexual harassment at prominent places in the campus. As there were no other points for discussion, the meeting was concluded with a vote of thanks by Mrs Vaishali Patel. Since there were no other points to discuss, the meeting ended.

Mrs. Dipti Chirmade
Presiding Officer





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Date: 3/8/2023

ATTENDENCE

MEMBERS OF INTERNAL COMPLAINT COMMITTEE (2023-2024)

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Tushar Lokhande	Principal	
2	Mrs. Dipti Chirmade	Presiding Officer	
3	Dr. Mohammad Wais	Representative of Faculty Member	
4	Mrs. Vaishali Patel	Representative of Faculty Member	
5	Mrs. Chaya Rade	Representative of NGO	
6	Ms. Shubhangi Kamtekar	Representative of Non-teaching	
7	Ms. Vaidehi Patil	Student Representative	
8	Mr. Geet Raut	Student Representative	



Date:28/07/2023

Internal Complaint Committee

Action Taken Report

The Internal Complaints Committee meeting was conducted on 14/2/2023 at 2.00pm to discuss any issues (both personal and study related) in the conference room. The members present-

1. Dr. M.N. Saraf
2. Dr. Sheela Yadav
3. Dr. Mohammad Wais.
4. Mrs. Parimal Kotakar
5. Mrs. Chaya Rade
6. Ms. Shubhangi Kamtekar
7. Ms. Vaidehi Patil

- The composition of Internal Complaint Committee was revised.
- Students were informed about the UGC working guidelines.
- Written Communications were issued to the members of the Internal Complaint Committee for their confirmation of being part of the Committee.
- As there are no complaints reported by the students on the campus, the Committee concluded that there were no issues related to the Academics and Non academics.



Dr. Sheela Yadav

Presiding officer

Date: ~~13/03/2024~~