

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

- **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

Principal
A.M. REDDY MEMORIAL COLLEGE OF
ENGINEERING & TECHNOLOGY
PETLURIVARI PALEM
Narasaraopet (Mdl), Guntur (Dt),