

Discipline Committee: 2017-18

POMPEI COLLEGE, AIKALA

(Re-Accredited by NAAC with 'A' grade with CGPA 3.31 in 3rd cycle)

DISCIPLINE COMMITTEE



REPORT OF THE DISCIPLINE COMMITTEE 2017-18

POMPEI COLLEGE, AIKALA

DISCIPLINE COMMITTEE REPORT: 2017-18

DISCIPLINE COMMITTEE AT A GLANCE

SL.NO.	PARTICULARS	DESCRIPTION
1	Total Number of Students	590
2	Members in the Committee	06
3	Number of meetings held	04
4	Cases Handled	15
5	Apology Letters	12

Place: Aikala,

Date: 31.03.2018

Committee convener

Principal

POMPEI COLLEGE, AIKALA

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I. INTRODUCTION:

With the objective of imparting academic and value education to our students in order to form them into wholly integrated persons, developing a fair academic atmosphere in the campus is considered as a necessity. Therefore, discipline among the students is given utmost importance. Student discipline is reflected in their attitude, respect to elders, modest dress, class room behavior, inter- personal relationship and their holistic approach in and around the college and society.

The students are expected to follow certain codes of conduct. These general rules of discipline are published in the Students' Hand Book; they are explained to them by the Principal on the reopening day of the college. **The class teachers/ Mentors also explain such rules to the concerned group of students.**

Besides, there is a discipline committee to look after the disciplinary matters related to the students. It acts as the watchdog and takes action as and when required. Like other committees in the college, the discipline committee also has its own objectives, constitution, mode of operation and planning.

II. AIMS & OBJECTIVES

The Committee is formed to achieve the following objectives:

1. To develop conducive atmosphere in the college which suits teaching – learning process.
2. To instill a sense of discipline among the students.
3. To highlight the necessity of discipline in and outside the campus.

III. COMMITTEE DETAILS & MEETINGS

The committee is constituted as follows:

- | | |
|--------------------------|---------------------|
| ▪ Prof K Jagadeesh Holla | -Principal |
| ▪ Sri Purushotham KV | - Coordinator |
| ▪ Dr Freeda Dsouza | - Asst. Coordinator |
| ▪ Sri James Oliver | - Member |
| ▪ Mr B Herald Dsouza | - Member |
| ▪ Mrs Anitha Monis | - Member |

Committee Meetings

- **The first meeting was held on 11.07.2017 at principal's chamber:**

Members Present:

- Prof K Jagadeesh Holla -Principal
- Sri Purushotham KV - Coordinator
- Dr Freeda Dsouza - Asst. Coordinator
- Sri James Oliver - Member
- Mr B Herald Dsouza - Member
- Mrs Anitha Monis - Member

Agenda:

- 1) Plan for maintaining discipline in the College /Campus.
- 2) Wearing ID Cards and dress-code.
- 3) Ban for the use of Mobile Phone in the college campus to the students.

Proceedings of the meeting:

The main decisions were taken in the meeting are -

- 1) It was decided to maintain the rules & regulations of the institutions strictly which are printed in the college calendar/ students' hand book.
- 2) It was also decided to enforce the dress-code and ID cards without any relaxation to any student. If any student violates the dress code / not wearing ID card, it was decided to impose 50 Rs fine for not wearing I D Card and Rs. 25 fine for not wearing uniform from Monday to Friday. Students are not permitted to wear Jeans pants and T-shirts on Saturdays. They must wear only coloured formal dress on Saturdays.
- 3) It was decided to enforce the ban of mobiles in the college campus to the students, if any student brings to the class it was decided to Confiscate it and impose Rs.1000-00 fine.
- 4) During the leisure hours, lady students should be either in the Ladies restroom or in the college library.

- **The second meeting was held on 28.08.2017 at principal's chamber:**

Agenda: Students Irregular to the classes

Members Present:

- Prof K Jagadeesh Holla -Principal
- Sri Purushotham KV - Coordinator
- Dr Freeda Dsouza - Asst. Coordinator
- Sri James Oliver - Member
- Mr B Herald Dsouza - Member
- Mrs Anitha Monis - Member

Regarding more absent to the classes committee seriously dealt with some more conditions. Individual lecturers take charge such students for regularity in the class. If anyone who ignores sent them to the principal.

- **The Third meeting was held on 18-09-2017 at principal's chamber:**

Agenda: Regarding Misbehaviour & Indiscipline of the students.

Members Present:

- Prof K Jagadeesh Holla -Principal
- Sri Purushotham KV - Coordinator
- Dr Freeda Dsouza - Asst. Coordinator
- Sri James Oliver - Member
- Mr B Herald Dsouza - Member
- Mrs Anitha Monis - Member

Resolutions: It was decided to take strict action against the students using mobile phones in the college corridor & chatting in front of the staff members. Punish them receiving apology & sign in the TC letter.

- **The Fourth meeting was held on 30.01.2018 at principal's chamber:**

Agenda: College day

Members Present:

- Prof K Jagadeesh Holla -Principal
- Sri Purushotham KV - Coordinator
- Dr Freeda Dsouza - Asst. Coordinator
- Sri James Oliver - Member
- Mr B Herald Dsouza - Member
- Mrs Anitha Monis - Member

The committees was constituted to the college day to maintain discipline in the programme. Also to give the letter to the Mulki police station for the caution. Also guide the students to wear the formal dress to the function.

IV. MODE OF OPERATION

The Committee discharges the following functions:

1. To see that every student behaves in the college in a disciplined / dignified manner.
2. Any misbehavior is dealt with in accordance with rules.
3. Attempt is made to improve teacher student relationship.

V. POWERS OF THE COMMITTEE

The Committee is empowered to act as follows:

1. The committee reserves the right to conduct enquiry on any type of misbehavior on the part of any student of the college.
2. Right to ask the students to bring his / her parents / guardians to proceed further.

VI. PLAN OF ACTION:

Date	Issues	Description
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11.08.2017	Indiscipline to the class	Two student of I Bcom B Without permission boycott the classes. Teacher informed the principal. Warned the students & took the apology.
17.08.2017	Indiscipline to the class	Without informing the lecturer, a student of I Bcom A boycott the BE class. Ask the student for the apology.
21.08.2017	Indiscipline to the class	Three student of I Bcom B Without permission boycott the classes. Teacher informed the principal. Warned the students & took the apology.
15.09.2017	Indiscipline in the class	One student of I Bcom A using the mobile with Bluetooth in the class. Madam seized the mobile & handover to the Coordinator & took the apology.
22.09.2017	Violation of college campus Rules	Two students of II Bcom B Written on the wall. He accepted his mistake. Committee Imposed penalty for the mistake & took the apology from them.
28.09.2017	Indiscipline in the class	One student of II Bcom B using the Dummy mobile in the class. Madam seized the mobile & handover to the Coordinator & took the apology.

To achieve the said objectives of the Committee:

- a. Warning will be given to students found faulty/misbehaving in the campus.
- b. Further act of indiscipline dealt with seriously.
 - i. Apology from the students
 - ii. Counseling / advice given if found necessary.
 - iii. Necessary action will be taken against the student who will tamper / damage college properties.

LIST OF DOCUMENTS

1. Case register- Book
2. Minutes- Book
3. Notice- File
4. Record of Not wearing ID cards and Uniform -Book
5. Students' Driving License Copies -Book
6. Apology Letters and Enquiry Reports –File
7. Mobile seizing apology letters.

Place: Aikala,

Date: 31.03.2018

Coordinator

Principal