



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2020-2021/02

Date: 13/11/2020

## CIRCULAR

All the Disciplinary committee members are requested to attend a meeting on 16/11/20 at 3.00 pm in the Board Room.

### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps must be taken to maintain discipline in and around campus, as well as to ensure that students follow the covid-19 guidelines.

  
MEMBER CONVENER

  
PRINCIPAL

PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

### Cc:

      
Deans/Heads of CV/ CSE/ ECE /ISE /MECH /PHY /CHEM  
/MATHS/MBA/ AO/SWO/ LIBRARY

REF: AIET/DIS/2020-2021/03

Date: 16/11/2020

## MINUTES OF MEETING

**Date:** 16<sup>th</sup> November 2020

**Venue:** Board Room

### Members Present:

The following members were present:

1. Dr. Peter Fernandes
2. Dr. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Dr. Ajith Hebbar
5. Dr. Sathyanarayan
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Dr. Prameela Kolake
9. Prof. Jayanth Kumar Rathod
10. Dr. Claret Elizabeth Menoca
11. Mr. Nikhil Alva
12. Prakyath Shetty N
13. Shruti

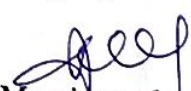
### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps must be taken to maintain discipline in and around campus, as well as to ensure that students follow the covid-19 guidelines.

The following are the outcomes:

- To inform/counsel the students consistently regarding proper dress code.
- To check Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- Observation of Movement of students during tea break and lunch break .
- To announce that if a student is absent from theory or practical classes, he or she must bring a signed Leave Card with them.

- Ensure that as soon as the students arrive to the campus, they will undergo Thermal Scanning/ Sanitization/ Health check up. In case of reports of any issue, such students shall be immediately isolated until COVID-19 is ruled out. Students with pre-existing illness/ symptoms must voluntarily report to the Screening counter.

  
Dr. Manjunatha Kotari  
Member Convener

  
Dr. PETER FERNANDES  
Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

REF: AIET/CCM/2020-21/2

Date: 20/09/2020

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 21/09/20 at 12.00 pm in the Board Room.

### Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

  
Dr. Ajith Hebbar

Member Convener

  
Dr. PETER FERNANDES

Principal

PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Principal Office/Managing Trustee



REF: AIET/CCM/2020-21/3

Date: 21/09/2020

## MINUTES OF MEETING

**Date:** 21<sup>st</sup> sep 2020

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Ajith Hebbar

### Agenda:


The following are the outcomes:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

### Action Taken

- ❖ Department of ECE will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct.

  
Dr. Ajith Hebbar  
Member Convener

  
Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Deans/HODs/SWO/AO/Library/Principal Office/Managing Trustee





# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2020-21/27

Date: 04/01/2021

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 07/01/21 at 11.00 am in the Board Room.

### Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

Dr. Ajith Hebbar  
Member Convener

Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Techno.  
Mijar, MOOBBIDRI - 574 225, D.K

Copies to:

Principal Office/Managing Trustee

REF: AIET/CCM/2020-21/5

Date: 07/01/2020

## MINUTES OF MEETING

**Date:** 7<sup>th</sup> January 2021

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Ajith Hebbar

### Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

The following are the outcomes:

- ❖ A sufficient number of programmes on Professional Ethics were found to be organized. The committee was pleased with the programmes.

### Action Taken Based on the previous meeting

- ❖ Department of Ece organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 16<sup>th</sup> November, 2020 at MBA seminar hall.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Department of ECE organized a talk on Professional Ethics for staffs by Mr Johnson Fernandes on 14<sup>th</sup> October, 2020 at MBA seminar hall.

Dr. Ajith Hebbar  
Member Convener

Dr. PETER FERNANDES  
Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2019-2020/02

Date: 16/07/2019


## CIRCULAR

All the Disciplinary committee members are requested to attend a meeting on 19/07/19 at 3.00 pm in the Board Room.

### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

  
MEMBER CONVENER

  
PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

### Cc:

Deans/Heads of CV/ CSE/ ECE /ISE /MECH /PHY /CHEM /MATHS/MBA/  
AO/SWO/ LIBRARY



REF: AIET/DIS/2019-2020/03

Date: 19/07/2019

## MINUTES OF MEETING

**Date:** 19<sup>th</sup> July 2019

**Venue:** Board Room

### Members Present:

The following members were present:


1. Dr. Peter Fernandes
2. Dr. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Dr. Ajith Hebbar
5. Dr. Sathyanarayan
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathod
10. Dr. Claret Elizabeth Menoca
11. Mr. Nikhil Alva
12. Prakyath Shetty N
13. Shruti

### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus

The following are the outcomes:

- To inform/counsel the students consistently regarding proper dress code.
- To check Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- Observation of Movement of students during tea break and lunch break .
- To announce that if a student is absent from theory or practical classes, he or she must bring a signed Leave Card with them.

  
Dr. Manjunath Kotari  
Member Convener


  
Dr. PETER FERNANDES  
Principal

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225, D.K

**Disciplinary committee meeting at the end of the academic year  
(COVID-19 period)**

**Date: 26/06/2020**

The meeting of the respective committee was commenced on 26/06/2020 to discuss issues related to the committee and action taken during the academic year 2019-20. Issues concerning offline classes' remedies taken up until the first week of March were discussed here. There were no major difficulties or outward incidents reported throughout, with the exception of a few minor incidents involving misbehavior and anomalies in the classroom. This year coincided with the worst pandemic in history. The college was closed beginning in the second week of March, and classes were taught online. The students were motivated to regularly attend the online classes and awareness was created among them and their family members regarding the norms to be followed during the pandemic situation. During August, exams have been announced for the final year degree students, so the committee has decided to face the situation with almost care. Necessary action will be taken to sanitize the college, classrooms, and all campuses and follow all the guidelines issued by the government in combating the pandemic.

  
Dr. Manjunath Kotari  
Member Convener

  
Dr. PETER FERNANDES

Principal  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

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REF: AIET/CCM/2019-20/2

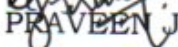
Date: 08/07/2019

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 15/07/19 at 12.00 pm in the Board Room.

### Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

  
Dr. PRAVEEN J

Member Convener

  
Dr. PETER FERNANDES  
PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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Principal Office/Managing Trustee





# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2019-20/03

Date: 15/07/2019

## MINUTES OF MEETING

**Date:** 15<sup>th</sup> July 2019

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

The following are the outcomes:

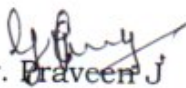
- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.


### Action Taken

- ❖ Department of CSE will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct.

### Action Taken based on the previous meeting

Department of MBA organized one day workshop on "Professional Etiquette and co-corporate life" Mrs. Matharani Mathias corporate trainer in Hospitality on 21<sup>st</sup> May, 2019 from 9.15am to 4.30pm.

  
Dr. Praveen J  
Member Convener

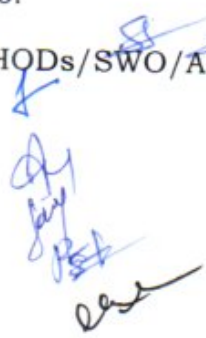
  
Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2019-20/4

Date: 06/01/2020

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 13/01/20 at 11.00 am in the Board Room.

Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

  
Dr. PRAVEEN J  
Member Convener

  
Dr. PETER FERNANDES

Principal

PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar. MOOBBIDRI - 574 225, D.K

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Principal Office/Managing Trustee



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2019-20/5

Date: 13/01/2020

## MINUTES OF MEETING

**Date:** 13<sup>th</sup> January 2020

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

The following are the outcomes:

- ❖ A sufficient number of programmes on Professional Ethics were found to be organized. The committee was pleased with the programmes.

### Action Taken Based on the previous meeting

- ❖ Department of CSE organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 10<sup>th</sup> September, 2019 at MBA seminar hall.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Rostrum, the speakers club organized a talk on "Morality and Humanism" by Justice N Santhosh Hegde on 16<sup>th</sup> October, 2019 in AIET Auditorium.

Dr. Praveen J.  
Member Convener

Dr. PETER FERNANDES  
Principal  
PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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*[Handwritten signatures and initials]*



**ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,  
Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2018-2019/62

Date: 16/07/2018

**CIRCULAR**

All the Disciplinary committee members are requested to attend a meeting on 18/07/18 at 3.00 pm in the Board Room.









**Agenda:**

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

  
MEMBER CONVENER

  
PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

**Cc:**

         
Deans/Heads of CV/ CSE/ ECE /ISE /MECH /PHY /CHEM /MATHS/MBA/  
AO/SWO/ LIBRARY





**ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,  
Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2018-2019/03

Date: 18/07/2018

### **MINUTES OF MEETING**

**Date:** 18<sup>th</sup> July 2018

**Venue:** Board Room

#### **Members Present:**

The following members were present:

1. Dr. Peter Fernandes
2. Dr. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Dr. Ajith Hebbar
5. Dr.Harishanand KS
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathod
10. Prof.P.Ramakrishna Chadaga
11. Mr.Sampath Nayak
12. Ms Shruthi

#### **Agenda:**

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

The following are the outcomes:


The following are the outcomes:


- To inform/counsel the students consistently regarding proper dress code.
- To check Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- Observation of Movement of students during tea break and lunch break .
- To announce that if a student is absent from theory or practical classes, he or she must bring a signed Leave Card with them.





**ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,  
Phone: 08258-262725, Fax: 08258-262726

  
Dr. Manjunatha Kotari  
Member Convener

  
Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engg. & Technology  
Mijar. MOODBIDRI - 574 225, D.K.



**ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,  
Phone: 08258-262725, Fax: 08258-262726

AIET/DIS/2018-2019 109

Dates: 10/05/2019

**CIRCULAR**

The members of the Disciplinary Committee are hereby requested to attend a review meeting on 16/05/2019 at 3.30PM.


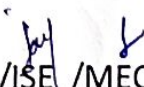


Venue: Board Room

Agenda: To discuss the issues related to the committee and remedies taken in the year 2018-2019

  
MEMBER CONVENER

  
PRINCIPAL  
ALVA'S Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

**Cc:**

     
Deans/Heads of ( CV/ CSE/ ECE /ISE /MECH /PHY /CHEM /MATHS/MBA)  
/AO/SWO/ LIBRARY /



**ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY**  
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,  
Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2018-2019/05

Date: 16/05/2019

**MINUTES OF MEETING**

**Date:** 16<sup>th</sup> May 2019

**Venue:** Board Room

**Members Present:**

1. Dr. Peter Fernandes ✓
2. Dr. Manjunath Kotari ✓
3. Dr.D.V.Manjunatha ✓
4. Dr. Ajith Hebbar ✓
5. Dr.Harishanand KS ✓
6. Dr. Ramprasad A.T. ✓
7. Dr. Ravikumar C ✓
8. Mrs. Prameela S Konde ✓
9. Prof. Jayanth Kumar Rathod ✓
10. Mr. Sampath Nayak ✓
11. Ms Shruthi ✓

**Agenda:** Review Meeting

The following are the observations:

Except for a few minor events involving misbehavior and anomalies in the classroom, there were no major difficulties or outward incidents reported throughout. The committee has issued warnings to pupils and received letters of apology as well as assurances that they will attend lessons regularly in the future. Member convenor gave the details of mobile phones confiscated during the surprise ride by the committee members to various classrooms. He also mentioned that seized mobiles are handed over to the principal office for further action.

Dr. Manjunath Kotari  
Member Convener

Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engineering & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

CC:

Heads of (CV/CSE/ECE/ISE/MECH/PHY/CHEM/MATHS/MDA)  
/AO/SWO/Library/Dans/Principal Office



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2018-19/2

Date: 09/07/2018

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 12/07/18 at 12.00 pm in the Board Room.

Agenda:

- ❖ To plan for program for all faculties and for students about code of conduct, human value and professional ethics.

Dr.  PRAVEEN J  
Member Convener

  
Dr. PETER FERNANDES  
PRINCIPAL  
Alva's Institute of Engineering & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Principal Office/Managing Trustee





# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2018-19/03

Date: 12/07/2018

## MINUTES OF MEETING

**Date:** 12<sup>th</sup> July 2018

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:


- ❖ To plan for program for all faculties and for students about code of conduct, human value and professional ethics.

The following are the outcomes:

- ❖ Discussed about the program for all faculties and students about code of conduct, human value and professional ethics.

### Action Taken

- ❖ Department of Mechanical Engineering will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct

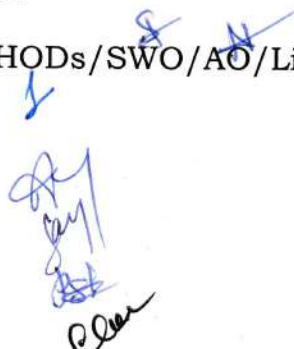
  
Dr. Praveen J  
Member Convener

  
Dr. PETER FERNANDES  
Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODRIDRI - 574 225, D.K.

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2018-19/4

Date: 03/01/2019

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 10/01/19 at 11.00 am in the Board Room.

### Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

  
Dr. PRAVEEN J  
Member Convener

  
Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

Copies to:

Principal Office/Managing Trustee



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2018-19/05

Date: 10/01/2019

## MINUTES OF MEETING

**Date:** 10<sup>th</sup> January 2019

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

The following are the outcomes:

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

### Action Taken

- ❖ Advised departments to organise a professional ethics awareness programme.

### Action Taken Based on the previous meeting

- ❖ Department of Mechanical Engineering organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 11<sup>th</sup> October, 2018 at Engineering Seminar hall at 2.30pm.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Rostrum, the speakers club organized a talk on "Yoth Empowerment of the Country" by Dr. P. Nagabhushan on 23<sup>th</sup> August, 2018 at 11am in AIET Auditorium at 2pm.
- ❖ Department of Mechanical Engineering organized a talk on Professional Ethics for staffs by Mr. Ajith Kumar Advocate at room no 002 at 2.30pm.
- ❖ Rostrum, the speakers club organized a Guest talk on "Practicality of Purity in Modern Times" by Dr. Vivek Modi, co-operate trainer and Motivational speaker on 5th December, 2018 in Naturopathy Yoga Hall at 3 pm.

  
Dr. Praveen J.

  
PRINCIPAL  
Dr. PETER FERNANDES  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K





# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2017-18/02

Date: 16/07/2017


## CIRCULAR

All the Disciplinary committee members are requested to attend a meeting on 18/07/17 at 2.00 pm in the Board Room.






### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

  
MEMBER CONVENER

  
PRINCIPAL  
PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

### Cc:

      
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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2017-18/03

Date: 18/07/2017

## MINUTES OF MEETING

**Date:** 18<sup>th</sup> July 2017

**Venue:** Board Room

### Members Present:

The following members were present:

1. Dr. Peter Fernandes
2. Prof. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Mr. Ajith Hebbar
5. Dr.Harishanand KS
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathode
10. Prof.P.Ramakrishna Chadaga
11. Mr. Rakesh Shetty
12. Mr Sampath Nayak
13. Ms Shruthi

### Agenda:

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

The following are the outcomes:

- To inform/counsel the students consistently regarding proper dress code.
- To check Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- Observation of Movement of students during tea break and lunch break .
- To announce that if a student is absent from theory or practical classes, he or she must bring a signed Leave Card with them.

Prof. Manjunatha Kotari  
Member Convener

Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2017-18 /4

Dates: 15/05/2018

## CIRCULAR

The members of the Disciplinary Committee are hereby requested to attend a review meeting on 18/05/2018 at 3.00PM.

Venue: Board Room

Agenda: To discuss the issues related to the committee and remedies taken in the year 2017-18

MEMBER CONVENER

PRINCIPAL

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225, D.K.

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2017-18/5

Date: 18/05/2018

## MINUTES OF MEETING

Date: 18<sup>th</sup> May 2018

Venue: Board Room

### Members Present:

1. Dr. Peter Fernandes
2. Prof. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Mr. Ajith Hebbar
5. Dr.Harishanand KS
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathod
10. Prof.P.Ramakrishna Chadaga
11. Mr. Rakesh Shetty
12. Ms. Shruthi

### Agenda: Review Meeting

The following are the observations:

Except for a few minor events involving misbehavior and anomalies in the classroom, there were no major difficulties or outward incidents reported throughout. The committee has issued warnings to pupils and received letters of apology as well as assurances that they will attend lessons regularly in the future. Member convenor gave the details of mobile phones confiscated during the surprise ride by the committee members to various classrooms. He also mentioned that seized mobiles are handed over to the principal office for further action.

Prof. Manjunath Kotari  
Member Convener

Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engg. & Technology  
Mijar, Moodbidri - 574 225, D.K

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2017-18/2

Date: 06/07/2017

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 12/07/17 at 11.00 am in the Board Room.

### Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

Dr. PRAVEEN J  
Member Convener

Dr. PETER FERNANDES

Principal  
Alva's Institute of Engineering & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

Copies to:

Principal Office/Managing Trustee



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2017-18/3

Date: 12/07/2017

## MINUTES OF MEETING

**Date:** 12<sup>th</sup> July 2017

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

The following are the outcomes:

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

### Action Taken

- ❖ Department of ISE will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct

### Action Taken based on the previous meeting

- ❖ Department of Civil organized a talk on Professional Ethics by Dr Nagendra S On 16/02/2017 at 3.30pm at Room no:103 Main Block

Dr. Praveen J.  
Member Convener

Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2017-18/4

Date: 03/01/2018

## CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 11/01/18 at 11.00 am in the Board Room.

Agenda:

1. To seek ideas to increase awareness on Professional ethics.

Dr. PRAVEEN J  
Member Convener

Dr. PETER FERNANDES  
PRINCIPAL  
Alva's Institute of Engineering & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

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# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2017-18/05

Date: 11/01/2018

## MINUTES OF MEETING

**Date:** 11<sup>th</sup> January 2018

**Venue:** Board Room

### Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

### Agenda:

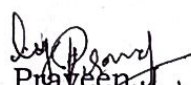
1. To seek ideas to increase awareness on Professional ethics.

The following are the outcomes:

A sufficient number of programmes on Professional Ethics were found to be organized. The committee was pleased with the programmes.

### Action Taken Based on the previous meeting

- ❖ Department of ISE organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 10<sup>th</sup> August, 2017 at 4pm in MBA seminar hall.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Rostrum, the speakers club organized a talk on "Emotional Engineer for Excellence" by Dr Rajdeep Manwani on 29<sup>th</sup> August, 2017 in AIET Auditorium at 2pm.
- ❖ Department of ISE organized a talk on Professional Ethics in Engineering for staffs by the Dr Claret Mandonca on 4<sup>th</sup> September, 2017 at 10.am in Engineering seminar hall.
- ❖ Rostrum, the speakers club organized a Guest talk on "Growth with Roots a Vision for our career" by Mr V Srinivas on 7<sup>th</sup> September, 2017 in MBA seminar Hall.
- ❖ Rostrum, the speakers club organized a Guest talk on "Youth Role in Pollution Mitigation" by Prof Raghothma Rao 24<sup>th</sup> November, 2017 in MBA seminar Hall at 3pm.

  
Dr. Praveen J  
Member Convener

  
Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engrg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K

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*[Handwritten signatures in blue ink]*





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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2016-17/ 02


Date: 28/07/2016

**CIRCULAR**

All the Disciplinary committee members are requested to attend a meeting on 30/07/16 at 10.30 am in the Board Room.

**Agenda:**

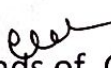






1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

  
MEMBER CONVENER

  
PRINCIPAL  
PRINCIPAL

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REF: AIET/DIS/2016-17/03

Date: 30/07/2016

**MINUTES OF MEETING**

**Date:** 30<sup>th</sup> July 2016

**Venue:** Board Room

**Members Present:**

The following members were present:

1. Dr. Peter Fernandes
2. Prof. Manjunath Kotari
3. Dr.D.V.Manjunatha D.V.
4. Prof. B. Durgaprasad Baliga
5. Prof. K V Suresh
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathode
10. Prof.P.Ramakrishna Chadaga
11. Rakesh Shetty
12. Sampath Nayak
13. Ms Gayathri

**Agenda:**

1. To convey duties and responsibilities of the committee members.
2. Important steps to be taken to maintain discipline in and around campus.

The following are the outcomes:

- To inform/counsel the students consistently regarding proper dress code.
- To check Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- Observation of Movement of students during tea break and lunch break .
- To announce that if a student is absent from theory or practical classes, he or she must bring a signed Leave Card with them.



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Prof. Manjunatha Kotari  
Member Convener

  
Dr. PETER FERNANDES

Principal  
PRINCIPAL

Alva's Institute of Engg. & Technology,  
MIJAR, MOODBIDRI - 574 225, D.K.





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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/DIS/2016-17 /04

Dates: 02/05/2017

**CIRCULAR**

The members of the Disciplinary Committee are hereby requested to attend a review meeting on 18/05/2017 at 3.00PM.

Venue: Board Room

Agenda: To discuss the issues related to the committee and remedies taken in the year 2016-17

MEMBER CONVENER

PRINCIPAL

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar. MOODBIDRI - 574 225, D.K.

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REF: AIET/DIS/2016-2017/5

Date: 18/05/2017

**MINUTES OF MEETING**

**Date:** 18<sup>th</sup> May 2017

**Venue:** Board Room

**Members Present:**

1. Dr. Peter Fernandes
2. Prof. Manjunath Kotari
3. Dr.D.V.Manjunatha
4. Prof. B. Durgaprasad Baliga
5. Prof. K V Suresh
6. Dr. Ramprasad A.T.
7. Dr. Ravikumar C
8. Mrs. Prameela S Konde
9. Prof. Jayanth Kumar Rathod
10. Prof.P.Ramakrishna Chadaga
11. Rakesh Shetty
12. Sampath Nayak
13. Ms Gayathri

**Agenda:** Review Meeting

The following are the observations:

During the period, no major concerns or outward occurrences were recorded, with the exception of a few minor incidents involving misbehavior and irregularities in the classroom. The committee issued a warning to pupils and received apology letters and promises from them to attend classes regularly in the future. Member convenor gave the details of mobile phones confiscated during the surprise ride by the committee members to various classrooms. He also mentioned that seized mobiles are handed over to the principal office for further action.

Prof. Manjunath Kotari  
Member Convener

Dr. PETER FERNANDES  
Alva's Institute of Engineering & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2016-17/2

Date: 25/07/2016

**CIRCULAR**

All the Code of conduct monitoring committee members are requested to attend a meeting on 26/07/16 at 11.00 am in the Board Room.

Agenda:

1. To plan for program for all faculties and for students about code of conduct, human value and professional ethics.

Dr. PRAVEEN J.

Member Convener

Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Technology,  
Mijar, MOOBBIDRI - 574 225, D.K.

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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2016-17/3

Date: 26/07/2016

### **MINUTES OF MEETING**

**Date:** 26<sup>th</sup> July 2016

**Venue:** Board Room

**Members Present:**

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

**Agenda:**


1. To plan for program for all faculties and for students about code of conduct, human value and professional ethics.


The following are the outcomes:

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

### **Action Taken**

- ❖ Department of Civil Engineering will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct

  
Dr. Praveen J  
Member Convener

  
Dr. PETER FERNANDES  
Principal  
Alva's Institute of Engg. & Technology,  
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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2016-17/4

Date: 03/01/2017

**CIRCULAR**

All the Code of conduct monitoring committee members are requested to attend a meeting on 05/01/17 at 11.30 am in the Board Room.

**Agenda:**

1. To seek ideas to increase awareness on code of conduct and ethics.

Dr. PRAVEEN J  
Member Convener

Dr. PETER FERNANDES

Principal  
Alva's Institute of Engg. & Technology,  
Mijar, MOOBBIDRI - 574 225, D.K.

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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2016-17/5

Date: 05/01/2017

### **MINUTES OF MEETING**

**Date:** 5<sup>th</sup> January 2017

**Venue:** Board Room

**Members Present:**

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Praveen J

**Agenda:**

1. To seek ideas to increase awareness on code of conduct and ethics.

The following are the outcomes:

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

**Action Taken Based on the previous meeting**

- ❖ Department of Civil Engineering organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 5<sup>th</sup> August, 2016 at Engineering seminar hall.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Rostrum, the speakers club organized a talk on "Crime Youth and Society" by **Sri Daya Nayak** on 6<sup>th</sup> September, 2016 in AIET Auditorium at 11am.
- ❖ Rostrum, the speakers club organized a Guest talk on "Leadership at Every Position" by Dr. Ravi N. Margasahayam on 2<sup>nd</sup> November, 2016 in AIET Auditorium at 2pm.

Dr. Praveen J  
Member Convener

Dr. PETER FERNANDES  
PRINCIPAL  
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**Shobhavana Campus, Mijar, Moodbidri, D. K - 574225**

**Phone: 08258-262725, Fax: 08258-262726**

Ref: AIET/ME/2016-17

Date: 02-08-2016

### **Circular**

It's hereby informed to all the second year students of Mechanical Engineering to assemble in room number 401 at 2.00 pm on 3<sup>rd</sup> August 2016. HOD will be addressing the students about "Code of conduct"



HOD  
H. O. D.

Dept. Of Mechanical Engineering  
Alva's Institute of Engg. & Technology  
Mijar, MOOBBIDRI - 574 225

Circulate to:

Second Year (Third Semester) class rooms.