



PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

Affiliated to University of Madras, ISO:9001:2015-Certified Institution
Recognized by UGC under section 2(f) of UGC Act 1956

PSVASC/DWC/2022-2023/02

DATE: 01.08.2022

CIRCULAR

Dear Sir/ Madam,

Sub: Discipline and Welfare Committee (DWC) meeting -intimation
- Regarding.

This is to inform you that DWC committee meeting is scheduled
on 04-08-2022. The details of agenda are given below.

Agenda:

- To discuss the issues raised by students since the last meeting.
- Measures to be taken to maintain discipline on college premises.

Date and Time: 4th August 2022 ,2.30 p.m.

Venue: Seminar Hall-I

Copy to

1. All Members of DWC
2. IQAC
3. HODs
4. Principal
5. Office
6. File Copy



P. Kalpana
B. Kalpana CONVENER
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.



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Attendance

DWC Team Members:

NAME	DESIGNATION	SIGNATURE
Dr.M.Uma	Principal	
Mrs.P.Khousalya	Convener	
Mrs.T.Punitha	Member	
Mrs.D.Sophia	Member	
Mrs.R.Anuradha	Member	
Mrs.C.Santhana Ambika	Member	
Mr.Magesh M [III-MICROBIOLOGY]	Student Member	
Ms.Reeta G [III-BIO TECHNOLOGY]	Student Member	
Mr.Giri K [III-B.COM-A]	Student Member	



D. Kalya
CONVENER

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PSVASC/DWC/2022-2023/03

DATE: 05.08.2022

Mrs.P.Khousalya
Convener – DWC

Dear Sir/Madam,

Sub: Discipline and Welfare Committee meeting held on 4th
August 2022, forwarding of minutes – Regarding

The minutes of the Discipline and Welfare committee meeting held on 4th
August 2022 ,2.30 p.m., is attached for your reference and necessary action by
the concerned members.

To

1. All DWC members



P. Khusalya

CONVENER

B. Kalpana
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DISCIPLINE AND WELFARE COMMITTEE

Minutes of the Meeting

4th August 2022 ,2.30 p.m., Seminar Hall-I

Members present:

Mrs.P.Khousalya

Convener

Discipline and Welfare Committee members:

NAME	DESIGNATION
Dr.M.Uma	Principal
Mrs.P.Khousalya	Convener
Mrs.T.Punitha	Member
Mrs.D.Sophia	Member
Mrs.R.Anuradha	Member
Mrs.C.Santhana Ambika	Member
Mr.Magesh M [III-MICROBIOLOGY]	Student Member
Ms.Reeta G [III-BIO TECHNOLOGY]	Student Member
Mr.Giri K [III-B.COM-A]	Student Member

Welcome Address:

- The meeting's organiser extended a warm welcome to all of the discipline and welfare committee members. She expressed gratitude for the work that her team members had done over the previous academic year, which included "Guest lecture on Build a society with responsible citizen" and "Discussion on Mental Health and Discipline: Creating Supportive Environments in Educational Settings. Finally, she requested that her team members to undertake extra awareness activities to maintain discipline.

Meeting Agenda:

- To talk about the mistakes made by the students since the last meeting.
- Steps to be taken to maintain discipline in college premises.



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Meeting Minutes:

- The committee members talked about how to implement new regulations carefully to avoid harming students.
- The convener instructed the participants on how to avoid exam fraud, enforce proper dress, and punish students who damage college property. In addition, he instructed the participants on how to perform frequent inspections during the test period.
- The Members are told to give warnings and counselling as opposed to punishment for the first offence.
- In order to prevent these circumstances, the convener urged members to be more watchful in anticipating disciplinary actions.
- During break, lunch, and college closing hours, the convener urged attendees to keep a closer eye on students in canteens, parking lots, and walkways that connect different blocks.
- Before thanking the attendees for their assistance in keeping discipline, the convener gave the team members instructions to carry out programmes like "Orientation programme on Youth violence and crime" and "Session on Creating Healthy Digital Habits: Balancing Technology Use and Well-being." Everyone on the convening team was asked to help keep discipline, the convener said. The convener concluded by expressing his gratitude to the attendees for helping to uphold order on the college premises.
- **Date of next Meeting**

To be announced

Vote of Thanks:

The meeting ended with vote of thanks to the chair at 3.00 p.m.



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ACKNOWLEDGEMENT SLIP

Acknowledgement for the receipt of minutes of meeting dated 4th
August 2022

DWC Team members:

NAME	DESIGNATION	SIGNATURE
Dr.M.Uma	Principal	
Mrs.P.Khousalya	Convener	
Mrs.T.Punitha	Member	
Mrs.D.Sophia	Member	
Mrs.R.Anuradha	Member	
Mrs.C.Santhana Ambika	Member	
Mr.Magesh M [III-MICROBIOLOGY]	Student Member	
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