



**MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING**

A unit of Rajalaxmi Education Trust @, Mangalore-1

Affiliated to V.T.U., Belgaum, Approved by AICTE, New Delhi

# **DISCIPLINARY COMMITTEE**

**ANNUAL REPORT**  
**2015 – 16**



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**The Members of the Disciplinary Committee for the academic year 2015-16:**

Role	Name	Designation
Chairperson	Dr. G.L. Easwara Prasad	Principal
Members	Dr. C. R. Rajashekhar	Vice principal
	Dr. Ganesha Mogaveera	HoD Civil Engineering Dept.
	Mr. Anappaswamy	Associate Professor, Computer Science Engg. Dept.
	Mr. Ravinarayana	Associate Professor, Computer Science Engg. Dept.
	Dr. Jayaprakash	Sr. Assistant Professor, Civil Engg. Dept.
	Mr. Anser Pasha	Assistant Professor, Information Science Engg. Dept.
	Mr. Manas Jain	Assistant Professor, Aeronautical Engg. Dept.
	Mrs. Vineetha Telma Dsouza	Assistant Professor Chemistry Dept.
Convener	Dr. Asha Crasta	Associate Professor, Mathematics Dept.

The key motivation for forming a Disciplinary Committee is to take a positive approach to fostering discipline in students and to formulate rules and regulations to enforce integrity on campus in order to promote good and healthier Practices.

### **Minutes of the meetings**

The first meeting of the academic year was convened on 10<sup>th</sup> August 2015 at 10.50am at conference hall-II with the following agenda

1. Dissemination of code of conduct
2. Discipline on campus

#### **Dissemination of code of conduct:**

The chairman of the committee informed the members that the code of conduct will be disseminated to the newly joined students during the orientation programme and the same is printed in the college calendar will be distributed to the students in their classrooms once the classes commence.

#### **Discipline on campus:**

The chairperson asked the committee members to work towards maintaining discipline on campus and encourage students to engage in good and safe practices. The chairman informed the committee members that students ought to be wearing ID cards on campus compulsorily and ought to follow the dress code and grooming etiquettes. If any instances of violations are seen in such manner, the concerned students' ID cards must be taken and should be handed over to the student on the same day with a warning and advice from the Disciplinary committee members and if there occurs any instances of indiscipline behavior or violation of the college rules, the ID cards of the students have to be seized and returned only after proper enquiry.

Further meetings were held on 12-08-2015, 4-09-2015 and 17-02-2016 when the cases of indiscipline were reported to the committee. A detailed enquiry about the cases was done and the necessary actions have been taken by the committee keeping the career of the student in mind and with due intimation to the parent /guardian of the wards.

The Committee led by the Principal and senior faculties works towards helping students to maintain discipline at campus by being approachable through mutual support and creating an amicable learning environment. The Disciplinary Committee endeavors to build a healthy and empowering environment in the college, as well as to instill professionalism in students through the installation of best practices. The committee members were satisfied with the efforts taken to achieve the above and decided to put in more effort to maintain discipline for the next academic year.

### **Activity conducted in 2015-16:**

#### **Orientation Programme:**

An Orientation Program was organized on 29<sup>th</sup> and 30<sup>th</sup> July 2015 for the newly joined students. Students were briefed about academic, hostel regulations, general conduct, etiquettes, dress code, and grooming during the program. The college calendar with a set of principles, regulations of the Institute and university was released.

A copy of the college calendar was issued on the batch commencement day to every student, so that he/she understands the policies, procedures, and other necessary information during his/her stay on the campus. During the classes, the faculty members frequently iterate the principles and guidelines of the college to the students.