



# STELLA MATUTINA COLLEGE OF EDUCATION (AUTONOMOUS)

Re-Accredited (4<sup>th</sup> Cycle) by NAAC at 'A' Grade

Ashok Nagar, Chennai – 600 083

| Tel : (+91)44-24894262 | Email : [smcedn@gmail.com](mailto:smcedn@gmail.com) | [info@smcedn.edu.in](mailto:info@smcedn.edu.in) | Web : [smcedn.edu.in](http://smcedn.edu.in) |

## STELLA MATUTINA GRIEVANCE REDRESSAL MEETING

Minutes of the meeting held on 27<sup>th</sup> November, 2023

The first grievance redressal meeting for the academic year 2023-24 was held on 27<sup>th</sup> November 2023.

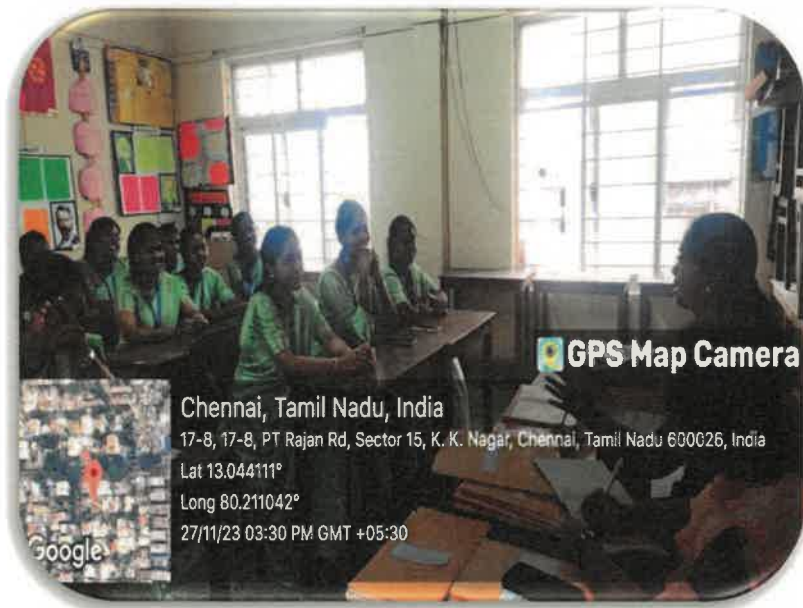
### Agenda:

To elaborate the activities of the college, to allocate the roles and responsibilities of each union member to be explained and to discuss on various concerns expressed by the student union representatives.

### Resolution:

- The roles and responsibilities of each member was personally explained
- The report note for each union member of the past years were shown as samples in order for them to do the same.
- The various difficulties in maintaining student's discipline were elaborated.
- The academic calendar and flow of events were discussed.
- There was a comparison between events in the past years and the current academic year which was explained.

Member	Signature
Rev. Dr. Sr. Ruby Alangara Mary, Secretary	
Dr. Joseph Catherine, Principal	
Dr. J. Jain Shanthini, Deans of Student Affairs	
R. Sowmiya, Student President	
J. Antonita Shilpa, Student Secretary	



*Catherine*  
Principal  
Stella Matutina College  
of Education  
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## STELLA MATUTINA GRIEVANCE REDRESSAL MEETING

Minutes of the meeting held on 27<sup>th</sup> February, 2024

The second grievance redressal meeting for the academic year 2023-24 was held on 27th February 2024.

### Agenda:

To confirm if the students were aware of the grievance box and its purpose, to confirm if the students were aware of the schedule the opening of grievance box, to discuss on the grievances collected.

### Resolution:






- The information about the grievance box and the purpose was readdressed and students confirmed that a reminder was given on 16<sup>th</sup> February 2024 regarding the same.
- The date of opening the grievance box on 23<sup>rd</sup> February 2024 was confirmed.
- The grievance that students have measured were discussed and the suitable solution or compromise was derived for each problem.
- The student accepted the solutions provided with satisfaction.

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## GRIEVANCES COLLECTED

S. No.	Date	Grievance	Action Taken
1.	05.02.2024	Seating in the exam hall is not convenient.	Rooms were change immediately, before the meeting
2.	19.02.2024	College gates are closed during Saturdays	Confirmation to open gates on Saturdays
3.	20.02.2024	The rate for the food at the canteen is high	The canteen personnel were informed and the rate was considerably reduced
4.	20.02.2024	Duration to complete albums and reports are not sufficient due to house hold work	Sizable extension of submission dates was provided to students who requested leniency
5.	21.02.2024	Accessing library during the class hours is objected	The students were advised to use library during the break time
6.	22.02.2024	Need extra physical training hours to maintain a healthy lifestyle due to hectic schedule	One hour on a weekly basis was allotted to the students

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J. Antonita Shilpa, Student Secretary	



Near the Stairs



Near the Library



Near the Controller's office

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