

AL-AZHAR DENTAL COLLEGE

Perumpillichira P. O., Thodupuzha, Idukki Dist., Kerala- 685 605

Run by Noorul Islam Trust

(Recognised by Dental Council of India & Affiliated to KUHS)

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DISCIPLINARY COMMITTEE GUIDELINES

The committee oversees the enforcement of the code of conduct, which applies to both students and staff, and has been developed and authorized by the institution. The committee has the primary role of ensuring that ethical standards and guidelines are followed by all members of the college community, including students, faculty, and staff. This committee's contributions are essential in upholding a positive and professional atmosphere within the college.

Aims:

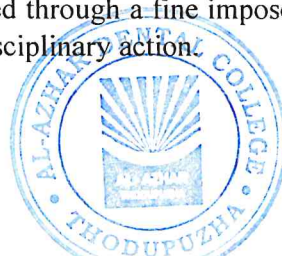
- To uphold discipline, dignity, decorum, and hierarchy within the college by implementing and enforcing rules and regulations.
- To play a crucial role in guiding and governing students, channelling their youthful energy towards positive and creative endeavours, and promoting the development of manners, personality and character.

Objectives:

- To ensure a calm and conducive academic atmosphere in the college campus.
- To proactively prevent physical confrontations among students.
- To conduct thorough investigations into reports of disciplinary misconduct among students.
- To initiate exemplary actions against students involved in disciplinary infractions.

Responsibilities of the Disciplinary Committee:

- To diligently maintain and enforce strict discipline within the college campus.
- All students are required to wear their ID Cards while on campus and in their respective classrooms. In the event of any violation of the discipline or disruption in the classroom, ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee members.
- To strictly prohibit the usage of cell phones by students within the college campus. If a student is using carrying a cell phone, it will be confiscated and handed over to the committee.
- To monitor the movement of students in the college and prevent loitering in the corridors during college working hours.
- To ensure that all students attend classes regularly and discourage early departure from the college without prior permission from the relevant authorities.
- Smoking is strictly prohibited in the college campus, and it is ensured that this prohibition is strictly adhered to.
- To maintain a conducive environment in the library by ensuring that students adhere to the rules.
- In the event of any damage caused to college property by any student or group of students, the cost of the damage will be recovered through a fine imposed on the responsible party. This will be followed by appropriate disciplinary action.



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Principal
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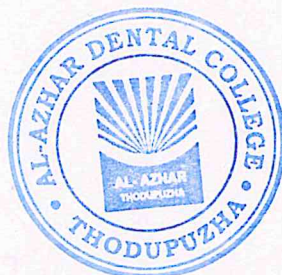
- If any acts of indiscipline are observed among students, they will be given a warning on the first instance. If the pattern of misconduct continues, disciplinary action will be taken in accordance with the rules and regulations of the committee.
- To actively assist the college anti-ragging committee in preventing ragging within the college and promoting an anti-ragging campaign throughout the student community.
- The committee ensures strict adherence to dress code as per the rules and regulations of the institution.
- The students are to be well groomed. Any student who does not comply with grooming & hygiene standards will be subjected to disciplinary action.

ROLE OF DISCIPLINARY COMMITTEE IN ESTABLISHING THE CODE OF CONDUCT:

- **Establishing and updating the code of conduct:** The committee is responsible for developing a comprehensive code of conduct that outlines the expected behavior and all individuals associated with the dental college. This code covers areas such as professionalism, academic integrity, patient care and interpersonal relationships.
- **Promoting awareness and education:** The committee develops programs and initiatives to raise awareness among the college community about the code of conduct. This includes organizing workshops, seminars, and orientations to ensure that all members understand their obligations and responsibilities.
- **Enforcing the code of conduct:** The committee monitors the enforcement of code of conduct. It investigates any reported violations and initiates appropriate actions, such as warnings, counseling, or disciplinary measures, when necessary. It ensures that the enforcement process is fair, transparent, and in line with the college's policies and regulations.
- **Handling complaints and disputes:** The committee receives and reviews complaints related to breaches of the code of conduct. It conducts impartial investigations, interviews relevant parties, and gathers evidence to resolve disputes. The committee may also provide mediation services to facilitate conflict resolution, ensuring a harmonious environment within the college.
- **Monitoring compliance:** The committee regularly monitors and evaluates the college's overall compliance with the code of conduct. It may conduct audits, surveys, or assessments to identify areas of improvement and implement measures to address any gaps or shortcomings.
- **Continuous improvement:** The committee works towards the continuous improvement of the code of conduct and related policies.



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