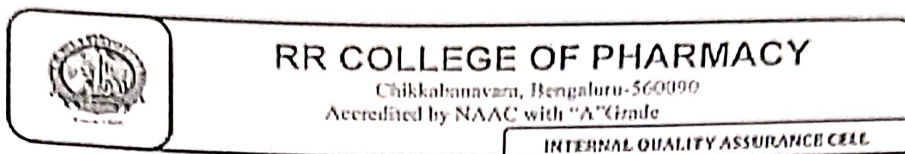


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Date: 25/07/2024

Circular

All members of the Disciplinary Committee are hereby notified to attend a meeting scheduled for July 26, 2024, at 11:00 AM. The purpose of this meeting is to discuss and address college disciplinary matters. Your attendance is important to ensure comprehensive review and effective management of these issues.

Venue: Principal Chamber

Agenda:

1. Review on earlier meeting resolutions
2. Policy and Procedure Review
3. Incident Reporting and Investigation Protocols
4. Strategies for Preventive Measures
5. Collaboration with Student Support Services

Note: Please bring relevant reports and documents to support discussions.

Co-ordinator

Committee members

Principal
PRINCIPAL
R.R. College of Pharmacy
Chikkabanavara, Bangalore

Sl. No	Name of the Faculty/student	Committee/Designation	Signature
1	Dr. Narayanaswamy V. B	Chairman	
2	Dr. Hindustan Abdul Ahad	Co-ordinator	
3	Dr. Vachala S D	Member	
4	Dr. Seema Gupta	Member	
5	Dr. Sateesh Kumar E	Member	
6	Dr. Deeparani	Member	
7	Mr. Dhananjaya E	Member	
8	Ms. Usha Shree	Member	
9	Dr. Dharani	Member	
10	Mr. Chean	Member	
11	Mr. Nitesh Kumar	Member	
12	Ms. Sharanya P	Member	
13	Mr. Suman Singh	Member	



RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090
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INTERNAL QUALITY ASSURANCE CELL

Disciplinary committee

Date: 26/07/ 2024

The Disciplinary Committee meeting was held on July 26, 2024, at 11:00 AM in the Principal's Chamber to discuss disciplinary activities, with the following agenda.

The Chairman warmly welcomed all committee members. The following agendas were discussed

1. Review of Earlier Meeting Resolutions

The committee began by reviewing the resolutions from the previous meeting.

Completed Actions: Updates on the handling of minor infractions and academic dishonesty have been implemented successfully.

The communication channels between departments for incident reporting have improved.

Ongoing Tasks: Development of the training module for faculty and staff on managing disciplinary cases, which is still in progress.

Follow-up on the revision of the student code of conduct to make it more accessible. The committee emphasized the need for clear communication to the student body.

2. Policy and Procedure Review

The committee discussed the effectiveness of the current disciplinary policies and agreed that they are largely effective but require some updates.

Suggested Revisions: Introduction of clearer guidelines on dealing with mental health issues concerning student behavior.

Minor amendments to the appeals process to ensure fairness and transparency.

Action Plan: The committee tasked individual members with reviewing specific sections of the policy to provide detailed feedback. These will be finalized in the next meeting for approval.

3. Incident Reporting and Investigation Protocols

Current Reporting System: The committee discussed the existing incident reporting system and found it functional but agreed that it could be more user-friendly.

Suggested Improvements: Implementation of an online reporting platform that will allow students and staff to easily report incidents.

Introduction of a faster acknowledgment and response time for all reported incidents.

Action Plan: A sub-committee was formed to design and implement the online reporting system and set deadlines for the investigation protocol updates.

4. Strategies for Preventive Measures

The committee highlighted the need for proactive measures to reduce the occurrence of disciplinary infractions.

Proposed Actions:

Conduct workshops and awareness programs for students on topics such as academic integrity, personal responsibility, and ethical behavior.

Peer mentoring programs to promote positive behavior among students, particularly those new to the institution.

-Action Plan:

A separate team was designated to create the content and schedule these preventive workshops. The committee will revisit the progress in the next meeting.

5. Collaboration with Student Support Services

Integration with Support Services:

The committee emphasized the importance of working closely with student support services to address underlying issues related to student behavior.

Key Suggestions:

Increased collaboration between the disciplinary committee and counseling services to ensure students receive the necessary support.

Regular check-ins with academic advisors to identify students at risk and provide early intervention.


Action Plan:

A meeting will be scheduled with the Student Support Services team to discuss how counseling can be integrated into the disciplinary process more effectively.

Closing Remarks:

The Chair thanked all members for their contributions.


Co-ordinator


Principal
PRINCIPAL
R.R. College of Pharmacy
Chikkabanavara, Bangalore



RR COLLEGE OF PHARMACY

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INTERNAL QUALITY ASSURANCE CELL

Academic committee members

Sl. No	Name of the Faculty/student	Committee/Designation	Signature
1	Dr. Narayanaswamy V. B	Chairman	
2	Dr. Hindustan Abdul Ahad	Co-ordinator	
3	Dr. Vachala S D	Member	
4	Dr. Seema Gupta	Member	
5	Dr. Sateesh Kumar E	Member	
6	Dr. Deeparani	Member	
7	Mr. Dhananjaya E	Member	
8	Ms. Usha Shree	Member	
9	Dr. Dharani	Member	
10	Mr. Chean	Member	
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