Discipline Committee's Objective and Responsibilities:

	DR. PRAVIN B. ANNADATE Associate Professor- EXCS department
Department wise faculty member	Prof. Ajitkumar Khachne (member) – IT department. Prof. Sachin Deshpande (member) – CMPN department. Dr. Pravin Annadate (convener)- EXCS department. Prof. Santosh Jagtap (member) – EXTC department. Prof. Geetha Narayanan (member) – BIOM department. Prof. Renu Maan (co-convener) – FE department. Prof. Trupti Naik (member) – MMS department.

The Institute Discipline Committee is constituted for the maintenance of discipline in the Institute. The committee will ensure that Teaching and Non-Teaching Staff and students obey rules and remain orderly and peaceful in the pursuant of educational objectives/goals in the Institute community.

Objectives

- To ensure calm and peaceful academic atmosphere in the campus.
- To avoid physical confrontation among students and staff.
- To conduct enquiries on report of in-disciplinary activities.
- To initiate model actions against students involved in in-disciplinary activities
- To initiate steps to reduce violence, confrontation in future

Key Responsibilities

1. To monitor the disciplinary climate prevailing in the student's community.

2. To maintain and enforce strict discipline within the Institute campus.

3. All the students/faculty should wear their ID Cards while they are in the campus

4. In case of any violation of dress code or disturbance in the campus, the ID card will be confiscated from the concerned which will be then handed over with a warning and advice from the Disciplinary Committee Members.

5. To monitor the movement of the students/faculty in the Institute and prevent students loitering around in the corridors during the Institute working hours.

6. To ensure that all the students attend classes without bunking and prevent them from leaving the Institute early. Please note that no student can leave the Institute early without prior permission from the concerned authorities.

7. Smoking is strictly prohibited in the Institute campus. The committee ensures that this is being strictly followed.

8. To ensure that students maintain complete silence in the library.

9. To maintain proper discipline in the Institute canteen and student waiting room during the Institute working hours.

10. If any damage is caused to the Institute property by anyone, the cost of the same will be recovered with a fine from the concerned followed by disciplinary action.

11. If any indiscipline is found by any of the students, warn them on the first instance. Take disciplinary action based on the rules and regulations of the committee, if the pattern of misconduct continues.

12. To assist the Institute anti-ragging committee in preventing ragging in the Institute and to spread anti-ragging campaign throughout the student's community.

Classroom Rules

1. Arrive to class on time with the necessary equipment.

2. Listen to teachers without interruption.

3. Complete all assignments on time.

4. Treat the teacher and other students with respect.

5. Keep hands and feet to yourself.

6. Respect the property of the Institute.

7. Respect the rights and property of others.

8. Act in a safe and responsible manner.

Dress Code

- Girls and boys should put up the hairs neatly.

- Wearing of chains is not permitted.

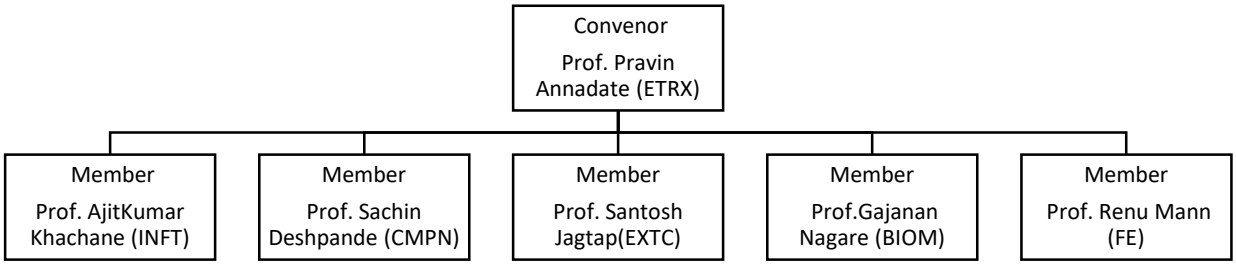
- Short trousers are not permitted.

- Wearing of heavy jewelleries is not permitted

- Boys must keep their pants pulled up and use a belt if necessary. Pants are not to be dragging on the ground. Undershirts are to be tucked in at all times.

Sr. No.	Activity	Date	Owner
1.	Prepare presentation to be presented in class	27th July 2023	Convener (PBA)
2.	Create an awareness about discipline in institute.	7th August to 11th August 2023	Discipline committee member from department
3.	Take frequent rounds fortnightly	July to November 2023	Discipline committee member from department

Committee Organization



The Major Responsibilities includes:

1. To ensure proper execution of code of conduct on campus by students and staff.
2. To help educate students about the importance of professional etiquettes, professional dressing, mannerism and communication.
3. To upkeep the discipline on campus.
4. To maintain the decorum in class and campus.

Sr. No.	List of Activities	Timeline
1.	To present the Code of Conduct during First Year Orientation Program to students and their parents to help them understand the working culture of the institute	Induction Program
2.	To conduct sessions for students and staff on professional ethics and etiquettes.	During Semester Approx. 5th and 8th Week
3.	To conduct random checks to the classrooms to monitor the discipline of the classrooms	Regular Basis
4.	Conduct periodic meetings with discussion on new strategies and policies	Periodically (Monthly)
5.	Helping students to align themselves with the institutes professional discipline and conduct	If Required

Prof. Pravin Annadate
Convenor

VIT Vidyalankar Institute of Technology Accredited A+ by NAAC	***DEPARTMENT OF FIRST YEARENGINEERING*** ***Monday Technical Activity odd semester (2022-23)***

Technical Talk

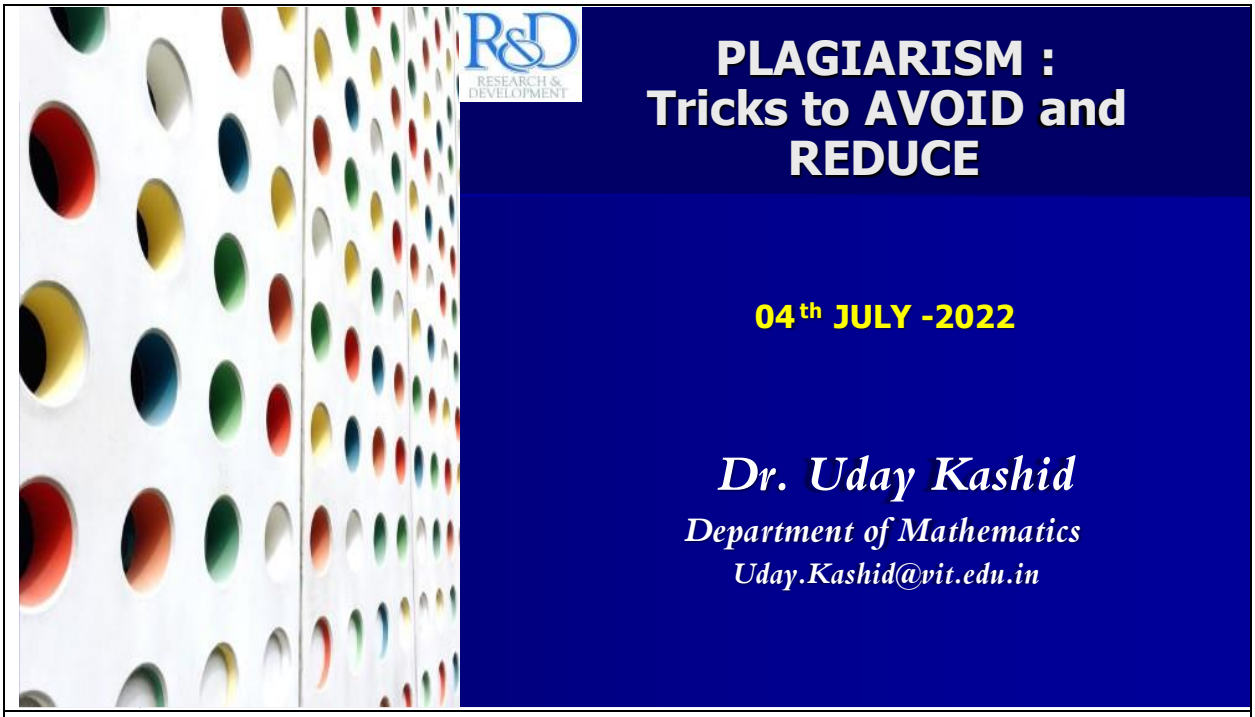
Faculty member: **Dr. Uday Kashid** Department: First Year Engineering

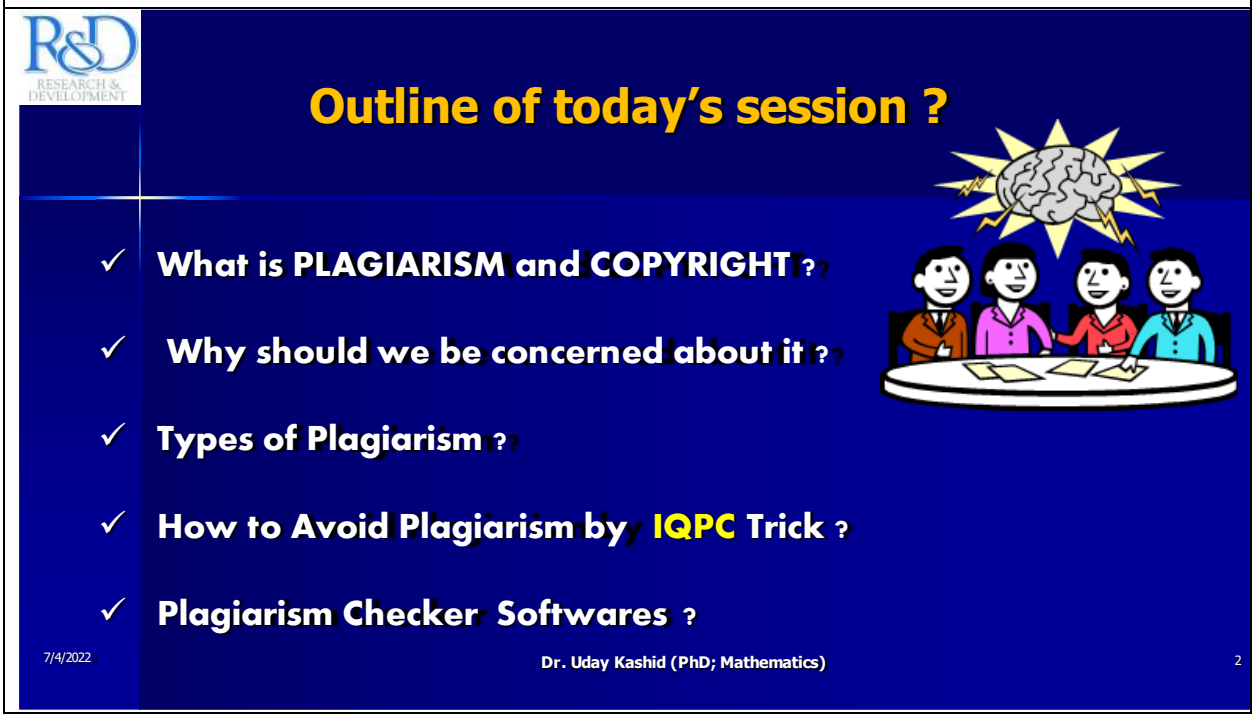
Date: **4th July 2022** Time: 9.30am-10.30am

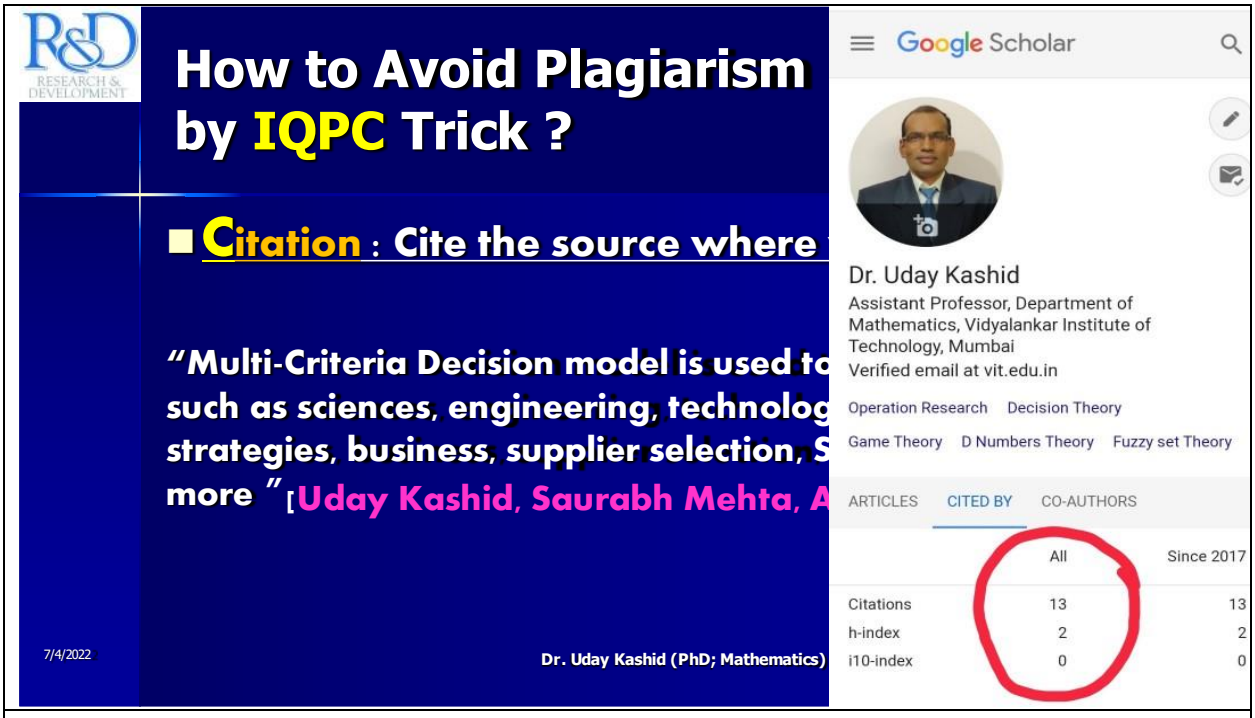
1	Ted talk/ Tec quickies / Video /Presentation / Animation /Lecture	Technical Presentation
2	Title	**PLAGIARISM: Tricks to AVOID and REDUCE**
3	Importance	To know Plagiarism and its consequences.
4	Abstract	✹ Plagiarism occurs when a party attempts to pass someone else's work or ideas off as their own, without properly giving credit to the original source. ✹ You are cheating yourself. ✹ **Devalues** others' original work. ✹ Academic D**ishonesty ->** it misrepresents the work of another as your own. ✹ We can avoid and reduce the plagiarism by using IQPC trick. ✹ Common knowledge that your readers will already know or common knowledge in specific field doesn't have need to cite. ✹ But Claims, arguments, theories, interpretations of others that you have paraphrased or summarized needs to be cited.
5	Conclusion	Audience will understand ethical things about how to prevent and reduce plagiarism work. Also, they will refer the list of paid and free plagiarism software and finally they will understand that plagiarism is serious offence.
6	References	http://surl.li/cisvs
7	The idea can be helpful to (Project/ Mini Project/ understanding the concept/ development of product etc.)	1. Understanding the concerns of plagiarism in education sector. 2. Types of plagiarism. 3. Prevention form similarity index by using IQPC trick. 4. Types of citations and plagiarism softwares.
8	Result of Discussion with audience after the technical review is over (feedback)	16 members were present for this session and understood the technique to reduce plagiarism. Paid software gives security of data, effectiveness and features more than free software.

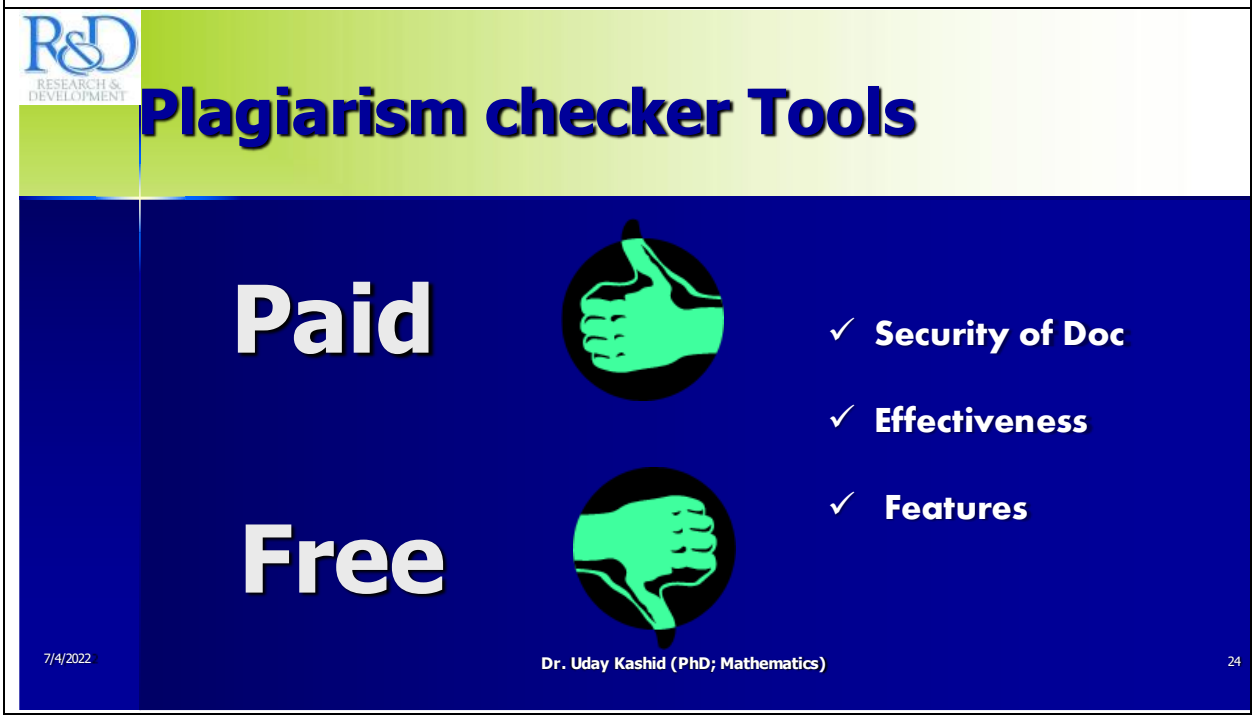
9	Comments if any	Excellent session !!
10	No. of audience	16

Attached photographs and attendance









Dr. Uday Kashid

Signature