



The Sikh Education Society's

# Gurunanak College of Pharmacy NAGPUR-440026

E-mail : [gncp2004@yahoo.com](mailto:gncp2004@yahoo.com)

Web Address: [www.gncp.edu.in](http://www.gncp.edu.in)

## DISCIPLINARY COMMITTEE:

Sr. No.	Name	Designation
01	Dr. G.K. Lohiya	Member Secretary
02	Dr. S.K. Arora	Member
03	Mr. K.S. Moharir	Member
04	Ms. S. A. Ubgade	Member
05	Ms. P.G. Gondane	Member
06	Mr. V. S. Koranne	Member


### Functions:

1. To maintain & enforce discipline in the college campus.
2. To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.
3. To ensure that all the students attend classes without bunking and prevent the students from leaving the college early.
4. To maintain proper discipline in the college premises during working hours
5. To assist the college Anti Ragging Committee in preventing ragging in the college and to spread anti ragging campaign throughout the students community.
6. To recommend suitable disciplinary action against indiscipline and inappropriate behaviour.
7. In case of any criminal offence in college premises, appropriate action will be taken in liaison with Police department and / or appropriate authorities.

  
**Dr. A. M. Ittadwar**

Principal

Gurunanak College Of Pharmacy  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road, Nagpur-440 026

  
Principal

**Dr. A. M. Ittadwar**

Principal

Gurunanak College of Pharmacy  
Nari, Near Dixit Nagar, Behind C.P. Foundry  
Kamptee Road, Nagpur-440 026



## Gurunanak College of Pharmacy, Nagpur

### DISCIPLINARY COMMITTEE FOR STUDENT

#### Guidelines for discipline committee and faculty members

1. To maintain & enforce discipline in the college campus.
2. To implement dress code among students
3. To implement strict restriction of mobile phones usage by the students inside the college campus (except boys, girls common room, canteen and parking). Please note that mobile phone is strictly restricted in the college campus and if a student is found carrying mobile phone, the mobile phone shall be confiscated and submitted to the disciplinary committee.
4. To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.
5. To ensure that all the students attend classes without bunking and prevent the students from leaving the college early before teaching hours. Please note that no student can leave the college without prior permission of the concerned authorities.
6. To ensure that students maintain utmost silence in the library
7. To maintain proper discipline in the stare cases and corridors during the college working hours
8. To assist the college Anti Ragging Committee in preventing ragging in the college and to spread anti ragging campaign throughout the students' community.
9. To recommend suitable disciplinary action against that student including in fact of indiscipline behind doubt.
10. When misconduct to result in a criminal offence, or vice versa, the College will liaise with the Police and / or appropriate authorities.

Disciplinary Committee			Approved by IQAC
Name	Designation	Signature	
G. K. Lohiya	Member Secretary		Chairperson:   Dr. A. M. Itadwar
M.K. Bhurchandi	Member		
K.S. Moharir	Member		
S.A. Ubgade	Member		
S. K. Arora	Member		

**Dr. A. M. Itadwar**

Principal G. N. C. P.

Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road Nagpur-440026.



**Dr. A. M. Itadwar**

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Kamptee Road, Nagpur-440 026



## Gurunanak College of Pharmacy, Nagpur

### DISCIPLINARY COMMITTEE FOR STUDENT

Observance of General Discipline: In order to maintain serene, silent clear and studious environment in the college campus and to inculcate discipline in the students, the following Rules and Regulations are formulated:

1. Ragging (inside & outside the college) is strictly prohibited any such act is liable for suspension, Dismissal and Penal Punishment through proper channel.
2. Students should strictly presents at all college events (e.g. National Anthem, Guest lectures, Seminars, Sports events, Cultural events, Annual social gathering etc)
3. Students should neither involve nor encourage in acts of boycott/strike/quarrels, etc.
4. Students should strictly follow the college timings and adhere to the dress code prescribed by the college.
5. Students should not use Mobile phones in the premises of college campus (except boys, girls common room, canteen and parking area). If found, will be confiscated and penalized.
6. Students should wear identity card as long as they are in the college campus.
7. During the interval and lunch time the students are expected to maintain strict discipline and silence while moving in the corridors.
8. Students should cooperate to maintain cleanliness in the campus. Students are strongly advised to use dust bins.
9. Students should maintain decency and decorum in the class room.
10. Students should not slink or mess up others items/cash/books/calculators etc., in the class room and college.
11. Academic departments, the computer centre and the libraries may have their own disciplinary procedures and regulations, although serious misconduct or repeated behavior will be referred to Disciplinary committee for necessary action.
12. Student must carry appropriate driving license/ required documents of vehicle and helmet for safety and as per R.T.O. Maharashtra state requirements (Applicable for students' who came with vehicles) otherwise the vehicle will not be allowed to park in college premises.

Students are strictly instructed to follow the above listed Rules and Regulations. Any violation in the General Discipline is liable for punishment (such as Suspension from attending college/ Rustication, any other punishment decided by committee ...etc) as decided by the Principal based on the recommendations made by the Disciplinary Committee.

**Dress Code:** Wearing of round neck T-shirt, shaded jeans and shaded pants/3/4<sup>th</sup> jeans, skirts, dress with different colors and several pockets to the pant and shirt with designs are not permitted in the college premises.

Disciplinary Committee			Approved by IQAC
Name	Designation	Signature	Chairperson:
G. K. Lohiya	Member Secretary		 Dr. A. M. Ittadwar Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Foundry Kamptee Road Nagpur-440026.
M.K. Bhurchandi	Member		
K.S. Moharir	Member		
S.A. Ubgade	Member		
S. K. Arora	Member		

**Dr. A. M. Ittadwar**

Principal

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Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road, Nagpur-440 026



THE SIKH EDUCATION SOCIETY'S  
**Gurunanak College of Pharmacy**

Accredited by NAAC

MAUZA NARI, KILNO.81/1, KAMGAR NAGAR, NAGPUR-440026

(91-7-12) 2633852/53/54/55, 6595623/6595637

FAX : (0712) 2633851 E-mail : gncp2004@yahoo.com

WWW.GDCP.EDU.IN

Proceedings of the meeting

The meeting of the college disciplinary committee was held on 9th July 2016, at 12:00 pm in staffroom of college and Member secretary Mr. G. K. Lohiya welcomed all the members.

1. Ms. Pradnya Gondane started with the point that, sometimes students bunks the classes and sit in the canteen and library. She suggested making squad of the faculty which warns students (apart from recess) regarding their absence in classrooms in regular time table schedule. She also added to inform this behavior to respective faculty in whose class students were absent.
2. Ms. Shobha Ubgade brought the point to notice that some students were leaving the college earlier and for that she suggested to inform the gatekeeper (guard) to lock the main gate during college timing and if any student wants to leave earlier he/she may get due permission from staff.
3. Mr. Keshav Moharir came with one online circular (released by Hon. Police Commissioner Department Nagpur Police) which was posted by respected Principal Sir on whatsApp group that the college students must have valid driving license or else students not be allowed to park vehicle in college premises.
4. Mr. G. K. Lohiya emphasized mobile phone uses is also major issue and he asked the members to go through the pre-final draft which he has prepared.
5. All members agreed to the pre-final draft which needs to circulate among the student groups.
6. Meeting concluded with the vote of Thanks by the Dr. Sumeet Arora.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Mr. G.K. Lohiya	Member Secretary		 <b>Dr. A. M. Ittadwar</b> Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Foundry Kamptee Road Nagpur-440026.
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		
Ms. P.G. Gondane	Member (Invited) Invitee.		

**Dr. A. M. Ittadwar**

Principal

Gurunanak College Of Pharmacy  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road, Nagpur-440 026



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**Gurumanak College of Pharmacy**  
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GNCP/DC/16-17/1

Date: 07/07/2016

**Circular: Meeting of Disciplinary committee (DC)**

Dear Sir/Madam,

Please note that meeting of disciplinary committee will be held on 09<sup>th</sup> July 2016 at 12:00pm in the staff room. All the members are requested to join the meeting.

**Agenda of the Meeting**

1. Discussion on the updating disciplinary committee guidelines.
2. Attendance of the student.
3. Any other matter

Do come with the pre-final draft or print to be included for updating the guidelines.

Your valuable presence is highly solicited.

(Mr. G.K. Lohiya)

Member Secretary,

Disciplinary committee

**Dr. A. M. Ittadwar**  
Principal G. N. C. P.  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
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THE SIKH EDUCATION SOCIETY'S  
**Gurunanak College of Pharmacy**  
Accredited by NAAC & Platinum ranking in AICTE CII survey

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GNCP/DC/17-18/1

Date: 31/07/2017

Circular: Meeting of Disciplinary committee (DC)

Dear Sir/Madam,

Please note that meeting of disciplinary committee will be held on 5<sup>th</sup> Aug 2017 at 12:00pm in the staff room of the college.

Agenda of the Meeting

1. Confirmation of minutes of previous meeting.
2. Discussion on maintaining maximum attendance in class.
3. Discussion on maintenance of discipline in canteen and college premises.
4. Any other matter

Your valuable presence is highly solicited.

**Dr. A. M. Ittadwar**  
Principal G. N. C. P.  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road Nagpur-440026.

(Mr. G.K. Lohiya)

Member Secretary,  
Disciplinary committee

**Dr. A. M. Ittadwar**  
Principal  
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 FAX : (0712) 2633851 E-mail : gncp2004@yahoo.com web site: www.gncp.edu.in

Proceedings of the meeting

Meeting of the college disciplinary committee held on 5<sup>th</sup> Aug 2017, at 12:00 pm in the staff room of the college. Member secretary Mr. G. K. Lohiya welcomed all the members.

1. The minutes of meeting held on dt.: 09<sup>th</sup> July 2016 were read by Dr. S.K. Arora & were confirmed by all the members.
2. To maintain the class attendance and active participation of students, Ms. P. S. Gondane suggested about continuing the percent attendance format of college and imposing the fine on the students whose average attendance is below 75 percent.
3. Dr. S.K. Arora who is also a member of AMC, told that AMC had planned it but fine collection appeared as major problem and he suggested involving the supporting staff for this collection. He also suggested that time for collection of the fine must be before sessional examination so that students mark the full attendance to theory and practical's.
4. Mrs. M. K. Bhurchandi had different opinion about imposing fine but after all discussion (beneficial in student end semester result) she agreed for the minimum amount of fine like Rs. 250/- , Rs. 500 etc. She also added not to impose fine on the students who come under PCI syllabus this year as PCI has made provision of marks for attendance. Everyone agrees on her suggestion.
5. Ms. S.A. Ubgade was on maternity leave but she gave her point to Mr. K.S. Moharir to adjust the rush in canteen in recess by changing the recess time by just 30 minute between third, final and first, second year students. All members agreed on suggestion and Mr. G. K. Lohiya offered to transfer the suggestion towards time table management committee for possibility.
6. Meeting concluded with the vote of Thanks by the Mr. K.S. Moharir.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Mr. G.K. Lohiya	Member Secretary		 <b>Dr. A. M. Ittadwar</b> Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Foundry Kamotee Road Nagpur-440026.
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		

*Concl  
 (Ms. P. S. Gondane)*

**Dr. A. M. Ittadwar**  
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To Create Globally Competent Pharmacist

## Gurunanak College of Pharmacy

MauzaNari, Kh. No. 81/1, Kamgar Nagar, Nari, Nagpur - 440026.

under the aegis of

THE SIKH EDUCATION SOCIETY, BEZONBAGH, NAGPUR - 440004

### Proceedings of the meeting

Meeting of the college disciplinary committee held on 7<sup>th</sup> Jul 2018, at 12:00 pm in the staff room of the college. Member secretary Mr. G. K. Lohiya welcomed all the members.

1. The minutes of meeting held on dt.: 05<sup>th</sup> Aug 2017 were read by Mr. G. K. Lohiya & were confirmed by all the members.
2. Mr. G. K. Lohiya noticed and put the point that few faculty members from last year giving the Google form assignment in class room and laboratories and for this mobile must be needed with students. As per the earlier guidelines circulated by the discipline committee mobile phone was strictly ban to use in classroom and hence he added to cease the restriction on the mobile phone use. All were agree on his amendment.
3. Dr. S. K. Arora started the discussion by resolution passed by Exam committee with concern of all the faculty members that not to conduct re-sessional examination for absent students (by any mean).
4. Student council member and class representative came to Dr. S.K. Arora, member of disciplinary committee to consider absentee at least on the basis of medical ground. The internal exam in-Charge Mr. T. M. Rasala requested to join the meet and he gave the more clarity that though the resolution is passed exam section check the authenticity and allowed to conduct re-sessional for genuine problem.
5. Meeting concluded with the vote of Thanks by the Mr. K.S. Moharir.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Mr. G.K. Lohiya	Member Secretary		 <b>Dr. A. M. Itadwar</b> Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Foundry Kamptee Road Nagpur-440026.
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		
Ms. P.G. Gondane	Member		

**Dr. A. M. Itadwar**  
Principal  
Gurunanak College Of Pharmacy  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
Kamptee Road, Nagpur-440026





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MauzaNari, Kh. No. 81/1, Kamgar Nagar, Nari, Nagpur - 440026.  
under the aegis of  
THE SIKH EDUCATION SOCIETY, BEZONBAGH, NAGPUR - 440004

### Proceedings of the meeting

Meeting of the college disciplinary committee held on 10<sup>th</sup> Aug 2019, at 12:00 pm in the staff room of the college. Member secretary Dr. G. K. Lohiya welcomed all the members.

1. The minutes of meeting held on dt. 07<sup>th</sup> July 2018 were read by Mrs. M. K. Bhurchandi & were confirmed by all the members.
2. It was noted by all the faculty that in college events students were present in the premises but the attendance in the event was not up to the mark and for that Mrs. P.G. Gondane suggest to take attendance by faculty on the day of event. Earlier the attendances were circulated among students and they fill the data and submit to the committee.
3. Mrs. M. K. Bhurchandi leaved the meeting earlier with the permission of member secretary before the discussion on the tour was started. Mr. K.S. Moharir started the discussion on the number of tour organized by tour committee. He added there were 3-4 tours (industrial visit/ aurapark/ hospital and personality development) every year arranged by tour committee, which hamper the teaching as the semester pattern has a limited time period.
4. Dr. S. K. Arora suggested arranging tour as per the requirements of students, he added third/final year students will allow going for industrial tour with respective teaching faculty, M. Pharm students were allowed to go with personality development and B. Pharm first and second year students for environmental tour.
5. Every committee member agreed on the suggestion and the suggestion will be forwarding to tour committee for modification and implementation.
6. Regarding student member in committee Dr. G. K. Lohiya said that class reprehensive of the classes is by default member of the disciplinary committee which all members agreed.
7. Meeting concluded with the vote of Thanks by the Mr. K.S. Moharir.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Dr. G.K. Lohiya	Member Secretary		 Dr. A. M. Ittadwar Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Foundry Kamptee Road Nagpur-440026.
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		
Ms. P.G. Gondane	Invitee Member		

Dr. A. M. Ittadwar  
Principal

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GNCP/DC/18-19/1

Date: 02/07/2018

### Circular: Meeting of Disciplinary committee (DC)

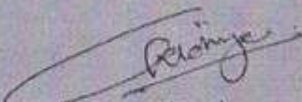
Dear Sir/Madam,

Please note that meeting of disciplinary committee will be held on 7<sup>th</sup> July 2018 at 12:00 pm in the staff room of the college.

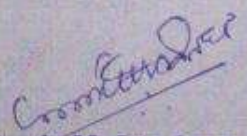
#### Agenda of the Meeting

1. Confirmation of minutes of previous meeting.
2. Ceases the restriction on mobile phone uses.
3. Discussion on the policy made by exam committee regarding absentee in the sessional exam.
4. Any other matter

Your valuable presence is highly solicited.

  
(Mr. G.K. Lohiya)  
Member Secretary,  
Disciplinary committee

  
**Dr. A. M. Ittadwar**  
Principal G. N. C. P.  
Nari, Near Dixit Nagar, Behind C. P. Fundry  
Kamptee Road Nagpur-440026.

  
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THE SIKH EDUCATION SOCIETY, BEZONBAGH, NAGPUR - 440004

### Proceedings of the meeting

Meeting of the college disciplinary committee held on 29 Sep 2020, at 2.45 pm through online platform by using G-meet. Member secretary Dr. G. K. Lohiya welcomed all the members.

1. The minutes of meeting held on dt.: 20<sup>th</sup> April 2020 were read by Mr. Moharir & were confirmed by all the members.
2. To maintain the online class attendance and active participation of student Mrs. Ubgade suggests as far as possible ask questions to every student.
3. Mrs. Bhurchandi suggested appointing class monitors to take care of all the activities in the online class.
4. Mr. Moharir reported some students joining the class by anomalous name like some gaming station name; he suggested assisting the students to rename their mobile name to official enrolled name.
5. To watch the activities in class Dr. Lohiya proposed to share link on college WhatsApp group and/or with Dr. Mrs. Bodhankar (Program committee) so that she can enter an online class at any time to check the activities.
6. It was decided to hold the next meeting in the month of March 2021.
7. Meeting concluded with the vote of Thanks by the Mr. Moharir.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Dr. G.K. Lohiya	Member Secretary		
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		

Dr. A. M. Itadwar

Principal G. N. C. P.

Nari, Near Dixit Nagar, Behind C. P. Foundry  
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THE SIKH EDUCATION SOCIETY, BEZONBAGH, NAGPUR - 440004

GNCP/DC/19-20/1

Date: 05/08/2019

### Circular: Meeting of Disciplinary committee (DC)

Dear Sir/Madam,

Please note that meeting of disciplinary committee will be held on 10<sup>th</sup> August 2019 at 12:00 pm in the staff room of the college.

#### Agenda of the Meeting

1. Confirmation of minutes of previous meeting.
2. Participation and attendance by students in college co-curricular and extracurricular event.
3. Discussion on the number of tours.
4. To include student member to committee.
5. Any other matter

Your valuable presence is highly solicited.

(Dr. G.K. Lohiya)  
Member Secretary,  
Disciplinary committee

**Dr. A. M. Itadwar**  
Principal G. N. C. P.  
Nari, Near Dixit Nagar, Behind C. P. Foundry  
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GNCP/DC/20-21/1

Date: 28/09/2020

### Circular: Meeting of Disciplinary committee (DC)

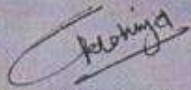
Dear Sir/Madam,

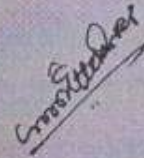
Please note that meeting of disciplinary committee will be held on 29<sup>th</sup> Sep 2020 at 2:45 pm through G-meet online platform (<https://meet.google.com/eez-zkyb>). Meeting will be continuing with same link after the meeting of exam committee. The agenda will be as follows:

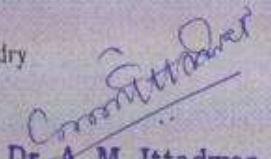
#### Agenda of the Meeting

1. Confirmation of minutes of previous meeting.
2. Discussion on maintaining maximum attendance in online class.
3. Discussion on maintenance of decorum in online class.
4. Any other matter

Your valuable presence is highly solicited.

  
(Dr. G.K. Lohiya)  
Member Secretary,  
Disciplinary committee

  
Dr. A. M. Itadwar  
Principal G. N. C. P.  
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### Proceedings of the meeting

A meeting of the college disciplinary committee was held on 15 Feb 2021, at 10:30 am in staffroom of college and Member secretary Dr. G. K. Lohiya welcomed all the members.

1. Mr. Moharir asked to strictly follow the Covid -19 protocols given by competent authority (National Executive Committee, formed under Disaster Management Act 2005 regarding containment of spread of COVID-19/state government / DTE / RTMNU University). He also added to check the temperature at entry level, hand sanitizers and making facial mask mandatory for all entering the college premises.
2. To maintain social distancing norms, Dr. Arora suggested to avoid sharing tiffins and sitting in groups.
3. To maintain the norms Mrs. Ubgade suggested to close canteen facility and library facility only to issue and return book (no seating allowed in library for reading or any other reason)
4. Dr. Lohiya emphasized strict adherence to the rules and norms set by state government with adequate and appropriate safety measures while conducting any program in the college, if any.
5. All members agreed to the point that any students or faculty members is/are disobeying these rules will be liable to disciplinary action.
6. Meeting concluded with the vote of Thanks by the Dr. Arora.

Disciplinary committee			Approved by IQAC
Name	C. Designation	Signature	Chairperson:
Dr. G.K. Lohiya	Member Secretary		 Dr. A. M. Itadwar Principal G. N. C. P. Nari, Near Dixit Nagar, Behind C. P. Pundry Kamptee Road Nagpur-440026.
Mrs. M.K. Bhurchandi	Member		
Mr. K.S. Moharir	Member		
Mrs. S.A. Ubgade	Member		
Dr. S.K. Arora	Member		

Dr. A. M. Itadwar

Principal

Gurunanak College Of Pharmacy

Nari, Near Dixit Nagar, Behind C. P.  
Kamptee Road, Nagpur-440 026



To Create Globally Competent Pharmacist  
**Gurunanak College of Pharmacy**

MauzaNari, Kh. No. 81/1, Kamgar Nagar, Nari, Nagpur – 440026  
under the aegis of  
THE SIKH EDUCATION SOCIETY, BEZONBAGH, NAGPUR – 440004

GNCN/DC/20-21/2

Date: 13/02/2021

**Circular: Meeting of Disciplinary committee (DC)**

Dear Sir/Madam,

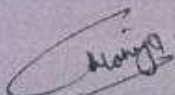
Please note that meeting of disciplinary committee will be held on 15<sup>th</sup> Feb 2021 at 10:30am in staffroom. Kindly occupy the seat as per social distancing norms. In the earlier meeting (29<sup>th</sup> Sep 2020), it was decided to conduct the next meeting in the month of March 2021 but due to relaxation in lock down by state government and the university, meeting is scheduled earlier.

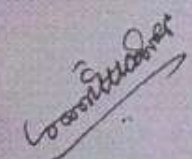
The agenda will be as follows:

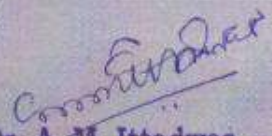
**Agenda of the Meeting**

1. Confirmation of minutes of previous meeting.
2. Safety measures to be taken in opening up the college.
3. Instruction to be circulated among students.
4. Seating arrangements and practical protocols to be follow up during college reopening phase.
5. Any other matter

Your valuable presence is highly solicited.

  
(Dr. G.K. Lohiya)  
Member Secretary,  
Disciplinary committee

  
**Dr. A. M. Ittadwar**  
Principal G. N. C. P.  
Nari, Near Dixit Nagar, Behind C. P. Fundry  
Kamptee Road Nagpur-440026.

  
**Dr. A. M. Ittadwar**  
Principal  
Gurunanak College Of Pharmacy  
Nari, Near Dixit Nagar, Behind C. P. Fundry  
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