

## Institutional Ethics Committee (IEC) Notice

**03-11-2021**

Dear Esteemed Members of the Institutional Ethics Committee,

Kindly take note that a meeting has been scheduled for November 25th, 2021. The primary focus of this gathering is to deliberate on ethical policy and compliance within the academic and research spheres.

Your presence and engagement at this meeting are greatly appreciated.

**Time:** 12.30pm to 1.30pm

**Venue:** Board Room, HRBR Campus, CMR University Bangalore.

**Agenda:**

1. Discuss organizing a workshop to address ethical issues in teaching and research for faculty members.
2. Discuss implementing strategies to prevent plagiarism among faculty and students.
3. Discuss establishing a review process for research scholars to ensure ethical research conduct within their departments.
4. Discuss ways to improve publication ethics among faculty and researchers.
5. Discuss evaluating the effectiveness of current ethics initiatives and activities within the institution.

Sl No	Committee Member	Designation	School	Role
1	Dr. Subramanya T R	Dean	SOLS	<b>Chairman</b>
2	Dr. Chitra Ravi	Director	SOSS	Convenor
3	Dr. Om Prakash	Senior Assistant Professor	SOM	Member
4	Dr. Rubini S	Associate Professor,	SOET	Member
5	Dr. Eswara Reddy	Associate Professor	SOEC	Member
6	Dr. Chidananda H L	Assistant Professor	SOEC	Member



**Registrar**



### **Minutes of Meeting of University Ethics Committee**

The Institutional Ethics Committee convened a meeting on Monday, November 25th, 2021, at 12:30 PM. The meeting took place in the Board Room situated at the HRBR Campus of CMR University. Members gathered to discuss matters pertaining to ethical conduct and decision-making within the university community

Sl No	Committee Member	Designation	School	Role
1	Dr. Subramanya T R	Dean	SOLS	<b>Chairman</b>
2	Dr. Chitra Ravi	Director	SOSS	Convenor
3	Dr. Om Prakash	Senior Assistant Professor	SOM	Member
4	Dr. Rubini S	Associate Professor,	SOET	Member
5	Dr. Eswara Reddy	Associate Professor	SOEC	Member
6	Dr. Chidananda H L	Assistant Professor	SOEC	Member

### **Agenda of Meeting:**

Discuss organizing a workshop to address ethical issues in teaching and research for faculty members.

Discuss implementing strategies to prevent plagiarism among faculty and students.

Discuss establishing a review process for research scholars to ensure ethical research conduct within their departments.

Discuss ways to improve publication ethics among faculty and researchers.

Discuss evaluating the effectiveness of current ethics initiatives and activities within the institution.



**Registrar**



### **Discussion and Resolution**

1. Discussion and Resolution for Workshop on Ethical Issues: The committee discussed the importance of organizing a workshop on ethical issues in teaching and research, resolving to collaborate with academic departments to develop and implement the workshop curriculum.
2. Discussion and Resolution for Plagiarism Prevention Strategies: Strategies to prevent plagiarism among faculty and students were deliberated, with a resolution to establish faculty training sessions and promote the use of plagiarism detection software across the university.
3. Discussion and Resolution for Research Scholar Review Process: The committee discussed the necessity of establishing a review process for research scholars to ensure ethical research conduct, resolving to form a subcommittee to draft guidelines for implementation and evaluation.
4. Discussion and Resolution for Publication Ethics Improvement: Ways to enhance publication ethics among faculty and researchers were explored, leading to a resolution to create a resource center for publication ethics guidance and support.
5. Discussion and Resolution for Evaluation of Ethics Initiatives: The effectiveness of current ethics initiatives and activities was reviewed, resulting in a resolution to conduct a comprehensive assessment and make recommendations for improvements based on the findings.



**Registrar**



## Institutional Ethics Committee (IEC) Notice

**26-04-2022**

Dear Esteemed Members,

We would like to inform you that a meeting of the Institutional Ethics Committee has been scheduled for May 17, 2022. The main agenda of this meeting is to discuss ethical policies and compliance within the academic and research domains.

Your attendance and active participation in this meeting are highly valued.

### Meeting Details:

Date: May 17, 2022

Time: 11:00 AM – 12:15 PM

Venue: Board Room, HRBR Campus, CMR University, Bangalore

### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discussion on any updates or changes to ethical policies and guidelines.
3. Evaluation of ongoing research projects for compliance with ethical standards.

### Members

Sl No	Committee member	Designation	School	Role
1	Dr. Subramanya T R–	Dean	SOLS	Chairman
2	Dr. Mohan Kumar S	Director	DORI	Convenor
3	Dr. Chitra Ravi	Director	SOSS	Member
4	Dr. Praneshwaran V J	Director	SOLS	Member
5	Dr. Purna Prasad Arcot	Director	SOM	Member
6	Dr. Om Prakash	Senior Assistant Professor	SOM	Member
	Dr. Rubini S	Associate Professor	SOET	Member



**Registrar**



## Minutes of Meeting of Institutional Ethics Committee

### Institutional Ethics Committee – January- June 2022

A meeting of the Institutional Ethics Committee was held on May 17, 2022, at 11:00 AM in the BoardRoom, HRBR Campus, CMR University, Bangalore. The following members were present:

Sl No	Committee Member	Designation	School	Role
1	Dr. Subramanya T R	Dean	SOLS	Chairman
2	Dr. Mohan Kumar S	Director	DORI	Convenor
3	Dr. Chitra Ravi	Director	SOSS	Member
4	Dr. Praneshwaran V J	Director	SOLS	Member
5	Dr. Purna Prasad Arcot	Director	SOM	Member
6	Dr. Om Prakash	Senior Assistant Professor	SOM	Member
7	Dr. Rubini S	Associate Professor	SOET	Member

#### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discussion on any updates or changes to ethical policies and guidelines.
3. Evaluation of ongoing research projects for compliance with ethical standards.

#### Minutes of the Meeting:

1. Review and approval of minutes from the previous meeting:
  - The minutes from the previous meeting held on November 25, 2022, were reviewed.
  - Dr. Subramanya T R proposed to approve the minutes. The proposal was seconded by Dr. Praneshwaran V J.
  - The minutes were unanimously approved with no amendments.
2. Discussion on any updates or changes to ethical policies and guidelines:
  - Dr. Mohan Kumar S initiated the discussion by presenting proposed updates to the ethical policies and guidelines.
  - Members provided their inputs and suggestions for refinement.
  - After thorough deliberation, the updated policies and guidelines were accepted unanimously.



**Registrar**



3. Evaluation of ongoing research projects for compliance with ethical standards:
- Dr. Chitra Ravi presented the status of ongoing research projects and their compliance with ethical standards.
  - Each project was discussed in detail, focusing on adherence to ethical guidelines and any potential ethical concerns.
  - Recommendations were made for projects requiring further adjustments to ensure compliance.
  - It was resolved to conduct periodic reviews of ongoing research projects to maintain ethical integrity.



**Registrar**



## Institutional Ethics Committee (IEC) Notice

**26-07-2022**

Dear Members,

We wish to inform all members of the Institutional Ethics Committee about an upcoming meeting scheduled for the 10th of August 2022. The meeting is set to take place from 02:00 PM to 03:30 PM in the Board Room at HRBR Campus, CMR University Bangalore.

**Agenda:**

1. Review and approval of minutes from the previous meeting.
2. Discussion on any updates or changes to ethical policies and guidelines.
3. Evaluation of ongoing research projects for compliance with ethical standards.
4. Presentation and discussion of any ethical concerns or issues raised by committee members or stakeholders.
5. Any other matter

Sl No	Committee member	Designation	School	Role
1	Dr. Subramanya T R	Professor	SOLS	<b>Chairman</b>
2	Dr. Mohan Kumar	Director	DORI	Convenor
3	Dr. Sugant	Dean	SOEC & SOM	Member
4	Dr. Chitra Ravi	Professor	SOSS	Member
5	Dr. Purnaprasad Arcot	Professor	SOM	Convenor
6	Dr. Rubini Sudhakar	Associate Professor	SOET	Member
7	Prof. Muralidhar Reddy - Director, SOA	Director	SOA	Member



**Registrar**



## Minutes of the Meeting Institutional Ethics Committee (IEC)

Date: August 10, 2022

Time: 02:00 PM - 03:30 PM

Location: Board Room, HRBR Campus, CMR University Bangalore

### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discussion on any updates or changes to ethical policies and guidelines.
3. Evaluation of ongoing research projects for compliance with ethical standards.
4. Presentation and discussion of any ethical concerns or issues raised by committee members or stakeholders.
5. Any other matter.

Sl No	Committee Member	Designation	School	Role
1	Dr. Subramanya T R	Professor	SOLS	Chairman
2	Dr. Mohan Kumar	Director	DORI	Convenor
3	Dr. Sugant	Dean	SOEC & SOM	Member
4	Dr. Chitra Ravi	Professor	SOSS	Member
5	Dr. Purnaprasad Arcot	Professor	SOM	Convenor
6	Dr. Rubini Sudhakar	Associate Professor	SOET	Member
7	Prof. Muralidhar Reddy	Director	SOA	Member

### Attendees:Proceedings:

1. Review and Approval of Minutes from the Previous Meeting:
  - Dr. Subramanya T R initiated the review of the minutes from the previous meeting.
  - The minutes from the previous meeting held on [date] were thoroughly reviewed.
  - Dr. Sugant proposed to approve the minutes. The proposal was seconded by Dr. Chitra Ravi.
  - The minutes were unanimously approved without any amendments.
2. Discussion on Updates or Changes to Ethical Policies and Guidelines:



**Registrar**



- Dr. Mohan Kumar presented proposed updates to the ethical policies and guidelines.
  - Committee members provided their inputs and suggestions for refinement.
  - After comprehensive deliberation, the updated policies and guidelines were unanimously accepted.
3. Evaluation of Ongoing Research Projects for Compliance with Ethical Standards:
- Dr. Purnaprasad Arcot presented the status of ongoing research projects and their compliance with ethical standards.
  - Each project was scrutinized in detail, focusing on adherence to ethical guidelines and identifying any potential concerns.
  - Recommendations were made for projects requiring further adjustments to ensure compliance.
  - It was decided to conduct periodic reviews of ongoing research projects to uphold ethical integrity.
4. Presentation and Discussion of Ethical Concerns or Issues:
- Committee members were invited to present any ethical concerns or issues they wished to discuss.
  - Several matters were raised and thoroughly deliberated upon, with possible solutions proposed.
5. Any Other Matter: No other matters discussed.



**Registrar**



## Institutional Ethics Committee (IEC) Notice

**30-12-2022**

Dear Members,

You are cordially invited to attend a meeting of the Institutional Ethics Committee scheduled for January 20, 2023, from 02:30 PM to 03:30 PM. The meeting will take place in the Board Room at the HRBR Campus, CMR University, Bangalore.

### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discussion on Ensuring Inclusive Ethical Practices Across Disciplines
3. Training and Education Initiatives on Research Ethics
4. Discuss the development of tailored educational resources and workshops that address discipline-specific ethical dilemmas and best practices.
5. Any other matter

Sl No	Committee member	Designation	School	Role
1	Dr. H. B. Raghavendra	Vice Chancellor	CMRU	<b>Chairman</b>
2	Dr. Mohan Kumar S	Director	IQAC & DORI	Convenor
3	Dr. Sugant	Dean	SOEC	Member
4	Dr. Manjunath	Dean	SOET	Member
5	Dr. Chitra Ravi	Director	SOSS	Member
6	Dr. Praneswaran V J	Director	SOLS	Member
7	Dr. Vivek R	Director	SOM	Member
8	Prof. Muralidhar Reddy	Director	SOA	Member
9	Dr. Ramani C	Director	SOSSH	Member



**Registrar**



## Minutes of Meeting of Institutional Ethics Committee Institutional Ethics Committee – January- June 2023

**Dear Members,**

You are cordially invited to attend a meeting of the Institutional Ethics Committee scheduled for January 20, 2023, from 02:30 PM to 03:30 PM. The meeting will take place in the Board Room at the HRBR Campus, CMR University, Bangalore.

**Agenda:**

1. Review and approval of minutes from the previous meeting.
2. Discussion on Ensuring Inclusive Ethical Practices Across Disciplines.
3. Training and Education Initiatives on Research Ethics.
4. Discuss the development of tailored educational resources and workshops that address discipline-specific ethical dilemmas and best practices.
5. Any other matter.

**Attendees:**

Sl No	Committee Member	Designation	School	Role
1	Dr. H. B. Raghavendra	Vice Chancellor	CMRU	Chairman
2	Dr. Mohan Kumar S	Director	IQAC & DORI	Convenor
3	Dr. Sugant	Dean	SOEC	Member
4	Dr. Manjunath	Dean	SOET	Member
5	Dr. Chitra Ravi	Director	SOSS	Member
6	Dr. Praneshwaran V J	Director	SOLS	Member
7	Dr. Vivek R	Director	SOM	Member
8	Prof. Muralidhar Reddy	Director	SOA	Member
9	Dr. Ramani C	Director	SOSSH	Member
10	Registrar	Registrar		



**Registrar**



**Proceedings:**

**1. Review and Approval of Minutes from the Previous Meeting:**

- Dr. H. B. Raghavendra initiated the review of the minutes from the previous meeting.
- The minutes from the previous meeting were reviewed and approved without any amendments.

**2. Discussion on Ensuring Inclusive Ethical Practices Across Disciplines:**

- Committee members engaged in a discussion on strategies to ensure inclusive ethical practices across different disciplines within the institution.
- Various approaches and initiatives were proposed to address potential challenges and promote ethical awareness and compliance universally.

**3. Training and Education Initiatives on Research Ethics:**

- The committee discussed the development of tailored educational resources and workshops focusing on discipline-specific ethical dilemmas and best practices.
- Ideas were exchanged on effective methodologies for delivering research ethics training and education to faculty, researchers, and students.

**4. Any Other Matter: No other matters raised by the members**



**Registrar**



## Institutional Ethics Committee (IEC) Notice

**20-06-2023**

Dear Committee Members,

We would like to inform you that a meeting of the Institutional Ethics Committee has been scheduled for July 5, 2023. The meeting will be held from 11:30 AM to 12:30 PM in the Board Room at the HRBR Campus, CMR University Bangalore.

### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discuss ethical considerations related to community-based research and participatory research methods.
3. Discuss mechanisms for fostering ethical communication and collaboration among researchers from different disciplines.
4. Review policies and procedures for disclosing and managing conflicts of interest in research activities.
5. Any other matter

### Members

Sl No	Committee member	Designation	School	Role
1	Dr. H. B. Raghavendra	Vice Chancellor		<b>Chairman</b>
2	Dr. Mohan Kumar S	Director	IQAC & DORI	Convenor
4	Dr. Manjunath	Dean	SOET	Member
5	Dr. Chitra Ravi	Director	SOSS	Member
6	Dr. Praneshwaran V J	Director	SOLS	Member
7	Dr. Bhupendra Bahadur Tiwari	Director	SOEC	Member
8	Dr. Gomathi S	Director	SOM	Member
9	Prof. Muralidhar Reddy	Director	SOA	Member
10	Dr. Ravi Shankar	Director- In Charge	SLS	Member



**Registrar**



## Minutes of Meeting of Institutional Ethics Committee

### Institutional Ethics Committee – July 5, 2023

Dear Members,

You are cordially invited to attend a meeting of the Institutional Ethics Committee scheduled for July 5, 2023, from 11:30 AM to 12:30 PM. The meeting will take place in the Board Room at the HRBR Campus, CMR University, Bangalore.

#### Agenda:

1. Review and approval of minutes from the previous meeting.
2. Discuss ethical considerations related to community-based research and participatory research methods.
3. Discuss mechanisms for fostering ethical communication and collaboration among researchers from different disciplines.
4. Review policies and procedures for disclosing and managing conflicts of interest in research activities.
5. Any other matter.

#### Attendees:

Sl No	Committee Member	Designation	School	Role
1	Dr. H. B. Raghavendra	Vice Chancellor	CMRU	Chairman
2	Dr. Mohan Kumar S	Director	IQAC & DORI	Convenor
3	Dr. Manjunath	Dean	SOET	Member
4	Dr. Chitra Ravi	Director	SOSS	Member
5	Dr. Praneshwaran V J	Director	SOLS	Member
6	Dr. Bhupendra Bahadur Tiwari	Director	SOEC	Member
7	Dr. Gomathi S	Director	SOM	Member
8	Prof. Muralidhar Reddy	Director	SOA	Member
9	Dr. Ravi Shankar	Director-In-Charge	SLS	Member



**Registrar**



## **Proceedings:**

1. Review and Approval of Minutes from the Previous Meeting:
  - Dr. H. B. Raghavendra initiated the review of the minutes from the previous meeting.
  - The minutes from the previous meeting were reviewed and approved without any amendments.
2. Discussion on Ethical Considerations Related to Community-Based Research and Participatory Research Methods:
  - Committee members engaged in a discussion regarding the ethical implications and considerations associated with community-based research and participatory research methods.
  - Various perspectives were shared on ensuring the protection of community interests and fostering meaningful engagement with stakeholders.
3. Mechanisms for Fostering Ethical Communication and Collaboration Among Researchers from Different Disciplines:
  - The committee discussed strategies for promoting ethical communication and collaboration among researchers from diverse disciplines.
  - Emphasis was placed on establishing clear communication channels, fostering mutual respect, and addressing disciplinary differences in ethical approaches.
4. Review of Policies and Procedures for Disclosing and Managing Conflicts of Interest in Research Activities:
  - Policies and procedures for disclosing and managing conflicts of interest in research activities were reviewed.
  - Suggestions were made to enhance transparency and accountability in identifying and managing conflicts of interest effectively.
5. Any Other Matter: No other matters were raised by the members.



**Registrar**



No.CMRU/FC/2018-19/05

Date: 12-06-2018

### NOTIFICATION

**Sub:** Constitution of Internal Functional Committees for the year academic year 2018-19

### FUNCTIONAL COMMITTEES

For the smooth conduct of curricular, co-curricular and extra- curricular activities and overall development of the University the following functional committees for the academic year 2018-19 have been constituted. The respective conveners and members are hereby directed to work with responsibility in line with the roles and responsibilities assigned to them in accordance with the objectives stipulated under each committee.

#### 1) Anti-ragging Committee

1	Dr. M.S. Shiva Kumar Vice Chancellor, CMR University	Chairperson
2	Dr. Praveen R Registrar, CMR University	Member
3	Dr. Basanna Patagundi Director, School of Management	Member
4	Dr. Srinivas K T Director, School of Economics and Commerce	Member
5	Dr. Girish S. Assistant Professor, School of Engineering and Technology	Member
6	Prof. V J Praneshwaran Assistant Professor, School of Legal Studies	Member
7	Dr. E. Eswara Reddy Associate Professor, School of Economics and Commerce	Member
8	Ms. Kavitha Hostel Administrator	Member



## 2) Grievance Redressal Committee

1	Dr. Shiv Tripathi Director, School of Economics and Commerce	Chairperson
2	Dr. Harish Ramanna Professor, School of Engineering and Technology	Member
3	Mr. Rajesh Kurandwad Assistant Professor, School of Management	Member/s
4	Prof. Muralidhar K Director, School of Architecture	Member
5	Mr. Sreenidhi K R, Asst Professor, School of Legal Studies	Member
6	Student representing the school where grievance has occurred	Member

## 3) Women Anti-Harassment Committee

1	Dr. Annapoorna M S Director, School of Economics and Commerce	Chairperson
2	Dr. Maduri Suresh Director, School of Social Sciences and Humanities	Member
3	Dr. Smitha Philip Assistant Professor, School of Social Sciences and Humanities	Member
4	Prof. Aparna Shenoy Assistant Professor, School of Management	Member
5	Ms. Soumya Suresh Senior Manager, Volunteer Action (NGO)	Member
6	Law Officer CMR Jnanadhara Trust	Member



No.CMRU/FC/2019-20/06

Date: 10-06-2019

### NOTIFICATION

**Sub:** Constitution of Internal Functional Committees for the year academic year 2019-20

### FUNCTIONAL COMMITTEES

For the smooth conduct of curricular, co-curricular and extra- curricular activities and overall development of the University the following functional committees for the academic year 2019-20 have been constituted. The respective conveners and members are hereby directed to work with responsibility in line with the roles and responsibilities assigned to them in accordance with the objectives stipulated under each committee.

#### 1) Anti-ragging Committee

1	Dr. M.S. Shiva Kumar Vice Chancellor, CMR University	Chairperson
2	Dr. Praveen R Registrar, CMR University	Member
3	Dr. Subashree Director, School of Management	Member
4	Dr. Annapoorna Director, School of Economics and Commerce	Member
5	Dr. Girish S. Assistant Professor, School of Engineering and Technology	Member
6	Prof. V J Praneshwaran Assistant Professor, School of Legal Studies	Member
7	Dr. E. Eswara Reddy Associate Professor, School of Economics and Commerce	Member
8	Ms. Kavitha Hostel Administrator	Member



## 2) Grievance Redressal Committee

1	Dr. Annapoorna Director, School of Economics and Commerce	Chairperson
2	Dr. Harish Ramanna Professor, School of Engineering and Technology	Member
3	Mr. Rajesh Kurandwad Assistant Professor, School of Management	Member
4	Prof. Muralidhar K Director, School of Architecture	Member
5	Mr. Sreenidhi K R, Asst Professor, School of Legal Studies	Member
6	Student representing the school where grievance has occurred	Member

## 3) Women Anti-Harassment Committee

1	Dr. Annapoorna M S Director, School of Economics and Commerce	Chairperson
2	Dr. Arunima Upadhyay Director, School of Social Sciences and Humanities	Member
3	Dr. Smitha Philip Assistant Professor, School of Social Sciences and Humanities	Member
4	Prof. Aparna Shenoy Assistant Professor, School of Management	Member
5	Ms. Soumya Suresh Senior Manager, Volunteer Action (NGO)	Member
6	Law Officer CMR Jnanadhara Trust	Member



  
 Registrar

No.CMRU/FC/2020-21/12

Date:13-06-2020

**NOTIFICATION****Sub:** Constitution of Internal Functional Committees for the year academic year 2020-21**FUNCTIONAL COMMITTEES**

For the smooth conduct of curricular, co-curricular and extra- curricular activities and overall development of the University the following functional committees for the academic year 2020-21 have been constituted. The respective conveners and members are hereby directed to work with responsibility in line with the roles and responsibilities assigned to them in accordance with the objectives stipulated under each committee.

**1) Anti-ragging Committee**

Sl. No.	Name	Position
1	Dr. M.S. Shiva Kumar Vice Chancellor, CMR University	Chairman
2	Dr. Praveen R Registrar, CMR University	Member
3	Dr. Subashree Kar Director, School of Management	Member
4	Dr. Annapoorna Director, School of Economics and Commerce	Member
5	Dr. Girish S. Assistant Professor, School of Engineering and Technology	Member
6	Prof. V J Praneshwaran Assistant Professor, School of Legal Studies	Member
7	Dr. E. Eswara Reddy Associate Professor, School of Economics and Commerce	Member
8	Ms. Kavitha Hostel Administrator	Member



## 2) Grievance Redressal Committee

1	Prof. Suja Bennett Director, School of Science Studies	Chairperson
2	Dr. Annapoorna M S Director, School of Economics and Commerce	Member
3	Dr. Harish Ramanna Professor, School of Engineering and Technology	Member
4	Mr. Rajesh Kurandwad Assistant Professor, School of Management	Member
5	Prof. Muralidhar K Professor, School of Architecture	Member
6	Mr. Sreenidhi K R Assistant Professor, School of Legal Studies	Member
7	Student representing the school where grievance has occurred (Special invitee)	Member

## 3) Women Anti-Harassment Committee

1	Dr. Annapoorna M S Director, School of Economics and Commerce	Chairperson
2	Dr. Arunima Upadhyay Director, School of Social Sciences and Humanities	Member
3	Dr. Smitha Philip Assistant Professor, School of Social Sciences and Humanities	Member
4	Ms. Soumya Suresh Senior Manager, Volunteer Action (NGO)	Member
5	Law Officer CMR Jnanadhara Trust	Member



No.CMRU/FC/2021-22/15

Date: 18-06-2021

### NOTIFICATION

**Sub:** Constitution of Internal Functional Committees for the year academic year 2021-22

### FUNCTIONAL COMMITTEES

For the smooth conduct of curricular, co-curricular and extra- curricular activities and overall development of the University the following functional committees for the academic year 2021-22 have been constituted. The respective conveners and members are hereby directed to work with responsibility in line with the roles and responsibilities assigned to them in accordance with the objectives stipulated under each committee.

#### 1) Anti-ragging Committee

1	Dr. Tristha Ramamurthy, Vice Chancellor, CMR University	Chairperson
2	Dr. Praveen R Registrar, CMR University	Member
3	Dr. Prabhakar Reddy Dean, School of Engineering and Technology	Member
4	Dr. Latha Krishnan Director, School of Economics and Commerce	Member
5	Prof. Santhosh K.C Senior Asst. Professor, School of Science Studies	Member
6	Dr. V J Praneshwaran Director, School of Legal Studies	Member
7	Prof. Jacob Thomas Senior Asst Professor, School of Management	Member
8	Ms. Kavitha Hostel Administrator	Member



## 2) Grievance Redressal Committee

1	Dr. Suja Bennet Dean Academics, CMR University	Chairperson
2	Dr. Suganth R Dean, School of Management & School of Economics & Commerce	Member
3	Dr. Rubini Dean (i/c), School of Engineering and Technology	Member
4	Dr. Anitha B Asst Professor, School of Management	Member
5	Prof. Muralidhar K Director, School of Architecture	Member
6	Mr. Sreenidhi K R Asst Professor, School of Legal Studies	Member
7	Student Welfare Committee Secretary	Member
8	Student representing the school where grievance has occurred	Special invite

## 3) Women Anti-Harassment Committee

1	Prof. Jayanthi M Asst. Professor, School of Science Studies	Chairperson
2	Dr. Rubini. P Associate Professor, School of Engineering & Technology	Member
3	Dr. Smitha Philip Asst Professor, School of Social Sciences & Humanities	Member
4	Prof. Chanjana Philip Asst. professor, School of Legal Studies	Member
5	Ms. Soumya Suresh Senior Manager, Volunteer Action (NGO)	Member
6	Legal Officer CMR Jnanadhara Trust	Member



No.CMRU/FC/2022-23/22

Date: 12-06-2022

### NOTIFICATION

**Sub:** Constitution of Internal Functional Committees for the year academic year 2022-23

### FUNCTIONAL COMMITTEES

For the smooth conduct of curricular, co-curricular and extra- curricular activities and overall development of the University the following functional committees for the academic year 2022-23 have been constituted. The respective conveners and members are hereby directed to work with responsibility in line with the roles and responsibilities assigned to them in accordance with the objectives stipulated under each committee.

#### 1) Anti-ragging Committee

1	Dr. Tristha Ramamurthy Vice Chancellor, CMR University	Chairperson
2	Dr. Praveen R Registrar, CMR University	Member
3	Dr. Manjunath V Dean, School of Engineering and Technology	Member
4	Prof. Muralidhar K Reddy, Director, School of Architecture	Member
5	Prof. Santhosh K.C Senior Asst. Professor, School of Science Studies	Member
6	Dr. V J Praneshwaran Director, School of Legal Studies	Member
7	Dr. Divya Thankom Varghese Assistant Professor, School of Management	Member
8	Dr. Sharath Assistant Professor, School of Social Science & Humanities	Member
9	Mr. Karthik J P Assistant Professor, School of Economics & Commerce	Member
10	Ms. Kavitha Hostel Administrator	Member



## 2) Grievance Redressal Committee

1	Dr. Suja Bennet Dean Academics, CMR University	Chairperson
2	Dean / Director of all Schools of Studies	Member/s
3	Dr. Anitha B Asst Professor, School of Management	Member
4	Mr. Sreenidhi K R Asst Professor, School of Legal Studies	Member
5	Student Welfare Committee Secretary	Member
6	Student representing the school where grievance has occurred	(Special invite)

## 3) Women Anti-Harassment Committee

1	Prof. Jayanthi M Asst. Professor, School of Science Studies	Chairperson
2	Dr. Rubini. P Associate Professor, School of Engineering & Technology	Member
3	Dr. Smitha Philip Asst Professor, School of Social Sciences & Humanities	Member
4	Prof. Chanjana Philip Asst. professor, School of Legal Studies	Member
5	Ms. Soumya Suresh Senior Manager, Volunteer Action (NGO)	Member
6	Legal Officer CMR Jnanadhara Trust	Member



  
Registrar

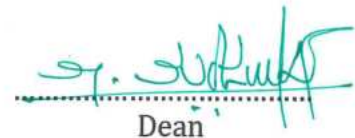
Date: 03<sup>rd</sup> January 2023

### **CIRCULAR**

As per the regulations of the University, every student is expected to exhibit good behavior and total discipline both within and outside the campus. However, recently there are reports of a few students indulging in unruly behavior, minor scuffle and manhandling within the campus. Such acts of indiscipline are totally unacceptable and will not be tolerated in any way.

In order to ensure safety of all students and maintain peaceful atmosphere within the campus, any kind of violence or disruption of peace within the campus is strictly prohibited. Any student found guilty of indulging in such acts of indiscipline will face strict disciplinary action including suspension without any notice.

Therefore, all the students are hereby informed to abide by the rules and regulations of the University and maintain a healthy atmosphere within the campus.



Dean

School of Engineering and Technology  
CMR University, Bengaluru

Copy to:

1. Hon'ble Registrar, CMR University – for information
2. All Heads of the department – for information.
3. Discipline committee – for information,
4. Entrance Gate and SoET Notice Boards – for display.



No. CMRU/Notification/2022-23/120

Date: 10-04-2023

**NOTIFICATION****Sub:** SOP for University Student Grievance Redressal Committee (SGRC)**Ref:** Approval from the Vice Chancellor, dt: 06-04-2023

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The Standard Operating Procedure CMR University's Student Grievance Redressal Committee (SGRC), is notified hereunder for the information of all concerned. The Deans, Directors and Heads of all Schools of Studies and other Departments are requested to adhere to the Standard Operating Procedure of Student Grievance Redressal Committee (SGRC).

**STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)****STANDARD OPERATING PROCEDURE (SOP)****1. Purpose:**

The students are the main stakeholders in any institution imparting education and it is our endeavour to make all efforts to ensure transparency in all the activities at different stages. Taking this spirit in consideration, the University has decided to provide a mechanism to students for redressal of their grievances. "Grievances or complaint" includes any communication that expresses dissatisfaction, in respect of the conduct or any act of omission or commission or deficiency of service and in the nature of seeking a remedial action.

The function of the committee is to look into the complaints lodged by any student, and judge its merit. The Student Grievance Redressal Committee (SGRC) is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the Committee members in person, or in consultation with the faculty in-charge of SGRC of the respective School of Study. In case the person is unwilling to appear in person, grievances may be escalated to the concerned authority by raising a ticket through the ERP (JUNO) under the Grievance Redressal Module.

Grievances may also be sent through-mail [student.grievances@cmr.edu.in](mailto:student.grievances@cmr.edu.in) to SGRC.

**2. Objective:**

The objective of the SGRC is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational environment in the campus.

The Committee shall independently deal with any complaint having adverse effect on a student or a group of students with the following objectives.

- To uphold the dignity of the University by ensuring strife free atmosphere in the campus through promoting cordial student-student relationship and student-faculty relationship etc.



- To encourage students to express their grievances / problems freely and frankly, without any fear of being victimized.
- To advise students of the University / Institute to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- To advise all the students to refrain from inciting students against other students, faculty and administrators.
- To advise all staff to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- To prevent ragging in any form in and outside the institution.

### 3. Scope:

To resolve the grievances of students of different Schools of Studies of CMR University. The grievances may include the following complaints of the aggrieved students.

- a) Grievance related to Teaching & Evaluation
- b) Grievance related to Attendance
- c) Grievance regarding conduct of Examinations
- d) Grievance related to Victimization
- e) Harassment by peers, faculty or any other

### 4. Structure:

With reference to UGC (Grievance Redressal) Regulations, 2012, Student Grievance Redressal Committee (SGRC) is constituted with a senior faculty as chairperson and faculties from different Schools as members. The members maintain the operations of SGRC.

### 5. Composition:

5.1. The University level SGRC shall comprise members on criteria detailed below.

The Members 1 to 3 shall be nominated in writing by the Vice Chancellor of the University.

1. Chairperson: A Dean of School / Professor
2. Member Secretary: Dean, Academics (Registrar in the absence of the DA)
3. Member: A male faculty not below the rank of Senior Professor
4. Member: A lady faculty not below the rank of Professor with not less than 5 years of service in the University
5. Member: Student Council Member - Secretary - Student Welfare Committee
6. Member: One Student to be nominated by Members 1 to 4
7. Registrar (Evaluation) (for examination related grievances)
8. Finance Officer (for fee/finance related grievances)
9. Director, Research (for the cases related to Research Scholars)
10. Dean, Academics (for the cases related to Academics)
11. Registrar (for the cases related to Administration)



- 5.2 The Chairperson shall appoint one Member to act as the Secretary of the Committee who shall be responsible for maintenance of records of meetings and proceedings of the Committee and shall be custodian of the Records.
- 5.3. The tenure of the Committee shall be Two years.
- 5.4. The quorum of the Committee meeting while dealing with any issue shall be 3 of Members 1 to 4 and shall include Student Member 5 or 6 or both. Members 7 to 11 will be present as per the nature of the grievance
- 5.5. Any complaint shall be in writing submitted or emailed to the Committee or raised through the Grievance module of the ERP within a fortnight (15 days) of the alleged incident or occurrence of the concern
- 5.6. The complainant and or the person aggrieved shall present himself before the Committee as and when called upon by the Committee.
- 5.7. Anonymous Complaint shall not be enquired into.
- 5.8. Any Enquiry by the Committee and shall be completed within a fortnight (15 days) thereof.
- 5.9. The Committee shall summon any person or documents connected with the affairs of the University.
- 5.10. Failure to appear or produce documents before the Committee by the person in whose custody the document is available shall constitute a misconduct liable for disciplinary action and such other action as may be prescribed.
- 5.11. The Secretary of the Committee shall under the guidance of the Chairperson of the Committee produce the minutes of meeting and records for perusal of the Vice Chancellor.
- 5.12. The School level SGRC shall comprise members on such criteria detailed below.
  1. Chairperson: The Dean of School / Director (in absence of Dean)
  2. Member: A male faculty not below the rank of Associate Professor
  3. Member: A lady faculty not below the rank of Associate Professor with not less than 5 years of service in the University

## **6. Functions:**

- 6.1 The cases will be attended promptly on receipt of written grievances or through the ERP (JUNO) from the students
- 6.2 The cases will be attended promptly on receipt of written grievances or through the ERP(JUNO) from the students
- 6.3 SGRC formally will review all cases and will act accordingly as per the Management policy
- 6.4 SGRC will give a report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

## **7. Report & Recommendation of the Committee:**

- 7.1. The Committee on completion of the Enquiry shall submit its Report and Recommendations to the Vice Chancellor within the stipulated time mentioned above.



- 7.2. The University shall be bound by the such Report and Recommendations and shall furnish to the Committee a Compliance or Action Taken Report within 30 days thereof. Such Compliance or Action Report shall form part of the records of the Committee.
- 7.3. The Chairperson of the Committee shall be free to appoint an Expert Invitee or any person with special skills for the purpose of any enquiry. Such Expert Invitee shall act as Amicus Curiae of the Committee.
- 7.4. The Committee shall be free to conduct awareness and / or sensitization programme by itself or with assistance of experts consented by the University for the purpose of achieving the larger objectives of the Committee.

#### **8. Provisions:**

- 8.1. Students can communicate their grievances to the SGRC by raising a ticket through the ERP (JUNO) - Grievances Redressal Module.
- 8.2. A Suggestion / Complaint Box is installed in the Administrative Block in which the students, who want to remain anonymous, can put in writing their grievances and their suggestions for improving the Academics / Examination / Administration in the University.
- 8.3. Grievances can be communicated to the SGRC through email  
[student.grievances@cmr.edu.in](mailto:student.grievances@cmr.edu.in)

#### **9. Procedure for Redressal of Grievances:**

- 9.1. An aggrieved student who has the Grievance or Grievances at the School level shall make an application first to the Dean / Director of the respective School of Studies. The Dean / Director of the School, after verifying the facts will try to redress the grievance within a week of the receipt of application of the student. If the student is not satisfied with the verdict or solution of the Dean / Director of the School, then the same should be placed before the next level SGRC constituted for the purpose at the University.
- 9.2. If the student is not satisfied with the redressal offered by the School level SGRC and feel that his/her Grievance is not redressed, he/she can submit an appeal to the University level SGRC within a week from the date of receipt of the decision with the relevant details.
- 9.3. The Chairperson of the University level SGRC should consider the appeal of the student and will place the matter before the University level SGRC which shall either endorse the decision of the School level SGRC or shall pass appropriate order in the best possible manner within 15 days of receipt of application.
- 9.4. While dealing with the complaint, the Committees at both levels will observe the law of natural justice and hear the complainant and concerned people.
- 9.5. While passing an order on any Grievance at any level, the relevant provisions of Act/Regulations should be kept in mind and no such order should be passed in contradiction of the same.
- 9.6. The student will submit the application of Grievance or appeal to both the levels, as the case may be, through the Faculty Class coordinator or Head of Department.
- 9.7. Closure of grievance: Every grievance shall be disposed of within a maximum period of 90 days of its receipt and a final reply shall be informed to the complainant, containing resolution or rejection of the complaint, with reasons thereof recorded in



9.8. Escalation of grievances: The stakeholders whose grievance has not been resolved by the intermediary within ninety days from the date of receipt or who are not satisfied with the resolution provided by the respective committee shall prefer an appeal to the Vice Chancellor against the concerned intermediary or any other officials.

**10. Policy to handle major grievances:**

- 10.1. Major grievances such as problems involving legal matters are referred to the senior leadership of the University. Appropriate action is carried out as per guidance provided by the said.
- 10.2. In case grievance involves external agencies, matter is referred to appropriate authorities for further action.



*Paul* 10/4/23  
Registrar

**Copy To:**

1. Pro Vice Chancellor, CMRU
2. Registrar (Evaluation), CMRU
3. Deans and Directors of all Schools of Studies, CMRU
4. Directors / Heads of Non-School Departments, CMRU
5. Administrator, CMRU Hostels
6. PS to Vice Chancellor, CMRU
7. Office Copy





Ref: 449/CMRU/2021-22

Dt: 11.08.2022

## CIRCULAR

### Discipline rules

#### 1. MOBILE PHONE USAGE

##### 1.1. *Usage of mobile phones in the Class is strictly prohibited.*

##### 1.1.1. For the purpose of these rules "Usage of Mobile Phones" includes

- a. making and/or receiving calls
- b. to checking messages / mails
- c. Putting on silent mode
- d. Using phones to access social networking apps.
- e. Playing games
- f. Listening to music with/without earphone, wearing / displaying earphones or any other mobile accessory is prohibited.
- g. Charging phones in the classroom.
- h. Displaying the phones/ accessories within the class.
- i. Inadvertent ringing of phone on keeping of alarm, ringtones or any other notification sounds.
- j. Taking or sharing or viewing pictures in the class.
- k. Taking videos/photos of the lecture/lecturer without prior permission of the course coordinator.

#### 1.2. *Penalty*

##### 1.2.1 Any student found breaking any of the provisions under rule 1.1: -

- a. His/her mobile phone including all accessories found on person will be confiscated for a period of twenty four (24) hours.
- b. In case of second time, his/her mobile phone including all accessories found on person will be confiscated for a period of forty eight (48) hours.
- c. In case of habitual offenders, his/her mobile phone including all accessories found on person will be confiscated for a period of one week.
- d. And in addition to a, b & c above, write any apology letter, which would be attached to the Student's Profile.

##### 1.2.2 For the purpose for these Rules 'Habitual offender' means any Student who has committed the same offence for at least three times.

Vijay Kumar



## 2. **UNIFORM**

2.1. *Refer to the circular vide No. 379/SOLS/2021-22 dt. 18-04-2022*

### 2.2. **Breach and Penalty**

2.2.1 Any student found dressed in a manner not specified under rule 2.1 shall be considered to have violated the uniform rule and shall not be allowed to attend classes.

### 2.3 **Identity Cards**

2.3.1. All students shall wear and display prominently around their neck the identity card along with the tag issued by the college in its original form anywhere within the campus.

2.3.2. Any student who is not wearing the identity card in the manner specified in rule 2.3.1 shall not be allowed to attend classes.

2.3.3. Any student found not wearing the identity card in the manner specified in rule 2.3.1, outside the class (corridors, library, staff room, common areas etc), shall be marked absent for all the classes he/she has attended that day and shall also not be allowed to attend classes on that day.

2.3.4. Identity cards without tags or damaged identity cards shall be confiscated and will not be returned. The student has to apply for the new ID.

2.3.5. If any student is found wearing someone else's ID, the same shall be confiscated and will not be returned.

## 3 **ATTENDANCE**

### 3.1. **Attendance**

3.1.1. Each student shall maintain a minimum cumulative attendance of at least 70% in each course failing which he/she will not be permitted to write the university examinations.

3.1.2. Students with shortage of attendance shall produce medical certificate if any within one week from the time leave was taken. The maximum attendance which can be availed by medical certificate is 5%.

3.1.3. Any student who is representing university anywhere in competition or otherwise, will get O.D. which is to be submitted to the class teacher before the period for which the leave is granted. A student can claim OD only when he/she has 60% attendance.

3.1.4. Any student volunteering in any work as required by the university shall get O.D, which is to be submitted to the class teacher.

3.1.5. Students remaining absent due to suspension or the breach of any rules shall not be allowed use such absence as an excuse to condone shortage of attendance.

V10/11/2022



#### 4. GENERAL BEHAVIOUR AND DISCIPLINE

4.1 The following shall be prohibited.

- a. Chewing/spitting gum anywhere within the class.
- b. Eating during class hours.
- c. Chewing/spitting gutka or pan or any other tobacco products or pan masala or supari in the class.
- d. Smoking within a radius of 1 kilometre of the campus.

#### 4.2 *Punctuality*

4.2.1 No student shall be allowed into class after 15 minutes for the 8.30 class and for the other classes, 5 mins or once the teacher enters and locks the door, whichever is later. Attempting to enter or repeatedly knocking the door and disturbing the class shall invoke disciplinary action.

#### 4.3 *Misbehaviour in campus*

4.3.1 Students who commit any indiscipline or found misbehaving in campus or causing harm/damage to college property would be subjected to disciplinary action as per decided by the Disciplinary committee.

V. D. 11/8/20  
Director

T. L. Subramanian  
Dean





Ref: 520 /CMRU/2022-23

10-11-2022

## CIRCULAR

Addendum to circular No. 480/CMRU/2022-23, dated 20.09.2022

### Administrative Responsibilities– September, 2022 Clubs, Cells and Committees

#### Anti-Ragging Cell

Sl No	Name	Designation
1.	Dr. Seema Surendran	Chairperson
2.	Mr. S. Rajasekaran	Member

#### Mental Models and Mental Awareness Club

Sl No	Name	Designation
1.	Ms. Shraddha Chauhan	Coordinator

V. I. D. 10/11/2022  
Director

T. R. S. 10/11/2022  
Dean

10-11-2022



### Code of conducts for students

All the students of SOET (CMRU), are hereby inform that in view of keeping the conducive academic environment and to maintain the discipline in the university premises, everybody is appealed to strictly adhere to the following instructions.

1. Wearing ID-card in the campus is compulsory. Any staff member can ask you for the reason of non-wearing of ID-card.
2. Everybody should be Punctual for classes and should avoid coming late.
3. Attendance in the classes for theory as well as practical is compulsory, otherwise student will undergo a strict administrative action as per university rule.
4. Everybody should involve himself herself in any of the technical activity such as: Seminar & project presentation / Lab Innovations / Paper Presentation / Arranging or participating in workshop and improve your skill through value addition programs (Earn Over & above marks in term work).
5. Everybody should try to develop soft skills / Aptitude. It is requirement of time should try to speak in English within your groups everybody should participate whole heartedly in student meetings.
6. Utilize library hour for Over above knowledge.
7. Nurture all hour's model of our college.
8. While travelling by the college bus, students are strictly advised to maintain discipline and gentle behavior.
9. Students shall not ride bikes without helmet and avoid riding high-powered vehicles inside the campus.
10. Students must keep the campus neat and clean and not through west in the campus except in the waste baskets kept.
11. Harassment of juniors, ill treatment to fellow student or any such form of ragging is objectionable and liable to be treated as criminal offence as per law, following the directives of honorable Supreme court of India.
12. Any violation of the above rules will invite penalty in the form of warning, fine, complaint to parent or any course of corrective measure as found suitable by any staff.



### **Code of Conducts for Faculty**

Every employee shall be governed by these rules and is liable for all consequence in the event of any breach of rules by him/her.

1. Every employee shall maintain integrity of character, be devoted to his/her duty and be honest and impartial in his/her official dealings. An employee shall be courteous and polite in his/her dealing with the management, Dean, other member of staff, students and with members of the public. He/she shall exhibit utmost loyalty and shall always act in the best interests of the college.
2. An employee shall be required to observe the scheduled working hours during which he / she must be present at the place of his / her work. No employee shall be absent from duty without prior permission. Whenever leaving station, an employee shall inform the Dean, in writing through the respective H.O.D., or directly, if he/she happen to be the H.O.D., mentioning the contact address during the period of his/her absence.
3. The faculties are informed to update their qualification, technical knowledge and skills. Necessary helps including monetary support will be readily given by the management and the Dean.
4. The teacher shall actively associated, involve, participated herself in all the university activities and programs irrespective of the department, he/she belong to. He/she shall motivate his/her student likewise to actively involve associated and participates in the various programs and activities of the university.
5. The teacher shall not only confine his/her activities to the classrooms teaching but involve himself /herself in all the efforts of the college in giving extra inputs to the students so as to make students not only academically brilliant, but a confident, competent and fully developed personality.
6. Faculty should start consultancy work with prior permission of competent authority.
7. No employee shall be a member of any political party or shall take part in politics or be associated with any party or organization, which takes part in political activity, nor shall aid or assist in any manner any political movement or activity.
8. No employee shall make any statement, publish or write through any media, which has an adverse effect / criticism of any policy or action of the college; or is deemed detrimental to the interests of the university.



9. No employee can engage directly or indirectly in any trade or any private tuition or undertake employment outside his official assignment, whether for any monetary gain or not.
10. An employee whom an insolvency proceeding is pending before a court of law shall forthwith report full facts to the university.
11. The teacher shall report to the management, if there is any criminal complaint, action / proceeding lodged against him/her in any police station, court or forum.



**DEAN (i/c)**  
SCHOOL OF ENGINEERING & TECHNOLOGY  
CMR UNIVERSITY  
Bengaluru - 562 149



Ref: 379/SOLS/2021-22

18.04.2022

**CIRCULAR**

This is to bring to the notice of all the students that wearing uniform shall be compulsory on Monday & Thursday. On other days any decent formal/casual Indian/ western wear can be worn. Accordingly, the following shall be the dress code with immediate effect and the same shall be adhered to without any exceptions.

<b>Dress Code for Students</b>	
<b>Monday &amp; Thursday</b>	
<b>Female Students</b>	Formal White Shirt & Black Trousers (full sleeve shirt to be buttoned and tucked in), Black Shoe. with socks and College Blazer <b>OR</b> Formal Salwar Suit or Kameez, Black formal Slippers and College Blazer. <b>(Without any designs, patterns and borders)</b> <b>Hair Style:</b> Neatly groomed.
<b>Male Students</b>	Formal White Shirt & Black Trousers (full sleeve shirt to be buttoned and tucked in), Black Shoes with socks and College Blazer. <b>(Without any designs, patterns and borders)</b> <b>Hair Style:</b> Neatly groomed.
<b>Tuesday, Wednesday, Friday &amp; Saturday</b>	
<b>Female Students</b>	<b>Permitted</b> <b>Clothing:</b> Salwar, suit, chinos, jeans t-shirt, kurtas, tops, leggings, palazzo, etc. <b>Footwear:</b> Casual shoes, sneakers, ballerinas, high heels, sports shoes, loafers, ethnic footwear and boots. <b>Hair Style:</b> Neatly groomed  <b>Not- Permitted:</b> <b>Clothing:</b> Sportswear, joggers, tracks pants, pyjamas, shorts, Capris(¾), torn/transparent/deep neck/sleeveless clothes or anything similar. <b>Footwear:</b> Flip-flops & floaters. <b>Hair Style:</b> Un groomed and unkempt.
<b>Male Students</b>	<b>Permitted</b>



V. D. M. / 18/4/22



	<p><b>Clothing:</b> T-shirt, jeans, chinos, kurta, pant, shirt, etc.</p> <p><b>Foot wear:</b> Casual shoes, sneakers, sports shoes, loafers, ethnic footwear and boots.</p> <p><b>Not- Permitted:</b></p> <p><b>Clothing:</b> Sportswear, joggers, tracks pants, pyjamas, shorts, Capris(¾), torn, /transparent/deep neck/sleeveless clothes or anything similar.</p> <p><b>Footwear:</b> Flip-flops &amp; floaters.</p> <p><b>Hair Style:</b> Un groomed and unkempt.</p>
<b>Students not following the dress code shall not be permitted to attend the classes.</b>	
<b>Wearing of ID cards in the college campus is compulsory on all days. Students will not be allowed to enter college premises without ID cards.</b>	

**Note: Students are required to be in uniform along with the blazers/coat on following occasions in addition to Monday & Thursday.**

1. While attending conferences/seminar/lectures etc in the College premises.
2. While representing college outside in events, moot courts, seminars, conferences, lectures, field visit etc.
3. During visits to courts, tribunals etc.
4. During internships (whether provided by the college or students own selection)
5. During the Internal Assessment Test (IAT), Semester End Exams (SEE) and Viva-Voce.
6. Whenever specifically mentioned.

*V. D. 19/4/22*  
**Director**

*T. R. Subramanian*  
**Dean**  
19.4.22





Ref: 449/CMRU/2021-22

Dt: 11.08.2022

## CIRCULAR

### Discipline rules

#### 1. MOBILE PHONE USAGE

##### 1.1. *Usage of mobile phones in the Class is strictly prohibited.*

##### 1.1.1. For the purpose of these rules "Usage of Mobile Phones" includes

- a. making and/or receiving calls
- b. to checking messages / mails
- c. Putting on silent mode
- d. Using phones to access social networking apps.
- e. Playing games
- f. Listening to music with/without earphone, wearing / displaying earphones or any other mobile accessory is prohibited.
- g. Charging phones in the classroom.
- h. Displaying the phones/ accessories within the class.
- i. Inadvertent ringing of phone on keeping of alarm, ringtones or any other notification sounds.
- j. Taking or sharing or viewing pictures in the class.
- k. Taking videos/photos of the lecture/lecturer without prior permission of the course coordinator.

#### 1.2. *Penalty*

##### 1.2.1 Any student found breaking any of the provisions under rule 1.1: -

- a. His/her mobile phone including all accessories found on person will be confiscated for a period of twenty four (24) hours.
- b. In case of second time, his/her mobile phone including all accessories found on person will be confiscated for a period of forty eight (48) hours.
- c. In case of habitual offenders, his/her mobile phone including all accessories found on person will be confiscated for a period of one week.
- d. And in addition to a, b & c above, write any apology letter, which would be attached to the Student's Profile.

##### 1.2.2 For the purpose for these Rules 'Habitual offender' means any Student who has committed the same offence for at least three times.

V1011/22



## 2. **UNIFORM**

2.1. *Refer to the circular vide No. 379/SOLS/2021-22 dt. 18-04-2022*

### 2.2. **Breach and Penalty**

2.2.1 Any student found dressed in a manner not specified under rule 2.1 shall be considered to have violated the uniform rule and shall not be allowed to attend classes.

### 2.3 **Identity Cards**

2.3.1. All students shall wear and display prominently around their neck the identity card along with the tag issued by the college in its original form anywhere within the campus.

2.3.2. Any student who is not wearing the identity card in the manner specified in rule 2.3.1 shall not be allowed to attend classes.

2.3.3. Any student found not wearing the identity card in the manner specified in rule 2.3.1, outside the class (corridors, library, staff room, common areas etc), shall be marked absent for all the classes he/she has attended that day and shall also not be allowed to attend classes on that day.

2.3.4. Identity cards without tags or damaged identity cards shall be confiscated and will not be returned. The student has to apply for the new ID.

2.3.5. If any student is found wearing someone else's ID, the same shall be confiscated and will not be returned.

## 3 **ATTENDANCE**

### 3.1. **Attendance**

3.1.1. Each student shall maintain a minimum cumulative attendance of at least 70% in each course failing which he/she will not be permitted to write the university examinations.

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3.1.4. Any student volunteering in any work as required by the university shall get O.D, which is to be submitted to the class teacher.

3.1.5. Students remaining absent due to suspension or the breach of any rules shall not be allowed use such absence as an excuse to condone shortage of attendance.

V10/11/2022



#### 4. GENERAL BEHAVIOUR AND DISCIPLINE

4.1 The following shall be prohibited.

- a. Chewing/spitting gum anywhere within the class.
- b. Eating during class hours.
- c. Chewing/spitting gutka or pan or any other tobacco products or pan masala or supari in the class.
- d. Smoking within a radius of 1 kilometre of the campus.

#### 4.2 *Punctuality*

4.2.1 No student shall be allowed into class after 15 minutes for the 8.30 class and for the other classes, 5 mins or once the teacher enters and locks the door, whichever is later. Attempting to enter or repeatedly knocking the door and disturbing the class shall invoke disciplinary action.

#### 4.3 *Misbehaviour in campus*

4.3.1 Students who commit any indiscipline or found misbehaving in campus or causing harm/damage to college property would be subjected to disciplinary action as per decided by the Disciplinary committee.

V. D. 11/8/20  
Director

T. L. Subramanian  
Dean



**MEMO**

Date : 17.08.2023

**Discipline Committee (DC)**

The SOET Discipline Committee (DC) has been constituted with the following faculty for the academic year 2023 – 24.

SL No.	Name of Faculty	Dept	Designation	Status	Signature
1	Dr.Saravana Kumar S	CSE/IT	Prof & Head	Coordinator	
2	Dr.Arun Kumar K H	ME	Asst. Prof. & NCC officer	Member	
3	Dr.Ranjith V P	PED	Director, PD	Member	
4	Dr.Ezhilarasan	ECE	Asst.Prof & Head	Member	
5	Dr.Rajinder Singh	BSH	Asst. Prof.	Member	
6	Mr.Mandeep B V	CE	Asst. Prof.	Member	
7	Mr.Puneeth	BSH	Asst. Prof.	Member	
8	Mr.Prabakar K	CSE	Asst. Prof.	Member	
9	Mr.Shivakumar	CSE	Asst. Prof.	Member	
10	Mrs.Akshata Bhat	ECE	Asst. Prof.	Member	

1. To maintain and enforce strict discipline within the university campus.
2. All the students should wear their ID Cards while they are in the campus and their respective class rooms.
3. In case of any violation of dress code or disturbance in the class, the 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.
4. In case of any misbehavior or violation of the university rules, the ID cards of the students will be kept with the Disciplinary Committee Members till the enquiry is over.
5. The usage of the mobile is prohibited, and it should be kept in switch off, no student should use mobile in class/labs/library, headphones are not allowed in the class.
6. To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.
7. To ensure that all the students attend classes without bunking and prevent them from leaving the college early. Please note that no student can leave the college early without prior permission from the concerned authorities.
8. Smoking/Drinking is strictly prohibited in the college campus and ensures that this is being strictly followed.
9. To maintain proper discipline in the college canteen and student waiting room during the college working hours.
10. If any damage is caused to the college property by any student / group of students, the same will be recovered with a fine from the said student / group of this will disciplinary action.



11. Students who are using two wheelers are not allowed inside the campus without a helmet strictly, and also triples riding in two wheelers are strictly not permitted.
12. If any indiscipline is found by any of the students, warn them on the first instance. Take disciplinary action based on the rules and regulations of the committee, if the pattern of misconduct continues.

The coordinator of the committee will be the overall in-charge of the committee and is required to give necessary training and instructions to the members/ new-faculty from time to time and ensure that all Extra/co-curricular related issues are attended and resolved.

Concerned faculty must sign in front of their names in the above table as an acknowledgement for having received the memo and accepted the responsibility.

**Dean, SOET**

**Cc to :**1. Concerned faculty

2. Office file





Ref.No.SOET/GRIEVANCE/2018-19

Date: 1/04/2018

### CIRCULAR

Grievance Redressal committee comprising of the following faculty is constituted as shown in the table below.

Sl. No.	Name	Designation	Status	Sign
1	Dr.Chaitanya Kumar	Dean	Chairman	
2	Arun Kumar	Assistant Professor	Coordinator	
3	Mr. Bharath G	Assistant Professor	Member	
4	Ms. Reena Parihar	Assistant Professor	Member	
5	Mrs. Pallavi M	Assistant Professor	Member	
6	Mr. Shantanu Singh	Assistant Professor	Member	

All the concerned faculty must sign in front of their names as an acknowledgement for having received the Memo. The Coordinator of the committee in consultation with the chairman must convene regular meetings at least once in a month or more if necessary and maintain a record of the proceedings of the meetings with important decisions taken in proceedings book which should be under the custody of the Coordinator.

To

The concerned

SRR/-

DEAN  
SCHOOL OF ENGINEERING & TECHNOLOGY  
CMR UNIVERSITY  
Bengaluru - 562 149



**CIRCULAR**

Grievance Redressal committee comprising of the following faculty is constituted as shown in the table below.

Sl. No.	Name	Designation	Status	Sign
1	Dr.Harish Rammana	Dean	Chairman	
2	Arun Kumar	Assistant Professor	Coordinator	
3	Dr. Sumit Kumar	Associate Professor	Member	
4	Mr. R Vara Prasad Kaviti	Assistant Professor	Member	
5	Ms.Mamata Priyadarshini Mishra	Assistant Professor	Member	
6	Ms.Vasanthi D R	Assistant Professor	Member	

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To

The concerned

SRR/-

**DEAN**  
SCHOOL OF ENGINEERING & TECHNOLOGY  
CMR UNIVERSITY  
Bengaluru - 562 149


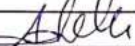
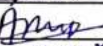

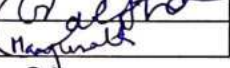



Ref.No.SOET/ANTI/2019-20

Date: 1/04/2019

**MEMO**

Anti-ragging committee comprising of the following faculty is constituted as shown in the table below.

Sl. No.	Name	Designation	Status	Sign
1	Dr.Harish Ramanna	Dean	Chairman	
2	Arun Kumar	Assistant Professor	Coordinator	
3	Dr Anup P	Associate Professor	Member	
4	Mr. Bharath V G	Assistant Professor	Member	
5	Mrs. Geetha N	Assistant Professor	Member	
6	Manjunath H	Assistant Professor	Member	

All the concerned faculty must sign in front of their names as an acknowledgement for having received the Memo. The Coordinator of the committee in consultation with the chairman must convene regular meetings at least once in a month or more if necessary and maintain a record of the proceedings of the meetings with important decisions taken in proceedings book which should be under the custody of the Coordinator.

The roles and responsibilities of the committee will be intimated in due course.

To

The concerned

SRR/-

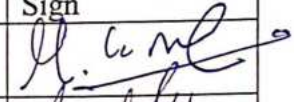
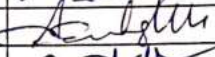
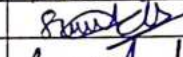
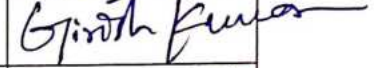
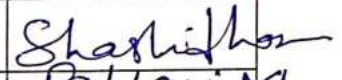
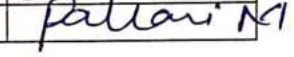
  
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SCHOOL OF ENGINEERING & TECHNOLOGY  
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Bengaluru - 562 149

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2	Arun Kumar	Assistant Professor	Coordinator	
3	Dr. Sumit Kumar	Associate Professor	Member	
4	Dr.Girish Kumar S.	Assistant Professor	Member	
5	Mr.Shashidhar M	Assistant Professor	Member	
6	Mrs. Pallavi M	Assistant Professor	Member	

All the concerned faculty must sign in front of their names as an acknowledgement for having received the Memo. The Coordinator of the committee in consultation with the chairman must convene regular meetings at least once in a month or more if necessary and maintain a record of the proceedings of the meetings with important decisions taken in proceedings book which should be under the custody of the Coordinator.

The roles and responsibilities of the committee will be intimated in due course.

To  
The concerned  
SRR/-

  
**DEAN**  
SCHOOL OF ENGINEERING & TECHNOLOGY  
CMR UNIVERSITY  
Bengaluru - 562 149

## Faculty In-Charge for Session 2021-22

Sr. No.	Department	Name of Faculty
1	Humanities and Sciences	Dr. Sreevidhya
2	MECHANICAL ENGINEERING	Dr. Rajashekar Patil
3	ELECTRONICS AND COMMUNICATION ENGINEERING	Dr. Satheesha TY
4	COMPUTER SCIENCE ENGINEERING	Dr. Rubini
5	Physical Education	Mr. Lohith H N

### General Counseling

S.No.	Name of Member	Contact No.
1.	Mr. Arun Kumar K H	9480003777
2.	Dr. Satheesha T. Y.	9844916033

### Grievance Cell

S. No	Name of Member	Contact No.
1.	Dr. Aatla Shashi Bairagi	8018097884



2.	Mr. Manjunath H.	9844741827/8123270280
3.	Ms. Divyashree N	8970403758
4.	Dr. Anup P Athresh	8105947649

<b>Anti-Ragging Committee</b>		
<b>S. No</b>	<b>Name of Member</b>	<b>Contact No.</b>
1.	Mr. Manjunath H	9844741827/8123270280
2.	Dr. Girish Kumar S.	9844772416/9738240274
3.	Dr. Sumit Kumar	8500876660
4.	Mr. Puneeth	9632165404

<b>Discipline Committee</b>		
<b>S. No</b>	<b>Name of Member</b>	<b>Contact No.</b>
1.	Mr. Arun Kumar K H	9480003777
2.	Ms. Divyashree N	8970403758
3.	Mr. Ramachandra H V	8087744394
4.	Mr. Darshan G. R.	8971200706

### **ADMISSION COMMITTEES: FOR THE YEAR 2021-2022**

<b>1. Admission Convenor:</b>	Dr Sreevidhya,
<b>Co-Convener</b>	<b>1. Mr. Krishnamurthy K. J.</b> <b>2. Mr. Tushar A.Bengeri</b>



<b>2. General Counseling:</b>	1. Mr. Arun Kumar K H 2. Dr. Satheesha T. Y.
<b>3. Grievance Cell:</b>	1. Dr. Aatla Shashi Bairagi 2. Mr. Manjunath H. 3. Ms. Divyashree N 4. Dr. Anup P Athresh
<b>4. Anti-Ragging Committee:</b>	1. Mr. Manjunath H. 2. Dr. Girish Kumar S. 3. Dr. Sumit Kumar 4. Mr. Puneeth

### **Minutes of Staff Council Meeting held on 06.04.2021**

A meeting of the Staff Council of CMR University was held in the board room on 06.04.2020 at 02:00 pm. The meeting was chaired by the Dean, Dr. Dr.Chandram Prabhakar Reddy

The minutes of the meeting are as follows:

The specific minutes of the meeting of any anti-ragging committee in teaching. However, I can provide you with a general overview of what an anti-ragging committee may discuss during their meetings.

During the meeting, the committee may discuss the following:

1. Review of previous incidents: The committee may review any incidents of ragging that occurred on campus during the previous academic year or semester. They may also discuss the steps taken to prevent and address ragging.

2. Guidelines and policies: The committee may review and discuss the guidelines and policies on ragging prevention and decide whether any changes or updates are needed. They may also discuss ways to effectively implement the guidelines and policies.



3. Awareness programs: The committee may discuss the need for conducting awareness programs for students, faculty, and staff on the dangers of ragging, the legal consequences, and the steps to report and prevent ragging.
4. Complaints and disciplinary action: The committee may discuss any complaints received related to ragging and decide on the appropriate disciplinary action against the offenders. They may also review the current disciplinary action policy and suggest changes if necessary.
5. Monitoring mechanisms: The committee may discuss the need for monitoring mechanisms to prevent ragging, such as CCTV cameras in vulnerable areas, regular patrols by security personnel, and strict supervision of hostels and other student gatherings.
6. Reporting and follow-up: The committee may discuss the procedure for reporting incidents of ragging and the follow-up action taken on reported incidents. They may also discuss ways to provide support and counseling for victims of ragging.
7. The meeting ended with a vote of thanks to the Chair.

Overall, the main aim of an anti-ragging committee is to create a safe and welcoming environment for all students and to prevent any form of harassment, bullying or ragging on campus.

