



ADITYA ENGINEERING COLLEGE

An Autonomous Institution

Approved by AICTE • Permanently Affiliated to JNTUK • Accredited by NAAC with 'A' Grade
Recognised by UGC under sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

Date: 25-7-2018

CIRCULAR

All the faculty are informed that there will be a meeting on 27-7-2018 to discuss about the code of conduct for the forthcoming academic year 2018-19. The meeting will be held in Seminar Hall, Cotton Bhavan at 3:30.PM. In this connection all the faculty are instructed to attend the meeting without fail.

Cc: All Staff

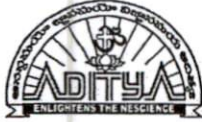

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Monitoring Committee for Code of Conduct

Report on Monitoring Committee for Code of Conduct for staff

An Annual Awareness programme on Code of Conduct for staff conducted on 27-07-2018. The main objective of this programme is to ensure Code of Ethics and Values in Teaching staff, supportive staff and non-teaching staff.

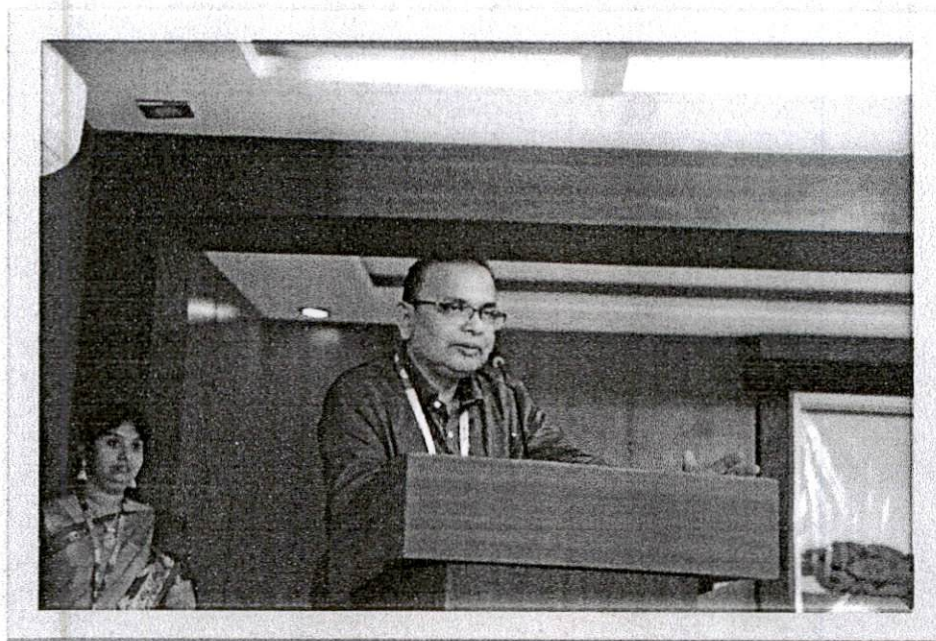
Staff is sensitized on the following aspects related to code of conduct of the institute by the principal:

- All the teaching staff should teach lessons through proper lesson plan according to their course.
- Faculty should ask the students to involve in extra-curricular activities to enhance their skills.
- All the staff members should follow the rules and regulations of the college without any violation.
- All the staff members should perform their tasks in time to smooth running of the institution.
- Faculty should try to fill the minds of students with positivity and kindness.
- Faculty should encourage the students to go through the syllabus and old question papers do to well in examinations.
- Faculty should not treat others in unethical way.
- Every faculty should work with dedication and deliver their duties towards the organizational growth.
- Faculty should not involve in any unlawful activities in and outside the college.
- All the staff members should maintain a healthy relationship with each other, parents and guardians.
- All the staff should maintain cleanliness.

Closing remarks:

The convener of monitoring committee for code of conduct thanked Principal for sensitizing and creating awareness on code of conduct to be followed by teachers and staff.

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,Code of Conduct programme for faculty on 27-07-2018



Faculty attended for Code of Conduct on 27-07-2018

Signature

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Date: 26-07-2018

CIRCULAR

All the class representatives are informed that there will be a meeting on 28-07-2018 to discuss about the Code of Conduct for the forthcoming academic year 2018-19. The meeting will be held in Seminar Hall, Cotton Bhavan at 3:45.PM. Hence all the B. Tech class representatives are instructed to attend the meeting without fail.

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Cc: All HoD's & Students

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Monitoring Committee for Code of Conduct

Report on Monitoring Committee for Code of Conduct for students

An annual awareness programme on Code of Conduct for students is conducted on 28-07-2018. The main objective of this programme is to ensure discipline and good behavior by maintaining code of conduct in college premises.

Students are sensitized on the following aspects related to code of conduct of the institute by the principal:

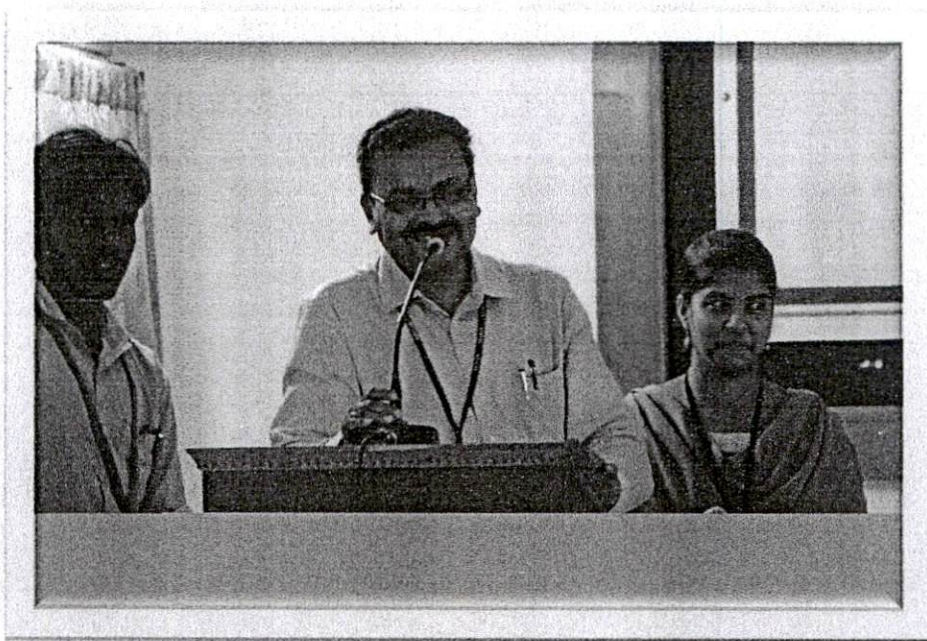
- Students should be regular to the college and be active in college activities to enhance their knowledge day by day.
- Students should not discriminate any other student on the grounds of caste, religion and race.
- Students should maintain peaceful and healthy relationship with each and every student.
- Students should maintain 75% attendance to appear for end examinations.
- Students should participate in the activities conducted by the college.
- Students should not use mobile phones in college premises
- Resident students should maintain discipline and use all the facilities efficiently.
- Students should not involve in any unlawful activities in and outside the college.
- Students should utilize the facilities like Library and E-classrooms to learn effectively.
- Students should not involve themselves in ragging and in-disciplinary activities, which are against to the rules of the college.

Closing remarks:

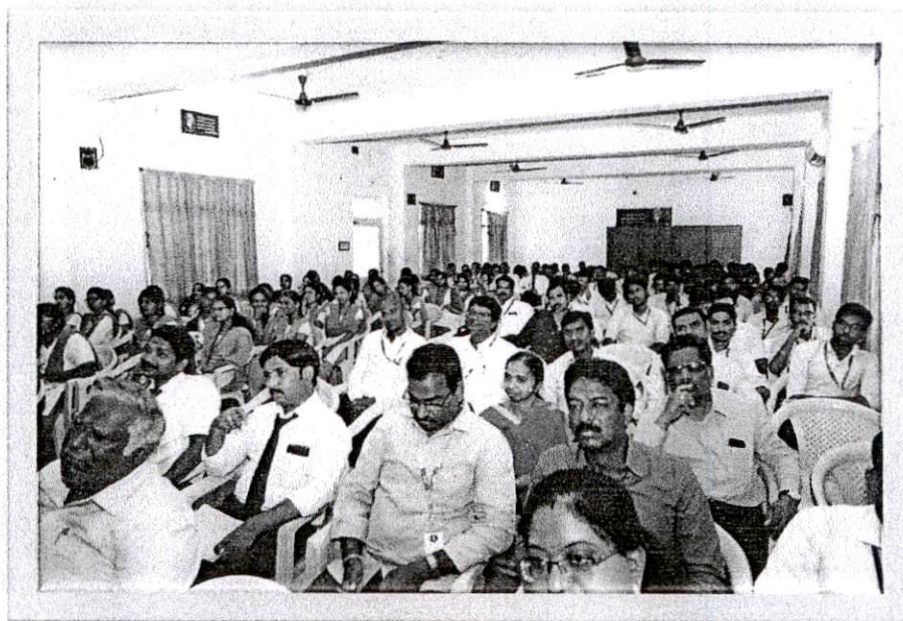
The convener of monitoring committee for code of conduct thanked Principal for sensitizing and creating awareness on code of conduct to be followed by students.

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Code of Conduct programme for students on 28-07-2018



Students attended for Code of Conduct programme on 28-07-2018

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