



ITM-IHS COLLEGE OF NURSING

Plot no.11, Sector 12, Near Ayappa temple, New panvel(E)-410206

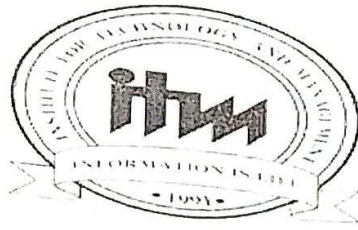
Ph: (022)64506859

EXAMINATION GREVIENCE COMMITTEE FOR THE YEAR 2019-20

Date: 26/02/2020

Sr.no	Name	Post	Designation	Signature
1	Mrs.Meenal Rane	Chairperson	Principal	
2	Ms.Bharati Salunkhe	Secretary	Lecturer	
3	Mr.Kiran Rane	Member	Administrative Officer	
4	Ms.Gunpriya Chopade	Member	Asso.Professor	
5	Ms.Mavis Nikita Sagar	Member	Lecturer	
6	Ms.Sheetal Bhalerao	Member	Lecturer	
7	Ms.Harshada Bagade(4 th Year)	Member	Student	
8	Ms.Pooja Shirgure(4 th Year)	Member	Student	
9	Mr.Akash Chavan(3rd Year)	Member	Student	
10	Ms.Priyanka Trimukhe 3rd Year)	Member	Student	
11	Ms.Prachi Shelar(2nd Year)	Member	Student	
12	Mr.Ruchit Baraf(2nd Year)	Member	Student	
13	Ms.Anushka Kamble(1st Year)	Member	Student	
14	Ms.Hardika Sahare(1st Year)	Member	Student	

Chairperson
PRINCIPAL



EXAMINATION GREIVENCE COMMITTEE

AIMS:

To promote and maintain a conducive and unprejudiced educational environment by resolving examination related greivences.

OBJECTIVES:

1. To develop an organizational framework to resolve grievences of the students related to any examination.
2. Encouraging the Students to express their grievences / problems freely and frankly, without any fear of being victimized.
3. To ensure effective solution to the students' grievences with an impartial and fair approach.
4. To investigate the reason of dissatisfaction.
5. To obtain where possible a speedy resolution to the problem.


PRINCIPAL
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Raigad - 410 206.



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SOP's FOR EXAMINATION GREVIENCE COMMITTEE

1. As per the need and guidelines, the **EXAMINATION GREVIENCE COMMITTEE** should be constituted at local level.
2. Whenever the person resigns or rejoins the reconstitution of the committee should be done.
3. The committee should be reconstituted with the willingness of the members.
4. Meeting of the committee should be planned before and after each examination or whenever needed.
5. Agenda of the meeting should be prepared by secretary and intimation of the meeting should be 10 days prior to the meeting.
6. Meeting should be planned and conducted on working days only.
7. After the meeting the minutes should be documented within three days and circulated to the members before next meeting.
8. Suggestion, recommendations given by the internal assessment grievence committee members should be implemented before the completion of current academic year or before next examination and the date of the next meeting should be decided.
9. Any untoward incident is reported and if found to be serious matter than urgent call of meeting is must and process should be done on urgent basis to solve the redressal.
10. If the committee is unable to solve any matter than the solution of the matter or further decision is taken by management.

PRINCIPAL

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