J.J. COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE | Affiliated to Anna University | ISO 9001 : 2015 Certified

(Sowdambikaa Group of Institutions)

Ammapettai, Tiruchirappalli - 620 009, Tamil Nadu

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Ref.:JJCET/DWC/Committee/2024 Date: 01.07.2024

Office Order

Sub: Constitution of Discipline and Welfare Committee – Reg.

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The undersigned is pleased to constitute the **Discipline and Welfare Committee** with the following members for the period of two years 2024-2025 and 2025-2026.The convener is required to oversee the activities of the committee, convene the meeting and report the recommendations to the Principal.

Discipline and Welfare Committee

S. No	Name	Category	Position
1.	Dr. P. Mathiyalagan	Principal	Chairman
2.	**Mr. Y. Mohammed Batcha**	**Associate Professor / EEE**	**Convener**
3.	Dr. S. Sumithra	Professor & HoD / ECE	Member
4	Dr. A. Prabakaran	Associate Professor & HoD / Chemistry	Member
5.	Mr. K. Sasikumar	Student Counsellor	Member
6.	Ms. S. Rivetha	Dy. Warden of Girls Hostel	Member
7.	Mr. T. Kumarasan	Dy. Warden of Boys Hostel	Member
8.	Mrs. J. S. Jaslin	Assistant Professor / CSE	Member

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Roles and Responsibilities

Discipline and Welfare Committee

1. The committee plays a crucial role in enforcing rules, promoting a sense of responsibility among students, and addressing disciplinary issues.

2. Developing, updating, and enforcing a code of conduct that outlines the expected behaviour and ethical standards for students on campus.

3. Ensuring that students adhere to the established rules and regulations of the Institution.

4. Investigating incidents of indiscipline, misconduct, or violation of rules.

5. Providing counselling and guidance to students who exhibit behavioural issues.

6. Offering support services to help students overcome challenges.

7. Collaborating with other committees, such as the Anti-Ragging Committee, to address issues related to student well-being and safety. Conduct awareness programs and workshops on campus rules, ethics, and the importance of maintaining discipline.

8. Monitoring student attendance in classes and other academic activities.

9. Maintaining records of disciplinary actions, warnings, and resolutions.

10. Communicating with parents or guardians when necessary, especially in cases involving serious disciplinary issues.

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PRINCIPAL

PRINCIPAL
J.J. COLLEGE OF ENGG. & TECH.
TIRUCHIRAPPALLI-620 009.

Copy to:

1) The Vice Chairman for kind information
2) All Deans
3) All Heads with a request to circulate among students and staff members
4) All members Concern
5) IQAC
6) File