



N. L. Dalmia[®]

Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Disciplinary Committee



Supporting Documents

7.1.10. The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard

| Sr. No. | Details |
|---------|---|
| I | Committee to monitor adherence to the Code of Conduct - Anti Ragging Committee |
| I | Disciplinary Committee |
| 1 | Composition of Disciplinary Committee A.Y.2022-23 |
| 2 | Composition of Disciplinary Committee A.Y.2021-22 |
| 3 | Minutes of Disciplinary Committee A.Y.2021-22 |
| 4 | Composition of Disciplinary Committee A.Y.2020-21 |
| 5 | Minutes of Disciplinary Committee A.Y.2020-21 |
| 6 | Composition of Disciplinary Committee A.Y.2019-20 |
| 7 | Minutes of Disciplinary Committee A.Y.2019-20 |
| 8 | Composition of Disciplinary Committee A.Y.2018-19 |
| 9 | Minutes of Disciplinary Committee A.Y.2018-19 |



N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Composition of Disciplinary Committee A.Y.2022-23

NLDIMSR/DC/JULY,2022

01st July, 2022

DISCIPLINARY COMMITTEE

The Management hereby re-constitutes Disciplinary Committee with effect from 01/07/2022 and nominates the following members to be on the said committee.

Objective

The objective of the Discipline Committee is to create awareness among the students against any ill incidents taking place in the campus. The Disciplinary Committee maintains the compliance with the provisions of UGC/AICTE Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in the institution.

Accordingly, the Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behaviour of the students.

| Sr. No. | Name | Designation |
|----------------|-----------------------------|--------------------|
| 1 | Dr. Joyeeta Chatterjee | Chairperson |
| 2 | Dr. Baisakhi Mitra Mustaphi | Convenor |
| 3 | Ms. Sujata D'Souza | Member |
| 4 | Dr. Nazia Ansari | Member |
| 5 | Dr. Chitra Gounder | Member |
| 6 | Ms. Sumedha Naik | Member |

The above committee members shall hold office for one year from the date of this notification and shall function in co-ordination with the Management of the Institution.




Prof. Dr. Maqsood Ahmed Khan
Director

Dr. M. A. Khan
Professor & Director
N. L. Dalmia
Institute of Management Studies & Research
Srishti, Sector-1, Mira Road (E), Mumbai-401107.



N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Composition of Disciplinary Committee A.Y.2021-22



N. L. Dalmia[®]
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

ISO 9001:2015 • Accredited Grade "A" by NAAC • Accredited Grade "MH-A****" (State) & Grade "A***" (National) by CRISIL • "Premier College" by ASIC

NLDIMSR/DC/JULY,2021

01st July, 2021

DISCIPLINARY COMMITTEE

The Management hereby re-constitutes Disciplinary Committee with effect from 01/07/2021 and nominates the following members to be on the said committee.

Objective

The objective of the Discipline Committee is to create awareness among the students against any ill incidents taking place in the campus. The Disciplinary Committee maintains the compliance with the provisions of UGC/AICTE Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in the institution.

Accordingly, the Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behaviour of the students.

| Sr. No. | Name | Designation |
|---------|-----------------------------|-------------|
| 1 | Dr. Jyoti Nair | Chairperson |
| 2 | Ms. Sujata D'Souza | Convenor |
| 3 | Dr. Nazia Ansari | Member |
| 4 | Dr. Baisakhi Mitra Mustaphi | Member |
| 5 | Dr. Chitra Gounder | Member |

The above committee members shall hold office for one year from the date of this notification and shall function in co-ordination with the Management of the Institution.

Prof. Vijay Ramchandran
Director

Prof. Seema Saini
CEO
N. L. Dalmia Educational Society



N. L. Dalmia[®]

Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Minutes of Disciplinary Committee
A.Y.2021-22

Disciplinary Committee

Action Taken Report for A.Y 2021-22

| S.No | Meeting date | Discussion | Action Taken |
|------|--------------|-----------------------|--|
| 1. | 27-11-2021 | Poor Attendance Issue | Student was given strict warning to be regular with the classes from the day onwards, failing of which can result in non-eligibility for appearing in exams. |



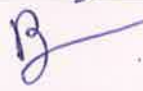





Approved by Chairperson



Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 27/11/2021 at 12.30 pm via Zoom. The following members were present:

| Name of the member | Signature |
|--|---|
| Dr. Jyoti Nair – Chairperson and Professor – Finance Program Head - PGDM |  |
| Dr. Chitra Gounder- Exam Department Head , Associate Professor. - Finance |  |
| Dr. Baisakhi Mitra Mustaphi- Convenor and Associate Professor, Marketing |  |
| Dr. Nazi Ansari- Assistant Professor-General Management |  |
| Ms Sujata D'Souza- Librarian |  |

| Name of the Invitee | Signature |
|---|---|
| Dr. Joyeeta Chatterjee- Professor and HoD Marketing and Co-Chairperson Placement |  |

Agenda of the meeting

- Poor Attendance of 3 Students- - Mr. Saumil Shah- (PGDM- Marketing Batch (2020-2022), Mr. Nikhil Bhati (PGDM- Marketing Batch (2020-2022), Mr. Shoaib Shaikh (PGDM- Marketing Batch (2020-2022)),
- 1. The three students by the name- Mr. Saumil Shah- (PGDM- Marketing Batch (2020-2022), Mr. Nikhil Bhati (PGDM- Marketing Batch (2020-2022), Mr. Shoaib Shaikh (PGDM- Marketing Batch (2020-2022)), were present for the meeting.
- 2. It was observed that the above three students had poor attendance in every subject and accordingly this meeting was convened.



Disciplinary Committee

Action Taken Report for A.Y. 2021-2022

| S.No. | Meeting Date | Discussion | Action Taken |
|-------|-----------------------------|---|---|
| 1 | 2 nd August 2021 | <p>Continuation of MMS program Sem 3 of Ms. Rachana Vaidya who has taken drop in A.Y. 2020-21 due to low attendance in the mentioned academic year</p> <p>Option 1 : To pay the Examination fees of Rs. 3000/subject and complete her course by doing self study, Institute will help her in filling the University Examination form.</p> <p>Option 2 : To pay the tuition fees of Rs. 1,87,000/- and can attend the Part Time MMM lectures</p> <p>Option 3 : To transfer her first year credits to any MMS Institute of her choice.</p> | 24 th August 2021: Ms. Rachana Vaidya was called and explained her about the completion of SEM3 and 4 on self without lecture and same points were explained as mentioned in the minutes |



Approved By Chairperson



Date: 02-08-2021

MINUTES OF THE MEETING OF DISCIPLINARY COMMITTEE HELD ON TUESDAY, 2nd August 2021 AT 3.30 P.M. at Director Sir's Cabin

Attendees of Meeting:

Prof. Dr. Jyoti Nair - Chairperson -
Prof. Vijay Ramchandran – Member
Prof Chitra.Gounder - Member
Mr. Anil Sawant – Convener

Agenda of the Meeting:

Meeting called upon to discuss regarding the admission of Ms. Rachana Vaidya of Division A Roll number MG1921-A55 for second year of MMS program

Points discussed:

Following points were updated about the Ms. Rachana Vaidya to all the members

- Ms. Rachana has cleared her 1st year MMS program
- Defaulted 3rd Sem for not attending lectures
- Non Submission of Projects, Assignments
- Not appeared in exam for any single subject of Sem 3rd
- Had meeting with her parent and updated on above matter and allow submitting the reason for not attending the lecture
- Had one to one meeting with Ms. Rachana on 1st Dec 2020 with Prof. Seema Saini and was allow to give internal submission before 10th Dec 2020 and then after to give all 3rd Sem subject on 15th December 2020 to 20th December 2020. But student did not responded despite of reminder email sent to her.
- Recently student approached Institute to commenced her 2nd year admission for MMS program

After discussion, it was agreed that:

Ms. Rachana Vaidya should be given the following options

Option 1 : To pay the Examination fees of Rs. 3000/subject and complete her course by doing self study, Institute will help her in filling the University Examination form.

Option 2 : To pay the tuition fees of Rs. 1,87,000/- and can attend the Part Time MMM lectures

Option 3 : To transfer her first year credits to any MMS Institute of her choice.






N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Composition of Disciplinary Committee A.Y.2020-21

DISCIPLINARY COMMITTEE

The Management hereby re-constitutes Disciplinary Committee for A.Y 2020-21 and nominates the following members to be on the said committee.

Objective

The objective of the Discipline Committee is to create awareness among the students against any ill incidents taking place in the campus. The Disciplinary Committee maintains the compliance with the provisions of UGC/AICTE Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in the institution.

Accordingly, the Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behaviour of the students.

| | | |
|---|------------------------|-------------|
| 1 | Dr. Jyoti Nair | Chairperson |
| 2 | Mr. Anil Sawant | Convenor |
| 3 | Dr. Gulab Mohite | Member |
| 4 | Dr. Kanti Mohan Saini | Member |
| 5 | Dr. Joyeeta Chatterjee | Member |
| 6 | Dr. Chitra Gounder | Member |



N. L. Dalmia[®]

Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Minutes of Disciplinary Committee
A.Y.2020-21

Disciplinary Committee

Action Taken Report for A.Y. 2020-2021

| S.No. | Meeting Date | Discussion | Action Taken |
|-------|---------------------------------|--|---|
| 1 | 10 th November 2020 | Disciplinary action against Rachana Vaidya for * Very poor attendance. * No formal intimation to concern department for leave of absence. * No response to emails. * Non-participation in Internal evaluation of subjects Ms. Rachana and her mother will visit the Institute with all the medical documents and will meet in person to Mr. Anil Sawant & Prof, Seema Saini | The same was explained to her and given time to submit her summer project, assignments and supplement exams |
| 2. | 12 th September 2020 | Misbehaviour of Mr. Shreyas Rajadhyaksha – (MMS -Roll No. MG1820-A39) towards Prof. Kanchan and his non-submission of Summer Internship Report and Final Project | Apology letter of misbehaviour. Rework on projects under the guidance of another faculty which will be intimated to him by Dr. Jyoti Nair and same should be submitted in 30 days Shreyas and his parents agreed to follow the recommendation of the Committee and assured the completion of the projects as given. |

Approved By Chairperson



Date: 20-11-2020

**MINUTES OF THE MEETING OF DISCIPLINARY COMMITTEE HELD ON TUESDAY, 10TH
NOVEMBER 2020 THROUGH ONLINE ZOOM AT 3.30 P.M.**

Attendees of Meeting:

Prof. Dr. Jyoti Nair - Chairperson
Prof Chitra.Gounder - Member
Prof, Dr. Gulab.Mohite – Member
Mr. Anil Sawant – Convener
Prof, Seema Saini - Invitee
Ms. Rachana Vaidya –Student
Mr. Bhavesh Vaidya – Student’s Father

Agenda of the Meeting:

Meeting called upon to discuss and to take further action for the following points of Ms. Rachana Vaidya of Division A Roll number MG1921-A55;

- * Very poor attendance.
- * No formal intimation to concern department for leave of absence.
- * No response to emails.
- * Non-participation in Internal evaluation of subjects.

Points discussed:

1. Mr. Anil Sawant & Dr. Jyoti Nair – informed the members about Ms. Rachana’s poor attendance, failure to intimate the reason of absences, non response to emails and non-participation in internal evaluation of subjects
2. Prof. Chitra.Gounder – Updated the members about Ms. Rachana’s attendance of Sem 3 which is very poor and was also informed to her father about the same.
3. Prof. Dr. Gulab Mohite – Updated members that Ms. Rachana was also defaulter in Sem 2 and was called alongwith her parents for explanation.
4. Prof. Seema Saini – Informed Ms. Rachana Vaidya and her father regarding the lots of efforts being done by Institute to nurture every student’s potential to become a future leader in corporate sector by giving immaculate placement.
5. Ms. Rachana replied the reason behind her of remaining absent that she was suffering COVID 19 and was in depression due her father’s job loss.

After discussion, it was agreed that:

Ms. Rachana and her mother will visit the Institute with all the medical documents and will meet in person to Mr. Anil Sawant & Prof, Seema Saini.



Date: 20-11-2020

MINUTES OF THE MEETING OF DISCIPLINARY COMMITTEE HELD ON TUESDAY, 10TH NOVEMBER 2020 THROUGH ONLINE ZOOM AT 3.30 P.M.

Attendees of Meeting:

Prof. Dr. Jyoti Nair - Chairperson
Prof Chitra.Gounder - Member
Prof, Dr. Gulab.Mohite – Member
Mr. Anil Sawant – Convener
Prof, Seema Saini - Invitee
Ms. Rachana Vaidya –Student
Mr. Bhavesh Vaidya – Student’s Father

Agenda of the Meeting:

Meeting called upon to discuss and to take further action for the following points of Ms. Rachana Vaidya of Division A Roll number MG1921-A55;

- * Very poor attendance.
- * No formal intimation to concern department for leave of absence.
- * No response to emails.
- * Non-participation in Internal evaluation of subjects.

Points discussed:

1. Mr. Anil Sawant & Dr. Jyoti Nair – informed the members about Ms. Rachana’s poor attendance, failure to intimate the reason of absences, non response to emails and non-participation in internal evaluation of subjects
2. Prof. Chitra.Gounder – Updated the members about Ms. Rachana’s attendance of Sem 3 which is very poor and was also informed to her father about the same.
3. Prof. Dr. Gulab Mohite – Updated members that Ms. Rachana was also defaulter in Sem 2 and was called alongwith her parents for explanation.
4. Prof. Seema Saini – Informed Ms. Rachana Vaidya and her father regarding the lots of efforts being done by Institute to nurture every student’s potential to become a future leader in corporate sector by giving immaculate placement.
5. Ms. Rachana replied the reason behind her of remaining absent that she was suffering COVID 19 and was in depression due her father’s job loss.

After discussion, it was agreed that:

Ms. Rachana and her mother will visit the Institute with all the medical documents and will meet in person to Mr. Anil Sawant & Prof, Seema Saini.



Disciplinary Committee Meeting - 10th Nov 2020 at 3.30 pm via ZOOM application

2 messages

Disciplinary Committee <dc@nldalmia.in>

9 November 2020 at 19:53

To: rachanavaidya39@gmail.com, vaidyasbhavesh@gmail.com

Cc: jyoti.nair@nldalmia.edu.in, HR Anveshan <kanti.mohan@nldalmia.edu.in>, chitra.gounder@nldalmia.edu.in, Gulab Mohite <gulab.mohite@nldalmia.in>, Anil Sawant <anil.sawant@nldalmia.in>

Dear Mr. Bhavesh & Ms. Rachana,

As discussed with you we are conveying a Disciplinary Committee Meeting tomorrow i.e. Tuesday, 10th November 2020 at 3.30 pm for the following agenda;

- * Very poor attendance.
- * no formal intimation to concern department for leave of absence.
- * no response to emails.
- * non-participation in Internal evaluation of subjects.

of Ms. Rachana Vaidya of Division A Roll number MG1921-A55.

We request you to join the meeting by clicking the following Zoom app link.

Join Zoom Meeting

<https://us02web.zoom.us/j/3802680704?pwd=ZGJOQnQ2SVRjbUFqenRtNlFVWEFPZz09>

Meeting ID: 380 268 0704

Passcode: 6hymT2

Thanks and regards

**N. L. Dalmia**®

Disciplinary Committee

Convenor

Anil G Sawant | Assistant Registrar**N. L. Dalmia Institute of Management Studies and Research**

(A School of Excellence of N. L. Dalmia Educational Society)

M: +91-99205 55333 | D: (022) 4299 0043 | B: (022) 4299 0033 (Ext. 743) | F: +91 22 4299 0088

Srishti, Sector 1, Mira Road (E), Thane (MMR) 401107

Accredited Grade "A" by NAAC & "Premier College" by ASIC

AICTE Approved | Affiliated to the University of Mumbai | An ISO 9001:2015 Certified

Please consider the environment before printing this email

Disciplinary Committee <dc@nldalmia.in>

9 November 2020 at 19:54

To: Seema Saini <ceo@nldalmia.in>, info.school@nldalmia.co.in

Respected Madam

Following is the mail regarding the Disciplinary Committee meeting regarding Ms. Rachna Vaidya poor attendance;

Thanking you

[Quoted text hidden]

Date: 14-09-2020

MINUTES OF THE MEETING OF DISCIPLINARY COMMITTEE HELD ON SATURDAY, 12TH SEPTEMBER, 2020 THROUGH ZOOM AT 4.30 P.M.

Attendees of Meeting:

Prof. Dr. Jyoti Nair - Chairperson
Prof. Dr. Kanti Mohan Saini - Member
Prof. Dr. Amit Shrivastava – By invitation
Prof. Vijay Kanchan – By invitation
Mr. Anil Sawant - Convener
Mr. Shreyas Rajyadhaksha and his parents

Agenda of the Meeting:

To discuss the action to be taken for the misbehaviour of Mr. Shreyas Rajadhyaksha – (MMS - Roll No. MG1820-A39) towards Prof. Kanchan and his non-submission of Summer Internship Report and Final Project

Points discussed:

1. Dr. Jyoti Nair – informed the members about non-submission of Summer Internship Report and Final Project by Mr. Shreyas Vinayak Rajadhyaksha and Shreyas' mail to Dr. Gor and Exam dept about Prof. Vijay Kanchan in a manner and tone not acceptable and in the nature of defaming the faculty.
2. Prof. Vijay Kanchan – Updated the members about Shreyas's indiscipline w.r.t meeting timelines given for the project and his unprofessional behaviour including rude emails by Mr. Shreyas. He also gave the dates of his interaction with the student.
3. Prof. Amit Shrivastava – Explained the consequences of delay in non-submission of the project as per the Institute's guidelines for which the student was declared 'Fail' in semester III.
4. Mr. Shreyas and his parents accepted the act of indiscipline and apologized for the misbehaviour of Mr. Shreyas.

After discussion, it was agreed that:

1. Shreyas Rajyadhaksha has to write a profuse apology letter to Prof. Kanchan for his misbehaviour.
2. The student will have to rework on both the projects under the guidance of another faculty which will be intimated to him by Dr. Jyoti Nair.
3. Both the projects has to be duly completed within 30 days of intimation of Faculty guide.

Shreyas and his parents agreed to follow the recommendation of the Committee and assured the completion of the projects as given.



Disciplinary Committee Meeting - Saturday, 12th Sep 2020 at 4.30 pm

1 message

Disciplinary Committee <dc@nldalmia.in>

12 September 2020 at 12:13

To: Anil Sawant <anil.sawant@nldalmia.in>, jyoti.nair@nldalmia.edu.in, Seema Saini <ceo@nldalmia.in>, amit.shrivastava@nldalmia.edu.in, shreyasgift@yahoo.com, kanti.mohan@nldalmia.edu.in, vijay.kanchan@nldalmia.edu.in

Respected Members,

We have arrange a Disciplinary Committee Meeting today i.e. Saturday, 12th Sep 2020 at 4.30 pm for the following agenda

* Non submission of Summer Internship Report and Final Project by Mr.Shreyas Vinayak Rajadhyaksha - MMS student of Division A, MG1820-A39

The meeting will be held via Zoom app by clicking the below link

Join Zoom Meeting

<https://us02web.zoom.us/j/3802680704?pwd=ZGJOQnQ2SVRjbUFqenRtNlFVWEFPZz09>

Meeting ID: 380 268 0704

Passcode: 6hymT2

--
Thanks and regards

**N. L. Dalmia**[®]

Disciplinary Committee

Convenor

Anil G Sawant | Assistant Registrar**N. L. Dalmia Institute of Management Studies and Research**

(A School of Excellence of N. L. Dalmia Educational Society)

M: +91-99205 55333 | D: (022) 4299 0043 | B: (022) 4299 0033 (Ext. 743) | F: +91 22 4299 0088

Srishti, Sector 1, Mira Road (E), Thane (MMR) 401107

Accredited Grade "A" by NAAC & "Premier College" by ASIC

AICTE Approved | Affiliated to the University of Mumbai | An ISO 9001:2015 Certified

Please consider the environment before printing this email



N. L. Dalmia®



Srishi, Sector 1, Mira Road (E), Thane 401107

Accredited Grade "A" by NAAC & "Premier College" by ASIC | AICTE Approved | Affiliated to the University of Mumbai
PGDM Program Graded A** (National), MH A*** (State) by CRISIL | An ISO 9001:2015 Certified

From: Anil Sawant <anil.sawant@nldalmia.in>
Sent: Tuesday, August 3, 2021 4:31 PM
To: Vijay Ramchandran <director@nldalmia.edu.in>
Cc: Prof. Seema Saini <seema.saini@nldalmia.in>; Jyoti Nair <jyoti.nair@nldalmia.edu.in>; Chitra Gounder <chitra.gounder@nldalmia.edu.in>; Disciplinary Committee <dc@nldalmia.in>

[Quoted text hidden]

[Quoted text hidden]

Anil Sawant <anil.sawant@nldalmia.in> 4 August 2021 at 10:51
To: Jyoti Nair <jyoti.nair@nldalmia.edu.in>
Cc: "Prof. Seema Saini" <seema.saini@nldalmia.in>, Chitra Gounder <chitra.gounder@nldalmia.edu.in>, Disciplinary Committee <dc@nldalmia.in>, Vijay Ramchandran <director@nldalmia.edu.in>

Respected Sir / Madam,

I checked with University Department,
- we can change her specialization from Finance to Marketing
- but cannot transfer her admission / credit point to another Institute, that means she has to complete her course from our Institute only

Thanks and regards



N. L. Dalmia®



Anil G Sawant | Assistant Registrar
N. L. Dalmia Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)
M: +91-99205 55333 | D: (022) 4299 0043 | B: (022) 4299 0033 (Ext. 743) | F: +91 22 4299 0088
Srishi, Sector 1, Mira Road (E), Thane (MMR) 401107

Accredited Grade "A" by NAAC & "Premier College" by ASIC
AICTE Approved | Affiliated to the University of Mumbai | An ISO 9001:2015 Certified

Please consider the environment before printing this email

[Quoted text hidden]



N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Composition of Disciplinary Committee A.Y.2019-20



N. L. Dalmia[®]
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

DISCIPLINARY COMMITTEE

The Management hereby re-constitutes Disciplinary Committee for A.Y 2019-20 and nominates the following members to be on the said committee.

Objective

The objective of the Discipline Committee is to create awareness among the students against any ill incidents taking place in the campus. The Disciplinary Committee maintains the compliance with the provisions of UGC/AICTE Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in the institution.

Accordingly, the Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behaviour of the students.

| | | |
|---|-----------------------|-------------------|
| 1 | Dr. Jyoti Nair | Chairperson |
| 2 | Dr. Dinesh Hegde | Member |
| 3 | Dr. Anil Gor | Member |
| 4 | Dr. Kanti Mohan Saini | Member |
| 5 | Mr. Anil Sawant | Member (Convenor) |



N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Minutes of Disciplinary Committee
A.Y.2019-20

Disciplinary Committee

*Action Taken Report for A.Y. 2019-2020

| S.No. | Meeting Date | Discussion | Action Taken |
|-------|----------------------------------|------------------------------|------------------------------|
| 1 | 3 rd December 2019 | No Specific point / decision | No Specific point / decision |


Approved By Chairperson





N. L. Dalmia®
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Date: 07-12-2019

Minutes of the Meeting

A meeting of the Disciplinary Committee of N.L.Dalmia Institute of Management Studies and Research was held on 3rd December, 2019 at 12.10 pm in the Meeting room (Director's Office).

The Agenda of the meeting was as follows:

There were no specific cases of indiscipline brought to the notice of the committee.

Mr. Anil Sawant updated that previous meeting decision i.e. to discourage the students to submit the medical leave in case of the low attendance, the action has been taken.

The meeting ended with a vote of thanks by the Chairperson of Admission.

The following members were present for the meeting:

Dr. Jyoti Nair – Chairman and Program Head - PGDM 

Dr. Dinesh Hegde – Dean Academics

Dr. Anil Gor – Program Head - MMS and HOD (Finance) 

Dr. Joyeeta Chatterjee – HOD (Marketing) 

Mr. Anil Sawant – Member 





N. L. Dalmia[®]

Institute of Management Studies and Research

(A School of Excellence of N. L. Dalmia Educational Society)

Composition of Disciplinary Committee A.Y.2018-19

DISCIPLINARY COMMITTEE

The Management hereby re-constitutes Disciplinary Committee for the A.Y 2018-19 and nominates the following members to be on the said committee.

Objective

The objective of the Discipline Committee is to create awareness among the students against any ill incidents taking place in the campus. The Disciplinary Committee maintains the compliance with the provisions of UGC/AICTE Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in the institution.

Accordingly, the Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behaviour of the students.

| | | |
|---|-----------------------|-------------------|
| 1 | Dr. Jyoti Nair | Chairperson |
| 2 | Mr. Anil Sawant | Member (Convenor) |
| 3 | Dr. Dinesh Hegde | Member |
| 4 | Dr. Anil Gor | Member |
| 5 | Dr. Rima G. Choudhary | Member |



N. L. Dalmia[®]

Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Minutes of Disciplinary Committee
A.Y.2018-19



N. L. Dalmia[®]
Institute of Management Studies and Research
(A School of Excellence of N. L. Dalmia Educational Society)

Disciplinary Committee


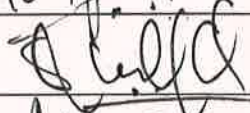

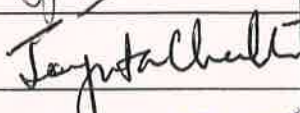
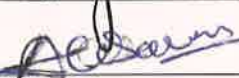
Action Taken Report for the A.Y 2018-19

| Meeting Date | Discussion | Action Taken |
|--------------|---|--|
| 10/08/2018 | No cases Reported General Discussion on maintenance of conduct was done in the meeting | Not Applicable |
| 12/11/2018 | Attendance | It was communicated that students with low attendance would not be allowed to sit in the examination and will have to appear in re-examination on payment of fee |
| 28/12/2018 | No case Reported | Not Applicable |

Approved by
Chairperson

Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 28/12/2018 at 1.30 p.m. The following members were present:

| Name of the member | Signature |
|--|---|
| Dr. Jyoti Nair – Chairperson and Program Head – PGDM |  |
| Dr. Dinesh Hegde – Dean Academics |  |
| Dr. Anil Gor – Program Head – MMS and HOD (Finance) |  |
| Dr. Joyeeta Chatterjee – HOD (Marketing) |  |
| Mr. Anil Sawant – Asst. Registrar |  |

There were no specific cases of indiscipline brought to the notice of the committee.

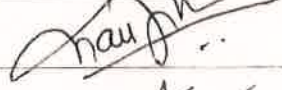

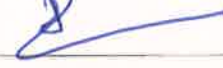
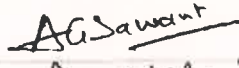
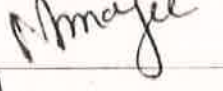

However it was observed by HODs and Program Heads that the overall student attendance in Semester III was low and many students have applied for medical leave after the attendance defaulter's list was announced. In view of the above and to discourage such practice, it was decided to notify the current Semester II students about attendance rules and the action proposed to be taken for low attendance.

Ms. Neela Mayee was requested to draft a notice to this effect and inform the students after approval from Dean and Program Heads.



Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 12/11/2018 at 12.00 p.m in 6th Floor Conference Room. The following members were present:

| Name of the member | Signature |
|--|--|
| Dr. Jyoti Nair – Chairperson and Program Head – PGDM |  |
| Dr. Anil Gor – Program Head – MMS and HOD (Finance) |  |
| Dr. Joyeeta Chatterjee – HOD (Marketing) |  |
| Mr. Anil Sawant – Asst. Registrar |  |
| Ms. Neela Mayee – Exam Coordinator (By invitation) |  |
| Dr. Dinesh Hegde – Dean Academics (Special Invitee) |  |

Agenda of the meeting:

1. To decide the action to be taken against students found eating/drinking/watching match in Bloomberg Lab.
2. To decide the action to be taken against students with poor attendance (attendance defaulters).

1. It was brought to the notice of Disciplinary committee that 5 students were found eating/watching match in Bloomberg Lab. Since this was a non-conformance to code of conduct already informed to students, the committee agreed on the following course of action:

- (i) Each of the erring student would tender a letter of apology to Dean Academics.
- (ii) These students would be fined Rs.500/- each
- (iii) In case of repeated misconduct, they would not be allowed to Bloomberg Lab.

Mr. Anil Sawant would issue a notice to these students to this effect.

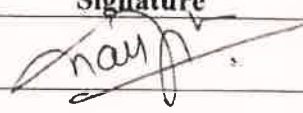
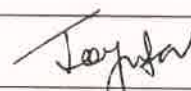
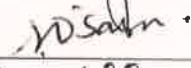
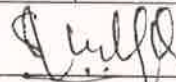
2. Students with very poor attendance (less than 50%) without an appropriate written request for leave (medical etc.) would not be allowed to appear for term end examination. They will have to appear for re-examination, scheduled in third week of December 2018, after payment of re-exam fees. The same would be intimated to such students by Ms. Neela.

The meeting concluded with the Chairperson thanking the members and Dr. Hegde for their presence.



Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 05/09/2018 at 11.45 a.m in 6th Floor Conference Room. The following members were present:

| Name of the member | Signature |
|--|---|
| Dr. Jyoti Nair – Chairperson and Program Head – PGDM |  |
| Dr. Anil Gor – Program Head – MMS and HOD (Finance) | |
| Dr. Joyeeta Chatterjee – HOD (Marketing) |  |
| Ms. Sujatha D'Souza – Librarian |  |
| Dr. Dinesh Hegde – Dean Academic (Special Invitee) |  |


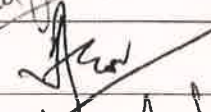
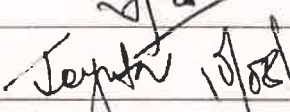
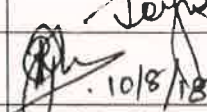
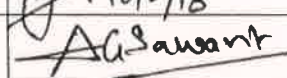
Agenda of the meeting

- To decide the action to be taken for mass bunking of students on 01/09/18 post Event Aakarshan 2018.
 1. All the members agreed that it is necessary to uphold the code of conduct and discipline in the campus and a strong deterrent is needed to discourage such professional misbehaviour by students.
 2. It was unanimously decided :
 - a) A fine of Rs.500/- be collected from each student (MMS/PGDM- Sem I) who were absent on that day.
 - b) 5 marks to be deducted from internal assessment in each subject scheduled on 01/09/18.
 - c) The students to be marked absent for each lecture scheduled on 01/09/18.
 3. The fine would be collected by the Class Representatives of each division and deposited with Accounts Department with the list of students. The fine should be collected and deposited latest by Saturday – 08/09/18. Students not paying the fine will not be allowed to attend lectures from 10/09/18.
 4. Academic Coordinator to inform the Class Representatives about the action taken.
 5. Academic Coordinator to inform the concerned faculty about the attendance and marks penalty.
 6. The meeting concluded with the Chairperson thanking the members and Dr. Hegde for their presence.



Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 10/08/2018 at 11.00 a.m in 6th Floor Conference Room. The following members were present:

| Name of the member | Signature |
|--|--|
| Dr. Jyoti Nair – Chairperson and Program Head – PGDM |  |
| Dr. Anil Gor – Program Head – MMS and HOD (Finance) |  |
| Dr. Joyeeta Chatterjee – HOD (Marketing) |  10/08/2018 |
| Dr. Rima.G.Chowdhury – HOD (HR) |  10/8/18 |
| Mr. Anil Sawant – Asst. Registrar |  AG-Sawant |

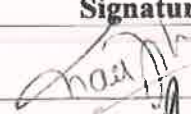
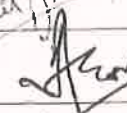
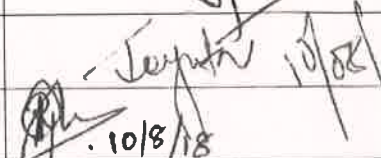
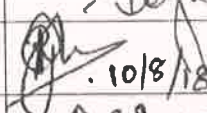
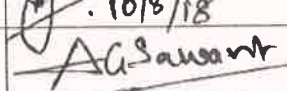
Agenda of the meeting

- To adopt the circular w.r.t action to be taken for non-conformance code of conduct
 - Attendance and dress code of II year students
 - Attendance for Industrial Visit
 - Frequency of meetings
1. Attendance of students in lectures to be monitored. Faculty can possibly deduct marks for class participation in internal evaluation.
 2. It was observed that students (especially II year) are not strictly conforming to dress code. It was decided that the students' non-conforming to dress code should not be allowed in campus. Asst. Registrar would coordinate with security at the Gate to enforce the same. Exceptional cases can be decided by the members of the Committee.
 3. Use of mobile phones in the class/lab by students to be strictly prohibited. The mobile phone of any such student should be confiscated by the faculty and deposited in Administration Department with Mr. Anil Sawant. HODs requested to inform their faculty team about the same.
 4. A notice intimating the students about points 3 and 4 to be circulated amongst students by Asst. Registrar after approval from Dean – Academics.
 5. 10 marks to be allotted to students for attendance in industrial visit planned by the Institute. These marks to form part of internal evaluation in the subject Strategic Management.
 6. The committee to meet once in a Semester in the absence of any case reported to the committee.
 7. The meeting concluded with the Chairperson thanking the members for their presence.



Minutes of the meeting of Disciplinary Committee

A meeting of the disciplinary committee was held on 10/08/2018 at 11.00 a.m in 6th Floor Conference Room. The following members were present:

| Name of the member | Signature |
|--|---|
| Dr. Jyoti Nair – Chairperson and Program Head – PGDM |  |
| Dr. Anil Gor – Program Head – MMS and HOD (Finance) |  |
| Dr. Joyeeta Chatterjee – HOD (Marketing) |  10/08/2018 |
| Dr. Rima.G.Chowdhury – HOD (HR) |  10/8/18 |
| Mr. Anil Sawant – Asst. Registrar |  AG-Sawant |

Agenda of the meeting

- To adopt the circular w.r.t action to be taken for non-conformance code of conduct
 - Attendance and dress code of II year students
 - Attendance for Industrial Visit
 - Frequency of meetings
1. Attendance of students in lectures to be monitored. Faculty can possibly deduct marks for class participation in internal evaluation.
 2. It was observed that students (especially II year) are not strictly conforming to dress code. It was decided that the students' non-conforming to dress code should not be allowed in campus. Asst. Registrar would coordinate with security at the Gate to enforce the same. Exceptional cases can be decided by the members of the Committee.
 3. Use of mobile phones in the class/lab by students to be strictly prohibited. The mobile phone of any such student should be confiscated by the faculty and deposited in Administration Department with Mr. Anil Sawant. HODs requested to inform their faculty team about the same.
 4. A notice intimating the students about points 3 and 4 to be circulated amongst students by Asst. Registrar after approval from Dean – Academics.
 5. 10 marks to be allotted to students for attendance in industrial visit planned by the Institute. These marks to form part of internal evaluation in the subject Strategic Management.
 6. The committee to meet once in a Semester in the absence of any case reported to the committee.
 7. The meeting concluded with the Chairperson thanking the members for their presence.

