

**E.G.S. Pillay Engineering College, Nagapattinam**  
**(Autonomous)**

**Discipline Committee**

Date: 30-12-2024

As per the direction of the management and the principal, the Discipline Committee is formed at college level to resolve the in-disciplinary issues raised by the students. Any incidence happens in and around the campus which directly and indirectly connecting with indiscipline issues can be immediately brought to notice of the Committee members, so that the appropriate action can be taken against the guilty without delay. The committee members details are given below.

**DISCIPLINE COMMITTEE MEMBERS**

| S.No | NAME                             | CONVENOR/ Member                            |
|------|----------------------------------|---|
| 1.   | Dr.G.Gurumoorthi                 | Deputy Director –<br>Academics & Discipline |
| 2.   | Mr.A.Rajesh, CSBS                | Convenor                                    |
| 3.   | Mr.V.R.Sugumaran, CSE            | Convenor                                    |
| 4.   | Mr. D.Velavan, Physical Director | Member                                      |
| 5.   | Dr.N.Murali, CSE                 | Member                                      |
| 6.   | Mr.N.Manikandan, MECH            | Member                                      |
| 7.   | Mr.S.Muruges, MECH               | Member                                      |
| 8.   | Mr.R.Gopinath, CSBS              | Member                                      |
| 9.   | Dr.M.Nuthal Srinivasan, ECE      | Member                                      |
| 10.  | Mrs.K.Vembarasi, ECE             | Member                                      |
| 11.  | Dr.R.Venkatesan, BME             | Member                                      |
| 12.  | Mr.K.Nandha kumar, EEE           | Member                                      |
| 13.  | Mr,R.Rajmohan, CIVIL             | Member                                      |
| 14.  | Mrs.S.Agilandeswari,AIDS         | Member                                      |
| 15.  | Mr.S.Sathish kumar,MBA           | Member                                      |
| 16.  | Dr.C.Mallika,MCA                 | Member                                      |
| 17.  | Dr.N.Moorthi, S&H                | Member                                      |
| 18.  | Dr.S.Ponsadai Lakshmi, S&H       | Member                                      |

**Deputy Director**

**Academics & Discipline**

CC to: The Secretary, The Trust members, All HoDs (to be read the circular in the class room) All Notice Boards, Discipline Committee, File

**PRINCIPAL**

**Dr. S. RAMABALAN, M.E., Ph.D.,**  
**PRINCIPAL**  
E.G.S. Pillay Engineering College.  
Thethi, Nagore - 611 002.  
Nagapattinam (Dt) Tamil Nadu.

**E.G.S. Pillay Engineering College, Nagapattinam  
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**MEETING OF DISCIPLINE COMMITTEE**

**CIRCULAR**

Date: 03-01-2025

Discipline committee meeting has been planned to conduct in our college as per schedule given below

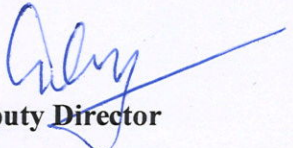
**Date:** 28.1.2024

**Time:** 10.30AM

**Venue:** BOARD ROOM

All the discipline Committee members are requested to attend the meeting to discuss the following points.

1. Indiscipline related issues
2. Students dress codes
3. Actions to be taken against defaulters.



**Deputy Director**

**Academics & Discipline**

**The Following Points Are Discussed In Meetings for smooth functioning of the institution.**

**The places to be visited.**

S.J.Block, G.G. Block & P.G. Block, Labs other than blocks, College Bus terminal

General visit to all spots and nearby temples

**The points to be verified by committee members**

- Roaming of students inside the campus
- Students Dress code
- Mobile Checking
- Late comers and maintaining of note
- Students' Daily attendance sheet
- Communication to the parents
- Ambience of Class rooms and Staff rooms
- Faculty dress code and punctual

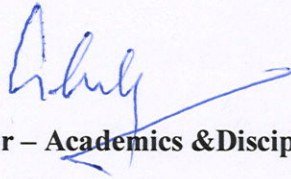
**General Instructions to be followed by the students:**

- All the students must wear ID card and black shoes.
- All the students should come to the classes in time and the late comers will not be permitted to enter the block.
- Usage of the cell phone is strictly prohibited inside the college premises and seized mobile phones will not be returned.
- Male students should come in formal dress with shirt tucked in.
- Female students should wear normal chuddar with shawl pinned double side.
- Female students are restricted to wear leggings /short tops/sleeveless/net shawl
- Wearing Jeans/Pencil pant and Printed shirts are restricted.
- Wearing sports shoes and colour shoes are not allowed.
- Students are advised to park their two wheels in respective allotted areas.
- Male students are not allowed to wear rings /bracelets (wire, metal rings)
- Male students are advised to come with proper hair cut and clean shaving of beard.
- Relaxation is given in Dress Code for the students on Thursdays , Fridays and Saturdays.

**The instructions to be followed by all department HODs and faculties for maintaining good discipline in college Campus.**

| S.No | Measures  | Documents to be Maintained   |
|------|---|--|
| 1    | Student attendance comparison between all 7 hours of every day  | Daily attendance sheet   |
| 2    | Communicating to the parents regarding students Absenteeism   | A separate sheet on daily basis  |
| 3    | Department Student attendance have to be maintained above 90% and to be updated to office               | To be entered in Google form   |
| 4    | Late comers should be monitored at department level   | A Separate note book   |
| 5    | Daily Checking of Dress Code and Mobile phone.  | A Separate note book   |
| 6    | Discussion on the implementation of a casual dress code for students on Thursday, Friday, and Saturday. | Official Circular/Notice   |
| 7    | Any other misbehavior and issues with other department  | Warning Letter from the students and parents and any other suspension order. |
| 8    | Availability of Staffs in correct time at gates for discipline duty and their interest.                 | Preparation of Staff gate duty schedule.                                     |
| 9    | Students must present at labs in time   | Lab entry register   |

**With this discussion the meeting ended and Finally Mr.Rajesh, Convenor has given the vote of thanks.**



**Deputy Director – Academics & Discipline**



**PRINCIPAL**

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PRINCIPAL  
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CC to: The Secretary  
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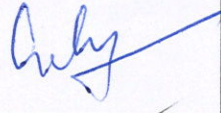
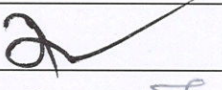
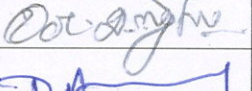
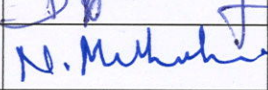
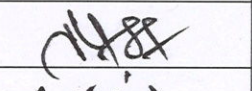

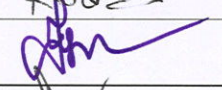

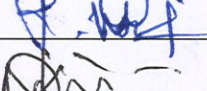
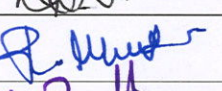
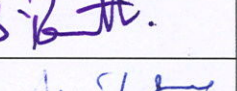

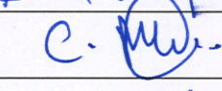
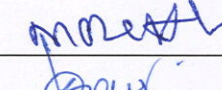
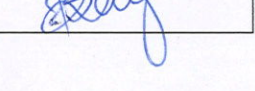



MINUTES OF MEETING OF DISCIPLINE COMMITTEE

**Date:** 03.01.2025

**Time:** 10.30AM

**Venue:** BOARD ROOM

The Deputy Director - Discipline welcomed all the members of Discipline Committee. He explained the Rules & Regulations of this institution.

| S.No | NAME                             | CONVENOR/ Member                            | Signature   |
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| 13.  | Mr,R.Rajmohan, CIVIL             | Member                                      |  |
| 14.  | Mrs.Preethi,IT                   | Member                                      |  |
| 15.  | Mrs.S.Agilandeswari,AIDS         | Member                                      |  |
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