

## **DISCIPLINARY COMMITTEE-2024-25**

### **Purpose**

To maintain decorum, discipline, and ethical conduct among students and staff by enforcing institutional rules and addressing behavioural issues in a fair and transparent manner.

### **Functions**

- Monitor student behaviour and ensure adherence to college rules
- Investigate cases of misconduct, indiscipline, or violation of code of conduct
- Recommend appropriate corrective or punitive actions
- Conduct hearings and provide fair opportunity for defence
- Maintain records of disciplinary actions and resolutions
- Collaborate with other committees for holistic student development
- Promote awareness of behavioural expectations and consequences
- Ensure compliance with university and statutory regulations

### **Objectives**

- **Uphold Institutional Integrity**  
Foster a respectful and responsible campus culture.
- **Fair Redressal Mechanism**  
Ensure impartial handling of complaints and grievances.
- **Preventive Discipline**  
Promote awareness and proactive behaviour among students.
- **Behavioural Accountability**  
Encourage students to take responsibility for their actions.
- **Supportive Environment**  
Balance discipline with counselling and rehabilitation when needed.
- **Compliance & Transparency**  
Align disciplinary procedures with university and legal standards.

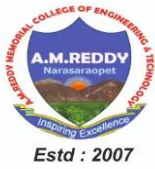
## Committee Composition

S. No.	Name	Designation	Role in Committee
1.	Dr. Ch. Mallikarjun	Principal	Chairman
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member
3.	Mr. P S K Ganesh Kumar	HOD – ECE	Member
4.	Mr. M.Anand Kumar	HOD – CSE	Member
5.	Dr.K.Krishna Reddy	HOD – EEE	Member
6.	Mr. Vijay Kumar	HOD – MECH	Coordinator
7.	Dr.M.E.Prasad	HOD – CYBER	Member
8.	Dr. G. Bhaskar Reddy	HOD – H&S	Member
9.	Mr. Ch. Chinna Babu	HOD – AG	Coordinator
10.	Mr. N.Hanumantha Rao	Student Affairs Coordinator	Member Secretary
11.	Ms. B. Sravani	Student – Final Year CSE	Student Representative
12.	Mr. M. Sandeep	Student – Final Year MECH	Student Representative

## Meeting Frequency

- **Biannual Meetings:** One at the start of the academic year and one mid-year
- **Emergency Meetings:** Convened immediately upon any reported disciplinary incident

## Reporting & Documentation



# A.M. REDDY MEMORIAL COLLEGE OF ENGINEERING AND TECHNOLOGY

**(Autonomous)**

Approved by AICTE New Delhi, Permanently Affiliated to JNTU - Kakinada, Accredited by NAAC

Recognized by UGC 2(f), An ISO Certified 9001:2015

Vinukonda Road, Petturivaripalem, Narasaraopet, Palnadu District, Andhra Pradesh - 522 601.



- **Minutes of Meeting (MoM):** Recorded for every meeting with attendance, agenda, and resolutions
- **Incident Reports:** Confidential documentation of complaints, investigations, and outcomes
- **Disciplinary Logs:** Records of warnings, suspensions, and corrective actions
- **Awareness Campaigns:** Documentation of sessions, posters, and student interactions
- **Compliance Reports:** Submitted to university and regulatory bodies as required