

St.Xavier's Catholic College of Engineering(Autonomous)
Nagercoil - 629 003

Discipline Committee Meeting – I – 2022-'23

Date: 2.2.2023

Venue: Principal Room

Time: 10.00 am

Members present: enclosed

Agenda:

- Steps taken to impart discipline.
- Disciplinary cases reported last semester.
- Other matters.

Principal welcomed the members of the Student Disciplinary Committee.

Discussion

Steps taken to impart discipline

- Principal has sent circular to all classes regarding the discipline of the students inside college premises.
- Special monitoring duty team comprising of teaching and non-teaching was formed to monitor the general discipline of students.

The period scheduled for staff duty was as follows:

12.08.2022 to 18.09.2022

19.09.2022 to 09.11.2022

10.11.2022 to till-date

- A special team of staff members was constituted for maintaining general discipline towards the smooth conduct of Sports Day and Fine Arts Day celebration on 13th and 14th of October 2022.
- Special systems like mobile app, bar code scanners are used for recording the late comers.

- Floor monitoring team was formed by HoDs in each department to monitor the discipline of the students.

The members noted down the steps taken.

Review of disciplinary issues reported last semester

- 16 students (8 from Final IT and 8 from I MBA-A) quarrelled among themselves on 14/11/2022. All the students were suspended for one week. All their parents were asked to meet the mentor, HoD and Principal. After getting undertaking from the students and parents, the students were permitted to attend the classes.
- 07 students (II ECE-A) quarrelled among themselves on 28/09/2022. All the students were suspended for one week. All their parents were asked to meet the mentor, HoD and Principal. After getting undertaking from the students and parents, the students were permitted to attend the classes.
- 11 students (7 from Final Mech, 3 from III Civil and 1 from III CSE) quarrelled among themselves on 1/9/2022. All the students were suspended for two weeks. All their parents were asked to meet the mentor, HoD and Principal. After getting undertaking from the students and parents, the students were permitted to attend the classes.
- 22 mobile phones were seized from students. With proper warning and apology letter the mobile phones were handed over to the respective parents in the presence of students.
- 1157 number of cases were booked through mobile app for student late to the college and improper dress code. Mentors and HoDs dealt the deviations of the students with intimations to parents.

The members noted down the cases reported.

Discussion and Decisions

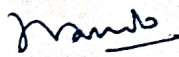
- It is resolved to send a circular to the students to read out in all classes about the expected behavior of students inside the college premises and class rooms.
- It is resolved to put the central monitoring team to supervise the dress code of students and late comers.
- It is decided to inform the HoDs to arrange for retaining late comers for one more hour in the evening and ask them to study.
- It is resolved to inform the staff members to enter the deviation in the mobile app for further action.
- It is planned to conduct a meeting regarding students discipline to all the staff handling first year B.E Classes.

- It is planned to conduct Discipline committee review meeting every month
- It is planned to service the barcode readers at both the gates.
- A special squad has been planned to check the mobile usage of students often.

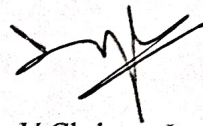
Principal thanked all the members for attending the meeting and offering their valuable suggestions.



Mr. M. Thomas Mathiyas
Physical Director



Dr. F. Ramesh Dhanaseelan
Prof./MCA



Dr. V. Christus Jeya Singh
Vice-Principal



Dr. J. Maheswaran
Principal

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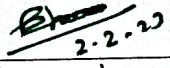
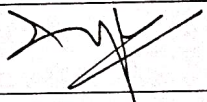
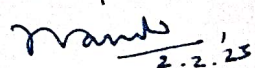
Discipline Committee Meeting – I – 2022-'23

Attendance

Date: 2.2.2023

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Time: 10.00 am

SL.No	Name	Designation	Signature
1	Dr.J.Maheswaran	Principal	 2.2.23
2	Dr.V.Christus Jeya Singh	Vice-Principal	
3	Dr. F.Ramesh Dhanaseelan	Prof./MCA	 2.2.23
4	Mr. M. Thomas Mathiyas	Physical Director	