



OFFICE OF THE PRINCIPAL
GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS
SANTI NIKETAN, GHANGAPATANA, BHUBANESWAR, 752054.

Ref. No.:

Date:

OFFICE ORDER
Discipline Committee
Academic Year 2022-23

Objectives: To sort out the grievances of students, staff and faculty and their redressal.

Sl. No.	Name	Position
1	Dr.Subhrajit Pradhan (Principal, Gandhi Institute of Excellent Technocrats)	Chairperson
2	Dean Student Affairs (Gandhi Institute of Excellent Technocrats)	Convenor (Ex Officio)
3	Prof.Jyotipadman Acharya (Assistant Professor Basic Science and humanities, Gandhi Institute of Excellent Technocrats)	Co-Convenor
4	Prof.Sharmili Routray (Assistant Professor Civil, Gandhi Institute of Excellent Technocrats)	Member
5	Mr.Fakir Barik (Boys Hostel Warden,Gandhi Institute of Excellent Technocrats)	Member
6	Mrs. Nalini Mohanty (Hostel warden Girls hostel, Gandhi Institute of Excellent Technocrats)	Member
7	Prof.Alok Ranjan Sahoo (Assistant Professor Basic Science and humanities,Gandhi Institute of Excellent Technocrats)	Member
8	Prof.R P Pradhan (Assistant Professor Mechanical, Gandhi Institute of Excellent Technocrats)	Member
9	Prof.Samarendra Samal (Assistant Professor ECE, Gandhi Institute of Excellent Technocrats)	Member

P.T.O

Roles & Responsibilities:

- The committee have to strengthen the student admission in various streams viz. Diploma, B. Tech as per the AICTE, Govt. of India, New Delhi/BPUT, Rourkela, Odisha/ Higher Education Technical/DTET admission norms.
- The disciplinary action committee should look after all the complains, appeals and grievances apart from students/staff/faculty from time to time in order to solve their problems and provide them the legal justice.
- The committee should be impartial, neat, clean and fair while exercising its power and takes decision in order to provide impartial judgements to the related victims.
- The committee shall be convened at least a meeting once in a month for monitoring the related activities if any.
- The committee shall submit its report to the higher authority for seeking its execution as early as possible and applicable.
- In cases where it is required the committee can impose some fines/or any other monetary penalties with intimation to the higher authority for approval.
- The disciplinary action can be taken up by the committee against the victim as deemed fit and proper.
- To maintain smooth discipline in order to create a good and soothing atmosphere for enhancement of discipline and learning.

Principal
Gandhi Institute of Excellent Technocrats
Ghangapatna, Bhubaneswar

Memo No _____/GIET-Ghangapatna/

Date:

Copy to:

1. Hon'ble Vice-Chairman for favour of information.
2. Dean Academics/Dean Student Affairs/ Dean R&D/A.O.(Academics)/Director T&P/ All HODs/ /Asst.Manager-HR/A.O.(Admin)/T&P Cell/ Library/Exam.Section/Staff Circular.
3. Person Concern for the information/personal file for record.

**Principal
Gandhi Institute of Excellent Technocrats
Ghangapatna, Bhubaneswar**