

**7.1.10- Constitution and Minutes of meeting of Discipline Committee
2022-23**



शिक्षण प्रसारक मंडळी, पुणे
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Ref. No.: _____

Date: 20/08/2022

**DISCIPLINE COMMITTEE NOTICE
2022-23**

Following are the members of the Discipline committee for 2022-23.

1. Dr. Shobana Vasudevan, Principal
2. Mrs. Kavita Jajoo, Vice Principal
3. Dr. Vinita Pimpale, Vice Principal and Controller of Examination
4. Mrs. Manjusha Sawant, Senior Faculty member
5. Mr. Ravindra Kadam, Office Superintendent


Dr. Mrs Shobana Vasudevan
Principal

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MATUNGA MUMBAI 400019

Minutes of Discipline Committee
2022-23

The first meeting of the Discipline Committee was conducted on Monday, 22nd August 2022 at 11.30 am. The following members were present for the meeting:

Name	Designation
Prin. Dr. Shobana Vasudevan	Chairperson
Ms. Kavita Jajoo	Vice Principal
Dr. Vinita Pimpale	Controller of Examination
Mr. Manjusha Sawant	Senior Faculty Member
Mr. Ravi Kadam	Office Superintendent



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 concerns over the conduct of offline lectures after Covid- 19 pandemic. The committee discussed and concluded that the students must be appraised on the code of conduct during the student induction program and orientation sessions.

The Convenor proposed to discuss on improving communication channels with faculty and students regarding disciplinary matters. It was decided that posters showcasing prohibitory actions and impending consequences would be displayed in the college premises, on the notice boards and in the classrooms. The committee agreed to collaborate with the mentors for an enhanced dissemination of disciplinary information among the students.

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 virtually on Monday, 20 February 2023 at 11.30am . The following members were present for the meeting:

Name	Designation
Prin. Dr. Shobana Vasudevan	Chairperson
Ms. Kavita Jajoo	Vice Principal
Dr. Vinita Pimpale	Vice Principal and Controller of Examination
Mr. Manjusha Sawant	Senior Faculty Member
Mr. Ravi Kadam	Office Superintendent

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 second meeting of discipline committee was conducted to review the activities undertaken over the academic year 2022-23. The Convenor informed all the members that all the disciplinary measures were enforced properly.

The code of conduct was shared during the orientation of each program. The students were asked to go through the code of conduct displayed on the website. The posters related to disciplinary actions were displayed in college premises to create awareness among the students. Mentors instructed the students regarding the college's rules and guidelines for students during the mentor-mentee sessions.

Meeting ended with a formal vote of thanks

Principal
R. A. Podar College of Commerce &
Economics, Matunga, Mumbai-400 019.