



Dr. Rafiq Zakaria Campus

Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Research

Dr. Rafiq Zakaria Marg, Rauza Bagh, Aurangabad-431001

Tele-Fax.No. (0240- 2382820 / 2381102)

Date: 22/07/2022

Grievance Redressal Committee

Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Research,

Aurangabad

The Grievance Redressal Committee of the Dr. Rafiq Zakaria Centre for Higher Learning & Advanced Research was reconstituted on 22th July, 2022

Consists of 1 chairman and members as follows.

Sr.No.	Name	Designation	Mobile No/Email ID
1	Dr. Afroz Begum	Assistant Professor (Sociology) Chairman	drafrozbegum@gmail.com 8483814439
2	Dr. Mohsin Aziz	Assistant Professor (Chemistry) Member	maaziz80@rediffmail.com 9970342666
3	Miss. Zarina Shaikh	Assistant Professor (Microbiology) Member Legal Advisor	skzarinal@gmail.com 9923472813
4	Mr. Shaikh Waseem	Member Concern Clerk	
5	Miss. Naziya Parveen	Assistant Professor (Mathematics) Member	naazparveen96@gmail.com 7875452615


Incharge Director

Incharge Director
Dr. Rafiq Zakaria Centre for Higher
Learning & Advanced Research



Dr. Rafiq Zakaria Campus

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Date: 16/02/2023

Concluding remarks:

Student's complaint about water and wash room facility and class rooms, ceiling fan the complaint solve by the instruction through concern helping staff.

(Dr. Afroz Begum)

Chairman, Grievance Redressal Committee

Incharge Director

Incharge Director
Dr.Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.




**Dr. Rafiq Zakaria Centre for Higher Learning & Advanced
Research, Dr. Rafiq Zakaria Campus Rauza Baugh,
Aurangabad-431001**

Grievance Redressal Committee

Meeting Record

Sr. No.	Agenda of the Meeting	Date	Attendees	Action Taken
1	To discuss about any complain of student	22/02 /2021	05	No complaint received as online classes are going due to covid.
2	To seek if there is any complain of the students	27/04 /2021	05	No complaint received as online classes are going due to covid.
3	Need of more vigilance of discipline in chatri area in front of main gate	23/09 /2021	05	1. The discipline committee was contacted 2. discipline committee instructed the assigned staff to show more vigilance in canteen and parking area
4	Repairing of tube light Repairing of fans in the Classroom	10/03 /2022	05	1. Electrician was hired and all the fans and lights were classrooms rechecked 2. some fans which were not functioning properly were replace
5	Library requirement of more than 02 books for study	08/12 /2022	05	1.All the members are agreed that the more than two books will be given to the students 2.Library staff members are instructed to provide more than two books for the students
6	Requirements of girls common room	15/03 /2023	05	Girls common room established


Dr. Afroz Begum
(Chairman, Grievances Redressal Committee)


In-charge Director
Library Director
Dr. Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.



Dr. Rafiq Zakaria Campus
Maulana Azad College of arts, science and commerce
Aurangabad.

STUDENT GRIEVANCE REDRESSAL COMMITTEE
ACTION TAKEN REPORTS (2020-21 TO 2022-23)

Sr. No.	DATE	GREIVANCES	ACTION TAKEN
1	23/09/21	Students are causing chaos in the canteen and parking area	1. The discipline committee was contacted 2. discipline committee instructed the assigned staff to show more vigilance in canteen and parking area
2	10/03/22	Regarding the repairing of lights and fans in the	1. Electrician was hired and all the fans and lights were classrooms rechecked 2. some fans which were not functioning properly were replace
3	08/12/22	More than two books needed for studies	The library staff was requested to allot more than two books to each student
4	15/03/2023	Request to established girls com mon room	All the members are agreed that the more than two books will be given to the students Library staff members are instructed to provide more than two books for the students


Dr. Afroz Begum
(Chairman, Grievances Redressal Committee)


In-charge Director
In-charge Director
Dr. Rafiq Zakaria Centre for Higher
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Aurangabad.



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Research, Dr. Rafiq Zakaria Campus Rauza Baugh,
Aurangabad-431001**

Grievance Redressal Committee

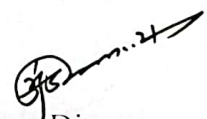
Action Taken Report

18th Feb, 2020

Due to the Covid-19 restrictions, students are not there in the college hostel nor in the classes as online classes are going on. Therefore, no complaint has been received by any of the member of the grievance redressal committee till date.


Dr. Afroz Begum

(Chairman, Grievance Redressal Committee)


In-charge Director
Incharge Director
Dr.Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.



**Dr. Rafiq Zakaria Centre for Higher Learning & Advanced
Research, Dr. Rafiq Zakaria Campus Rauza Baugh,
Aurangabad-431001**

Grievance Redressal Committee

Action Taken Report

10th April, 2020

Due to the Covid-19 restrictions, students are not there in the college hostel nor in the classes as online classes are going on. Therefore, no complaint has been received by any of the member of the grievance Redressal committee till date. Nonetheless, the members of the committee conducted a meeting (with all the precautions) on 9th April, 2021 and discussed the issues.

Dr. Afroz Begum

(Chairman, Grievance Redressal Committee))

**In-charge Director
Incharge Director
Dr. Rafiq Zakaria Centre for Higher
Learning & Advanced Research
Aurangabad.**