

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

(Affiliated to Aryabhata Knowledge University, Patna)



MCTE PATNA

मुन्देश्वरी कॉलेज फॉर टीचर एजुकेशन

सरायी-उसरी रोड, खगौल, जिला-पटना-801105

आर्यभट्ट ज्ञान विश्वविद्यालय, पटना द्वारा संबद्धता प्राप्त

A Unit of Vikramshila Educational & Welfare Society, Patna

Ref. No. MCTE/2015/089-GRC

Constitution of Grievance Redressal Cell (Student & Women Grievance)

Date 24.02.15

Mundeshwari College for Teacher Education, a constituent unit of Aryabhata Knowledge University

There is a regular, well established and fair procedure for redressing grievances regarding academic matters, health services, library and other central services. A cell is functioning under the able guidance of the Principal in consultation with members of committee and legal expertise (if and when necessary):

- To encourage the students to express their grievances freely and frankly.
- To promote healthy student-student and student-teacher relationship.
- To promote and maintain a conducive and unprejudiced educational environment.
- To uphold the dignity of the college by ensuring strife free atmosphere in the college. The following mechanism takes care of the grievances of the students :
- Grievances of the students regarding library hours.
- Grievances of the students regarding attendance and lecture shortage.

A Complaint Box has been installed on the campus. The grievance is taken up by the members of the committee, the case studied and discussed by the team, and the grievance redressed. No grievance has been formally presented which required going beyond the level of the faculty members for grievances regarding attendance issues. The mechanisms for redressal of grievances with reference to evaluation both at the college and University level. **Following members were selected for the B.Ed. academic session 2015-16.**

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) | Mr. Surendar Kumar | Chairperson |
| | Dr. Kumari Sunita Singh | Convenor |
| | Gautam Kumar | Member |
| | Aasha Kumari Roy | Member |
| | Shweta Rani | Student-Member |
| | Sunil Kumar | Student-Member |

Gautam Kumar
Aasha Kumari
Shweta Rani
Sunil Kumar

Role of Women's Grievance Cell:

In order to maintain safety and security to the girls and women, our women grievance cell stays alert all the time to prevent any sexual abuse towards the female students. If the female student faces any harassment from the college staff or the male students, they can complain to our women grievance cell.

Mechanism for Redressal of Grievances of Students and Women

1. Suggestion/Complaints box is made available in the admin office and in library.
2. Once/Twice a week at least the letters dropped in these boxes are collected and forward to the Grievance Redressal committee.
3. This committee will classify the Grievance submitted into:
 - a. Academic
 - b. Non-Academic

Sarari-Usri Road, Khagaul, Patna - 801105 (Bihar)

Phone No. : 9835405284, email - mcte.patna@gmail.com, website - www.mcte.in

- c. Related to the Assessment
- d. Related to the Attendance
- e. Related to the Conduct of Examinations
- f. Related to Canteen Facility
- g. Related to Transport Facility
- h. Harassment by other Student/s or Teacher/s

4. If the Grievance is redressable by department itself, it is passed to the department level Grievance Redressal Committee, formulated by the Principal and three members from the faculty.

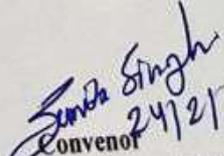
5. Grievance Redressal committee collects the necessary documentation based on the type of Grievance and thoroughly discussed to implement redressing mechanism.

6. Grievance Redressal committee decides the action to be taken for the Redressal.

Procedure for Submitting Grievance

1. The students may feel free to put-up a grievance in writing and drop it in the suggestion boxes, which are available in each block.
2. The grievance can be submitted by anybody with all the details about him attaching the necessary documentation.
3. The grievance is only mentioned and identity is not given some times.
4. Such anonymous grievances are also considered by the committee. Moreover grievances can also be submitted through the website.
5. The Grievance Redressal committee will act upon those cases which have been forwarded along with the necessary documents.
6. The Grievance Redressal committee ensures solution for any grievance within a stipulated time limit.


24.2.15
Chairperson
Principal


24/2/15
Convenor
Grievance Redressal Cell

Notice

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|----------|
| Page No. |
| Date: |

Ref. No. MCTE/15/UTRC-01

Date: 25/07/2016

This is to inform to all the members of Grievance Redressal cell that a meeting is proposed on 27/07/2016 at 01:30 PM in the College Staff Room. All the members of the cell are hereby informed to be present in the meeting.

Thanks & Regards,

Sumita Singh
25/07/2016.
(Dr. Kumari Sumita Singh)
Convener
M.C.T.E., Patna

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/2016/GRC-02

Date: 27/07/2016

MEETING & RESOLUTION OF THE GRIEVANCE (REDRESSAL) COMMITTEE

A meeting of the Grievance Committee was held at 1:30 p.m. on the College Staff Room.

Following members were present in the meeting:

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) | Mr. Surendar Kumar | Chairperson |
| | Dr. Kumari Sunita Singh | Convenor |
| | Gautam Kumar | Member |
| | Aasha Kumari Roy | Member |
| | Shweta Rani | Student-Member |
| | Sunil Kumar | Student-Member |

RESOLUTION

AGENDA--Washroom Maintenance and Cleanliness Grievance

Immediate action will be taken to clean and sanitize all washrooms twice daily.

Necessary supplies (soap, disinfectants, air fresheners, etc.) will be replenished daily.

An awareness notice on responsible washroom use and hygiene etiquette will be circulated among all users.



Chairperson
MCTE, Patna

Gautam Kumar
27/07/16.
Aasha Kumari Roy

Sunil Kumar
Shweta Rani

Sunita Singh
27/7/16
Convenor

Grievance Redressal Cell

017

Notice

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| Page No. |
| Date: |

Ref No - M.C.T.E./17/GRC-03

Date: 25/07/2017

This is to inform all the members of the Grievance Redressal Cell that a meeting is proposed on 29/07/2017 (Saturday) at 03:30 pm in the College Staff Room. All the members of committee are hereby informed to be present in the meeting.

Thanks & Regards,

Sunita Singh.
(Dr. Kumari Sunita Singh)
25/7/2017
Convenor
M.C.T.E., Patna

ed
l
a

2017

Respected Ma'am,

The switch of water cooler is broken and it's very dangerous to switch it off or on. As well as the pipe is too small of water cooler as di has to ~~switch~~ sweep it all the time. I request you to repair the switch and add on the pipe to water cooler.

Session
(2016-18)

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

Affiliated to Aryabhatta Knowledge University, Patna

Ref. No. MCTE/18/GRC-04

Date: 29/07/2017

MEETING & Resolution OF THE GRIEVANCE (REDRESSAL) COMMITTEE

A meeting of the Grievance Committee was held at 3:30 p.m. on the College Staff Room.

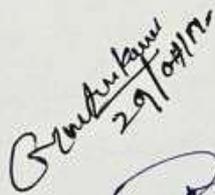
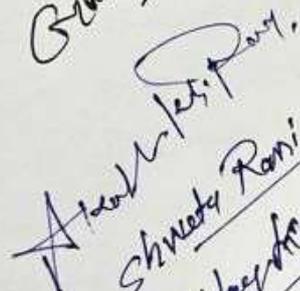
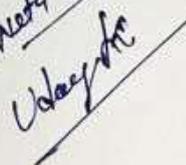
| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) | Mr. Surendar Kumar | Chairperson |
| | Dr. Kumari Sunita Singh | Convenor |
| | Gautam Kumar | Member |
| | Aasha Kumari Roy | Member |
| | Shweta Rani | Student-Member |
| | Uday Kumar | Student-Member |

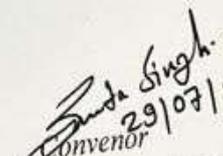
Agenda-- Non-functional/Insufficient Water Cooler Facility

Resolution:

After reviewing the grievance regarding the malfunctioning water cooler, it is hereby directed that immediate repair work be undertaken by the maintenance department. If the unit is beyond repair, a new cooler must be installed within 10 days. A regular maintenance schedule is to be enforced for all drinking water units. Additional coolers will be considered based on area-wise demand. All concerned staff must ensure timely compliance and submit a progress report by seven days.


Chairperson
MCTE, Patna


Gautam Kumar
29/07/17

Shweta Rani

Uday Kumar


Dr. Kumari Sunita Singh
29/07/2017
Convenor
Academic Committee

Notice

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| Page No. |
| Date: |

Ref. No. M.C.T.E/18/GRC-05

Date: 02/08/2018

This is to inform to all the members of the Academic committee that a meeting is proposed on 06/08/2018 at 04:00 PM in the college staff Room. All members of the Committee are hereby informed to be present in the meeting.

Thanks & Regards,

^{Sunita Singh}
21/8/2018
Dr. Kumari Sunita Singh
Convener
M.C.T.E., Patna

Respected Sir,
There is no cleanliness in the classroom. In the corner of the bench there are lots of dust which looks very unhygienic. Please concern about it. Some benches are broken and many of us has got the clothes, tears from the nails of the bench.

Thanks &
Regards

Session

2016-18

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/18 /GRC-06

Date: 06/08/2018

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

A meeting of the Grievance Committee was held at 1:30 p.m. on the College Staff Room.

Following members were present in the meeting:

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convener |
| | Gautam Kumar | Member |
| | Vibhuti Kumar | Member |
| | Divya Singh | Student-Member |
| | Ashutosh Kumar Mishra | Student-Member |

Agenda 1. Regarding Class room maintenance

2. Regarding keeping cleanliness in classroom

Resolution:

1. It is hereby resolved that class room must be maintain by repairing the bench-desk and fan. Responsibility was given to related person.

2. The Students raised complain about cleanliness of class room, the convenor resolved the issue by giving responsibility to the house keeping department.

Sunita Singh
Chairperson
MCTE, Patna
06/08/2018

Pravendra Kumar
06/08/18
Ashutosh Kumar
06/08/2018
Divya Singh
06/08/18

[Signature]
06/08/2018
Convener
Grievance Redressal Cell

Notice

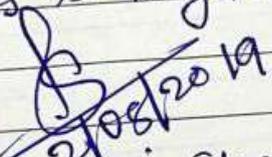
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| Page No. |
| Date: |

Ref. No. MCTE/19/GRC-05

Date: 02/08/2019

This is to inform to all the members of the Academic Committee that a meeting is proposed on 08/08/2019 (Thursday) at 03:00 PM in the College Staff Room. All the members of the committee are hereby informed to be present in the meeting.

Thanks & Regards.


(Dr. Komari Shashi Singh)
Convener
M.C.T.E., Patna

Respected Principal ma'am

I would like to say that students are asking for a first-aid and specially girls are demanding sanitary pad box (machine) to in because there have been many cases before of sanitary napkin, so all request you to please arrange box in college and a sanitary machine.

Thank you,
yours faithfully,

S Session
(2018-20)

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/19 /GRC-06

Date: 08/08/2019

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

A meeting of the Grievance Committee was held at 1:30 p.m. on the College Staff Room.

Following members were present in the meeting:

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Radha Krishna Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Kumari Sunita Singh | Member |
| | Kundan Kumar | Member |
| | Abhinav Kumar | Student-Member |
| | Juhi Singh | Student-Member |

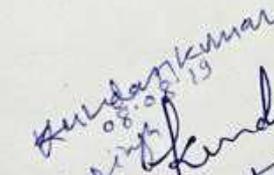
Agenda 1. Regarding keeping Sanitary Pads

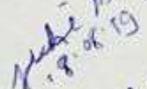
2. Regarding keeping First Aid Box

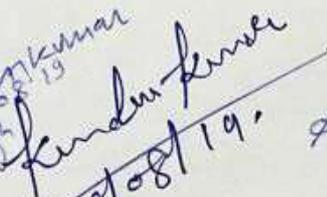
Resolution:

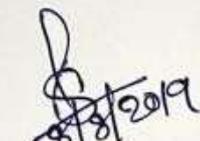
1. It is hereby resolved that sanitary pads must be made available in girls' washrooms or a designated wellness room. The responsibility for regular stocking is assigned to the female Teacher.
2. The grievance regarding the absence of a first aid box is valid. It is resolved that fully equipped first aid boxes must be placed in office.


Chairperson


Kundan Kumar
08/08/19


Juhi Singh
08/08/19


Abhinav Kumar
08/08/19


Convenor
08/08/2019

Notice

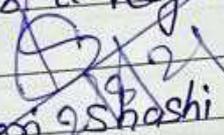
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| Page No. |
| Date: |

Ref. No. MCTE/23/GRC-07

Date: 02/08/2021

This is to inform to all the members of the Academic Committee that a meeting is proposed on 04/08/2021 at 03:00 PM in the college Staff Room. All the members of the committee are hereby informed to be present in the meeting.

Thanks & Regards.


(Kuman Shashi Singh)

(convenor)
M.C.T.E. Patna

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/2021/GRC-08

Date: 04/08/2021

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Rani | Member |
| | Kundan Kumar | Member |
| | Raushani Kumari | Student-Member |
| | Nishi Priya | Student-Member |

Following points were discussed in the Agenda

Agenda 1: To approve the minutes of last agenda

Our Co-Ordinator Mrs. Kumari Shashi Singh presented the minutes of the last meeting. All the members of the Grievance Redressal Cell approved the minutes.

Agenda 2: Regarding Library Books

Resolution:

After reviewing the complaint, it is resolved that a list of required and missing books be collected from students and faculty within 5 days. The librarian is directed to initiate the procurement process for the most essential titles immediately. Damaged or outdated books shall be removed and replaced. A quarterly review of book inventory will be implemented. A compliance report must be submitted by within 3 days.

Sunita Singh
4/8/21
Chairperson
MCTE, Patna

Nishi Priya

Rani
Kundan Kumar
04/08/21
Raushani
04/08/21

Kumari Shashi Singh
04/08/21
Shashi Singh
4/8/2021
Convenor
Grievance Redressal Cell

Notice

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| Page No. |
| Date: |

Ref No. M.C.T.E/22/UTRC-9

Date: 13/08/2022

A Student Grievance and Redressal are requested to attend the meeting at 03:30 PM in the principal's chamber. The following will be that agenda of the meeting.

Agenda:

1. Malfunctioning of the Ro.

2. Maintenance of the water cooler

~~Sanku Singh.~~
13/08/2022
Chairperson
M.C.T.E., Patna

Respected principal mam.

I request you to please
cold drinking water as its too hot
are demanding for cold water we
very grateful to you.

arrange for
and students
all well be

Thank you.
yours faithfully
2020-29

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhata Knowledge University, Patna

Ref. No: MCTE/2022 /GRC-10

Date: 16/08/2022

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Maintenance of the RO System installed.

Student Grievance and Redressal Cell Coordinator Mrs. Kumari Shashi Singh greeted all the members and invited their view point on the topic. She expressed about the concern raised by the student about the malfunctioning of the Drinking water (RO System). Dr. Kumari Sunita Singh, Principal asked her to co-ordinate with the Infra Manager and get the maintenance done of RO at the earliest.

Agenda 2: Maintenance of the Water-Cooler

The students had also raised concerns about the functioning of the Water Cooler. Principal asked the Office Assistant to liaison with the Infra in-charge and get the service done well in time.

Sunita Singh
Chairperson
MCTE, Patna
16/8/22

Praveen Kumar
16/08/22

Shambhavi Spriha

[Signature]
Convenor
16/8/2022
Grievance Redressal Cell

Notice

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|----------|
| Page No. |
| Date: |

Ref No - M.C.T.E / 22 / 11

Date: 17/12/2022

A Student Grievance and Redressal cell meeting is Scheduled on 19.12.2022.
All the members of the committee are requested to attend the meeting 03:30 PM in the principal's The following will be the agenda of the meeting.

Agenda:

3. Cleanliness of the wash-Room

4. Overall Sanitation of the College-Campus

Sandeep Singh.
Chairperson
17/12/2022
M.C.T.E., Patna

Respected Principal mam

I request you to clean girls wash room
and place a hand wash there.
Cleanliness is the most important
thing so, its a humble
request to you to keep wash room
clean.

Thanking you

Your faithfully
(2020-21)

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna – 801105

Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/2022 /GRC- 12

Date: 19/12/2022

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|---|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) <i>sgrcmcte@gmail.com</i> | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Co-Ordinator |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Agenda of the previous meeting.

In the last meeting the students have raised concerns about the Maintenance of RO and Water-Cooler which has been resolved by the concerned department.

Agenda 2: Cleanliness of the Washroom

Student Grievance and Redressal Cell Coordinator Mrs. Kumari Shashi Singh greeted all the members and invited their view point on the topic. She expressed about the concern raised by the student about the lack of cleanliness in the washroom especially after the lunch. Principal ordered the cleaning staff to regularly clean the washroom with proper disinfectants. A check on this will be carried out in days to come.

Agenda 3: Overall sanitation of the College Campus.

The students had also raised concerns about overall need of sanitation and cleanliness, in the college campus which was resolved by the principal by ordering the cleaning staff to do their work regularly.

Sunita Singh.
Chairperson
MCTE, Patna
19/12/2022

Praveen Kumar
19/12/22.

Shashi Singh
Convenor
Grievance Redressal Cell
19/12/2022

Shambhavi Spriha

Ref No - M.C.T.E/23/URC-12 Notice

Page No.

Date

Date: 18/01/2023

1

A Student Grievance and Redressal cell meeting is scheduled on 19.01.2023.¹²³ All the members of the Committee are requested to attend at 03:30pm in the principal's Chamber. The following will be the agenda of the meeting.

Agenda:

1. Agenda of the previous meeting.
2. Maintenance of the ICT Lab.

Sita Singh
Chairperson
18/01/2023
M.C.T.E., Patna

शाहजहाँप्राचार्य महायन्त्रालय,
मुंबई-२० कौलेज पटना
महायन्त्रालय.

मेरा निवेदन यह कि I.C.T Lab के
रख-रखाव पर ध्यान दिया जान क्योंकि
रखाव एतदवस्था के कारण विद्यार्थी को
परेशानी हो रही है।

हेतु: श्रीमान को निवेदन है कि I.C.T
Lab के रख-रखाव पर ध्यान दे।

शापका विश्वासी

2021-23

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Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/2023 /GRC-13

Date: 19/01/2023

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Agenda of the previous meeting.

In the last meeting the students have raised concerns about the cleanliness of the washroom, maintenance of the RO which has been resolved actively and promptly by the cohesive action of committee members.

Agenda 2: Maintenance of the ICT Lab.

The students had also raised concerns about the maintenance of the ICT Lab as many of the PC does not function well; also the Lab was not maintained and cleaned regularly. Principal asked the lab in-charge to take care of the issue as soon as possible.

Sunita Singh
Chairperson
MCTE, Patna
19/01/2023

Bhishm Narayan Singh
19/01/23

Praveen Kumar
19/01/23

Shashi Singh
Convenor
Grievance Redressal Cell
19/01/2023

Shambhavi Spriha

Ref No- M.C.T.E/23/WRC-14 Notice

Page No.
Date- 14/02/2023

A Student Grievance and Redressal Cell meeting is scheduled on 15.02.2023. All the members of the Committee are requested to attend the meeting at 03:00pm in the principal's chamber. The following will be the agenda of the meeting.

Agenda:

1. Agenda of the previous meeting.
2. Repair of the Water Filter installed in the Campus

Thanks & Regards

Sanku Singh
Chairperson
M.C.T.E., Patna

Respected Principal Ma'am,

I would like to express my dissatisfaction with the water filter and this water filter is not working properly, dripping constantly.

So, I request you to address these issues promptly. I would like to request that the repairs be redone to ensure the filter is functioning properly & the water it provides is safe & suitable for drinking.

Thanking You
Yours Sincerely.

~~Signature~~
(5088107 - 2022-23)

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

Affiliated to Aryabhata Knowledge University, Patna

Ref. No: MCTE/2023 /GRC-15

Date: 15/02/2023

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Agenda of the previous meeting.

In the last meeting the students has raised concerns about the maintenance of the ICT Lab as some of the systems were not working. The solution has been provided by the IT team and is now in ready condition. Also, the overall cleanliness of the lab is been done regularly with a constant vigil on the same.

Agenda 2: Repair of the Water Filter installed in the campus

The students raised concern about the repair of the water filter which has been causing serious problems to the students as well as the staff. This has been a constant issue which gets resolved and then re-occurs. The principal asked the Office Assistant to get it repaired through a trusted service provider or the Water filter company itself so that it can be taken care off once and for all.

Chairperson
MCTE, Patna

Convenor
Grievance Redressal Cell

Shambhavi Spriha

Notice

Ref/No. M.C.T.E/23/URC-16

Page No.

Date:

Date: 03/03/2023

A Student Grievance and Redressal Cell meeting on 04/03/2023. All the members of the members of the Committee are requested to attend the meeting at 03:30 pm in the principal's chamber. The following will be the agenda of the meeting.

Agenda:

1. Agenda of the previous meeting.
2. Availability of the Sports Equipment in the college.

Thanks & Regards

Smita Singh
31/3/23
Chairperson

M.C.T.E., Patna

Respected Principal Maam

I Request you to please availability of the sports Equipment. As an enthusiastic participant in college sports activities.

I believe having the right equipment will enhance our performance and help us represent our college with pride

Your Sincerely

Ref. No: M

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Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhata Knowledge University, Patna

Ref. No: MCTE/2023 /GRC-17

Date: 04/03/2023

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Agenda of the previous meeting.

In the last meeting the students has raised concerns about the cleanliness of the washroom, maintenance of the RO which has been resolved actively and promptly by the committee members.

Agenda 1: Availability of the Sports Equipment.

The students had also raised concerns about the availability of the Sports Equipment in the college. The principal asked the Teacher of Physical Education to arrange a list of sports items in accordance with the needs of the student and report to the principal at the earliest.

Sunita Singh
4/3/2023
Chairperson
MCTE, Patna

Pravin Kumar
04/03/23

[Signature]
4/3/2023
Convenor
Grievance Redressal Cell

Shambhavi Spriha

Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105
Affiliated to Aryabhata Knowledge University, Patna

Ref. No: MCTE/2023 /GRC-17

Date: 04/03/2023

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Kumari Shashi Singh | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Praveen Kumar | Member |
| | Shambhavi Spriha | Student-Member |
| | Bhishm Narayan Singh | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

Agenda 1: Agenda of the previous meeting.

In the last meeting the students has raised concerns about the cleanliness of the washroom, maintenance of the RO which has been resolved actively and promptly by the committee members.

Agenda 1: Availability of the Sports Equipment.

The students had also raised concerns about the availability of the Sports Equipment in the college. The principal asked the Teacher of Physical Education to arrange a list of sports items in accordance with the needs of the student and report to the principal at the earliest.

Sunita Singh
4/3/2023
Chairperson
MCTE, Patna

Pravin Kumar
04/03/23

Shashi Singh
4/3/2023
Convenor
Grievance Redressal Cell

Shambhavi Spriha

Ref/No. M.C.T.E./24/MRC-18

Notice

Page No.

Date:

Date - 19/02/24

A Student Grievance and Redressal Cell meeting is Scheduled on 20.02.2024. All the members of the committee are requested to attend the meeting at 03:30pm in the principal's chamber. The following will be the agenda of the meeting.

Agenda:

1. Agenda of the previous meeting.
2. Maintenance Science Lab.
3. Discrepancy in internal marks.

Anita Singh
19/02/24
Chairperson
M.C.T.E., Patna

Anita Singh
19/02/24

Respected Principal Ma'am

Ma'am all apparatus of science lab isn't kept properly. please contact with lab incharge and take some appropriate action to maintain science lab.

Thanking you
with regards

The Principal
Munderhwar College for teacher education,
Patna, Bihar

Sub - Request for correction in marksheet.
Respected Ma'am,

Most humbly and respectfully I Jayashree
Kumari of B.ed. 1st year student, Roll no. - 27.
I recently received my marksheet for B.ed 1st year
and I noticed that my CC-3 marks has been incorrectly
mentioned as compare to the marks mentioned in my
answersheet.

I kindly request to make the necessary correction.
I will be very grateful to you.

Thanking you
yours faithfully
Jayashree Kumari
Roll no. - 27.

Mundeshwari College for Teacher Education

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Affiliated to Aryabhata Knowledge University, Patna

Ref. No: MCTE/2024 /GRC- 19

Date: 20/02/2024

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee.

| | Name | Designation |
|--|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) sgrcmcte@gmail.com | Dr. Kumari Sunita Singh | Chairperson |
| | Noushia Tabassum | Convenor |
| | Dr. Dinesh Kumar | Member |
| | Reena Kumari | Member |
| | Ankit Raj | Student-Member |
| | Guriya Kumari | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

1. Agenda of the previous meeting.

In the last meeting the students have raised concerns about the availability of sports equipment, and that was resolved by purchase and finance committee.

2. Maintenance Science Lab.

Student Grievance and Redressal Cell Coordinator Mrs. Noushia Tabassum greeted all the members and invited their view point on the topic. She expressed about the concern raised by the student about the maintenance of science lab equipment. Dr. Kumari Sunita Singh, Principal asked her to co-ordinate with the lab in-charge and get the maintenance done of lab at the earliest.

3. Discrepancy in internal marks

Internal marks verified with course faculty; data mismatch identified. Convenor ensures that Internal assessment records must be corrected and updated marks will be published.

Sunita Singh
Chairperson
MCTE, Patna
20/2/24

Guriya
Ankit Raj
20/02/24

Reena K.
20/02/24

Noushia Tabassum
20/02/24
Convenor
Grievance Redressal Cell

Notice

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|----------|
| Page No. |
| Date: |

No. M.C.T.E/25/URC-20

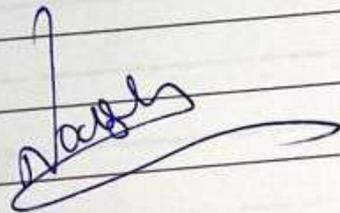
Date: 10/05/2025

A Students Grievance and Redressal cell meeting is scheduled on 12.05.2025²⁵. All the members of the committee are requested to attend the meeting at 03:30 PM in the principal's chamber. The following will be the agenda of the meeting.

Agenda:

1. Agenda of the previous meeting.
2. AC installation in classroom.
3. Repairing of Water cooler

~~Sandeep Singh~~
10/5/25
Chairperson
M.C.T.E. For pattern



Respected Principal mam,

I request you to
to extreme heat in the
classroom, an air
should be installed in the
classroom. conditioner

Yours faithfully

Thank you
Anamika Kashyap
2024-26.

Respected Principal Mam

I request you to please arrange for cold drinking water as its too hot and student are demanding for cold water. we all will be grateful to you.

Thanking you

Your faithfully
Ambika Kumari

(2024-26)

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Mundeshwari College for Teacher Education

Sarari-Usri Road, Khagaul, Patna - 801105

Affiliated to Aryabhatta Knowledge University, Patna

Ref. No: MCTE/2025 /GRC-21

Date: 12/05/2025

MEETING OF THE GRIEVANCE (REDRESSAL) COMMITTEE

Following were the members were the part of the committee

| | Name | Designation |
|---|-------------------------|----------------|
| Grievance Redressal Cell (Student Grievance & Women Grievance) <i>sgrcmcte@gmail.com</i> | Dr. Kumari Sunita Singh | Chairperson |
| | Noushia Tabassum | Co-Ordinator |
| | Dr. Dinesh Kumar | Member |
| | Reena Kumari | Member |
| | Ankit Raj | Student-Member |
| | Savitri Hansda | Student-Member |

Agenda of the meetings were discussed in detail and following are the actions taken:

1. Agenda of the previous meeting.

In the last meeting the students have raised concerns about the maintenance of science lab equipment, and that was resolved by lab in-charge.

2. AC installation in Classroom

Student Grievance and Redressal Cell Coordinator Mrs. Noushia Tabassum greeted all the members and invited their view point on the topic. She expressed about the concern raised by the student about the AC installation in classroom due to hot weather. Dr. Kumari Sunita Singh, Principal asked her to co-ordinate with the Finance committee and purchase committee over view this problem and submit report by 10th June 2025.

3. Repairing of Water Cooler

The students had also raised concerns about the functioning of the Water Cooler. Principal asked the Office Assistant to liaison with the Infra in-charge and get the service done well in time.

Sunita Singh
12/5/2025
Chairperson
MCTE, Patna

Ankit Raj
Reena Kumari
12/05/25
Reena K.
12/05/25

Savitri Hansda

Noushia
12/05/25
Convenor
Grievance Redressal Cell