



Smt. S. H. Mansukhani
INSTITUTE OF TECHNOLOGY
(An Engineering Polytechnic)

Approved by All India Council for Technical Education (AICTE), New Delhi.
Recognized by Director of Technical Education (DTE), Maharashtra.
Affiliated to Maharashtra State Board of Technical Education (MSBTE), Mumbai.



President :
Mr. Kishu Mansukhani

Rector & Secretary :
Prof. J.K. Bhambhani

Ref. No. : SHMIT / C-3 / 13 / 35

Date : 16/01/2013

CIRCULAR

A Discipline Committee comprising of following staff members is formulated :

- | | | |
|----|---------------------------|-------------------------|
| 1. | Mr. R. G. Kulkarni | ... <i>Chairperson.</i> |
| 2. | Mrs. N. R. Korde | ... <i>Member.</i> |
| 3. | Mrs. J. P. Mirani | ... <i>Member.</i> |

The Discipline Committee shall handle all disciplinary matters related to students (viz. misbehaviour / misconduct with staff / students, etc.). Whenever any violation of any rule including code of conduct occurs, then the concerned person (staff, class representative or student) shall submit a written complaint in prescribed format in the office. The same will be forwarded to the Discipline Committee. The Discipline Committee shall meet once in a week to review complaints received and determine the facts after meeting students and staff as required. The committee then make recommendation to Principal regarding punishment to student(s). The Principal will approve recommendation of Discipline Committee.

Students and Parents shall be given a hearing prior to being suspended (except in the case of emergency).

A. B. Patil
Principal

- Copy to :**
1. Students' Notice Board.
 2. Staff Notice Board.
 3. Mr. R. G. Kulkarni.
 4. Mrs. N. R. Korde.
 5. Mrs. J. P. Mirani.