



**MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING**

*Accredited by NAAC with A+ Grade, An ISO 9001: 2015 Certified Institution*

*(A Unit of Rajalaxmi Education Trust®, Mangalore - 575001)*

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

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# **DISCIPLINARY COMMITTEE**

## **ANNUAL REPORT**

**2021-22**

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## **Disciplinary Committee**

**Date: 11<sup>th</sup> January, 2022**

The following are the members of the reconstituted committee for the academic year 2021-22:

<b>Role</b>	<b>Name &amp; Designation</b>
Chairperson	Dr. M S Ganesha Prasad, Principal
Members	Dr. Divakara Shetty S, Dean (Academics)
	Dr. C R Rajashekhar, Vice Principal and Head, Department of Mechanical Engineering
	Dr. Ganesha Mogaveera, Professor and Head, Dept. of Civil Engineering
	Mr. Ravinarayana B, Associate Professor and Head, Dept. of Computer Science & Engineering
	Mr. Chenna Keshava R, Senior Assistant Professor, Dept. of Mechatronics Engineering
	Dr. Anthoni Praveen Menezes, Associate Professor, Dept. of Physics
	Mr. Sagar S, Assistant Professor, Dept. of Civil Engineering
	Ms. Swapna Srinivasan, Senior Assistant Professor, Dept. of Electronics & Communication Engineering
	Ms. Akhila Rupesh, Assistant Professor, Dept. of Aeronautical Engineering
Convener	Dr. Sukhwinder Sharma, Associate Professor, Dept. of Computer Science & Engineering

The institute Disciplinary Committee is constituted for the maintenance of discipline in the college. The committee ensures that students abide and maintain order and peace in the college as they continue pursuing academic aims and targets.

### **Minutes of the Meetings**

The first meeting of Disciplinary Committee for the academic year 2021-22 was convened on 11<sup>th</sup> December, 2021 at 10.00 AM in Conference Hall-2 with the following agenda:

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

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

The chairperson of the committee informed the members that the code of conduct is being briefed to the new entrants during the orientation programs and the same has been printed in the college calendar being disseminated to the students.

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

The chairperson informed the committee members that students are being educated, and should be reminded iteratively, that wearing ID cards on campus is mandatory and they should follow the dress code and grooming etiquettes and the standard operating procedures during the pandemic. If any cases of violation are observed in this regard, the concerned students' ID cards have to be taken immediately and should be handed over to the student on the same day after counselling and initial warning from the Disciplinary Committee members. Subsequent cases of discipline violations should be handled by the committee as per procedure.

The members were also informed regarding the prohibition of mobile phone usage in campus by the students. The students are being repeatedly made aware of campus code of conduct including dress code and mobile phone usage in academic areas. If any case of usage of mobile phones by students on campus in academic areas or during class hours is found, the cell phone(s) have to be confiscated and submitted to the Principal.

The chairperson further informed the members that in case of any misbehaviour or violation of the college rules, the ID cards of the students must be confiscated and would be in possession with the Disciplinary Committee members till the enquiry is completed.

In the same meeting, one case of indiscipline was reported to the committee. The committee considered the case in detail. Students in question were enquired and appropriate 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 work towards organizational goals to maintain discipline at the campus through an optimistic approach and creating an amicable learning environment. The committee members were satisfied with the endeavours taken so far to accomplish the objectives and chose to put in more efforts to keep up discipline in campus for the following year.



## **Details of activities conducted for the AY 2021-22**

### **Orientation Program:**

As the admission process was phased in multiple rounds due to present Covid situation and university counselling schedule, orientation program for the newly joined students was organized in four sessions this year on 25th November 2021 (two sessions), 17th December 2021 (one session) and 20th December 2021 (one session) respectively. Students were briefed about academic, activities, 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 handed over to every student on the batch commencement day, 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.