



**MARRI LAXMAN REDDY**  
**INSTITUTE OF TECHNOLOGY AND MANAGEMENT**

(AN AUTONOMOUS INSTITUTION)

(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)

Accredited by NBA and NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

10.08.2023

**CIRCULAR**

All the members of the Disciplinary committee are here by informed that the meeting will be held in the convener's room on **11.08.2023 at 11.30AM** to discuss any on discipline in the campus.

Sl. No.	Name of the Staff	Designation	Remarks
1	Dr. K.Venkateswara Reddy	Principal/Director	Chairperson
2	Dr. K.Veeraiah	Professor & HOD- MBA	Coordination
3	Dr.B.Ravi Prasad	Dean- CSM	Member
4	Mr. K. Murali	HOD- CIVIL	Member
5	Mr. K Abdul Basith	HOD- CSE	Member
6	Dr. M. Nagalakshmi	HOD- IT	Member
7	Dr.N.Pushapalatha	HOD- CSD	Member
8	Dr. N. Srinivas	HOD- ECE	Member
9	Dr. A.Vinod	HOD- EEE	Member
10	Mr. V.Srinivasa Rao	HOD- H & S	Member
11	Mr. U. Sudhakar	HOD- Mech	Member
12	Mr.D.Paven	Incharge-Admin-	Member

  
**PRINCIPAL/DIRECTOR**  
**DIRECTOR**  
**MARRI LAXMAN REDDY**  
INSTITUTE OF TECHNOLOGY AND MANAGEMENT  
DUNDIGAL, QUTHBULLAPUR, HYD-43, TELANGANA



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## Proceedings of Disciplinary Committee meeting Held in the Chambers of Convener on 31/01/2023

A meeting was conducted in the Chambers of Coordinator on 31/01/2023 at 12.00 PM to discuss certain Academic matters. The details of the meeting are briefed below.

### Agenda

1. Review of previous meeting.
2. Students are playing with mobile while class is going on.
3. The library books borrowed by students are not returned in proper way.
4. Not maintaining proper dress code.
5. Anti-Ragging.
6. Late coming and after noon absconding students.
7. Any other item with permission of the chair.

#### **1. Review of previous meeting:**

The coordinator reviewed the points discussed in the previous meeting.

#### **2. Students are playing with mobile while class is going on:**

The coordinator of the committee put in front of the members that some of the students are playing with mobiles while class is going on. It is highly objectionable and this type of things should not be encouraged at any cost and necessary disciplinary action should be initiated against the guilty students.

#### **3. The library books borrowed by students are not returned in proper way:**

Every student must follow library rules and regulations. Some of the students borrowing books from library, but at the time of submission of books, it is found that the returned books in bad condition. It is highly offensive. In view of this coordinator initiated disciplinary action against such students.

#### **4. Not maintaining proper dress code:**

The coordinator informed the members that all faculty member and students should obey the orders of the administration with regard to dress code. There is standard dress code to be observed by all the faculty and students in the college. Anybody violating these orders will be seriously dealt with.

**5. Anti-Ragging measurements:**

The coordinator informed the members of the anti ragging committee their duties and responsibilities discussed for anti ragging in the college premises, outside of the college.

**6. Late coming Students and after noon going students measurements:**

The coordinator of the committee put in front of the members of the class teachers and mentors of the students that some of the students are late coming and absconding in the afternoon this should not encouraged at any cost and necessary disciplinary action should be initiated against the above said students.

**7. Any other item with permission of the chair:**

No other point has come for discussion in the meeting. Finally the coordinator expressed. His happiness over the way meeting was held and expressed that the deliberations of the meeting will be informed to the concerned people and suitable action will be taken.

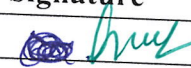





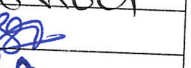




**Discipline Committee Report**

Based on the disciplinary committee in the campus held on 11.08.2023 at 12.00 PM  
The following mints of the committee were discussed:

1. Enquiry about the any issues of discipline.

**Report:** The committee members are enquired about the discipline compliant from (01.08.2023 to 31.12.2023) any in the campus is **Nil**.

The meeting concluded with thanks to the members.

Sl. No.	Name of the Staff	Remarks	Signature
1	Dr. K.Venkateswara Reddy	Chairperson	
2	Dr. K.Veeraiah	Coordination	
3	Dr.B.Ravi Prasad	Member	
4	Mr. K. Murali	Member	
5	Mr. K Abdul Basith	Member	
6	Dr. M. Nagalakshmi	Member	
7	Dr.N.Pushapalatha	Member	
8	Dr. B. Srinivas	Member	
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