



DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES
Shavige Malleswara Hills, Kumaraswamy Layout, Bangalore -560078

**Code of Conduct, Professional Ethics
&
Disciplinary Committee**

Policy Document


PRINCIPAL
Dayananda Sagar College of Dental Sciences
Kumaraswamy Layout,
Bangalore - 560 078.



DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES
Shavige Malleswara Hills, Kumaraswamy Layout, Bangalore -560078

Code of Conduct, Professional Ethics & Disciplinary Committee

POLICY DOCUMENT

1.0 : Purpose

The purpose of this committee is to set the Code of conduct, Professional ethics to be followed by the students and to address any issues of indiscipline of the students brought forward.

2.0: DEFINITIONS

For the purpose of this policy:

'Code of Conduct' refers to the code set by the institution by which the students have to abide.

'Professional Ethics' refers to the ethics that the students have to follow which has been set by the institution.

'Discipline' refers to the rules of discipline that the students have to follow in campus as set by the institution

3.0: SCOPE

The policy applies to maintenance of Code of Conduct, Professional ethics and Discipline of the students in the College and Campus and regularly inculcating in the students the rules of Conduct, Ethics and Discipline to be followed and to address any complaints of any misconduct or indiscipline and take appropriate action.

4.0 Composition of the committee

- Chairperson – Principal
- Member Secretary
- Members - 4-5 members

5.0 Term of the Committee – 3 yrs

6.0 Meetings – once a year and as and when required

7.0: Functioning and Working

The Code of Conduct, Professional Ethics and Disciplinary Committee at DSCDS ensures the students are informed about the Code of Conduct, Professional ethics and Discipline that is to be followed in the College and Campus and to address complaints of misconduct and indiscipline and take appropriate action for the same. This committee meets once a year/as the need may be.

4.1: To ensure the students are made aware about the Code of Conduct, Professional ethics and Discipline to be followed in the institution

4.2: To address the issues, if any, are brought forward the committee and organize an enquiry committee


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4.3: To conduct enquiries with regard to any form of indiscipline among students and recommend suitable disciplinary action and ensure effective resolution of the same.

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DSCDS Code of Conduct, Professional Ethics and Disciplinary Committee

1. The committee shall prepare a protocol regarding the Code of Conduct, Professional ethics and Discipline in the college for the students and staff.
2. The committee shall sensitize the students and staff the code of conduct and professional ethics by means of talks during the Orientation and clinical Induction Progrms
3. The committee shall address any concerns or complaints regarding misconduct and/or indiscipline
4. The Committee shall conduct an enquiry committee into matters related to indiscipline.
5. The Committee shall recommend a suitable punishment against the committed misconduct, malpractice or indiscipline and submit the report to the Principal
6. The Committee shall ensure that the Code of conduct, Professional ethics and Discipline is explained to the students at the commencement of their education in the institution


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Dayananda Sagar College of Dental Sciences,
Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru

DSCDS/DC/2023-24/08

Date: 30/08/2023

DSCDS Code of Conduct, Professional Ethics and Disciplinary Committee

Sub: Annual meeting on 01-09-2023

All the members of the DSCDS Code of Conduct, Professional Ethics and Disciplinary Committee are hereby informed and requested to attend the meeting on 1st September 2023 at 11.30am at Principal board room to discuss the below mentioned agenda:-

1. Roles and responsibilities of the committee
2. To reinforce the protocol for code of conduct, professional ethics and discipline amongst students


Dr. Ramnarayan BK
Member Secretary, AAC

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Dayananda Sagar College of Dental Sciences,
Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru

DSCDS/DC/2023-24/08

DSCDS Code of Conduct, Professional Ethics and Disciplinary Committee

Sub: Student Affairs- Annual meeting

Date and Time: 01-09-2023 11.30AM

Venue: Principal office board room.

The following members were present:

Sl. No.	Name	Position
1	Dr. Hemanth M	Chair-person
2	Dr.Varada R Hiremath	Member
3	Dr. Ramnarayan BK	Member Secretary
4	Dr. Veena Pai	Member
5	Dr. Vinod Rangan	Member
6	Dr. Priyanka Girish	Member

Agenda and points discussed:

1. Roles and responsibilities of the committee

Dr.Ramnarayan, Member secretary, explained the roles and responsibilities of the committee to the new members.

2. Minutes of the previous meeting

Dr.Ramnarayan, Member secretary recollected the minutes of the previous meeting
It was noted that there were no reports/ complaints of misconduct, indiscipline and unethical work.


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3. Agenda of the committee

Reinforcement of the Code of Conduct, professional ethics and discipline among undergraduate and post graduate students was discussed. Orient the students at the time of induction.

The meeting was adjourned and was decided that the members shall meet annually or as when required.

Dr. Ramnarayan BK

Member Secretary

Dr. Hemanth M

PRINCIPAL
Chairperson
Dayananda Sagar College of Dental Sciences
Kumaraswamy Layout,
Bengaluru - 560 072



DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES
DAYANANDA SAGAR INSTITUTIONS

CAMPUS-1, K.S.LAYOUT, BANGALORE 560 078

SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE



Approving Authority: Principal, DSCDS
Procedural Contact : Dr. Vinod Rangan

Classification: Administration
Effective Date:20-11-2023
Mandated review: Dec - 2025

Ref.No.: DSCDS/SSWGRC/2023/PP&RR/20112023

POLICY DOCUMENT

1.0 : PURPOSE

The Purpose of this committee is to provide Student Support, address their welfare and and grievances when duly brought forward.

2.0 : DEFINITIONS

For the purposes of this policy:

'Student Support' refers to support provided to students by means of assistance to grievances

"Welfare" means assistance provided to improve welfare of the Student community at DSCDS.

"Grievance Redressal" means attending to grievances (Academic/ General) raised by any student(s) with regard to activities within DSCDS.

3.0 : SCOPE

This policy applies to attending to grievances raised by our student community with regard to their academic/ professional needs/ administrative/ university related grievances regularly brought forward to this committee and to provide assistance to the student(s) for resolution of the same.

4.0 : FUNCTIONING & WORKING

The Student Support, Welfare and Grievance redressal committee of DSCDS brings about a providing help and assistance to our Student Community at times of need and coordination with other working committees of the college for effective resolution of the grievance brought forward. This committee meets once a year/ as the need may be.

4.1: To provide Student support for academic/ professional grievances as and when the issue is brought up to this committee

4.2: To maintain student welfare by addressing the grievances brought forward by taking action to provide resolution at the shortest time frame as possible.

4.3: To receive and maintain all grievances brought forward by the Student community with regard to their Academic/ Professional needs and discuss on providing resolutions to the same which may include collaboration with other working committee of the college.



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4.4 : To conduct a few Student-centric programs in coordination with the Academic Advisory Committee for the benefit of our students such as:

- Orientation Day for all newly joined students into the BDS Program every year.
- White Coat Ceremony: Clinical Induction Program
- Hepatitis Vaccination Drive

5.0 : This committee is for a term of 2 year.

Dr. Hemanth M	:	Chairman
Dr. Vinod Rangan	:	Member Secretary
Dr. Avinash J	:	Member
Dr. Savita AM	:	Member
Dr. Krishnanand PS	:	Member
Dr. Prashanth NT	:	Member
Dr. Ramnarayan BK	:	Member
Dr. Archana R Naik	:	Member
Dr. Pallavi Nanaiah	:	Member
Dr. Brunda K	:	Member
Dr Prajwal P	:	Member
Mr. Nanjundaswamy	:	Member
Mr. Narasimhamurthy	:	Member
Mr. Vignesh V	:	Member - UG
Ms. Abiya Fatima Sohail	:	Member - UG
Dr. Abdul Naisam	:	Member - PG
Dr. Anusha B L	:	Member - PG

6.0 : Group Policy

All in this committee work for effective resolution of all student grievances as properly brought forward, holding meetings with the Principal and suggesting effective solutions to the grievances brought forward. The functioning may take inputs/ involve other existing working/ administrative committee within the college.

7.0 : Roles & Responsibilities Matrix



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SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE



Duties	Assigned To
Student Support & Welfare	Dr. Avinash J Dr. Savita AM Dr. Krishnanand PS
Exam Related Grievances	Dr. Ramnarayan BK Dr. Pallavi Nanaiah Dr. Brunda K Dr. Prajwal P
Student Grievances	Dr. Vinod Rangan Dr. Prashanth NT Dr. Archana R Naik
Sports Grievances	Mr. Nanjundaswamy
Library Grievances	Mr. Narasimhamurthy


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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: DSCDS/SSWGRC/2023/01

Date: 02/01/2023

To
Chairman
Members
Student Support, Welfare and Grievance Redressal Committee (SSWGRC), DSCDS

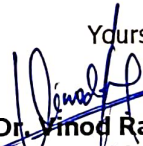
Sub: SSWGRC meeting on 05/01/2023

All members of the Student Support, Welfare and Grievance Redressal Committee, DSCDS are herewith informed and requested to attend the meeting on 05/01/2023 at 2:30pm at the Principal Office Board Room, DSCDS to discuss the following agenda:

1. To open and check status of the Student's Complaint Box for any grievances to be addressed
2. Issue with university exam results/marks – December 2022 BDS and MDS examination

Kindly make it convenient to attend.

Thanking you,

Yours truly,

Dr. Vinod Rangan
Member Secretary, SSWGRC

Cc:

1. Committee File
2. IQAC



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DAYANANDA SAGAR INSTITUTIONS
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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: DSCDS/SSWGRC/2023/02

Date: 14/09/2023

To
Chairman
Members
Student Support, Welfare and Grievance Redressal Committee (SSWGRC), DSCDS

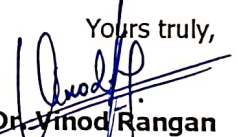
Sub: SSWGRC meeting on 19/09/2023

All members of the Student Support, Welfare and Grievance Redressal Committee, DSCDS are herewith informed and requested to attend the meeting on 19/09/2023 at 2:30pm at the Principal Office Board Room, DSCDS to discuss the following agenda:

1. To open and check status of the Student's Complaint Box for any grievances to be addressed
2. Issue with university exam results/marks – August 2023 BDS examination

Kindly make it convenient to attend.

Thanking you,

Yours truly,

Dr. Vinod Rangan
Member Secretary, SSWGRC

Cc:

1. Committee File
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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: DSCDS/SSWGRC/2023/03

Date: 28/11/2023

To

Chairman

Members

Student Support, Welfare and Grievance Redressal Committee (SSWGRC), DSCDS

Sub: SSWGRC meeting on 04/12/2023

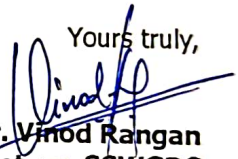
All members of the Student Support, Welfare and Grievance Redressal Committee, DSCDS are herewith informed and requested to attend the meeting on 04/12/2023 at 2:30pm at the Principal Office Board Room, DSCDS to discuss the following agenda:

1. To open and check status of the Student's Complaint Box for any grievances to be addressed
2. Issue with university exam results/marks- November 2023 BDS and MDS examination

Kindly make it convenient to attend.

Thanking you,

Yours truly,


Dr. Vinod Rangan

Member Secretary, SSWGRC

Cc:

1. Committee File
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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL COMMITTEE

Ref. No.: DSCDS/SSWGRC/2024/01

Date: 03/05/2024

To

Chairman

Members

Student Support, Welfare and Grievance Redressal Committee (SSWGRC), DSCDS

Sub: SSWGRC meeting on 11/05/2024

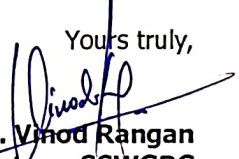
All members of the Student Support, Welfare and Grievance Redressal Committee, DSCDS are herewith informed and requested to attend the meeting on 11/05/2024 at 2:30pm at the Principal Office Board Room, DSCDS to discuss the following agenda:

1. To open and check status of the Student's Complaint Box for any grievances to be addressed
2. Issue with university exam results/marks- April/May 2024 BDS examination

Kindly make it convenient to attend.

Thanking you,

Yours truly,


Dr. Vinod Rangan

Member Secretary, SSWGRC

Cc:

1. Committee File
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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL
COMMITTEE

COMMITTEE MEETING MINUTES – 2023

Date & Time of Meeting : 05/01/2023, 2:30pm

Venue : Principal Office Board Room, DSCDS.

Attendees List : As Below

Sl.No.	Name	Position	Signature
1.	Dr. Hemanth M	Chairperson	
2.	Dr. Vinod Rangan	Member Secretary	
3.	Dr. Prashanth N T	Member	
4.	Dr. Ramnarayan BK	Member	
5.	Dr. Veena S Pai	Member	
6.	Dr. Pallavi Nanaiah	Member	
7.	Dr. Brunda K	Member	
8.	Mr. Nanjundaswamy	Member - PED	
9.	Mr. Narasimhamurthy AV	Member - Librarian	
10.	Mr. Manoj Kumar TV	Member - UG	
11.	Ms. Gargi Prakash GC	Member - UG	
12.	Dr. Sindhu P	Member - PG	
13.	Dr. Zameer Ahmed CM	Member - PG	

Dr. Hemanth M, Chairperson of the Student Support, Welfare and Grievance Redressal Committee presided over the meeting and welcomed the members.

Agenda & Points discussed :

1. To open and check status of the Student's Complaint Box for any grievances to be addressed to.
 - a. Dr. Vinod Rangan informed the committee that no letters/ grievances were received from any student from the box.
2. Issue with university exam results/marks.
Action taken: Submission of application for photo copy of answer scripts of December 2022 examination of 1st BDS and 1st MDS student to the university.



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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL
COMMITTEE

COMMITTEE MEETING MINUTES – 2023

Date & Time of Meeting : 19/09/2023, 2:30pm

Venue : Principal Office Board Room, DSCDS.

Attendees List : As Below

Sl.No.	Name	Position	Signature
1.	Dr. Hemanth M	Chairperson	
2.	Dr. Vinod Rangan	Member Secretary	
3.	Dr. Prashanth N T	Member	
4.	Dr. Ramnarayan BK	Member	
5.	Dr. Pallavi Nanaiah	Member	
6.	Dr. Brunda K	Member	
7.	Mr. Nanjundaswamy	Member - PED	
8.	Mr. Narasimhamurthy AV	Member - Librarian	
9.	Mr. Manoj Kumar TV	Member - UG	
10.	Ms. Gargi Prakash GC	Member - UG	
11.	Dr. Sindhu P	Member - PG	
12.	Dr. Zameer Ahmed CM	Member - PG	

Dr. Hemanth M, Chairperson of the Student Support, Welfare and Grievance Redressal Committee presided over the meeting and welcomed the members.

Agenda & Points discussed :

1. To open and check status of the Student's Complaint Box for any grievances to be addressed to.
 - a. Dr. Vinod Rangan informed the committee that no letters/ grievances were received from any student from the box.
2. Issue with university exam results/marks.
Action taken: Submission of application for photo copy of answer scripts of August 2023 examination of 4th BDS student to the university.



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STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL
COMMITTEE

COMMITTEE MEETING MINUTES – 2023

Date & Time of Meeting : 04/12/2023, 2:30pm

Venue : Principal Office Board Room, DSCDS.

Attendees List : As Below

Sl.No.	Name	Position	Signature
1.	Dr. Hemanth M	Chairperson	
2.	Dr. Avinash J	Member	
3.	Dr. Savita A M	Member	
4.	Dr Krishnanand P S	Member	
5.	Dr. Ramnarayan BK	Member	
6.	Dr. Vinod Rangan	Member Secretary	
7.	Dr. Prashanth N T	Member	
8.	Dr. Archana R Naik	Member	
9.	Dr. Pallavi Nanaiah	Member	
10.	Dr. Brunda K	Member	
11.	Dr. Prajwal P	Member	
12.	Mr. Nanjundaswamy	Member - PED	
13.	Mr. Narasimhamurthy AV	Member - Librarian	
14.	Mr. Vignesh V	Member - UG	
15.	Ms. Abiya Fathima	Member - UG	
16.	Dr. Abdul Naisam	Member - PG	
17.	Dr. Anusha B L	Member - PG	

Dr. Hemanth M, Chairperson of the Student Support, Welfare and Grievance Redressal Committee presided over the meeting and welcomed the members.

Agenda & Points discussed :

1. To open and check status of the Student's Complaint Box for any grievances to be addressed to.
 - a. Dr. Vinod Rangan informed the committee that no letters/ grievances were received from any student from the box.



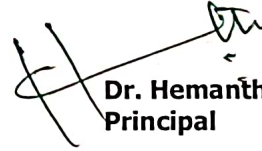
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COMMITTEE

2. Issue with university exam results/marks.
a. Action taken: Submission of application for photo copy of answer scripts of November 2023 examination of 1st and 2nd BDS and 1st MDS student to the university.

Meeting was then concluded and Principal, Dr. Hemanth wished the committee the very best and asked them all to work together and bring out the best for every event.

All the members were informed that the next meeting of this committee will be on: 11/05/2024


Dr. Vinod Rangan
Member Secretary


Dr. Hemanth M
Principal

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COMMITTEE

COMMITTEE MEETING MINUTES – 2024

Date & Time of Meeting : 11/05/2024, 2:30pm

Venue : Principal Office Board Room, DSCDS.

Attendees List : As Below

Sl.No.	Name	Position	Signature
1.	Dr. Hemanth M	Chairperson	
2.	Dr. Avinash J	Member	
3.	Dr. Savita A M	Member	
4.	Dr Krishnanand P S	Member	
5.	Dr. Ramnarayan BK	Member	
6.	Dr. Vinod Rangan	Member Secretary	
7.	Dr. Prashanth N T	Member	
8.	Dr. Archana R Naik	Member	
9.	Dr. Pallavi Nanaiah	Member	
10.	Dr. Brunda K	Member	
11.	Dr. Prajwal P	Member	
12.	Mr. Nanjundaswamy	Member - PED	
13.	Mr. Narasimhamurthy AV	Member - Librarian	
14.	Mr. Vignesh V	Member - UG	
15.	Ms. Abiya Fathima	Member - UG	
16.	Dr. Abdul Naisam	Member - PG	
17.	Dr. Anusha B L	Member - PG	

Dr. Hemanth M, Chairperson of the Student Support, Welfare and Grievance Redressal Committee presided over the meeting and welcomed the members.

Agenda & Points discussed :

1. To open and check status of the Student's Complaint Box for any grievances to be addressed to.
 - a. Dr. Vinod Rangan Informed the committee that no letters/ grievances were received from any student from the box.



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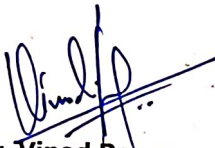
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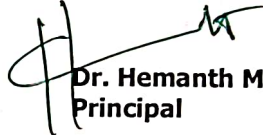
STUDENT SUPPORT, WELFARE AND GRIEVANCE REDRESSAL
COMMITTEE

2. Issue with university exam results/marks.
 - a. Action taken: Submission of application for photo copy of answer scripts of April 2024 examination of 1st BDS student to the university.

Meeting was then concluded and Principal, Dr. Hemanth wished the committee the very best and asked them all to work together and bring out the best for every event.

All the members were informed that the next meeting of this committee will be on: 20/11/2024


Dr. Vinod Rangan
Member Secretary


Dr. Hemanth M
Principal

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