

Ref. No.: NIT / 156 / 2023

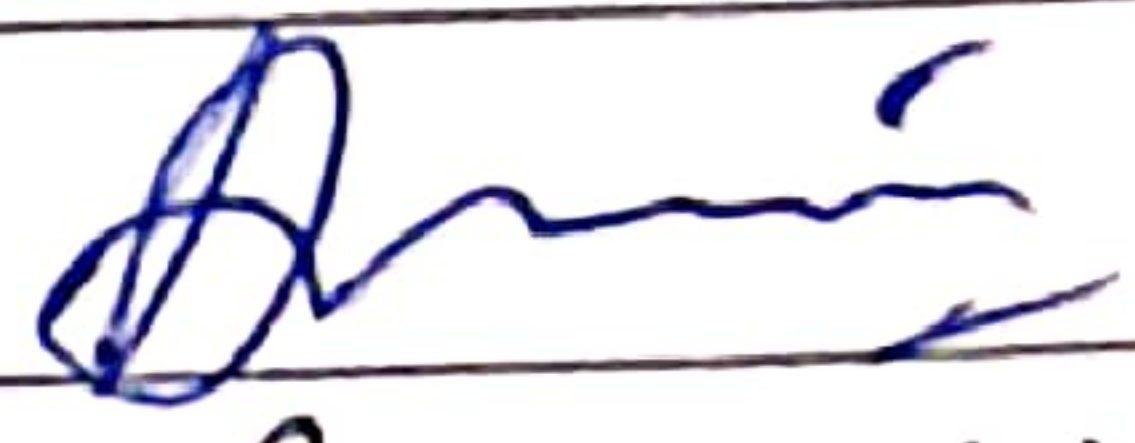
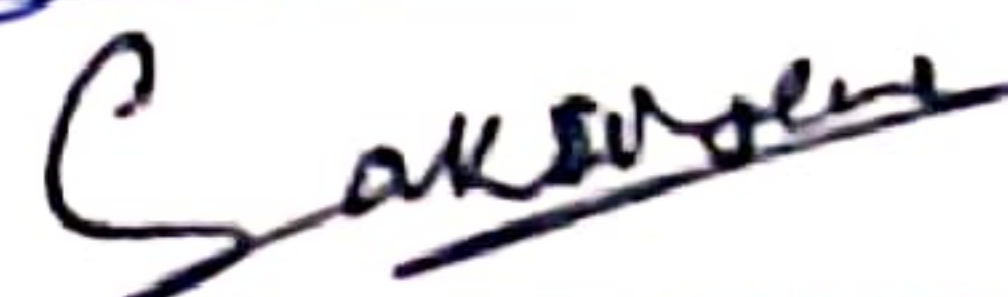


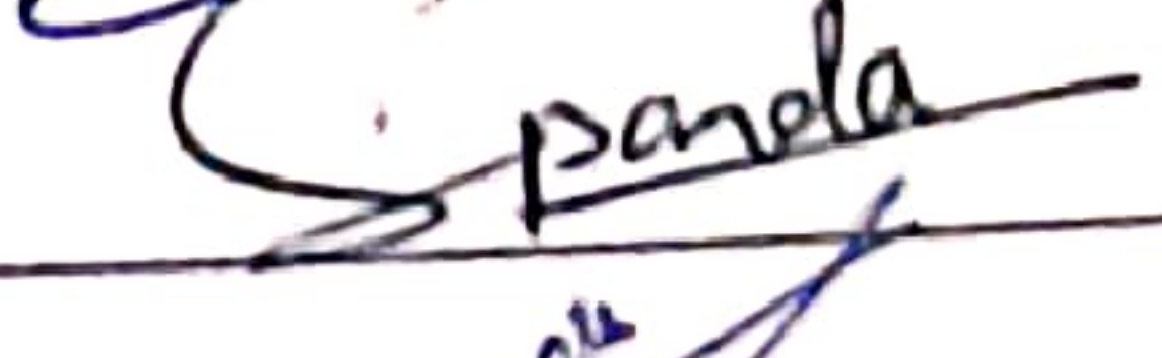
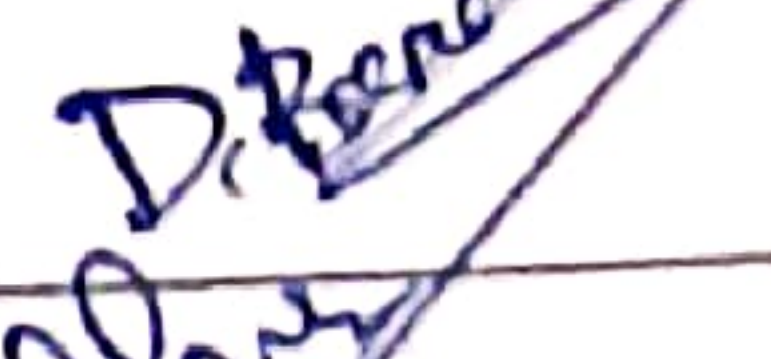

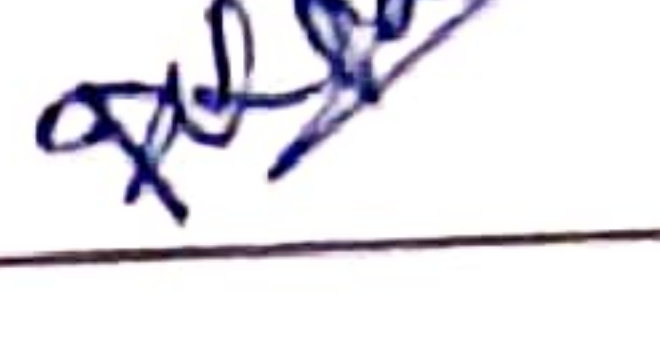
Date: 09.07.2023

### OFFICE ORDER

#### **Formation of Disciplinary Committee**

As per public notice no. PG/08 (04)/2016 of AICTE, New Delhi (Published in all local newspapers) and as per AICTE regulations notifications N. 37-3/Legal/2012 Dated 25.05.2022., the office of the Principal, Nalanda Institute Technology, Bhubaneswar have established the Sports Committee for students.

The name of all committee members of Sports Committee at Nalanda Institute of Technology, Bhubaneswar are as listed below.

Sl. No.	Name	Designation	Associated with
1	Dr. Rabindra Kumar Dalai	Principal	Chairman 
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener 
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener 
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member 
5	Sakti Charan Panda	Asst.Professor	Member 
7	Prof. Dharamananda Barik	Asst. Professor	Member 
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member 
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member 

#### **FUNCTIONS AND RESPONSIBILITIES OF THE COMMITTEE**

1. Student must abide by the rules and regulations framed by the college from time to time.
2. The student is expected to read the notices put up on the notice board of the college regularly. The college is not responsible for any loss or damage caused to the student due to his failure to read the notices from time to time.
3. To maintain and enforce strict discipline and to ensure calm and peaceful academic atmosphere within the college campus.
4. To ensure all the students should wear their ID Cards while they are in the campus and their respective class rooms & Labs.
5. To monitor the movement of the students in the college and prevent students movement around in the corridors during the college working hours.



6. To ensure that students maintain complete discipline in the labs and classrooms.
7. If any damage is caused to the college property by any student/ group of students, the cost of the same will be recovered with a fine from the said student/group of this will be followed by disciplinary action.
8. To avoid physical conflict among students
9. To conduct enquiries on report of in-disciplinary activities among students
10. To initiate model actions against students involved in in-disciplinary activities
11. In case of any misbehavior or violation of the college rules, the action will be taken after a through enquiry by Disciplinary Committee Members.
12. In case of any violation of dress code or disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.



Ref. No: NIT/118 / 2023

Date: 20/07/2023


**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 21/07/2023 at 3:00PM in the Hall No. B-202 to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- Dissemination of code of conduct
- Discipline on campus

  
Convener  
Disciplinary Committee

  
Principal  
NIT, BBSR


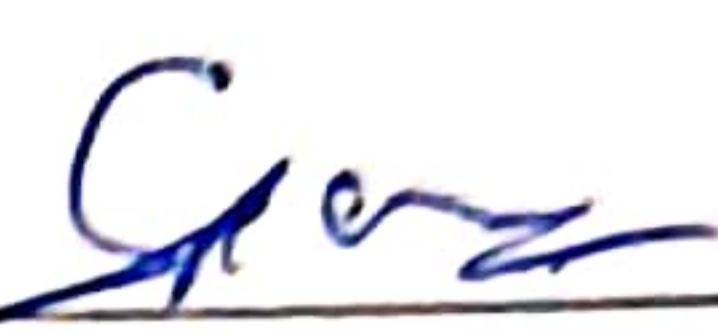
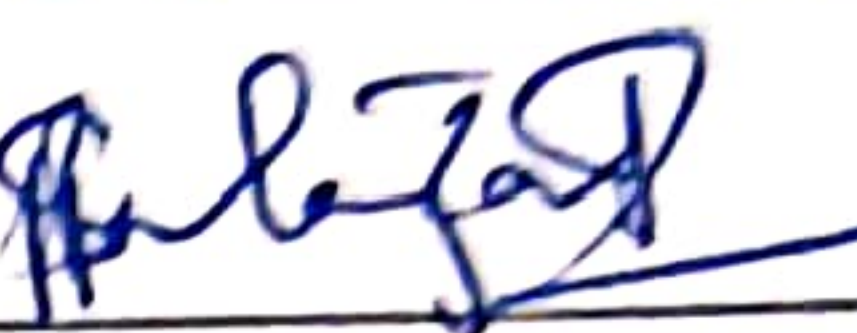
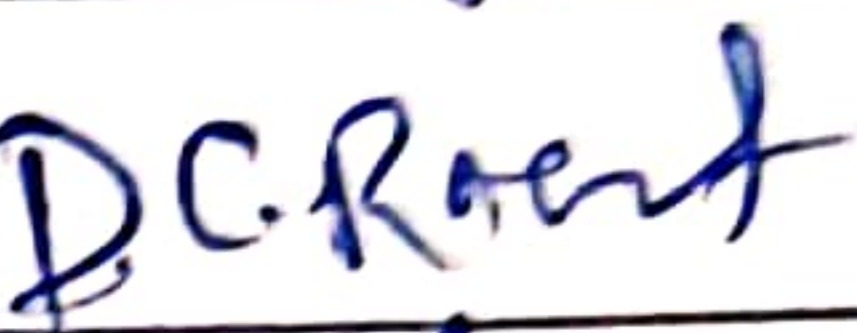
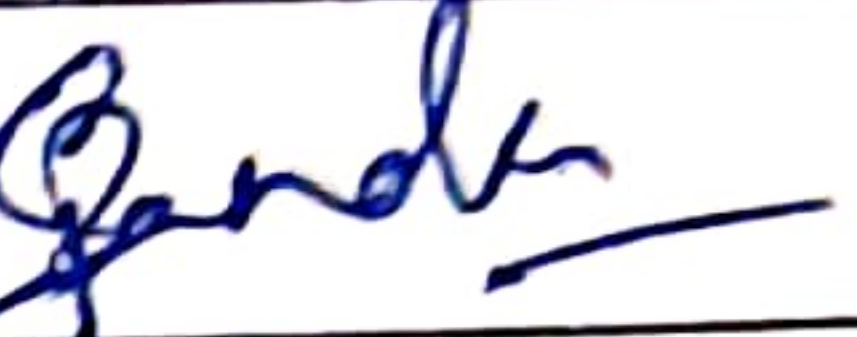
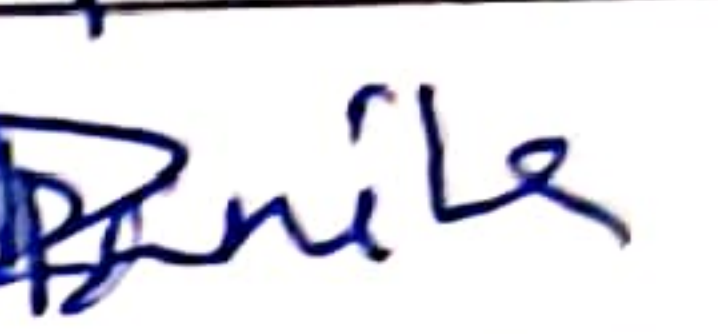
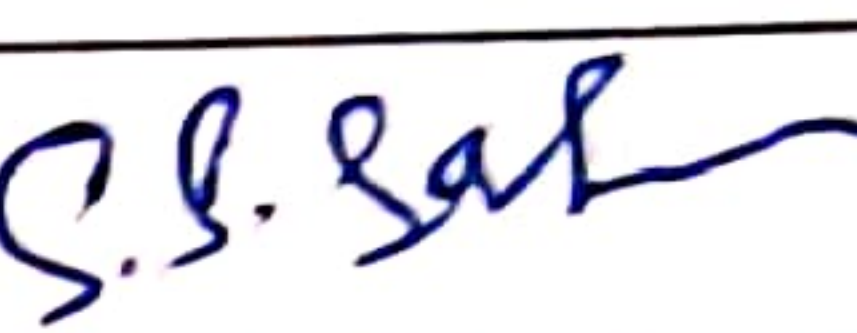
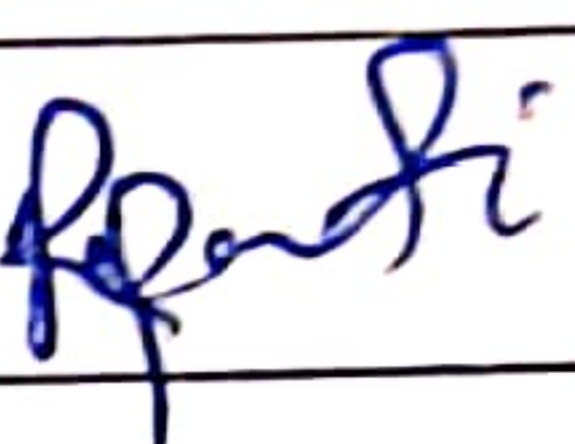
Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 21 June 2023 at 3.00 PM in B-202.

The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. Rabindra Kumar Dalai	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Mr. Sakti Charan Panda	Asst.Professor	Member	
6	Prof. Dharamananda Barik	Asst. Professor	Member	
7	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
8	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

- Dissemination of code of conduct
- Discipline on campus

Chairman welcomed the members of the Student Disciplinary Committee. He requested Member Secretary to brief on the agenda.

### Dissemination of code of conduct:

The chairperson of the committee informed the members that the code of conduct is being briefed to the new entrants during the orientation programs and the same has been printed in the college calendar being disseminated to the students.

### Discipline on campus:



Ref. No: NIT/147 / 2023

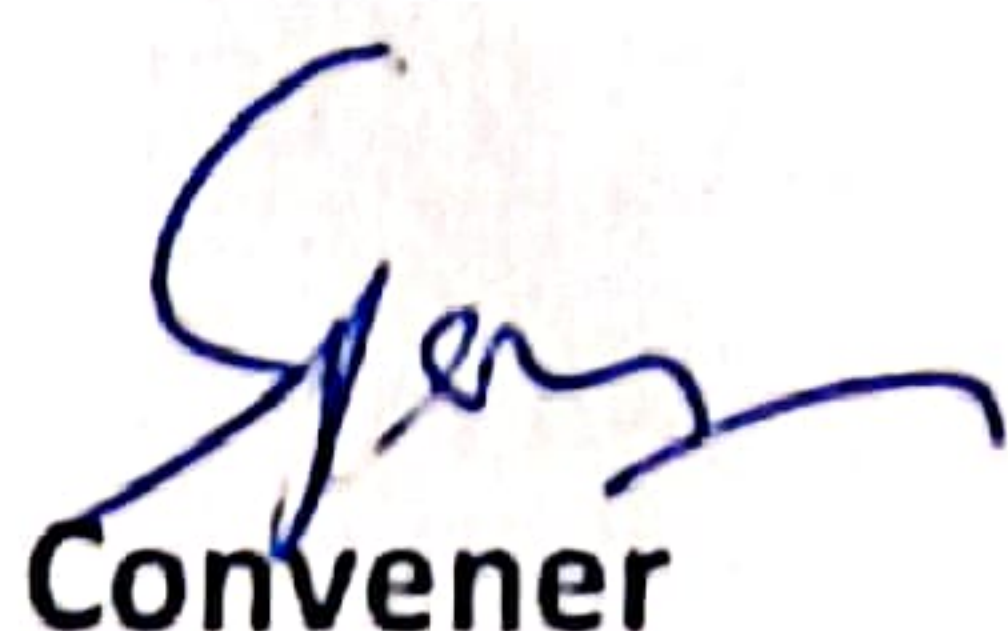
Date: 03/11/2023

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 06/11/2023 at 2:00PM in the Principal Chamber to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

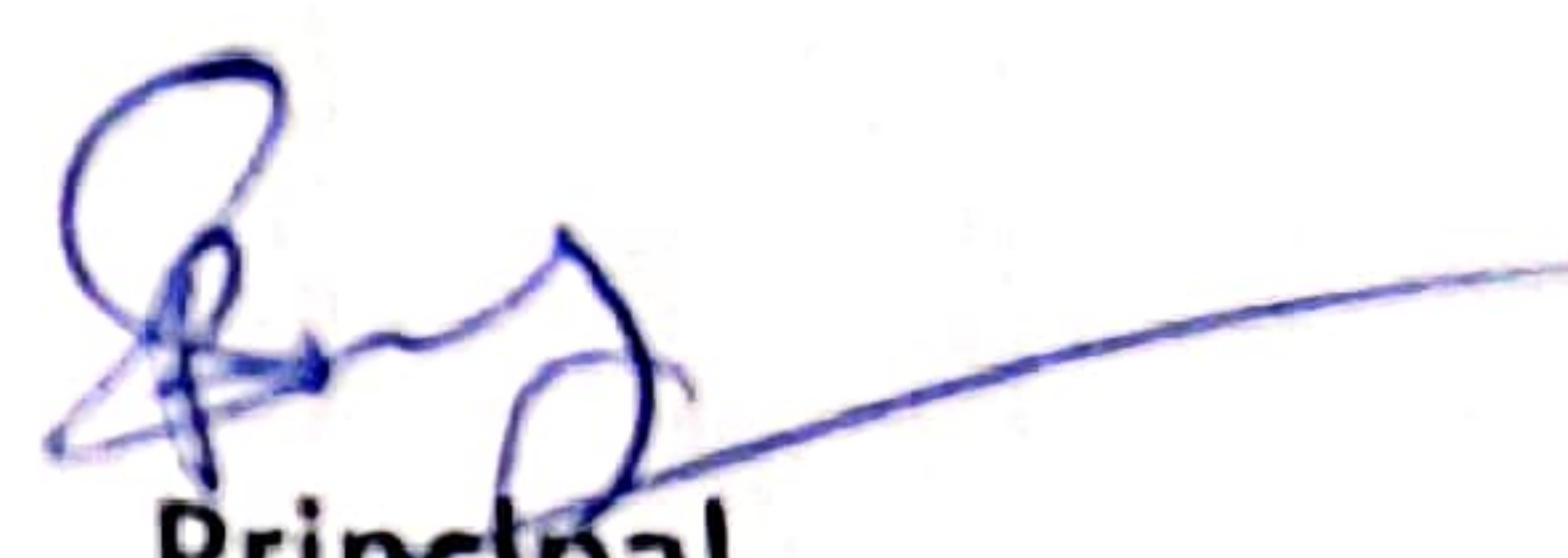
**Agenda:**

- Not to permission. permit the students to leave the college premises during college working hours without permission
- Hostel students to maintain the decorum of the college even after college working hours
- To disallow students from entering the class on being late without a valid reason.
- Checking the parcels of hostel students for Liquor, Cigarette, and stopping the entry of prohibited items like other Intoxicants.



Convener

Disciplinary Committee



Principal

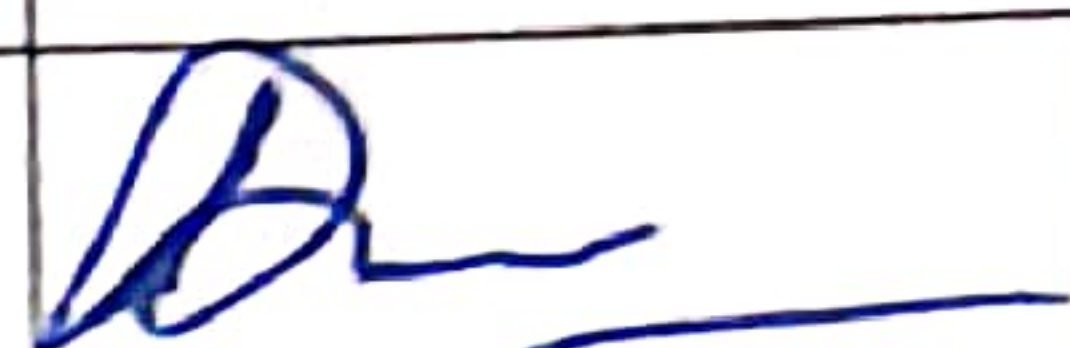
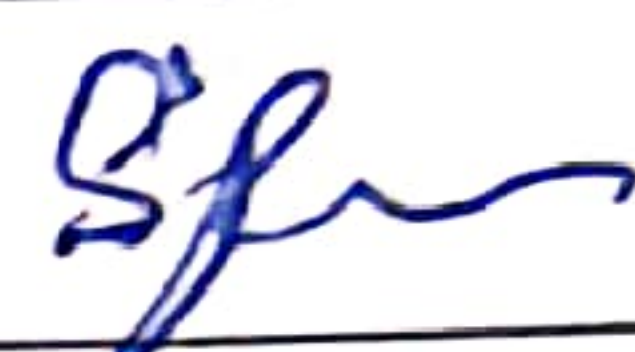

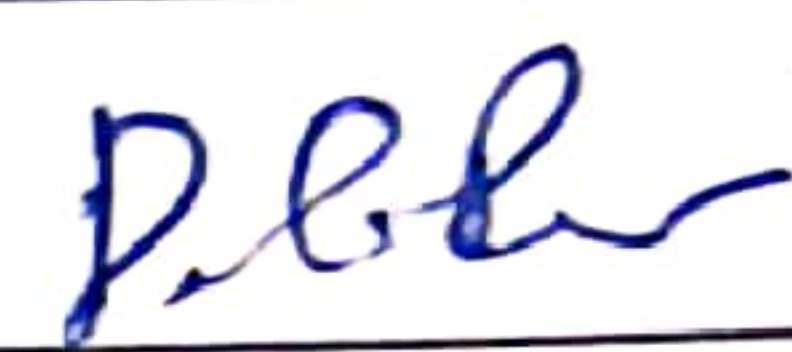
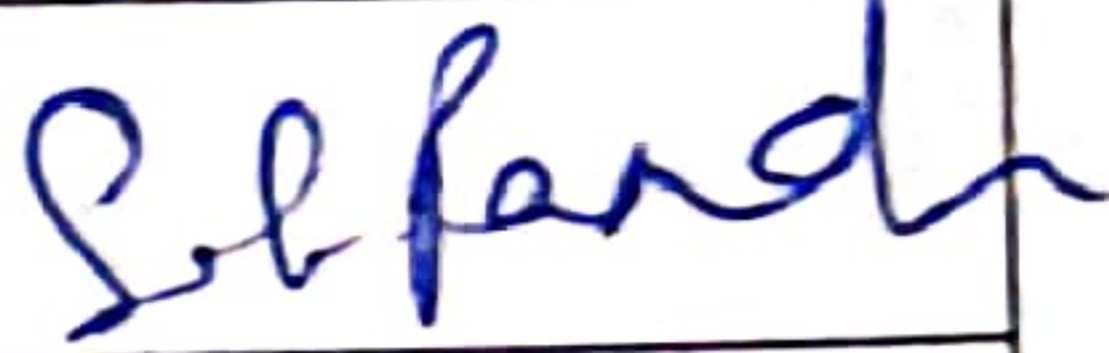
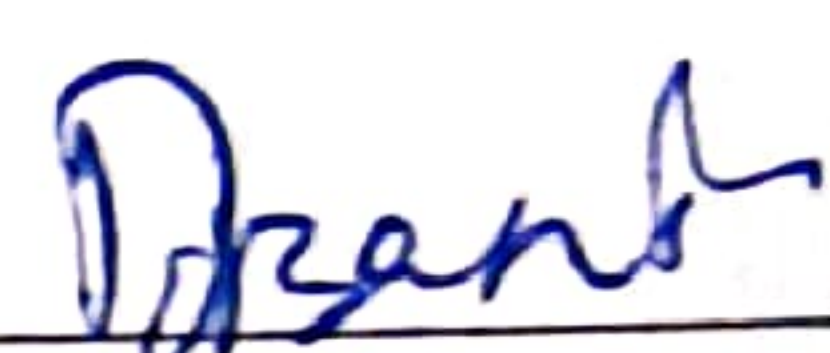
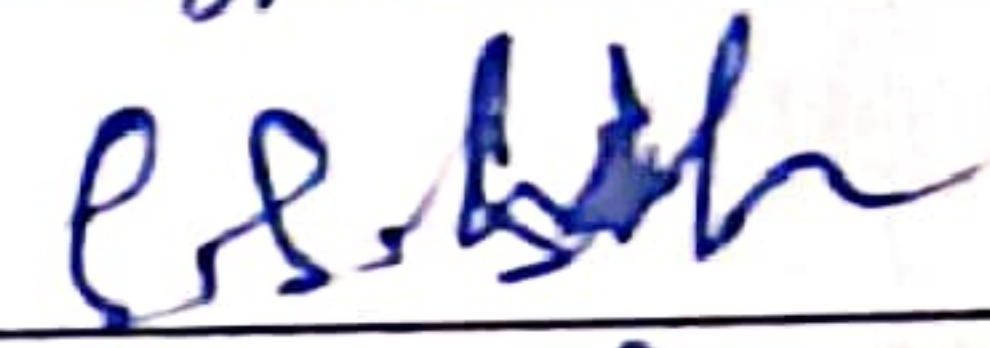
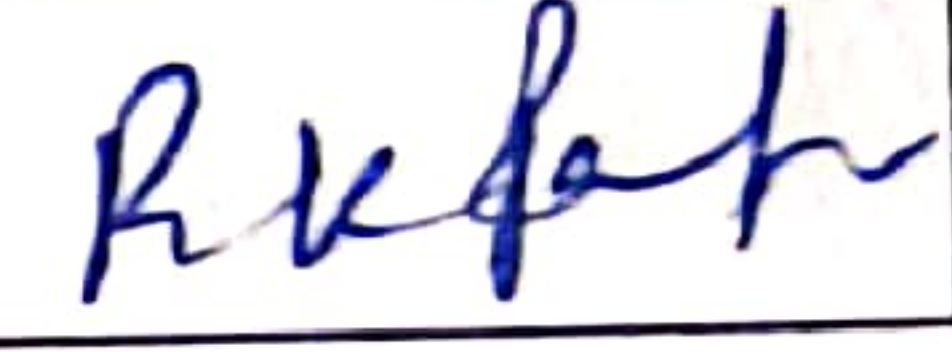
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 06 November 2023 at 3.00 PM in B-202. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. Rabindra Kumar Dalai	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

- Not to permission. permit the students to leave the college premises during college working hours without permission
- Hostel students to maintain the decorum of the college even after college working hours
- To disallow students from entering the class on being late without a valid reason.
- Checking the parcels of hostel students for Liquor, Cigarette, and stopping the entry of prohibited items like other Intoxicants.

At the outset of the meeting, the Member Secretary welcomed Chairman and all the Disciplinary Committee Members. Member Secretary presented the above agenda which was discussed in detail as below:

1. Not to permit the students to leave the college premises during college working hours without permission. It was decided by the committee that any student who is required to leave the campus during college work hours should be in possession of a letter of authorization duly signed by the HOD. This letter is to be vetted by the Security Office prior to permitting the students to leave the campus.



Ref. No.: NIT / 156 / 2022

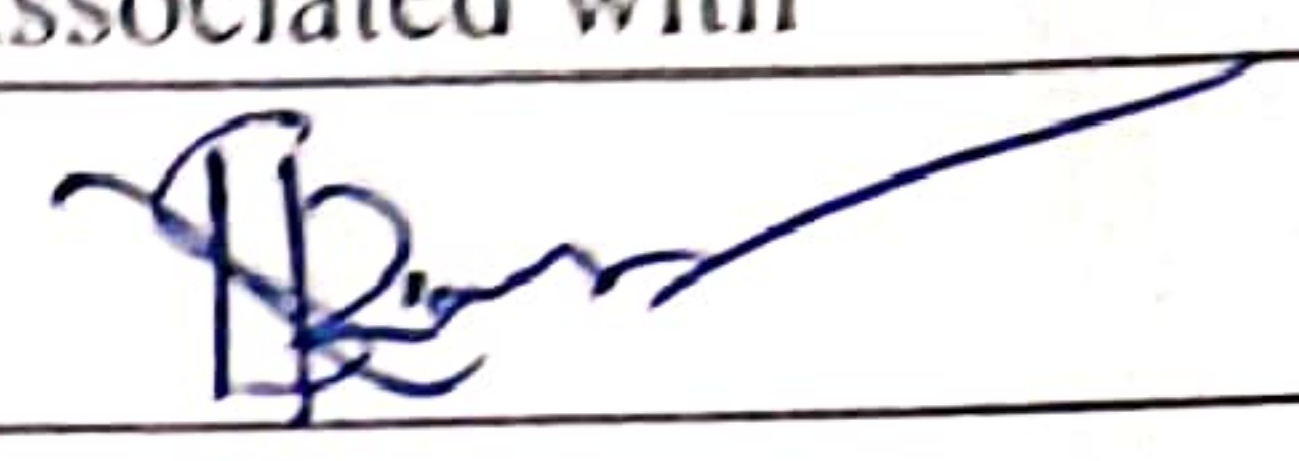
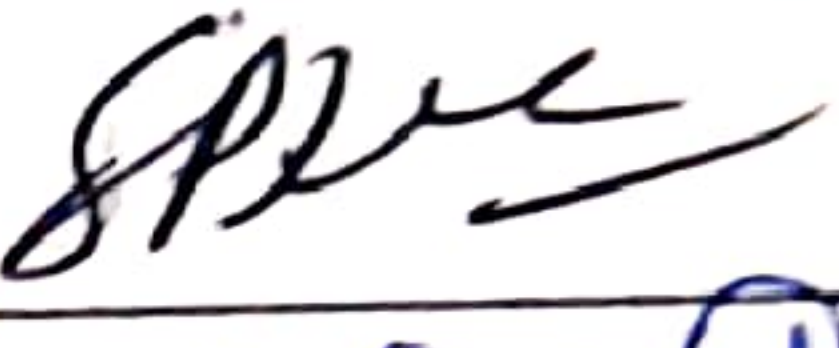
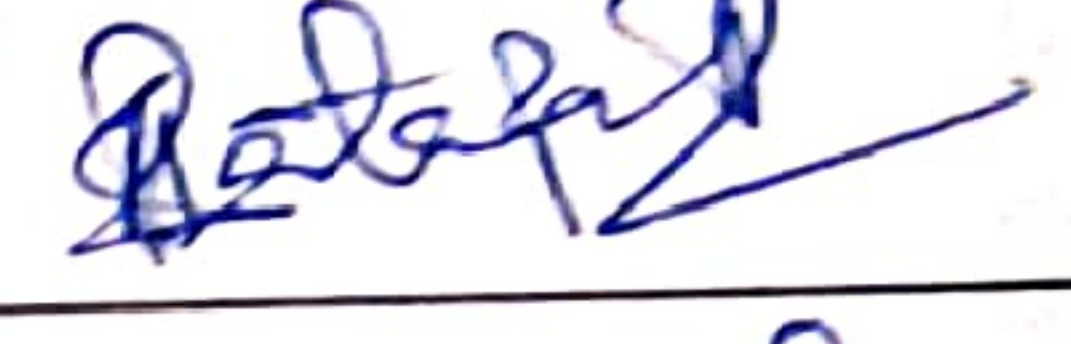
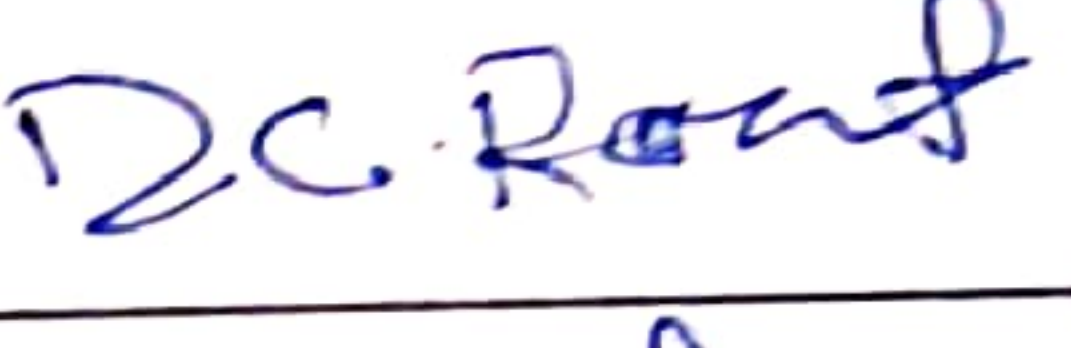
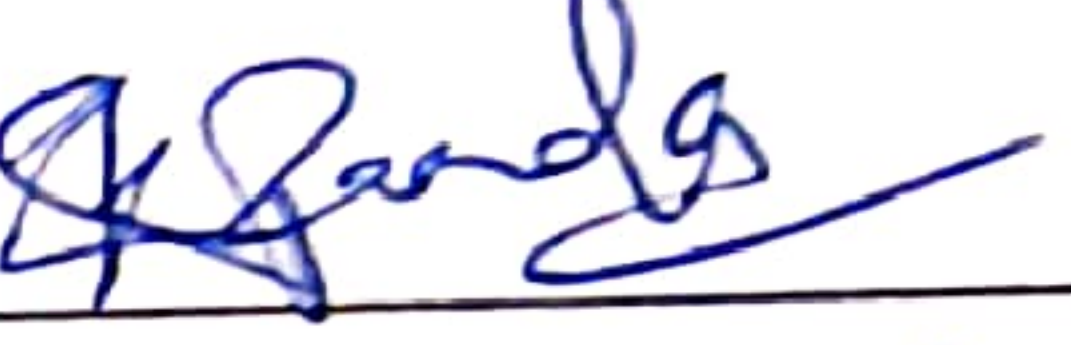
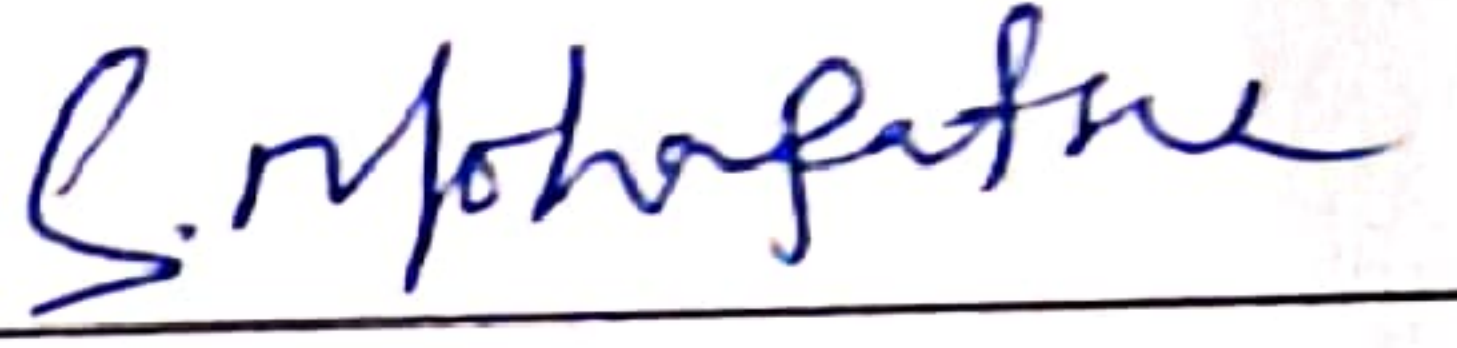
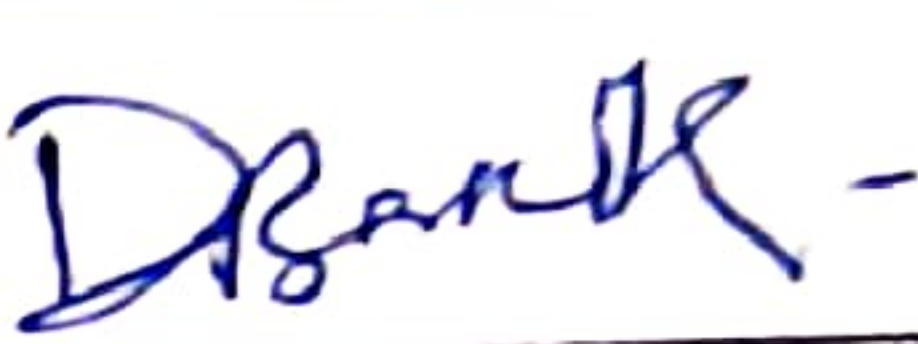
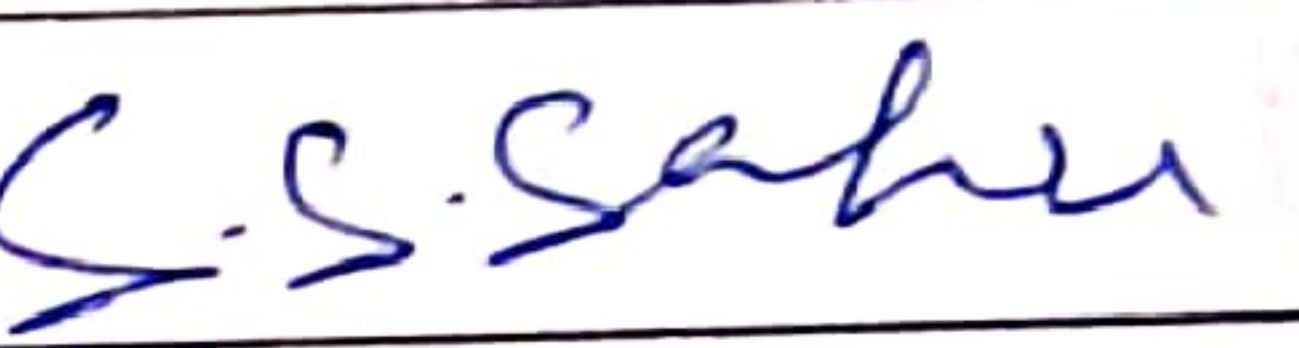
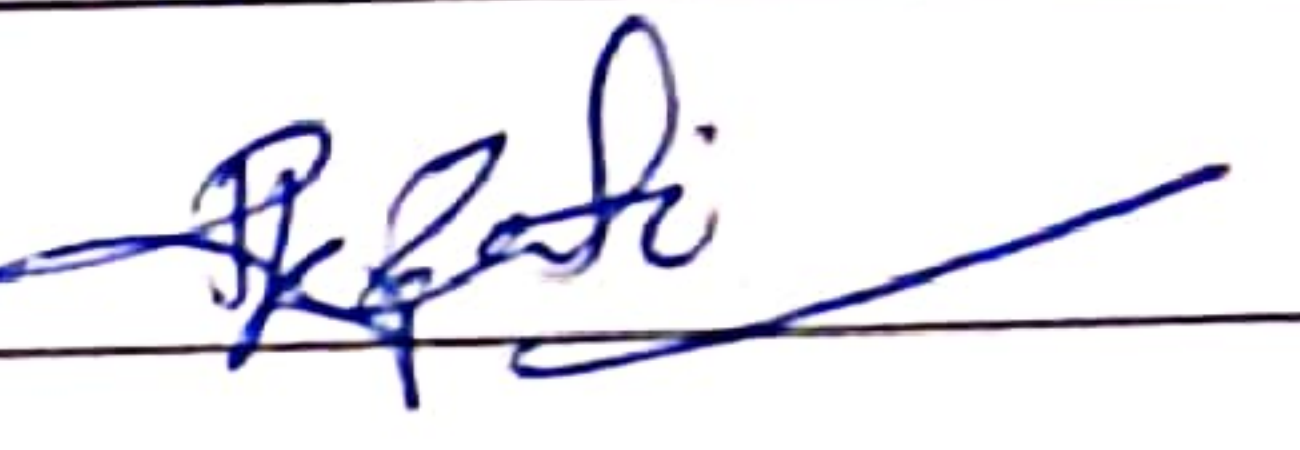
Date: 20.07.2020

### OFFICE ORDER

#### **Formation of Disciplinary Committee**

As per public notice no. PG/08 (04)/2016 of AICTE, New Delhi (Published in all local newspapers) and as per AICTE regulations notifications N. 37-3/Legal/2012 Dated 25.05.2022., the office of the Principal, Nalanda Institute Technology, Bhubaneswar have established the Sports Committee for students.

The name of all committee members of Sports Committee at Nalanda Institute of Technology, Bhubaneswar are as listed below.

Sl. No.	Name	Designation	Associated with
1	Dr. N.H.S. Ray	Principal	Chairman 
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener 
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener 
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member 
5	Sakti Charan Panda	Asst.Professor	Member 
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member 
7	Prof. Dharamananda Barik	Asst. Professor	Member 
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member 
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member 

#### **FUNCTIONS AND RESPONSIBILITIES OF THE COMMITTEE**

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4. To ensure all the students should wear their ID Cards while they are in the campus and their respective class rooms & Labs.



5. To monitor the movement of the students in the college and prevent students movement around in the corridors during the college working hours.

6. To ensure that students maintain complete discipline in the labs and classrooms.

7. If any damage is caused to the college property by any student/ group of students, the cost of the same will be recovered with a fine from the said student/group of this will be followed by disciplinary action.

8. To avoid physical conflict among students

9. To conduct enquiries on report of in-disciplinary activities among students

10. To initiate model actions against students involved in in-disciplinary activities

11. In case of any misbehavior or violation of the college rules, the action will be taken after a through enquiry by Disciplinary Committee Members.

12. In case of any violation of dress code or disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.



Ref. No: NIT/138 / 2020

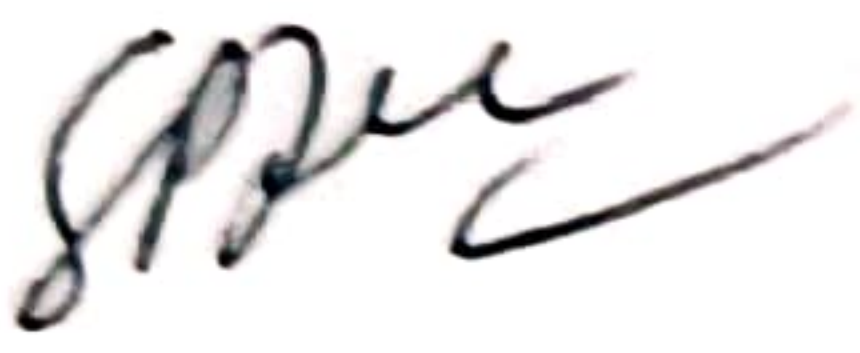
Date: 21/11/2020

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 23/11/2020 at 3:00PM in the Hall No. B-202 to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- Discipline to be maintained by the students in the college campus with respect to Covid-19 Pandemic.
- Awareness for students of first year on discipline to be maintained in the college campus.
- Discussion on disciplinary action to be taken on students on the misconduct.
- Any other points for discussions with the permission of Chairman.



Convener

Disciplinary Committee



Principal

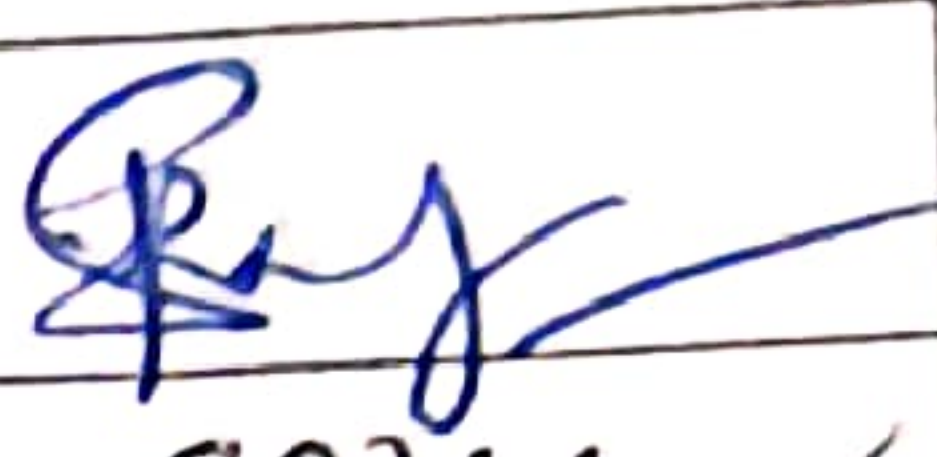
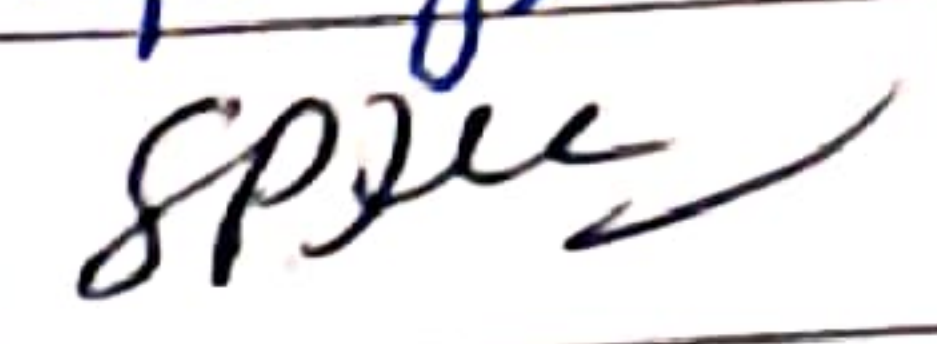
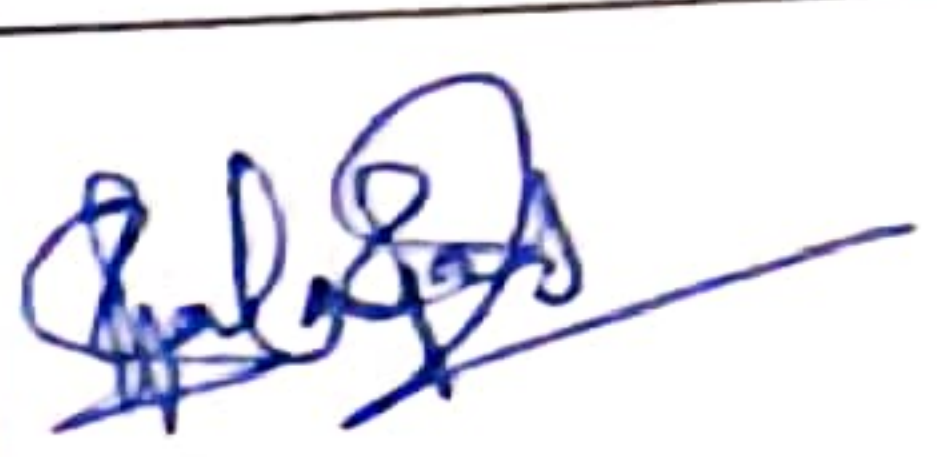
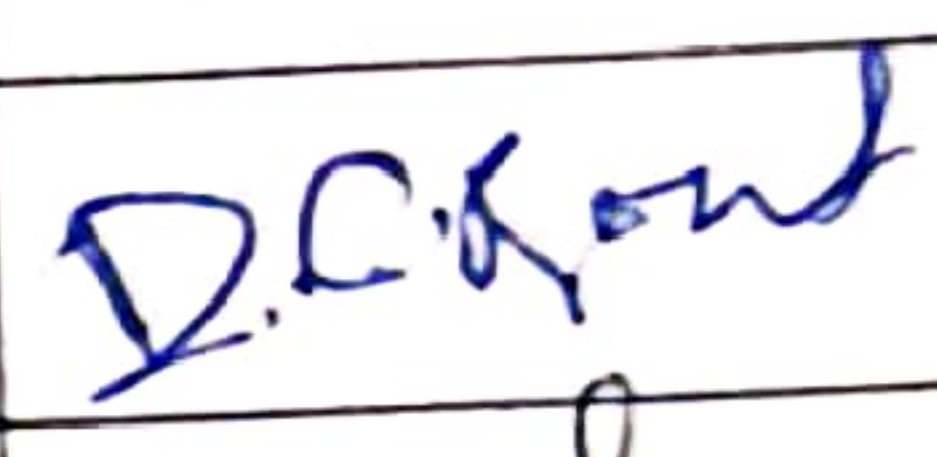
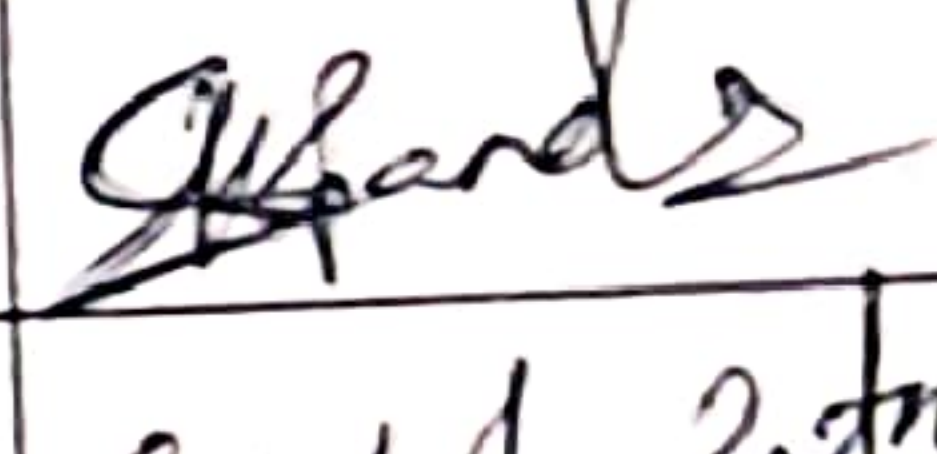
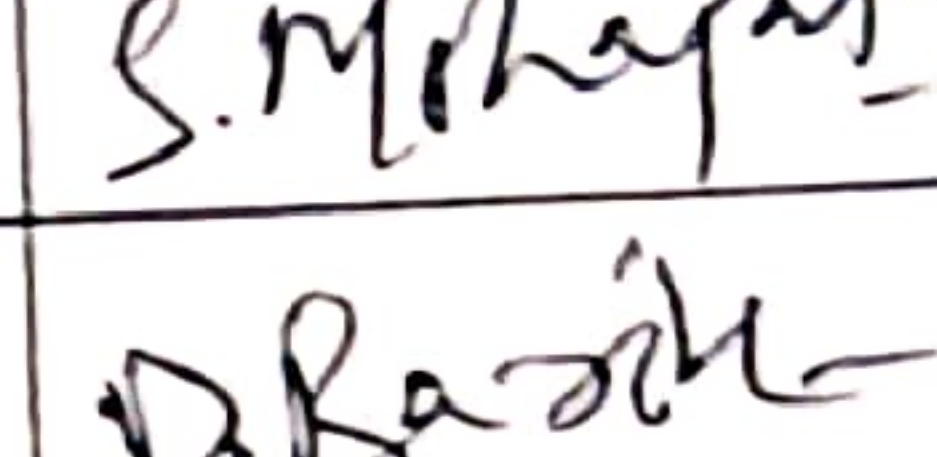
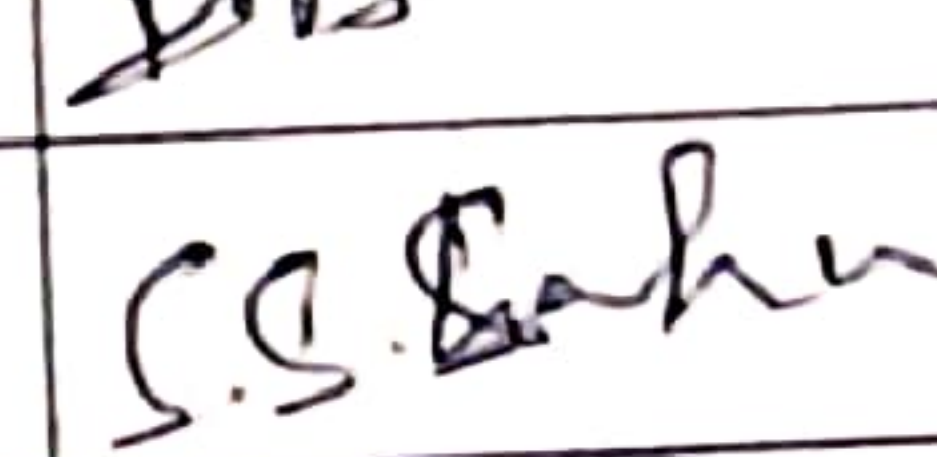
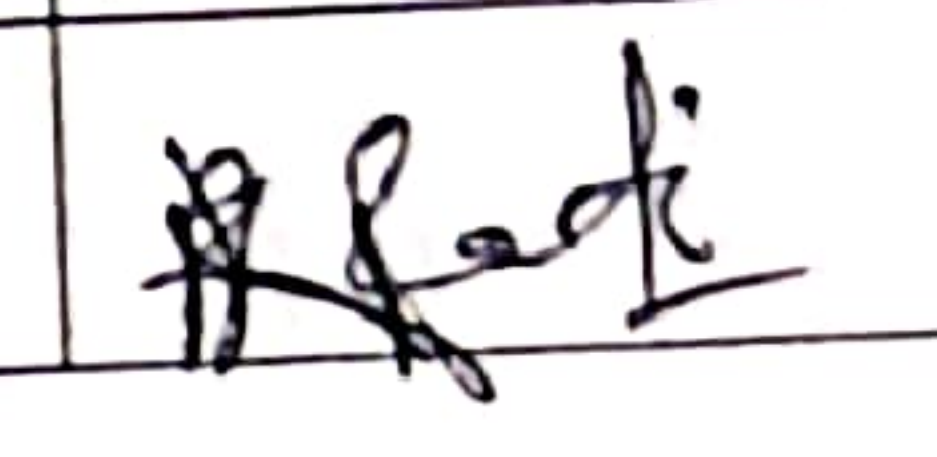

NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 23 November 2020 at 3.00PM in B-202. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst. Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst. Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst. Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst. Professor	Member	

### Agenda:

- Discipline to be maintained by the students in the college campus with respect to Covid-19 Pandemic.
- Awareness for students of first year on discipline to be maintained in the college campus.
- Discussion on disciplinary action to be taken on students on the misconduct.
- Any other points for discussions with the permission of Chairman.

Chairman welcomed the members of the Student Disciplinary Committee. He requested Member Secretary to brief on the agenda.

### Agenda 1: Discipline to be maintained by the students in the college campus with respect to Covid-19 Pandemic.

Member Secretary informed that due to Covid-19 Pandemic prevailing in the country as per the guidelines of the Government student discipline with respective Covid-19 has to be inculcated in the students by conducting some awareness programs regarding things to be followed to fight against



Covid-19 and break the chain. The matter was discussed in-depth and committee has taken a decision to conduct awareness programs for students and staff and display boards all over the campus regarding Do's and Don'ts.

**Agenda 2 Awareness for students of first year on discipline to be maintained in the college campus**

The discipline to be maintained by the students of first year was discussed by the committee and it was decided to have awareness program during the induction program for first year students. All the members have agreed for the same.

**Agenda 3 Discussion on disciplinary action to be taken on students on the misconduct**

The committee discussed in-depth on the type of disciplinary action to be taken on the students in case of misconduct. During discussion it was opined that initially if a student commit any in disciplinary action he should be warned. If the same mistake is committed by the student again then disciplinary action to be taken on the student depending on the misconduct. The disciplinary action should be such that it does not affect the career of the student.

**Vote of thanks**

As there were no other points for discussion Chairman thanked all the members for attending the meeting and suggesting their valuable inputs. With this the meeting was formally concluded.



Ref. No: NIT/118 / 2021


Date: 20/12/2021

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 21/12/2021 at 3:00PM in the Hall No. B-202 to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- Dissemination of code of conduct
- Discipline on campus

  
Convener  
Disciplinary Committee

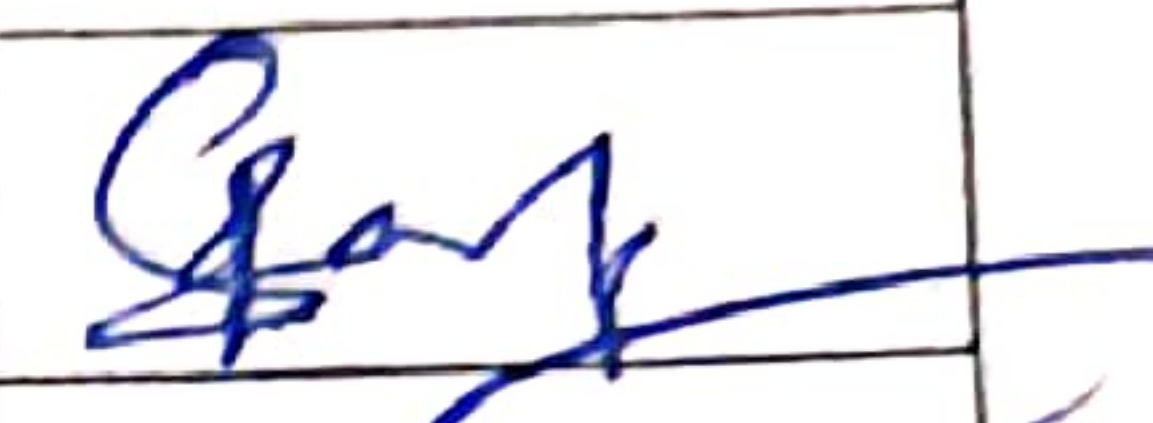
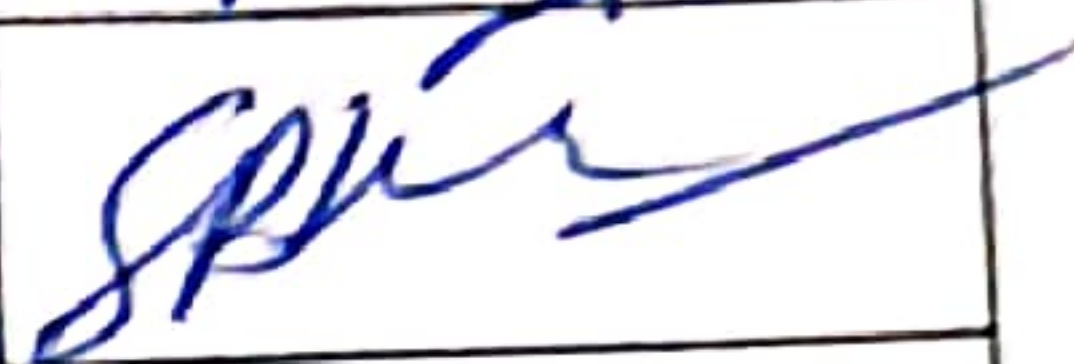
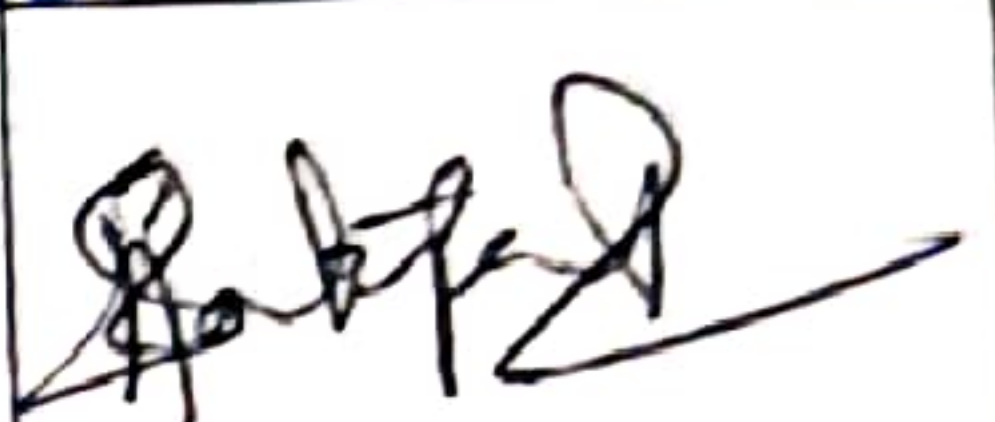
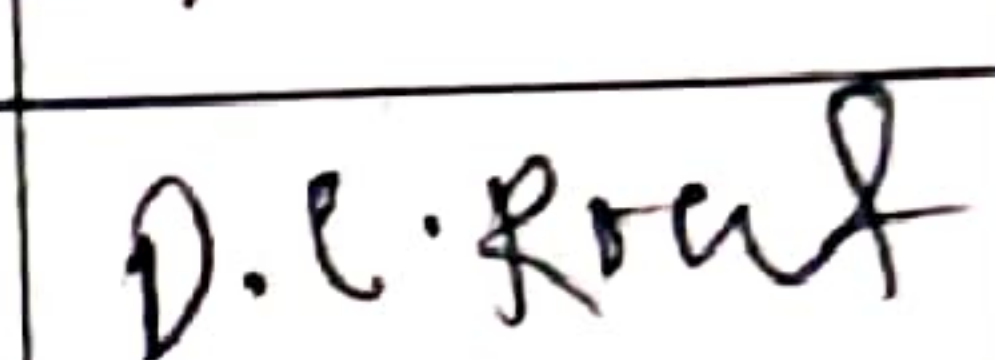
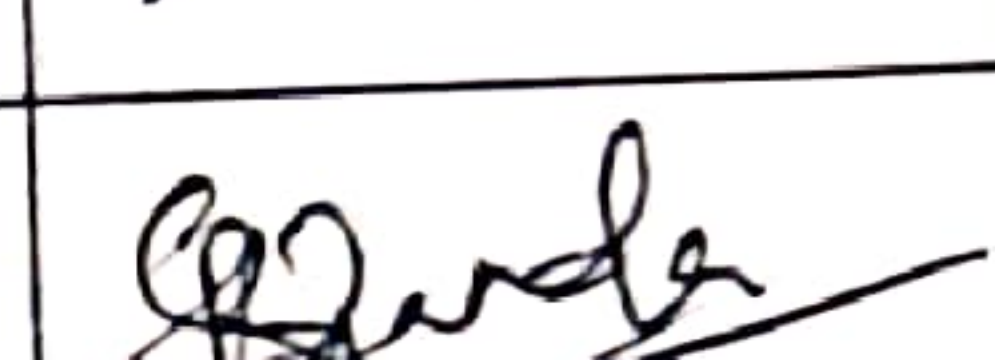
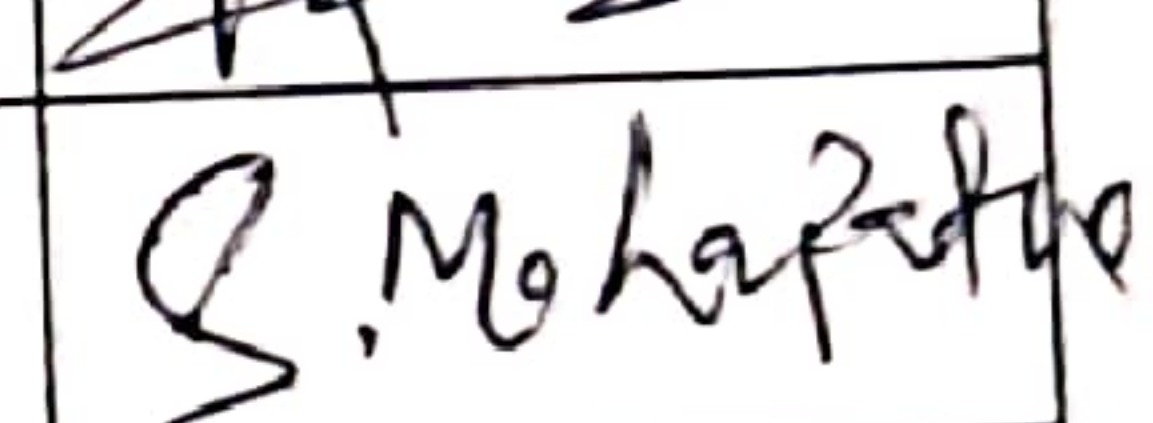
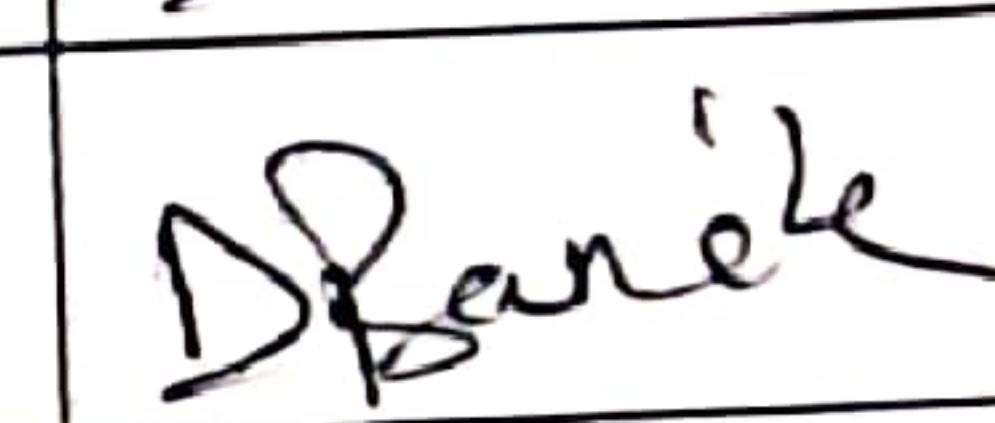
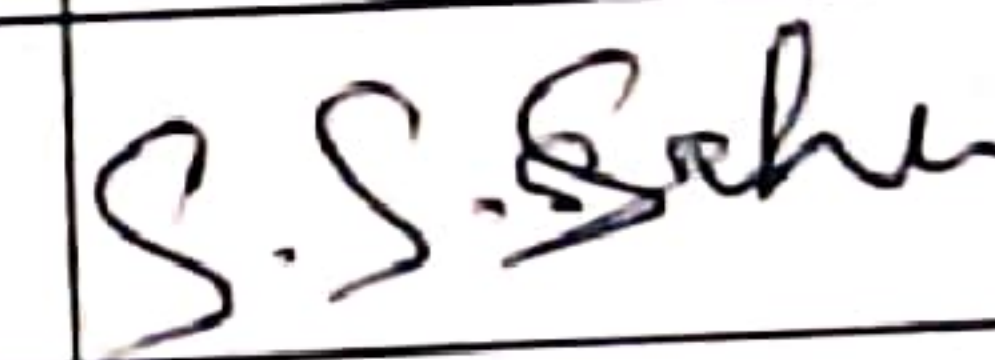
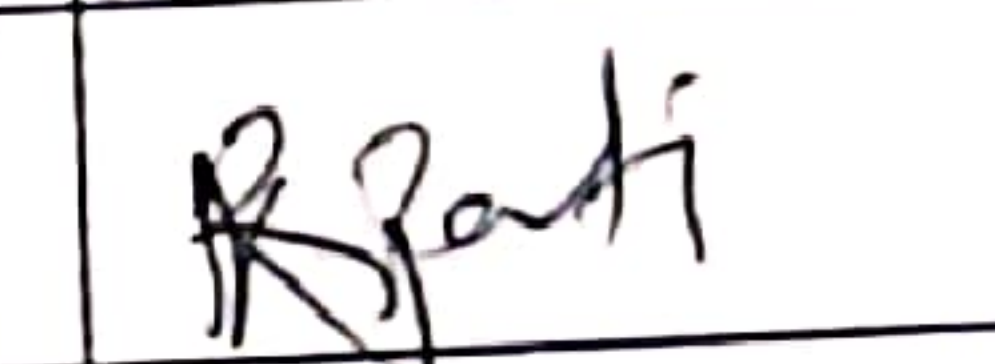
  
Principal  
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 21 December 2021 at 3.00 PM in B-202. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
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7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

- Dissemination of code of conduct
- Discipline on campus

Chairman welcomed the members of the Student Disciplinary Committee. He requested Member Secretary to brief on the agenda.

### Dissemination of code of conduct:

The chairperson of the committee informed the members that the code of conduct is being briefed to the new entrants during the orientation programs and the same has been printed in the college calendar being disseminated to the students.

### Discipline on campus:



The chairperson informed the committee members that students are being educated, and should be reminded iteratively, that wearing ID cards on campus is mandatory and they should follow the dress code and grooming etiquettes and the standard operating procedures during the pandemic. If any cases of violation are observed in this regard, the concerned students' ID cards have to be taken immediately and should be handed over to the student on the same day after counseling and initial warning from the Disciplinary Committee members. Subsequent cases of discipline violations should be handled by the committee as per procedure. The members were also informed regarding the prohibition of mobile phone usage in campus by the students. The students are being repeatedly made aware of campus code of conduct including dress code and mobile phone usage in academic areas. If any case of usage of mobile phones by students on campus in academic areas or during class hours is found, the cell phone(s) have to be confiscated and submitted to the Principal.

The chairperson further informed the members that in case of any misbehavior or violation of the college rules, the ID cards of the students must be confiscated and would be in possession with the Disciplinary Committee members till the enquiry is completed. In the same meeting, one case of indiscipline was reported to the committee. The committee considered the case in detail. Students in question were enquired and appropriate actions according to the context of the case were dispersed without hindering the academics of the students involved, with due intimation to their parents/guardians.

The Committee led by the Principal and senior faculty members work towards organizational goals to maintain discipline at the campus through an optimistic approach and creating an amicable learning environment. The committee members were satisfied with the endeavours taken so far to accomplish the objectives and chose to put in more efforts to keep up discipline in campus for the following year.

#### **Vote of thanks**

As there were no other points for discussion Chairman thanked all the members for attending the meeting and suggesting their valuable inputs. With this the meeting was formally concluded.



Ref. No: NIT/147 / 2023

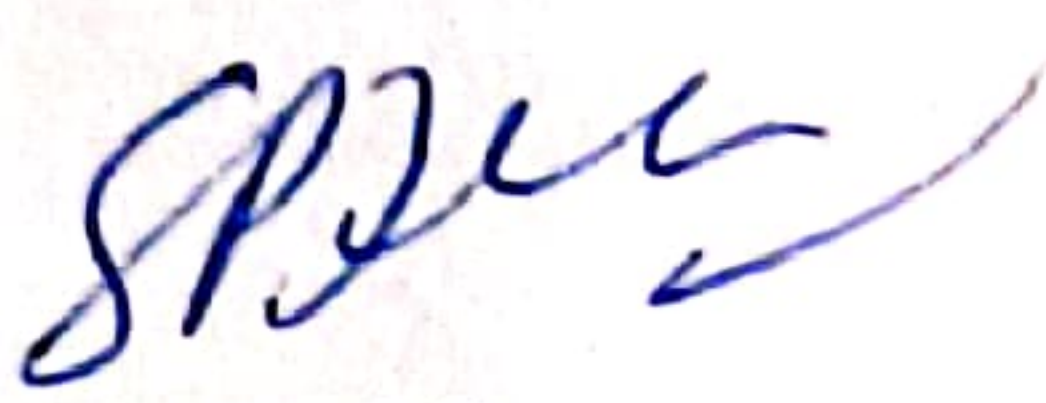
Date: 03/04/2023


**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 06/04/2023 at 2:00PM in the Principal Chamber to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- Not to permission. permit the students to leave the college premises during college working hours without permission
- Hostel students to maintain the decorum of the college even after college working hours
- To disallow students from entering the class on being late without a valid reason.
- Checking the parcels of hostel students for Liquor, Cigarette, and stopping the entry of prohibited items like other Intoxicants.

  
Convener  
Disciplinary Committee

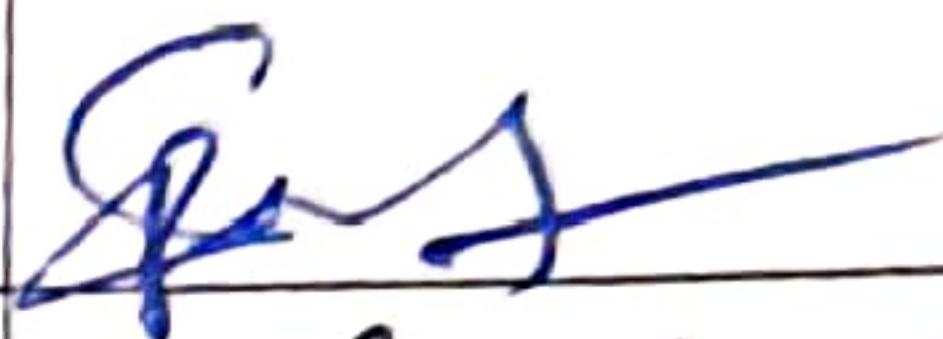
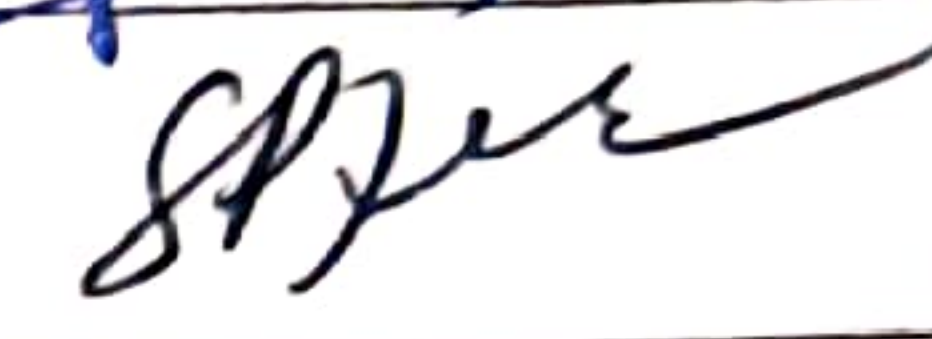
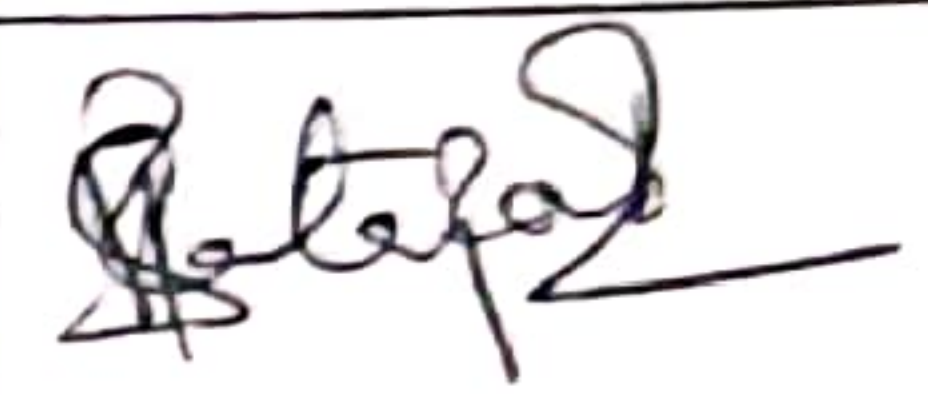
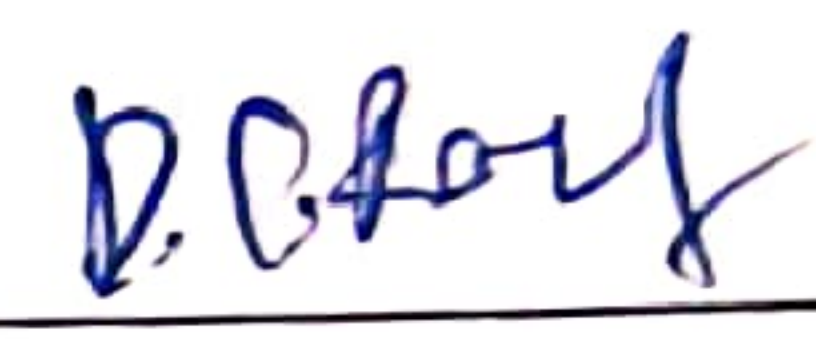
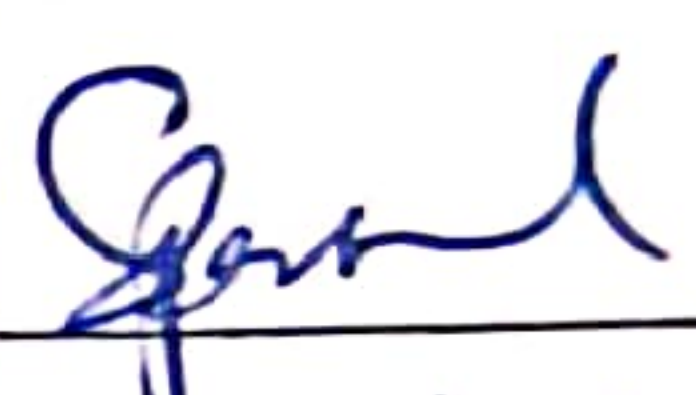
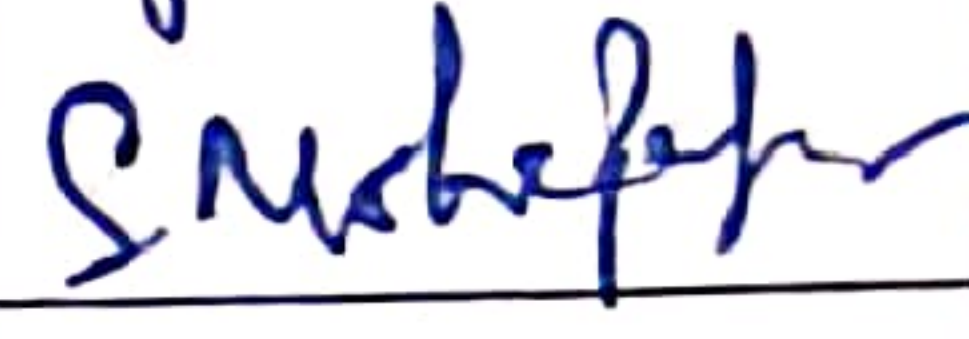
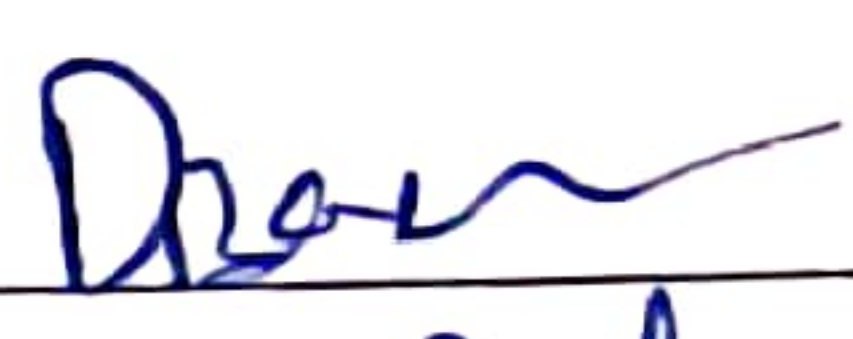
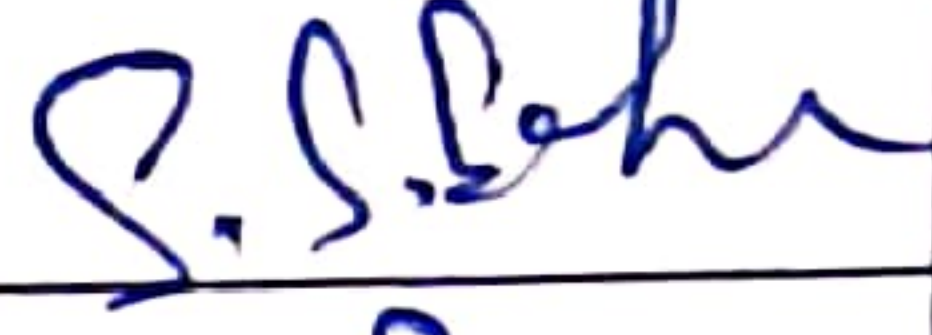
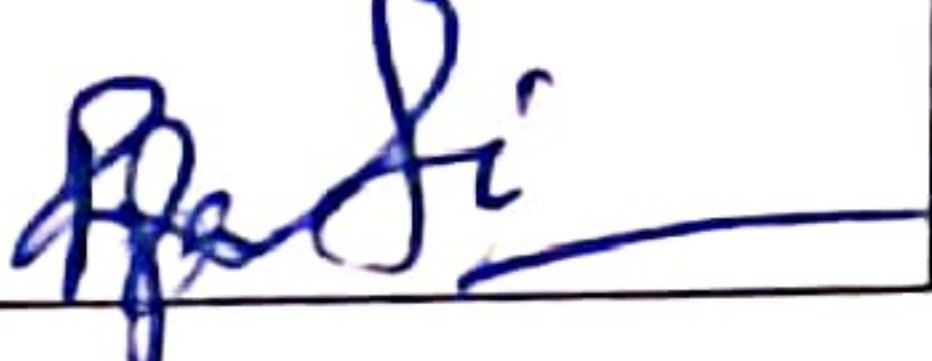
  
Principal  
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 21 December 2021 at 3.00 PM in B-202. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

- Not to permission. permit the students to leave the college premises during college working hours without permission
- Hostel students to maintain the decorum of the college even after college working hours
- To disallow students from entering the class on being late without a valid reason.
- Checking the parcels of hostel students for Liquor, Cigarette, and stopping the entry of prohibited items like other Intoxicants.


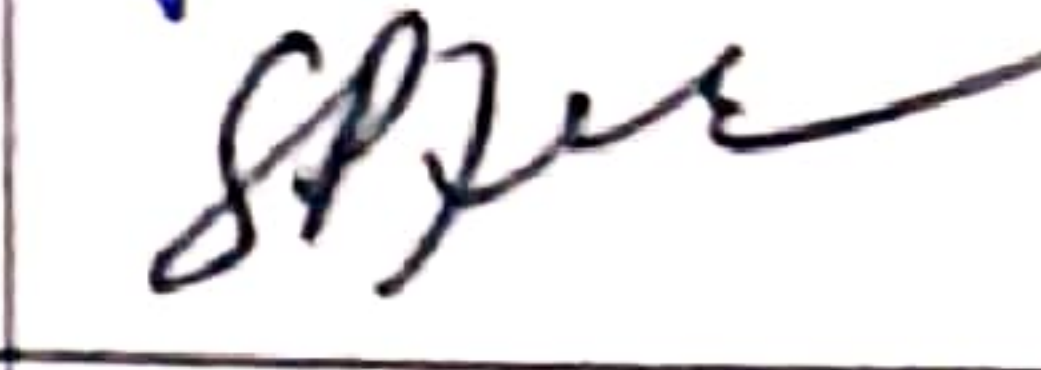
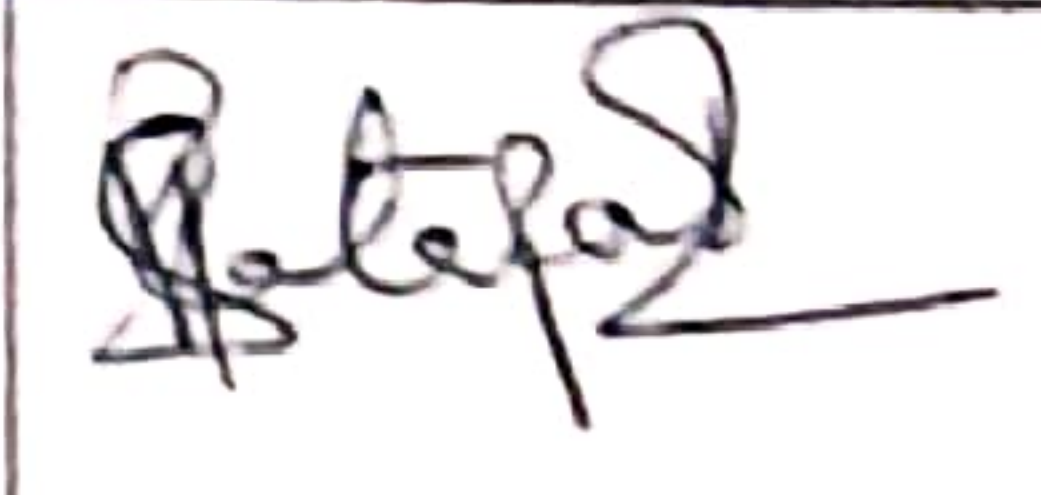
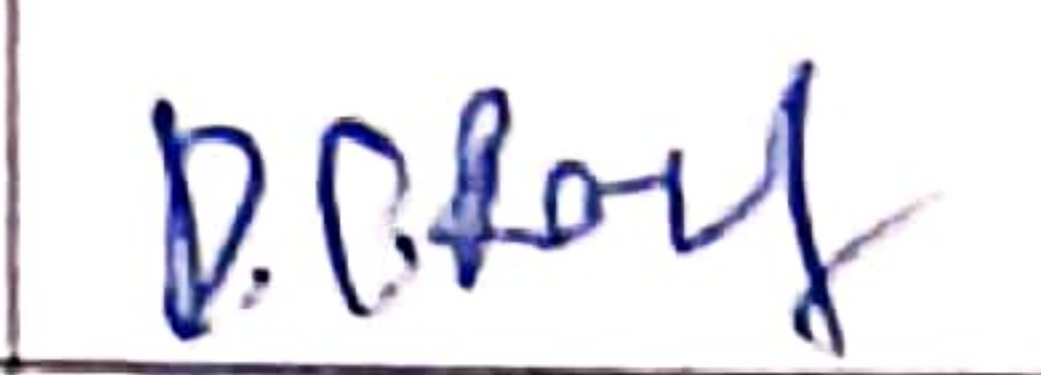
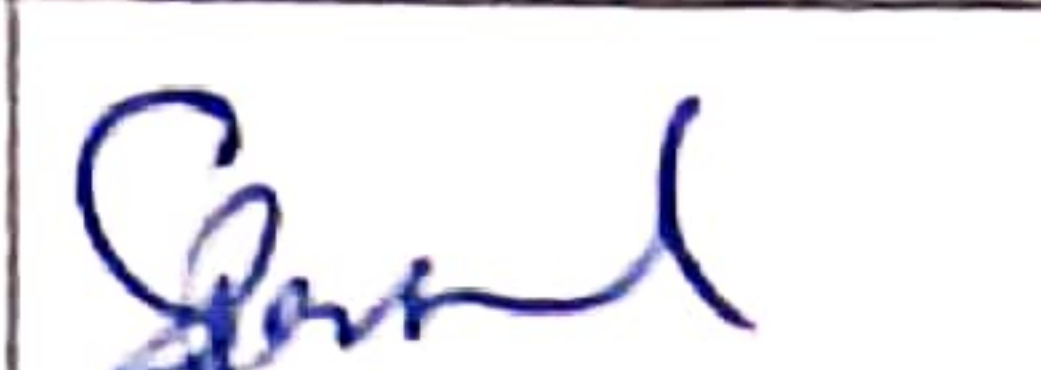
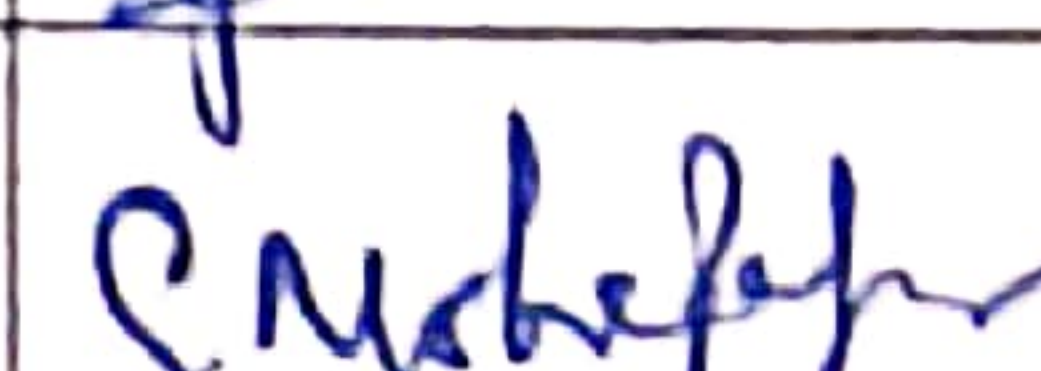
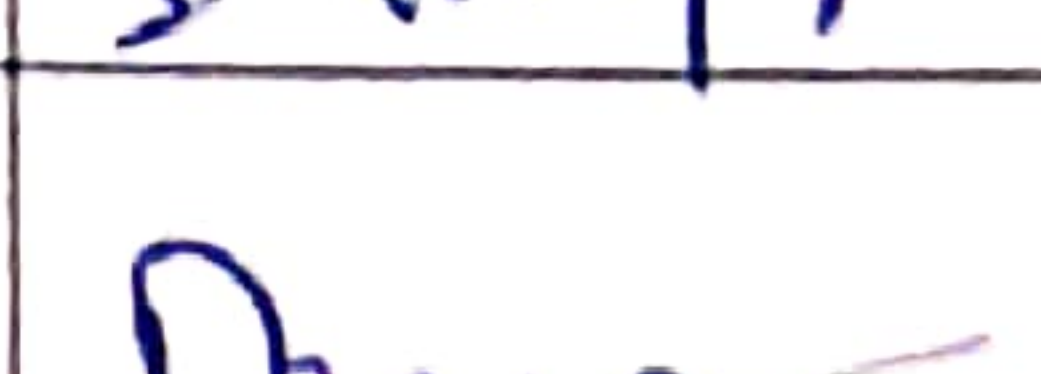
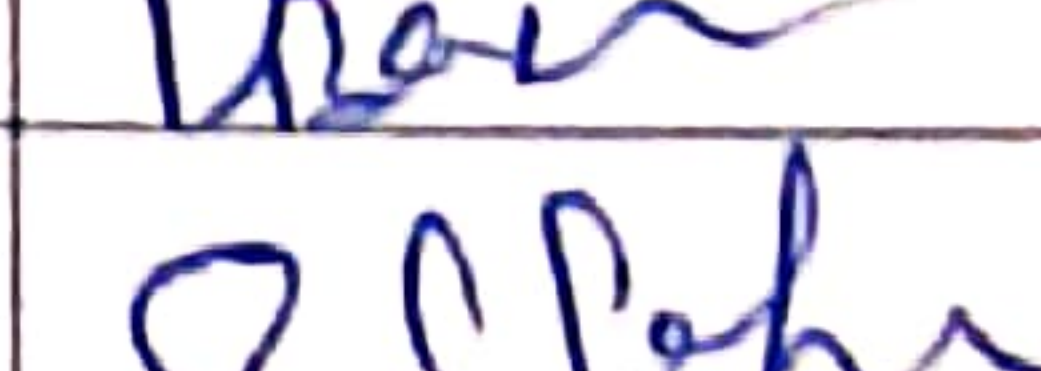
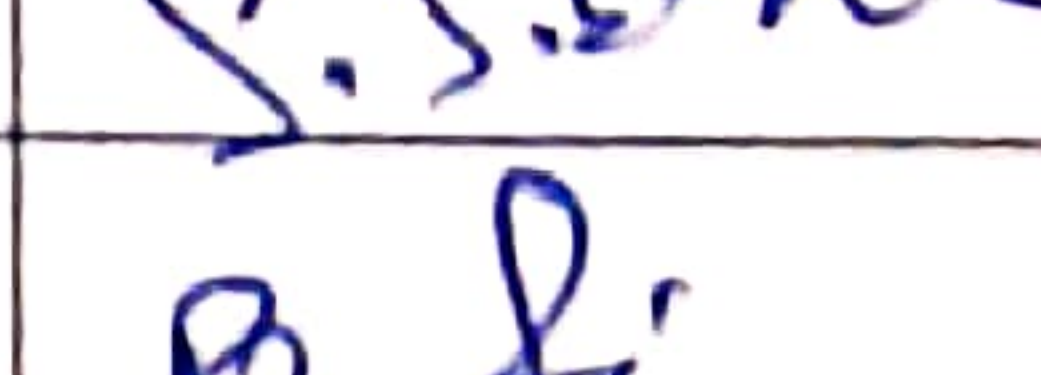
At the outset of the meeting, the Member Secretary welcomed Chairman and all the Disciplinary Committee Members. Member Secretary presented the above agenda which was discussed in detail as below:

1. Not to permit the students to leave the college premises during college working hours without permission. It was decided by the committee that any student who is required to leave the campus



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 21 December 2021 at 3.00 PM in B-202. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

- Not to permission. permit the students to leave the college premises during college working hours without permission
- Hostel students to maintain the decorum of the college even after college working hours
- To disallow students from entering the class on being late without a valid reason.
- Checking the parcels of hostel students for Liquor, Cigarette, and stopping the entry of prohibited items like other Intoxicants.

At the outset of the meeting, the Member Secretary welcomed Chairman and all the Disciplinary Committee Members. Member Secretary presented the above agenda which was discussed in detail as below:

1. Not to permit the students to leave the college premises during college working hours without permission. It was decided by the committee that any student who is required to leave the campus



during college work hours should be in possession of a letter of authorization duly signed by the HOD. This letter is to be vetted by the Security Office prior to permitting the students to leave the campus.

2. Hostel students to maintain the decorum of the college even after college working hours, Sufficient awareness is to be created amongst all the students staying in the hostels regarding their dress and behavior in campus even after college working hours.

3. To disallow students from entering the class on being late without a valid reason, Latecomer students are to be permitted to enter the classroom only after sufficient justification for being late. Perpetual offenders are to be counseled and given a warning letter for the lapse.

4. Checking the parcels of hostel students for stopping the entry of prohibited items like Liquor, Cigarette, and other Intoxicants. Security Officer is required to undertake to surprise check of the parcels which are being received online by the hostel students to confirm that no prohibited items are being taken inside the campus.

There being no further points, this meeting was formally concluded.



Ref. No: NIT/78 / 2022

Date: 17/11/2022

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 20/11/2022 at 3:00PM in the Principal Chamber to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

1. Mandatory wearing of ID cards inside the campus
2. To maintain the college Dress code
3. Anti-Drug awareness programs
4. Avoid displaying affection in public between opposite sex

  
Convener

Disciplinary Committee

  
Principal  
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 20/11/2022 at 3.00 PM in principal chamber. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

1. Mandatory wearing of ID cards inside the campus
2. To maintain the college Dress code
3. Anti-Drug awareness programs
4. Avoid displaying affection in public between opposite sex

At the outset of the meeting, the Member Secretary welcomed Chairman and all the Disciplinary Committee Members. Member Secretary presented the above agenda which was discussed in detail as below:

#### 1. Mandatory wearing of ID cards inside the campus.

To maintain and enforce discipline in the college campus all the students should have to mandatorily wear their ID card while they are in campus and in their respective classrooms. All the security guards are instructed to check the ID cards while students entering the campus. In case of any misbehavior or



violation of the college rules, the ID cards of the students will be kept with the Disciplinary Committee till the enquiry is done.

## **2. To maintain the college Dress code**

It was noticed that the students are wearing Torn Jeans, Shorts, Chappals, Short dresses, etc. Hence Chairman instructed to strictly follow the dress code in the Campus and it was also instructed to Mr. Cariappa (Security Officer) to make a note of the students who are dressed improperly and the same has to be notified to the Member Secretary.

## **3. Anti-Drug awareness programs**

Chairman, instructed to organize an awareness program for the students regarding Anti- Drug awareness.

## **4. Avoiding displaying affection in public between opposite sex**

All the students are to be intimated to maintain the decorum of the college. Any display of physical affection like hugging, kissing and any other inappropriate contact between the opposite sex will be dealt with severely.

There being no further points, this meeting was formally concluded.



Ref. No: NIT/98 / 2022

Date: 07/03/2022

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 14/03/2022 at 3:00PM in the Principal Chamber to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

1. Mandatory for wearing ID cards inside the Campus.
2. To maintain college Dress Code.
3. Anti Drug awareness programs.
4. Student Grievance.

  
Convener

Disciplinary Committee

  
Principal  
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 20/11/2022 at 3.00 PM in principal chamber. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

### Agenda:

1. Mandatory for wearing ID cards inside the Campus.
2. To maintain college Dress Code.
3. Anti Drug awareness programs.
4. Student Grievance.

At the outset, the Member Secretary welcomed Chairman and all the Member of the Committee. Later, members discussed in detail the agenda points and the following decisions were taken:

### 1. Mandatory for wearing ID cards inside the Campus:

The Committee members found that many students are not wearing ID cards in campus. Hence, the Chairman instructed all the members that Students have to Mandatorily wear ID card inside the Campus



and also in the Classroom and it was instructed to Mr. Cariappa, CSO to to check the ID cards while students entering the campus.

## **2. To maintain college Dress Code:**

The members observed that students improperly dressing in the Campus it was noticed that students are wearing Toren jeans, shorts, chappals, shorts dresses etc. Hence the Chairman instructed to strictly follow the dress code in the Campus and it was also instructed to Mr. Cariappa make a note of the students who are dressed improperly and the same has to be notified to the Registrar.

## **3. Anti Drug awareness programs:**

The Chairman instructed Ms. Reena Jain, student counselor to organize an awareness program to the students in this respect the same.

## **4. Student Grievance:**

The Chairman informed all the members that if there was any student grievance found it has to be addressed immediately by the concerned HOD's.



Ref. No: NIT/88/ 2021

Date: 11/08/2021

**NOTICE**

It is hereby informed to all the members of disciplinary Committee that the first meeting of the this session will be held on 14/08/2021 at 3:00PM in the Principal Chamber. All members are requested to make it convenient to attend the meeting.

  
Convener  
Disciplinary Committee

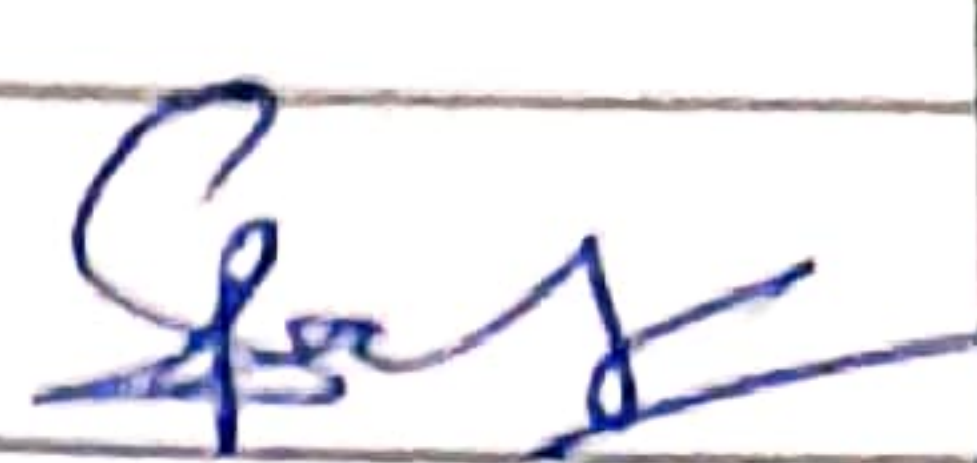
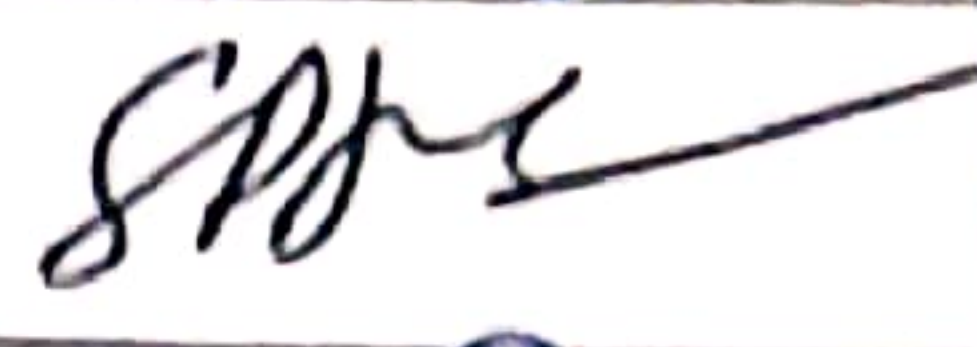
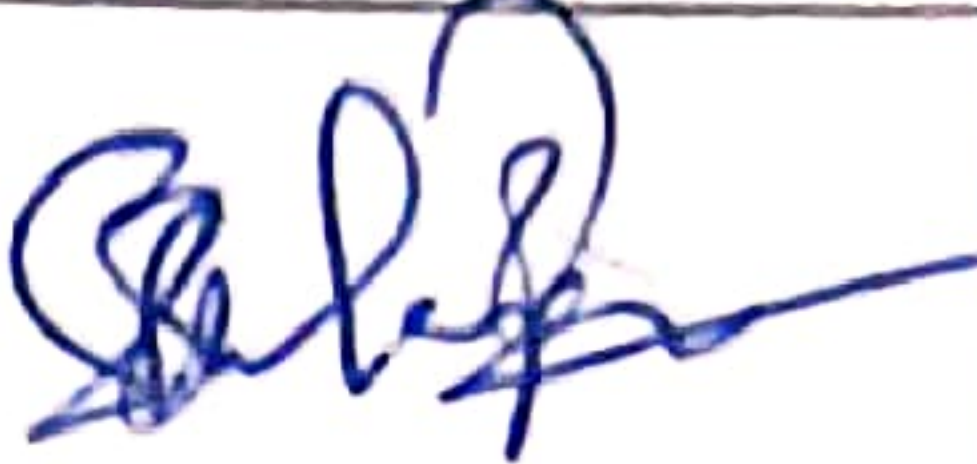
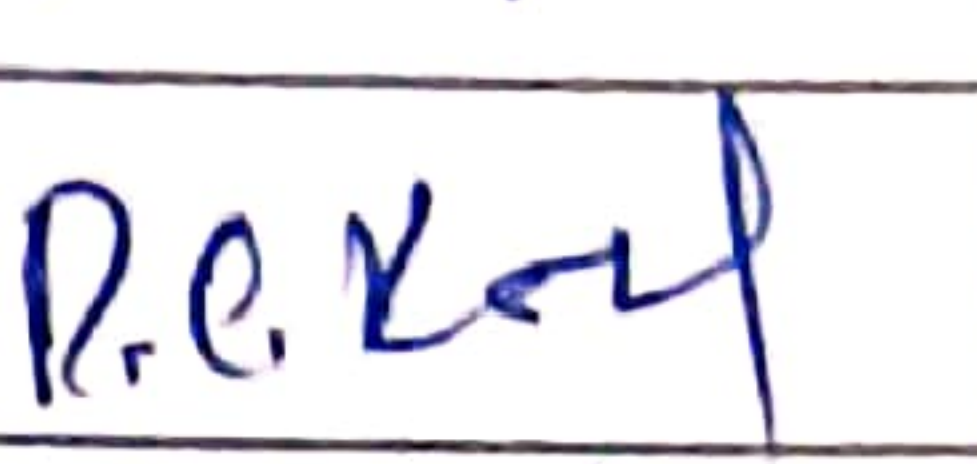

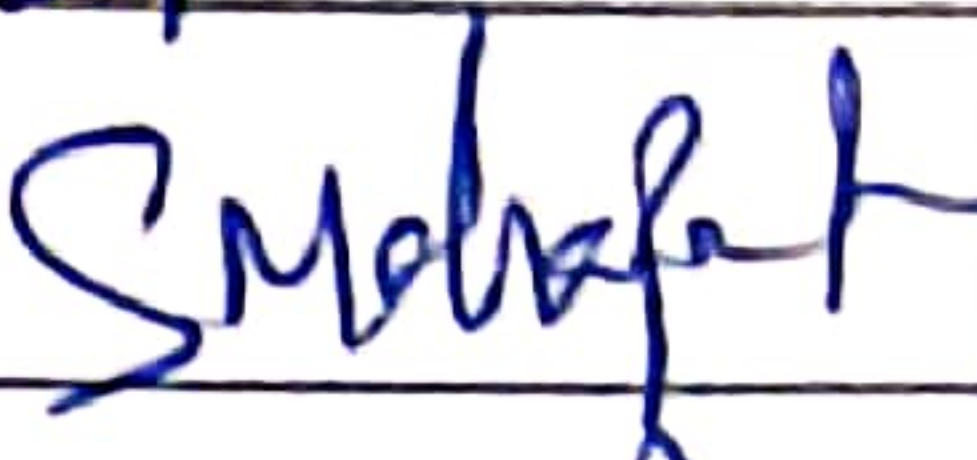
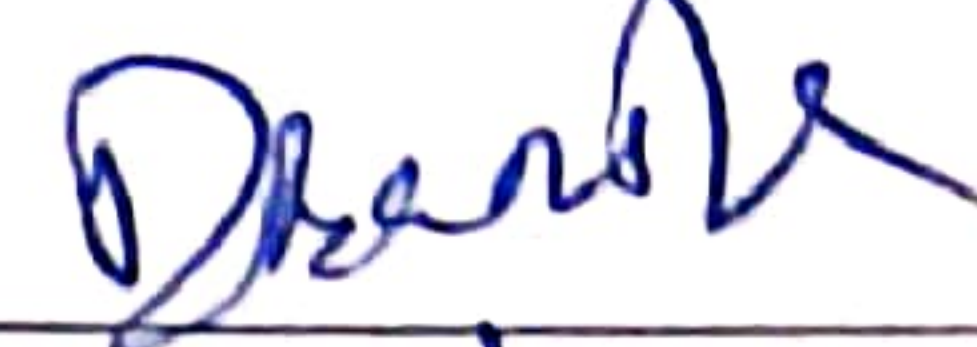
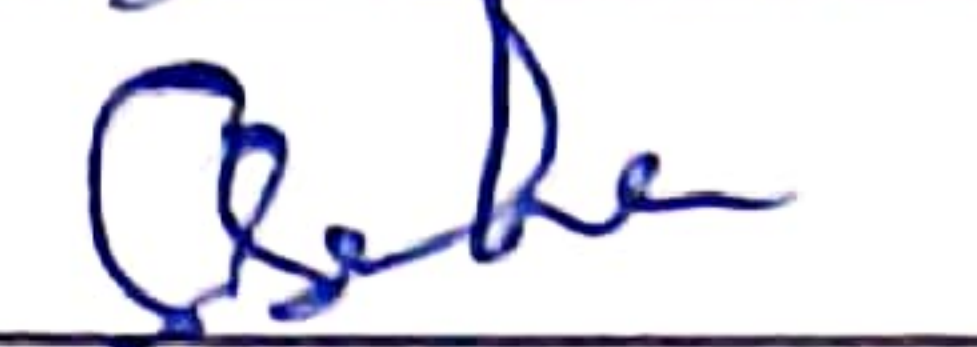

  
Principal  
NIT, BBSR

Copy to: All members concerned



## Minutes of the Meeting

Minutes of the Meeting of Student Disciplinary Committee held on 14/08/2021 at 3.00 PM in principal chamber. The following members were present for the meeting.

Sl. No.	Name	Designation	Associated with	Signature
1	Dr. N.H.S. Ray	Principal	Chairman	
2	Dr. Shakti Prasanna Jena	HOD (ME)	Convener	
3	Prof. Soumya Ranjan Satapathy	Dept of Civil Engg	Co-Convener	
4	Mr. Dhiren Chandra Rout	AO(Admin)	Member	
5	Sakti Charan Panda	Asst.Professor	Member	
6	Mrs. Soubhagini Mohapatra	Asst.Professor	Member	
7	Prof. Dharamananda Barik	Asst. Professor	Member	
8	Prof. Sai Satyananda Sahu	Asst.Professor	Member	
9	Prof. Rajesh Kumar Pati	Asst.Professor	Member	

At the outset, the Member Secretary, welcomed Chairman and all the Member of the Committee. Later, members discussed in detail and took the following decisions:

1. To maintain and enforce strict discipline within the college campus.
2. All the students should wear their ID Cards while they are in the campus and in their respective classrooms.
3. In case of any disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.
4. In case of any misbehavior or violation of the college rules, the ID cards of the students will be kept with the Disciplinary Committee Members till the enquiry is over.



5. To monitor the movement of the students in the college and prevent students from loitering around in the corridors during the college working hours.

6. To ensure that all the students attend classes without bunking and prevent them from leaving the college early. Please note that no student can leave the college early without prior permission from the concerned authorities.

7. To ensure that students maintain complete silence in the library.

8. To maintain proper discipline in the college canteen and student waiting room during the college working hours.

9. If any damage is caused to the college property by any student/group of students, the cost of the same will be recovered with a fine from the said student/group this will be followed by disciplinary action.

10. If any indiscipline is found by any of the students, warn them in the first instance. Take disciplinary action based on the rules and regulations of the committee, if the pattern of misconduct continues,