



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust[®], Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

DISCIPLINARY ACTION COMMITTEE

ANNUAL REPORT

2023-24



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust®, Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

SL No	CONTENTS	Page Numbers
1	Members of the Disciplinary Action Committee	1
2	Minutes of Meeting(s)	2-3
3	Activities Conducted: Orientation Program	4-5



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust®, Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

Date: 16/12/2024

Disciplinary Action Committee

The Disciplinary Action Committee of MITE has been reconstituted for the academic year 2023-24, effective from 01/01/2023, with the goal of fostering a positive academic environment through the implementation of disciplinary measures. The following individuals have been appointed as committee members and are entrusted with upholding discipline and taking necessary actions to ensure excellence.

Role	Name & Designation
Chairperson	Dr. C M Prashanth, Principal
Members	Dr. Ganesha Mogaveera, Professor and Head, Dept. of Civil Engineering
	Dr. Babu Rao K, Professor, Dept. of Computer Science Engineering
	Dr. Vineetha Telma D'souza, Associate Professor & HOD, Dept. of Chemistry
	Dr. Sandesh Nayak, Assistant Professor, Dept. of Mechatronics Engineering
	Mr. Rajesh N Kamath, Senior Assistant Professor, Dept. of Information Science & Engineering
	Dr. Ramalingam, Senior Assistant Professor, Dept. of Electronics & Communication Engineering
	Dr. Madhanraj V, Senior Assistant Professor, Dept. of Aeronautical Engineering
	Dr. Jayashri Shetty, Associate Professor, Dept. of Master of Business Administration
	Dr. Nagarjun Prabhu, Senior Assistant Professor, Dept. of Mathematics
	Dr. Pavithra G P, Senior Assistant Professor, Dept. of Chemistry
Convener	Dr. Sreeja Rajesh, Associate Professor Dept. of Information Science & Engineering



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust[®], Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

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 the Disciplinary Committee for the academic year 2023-24 was convened on 19/01/2024 at 10:00 AM in Conference Hall-2 with the following agenda:

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

Revision of code of conduct:

The chairperson of the committee and all the members of the disciplinary committee reviewed the existing code of conduct. The revisions were made, and the revised code of conduct was forwarded to the Head of Departments and Management for final approval. Upon obtaining the approval from all authorities, the finalized code of conduct was displayed on the notice board and on the college website. Additionally, the Heads of Department and designated faculty members communicated the approved Code of Conduct to all students.

Dissemination of code of conduct

The chairperson of the committee informed the members that the revised 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 about ongoing efforts to educate students on adhering to campus rules, including the mandatory wearing of ID cards, compliance with the dress code, and maintaining proper grooming etiquette. Students are reminded repeatedly about these expectations. In cases of ID card violations, the student's card must be confiscated immediately and returned on the same day after counselling and an initial warning. Repeat violations will be handled according to disciplinary procedures. Similarly, the use of mobile



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust®, Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

phones in academic areas and during class hours is strictly prohibited. Any violations should result in confiscation of the mobile phone, which must be submitted to the Principal. For serious cases of misconduct or rule violations, the student's ID card must remain with the Disciplinary Action Committee until the inquiry is completed. A **Disciplinary Vigilance Drive** was conducted from 8th July 2024 to 12th July 2024, focusing on ensuring adherence to the college's code of conduct, specifically addressing dress code compliance, ID card usage, and mobile phone restrictions. Faculty members conducted scheduled visits to various locations on campus, recording instances of non-compliance and taking corrective actions where necessary. Counselling was provided for minor violations, while repeat offenses were escalated. The drive served as a proactive effort to reinforce discipline and uphold the standards expected within the college premises. The committee recommends continued vigilance and periodic checks to maintain the decorum and discipline within the institution.

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 endeavors taken to accomplish the above-mentioned and chose to put in more effort to keep up discipline for the following year.

Orientation Program:

An Orientation Program for the newly joined students was organized for the 17th batch of the new entrants on September 21 & 22, 2023.



Inauguration of Orientation Program by lighting the Lamp

Dr. Prashanth C. M, Principal, gave overview of engineering curriculum, University ranking, Industry-Institute Alliance, Highlighted the achievements and the National and International Awards won by the students at the College. The various Industry tie-ups that MITE has provided for global & Industry oriented Education and the progress achieved in the last 16 years has been highlighted in his talk. Further he mentioned the functions of the cultural committee. The Committee, through the cultural club Euphoria works at identifying the inherent talents and nurture them through professional training and provide opportunities to exhibit them. Euphoria is a conglomeration of Dance, Music, Theatre, Photography, Speakers league and literary forums. Dr. C. R. Rajshekar, Vice Principal and Head, Department of Mechanical Engineering briefed about the rules and regulations of the Institute. He added the major points like the CIE marks and SEE marks for theory as well as practical examinations and attendance percentage required for examination, credit details and course information in his talk. Vinayambika Bhat, Dean Quality Assurance and Head, Department of Electronics &



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(A Unit of Rajalaxmi Education Trust[®], Mangalore)

Autonomous Institute affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

Accredited by NAAC with A+ Grade & ISO 9001:2015 Certified Institution

Communication Engineering outlined the Hostel Regulations and discipline. Mr. Narendra U P, Dean (P&T) elucidated the importance of Placement, Training activities, Skill lab, Entrepreneurship and Incubation details. The conduction of various Programs on Soft Skills, Life Skills for all its students under the Employability Skills Development Program (ESDP), Latest technology Training, Company specific training, Bosch certification courses, SIEMENS certification courses were also highlighted in his presentation. As part of this orientation program, a session featuring alumni discussing industry expectations was arranged. Mr. Rajesh Chouta, Chairman, Rajalaxmi Education Trust, presided over the function and in his talk he focused on the responsibility of the parent and their bonding with the Institution.