



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

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

(An ISO 9001:2015 certified Institute)

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

### **Discipline committee**

Date: 13/8/2019

#### **CIRCULAR**

This is to inform all the Discipline Committee members that there is a meeting on 16/8/2019 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.

*SU-V*  
Coordinator

*[Signature]*  
Principal



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

### Discipline committee

Date: 16/8/2019

### MINUTES OF THE MEETING

With Reference to the circular dated 13/8/2019 the Discipline committee has been assembled in Board Room for the academic year 2019-2020.

#### 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 of the Faculty with Designation	Role	Signature
1	Dr. A.V. Bhaskara Rao	Chairman	
2	Dr. CH.Venu Gopal Reddy, HOD ,ECE	Coordinator	
3	Dr. N. Sridhar, HOD,CE	Member	
4	Dr. Y. Kusumalatha, HOD,EEE	Member	
5	Dr. J. Krishna,HOD, ME	Member	
6	Dr. K. Suresh Babu, HOD,CSE	Member	
7	Mr. K.Venkata Reddy, 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. Dr. 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. Dr. 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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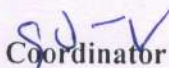
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### Discipline committee

S.NO	Person responsible	Assigned work
1	Mr. K.Venkata Reddy, 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	Dr. N. Sridhar, HOD,CE Dr. Y. Kusumalatha, HOD,EEE	Preparation of code for the violation of rules and punishments.
4	Dr. J.Krishna,HOD, ME Dr. K.Suresh Babu, HOD,CSE	To verify and finalize the code of conduct.

  
Coordinator

  
Principal



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**Discipline committee**

Date: 5/11/2019

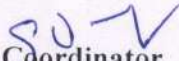
**CIRCULAR**

This is to inform all the Discipline Committee members that there is a meeting on 8/11/2019 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.

  
Coordinator

  
Principal



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### Discipline committee

Date: 8/11/2019

### MINUTES OF THE MEETING

With Reference to the circular dated 5/11/2019 Discipline committee has been assembled in Board Room for the academic year 2019-2020.

#### 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.

S.No	Name of the Faculty with Designation	Role	Signature
1	Dr. A.V. Bhaskara Rao	Chairman	
2	Dr. CH.Venu Gopal Reddy, HOD ,ECE	Coordinator	
3	Dr. N. Sridhar, HOD,CE	Member	
4	Dr. Y. Kusumalatha, HOD,EEE	Member	
5	Dr. J. Krishna,HOD, ME	Member	
6	Dr. K. Suresh Babu, HOD,CSE	Member	
7	Mr. K.Venkata Reddy, 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. Dr. 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**

Date: 3/2/2020

#### **CIRCULAR**

This is to inform all the Discipline Committee members that there is a meeting on 6/2/2020 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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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

### Discipline committee

Date: 6/2/2020

### MINUTES OF THE MEETING

With Reference to the circular dated 3/2/2020 Discipline committee has been assembled in Board Room for the academic year 2019-2020.

#### 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 of the Faculty with Designation	Role	Signature
1	Dr. A.V. Bhaskara Rao		
2	Dr. CH.Venu Gopal Reddy, HOD ,ECE	Coordinator	
3	Dr. N. Sridhar, HOD,CE	Member	
4	Dr. Y. Kusumalatha, HOD,EEE	Member	
5	Dr. J. Krishna,HOD, ME	Member	
6	Dr. K. Suresh Babu, HOD,CSE	Member	
7	Mr. K.Venkata Reddy, HOD,S&H	Member	
8	Dr. S.T.K.B.R Charyulu, HOD,MBA	Member	
9	Mr. T. Eswaraiiah, 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.

#### 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.

Coordinator

Principal