



**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**

**2017 – 18**



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**The members of Disciplinary Committee for the academic year 2017-18:**

<b>Role</b>	<b>Name</b>	<b>Designation</b>
Chairperson	Dr. G.L. Easwara Prasad	Principal
Members	Dr. C. R. Rajashekhar	Vice principal
	Dr. Ganesh 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 college disciplinary committee was established to maintain high levels of discipline on campus and to encourage MITE students to engage in good and safe practices. In addition, the committee is focusing to have an optimistic approach by imparting discipline among the students.

### **Minutes of Meetings**

The first meeting of the academic year was convened on 11<sup>th</sup> August 2017 at 3:30pm at conference hall-II with the following agenda

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

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

The chairperson informed the members that the set of rules and regulations of college will be briefed to the new joined students during the orientation programme and the college calendar printed with the code of conduct will be distributed to the students in their classrooms once the classes commence.

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

The Chairperson asked the committee members to adopt a positive strategy to cultivate discipline in students and ensure that guidelines and regulations are followed to implement uprightiness on college grounds to promote great and healthier Practices.

The committee head informed the members that students should be instructed to wear their ID cards compulsorily in campus and ought to follow the disciplinary rules and regulations. If any instances of violations are seen in such a 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 guidance from the Disciplinary committee members.

The members were likewise informed that as per university norms cell phones are completely prohibited on the campus. In case students are found using cell phones in academic areas or in class hours, their cell phones must be seized and submitted to the principal which will be returned only at the end of semester to the student.



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The chairperson educated the members that if there ought to emerge an event of any indiscipline conduct or infringement of the institute rules, the ID cards of the undergraduates will be seized and will be with the Disciplinary Committee individuals till the enquiry is done.

Further meetings were held on 04-09-2017 and 19-03-2018 when the cases of indiscipline were reported to the committee. The committee considered each of these cases in detail. Students in question were enquired and suitable actions according to the context of the case were dispersed without hindering the academics of the students involved with due intimation to their parents/guardians.

The Committee led by the Principal and senior faculty members pursue organizational goals to keep up discipline at the campus through an optimistic methodology and establishing a healthy learning climate. The committee members were content with the undertakings taken to achieve the previously mentioned and decided to put in more effort to keep up discipline for the next year.

### Activity conducted in 2017-18:

#### Orientation Programme:

An Orientation Programme was organized on 4<sup>th</sup> and 5<sup>th</sup> August 2017 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.



*Sri Rajesh Chowta , Chairmam RET addressing at the Orientation Programme 2017*

A copy of the college calendar was issued to every student when the classes commenced, so that he/she understands the policies, procedures, and other necessary information during his/her stay on the campus.