

**YASH INSTITUTE OF PHARMACY, AURANGABAD
MEETING MINUTE BOOK**

Meeting No.1

Date: 28/01/2017

Resolution No.	Discussion, Resolutions and Present Members	Remarks
	Agenda item no.1:- The meeting of Vishakha samiti cell was conducted on 28/1/2017.	
	At the outset, Chairman and members welcomed all the students participants and members in the Meeting.	
	Dr. V.P Patil informed to all staff that the composition of Women's Grievance Redressal/ Vishakha samiti Cell along with their contact numbers is displayed on Ground Floor near Research laboratory.	
	Dr. V.P Patil informed that (i)Constitution of the Committee, and(ii)details of the Members of the Complaints Committee such as name, phone number, address etc., are display on the board .	
VSK/02/001	Agenda item no.2: -Problem raised by girl's students that girls common room is not clean. The cell noted complained for immediate action.	
	If any special situation arises then the Cell may call emergent meeting to resolve the issue otherwise the Cell will call for meeting once in an academic year.	
	The committee noted that no complaints of WGRC in regards of sexual harassment against the teaching and non teaching staff members in the past.	
	Agenda item no.2: -There is no any point of discussion placed by the any members of this cell before the meeting under miscellaneous agenda hence Dr. V. P Patil , HOD Pharmaceutics department. Yash institute of pharmacy and Chairperson of the committee has committed vote of thanks to all the member and concludes the proceeding.	

