

DISCIPLINARY COMMITTEE

Vision:

To create a safe and motivating environment in the institution and to bring professionalism among students by the inculcation of best practices.

Mission:

- To have an optimistic approach in imparting discipline among students.
- To frame rules and regulations to maintain discipline in the college premises.
- To encourage Good and Healthy Practices.

The Charges of the Committee are the following:

- To maintain and enforce strict discipline within the college campus.
- All the students should wear their ID Cards while they are in the campus and their respective class rooms.
- In case of any disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.
- In case of any misbehavior or violation of the college rules, the ID cards of the students will be kept with the Disciplinary Committee Members till the enquiry is over.
- To enforce total prohibition of cell phone usage by the students within the college campus. Please note that cell phone is prohibited in the college campus and if a student is found carrying a cell phone, it will be taken away and handed over to the Principal.
- To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.
- To ensure that all the students attend classes without bunking and prevent them from leaving the college early. Please note that no student can leave the college early without prior permission from the concerned authorities.
- Smoking is strictly prohibited in the college campus and ensures that this is being strictly followed.
- To ensure that students maintain complete silence in the library.
- To maintain proper discipline in the college canteen during the college working hours.
- If any damage is caused to the college property by any student / group of students, the cost of the same will be recovered with a fine from the said student / group of this will be followed by disciplinary action.
- If any indiscipline is found by any of the students, warn them on the first instance. Take disciplinary action based on the rules and regulations of the committee, if the pattern of misconduct continues.

**PERSPECTIVE PLAN
DISCIPLINARY COMMITTEE (2014-2015)**

S. No.	Date of the event	Department/ Committee	Plan (Name of the Event)	SoP (Standard Operating Procedure)	Budget for the event	Details
1	25/07/2014	Disciplinary Committee	Committee Meeting	<p>Committee meeting held on 25/07/2014 and discussed the following points:</p> <ol style="list-style-type: none"> 1. Students should must and should wear ID card in the campus & Classrooms. 2. Senior students are not allowed to rag juniors. 3. No student is allowed to leave the college without proper permission from the HOD. 	As applicable	
2	29/08/2014	Disciplinary Committee	Committee Meeting	<p>Committee meeting held on 29/08/2014 and discussed the following points</p> <ol style="list-style-type: none"> 1. Students should not indulge in illegal activities in the college. 2. Students should not loiter around the corridor during working hours. 	As applicable	
3	18/10/2014	Disciplinary Committee	Awareness program on Ragging	<p>An Awareness program on ragging is conducted to ensure the safety of the first students.</p> <p>An army officer was invited as a guest to interact with the first year students on ragging issues</p>	As applicable	
4	23/03/2015	Disciplinary Committee	Committee Meeting	<p>Committee meeting held on 23/03/2015 and discussed the following points</p> <ol style="list-style-type: none"> 1. Students should not wear torn jeans inside the campus. 2. Students should not carry mobile phones in the campus. 3. Student/Group of students are not allowed to cause damage to the college property. 	As applicable	

Convener-Discipline

Cc to: 1) The Principal Sir- For kind information
 2) The Executive Director - For kind information
 3) All HODs
 4) IQAC Coordinator