



Dayananda Sagar
University

SCHOOL OF HEALTH SCIENCES
COLLEGE OF PHYSIOTHERAPY
Shavige Malleshwara Hills, Kumaraswamy Layout, Bangalore-560078

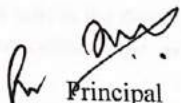
REF No: DSU/ADM/270/2020-21 Internal Communication

Date: 21/12/2020

Subject: Meeting on Formation of Code of Conduct for staff

It is informed that to Board members to attend the meeting on 21/12/2020 for the formation of code of conduct for staff. Following members are informed to be present in the in Principal cabin without fail at 10:55 am. The meeting shall begin sharp at 11:00 am.

1. Dr. Anil T John
2. Dr. Srihari Sharma
3. Dr. Vinodkumar KC
4. Dr. Amratha


Principal
College of Physiotherapy
Dayananda Sagar University
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Shastri Mallechwara Hills, Kumaraswamy Layout Bangalore-560078

Ref No: DSU/ADM/288/2020-21

Meetings and minutes

Date: 21/12/2020

- a. Review of code of conduct minutes.
- b. Formation of Code of Conduct for staff.

Meeting is going to be held in Principal cabin at 11:00 am. Kindly be on time.

Solutions:

1. Time and Punctuality:
 - All the teaching and non-teaching staff must adhere to the timing of work, which is 9:00 am to 4:00 pm.
 - Staffs are required to make efficient use of work time and make it productive for student and university.
 - During non-lecture time, staffs are supposed to conduct clinical teaching and work on their research projects for self-development and growth of university.
2. Dress code for staffs:
 - Female staff are supposed to wear formal Indian dress like Kurta or sarees and trousers paired up with formal shoes/slippers.
 - Male staff are supposed to wear formal shirt and trousers paired with formal shoes.
3. Behavior with colleagues:
 - Staffs are requested to behave decently with colleagues within the department and outside the department within university to maintain peace and harmonious inter- and intra-departmental relationship.
 - Staff should also behave politely towards students unless and any mischievousness or ill discipline is found.
4. Code of conduct during programs and activities:
 - Staff should involve students in organizing and conducting the list of programs followed by the college of Physiotherapy-Dayananda Sagar University according to WHO.
 - According to Student council several committees are already formed including presence of one or two staff per committee; which will elaborate their functions.

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REF No: DSU/ADM/300/2020-21

Internal Communication

Date: 03/01/2021

Subject: Review Meeting

It is informed to all the staff to attend the meeting on 05/01/2022 for the orientation about the Board of members of Code of Conduct committee. It is informed to the Board members to introduce the rules and regulations of the College and Code of discipline, Code for leave applications and Code for Staff.

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Ref No: DSU/ADM/321/2020-21

Meetings and minutes

Date: 05/01/2021

- Explanation of rules and regulations to the new staffs.
- Explanation of Board members to the newly joined staff.
- Notify the misconduct in monthly meeting

Meeting is going to be held in Principal cabin at 11:00 am. Kindly be on time.

Solutions:

- Staff were handed over the annual syllabus scheme of the College of Physiotherapy-Dayananda Sagar university containing rules and regulations and conduct.
- Newly joined staffs were introduced to board members of code of conduct team.
- Staff were also clarified about rules and regulation to be followed and notify any misconduct to the board members immediately in order to take action.
- Plan of having a parent teacher meet on June 3rd after the regular batch IA in order to make parents understand the disciplinety of the college and rules and regulations to be followed by the students.
- Plan to introduce ERP to parents in the meeting.
- Class teachers were asked to give the note down the suggestions given by parents during the meeting and notify it to the board in the next meeting.

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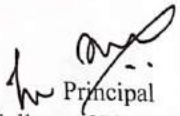
REF No: DSU/ADM/400/2020-21 Internal Communication

Date: 19/04/2021

Subject: Meeting on Addition of new member of Code of Conduct committee

It is informed that the Board staff members to attend the meeting on 20/04/2021 for the addition of new member. All the following staffs are requested to be present in the in Principal cabin without fail at 10:55 am. The meeting shall begin sharp at 11:00 am.

1. Dr. Anil T John
2. Dr. Srihari Sharma
3. Dr. Vinod Kumar KC


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Ref No: DSU/ADM/420/2020-21

Meetings and minutes

Date: 20/04/2021

- Revision of board member list.
- Explanation of Rules and regulation and code of conduct to the new member of the board.

Meeting is going to be held in Principal cabin at 11:00 am. Kindly be on time.

Solutions:

- Review of the rules and regulations to be followed and conduct of discipline mentioned in the annual syllabus scheme.
- Change in board members:

Sr. No	Name	Designation
a.	Dr. Anil T John	Principal
b.	Dr. Srihari Sharma K N	Associate Professor
c.	Dr. Vinod Kumar K C	Associate Professor
d.	Dr. Radhika Chintamani	Assistant Professor

- New members of the board were introduced to the rules and regulations along with conduct of discipline to follow which is mentioned in the annual syllabus scheme.

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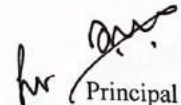
REF No: D8L/A0M/436/2020-21 **Internal Communication**

Date: 22/07/2021

Subject: Meeting on Formation of Code of Conduct for leave application

It is informed that to Board members to attend the meeting on 24/07/2021 for the formation of code of conduct for leave application. Following members are informed to be present in the in Principal cabin without fail at 10:55 am. The meeting shall begin sharp at 11:00 am.

1. Dr. Anil T John
2. Dr. Srihari Sharma
3. Dr. Vinodkumar KC
4. Dr. Radhika Chintamani


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Ref No: DSU/ADM/4501/2020-21

Meetings and minutes

Date: 24/07/2021

- a. Review of minutes of old meeting
- b. Code of conduct for Leave application

Meeting is going to be held in Principal cabin at 11:00 am. Kindly be on time.

Solutions:

1. Leave applications of staff:
 - No leave will be permitted on first and last working day of the particular academic term.
2. Leave application for students:
 - Leaves shall be granted to students on emergency basis pertaining number of days. Single day leave shall be granted by the class co-coordinator; two days leave shall be granted by class coordinator with involvement of U.G. Coordinator and three days leave shall be granted by Class coordinator, U.G. Coordinator and Principal.

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REF No: DSU/ADM/500/2020-21 **Internal Communication**

Date: 24/09/2021

Subject: Meeting on Addition of new member of Code of Conduct committee

It is informed that the Board staff members to attend the meeting on 25/09/2021 for the addition of new member. All the following staffs are requested to be present in the in Principal cabin without fail at 10:55 am. The meeting shall begin sharp at 11:00 am.

1. Dr. Vinod Kumar KC
2. Dr. Radhika Chintamani

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Ref No: DSU/ADM/501/2020-21

Meetings and minutes

Date: 25/09/2021

- Review of code of conduct minutes.
- Addition of board members.
- Explanation of Rules and regulation and code of conduct to the new member of the board.

Meeting is going to be held in Principal cabin at 11:00 am. Kindly be on time.

Solutions:

- Review of the rules and regulations to be followed and conduct of discipline mentioned in the annual syllabus scheme.
- Change in board members:

Sr. No	Name	Designation
a.	Dr. M Vijaykumar	Principal
b.	Dr. Vinod Kumar K C	Associate Professor
c.	Dr. Radhika Chintamani	Assistant Professor

- New members of the board were introduced to the rules and regulations along with conduct of discipline to follow which is mentioned in the annual syllabus scheme.

M. Singh

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