

## 7.1.10- Constitution and Minutes of meeting of Discipline Committee 2018-19



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Ref. No.: \_\_\_\_\_

Date: 04/07/2018

### DISCIPLINE COMMITTEE NOTICE 2018-19

Following are the members of the Discipline Committee for 2018-19.

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

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**R. A. PODAR COLLEGE OF COMMERCE AND ECONOMICS (AUTONOMOUS)**  
**MATUNGA MUMBAI 400019**

**Minutes of Discipline Committee**  
**2018-19**

The first meeting of the Discipline Committee was conducted in the Principal's Office on Monday, 6<sup>th</sup> July 2018 at 11.30am . The following members were present for the meeting:

<b>Name</b>	<b>Designation</b>
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 concern about students reaching late for the first lecture. It was decided that the students should be appraised of the college timings and that they should come on time for the first lecture. It was also decided that the security should check the ID cards of the students before allowing them inside the college premises. It was also decided that students should be strictly forbidden from using mobile phones in the class.

The orientation session briefing the dos and don't's of conduct for the FY students shall be conducted once the admission process gets over.

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 Friday, 22<sup>nd</sup> February 2019 at 11.30am . The following members were present for the meeting:

<b>Name</b>	<b>Designation</b>
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 committee discussed the measures implemented throughout the 2018-19 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.

Meeting ended with a formal vote of thanks.