

04/04/2017

Office Order - Constitution of Student Grievance & Disciplinary Cell

The following members have been nominated as members of the Student Grievance & Disciplinary Cell for the year 2017-18.

- Dr.S.Raja Samuel, Principal – Chairperson
- Dr.R.Subhashini, Dean
- Dr.Jayanthi Peter, Head, Dept. of HRM



(S.Raja Samuel)

MINUTES OF THE DISCIPLINE COMMITTEE HELD ON 9.1.2017 (MONDAY)

ALLEGATION	Destruction of College Property -Damage of Almirah in SDC room
DATE & TIME OF INCIDENT	31.10.17(Monday), 6.00PM
ALLEGATION AGAINST	Mr.Kiran Kumar , MSW ShiftII
ENQUIRY DATE	9.1.2017

COMMITTEE MEMBERS WHO HEARD THE CHARGES

CHAIRPERSON	Dr.S.Raja Samuel,Principal
COMMITTEE MEMBER	Dr.R.Subashini- Dean
COMMITTEE MEMBER	Dr.Jayanthi Peter – SDC Coordinator

OTHER MEMBERS WHO HEARD THE CHARGES

Ms.Sivaranjani -SDC Additional Coordinator
Dr.Francis - HOD, Shift II
SDC Office Bearers

SUMMARY OF THE CASE:

The incident happened on 31.10.16. The college was closed for study holidays and National Unity Day was observed by the NSS and the SDC Office bearers in the morning. After the function, some of the students played indoor games in the SDC room. Kiran kumar of MSW Shift II came in the evening at 6pm to play Table Tennis and TT ball was not available at the time. He asked Haider – Joint Treasurer of SDC for the ball. Haider has said that all the play items are in the almirah and keys were with the Staffs. Kiran kumar got angry and took the woodenplank nearby and try to open the almirah by hitting it. Due to the hit, the mirror of the almirah broke and the lock was damaged. Haider was the witness of the Incident and immediately he told to other Office bearers of SDC except the president and Treasurer. Hari- Cultural Secretary called the faculty co-ordinators of the SDC and informed that mirror of the almirah was broken and it was replaced by the concerned student. After a few days college reopened for even semester and regularly Joints sports secretary came and got the almirah keys from the additional coordinator and returned the same. On the first week of January, SDC meeting was held in the SDC room and the faculty members found that almirah was broken and informed the same to the Dean and the Principal. A preliminary enquiry was conducted by the SDC Corodinator and all the SDC office bearers were giving a different version of the case and then the case was passed to the Discliplinary Committee of the College.

Enquiry proceedings :

- The enquiry was conducted on 9.1.2017 by the Disciplinary committee of the college.
- Haider- Joint Treasurer of SDC fully narrated the Incident as he was the eyewitness of the Incident.
- Other SDC Office bearers also gave the information that they know.
- After that, Kiran kumar was called and asked for explanation .He accepted that by mistake he broke the almirah and apologised for the same.

Verdict :

It was decided by the committee that Dr.Francis will meet the Parents of Kiran kumar and the report of same should be submitted to the Disciplinary committee. Kiran kumar will also be suspended till the pending enquiries. Meanwhile, It was decided to close the SDC room for a month and cancel the Indoor Games for this year 2017.

Jayanthi Pedu
10.1.17

Seal
10/1/17

J. Giranayak
10/1/17

R. Subash

Madras School of Social Work – Student Grievance & Disciplinary Cell

Minutes of the Meeting Held on 15-04-2017

Members Present for the meeting

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

Proceedings

The committee met on 15-04-2017 to discuss the students' grievances and disciplinary issues.

Principal reported about the disciplinary issue he received.

One is about a student from MA-DM department's behaviour inside the hostel. As per hostel warden's statement, the student was found with some mental distress, hence she was referred to Dr.Subashree of MSSW Counselling centre. Later the student's parents were also counselled over a period of time apart from convincing the student herself to go in for treatment.

Disciplinary issue of four MA-Development Management students on the sports day of the college was reported. These students were found drunk on the play ground and the same was reported by a faculty member and confirmed by another faculty member. As those are students are passing out students, the committee has recommended the Principal to enquire those students and get apologise letter before issuing their Transfer Certificate.

Thus the meeting came to an end with Principal's thanks note.


Principal

Received R. Subhashini

Received J.S. Gunavathy