



## DISCIPLINE COMMITTEE FOR SESSION -2019-2020

**Maintaining Academic Integrity** - A discipline committee helps uphold the standards of academic integrity by addressing violations such as cheating, plagiarism, and other forms of misconduct. This fosters a culture of honesty and respect among students and faculty.

### RESPONSIBILITIES OF DISCIPLINE COMMITTEE

#### 1. Investigating Complaints

The discipline committee is responsible for reviewing and investigating reports of misconduct. This involves gathering evidence and testimonies from all parties involved to ensure a thorough understanding of the situation. The goal is to establish a clear and accurate account of events.

#### 2. Conducting Hearings

Once the investigation is complete, the committee organizes hearings. During these sessions, all parties have the opportunity to present their perspectives. The committee ensures that the process is fair, allowing for questions and clarifications to facilitate an informed decision-making process.

#### 3. Decision-Making

After evaluating the evidence and hearing from all involved, the discipline committee makes decisions regarding appropriate actions or penalties. They strive for consistency in enforcing policies to maintain fairness across cases. Their decisions are guided by established rules and previous precedents.

#### 4. Developing Policies

The committee also plays a role in creating and revising discipline-related policies and procedures. They work collaboratively to ensure these guidelines are clear, fair, and effectively communicated to all members of the organization. This helps prevent misunderstandings about expectations.



## 5. Educating the Community

An essential duty of the discipline committee is to educate the community about the policies and standards of conduct. They may conduct training sessions, workshops, or seminars to promote understanding and adherence to ethical behavior, fostering a culture of accountability.

## 6. Ensuring Fairness

Fairness is a core principle of the discipline committee's work. They are dedicated to upholding justice in all disciplinary actions, ensuring that processes are transparent and unbiased. This commitment helps build trust within the organization.

## 7. Maintaining Confidentiality

The committee handles sensitive information with discretion. Maintaining confidentiality is crucial to protect the privacy of individuals involved in disciplinary cases, fostering a safe environment where members feel secure in reporting issues.

## 8. Monitoring Compliance

After decisions are made, the discipline committee oversees the implementation of disciplinary measures. They follow up to ensure compliance and assess the effectiveness of policies over time, making adjustments as necessary to improve outcomes.

## 9. Reporting

The committee keeps accurate records of all cases, decisions, and outcomes. They may provide reports to relevant authorities or stakeholders about trends and issues related to discipline, helping the organization understand its environment better.

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## 10. Advising Leadership

The discipline committee advises organizational leadership on discipline matters, offering guidance and recommendations. Their insights help management foster a positive environment and address systemic issues that may lead to misconduct.

## 11. Promoting a Positive Culture

Finally, the discipline committee plays a crucial role in promoting a culture of accountability, respect, and integrity. By addressing misconduct effectively and fairly, they contribute to a positive organizational environment where members feel valued and safe.

### Members of discipline committee

Sr. No	Name	Designation
1.	Mr. N .D Sharma	Coordinator
2.	Ms. Sakshi Mishra	Member
3.	Mr. Vijesh Kumar	Member
4.	Ms.Shipra Mishra	Member
5.	Dr. Hemlata	Member
7.	Alka (LL.B. III year)	Student Representative
8.	Diksha (B.A.LL.B. V year)	Student Representative
9.	Sanjay Kumar (LL.B.III year)	Student Representative

Coordinator

*N.D. Sharma*

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## DISCIPLINE COMMITTEE FOR SESSION -2020-2021

### RESPONSIBILITIES OF DISCIPLINE COMMITTEE

#### 1. Comprehensive Complaint Investigations

This section highlights the discipline committee's responsibility to conduct thorough investigations into any allegations of misconduct. It involves gathering evidence, interviewing witnesses, and reviewing documentation to ensure a complete understanding of the situation before making any determinations.

#### 2. Conducting Structured Hearings

This refers to the committee's role in organizing formal hearings where all parties involved can present their cases. The committee facilitates these sessions, ensuring that discussions are fair, transparent, and allow equal opportunities for everyone to speak.

#### 3. Delivering Informed Decisions

After reviewing the evidence and hearing testimonies, the discipline committee deliberates to make informed decisions regarding disciplinary actions. They consider the seriousness of the misconduct, applicable policies, and past precedents to ensure their decisions are consistent and fair.

#### 4. Policy Creation and Evaluation

The committee is tasked with developing and reviewing policies related to discipline. This includes assessing existing guidelines and suggesting improvements to ensure that all policies are clear, effective, and communicated properly to the community.

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## 5. Enhancing Community Education and Awareness

This emphasizes the committee's proactive role in educating the community about conduct policies and expectations. By organizing workshops and providing resources, they raise awareness and understanding, helping to prevent misconduct before it occurs.

## 6. Ensuring Fairness and Integrity

This section underscores the committee's commitment to fairness in all its processes. They ensure that disciplinary actions are conducted impartially and transparently, which builds trust among community members and enhances the committee's credibility.

## 7. Protecting Confidential Information

Maintaining confidentiality is crucial for the discipline committee. This involves safeguarding sensitive information throughout investigations and decision-making processes to protect the privacy of those involved and create a safe reporting environment.

## 8. Monitoring Compliance with Disciplinary Actions

After disciplinary measures are implemented, the committee monitors compliance to ensure that individuals adhere to the decisions made. This ongoing oversight is vital for maintaining accountability and order within the organization.

## 9. Thorough Reporting and Documentation

The discipline committee is responsible for keeping detailed records of all cases and decisions. They compile comprehensive reports that track trends, outcomes, and areas needing improvement, providing valuable insights for leadership and stakeholders.

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## 10. Providing Leadership Guidance

The committee serves as an advisory body to organizational leadership. They offer recommendations and insights on discipline-related matters, helping management address systemic issues and improve the overall environment of the institution.

## 11. Fostering a Supportive Organizational Environment

Ultimately, the discipline committee plays a significant role in creating a positive organizational culture. By effectively addressing misconduct and reinforcing appropriate behavior, they contribute to an environment of respect and accountability, ensuring that all members feel valued and safe.

### MEMBERS OF DISCIPLINE COMMITTEE

Sr. No.	Name	Designation
1.	Dr. Neelam Pandey	Coordinator
2.	Mrs. Asha Rani	Member
3.	Ms. Shipra Mishra	Member
4.	Dr. Sangeeta	Member
5.	Dr. Shailesh Kumar Mishra	Member
6.	Ankit Kumar Garg	LL.B. 2nd Year
7.	AKASH CHAURASIA	B.A.LL.B. 4th Year

Coordinator

Principal

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## DISCIPLINE COMMITTEE FOR SESSION -2021-2022

### RESPONSIBILITIES OF DISCIPLINE COMMITTEE

- 1. Establishing and updating conduct policies:** The discipline committee is responsible for developing, reviewing, and revising the institute's code of conduct and disciplinary policies. This involves: Researching best practices in academic disciplinary procedures. Drafting comprehensive policies that cover various types of misconduct. Ensuring policies align with legal requirements and educational standards. Regularly updating policies to address emerging issues or changing circumstances. Collaborating with faculty, students, and administration to gather input on policy changes.
- 2. Investigating reported violations of academic or behavioral standards:** When violations are reported, the committee initiates and oversees investigations; Discipline committee is responsible for receiving and documenting complaints or reports of misconduct. Upon receiving a complaint, the committee assigns impartial investigators to gather evidence and interview relevant parties involved in the situation. After the investigation is conducted, the committee reviews the investigation reports to determine whether there is sufficient evidence to proceed with any disciplinary action. Throughout this process, the committee ensures that due process is upheld and that confidentiality is maintained to protect the privacy of all individuals involved. If necessary, they coordinate with campus security or local law enforcement to address any safety concerns or legal implications related to the case. Holding hearings to review serious disciplinary cases: For more severe violations or contested cases, the committee conducts formal hearings.

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3. The discipline committee is responsible for determining appropriate sanctions for policy violations based on the findings from investigations or hearings. In making these decisions, the committee considers the nature and severity of the violation, as well as the individual's disciplinary history. To ensure fairness, they review similar cases to maintain consistency in the sanctions imposed. The committee has the authority to impose a range of disciplinary measures, from warnings to expulsion, depending on the circumstances. Additionally, they strive to balance punitive actions with educational or rehabilitative approaches, aiming to promote learning and growth alongside accountability.

## Members of discipline committee

Sr. No	Name	Designation
1.	Ms. Shipra Mishra	Coordinator
2.	Dr. Neelam Pandey	Member
3.	Mr. Raunak Tiwari	Member
4.	Mr. Sailesh Mishra	Member
5.	Mr. Manish Rakesh	Member
6.	Mrs. Asha Rani	Member
7.	Ms. Anshita	LL.B. 2nd Year
8.	Mr. Devesh	B.A.LL.B. 5th Year

Coordinator

Principal

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## DISCIPLINE COMMITTEE FOR SESSION -2022-2023

### RESPONSIBILITIES OF DISCIPLINE COMMITTEE

- 1. Establishing and updating conduct policies:** This paragraph outlines the committee's role in creating and maintaining the institute's rules. It involves ongoing research to stay current with best practices in academic discipline. The committee drafts comprehensive policies covering various types of misconduct, ensuring they comply with legal requirements and educational standards. Regular updates are necessary to address new issues that may arise. Importantly, this process involves collaboration with faculty, students, and administration, ensuring all stakeholders have input on policy changes.
- 2. Investigating reported violations:** This section details the committee's investigative duties. When misconduct is reported, the committee initiates a formal process. They document complaints, assign impartial investigators, and oversee evidence gathering and interviews. The committee reviews investigation reports to determine if there's enough evidence to proceed further. Throughout this process, they must ensure due process and maintain confidentiality. In serious cases, they may need to coordinate with campus security or local law enforcement.
- 3. Holding hearings for serious cases:** For more severe or contested violations, the committee conducts formal hearings. This involves organizing hearing panels, notifying all involved parties, and ensuring everyone understands the process. During hearings, the committee presides over proceedings, allowing all sides to present their case. They question witnesses, examine evidence, and ultimately deliberate to reach a fair and impartial decision.
- 4. Determining appropriate sanctions:** This paragraph explains how the committee decides on disciplinary measures. They consider the nature and severity of the violation, as well as the student's disciplinary history. The committee strives for consistency across similar cases. Sanctions can range



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- from warnings to expulsion; and the committee aims to balance punitive measures with educational or rehabilitative approaches.
5. **Advising administration:** The committee serves as a valuable resource for the institute's leadership. They provide regular reports on disciplinary trends, recommend policy changes, and offer guidance on complex cases. They may assist in crisis management related to student conduct and collaborate on strategies to improve campus culture and reduce misconduct.
  6. **Promoting academic integrity:** Beyond enforcement, the committee works proactively to foster ethical behavior. This includes organizing workshops on academic integrity, developing resources to help students understand ethical standards, and collaborating with faculty to integrate ethics education into the curriculum. They may also create campaigns to raise awareness and recognize exemplary ethical behavior.
  7. **Educating on policies and procedures:** This section emphasizes the committee's role in ensuring all community members understand the rules. They conduct orientation sessions, create accessible guides to policies, offer training on reporting violations, provide updates on policy changes, and clarify any ambiguities in the disciplinary process.
  8. **Reviewing appeals:** The committee manages the appeal process for contested disciplinary decisions. They establish clear grounds and procedures for appeals, form separate review panels, examine whether proper procedures were followed initially, consider new evidence if applicable, and make final decisions on appeals.
  9. **Maintaining confidential records:** Proper documentation is crucial for fairness and consistency. The committee creates and securely stores detailed records of all proceedings, ensuring compliance with privacy laws. They develop systems for easy retrieval of past cases, regularly audit records for accuracy, and establish protocols for appropriate information sharing when necessary.

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**10. Collaborating with other departments:** This final paragraph highlights how the discipline committee works with other campus entities. They coordinate with student services, academic departments, mental health services, career services, and student government. This collaboration ensures comprehensive support for students, addresses various aspects of misconduct, and helps improve disciplinary processes based on diverse perspectives.

## Members of discipline committee

Sr. No	Name	Designation
1.	Dr. Neelam Pandey	Coordinator
2.	Ms. Usha Gupta	Member
3.	Mr. Vijesh Kumar	Member
4.	Mr. N . D Sharma	Member
5.	Mr. Sailesh Sharma	Member
6.	Mr. Vijay Kumar Jha	LL.B. 2nd Year
7.	Ms. Neha Bhati	B.A.LL.B. 5th Year

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## DISCIPLINE COMMITTEE FOR SESSION -2023-2024

**The Need For A Discipline Committee** in Innovative Institute of Law is paramount in today's rapidly evolving legal landscape. Such a committee serves as the cornerstone of academic integrity and ethical development, crucial elements in shaping future legal professionals who will navigate complex moral and legal challenges. In an era where technology is transforming legal practice and education, the discipline committee plays a vital role in addressing new forms of academic misconduct while also harnessing innovative tools to promote ethical behavior.

### **RESPONSIBILITIES OF DISCIPLINE COMMITTEE**

#### **1. Upholding the Pillars of Academic Integrity**

The discipline committee serves as the guardian of academic integrity within the institute. They develop and implement honor codes that emphasize honesty, respect, and fairness in all academic pursuits. This involves creating clear guidelines on plagiarism, cheating, and collaborative work. The committee also organizes regular workshops and seminars to reinforce these values, ensuring that students understand the importance of ethical behavior in their legal education and future careers.

#### **2. Navigating the Complexities of Modern Academic Misconduct**

In today's digital age, the committee faces new challenges in identifying and addressing academic misconduct. They stay abreast of technological advancements that could be used to circumvent academic honesty, such as sophisticated plagiarism techniques or AI-assisted writing. The committee develops strategies to detect these violations and educates faculty on how to design assignments that are less susceptible to such misconduct.

#### **3. Fostering a Culture of Ethical Leadership**

Beyond mere rule enforcement, the committee works to cultivate future legal professionals who are ethical leaders. They implement programs that encourage students to reflect on ethical dilemmas, organize mock ethical tribunals, and invite

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guest speakers from the legal profession to discuss real-world ethical challenges. This proactive approach aims to produce graduates who are not only knowledgeable in law but also committed to upholding high ethical standards.

#### **4. Balancing Discipline with Developmental Support**

Recognizing that misconduct can sometimes stem from underlying issues, the committee adopts a holistic approach to discipline. They collaborate with student support services to provide counseling, academic assistance, or other interventions when appropriate. This balanced approach aims to address the root causes of misconduct while still maintaining academic standards.

#### **5. Innovating Disciplinary Procedures**

The committee continuously innovates its procedures to ensure fairness and efficiency. This might include implementing online reporting systems, using data analytics to identify patterns of misconduct, or developing AI-assisted preliminary review processes for cases. They also explore alternative dispute resolution methods, such as restorative justice practices, for certain types of violations.

#### **6. Championing Transparency and Due Process**

In an era of increased scrutiny on institutional practices, the committee prioritizes transparency and due process. They publish anonymized case studies of disciplinary proceedings, clearly communicate the rationale behind decisions, and provide comprehensive appeals processes. This openness helps maintain trust in the disciplinary system and educates the community about ethical standards.

#### **7. Adapting to Diverse Learning Environments**

With the rise of online and hybrid learning models, the committee develops new strategies to maintain academic integrity across various educational platforms. They create guidelines for online exams, establish protocols for verifying remote work, and address unique challenges posed by distance learning. This adaptability ensures that academic standards are consistently applied regardless of the learning environment.

#### **8. Collaborating for Comprehensive Policy Development**

The committee takes a collaborative approach to policy development, engaging various stakeholders including students, faculty, alumni, and legal professionals.

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They organize town halls, conduct surveys, and form working groups to gather diverse perspectives on disciplinary policies. This inclusive process ensures that policies are comprehensive, fair, and reflective of the community's values.

## 9. Preparing Students for Ethical Challenges in Legal Practice

Recognizing that ethical decision-making is crucial in legal practice, the committee integrates real-world scenarios into their educational initiatives. They organize ethics bowls, where students compete to resolve complex ethical dilemmas, and develop case studies based on actual legal ethics violations. These activities bridge the gap between academic integrity and professional ethics.


## 10. Continuous Improvement through Data-Driven Analysis


The committee employs data-driven approaches to continuously improve their practices. They analyze trends in violations, assess the effectiveness of interventions, and conduct longitudinal studies on the impact of disciplinary actions. This analytical approach allows them to refine policies, target prevention efforts, and demonstrate the long-term value of maintaining high ethical standards in legal education.

### Members of discipline committee

Sr. No	Name	Designation
1.	Dr. ASHA RANI	Coordinator
2.	MS. SHIPRA MISHRA	Member
3.	Dr. NEELAM PANDEY	Member
4.	Dr. HEMLATA	Member
5.	Dr. KURUP	Member
6.	MS. LIPI	Member
7.	AKASH PANDEY	BA,LL.B 3 <sup>rd</sup> Year
8.	LEEFENCHI CHIKARA	LL.B 3 <sup>rd</sup> Year

  
Coordinator

  
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