

DIGBOI COLLEGE

ITAVATA, P.O. DIGBOI-786171 (ASSAM)

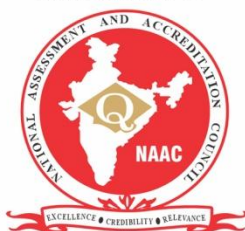
Third Cycle NAAC Accreditation

CRITERIA- 7

INSTITUTIONAL VALUES & BEST PRACTICES

**7.1.10 MEETING MINUTES OF MONITORING COMMITTEE OF
CODE OF CONDUCT**

Submitted to



THE NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL

DIGBOI COLLEGE



P.O. DIGBOI - 786 171 (ASSAM)

Email: digboicollege@yahoo.com & digboicollege@gmail.com

Minutes of the Code of Conduct Monitoring Committee Meeting held on 14.06.2019 at 11.30 AM in the Principal Chamber

Members Present

Mr Dilip Bhattacharyya – President, GB (Adviser)
Dr Dip Saikia – Principal (Convener)
Dr Arun Chandra Dutta – Vice Principal (Member)
Mr Gauri Buragohain – GB member (Member)
Dr Mrinal Kr Gogoi- Chief Adviser DCSU (Member)
Mr P. K Mahanta – Librarian (Member)
Mr P. K Saikia – Head Assistant (Member)

Minutes

A meeting was held in the Principal's Chamber for monitoring Code of Conduct of the College. The Principal welcomed the Code of Conduct Monitoring Committee and request the committee members to instruct the newly admitted 1st semester BA / BSc / BCom students about the College Codes of conduct for the academic session 2019 – 2020.

The following points were proposed by the Code of Conduct Monitoring committee for students:

1. Students must maintain the standard codes of discipline of the college. Breach of discipline may lead to expulsion /rustication from the college. Students must abide by the rules and regulations prescribed by the college authority. Violation of rules, irregular attendance, discourtesy to the teachers and non-teaching staff members, use of filthy and obscene language, wilful damage of institutional property will attract proper disciplinary action.
2. **Ragging** in any form in hostels and in the college campus is strictly prohibited. Proper disciplinary action will be taken against the wrongdoer. Every student will be required to sign an undertaking that the student will desist from indulging in ragging.
3. Wearing of ID cards and College Uniform by the students are compulsory.
4. Students must not enter the class or Principal's chamber without prior permission from the Principal / Teacher.
5. Students should fairly deal with furniture / electrical items of the College. Damage of items will lead to penalty.
6. Students should not indulge in any ragging activities. If any student is found indulging in the ragging, he / she will attract strict punishment or even rustication from the college.
7. Use of mobile phones in College campus excluding common rooms is strictly prohibited.

The meeting ends with the Principal thanking all the members for attending and cooperating the meeting.

Passed and Accepted
14.06.2019



(Dr. Dip Saikia)
Principal,

Digboi College, Digboi

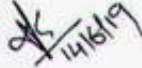
Principal
Digboi College, Digboi

Members Present in the Meeting

Mr Dilip Bhattacharyya – President, GB (Adviser)



Dr Dip Saikia – Principal (Convener)


14/6/19

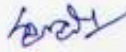
Dr Arun Chandra Dutta – Vice Principal (Member)



Mr Gauri Buragohain – GB member (Member)



Dr Mrinal Kr Gogoi- Chief Adviser DCSU (Member)



Mr P. K Mahanta – Librarian (Member)



Mr P. K Saikia – Head Assistant (Member)



Date: 14.06.2019

Place: Digboi College



DIGBOI COLLEGE

P.O. DIGBOI - 786 171 (ASSAM)

Email: digboicollege@yahoo.com & digboicollege@gmail.com

Minutes of the Code of Conduct Monitoring Committee Meeting held on 30.10.2020 at 11.15 AM in the Principal Chamber

Members Present

Mr Dilip Bhattacharyya – President, GB (Adviser)
Dr Dip Saikia – Principal (Convener)
Dr Arun Chandra Dutta – Vice Principal (Member)
Mr Gauri Buragohain – GB member (Member)
Dr Mrinal Kr Gogoi- Chief Adviser DCSU (Member)
Mr P. K Mahanta – Librarian (Member)
Mr P. K Saikia – Head Assistant (Member)

Minutes

A Code of Conduct monitoring meeting was organized in the Principal's Chamber of the College. After assuming the Chair, the Principal welcomed the Monitoring Committee and informed about the number of students admitted into the 1st semester BA / BSc / BCom for the academic session 2020 – 2021. Principal requested all the committee members to make the newly admitted students aware about the College Codes of Conduct.

The committee considered the following points to reach the students for the smooth conducting of the classes with the prevailing Covid- 19 protocols:

1. The students who are willing to attend the classes must submit the No Objection Certificate (NOC) duly signed by their parents in the prescribed format given by the College.
2. Students should wear Mask, maintain Social Distance & keep individual Sanitizer and drinking water bottle during their stay at the College.
3. Students willing to study from home through online mode may be allowed to do so.
4. Wearing of ID cards and College Uniform by the students are compulsory.
5. Students must not enter the class or Principal's chamber without prior permission from the Principal / Teacher.
6. Students should maintain a neat appearance with formal haircuts, without earrings and other objectionable items.

The Principal concluded the meeting with vote of thanks to all the members for attending and cooperating the meeting.

Outcome of the previous meeting

1. No cases were registered regarding ragging activities
2. Students followed formal dress code
3. No cases were registered regarding damage of any College property

Passed and Accepted

Date: 30.10. 2020



(Dr. Dip Saikia)
Principal,
Digboi College, Digboi

Principal
Digboi College, Digboi

30/10/2020

Members Present in the Meeting

Mr Dilip Bhattacharyya – President, GB (Adviser)



Dr Dip Saikia – Principal (Convener)



19/10/21

Dr Arun Chandra Dutta – Vice Principal (Member)



Mr Gauri Buragohain – GB member (Member)



Dr Mrinal Kr Gogoi- Chief Adviser DCSU (Member)



Mr P. K Mahanta – Librarian (Member)



Mr P. K Saikia – Head Assistant (Member)



Date: 19.10.2021

Place: Digboi College



DIGBOI COLLEGE



P.O. DIGBOI - 786 171 (ASSAM)

Email: digboicollege@yahoo.com & digboicollege@gmail.com

Minutes of the Code of Conduct Monitoring Committee Meeting held on 19.10.2021 at 11.15 AM in the Principal Chamber

Members Present

Mr Dilip Bhattacharyya – *President, GB (Adviser)*
Dr Dip Saikia – *Principal (Convener)*
Dr Arun Chandra Dutta – *Vice Principal (Member)*
Mr Gauri Buragohain – *GB member (Member)*
Dr Mrinal Kr Gogoi – *Chief Adviser DCSU (Member)*
Mr P. K Mahanta – *Librarian (Member)*
Mr P. K Saikia – *Head Assistant (Member)*

Minutes

A Code of Conduct monitoring meeting was held in the Principal's Chamber of the College. After assuming the Chair, the Principal welcomed the Monitoring Committee and informed about the number of students admitted into the 1st semester BA / BSc / BCom for the academic session 2020 – 2021. Principal requested all the committee members to make the newly admitted students aware about the College Codes of Conduct.

In order to reach the students and ensure that the classes ran smoothly, the committee took into account the following issues.

1. Students must maintain the standard codes of discipline of the college. Breach of discipline may lead to expulsion /rustication from the college. Students must abide by the rules and regulations prescribed by the college authority. Violation of rules, irregular attendance, discourtesy to the teachers and non-teaching staff members, use of filthy and obscene language, wilful damage of institutional property will attract proper disciplinary action.
2. Students must help the College authority to keep the College clean, and not deface the College buildings and property by spitting, slogan writing or pasting posters. Designated notice boards have been provided for putting up circulars and posters.
3. Students must not enter the class or Principal's chamber without prior permission from the Principal / Teacher.
4. Students should conduct themselves during all College functions and extra-curricular activities in a manner befitting the occasion.
5. Students should be mutually respectful to their fellow students, teachers and members of the College staff.
6. Students should be helpful and polite to guests and visitors to the College. All guests and visitors should be assisted in whatever way possible.

The Principal expressed gratitude to all the committee members as the meeting came to a close.

Outcome of the previous meeting

1. Covid-19 Protocols were strictly followed in the College campus
2. No cases were registered regarding wearing of objectionable items by the students

Passed and Accepted

Date: 19.10.2021



(Dr. Dip Saikia)
Principal,
Digboi College, Digboi
Principal
Digboi College, Digboi

19/10/2021

Members Present in the Meeting

Mr Dilip Bhattacharyya – President, GB (Adviser)



Dr Dip Saikia – Principal (Convener)

19/10/21

Dr Arun Chandra Dutta – Vice Principal (Member)



Mr Gauri Buragohain – GB member (Member)



Dr Mrinal Kr Gogoi- Chief Adviser DCSU (Member)



Mr P. K Mahanta – Librarian (Member)



Mr P. K Saikia – Head Assistant (Member)



Date: 19.10.2021

Place: Digboi College

