

Sri

MANAKULA



VINAYAGAR

Medical College and Hospital

Outward No: SMVMCH/DO/Committee/ 021A/2017

Date: 20.02.2017

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dr.K.Karthikeyan	Dean (Academic)	Chairperson
Dr.Amol R.Dogre	Dean (Research)	Member
Dr. Erli Amel Ivan	Professor Department of Pathology	Member
Dr.Shivayogappa S.Teli	Associate Professor of Department of Physiology	Member
Dr. E.Suguna	Assistant Professor of Community Medicine	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Research)
The Medical Superintendent
All committee Members
File

DEAN
20/2/17
Dr. KAGNE. R.N.
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

TRUE COPY ATTESTED

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

08.05.2017

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 08.05.2017. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Associate Professor, Department of Physiology
- **Dr Suguna E**, Assistant Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from students

1. Procurement of new machines in gym
2. Washing machine in the boys hostel is not working
3. Rotation of mentors for I year students during tutorials

Suggested actions

- For the grievances received in the last meeting (dated 11.1.2017), students are permitted to use digital lab during working hours, change in menu is being discussed and finalised.
- For grievance 1, to inform Purchase manager to do the needful
- For grievance 2, to inform warden and purchase manager
- For grievance 3, to discuss with HOD, Physiology

The meeting ended at 3.30PM.



Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

TRUE COPY ATTESTED


DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 101.

11.07.2017

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 11.7.2017. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Associate Professor, Department of Physiology
- **Dr Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from students

1. Change of menu in girls hostel mess
2. Inadequate number of tumblers and plates in mess

Suggested actions

- ✓ For the grievances received in the last meeting (dated 08.5.2017), request for purchase of equipments for gym sent through purchase manager, repair of washing machine is under process and rotation of mentors discussed with I year students and planned to be revised.
- ✓ For grievance 1, to inform warden and chef
- ✓ For grievance 2, to inform warden and purchase manager

The meeting ended at 3.30PM.



Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107

09.10.2017

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 09.10.2017. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Dr Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from students

1. Harsh behaviour of Ortho PG s towards interns posted
2. To cancel Psychiatry posting for interns

Suggested actions

- ✓ For the grievances received in the last meeting (dated 11.7.2017), modifications made in menu and request for purchase of tumblers and plates sent through purchase manager.
- ✓ For grievance 1, to HOD Orthopedics to enquire and report
- ✓ For grievance 2, Postings are framed as per MCI norms and the committee fears no step can be taken to cancel the Psychiatry Postings.

The meeting ended at 3.30PM



Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

Sri

MANAKULA



VINAYAGAR

Medical College and Hospital

Outward No: SMVMCH/DO/Committee/ 265A/2018

Date: 21.02.2018

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dr.K.Karthikeyan	Dean (Academic)	Chairperson
Dr.Amol R.Dogre	Dean (Research)	Member
Dr. Erli Amel Ivan	Professor & Head, Dept. of Pathology	Member
Dr.Shivayogappa S.Teli	Professor & Head, Dept. of Physiology	Member
Dr. E.Suguna	Associate Professor of Community Medicine	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Research)
The Medical Superintendent
All committee Members
File


DEAN
21/2/18
Dr. KAGNE. R.N
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

TRUE COPY ATTESTED


DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605107.

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

Tel : 0413 - 2643000, 2643014 , College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : www.smvmch.ac.in

10.01.2018

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 10.1.2018. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Dr Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from students

1. To change Lady Security in JR Quarters
2. To have more viva sessions in Pharmacology for II year students

Suggested actions

- ✓ For the grievances received in the last meeting (dated 09.10.2017), concerned Ortho PG enquired and explanation letter submitted to the Head of the Department and was sent with warning.
- ✓ For grievance 1, warden to enquire and report
- ✓ For grievance 2, to discuss with HOD Pharmacology

The meeting ended at 3.30PM.



Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

11.04.2018

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 11.4.2018. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Dr Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from students

1. Cupboards and door stoppers in poor condition in girls hostel
2. To provide good food during festivals for students staying back in hostel

Suggested actions

- For the grievances received in the last meeting (dated 10.1.2018), enquiry report submitted about LS and changed.
- For grievance 1, to inform Mr Mahesh
- For grievance 2, to inform warden and mess chef

The meeting ended at 3.30PM.


Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 102.

Minutes of the Anti Ragging Committee Meeting

Venue: College Council Hall

Date and Time: 23.08.2017 at 9.30 am

The meeting for the Anti Ragging Committee and Anti Ragging Squad of our college was held on 23.08.2017 at 9.30 am in the College Council Hall. Dr.R.N.Kagne, Deputy Director & Dean chaired the session and welcomed all the existing members of the committee and squad. He discussed briefly with the members towards the reconstitution of anti ragging committee for the academic year 2017-18.

After the discussion and suggestion given by the members it is decided to include Mr.Shanmuga Sundaram.M as member (Parents Representative) instead of Mr. M.Karthikeyan and Ms.K.Priya as member (Nominee from Police Department) instead of Mr.Ragunayagam .

Deputy Director suggested names of the following students Ms.Shalini.K, Mr.Maheshwara Raj.K and Mr.Sarveswara Rao Gupta.N who will be representing the Freshers and Ms.Anbarasi.S, Mr.Balla Rakesh and Mr.Arun.N will be representing the seniors by replacing the current senior students in the Anti Ragging Committee.

All the members unanimously accepted the suggestions and Anti Ragging Committee and Anti Ragging Squad is now reconstituted as per below details.

TRUE COPY ATTESTED

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

ANTI RAGGING COMMITTEE -2017

Sl. No.	Name	Mobile No.	email ID
01	Dr. D.Rajagovindan, Chairman Director	94442 17687 / 0413-2643031	drrajagovindan@yahoo.co.in
02	Dr. Kagne.R.N, Member Deputy Director & Dean	094867 48348 / 0413-2642413	rnk_deansmvmch@yahoo.in
03	Dr. S. Vetrikodi, Member Medical Superintendent	94866 23095 / 0413-2643000/3003	s_vetrikodi@yahoo.co.in
04	Dr.K.Karthikeyan , Member Dean (Academic)	9443268208 0413-2643000/1022	karthikderm@yahoo.co.in
05	Dr.R.Sasikala, Member Prof& HOD-OBG	94431 76250 / 0413-2643000/1061	Kalapani1955@gmail.com
06	Mr.K.Priya, Nominee from Police Department, Member S.I. of Police, Thirubhuvanai Police Station	9345486009/ 0413-2640132	priyarpj@gmail.com
07	Dr.S. Malarkkan, Member Principal, Manakula Vinayagar Institute of Technology	94443 48554 / 0413-2643002	malarkkan_s@yahoo.com
08	Parents Representative Shanmuga Sundaram. M	9443254327	s.sundaram.dr@gmail.com
09	Students Representative Seniors 1.Anbarasi.S 2.Balla Rakesh 3.Arun.N Freshers 1.Maheshwara raj.K 2.Sarveswara rao gupta.N 3.Shalini.K	 9025252296 95424 94179 7094370210 9943327795 8610152848 9994805507	 anbarasi.ssa27@gmail.com rakeshebinezar@gmail.com nachiappanarun2@gmail.com mahikanish9@gmail.com rockingsarvesh.30@gmail.com pmckaliapeumals@gmail.com
10	Mr.T.Dhatchinamourthy Administrative Officer (Non-Teaching Representative)	94431 58493 0413-2643005	ao@smvmch.ac.in

NATIONAL ANTI RAGGING HELP LINE 1800-180-55-22 Toll Free**TRUE COPY ATTESTED**

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

ANTI RAGGING SQUAD -2017

Sl. No.	Name	Mobile No.	email ID
01	Dr. Kagne.R.N, Member Deputy Director & Dean	094867 48348 / 0413-2642413	rnk_deansmvmch@yahoo.in
02	Dr.A.Murugan, Member Prof. & Head – Orthopaedics	94439 97676 0413-2643000/1055	smvmchmurugan@gmail.com
03	Dr. N.S.Kannan,, Member Prof.& HOD General Surgery	98433 30521 0413-264000/1045	drnskannan@yahoo.co.in
04	Dr.Nagarajan, Member Professor- General Medicine	94431 26319 0143-2643000/1030	tnjknagarajan@gmail.com
05	Dr.M.Subhashini, Member Professor - Ophthalmology	94444 24400 0413- 2643000/1080	drmsuhashini@yahoo.in
06	Dr.Sumathi.S Member, Prof., Biochemistry	94433 44381 0413-2643000/2051	sumathisaravanakumar@yahoo.com
07	Dr.Shivayogappa Teli Member,Asso,Professor-Physiology Chief Warden – Boys Hostel	8122557996 0413-2643000/1033	Shivateli222@yahoo.com
08	Dr. K.Subash, Member Physical Director cum Deputy Hostel Warden – Boys Hostel	98435 69761 / 0413-2643046	subapd@gmail.com
09	Miss.D.Lakshmi, Member Hostel Deputy Warden- Girls Hostel	97519 29373 / 0413-2643044	dlakshmimba05@gmail.com

The meeting came to an end with the vote of thanks.

Chairperson
Anti-Ragging Committee

23/8/18

Copy to:

Chairman & Managing Director

Administrative Officer

Dean

Medical Superintendent

Dean (Academic)

All members of Anti-Ragging committee & squad.

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

Minutes of the Anti Ragging Committee Meeting

Venue: College Council Hall

Date : 13.08.2018

The meeting for the Anti Ragging Committee and Anti Ragging Squad of our college was held on 13.08.2018 at 9.30 am in the College Council Hall. Dr. D. Rajagovindan, Director chaired the session and welcomed all the existing members of the committee and squad. He discussed briefly with the members towards the reconstitution of anti ragging committee for the academic year 2018-2019.

After the discussion and suggestion given by the members it is decided to include Dr.Amol.R.Dongre, Dean (Research) as member, Dr.M.Pragash, Medical Superintendent instead of Dr.S.Vetrikodi and Prof.Manivannan.K as member (Parents Representative) instead OF Mr.Shanmuga Sundaram.M

It is also decided to include Dr.Meher Ali, Professor & Head, Department of Pharmacology as member instead of Dr. N.S.Kannan, Dr. R.Sasikala, Professor & Head, Department of OBG, as member instead of Dr. Subashini and Mrs.K.Soundarya, Professor, Department of Physiology as member instead of Dr.Sumathi in the Anti Ragging Squad.

Director suggested names of the following students Mr. Ajay Raj.N, Ms. S. Abiharini and Mr.Laxmanan.P who will be representing the Freshers and Ms.Shalini.K, Mr. Maheshwara Raj.K and Mr.Sarveswara Rao Gupta will be representing the seniors by replacing the current senior students in the Anti Ragging Committee.

All the members unanimously accepted the suggestions and Anti Ragging Committee and Squad is now reconstituted as per below details.

TRUE COPY ATTESTED

1

ANTI RAGGING COMMITTEE -2018

Sl. No.	Name	Mobile No.	email ID
1.	Dr. D.Rajagovindan, Chairman Director	94442 17687 / 0413-2643031	drrajagovindan@yahoo.co.in
2.	Dr. R.N Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
3.	Dr. K. Karthikeyan, Member Dean (Academic)	94432 68208 0413-2643000/1022	karthikderm@yahoo.co.in
4.	Dr. Amol R Dongre, Member Dean (Research)	80984 36048 0413-2643000/2074	amolrdongre@gmail.com
5.	Dr. M.Pragash, Member Medical Superintendent	94420 44239/ 0413-2643000/3003	pragashm76@yahoo.com
6.	Dr. R. Sasikala, Member Prof. & HOD-OBG	94431 76240 / 0413-2643000/1061	kalapani1955@gmail.com
7.	Ms.K.Priya, Nominee from Police Department, Member S.I. of Police, Thirubhuvanai Police Station	93454 86009/ 0413-2640132	priyarpj@gmail.com
8.	Dr.S. Malarkkan, Member Principal, Manakula Vinayagar Institute of Technology	94443 48554 / 0413-2643002	malarkkan_s@yahoo.com
9.	Parents Representative Prof.Manivannan.K	95000 81718	manivannanid@gmail.com
10.	Students Representative Seniors 1.Maheshwara Raj.K 2. Abirami. D 3.Arunkumar A.N Freshers 1.Ajay Raj.N 2.Laxmanan.P 3.Abiharini.S	 9943327795 8903836311 9159281914 8838290709 8489666286 9894899060	 mahikanish9@gmail.com abiramidhinkar@gmail.com arunkumar.arunbala@gmail.com ajaygeneralacc@gmail.com latchu333@gmail.com abiharini6@gmail.com
11.	Mr.T.Dhatchinamourthy Registrar (Non-Teaching Representative)	94431 58493 0413-2643005	ao@smvmch.ac.in

NATIONAL ANTI RAGGING HELP LINE 1800-180-55-22 Toll Free**TRUE COPY ATTESTED**

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107

ANTI RAGGING SQUAD -2018

Sl. No.	Name	Mobile No.	email ID
1.	Dr. R.N. Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
2.	Dr.A.Murugan, Member Prof. & HOD – Orthopaedics	94439 97676 0413-2643000/1055	smvmchmurugan@gmail.com
3.	Dr. R. Meher Ali, Member Prof.& HOD - Pharmacology	98843 51762 0413-2643000/2091	meher1950july@yahoo.com
4.	Dr.K.Nagarajan, Member Prof.& HOD - General Medicine	94431 26319 0413-2643000/1030	tnjknagarajan@gmail.com
5.	Dr. R.Sasikala, Member Prof.& HOD - OBG	94431 76240 0413- 2643000/1059	kalapani1955@gmail.com
6.	Dr. K.Soundariya, Member Professor - Physiology	97868 95193 0413-2643000/2038	soundariyapriya@yahoo.com
7.	Dr.Shivayogappa Teli, Member Prof.& HOD - Physiology Chief Warden – Boys Hostel	81225 57996 0413-2643000/2034	shivateli222@yahoo.com
8.	Dr. K.Subash, Member Physical Director cum Deputy Hostel Warden – Boys Hostel	98435 69761 / 0413-2643046	subapd@gmail.com
9.	Miss.D.Lakshmi, Member Hostel Deputy Warden- Girls Hostel	97519 29373 / 0413-2643044	dlakshmimba05@gmail.com

The meeting came to an end with the committee approving the sign boards and the place where it has to be displayed.



Chairperson

Anti Ragging Committee

Copy to:

Chairman & Managing Director

Registrar

Dean

Medical Superintendent

All Members of Anti-ragging Committee and Squad

TRUE COPY ATTESTED

3

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

**Sri
MANAKULA**



VINAYAGAR

—Medical College and Hospital—

Outward No: SMVMCH/DO/Committee/ 069 /2019

Date: 09.01.2019

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dr.K.Karthikeyan	Dean (Academic)	Chairperson
Dr.Amol R.Dogre	Dean (Research)	Member
Dr. Erli Amel Ivan	Professor & Head, Dept. of Pathology	Member
Dr.Shivayogappa S.Teli	Professor & Head, Dept. of Physiology	Member
Mr.S.Sathish Kumar Babu	Law officer	Member
Dr.K.Vinoth	Student welfare officer	Member
Mr. J.Ilamparithi	President, Student Council	Member
Mr.J.Jaswanthkumar	General Secretary, Student Council	Member
Dr. E.Suguna	Associate Professor of Community Medicine	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Research)
The Medical Superintendent
All committee Members
File

DEAN

3/1/19

Dr. KAGNE. R.N
DEAN

SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

TRUE COPY ATTESTED

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

Tel : 0413 - 2643000, 2643014 , College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : www.smvmch.ac.in

10.01.2019

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 21.1.2019. The following members attended the meeting:

- **Dr K.Karthikeyan**, Dean (Academic)
- **Dr Amol R Dongre**, Dean (Research)
- **Dr Erli Amel Ivan**, Professor, Department of Pathology
- **Dr Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Mr S .Sathish Kumar Babu** – Law officer – Member
- **Dr Vinoth K**-Associate Professor of Psychiatry cum Student Welfare Officer- Member
- **Dr Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To revise the list of members for the committee, to include Law Officer & Student welfare Officer into the committee and also discuss adding student representatives to the committee as follows , UG- 1 Male, 1 Female, PG- 1 Male, & 1 Female
- To revise the SOP

Suggested revisions

1. Poster for the committee to be designed and displayed in college campus and hospital building and uploaded in the college website
2. Grievance forms are available for download in our website and can be dropped in the grievance box placed outside Director's office.
3. Students can mail the grievance forms to grievances@smvmch.ac.in

The meeting ended at 3.30PM.



Dr.K.Karthikeyan,
Chairperson - Grievance Redressal Cell (Students)

Copy: Chairman cum Managing Director, Director, Dean, Medical Superintendent, File

TRUE COPY ATTESTED


DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, MADURAI-605 107.

09.07.2019

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 08.07.2019. The following members attended the meeting:

- **Dr. K.Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Dr. Vinoth K-** Associate Professor of Psychiatry cum Student Welfare Officer- Member
- **Dr. Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken

The following grievances were received from PG students

1. Water heater in Phase 1 PG hostel is not in working condition
2. Food in PG hostel mess is not served on time

Suggested actions

- For grievance 1, Director Sir shall discuss with Mr Vaithi, Electrical incharge to take up repair work and to install additional water heater
- For grievance 2, Director Sir shall discuss with Mr Shankar and chief cook regarding the same

The meeting ended at 3.30PM.

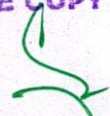


Dr. K. Karthikeyan

Chairperson - Grievance Redressal Cell (Students)

Copy : Chairman and Managing Director, Director, Dean, Medical Superintendent, File

TRUE COPY ATTESTED


DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADI PET, PUDUCHERRY-605 107.

11.10.2019

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 10.10.2019. The following members attended the meeting:

- **Dr. K.Karthikeyan**, Dean (Academic)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Shivayogappa S Teli**, Professor & Head, Department of Physiology
- **Mr. S. Sathish Kumar Babu** – Law officer – Member
- **Dr. Vinoth K-** Associate Professor of Psychiatry cum Student Welfare Officer- Member
- **Dr. Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
- To discuss the grievances received in this quarter and to suggest actions to be taken.
- The following grievances were received from Ladies hostel Phase II.
 1. Poor maintenance of toilet in the hostel by the housekeeping staff
 2. Frequent power cuts during the nights

Suggested actions

- For grievance 1, Director Sir shall discuss with Mr Shankar and provide enough toiletries for cleaning purpose
- For grievance 2, Director Sir shall discuss with Mr Vaithi to look into the matter and rectify

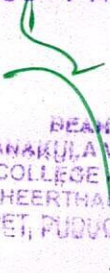
The meeting ended at 3.30PM.



Dr. K. Karthikeyan
Chairperson - Grievance Redressal Cell (Students)

Copy : Chairman and Managing Director, Director, Dean, Medical Superintendent, File

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL,
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

—————Medical College and Hospital—————

Minutes of the Anti Ragging Committee Meeting

Venue: College Council Hall

Date : 23.09.2019

The meeting for the Anti Ragging Committee and Anti Ragging Squad of our college was held on 23.09.2019 at 10.30 am in the College Council Hall. Dr. D. Rajagovindan, Director chaired the session and welcomed all the existing members of the committee and squad. He discussed briefly with the members towards the reconstitution of anti ragging committee for the academic year 2019-20.

After the discussion and suggestion given by the members it is decided to include Er. R. Kanchana as member (Parents Representative) instead of Prof. Manivannan. K.

It is also decided to include Dr. V. Balakrishnan, Professor & Head, Department of Surgery as member instead of Dr. A. Murugan, Dr. V. Deepika, Associate Professor, Department of Physiology, as member instead of Dr. K. Soundariya and Mr. K. Sambasivam, Deputy Hostel Warden, Boys Hostel as member instead of Dr. K. Subash in the Anti Ragging Squad.

Director suggested names of the following students Mr. Aashish Carol Safin.V, Ms. S. Anisha Vigneshwari and Mr. G. Hemanth Chowdary who will be representing the Freshers and Ms. R. Sneha Preethi, Mr. P. Dilip Krishna Chaitanya and Ms. D. S. Karthika Devi will be representing the seniors by replacing the current senior students in the Anti Ragging Committee.

All the members unanimously accepted the suggestions and Anti Ragging Committee and Squad is now reconstituted as per below details.

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY 605 107

1

ANTI RAGGING COMMITTEE -2019

Sl. No.	Name	Mobile No.	Email ID
1.	Dr. D. Rajagovindan , Chairman, Director	94442 17687 / 0413-2643031	drrajagovindan@yahoo.co.in
2.	Dr. R. N. Kagne , Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
3.	Dr. K. Karthikeyan , Member Dean (Academic)	94432 68208 0413-2643000/1022	karthikderm@yahoo.co.in
4.	Dr. Amol R Dongre , Member Dean (Research)	80984 36048 0413-2643000/2074	amolrdongre@gmail.com
5.	Dr. M. Pragash , Member Medical Superintendent	94420 44239/ 0413-2643000/3003	pragashm76@yahoo.com
6.	Dr. R. Sasikala , Member Prof. & HOD-OBG	94431 76240 / 0413-2643000/1061	kalapani1955@gmail.com
7.	Ms. K. Priya , Nominee from Police Department, Member S.I. of Police, Thirubhuvanai Police Station	93454 86009/ 0413-2640132	priyarpj@gmail.com
8.	Dr. S. Malarkkan , Member Principal, Manakula Vinayagar Institute of Technology	94443 48554 / 0413-2643002	malarkkan_s@yahoo.com
9.	Parents Representative Er. R. Kanchana	94428 65625 0413 - 2643080	rkecevp@gmail.com
10.	Students Representative Seniors 1. R. Sneha Preethi 2. P. Dilip Krishna Chaitanya 3. D. S. Karthika Devi Freshers 1. Aashish Carol Safin.V 2. S. Anisha Vigneshwari 3. G. Hemanth Chowdary	 95666 69934 70365 42263 94427 92332 86102 36239 80054 61070 94920 05997	 rsnehapreethi@gmail.com dilipprabhujee@gmail.com karthikadevi2727@gmail.com aashishcarolsafin@gmail.com anishavs39@gmail.com gadicotahemanth@gmail.com
11.	Mr. T. Dhatchinamourthy Registrar (Non-Teaching Representative)	94431 58493 0413-2643005	ao@smvmch.ac.in

NATIONAL ANTI RAGGING HELP LINE 1800-180-55-22 Toll Free**TRUE COPY ATTESTED**

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHUR KUPPAM,
MADAGADIPET, PUDUCHERRY-605 004

ANTI RAGGING SQUAD -2019

Sl. No.	Name	Mobile No.	email ID
1.	Dr. R.N. Kagne , Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
2.	Dr. V.Balakrishnan , Member Prof. & HOD – General Surgery	94437 08249 0413-2643000/1045	drbalakrishnantmc@gmail.com
3.	Dr. R. Meher Ali , Member Prof.& HOD - Pharmacology	98843 51762 0413-2643000/2091	meher1950july@yahoo.com
4.	Dr.K.Nagarajan , Member Professor - General Medicine	94431 26319 0413-2643000/1030	tnjknagarajan@gmail.com
5.	Dr. R.Sasikala , Member Prof.& HOD - OBG	94431 76240 0413- 2643000/1059	kalapani1955@gmail.com
6.	Dr.V.Deepika , Member Associate Professor - Physiology	99622 79360 0413-2643000/2035	deepy843@gmail.com
7.	Dr. Shivayogappa.S.Teli , Member Prof.& HOD - Physiology Chief Warden – Boys Hostel	81225 57996 0413-2643000/2034	shivateli222@yahoo.com
8.	Dr. K.Sambasivam , Member Deputy Hostel Warden – Boys Hostel	91595 41834 / 0413-2643046	sambasivamk52@gmail.com
9.	Miss.D.Lakshmi , Member Deputy Hostel Warden - Girls Hostel	97519 29373 / 0413-2643044	dlakshmimba05@gmail.com

The meeting concluded after the new members were oriented to their roles and responsibilities.



Chairperson

Anti Ragging Committee

Copy to:

Chairman & Managing Director

Registrar

Dean

Medical Superintendent

All Members of Anti-ragging Committee and Squad.

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 007

**Sri
MANAKULA**



VINAYAGAR

————— Medical College and Hospital —————

Outward No: SMVMCH/DO/Committee/ 40 /2020

Date: 09.01.2020

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dr.K.Karthikeyan	Dean (Academic)	Chairperson
Dr.Amol R.Dogre	Dean (Research)	Member
Dr. Erli Amel Ivan	Professor & Head, Dept. of Pathology	Member
Dr.Shivayogappa S.Teli	Professor & Head, Dept. of Physiology	Member
Mr.S.Sathish Kumar Babu	Law officer	Member
Dr.K.Vinoth	Student welfare officer	Member
Ms. Nekaa Nithya Sre K.A.V	President, Student Council	Member
Mr. I. Naveen	General Secretary, Student Council	Member
Dr. E.Suguna	Associate Professor of Community Medicine	Secretary

DEAN

Dr. KAGNE. R.N

DEAN

**SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHAKUPPAM,
PUDUCHERRY-605107.**

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Research)
The Dean (Super Specialty & Special Clinic)
The Medical Superintendent
All Committee Members
File.

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DEAN

**SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
PUDUCHERRY-605107.**

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

Tel : 0413 - 2643000, 2643014 , College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : www.smvmch.ac.in

Sri

MANAKULA



VINAYAGAR

Medical College and Hospital

Outward No: SMVMCH/DO/Committee/40 /2020

Date: 09.01.2020

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dr.K.Karthikeyan	Dean (Academic)	Chairperson
Dr.Amol R.Dogre	Dean (Research)	Member
Dr. Erli Amel Ivan	Professor & Head, Dept. of Pathology	Member
Dr.Shivayogappa S.Teli	Professor & Head, Dept. of Physiology	Member
Mr.S.Sathish Kumar Babu	Law officer	Member
Dr.K.Vinoth	Student welfare officer	Member
Ms. Nekaa Nithya Sre K.A.V	President, Student Council	Member
Mr. I. Naveen	General Secretary, Student Council	Member
Dr. E.Suguna	Associate Professor of Community Medicine	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Research)
The Dean (Super Specialty & Special Clinic)
The Medical Superintendent
All Committee Members
File.

DEAN
Dr. KAGNE. R.N.
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605 107.

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

Tel : 0413 - 2643000, 2643014, College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : www.smvmch.ac.in



23.01.2020

Grievance Redressal Committee (Students)

Minutes of Meeting

The Grievance Redressal Committee (Students) met in the College Council Hall from 2.30 pm onwards on 22.1.2020. The following members attended the meeting:

- **Dr. K.Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Mr. S. Sathish Kumar Babu** – Law officer – Member
- **Dr. Vinoth K-** Associate Professor of Psychiatry cum Student Welfare Officer- Member
- **Dr. Suguna E**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting.
 - To discuss the grievances received in this quarter and to suggest actions to be taken
- The following grievances were received from Ladies hostel Phase II
1. Inadequate number of evening snacks
 2. Frequent power cuts during the nights

Suggested actions

- For grievance 1, Director Sir shall has requested students to take minimal number so that others get snacks
- For grievance 2, Director Sir shall discuss with Mr Vaithi to look into the matter and rectify

The meeting ended at 3.30PM.

Dr. K. Karthikeyan
Chairperson - Grievance Redressal Cell (Students)

Copy : Chairman and Managing Director, Director, Dean, Medical Superintendent, File

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
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30.01.2020

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the Hospital Council Hall from 2:00 to 3:00pm on **30.01.2020**. The following members attended the meeting:

- **Dr. K. Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Vinoth K**, Associate Professor, Department of Psychiatry
- **Dr. Shivayogappa Teli**, Associate Professor, Department of Physiology
- **Dr. Suguna**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting
- Grievance 1: Pest control for wash rooms in hostel
- Grievance 2: Mirrors in wash rooms to be serviced and new one fixed if required

Suggested actions

- Pest control services arranged
- Mirrors to be fixed in wash rooms
- Both grievances to be fixed by Mr. Magesh, engineer.
- Follow up to be taken care



Dr. K Karthikeyan

Chairperson-Students Grievance Redressal Committee

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 102.

**Sri
MANAKULA**



VINAYAGAR

—————Medical College and Hospital—————

ANTI RAGGING COMMITTEE – 2020

Sl. No.	Name	Mobile No.	Email ID
1.	Dr. D.Rajagovindan, Chairman Director	94442 17687 / 0413-2643031	drrajagovindan@yahoo.co.in
2.	Dr. R.N Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
3.	Dr. K. Karthikeyan, Member Dean (Academic)	94432 68208 / 0413-2643000/1022	karthikderm@yahoo.co.in
4.	Dr. M. Jayasree, Member Deputy Medical Superintendent (Surgical)	9443769196/ 0413-2643000/1226	drmjayasree1@yahoo.co.in
5.	Dr.S.Girija, Member Deputy Medical Superintendent (Medical)	98949 76919 0413-2643000/1225	girijagops@gmail.com
6.	Mr.K.T. Ajaykumar, Member Nominee from Police Department S.I. of Police, Thirubhuvanai Police Station	9995182381/ 0413-2640132	ajayatall4r@gmail.com
7.	Dr.S. Malarkkan, Member Principal, Manakula Vinayagar Institute of Technology	94443 48554 / 0413-2643002	malarkkan_s@yahoo.com
8.	Parents Representative Mrs. N.Revathy	9443787763/ 0413-2643045	revathyn1970@gmail.com
9.	Students Representative Seniors 1. Naveen. I 2. Subhiksha. A G 3. Vishva.C Freshers 1.Kanmaniarasi S 2.Vijayakash A 3.Aishwarya K	9042401919 9791543965 6382892274 8825707968 9443914185 9566621862	naveeniyyappan1919@gmail.com subhi10061999@gmail.com vishvavisu2001@gmail.com kanmaniarasi16072001@gmail.com yajiv1408@gmail.com aishukarthi008@gmail.com
10.	Mr.T.Dhatchinamourthy Registrar (Non-Teaching Representative)	94431 58493 / 0413-2643005	ao@smvmch.ac.in
11.	Dr.Vinoth.K, Secretary Associate Professor Department of Psychiatry	9865789890 0413-2643000/1074	vinothkrishnadass@gmail.com



NATIONAL ANTI RAGGING HELP LINE 1800-180-55-22 Toll Free

Madagadipet, Puducherry - 605107

Phone : 2643014 , College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : smvmch.ac.in

Dr. KAGNE. R.N

DEAN

SRI MANAKULA VINAYAGAR

PUDUCHERRY-605107,

Sri MANAKULA VINAYAGAR



—Medical College and Hospital—

ANTI RAGGING SQUAD -2020

Sl. No.	Name	Mobile No.	Email ID
1.	Dr. R.N. Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
2.	Dr. G.V.Manoharan, Member Prof. & HOD – General Surgery	9840036785/ 0413-2643000/1045	gvmfhm@yahoo.co.in
3.	Dr. M.Shanthi, Member Prof.& HOD - Pharmacology	9842176821/ 0413-2643000/2091	shanthibabu24@gmail.com
4.	Dr.P. Nallamuthu, Member Prof.& HOD - Ophthalmology	9843890074/ 0413-2643000/1078	drpnallamuthu@gmail.com
5.	Dr.Shivayogappa.S. Teli, Member Prof.& HOD - Physiology	81225 57996 / 0413-2643000/2034	shivateli222@yahoo.com
6.	Dr. Karthik Ragupathy, Member Professor – Dentistry Chief Warden – Boys Hostel	98410 10308/ 0413-2643000/1210	drsrbkarthik@gmail.com
7.	Dr.V.Deepika, Member Associate Professor - Physiology Chief Warden – Girls Hostel	9962279360/ 0413-2643000/2035	deepy843@gmail.com
8.	Mr.K.Sambasivam, Member Deputy Hostel Warden – Boys Hostel	91595 41834/ 0413- 2643046	sambasivamk52@gmail.com
9.	Miss.D.Lakshmi, Member Deputy Hostel Warden - Girls Hostel	97519 29373 / 0413-2643044	dlakshmimba05@gmail.com
10.	Miss.K.Malliga, Member Deputy Hostel Warden - Girls Hostel	81110 18593 / 0413-2643042	malligamercy@gmail.com
11.	Mr.S.Kaliaperumal, Member Hostel Warden – Boys Hostel	9787354605 / 0413-2643046	skaliaperumal7196@gmail.com
12.	Mr.R Jayaprakash Deputy Resident Hostel Warden & Mess Supervisor – Boys Hostel	9442875037/ 0413-2643046	jayaprakash2077@gmail.com
13.	Mrs. N.Revathy Deputy Hostel Warden cum Supervisor – Girls Hostel	9443787763/ 0413-2643045	revathyn1970@gmail.com

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MEDICAL COLLEGE AND HOSPITAL
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Dr. KAGNE R.N
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.



Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

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VINAYAGAR

————— Medical College and Hospital —————

Outward No: SMVMCH/DO/Committee/318 /2021

Date: 19.02.2021

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dean (Academic)	Chairperson
Head of the Dept. of Pharmacology	Member
Head of the Dept. of Pathology	Member
Head of the Dept. of Physiology	Member
Chief Warder (Boy's hostel)	Member
Dr. G. Ramya, Asso. Professor of Pathology	Member
Mr.S.Sathish Kumar Babu, Law officer	Member
Dr.K.Vinoth, Assoc. Professor Psychiatry	Member
President, Student Council	Member
General Secretary, Student Council	Member
Chief Warder (Girl's hostel)	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Super Specialty & Special Clinic)
The Medical Superintendent
All Committee Members
File.

DEAN
Dr. KAGNE. R.N
DEAN

SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

26.03.2020

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the Hospital Council Hall from 2:30 to 3:30pm on **26.03.2020**. The following members attended the meeting:

- **Dr. K. Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Vinoth K**, Associate Professor, Department of Psychiatry
- **Dr. Shivayogappa Teli**, Associate Professor, Department of Physiology
- **Dr. Suguna**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting
- Grievance 1: Mason work to be initiated in hostel
- Grievance 2: Water blockage in wash rooms
- Grievance 3: Due to rising COVID, sanitizers to be arranged in front of all lecture halls

Suggested actions

- Mason work initiated
- Water block problem to be sorted out
- Sanitizers and precautions to be taken care
- Follow up to be taken care



Dr. K Karthikeyan

Chairperson-Students Grievance Redressal Committee

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
WADAGADIPET, PUDUCHERRY-605 007

27.10.2020

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the Hospital Council Hall from 10:00 to 11:00am on 27.10.2020. The following members attended the meeting:

- **Dr. K. Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Vinoth K**, Associate Professor, Department of Psychiatry
- **Dr. Shivayogappa Teli**, Associate Professor, Department of Physiology
- **Dr. Suguna**, Associate Professor, Department of Community Medicine

Agenda for the meeting:

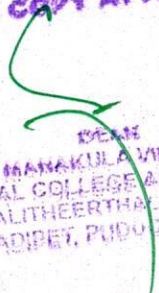
- To discuss the follow up of actions taken in the previous meeting
- Grievance 1: Hostel food menu to be changed -requisition by PGs

Suggested actions

- Food Menu changed in discussion with the CRRIs and PGs
- Intimated cook and mess supervisors


Dr. K Karthikeyan

Chairperson-Students Grievance Redressal Committee

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAL KUPPAM,
MADAGADI PET, PUDUCHERRY-605 007

Sri

MANAKULA



VINAYAGAR

Medical College and Hospital

Outward No: SMVMCH/DO/Committee/378 /2021

Date: 19.02.2021

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dean (Academic)	Chairperson
Head of the Dept. of Pharmacology	Member
Head of the Dept. of Pathology	Member
Head of the Dept. of Physiology	Member
Chief Warder (Boy's hostel)	Member
Dr. G. Ramya, Asso. Professor of Pathology	Member
Mr.S.Sathish Kumar Babu, Law officer	Member
Dr.K.Vinoth, Assoc. Professor Psychiatry	Member
President, Student Council	Member
General Secretary, Student Council	Member
Chief Warder (Girl's hostel)	Secretary

Copy to :

The Chairman and Managing Director
The Director
The Dean (Academic)
The Dean (Super Specialty & Special Clinic)
The Medical Superintendent
All Committee Members
File.

DEAN
Dr. K. R. N.
DEAN

SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

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KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605107.

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

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22.01.2021

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the Hospital Council Hall from 12:00 to 1:30pm on **21.01.2021**. The following members attended the meeting:

- **Dr. K. Karthikeyan**, Dean (Academic)
- **Dr. Amol R Dongre**, Dean (Research)
- **Dr. Erli Amel Ivan**, Professor, Department of Pathology
- **Dr. Vinoth K**, Associate Professor, Department of Psychiatry
- **Dr. Karthik Ragupathy**, Associate Professor, Department of Dentistry, Chief warden Boys Hostel
- **Dr. V Deepika**, Associate Professor, Department of Physiology, Chief warden Girls Hostel

Agenda for the meeting:

- To discuss the follow up of actions taken in the previous meeting
- To update the members of the students grievances redressal committee
- To refine the standard Operating Procedures

Suggested actions

- To open the grievance box in various places in college, hospital and hostels and the areas which were out of camera focus zones were decided.
- Separate file to be maintained to document the received complaints from the grievance boxes.
- Routing the complaints to the concerned people will be done by the secretary.
- The updates will be intimated to the students and the next committee meeting will be carried out with student's representatives.
- To update the members of the Students Grievances Redressal Committee

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

26.04.2021

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the College Council Hall from 11:15 to 12:30 pm on **26.04.2021**.

Agenda for the meeting:

- To welcome the student representatives and the new members of the SGRC
- To sensitize the student representatives about the working of SGRC
- To discuss about the updated SOP
- To address the grievance of 6th semester students regarding the scheduled online classes received on 21.04.21

Outcomes of the meeting

- Discussion of the updated SGRC SOP with the committee members
- Self-introduction by the student representatives and new members of SGRC
- Discussion and sensitization of the student representatives about their roles and responsibilities in the SGRC
- Grievances related to Academic and basic amenities in the institute will be taken care by the SGRC
- Future SGRC meet will be done online, if need arises due to COVID-19
- Discussion regarding the 6th semester scheduled online classes was carried out and decision was taken to start the buses earlier by 11:15am

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHA KUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

**Sri
MANAKULA**



VINAYAGAR

—Medical College and Hospital—

Outward No: SMVMCH/DO/Committee/1349/2021

Date: 02.08.2021

GRIEVANCE REDRESSAL COMMITTEE (STUDENTS)

Dean (Academic)

Head of the Dept. of Pharmacology

Head of the Dept. of Pathology

Head of the Dept. of Physiology

Chief Warder (Boy's hostel)

Dr. G. Ramya, Asso. Professor of Pathology

Mr.S.Sathish Kumar Babu, Law officer

Dr.K.Vinoth, Assoc. Professor Psychiatry

Dr. Muhamed Raffath A K, PG, Orthopaedics

Dr. Jeyalakshmi M S, PG, Dermatology

President, Student Council

General Secretary, Student Council

Ms. Abiharini. S, 3rd year, MBBS

Mr. Santhosh S, 2nd year, MBBS

Chief Warder (Girl's hostel)

Chairperson

Member

Member

Member

Member

Member

Member

Member

Member

Member

Member

Member

Member

Member

Secretary

Copy to :

The Chairman and Managing Director

The Director

The Dean (Academic)

The Dean (Research)

The Medical Superintendent

All Committee Members

File.

DEAN
Dr. KACNE. R.N
DEAN

**SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.**

TRUE COPY ATTESTED

DEAN
**SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605107.**

29.09.2021

Students Grievance Redressal Committee

Minutes of the meeting

The Students Grievance Redressal Committee met in the College Council Hall from 10:30 to 11:30 pm on **29.09.2021**.

Agenda for the meeting:

- To discuss the grievances
 - Air Conditioner related grievances in Lecture hall 2 and 3
 - Hostel WiFi is not getting connected properly and most sites are blocked
 - Insect issues in Hostel
 - Local Outing (1hour) for hostel students
 - Usage of Common reading room
 - TV provision for first year hostel students
- Any other Issues (Dress code to be followed)

Outcomes of the meeting

- AC repair and monitoring for cooling effects- Report to AC Incharge and Mr.Bala Electrician
- WiFi issues- To be addressed to Mr.Raja to strengthen the WiFi Connections and unblock the educational websites
- Insect issues – to be intimated to maintenance department
- Local Outing issue to be discussed with Director Sir
- Usage of common reading room- not allowed due to COVID.
- TV -not allowed to first years at present
- Dress code issue student council has to represent to Director

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERT
MADAGADIPET, PIN-576005
PPAM, PRRY-605 107

The following members attended the meeting:

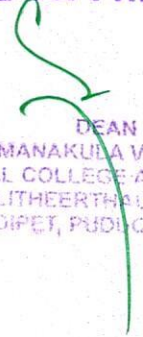
- **Dr. R N Kagne**, Deputy Director
- **Dr. K. Karthikeyan**, Dean (Academic)
- **Dr. Shivayogappa Teli**, Professor, Professor & Head, Department of Physiology
- **Dr. Vinoth K**, Associate Professor, Department of Psychiatry
- **Dr. Shanthi M**, Professor & Head, Department of Pharmacology
- **Dr. V Deepika**, Associate Professor, Department of Physiology, Chief warden Girls Hostel
- **Dr. Karthik**, Associate Professor, Department of Dentistry, Chief boys hostel warden
- **Student representatives**
 - Mr.Naveen, final year MBBS
 - Ms. Abiharini, III-year MBBS
 - Mr.Santhosh, II year MBBS
 - Dr.Arafat, PG Orthopedics
 - Dr.Jayalakshmi, PG Dermatology



Dr. K Karthikeyan

Chairperson-Students Grievance Redressal Committee

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAKUPPAM,
MADAGADIPET, PUDUCHERRY-605 007.

— Medical College and Hospital —

Minutes of the Anti Ragging Committee Meeting

Venue: College Council Hall

Date : 19.02.2021

The meeting for the Anti Ragging Committee and Anti Ragging Squad of our college was held on 19.02.2021 at 2.30 m in the College Council Hall. Dr. D. Rajagovindan, Director chaired the session and welcomed all the existing members of the committee and squad. He discussed briefly with the members towards the reconstitution of anti ragging committee for the academic year 20-21.

After the discussion and suggestion given by the members it is decided to include Mrs.N.Revathy, as member (Parents Representative) instead of Er. R. Kanchana.

It is also decided to include Dr.M.Jayashree, Deputy Medical Superintendent (Surgical), Dr.s.Girija, Deputy Medical Superintendent (Medical), instead of Dr.Amol.R.Dongre, Dean (Research) Dr.M.Pragash, Medical Superintendent and Dr.R.Sasikala, Professor & Head, Department of OBG.

Mr.K.T.Ajay will be added as the Nominee from the Police Department replacing Ms.Priya.K. It was decided to have a secretary for the committee to coordinate meetings and maintains documents related to the committee and Dr.Vinoth.K, Associate Professor of Psychiatry was recruited to be the Secretary.

Director suggested names of the following students Mr. Kanmaniarasi.S, Mr.Vijayakash.A, and Ms.Aishwarya.K who will be representing the Freshers and Ms.Subhiksha.A.G, Mr.Naveen.I and Ms.Vishva.C will be representing the seniors by replacing the current senior students in the Anti Ragging Committee.

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MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM, MADAGADIPET, PUDUCHERRY-605 107.

1

ANTI RAGGING COMMITTEE – 2020

Sl. No.	Name	Mobile No.	Email ID
1.	Dr. D.Rajagovindan, Chairman Director	94442 17687 / 0413-2643031	drrajagovindan@yahoo.co.in
2.	Dr. R.N Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
3.	Dr. K. Karthikeyan, Member Dean (Academic)	94432 68208 / 0413-2643000/1022	karthikderm@yahoo.co.in
4.	Dr. M. Jayasree, Member Deputy Medical Superintendent (Surgical)	9443769196/ 0413-2643000/1226	drmjayasree1@yahoo.co.in
5.	Dr.S.Girija, Member Deputy Medical Superintendent (Medical)	98949 76919 0413-2643000/1225	girijagops@gmail.com
6.	Mr.K.T. Ajaykumar, Member Nominee from Police Department S.I. of Police, Thirubhuvanai Police Station	9995182381/ 0413-2640132	ajayatal14r@gmail.com
7.	Dr.S. Malarkkan, Member Principal, Manakula Vinayagar Institute of Technology	94443 48554 / 0413-2643002	malarkkan_s@yahoo.com
8.	Parents Representative Mrs. N.Revathy	9443787763/ 0413-2643045	revathyn1970@gmail.com
9.	Students Representative Seniors 1. Naveen. I 2. Subhiksha. A G 3. Vishva.C Freshers 1. Kanmaniarasi S 2. Vijayakash A 3. Aishwarya K	9042401919 9791543965 6382892274 8825707968 9443914185 9566621862	naveeniyyappan1919@gmail.com subhi10061999@gmail.com vishvavisu2001@gmail.com kanmaniarasi16072001@gmail.com yajiv1408@gmail.com aishukarthi008@gmail.com
10.	Mr.T.Dhatchinamourthy Registrar (Non-Teaching Representative)	94431 58493 / 0413-2643005	ao@smvmch.ac.in
11.	Dr.Vinoth.K, Secretary Associate Professor Department of Psychiatry	9865789890 0413-2643000/1074	vinothkrishnadass@gmail.com

NATIONAL ANTI RAGGING HELP LINE 1800-180-55-22 Toll Free

All the members unanimously accepted the suggestions and the Squad is now reconstituted as per below details.

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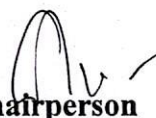
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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 002

ANTI RAGGING SQUAD -2020

Sl. No.	Name	Mobile No.	Email ID
1.	Dr. R.N. Kagne, Member Deputy Director & Dean	094867 48348 / 0413-2643030	dydirector@smvmch.ac.in
2.	Dr. G.V.Manoharan, Member Prof. & HOD – General Surgery	9840036785/ 0413-2643000/1045	gvmfhm@yahoo.co.in
3.	Dr. M.Shanthi, Member Prof.& HOD - Pharmacology	9842176821/ 0413-2643000/2091	shanthibabu24@gmail.com
4.	Dr.P. Nallamuthu, Member Prof.& HOD - Ophthalmology	9843890074/ 0413-2643000/1078	drpnallamuthu@gmail.com
5.	Dr.Shivayogappa.S. Teli, Member Prof.& HOD - Physiology	81225 57996 / 0413-2643000/2034	shivateli222@yahoo.com
6.	Dr. Karthik Ragupathy, Member Professor – Dentistry Chief Warden – Boys Hostel	98410 10308/ 0413-2643000/1210	drsrbharthik@gmail.com
7.	Dr.V.Deepika, Member Associate Professor - Physiology Chief Warden – Girls Hostel	9962279360/ 0413-2643000/2035	deepy843@gmail.com
8.	Mr.K.Sambasivam, Member Deputy Hostel Warden – Boys Hostel	91595 41834/ 0413- 2643046	sambasivamk52@gmail.com
9.	Miss.D.Lakshmi, Member Deputy Hostel Warden - Girls Hostel	97519 29373 / 0413-2643044	dlakshmimba05@gmail.com
10.	Miss.K.Malliga, Member Deputy Hostel Warden - Girls Hostel	81110 18593 / 0413-2643042	malligamercy@gmail.com
11.	Mr.S.Kaliaperumal, Member Hostel Warden – Boys Hostel	9787354605 / 0413-2643046	skaliaperumal7196@gmail.com
12.	Mr.R Jayaprakash Deputy Resident Hostel Warden & Mess Supervisor – Boys Hostel	9442875037/ 0413-2643046	jayaprakash2077@gmail.com
13.	Mrs. N.Revathy Deputy Hostel Warden cum Supervisor – Girls Hostel	9443787763/ 0413-2643045	revathyn1970@gmail.com

The meeting concluded after the new members were oriented to their roles and responsibilities.


Chairperson

Anti Ragging Committee

Copy to:

Chairman & Managing Director, Registrar, Dean, Medical Superintendent, All Members of Anti-ragging Committee and Squad.

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3

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
KALITHEERTHAL KUPPAM,
MADAGADIPET, PUDUCHERRY-605 102.

Sri

MANAKULA



VINAYAGAR

Medical College and Hospital

ANTI-RAGGING COMMITTEE

MINUTES OF MEETING

Venue: College Council Hall

Date : 12-04-2022

The first meeting for the Academic Year 2022 -23 of the Anti-Ragging Committee and Anti Ragging Squad of our College was held on 12-04-2022 in the College Council Hall.

Members who were present at the meeting:

1. Dr. D.Rajagovindan, Chairman
2. Dr. R.N Kagne, Member
3. Dr. K. Karthikeyan, Member
4. Mr.Kumaravel , Member
5. Dr.S. Malarkkan, Member
6. Dr. S. Vijayasundaram, Member
7. Ms.Kanmaniarasi S, Senior Student Representation
8. Mr.Vijayakash A, Senior Student Representation
9. Ms.Aishwarya K,Senior Student Representation
10. Ms.Varshasre R S, Senior Student Representation
11. Mr.Saravana Kumar P,Senior Student Representation
12. Ms,Kritihasini R, Senior Student Representation
13. Mr.T.Dhatchinamourthy, Member
14. Dr.G.V.Manoharan, Member
15. Dr. M.Shanthi, Member
16. Dr.Shivayogappa.S. Teli, Member
17. Dr. Karthik Ragupathy, Member
18. Dr.V.Deepika, Member
19. Mr.K.Sambasivam, Member
20. Miss.K.Malliga, Member
21. Mr. TR. K. Sriram, Member

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SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

Kalitheerthalkuppam, Madagadipet, Puducherry - 605107.

Tel : 0413 - 2643000, 2643014 , College : 2643023 | Fax : 0413 - 2641549 | E-mail : principal@smvmch.ac.in | Web : www.smvmch.ac.in

- 22. Miss. Virgin Mary, Member
- 23. Mrs. N.Revathy
- 24. Mr. Sugumaran.P
- 25. Dr.Vinoth.K, Secretary

Dr.D.Rajagovindan, Director and Chairman of Anti-Ragging committee chaired the session and welcomed all the existing members and the new members of the committee and squad. He briefed with existing members towards the reconstitution of the anti-ragging committee for the year 2022-23.

Due to the transfer of Mr.Ajay, Nominee from Police Department, the current S.I OF Thirubhuvanai Station, Mr.Kumaravel, will be the nominee from the Police Department. The current parent nominee will be replaced by Dr.S.Vijayasundaram. The senior student's representatives will be Ms. Kanmaniarasi S, Mr. Vijayakash A and Ms.Aishwarya K from the final year and Freshers representatives will be Ms.Varshasre R S, Mr.Saravana Kumar P and Kritihasini R.

The Squad will remain with the previous members except Ms.Lakshmi.T will be replaced by Ms.Virgin Mary and two members are added to the committee, Mr.Sugumaran.P, Officer on Special Duty and Mr.TR.K.Sriram, Deputy Warden – Boys Hostel. With the approval of the existing members and the consent of the new members, the new committee and Squad came into effect.

The Chairman then asked the secretary to brief the members about the UGC & NMC norms against Ragging and what are the measures to curb ragging at its root level. After the power point presentation was done the floor was open for discussion.

Dr.R.N.Kagne, DeputyDirector cum Dean stated that inspite of the regular undertaking letter from the students while joining the institute, we should insist the students to fill the online undertaking form at www.antiragging.in and submit the final page acknowledging the same to Directors email id director@smvmch.ac.in . Dr.S.Malarkannan, Principal, MVIT seconded

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it and also stated, that the students can use the official id given to them to fill in the anti-ragging form in the online mode.

Dr.Vinoth.K, Secretary of Anti-ragging committee showed the college website and the contents under Anti-ragging committee to the members. Dr.S.Malarkannan, Principal, MVIT stated that there should be a provision in the website where the students should be able to complaint directly to the institute rather than directly calling the Toll free number. Dr.D.Rajagovindan stated that we can consider implementing the same from now onwards.

Dr.K.Karthikeyan, Dean Academic stated that the undertaking letters taken from seniors were done on regular basis and temporarily halted due to the pandemic and will resume from now with effect. Dr.K.Karthikeyan, Dean Academic also stated that the joint sensitisation program can be restarted after the exams for the seniors gets over. Dr.R.N.Kagne, seconded it and stated that the freshers program can be conducted in the month of May or June 2022.

Dr.D.Rajagovindan, Chairperson stated the Standard operating Procedures will be refined and released soon for the anti-ragging squad and till then they are requested to follow the same norms.

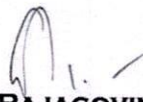
The members' unanimously have decided to conduct surprise visits to the hostels and the highly vulnerable areas. It was decided that the squad members regularly view the hostel cameras and highly vulnerable areas to curb ragging at its root level. If anyone if found involved in ragging, it was decided to act in a Suo -motu manner.

Dr.D.Rajagovindan thanked and appreciated the committee and squad for maintaining the institute a Ragging Free institute since its inception. He also added stating that this should continue to be a ragging free campus and it's the committee responsibility to ensure the same. The meeting concluded with a closing note by the secretary.

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.

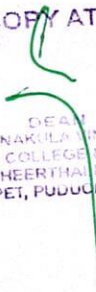
Enclosure: Anti-Ragging Committee & Squad List.


DR.D.RAJAGOVINDAN
Chairman
Anti-Ragging Committee

Copy:

1. Chairman & Managing Director
2. Dean
3. Medical Superintendent
4. File

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHAIKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107.



I REVIEW MEETING-Minutes of meeting

A review meeting on the proceedings of mentor-mentee meeting (held on 25.06.22) was conducted and chaired by the Dean on 01.07.22 at 10.30 AM in the College Council Hall. All HODs and mentors of students Phase I MBBS attended the meeting.

S. No.	Agenda	Discussion	Action plan
1.	To analyze the students' feedback	Difficulty in attending evening lecture classes Anxiety on the curricular content	Extra evening classes from 04.30 to 05.30 PM were stopped on 30.06.2022. Mentors were requested to reassure the students by explaining the importance of the curricular content. It was recommended to include the students in planning the teaching schedule. Students to be encouraged to frame their own MCQs after a workshop on "How to frame MCQs?"
2.	To finalise the date of upcoming mentor-mentee meeting in the month of August 2022	The mentor-mentee meeting for the month of August to be conducted after Independence day holidays	The mentor-mentee meeting for the month of August will be conducted on the FN of 17.08.22 from 08.30 to 10.30 AM.
3.	Creating an uniform content as mentor diary for student support system	Different components to be included in the diary was discussed It was recommended to introduce E portfolio for students	The faculty viewpoints in framing the components of the E portfolio will be obtained.

Coordinator- Phase I
Student Support System

Chairperson
Student Support System

Copy to:

The Chairman & Managing Director
The Director
The Dean (Academic)
The Dean (Research)
All mentors

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DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKURPAM,
MADAGADIPET, PUDUCHERRY-605 107.

No: SMVMCH/DO/MOM/I MBBS- Mentors/1480

Date: 06.09.2022

II REVIEW MEETING-Minutes of Meeting

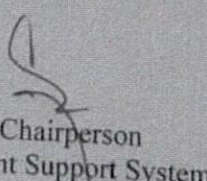
A review meeting on the proceedings of mentor-mentee-parents meeting (held on 17.08.22) was conducted on 05.09.22 at 10.40 AM in the College Council Hall. All HODs and mentors of students Phase I MBBS attended the meeting. The following are the discussions and action plans decided during the meeting.

S. No.	Agenda	Discussion	Action plan
1.	Meeting with parents of slow learners	Some of the parents of slow learners have not met the heads of the departments of Phase I on 17.8.22	To intimate the parents of slow learners who were absent to meet the heads of the departments of Phase I at the earliest
2.	To discuss the parents' feedback and to implement the supportive suggestions given by them	a. Screen-size in the Lecture Hall I to be made bigger to increase the visibility b. To update the emails and contact numbers of parents to the office for the time to time communications of marks and attendance	a. The EDP dept will be instructed to install a wide projection screen in Lecture hall I & faculty using the smart board will be informed to increase the font size in the PPT. b. The mentors to instruct parents of mentees to update their email ids and contact numbers to the college office & also to EDP to update in the software accordingly.

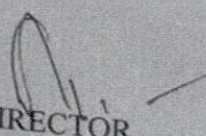
Attendees of the meeting:

- | | | |
|---|---|--|
| 1. Director
2. Dean (Academics)
3. HOD Anatomy
4. HOD Physiology
5. Dr. Soundariya. K | 6. Dr. N. Suresh
7. Dr. N.A. Priyadharshini
8. Mr. Balakrishna Pai. R
9. Mr. B. Vengadesan
10. Dr. Deepa Somanath | 11. Dr. S. Poonguzhalai
12. Dr. R. Sudha
13. Dr. B. Ramya
14. Dr. Deepika. V
15. Mrs. K. Senthamil selvi |
|---|---|--|

Coordinator- Phase I
Student Support System


 Chairperson
Student Support System

Dr. KAGNE. R.N
DEAN


 DIRECTOR
 Dr. D. RAJAGOVINDAN, M.D.
 DIRECTOR
 SRI MANAKULA VINAYAGAR
 MEDICAL COLLEGE AND HOSPITAL
 MADAGADIPET, PUDUCHERRY-605 107.

Copy to:

The Chairman & Managing Director
 The Director
 The Dean (Academic)
 The Dean (Research)
 All and HODs and mentors of Phase I

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 MEDICAL COLLEGE & HOSPITAL
 KALITHEERTHALKUPPAM,
 MADAGADIPET, PUDUCHERRY-605 107.