

17/09/2018  
Chennai

From,  
J. Aravind  
MSW adied  
Madras school of Social work

To,  
The principle  
Madras School of Social Work  
Through SDC

Respected Sir,

Sub:- Queries from the students encl.

The computer lab is closed which makes it difficult for access. Also systems are not available for use during special courses. We request you to make these systems available for the students access kindly do the needful

Thanking you

To

Mr. Balaji,

Kindly attend to this. Pl. make alternative arrangements to keep open the lab itself. when you are on leave.

Yours faithfully  
J. Aravind

14/06/2016

Madras School of Social Work – Student Grievance & Disciplinary Cell

Circular

Members for the year 2016-17

1. Dr.S.Raja Samuel, Principal
2. Dr.R.Subhashini, Dean
3. Dr.J.S.Gunavathy, Associate Professor, Dept of Social Work

  
Principal

**Madras School of Social Work – Student Grievance & Disciplinary Cell**

**Minutes of the Meeting Held on 26/10/2016**

**Members Present for the meeting**

1. Dr.S.Raja Samuel
2. Dr.R.Subhashini
3. Dr.J.S.Gunavathy

**Proceedings**

The committee met on 26/10/2016 at 12.00 noon to discuss the students' grievances and disciplinary issues.

Principal reported about the grievances he received. One is by a student of MSW (A) department complaining about the functioning of the computer centre. Hence Principal said that he informed the System Admin who is incharge of computer centre to attend to this issue raised by the student and also to make an alternative arrangement to keep the computer lab open when he is on leave.

Principal updated the committee about the representation received from the Students Development Council and same has been handed over to the Board members for necessary action.

Students discipline inside the campus was discussed. Suggestion came from the members for insisting students to wear ID cards inside the college and also about following the dress code.

As there was no other point to discuss, meeting was concluded.



Principal

Received R. Subhashini

Received J.S. Gunavathy



# STUDENTS DEVELOPMENT COUNCIL (2015-2016)

Madras School of Social Work  
#32, Casa Major Road, Chennai-600 008



Phone: 044-2819 2824

Email: [studentsdevelopmentcouncil@yahoo.in](mailto:studentsdevelopmentcouncil@yahoo.in)

Web: [www.mssw.in](http://www.mssw.in)

*Copy of this was given to  
Board Members on  
14 May 2016.*

24<sup>th</sup> March 2016

TO  
THE PRINCIPAL,  
MADRAS SCHOOL OF SOCIAL WORK,  
CHENNAI – 600 008.

## **SUBJECT: REQUISITIONS FROM STUDENT DEVELOPMENT COUNCIL 2015-16 FOR STUDENT'S WELFARE AND DEVELOPMENT**

1. **DISABLED FRIENDLY CAMPUS** - To make the campus disabled friendly by building ramps on the necessary areas so that differently-abled students can use the campus without any hindrances.
2. **FIRST AID KIT** – There is no first aid kit available in the campus. Already request has been given few months back. First aid box is to be bought and a faculty is to be made in-charge for its maintenance.
3. **CANTEEN** – Change the canteen contract or close down the canteen because every day the students are provided with unhygienic food which contains worms, insects, etc., Lots of complaints on quality of food have been brought by students. Regular maintenance through inspection to be done to ensure hygienic and safe food availability for the students.
4. **MESS** – Hostel students and daily scholars reported on unhygienic food that is being served in the mess. Kitchen, dining area and washing area is to be regularly maintained and kept hygiene and maintained. Roaming of animals like cat inside the mess is to be prohibited. Inspections and regular checks to ensure hygiene and quality of food are needed. Infrastructure of the dining area furniture to be renovated. New cooking vessels, serving and dining plates, plate stands to be installed because the old ones are rusted and not in a good condition.
5. **RESTROOM AT CAMPUS** – All the restrooms in the campus are to be cleaned twice in a day to ensure proper hygiene. Construction and renovation of restrooms at main block and management block is required to enhance better sanitation facilities in the campus.
6. **HOSTEL** – Equal distribution of students in every room can be done to address space constraints. There are no sufficient restrooms and washing area in the girl's hostel since the population of the hostel is increased this year. Construction of new restrooms can be done to address this issue. Regular maintaining and cleaning of restrooms is not being carried out at the hostel which is to be taken into consideration. Students are unaware to use pad dispenser which is creating several hygienic issues.

Proper guidance for usage of pad dispenser to be taught for students to ensure hygiene. Hostel students and we would suggest uninstalling the pad dispenser because it is not used properly and the pollutants it produces in the environment is hazardous to everyone in and around the campus since it is harmful.

7. **CLASSROOM INFRASTRUCTURE –**

- Installation of projectors in every classroom would be helpful for students and faculty for the lecture.
- Sufficient amount of chairs for students to be provided in the class. Students from departments like MA HR & OD do not have enough chairs for their class strength.
- Classrooms to be cleaned by the housekeeping before the students arrive. Shift 1 classes are to be cleaned before the students and staff arrives.

8. **UPSC CELL** - Already permission has been granted to establish UPSC cell in the college campus. Timings and venue to be scheduled by the management to start the process.

9. **STONE BENCHES** – Stone benches was repaired few months back. But it was not done properly. It is shaking and it is very risky since few students fell down and got hurt. Proper and quality cementing of the stone benches need to be made to ensure safety for the students.

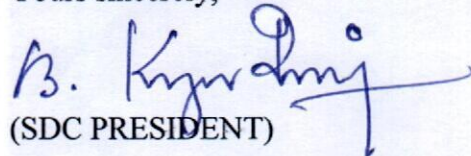
10. **IDENTITY CARD TO BE MADE COMPULSORY** - ID card to be made compulsory for the students to wear it for the whole day. Security must be made to ensure that no student is permitted inside the college without ID card. Strangers and friends of the students often roam in the campus and it is difficult for identification of them between students. Few issues on safety have risen due to this between women students and hostellers.

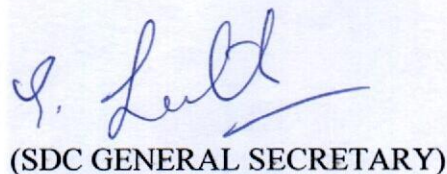
11. **SDC ROOM** - As we requested earlier, kindly provide a SDC room to hold meetings, discussions, to keep sports equipments and various necessary things that we use for every event. All the equipments and necessary things like national flag, ropes, tea trays etc have been lost and we buy it every time for all the events. So providing a room would be very useful.

All these requisitions have been put forth by the students to SDC at various forums. So we request you to give a positive reply for these issues at the earliest and before the college closes down.

Thanking you!

Yours sincerely,

  
(SDC PRESIDENT)

  
(SDC GENERAL SECRETARY)