



BUDGE BUDGE INSTITUTE OF TECHNOLOGY (BBIT)

(A unit of Jagannath Gupta Family Trust)

(Approved by AICTE, Govt. of India and Affiliated to MAKAUT & WBSCTVESD)
Nischintapur, Budge Budge, Kolkata-700137 Phone : 033-2482 0676/70 Telefax : 033-2482 0641
Email : contact@bbit.edu.in Website : www.bbit.edu.in

DISCIPLINARY COMMITTEE – 2023-2024

Objective

To ensure discipline in the campus and to suggest penal measures for students and staff for any kind of violation of discipline. Its objective is also to prevent ragging in the campus.

Aims & Responsibilities

The committee members hear and determine matters related to alleged professional misconduct and/or incompetence against College members. The parties to a hearing are the College and the member who is the subject of the complaint.

Convener of the committee shall convey a meeting of the members and discuss the complaint received from the Director

- i. The Committee may call the candidate to seek an explanation and hear him/her. Explanation shall be taken in writing
- ii. After hearing all the above persons, they shall report their findings in writing, along with punitive action (if any malpractice was detected) to the Director according to the University guidelines/norms
- iii. It is the responsibility of the Discipline Committee to determine if the teacher is guilty of professional misconduct or is incompetent and, if so, to determine and impose the appropriate order.
- iv. The Committee meets thrice a year and as and when the situation demands.
 - First meeting is held prior to the commencement of the Academic Session to decide the distribution of duties & responsibilities to the faculty members for maintaining discipline.
 - The second meeting takes place during mid-session to take actions, if so required.
 - The third meeting is held at a suitable time to discuss and decide about the discipline during conduct of tests and examination.
- v. The rules of procedure that govern the functioning of the Discipline Committee are made according to the Statutory Powers Procedure Act and came into effect on October 25, 2012.
- vi. Any other duties the Director / Associate Director may assign.



"Committed to provide Quality Professionals to the world"

Courses Offered : Management (MBA), M.Tech (CSE, Power System), Engineering : B. Tech in CE, ME, EE, ECE, CSE; Polytechnic : CE, ME, EE, ETCH, CST
Member of International Societies : 1) IUCEE, USA 2) IFEEES, USA.



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Composition

The disciplinary committee is composed of a convener and other members. It is assigned the task of ensuring smooth functioning and maintaining discipline in the college.

1. Prof. (Dr.) (Col.) Probhas Bose, Director, Chairperson
2. (Dr.) Sandeep Malik , Dean CSE&IT, Registrar, Convener
3. Prof. (Dr.) Labakanta Mondal, Asst. Registrar, Co-convener
4. Prof. Dr. Narendra Nath Jana , Principal , Member
5. Prof. (Dr.) Siladitya Bandhopadhyay , Dean of Students , Member
6. Prof. (Dr.) Moumita Poddar , Dean MBA, Member
7. Prof. (Dr.) Ashok Kumar Shaw, HOD Math, Dean R&D, Member
8. Prof. (Dr.) Bimal Kumar Dutta ,HOD, CSE , Member
9. Prof. (Dr.) Pallab Roy , HOD, ME , Member
10. Prof. (Dr.) Rishabh Dev Shukla, HOD, EE, Member
11. Ms. Kakali Sengupta , HOD , ECE, Member
12. Dr. Sanghamitra Medda, TIC, CE, Member
13. Mr. Samrat Majumdar, Asst. Professor ME, Asst. Registrar, Member
14. Mr. Pradip Kumar Mandal , TIC , HU, Member
15. Mr. Sanjay Shaw, Manager Operations, Member
16. Mr. Parmanand Pandit, Senior Manager-Finance, Member
17. Mr. Raju Singh, Asst. Manager- Marketing, Member
18. Mr. Anil Gupta, Cashier, Member
19. Mr. Deepak Kumar, IT Asst., Member
20. Mr. Manas Barui, Non-teaching Staff , Member

Date: 02.12.2023



Seal & Signature of Executive Director

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