



**RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS::ONGOLE**

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)

NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

**Discipline Committee**

**CIRCULAR**

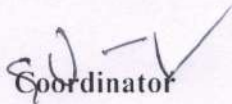
Date: 4/7/2016

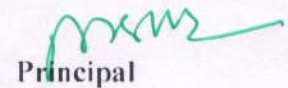
This is to inform all the Discipline Committee members that there is a meeting on 7/7/2016 at 3:30 pm. Hence, all are requested to attend the meeting without fail.

**Venue:** Board Room

**Agenda:**

1. Opening remarks by the Co-coordinator.
2. Assigning the responsibilities to the committee members.
3. Preparation of signboards of rules and regulations of the college.

  
Coordinator

  
Principal



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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

### Discipline Committee

Date: 7/7/2016

#### MINUTES OF THE MEETING

With Reference to the circular dated 4/7/2016 the Discipline committee has been assembled in Board Room for the academic year 2016-2017.

#### Agenda:

1. Opening remarks by the Co-coordinator.
2. Assigning the responsibilities to the committee members.
3. Preparation of signboards of rules and regulations of the college.

During the meeting the following members were present.

S.No	Name	Designation	Role	Signature
1	Dr. L. Prasad	Principal	Chairman	
2	Prof. CH.Venu Gopal Reddy	HOD,ECE	Coordinator	
3	Mr. M. Ravindra Kumar	HOD,CE	Member	
4	Dr. V. C. Jagan Mohan Reddy	HOD,EEE	Member	
5	Dr. A. Rama Rao	HOD, ME	Member	
6	Dr. K. Suresh Babu	HOD,CSE	Member	
7	Mr. U. Mohan Chand	HOD,S&H	Member	
8	Dr. S.T.K.B.R.Charyulu	HOD,MBA	Member	
9	Mr. T. Eswaraiah	HOD,MCA	Member	

#### Points Discussed

1. Prof. CH.Venu Gopal Reddy, HOD,ECE,Coordinator of the committee gave an opening address to the members on the significance discipline of the students in the college. He instructed all the members to look after the discipline activities in the campus.
2. Prof. CH.Venu Gopal Reddy, HOD,ECE,Coordinator, assigned the various responsibilities to all the members. He suggested monitoring the discipline of their respective departments.
3. The coordinator assigned the responsibility to the following members

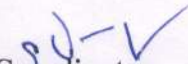



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### Discipline Committee

S.NO	Person responsible	Assigned work
1	Mr. U. Mohan Chand, HOD,S&H	Preparation of the code of conduct
2	Dr. S.T.K.B.R.Charyulu,HOD,MBA Mr. T. Eswaraiah,HOD,MCA	Preparation signboards of rules
3	Mr. M. Ravindra Kumar, HOD,CE Dr. V. C. Jagan Mohan Reddy,HOD,EEE	Preparation of code for the violation of rules and punishments.
4	Dr. A. Rama Rao,HOD, ME Dr. K. Suresh Babu, HOD,CSE	To verify and finalize the code of conduct.

  
Coordinator

  
Principal



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**Discipline Committee**

**CIRCULAR**

Date: 3/10/2016


This is to inform all the Discipline Committee members that there is a meeting on 6/10/2016 at 3:30 pm. Hence, you are requested to attend the meeting without fail.

**Venue:** Board Room

**Agenda:**

1. Instructions by the Committee coordinator.
2. Mobile prohibition and frequent check of mobiles.
3. Discipline activities during exams.

SD - V  
Coordinator

  
Principal



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### Discipline Committee

#### MINUTES OF THE MEETING

Date: 6/10/2016

With Reference to the circular dated 3/10/2016 the Discipline committee has been assembled in Board Room for the academic year 2016-2017.

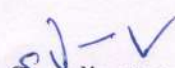
#### **Agenda:**


1. Instructions by the Committee coordinator.
2. Mobile prohibition and frequent check of mobiles.
3. Discipline activities during exams.

During the meeting the following members were present.

#### **Points Discussed**

1. Prof. CH.Venu Gopal Reddy, HOD, ECE, Coordinator of the committee spoke with members and discussed the assigned responsibilities of the previous meeting.
2. Members gave the report on assigned responsibilities.
3. The committee Coordinator instructed the members on the strict prohibition of mobiles on the campus. All the HODs were advised to warn the students regularly about the strict punishments if they bring the mobiles. The Coordinator informed the members to go for frequent checks of mobiles.
4. As the exams were approaching the member were instructed to observe students to follow the exam time table. The following rules must me observed
  - Students should be on time to the college.
  - Students should come with uniform and ID card.
  - Students should not make noise in the corridors.

  
Coordinator

  
Principal



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**Discipline Committee**

**CIRCULAR**

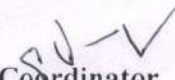
Date: 2/1/2017


This is to inform all the Discipline Committee members that there is a meeting on 5/1/2017 at 3:30 pm. Hence, you are requested to attend the meeting without fail.

**Venue:** Board Room

**Agenda:**

1. Monitoring the behavior of students
2. Awareness on the punishments for misconduct

  
Coordinator

  
Principal



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### Discipline Committee

#### MINUTES OF THE MEETING

Date: 5/1/2017

With Reference to the circular dated 2/1/2017 Discipline committee has been assembled in Board Room for the academic year 2016-2017.

#### Agenda:

1. Monitoring the behavior of students
2. Awareness on the punishments for misconduct

During the meeting the following members were present.

S.No	Name	Designation	Role	Signature
1	Dr. L. Prasad	Principal	Chairman	
2	Prof. CH.Venu Gopal Reddy	HOD,ECE	Coordinator	
3	Mr. M. Ravindra Kumar	HOD,CE	Member	
4	Dr. V. C. Jagan Mohan Reddy	HOD,EEE	Member	
5	Dr. A. Rama Rao	HOD, ME	Member	
6	Dr. K. Suresh Babu	HOD,CSE	Member	
7	Mr. U. Mohan Chand	HOD,S&H	Member	
8	Dr. S.T.K.B.R.Charyulu	HOD,MBA	Member	
9	Mr. T. Eswaraiyah	HOD,MCA	Member	

#### Points Discussed

1. Dr. CH.Venu Gopal Reddy, HOD, ECE, Coordinator of the committee evaluated the minutes of the meeting and gave necessary instruction. He addressed the committee on the disciplined behavior of the students during the breaks.
2. The members expressed that the timing of stores, Xerox shop and canteen must be changed. The committee decided to modify the timing of the stores, Xerox shop and canteen. It was decided to open stores, Xerox shop and canteen only in the break times and no student must not be seen in these areas except in the breaks.
3. The Coordinator of the committee requested all the members to aware the students on the punishments for misconduct.



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**Discipline Committee**

**PUNISHMENT AND PENALTIES**

- Warning, suspension, monetary fines, dismissal, upholding of degree are the programme of actions which may be taken when a student has been found to have violated the student code of conduct.

*AD-V*  
Coordinator

*[Signature]*  
Principal





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**Discipline Committee**

**CIRCULAR**

Date: 6/4/2017

This is to inform all the Discipline Committee members that there is a meeting on 9/4/2017 at 3:30 pm. Hence you are requested to attend the meeting without fail.

**Venue:** Board Room

**Agenda:**

1. Instructions for I B.Tech Students on discipline.
2. Check points for I B.Tech

*sd-v*  
Coordinator

*[Signature]*  
Principal



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### Discipline Committee

#### MINUTES OF THE MEETING

Date: 9/4/2017

With Reference to the circular dated on 6/4/2017 Discipline committee has been assembled in Board Room for the academic year 2016-2017.

#### Agenda:

1. Instructions for I B.Tech Students on discipline.
2. Check points for I B.Tech students.

During the meeting the following members were present.

S.No	Name	Designation	Role	Signature
1	Dr. L. Prasad	Principal	Chairman	
2	Prof. CH.Venu Gopal Reddy	HOD,ECE	Coordinator	
3	Mr. M. Ravindra Kumar	HOD,CE	Member	
4	Dr. V. C. Jagan Mohan Reddy	HOD,EEE	Member	
5	Dr. A. Rama Rao	HOD, ME	Member	
6	Dr. K. Suresh Babu	HOD,CSE	Member	
7	Mr. U. Mohan Chand	HOD,S&H	Member	
8	Dr. S.T.K.B.R.Charyulu	HOD,MBA	Member	
9	Mr. T. Eswaraiyah	HOD,MCA	Member	

#### Points Discussed

1. As the 2016 new batch B.Tech students are coming, Prof. CH.Venu Gopal Reddy, HOD, ECE, Coordinator of the committee instructed all the members to give awareness on code of conduct, rules and punishments for the I.B.Tech students.
2. It was decided to identify check points and monitor the discipline of the students. The following members have assigned the work.

S.NO	Person responsible	check points
1	Mr. U. Mohan Chand,HOD,S&H	At the Entrance of the college
2	Dr. S.T.K.B.R.Charyulu, HOD,MBA Mr. T. Eswaraiyah,HOD,MCA	At the Canteen
3	Mr. M. Ravindra Kumar , HOD,CE Dr. V. C. Jagan Mohan Reddy , HOD,EEE	At the respective Departments

Coordinator

Principal