

Vignan's Institute of Management & Technology for Women (Institutions & Accredited by NBA)

VMTW/DC/MoM/2023-24/01

Date: 08-09-2023

Minutes of the Meeting

The Chairman welcomed all the members and emphasized the importance of maintaining discipline, safety, and ethical conduct within the campus. The Committee reiterated its commitment to implementing institutional policies in alignment with regulatory norms.

The meeting of the Discipline Committee was held on **05 September 2023 at 03:00 PM in the Conference Hall, A- Block.**

DISCUSSION:

1. **Review of Previous Meeting Resolutions:** The committee reviewed the resolutions of the previous meeting and discussed the status of the action taken and their implementation.
2. **Student Discipline Issues:** The committee reviewed discipline-related issues reported during the semester and discussed appropriate corrective and preventive measures.
3. **Student Conduct during Examinations:** The committee emphasized maintaining discipline during examinations and advised students to strictly follow examination rules and regulations.
4. **Use and Maintenance of Institutional Facilities:** The committee stressed the proper use and maintenance of classrooms, laboratories, library facilities, and other institutional infrastructure. Students were advised to handle all facilities responsibly.
5. **Road Safety and Vehicle Parking:** The committee discussed the importance of road safety and responsible vehicle parking within the campus. Students were advised to follow parking guidelines and safety regulations.
6. **Counselling and Mentoring:** The committee reviewed the effectiveness of student counselling and mentoring in addressing discipline-related concerns and supporting students in maintaining appropriate behavior.

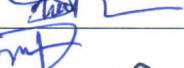
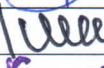
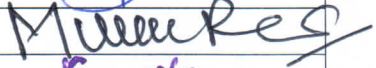
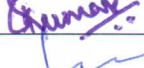
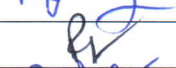
7. **Cyber Ethics and Digital Discipline:** The committee discussed the need to create awareness among students about cyber ethics, responsible use of social media, online safety, and digital discipline.

Review of Action Taken on the Previous Meeting Resolutions:

S. No.	Discussion Point	Action Taken
1	Review of Previous Meeting Resolutions	Previous resolutions were reviewed and pending actions were followed up.
2	Student Discipline and Code of Conduct	Students were instructed to follow the institutional code of conduct and rules.
3	Punctuality and Regular Attendance	Students were advised to maintain punctuality and attend classes regularly.
4	Cleanliness and Hygiene	Students were instructed to maintain campus cleanliness and dispose of waste properly.


CONVENER

The following members were present:

S.No	Name of the Faculty	Role	Signature
1	Dr.G.Apparao Naidu	Chairman	
2	Dr.B.Phijik	Member	
3	Dr.D.Shanthi	Member	
4	Mr.P.Hari Krishna	Member	
5	Dr.M.Vishnu Vardhana	Member	
6	Dr. C.Srinivasa Kumar	Member	
7	Dr.Vijay Kumar R Urkude	Member	
8	SK.Masthan Bhasha	Member	
9	Ms.J.Rajitha	Member	
10	Mr.K.Balreddy	Member	
11	Mrs. T. Rajitha	Member	
12	Dr.V.Srija	Convener	

Vignan's Institute of Management & Technology for Women (Institutions & Accredited by NBA)

VMTW/DC/MoM/2023-2024/02

Date: 11-03-2024

Minutes of the Meeting

The meeting of the Discipline Committee was held on **08 March 2024 at 02:30 PM** in the **Conference Hall, A Block**.

At the beginning of the meeting, the Chairperson welcomed the members and highlighted the importance of sustaining a disciplined, secure, and academically focused environment within the Women Engineering College.

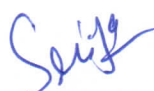
DISCUSSION:

1. **Review of Previous Meeting Resolutions:** The committee reviewed the resolutions of the previous meeting and discussed the status of action taken and their implementation.
2. **Student Discipline Cases:** The committee reviewed discipline-related cases reported during the semester and discussed appropriate preventive and corrective measures to maintain discipline.
3. **Student Conduct during Events:** The committee discussed the importance of maintaining proper student conduct and discipline during college events, seminars, workshops, and extracurricular activities.
4. **Cleanliness and Environmental Responsibility:** The committee emphasized maintaining campus cleanliness, proper waste management, and environmental responsibility among students and staff.
5. **Campus Safety and Security:** The committee reviewed existing safety and security measures, visitor management procedures, and emergency preparedness to ensure a safe campus environment.
6. **Grievance Redressal and Student Feedback:** The committee reviewed the effectiveness of the grievance redressal mechanism and discussed student feedback related to disciplinary matters.

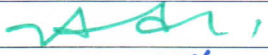
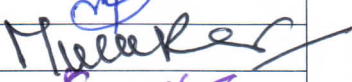
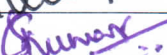
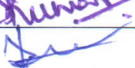
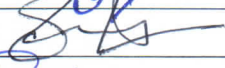
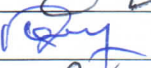
7. **Professional Ethics and Code of Conduct:** The committee discussed the need to conduct awareness programmes on professional ethics, personal responsibility, and adherence to the student code of conduct.
8. **Any Other Matter:** No other matters were discussed with the permission of the Chairperson. The meeting concluded with a vote of thanks to the Chairperson and all the committee members.

Review of Action Taken on the Previous Meeting Resolutions:

S. No.	Discussion Point	Action Taken
1	Review of Previous Meeting Resolutions	Previous resolutions were reviewed and pending actions were followed up.
2	Student Discipline Issues	Corrective and preventive measures were initiated to address discipline-related issues.
3	Student Conduct during Examinations	Students were instructed to strictly follow examination rules and maintain discipline.
4	Use and Maintenance of Institutional Facilities	Students were advised to use institutional facilities responsibly and maintain them properly.
5	Road Safety and Vehicle Parking	Students were instructed to follow road safety measures and designated parking guidelines.


CONVENER

The following members were present:

S.No	Name of the Faculty	Role	Signature
1	Dr.G.Apparao Naidu	Chairman	
2	Dr.B.Phijik	Member	
3	Dr.D.Shanthi	Member	
4	Mr.P.Hari Krishna	Member	
5	Dr.M.Vishnu Vardhana	Member	
6	Dr. C.Srinivasa Kumar	Member	
7	Dr. Vijay Kumar R Urkude	Member	
8	Dr.SK.Masthan Bhasha	Member	
9	Ms.J.Rajitha	Member	
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