

**7.1.10- Constitution and Minutes of meeting of Discipline Committee
2019-20**



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DISCIPLINE COMMITTEE NOTICE

2019-20

Following are the members of the Discipline Committee for 2019-20.

1. Dr. Shobana Vasudevan, Principal
2. Mrs. Kavita Jajoo, Vice Principal
3. Mr. S. Natarajan, Vice Principal and Controller of Examination
4. Mrs. Manjusha Sawant, Senior Faculty member

Dr. Mrs Shobana Vasudevan
Principal

Podar : Nurturing Intellect, Creating Personalities

S.P.Mandali's
R. A. PODAR COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)
MATUNGA MUMBAI 400019

Minutes of Discipline Committee
2019-20

The first meeting of the Discipline Committee was conducted in the Principal's Office on Friday, 26th July 2019 at 11.30am . The following members were present for the meeting:

| Name | Designation |
|-----------------------------|--|
| Prin. Dr. Shobana Vasudevan | Chairperson |
| Ms. Kavita Jajoo | Vice Principal |
| Mr. S Natarajan | Vice Principal and Controller of Examination |
| Mr. Manjusha Sawant | Senior Faculty Member |

The minutes of the previous meeting were read and approved.

Prin. Dr. Shobana Vasudevan welcomed everyone present and shared the agenda for the day. The Convenor expressed her views about orienting the new students about the Autonomy structure and also to appraise them on the code of conduct during the student induction program and orientation sessions.

The Principal stressed on having an open channel of communication with students rather than taking punitive actions so as to resolve any issues that students may face.

The committee members discussed and agreed that the role of security at the gate and on campus should be strengthened during admissions, intercollegiate events and other activities conducted by the institution. All suggestions were welcomed by the members

Meeting ended with a formal vote of thanks.

The second meeting of the Discipline Committee was conducted on Monday, 28th February 2020 at 11.30am . The following members were present for the meeting:

| Name | Designation |
|-----------------------------|--|
| Prin. Dr. Shobana Vasudevan | Chairperson |
| Ms. Kavita Jajoo | Vice Principal |
| Mr. S. Natarajan | Vice Principal and Controller of Examination |
| Mr. Manjusha Sawant | Senior Faculty Member |

The minutes of the previous meeting were read and approved.

Principal Dr. Shobana Vasudevan extended a warm welcome to all members and outlined the day's agenda. The discipline committee convened for its second meeting to assess the initiatives implemented throughout the 2019-20 academic year. The Convenor assured members that disciplinary measures had been consistently implemented.

The code of conduct was shared during the orientation of each program. The Mentors played an important role in engaging with the students and briefing the students about college's rules and guidelines for students during the mentor-mentee sessions.

Meeting ended with a formal vote of thanks.