



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

NH-16, Valluru, Ongole, Prakasam (District)-523272

## Disciplinary Committee

### CIRCULAR

RGAN/2022-23/DC/01

Date: 22/8/2022

Discipline Committee is constituted with the following members for the academic year 2022-2023 to improve discipline in this campus.

S. No	Name of the Faculty with Designation	Role	Mobile	Signature
1	Dr. K. V. Subramanyam, Principal	Chairman	9502835678	
2	Mr. N. Madhu Babu, Asst. Professor, S&H	Coordinator	9966762437	N. Madhu Babu
3	Mr. N. Anohu, Asst. Professor, CSE	Member	9908518257	
4	Mr. A. Srinivasa Rao, Asst. Professor, ECE	Member	9553770095	A. Srinivasa Rao
5	Dr. M. Ganapathi, Professor, S&H	Member	9849004913	
6	Mrs. M. Sai Kumar, Asst. Professor, CE	Member	984-8034553	M. Sai Kumar

The Discipline Committee is envisioned for the preservation of discipline in the college and to inculcate professionalism on the campus. It monitors the students to observe the guidelines and to stay systematic and diplomatic in pursuing the educational objectives.

**Meeting:** Once in three months

Copy to

1. PA to Principal for filing.
2. All HOD's for information and circulation among the concerned staff members.

Principal  
PRINCIPAL

RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU: ONGOLE.



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

NH-16, Valluru, Ongole, Prakasam (District)-523272

## Disciplinary Committee

Date: 25/8/2022

### CIRCULAR

RGAN/2022-23/DC/02

This is to inform all the Discipline Committee members that there is a meeting on 27/8/2022 at 3:30 pm. Hence, we kindly request all members to ensure their attendance at the meeting.

Venue: Board Room

#### Agenda:

1. Commencement address delivered by the Co-Ordinator.
2. Delegating responsibilities to the committee members.
3. Creating signage displaying the college's rules and regulations.

N. Madhu Babu  
Coordinator

  
Principal

PRINCIPAL  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU:: ONGOLE.



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)  
NH-16, Valluru, Ongole, Prakasam (District)-523272

## Disciplinary Committee

Date: 27/8/2022

### MINUTES OF THE MEETING

With Reference to the circular dated 25/8/2022 the Discipline committee has been assembled in Board Room for the academic year 2022-2023.

#### Agenda:

1. Commencement address delivered by the Co-Ordinator.
2. Delegating responsibilities to the committee members.
3. Creating signage displaying the college's rules and regulations.

During the meeting the following members were present.

S. No	Name of the Faculty with Designation	Role	Signature
1	Dr. K. V. Subramanyam, Principal	Chairman	
2	Mr. N. Madhu Babu, Asst. Professor, S&H	Coordinator	
3	Mr. N. Anohu, Asst. Professor, CSE	Member	
4	Mr. A. Srinivasa Rao, Asst. Professor, ECE	Member	
5	Dr. M. Ganapathi, Professor, S&H	Member	
6	Mrs. M. Sai Kumar, Asst. Professor, CE	Member	

#### Points Discussed

1. N. Madhu Babu, Asst. Professor, S&H, Coordinator delivered an opening address to the members, emphasizing the importance of maintaining discipline among the students in the college. He directed all members to oversee discipline-related activities on the campus.
2. N. Madhu Babu, Asst. Professor, S&H, Coordinator, distributed diverse responsibilities among all the committee members, proposing vigilant monitoring discipline within their respective departments.
3. The coordinator delegated responsibilities to the following member



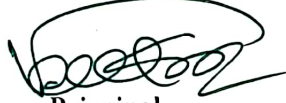


# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)  
NH-16, Valluru, Ongole, Prakasam (District)-523272

S. No	Person Responsible	Assigned Work
1	Mr. N. Anohu, Asst. Professor, CSE	Preparation of the code of conduct
2	Mr. A. Srinivasa Rao, Asst. Professor, ECE	Preparation signboards of rules
3	Dr. M. Ganapathi, Professor, S&H	Preparation of code for the violation of rules and punishments.
4	Mrs. M. Sai Kumar, Asst. Professor, CE	To verify and finalize the code of conduct.

*N. Madhu Reddy*  
Coordinator

  
Principal  
PRINCIPAL  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU, ONGOLE



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

NH-16, Valluru, Ongole, Prakasam (District)-523272

## Disciplinary Committee

Date: 10/11/2022

### CIRCULAR

RGAN/2022-23/DC/03

This is to inform all members of the Discipline Committee about an upcoming meeting scheduled on 12/10/2022 at 3:00 pm. Hence, your attendance at the meeting is highly requested without exception.

**Venue:** Board Room

**Agenda:**

1. Guidance from the Committee Coordinator.
2. Prohibition of mobile devices and regular mobile inspections.
3. Maintaining discipline during examinations.

N. Madhu Babu  
Coordinator

  
Principal

PRINCIPAL  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU:: ONGOLE.



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)  
NH-16, Valluru, Ongole, Prakasam (District)-523272

Date: 12/11/2022

## MINUTES OF THE MEETING

With Reference to the circular dated 10/11/2022 Discipline committee has been assembled in Board Room for the academic year 2022-2023.

### Agenda:

1. Guidance from the Committee Coordinator.
2. Prohibition of mobile devices and regular mobile inspections.
3. Maintaining discipline during examinations.

During the meeting the following members were present.

S. No	Name of the Faculty with Designation	Role	Signature
1	Dr. K. V. Subramanyam, Principal	Chairman	
2	Mr. N. Madhu Babu, Asst. Professor, S&H	Co-ordinator	
3	Mr. N. Anohu, Asst. Professor, CSE	Member	
4	Mr. A. Srinivasa Rao, Asst. Professor, ECE	Member	
5	Dr. M. Ganapathi, Professor, S&H	Member	
6	Mrs. M. Sai Kumar, Asst. Professor, CE	Member	

### Points Discussed

1. N. Madhu Babu, Asst. Professor, S&H Coordinator of the committee engaged with the members to review the responsibilities assigned during the previous meeting.
2. The members provided their reports on the tasks they had been assigned.
3. The Committee Coordinator emphasized the strict prohibition of mobile devices on campus. Additionally, all Heads of Departments (HODs) were advised to regularly caution students about the severe consequences of bringing mobile devices. The coordinator also instructed members to conduct frequent mobile device checks.
4. With exams approaching, members were directed to ensure students adhere to the exam timetable and follow specific rules:
  - a. Students must arrive at college on time.
  - b. Students are required to wear their uniforms and display their ID card.
  - c. Students should maintain silence in the corridors

N. Madhu Babu  
Coordinator

Principal  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU:: ONGOLE.



# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)

NH-16, Valluru, Ongole, Prakasam (District)-523272

## Disciplinary Committee

Date: 10/2/2023

### CIRCULAR

RGAN/2022-23/DC/04

This is to inform all the Discipline Committee members that there is a meeting on 11/2/2023 at 3:30 pm. Hence, you are requested to attend the meeting without fail.

Venue: Board Room

#### Agenda:

1. Monitoring the behavior of students.
2. Awareness on the punishments for misconduct.
3. Instructions for first year B. Tech Students on Discipline.
4. Check points for first year B. Tech.

N. Madhu Babu  
Coordinator

  
Principal

PRINCIPAL  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU: ONGOLE.



**RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS**  
(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)  
NH-16, Valluru, Ongole, Prakasam (District)-523272

Date: 11/2/2023

**MINUTES OF THE MEETING**

With Reference to the circular dated 10/2/2023 Discipline committee has been assembled in Board Room for the academic year 2022-2023.

**Agenda:**

1. Monitoring the behavior of students.
2. Awareness on the punishments for misconduct.
3. Instructions for first year B. Tech Students on Discipline.
4. Check points for first year B. Tech.

During the meeting the following members were present.

S. No	Name of the Faculty with Designation	Role	Signature
1	Dr. K. V. Subramanyam, Principal	Chairman	
2	Mr. N. Madhu Babu, Asst. Professor, S&H	Coordinator	
3	Mr. N. Anohu, Asst. Professor, CSE	Member	
4	Mr. A. Srinivasa Rao, Asst. Professor, ECE	Member	
5	Dr. M. Ganapathi, Professor, S&H	Member	
6	Mrs. M. Sai Kumar, Asst. Professor, CE	Member	

**Points Discussed**

1. N. Madhu Babu, Asst. Professor, S&H, Coordinator of the committee, reviewed the meeting minutes and provided essential instructions. He also addressed the committee regarding the students' behavior during breaks.
2. Committee members voiced concerns about the operating hours of the stores, Xerox shop, and canteen. Consequently, the committee decided to amend the timings for these facilities. They resolved to restrict access to the stores, Xerox shop, and canteen to break times, with the expectation that no students would be present in these areas outside of designated breaks.
3. The committee coordinator urged all members to inform students about the potential consequences for misconduct.
4. It was decided that all members should collectively educate first-year B.Tech students about the code of conduct, regulations, and potential penalties.
5. The decision was made to establish checkpoints and oversee student discipline.

The following members have assigned the work.





# RISE KRISHNA SAI GANDHI GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTUK, Kakinada)  
NH-16, Valluru, Ongole, Prakasam (District)-523272

S. No	Person Responsible	Assigned work
1	Mr. N. Anohu, Asst. Professor, CSE	At the Entrance of the college
2	Mr. A. Srinivasa Rao, Asst. Professor, ECE	At the Canteen
3	Dr. M. Ganapathi, Professor, S&H Mrs. M. Sai Kumar, Asst. Professor, CE	At the respective Departments

## PUNISHMENT AND PENALTIES

- Potential actions that may be taken when a student is found to have violated the student code of conduct include issuing warnings, imposing suspensions, imposing monetary fines, dismissing the student, and upholding or revoking their degree.

*N. Madh Be*  
Coordinator

*[Signature]*  
Principal  
RISE KRISHNA SAI GANDHI  
GROUP OF INSTITUTIONS  
VALLURU:: ONGOLE.