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Approved by AICTE New Delhi | Affiliated to Anna University, Chennai

90, Ushaa Garden, Kannigaipair, Chennai - Periyapalayam Highway, Tiruvallur, TN 601102.

Tel: 044-27629613 / 9600057121, E-mail: info@jnn.edu.in, www.jnn.edu.in

7.1.10 THE INSTITUTION HAS A PRESCRIBED CODE OF CONDUCT FOR STUDENTS, TEACHERS, ADMINISTRATORS AND OTHER STAFF AND CONDUCTS PERIODIC PROGRAMMES IN THIS REGARD.



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7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators, and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website.**
- 2. There is a committee to monitor adherence to the Code of Conduct.**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators, and other staff.**
- 4. Annual awareness programmes on Code of Conduct are organized.**

DVV CLARIFICATION

Provide Circulars and geo tagged photographs of the activities organized under the metric for teachers, students, administrators, and other staffs for 2018-19.

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CERTIFICATE OF THE HEAD OF THE INSTITUTION

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the institution has organized periodic programmes is given below:

1. A committee to monitor adherence to the Code of Conduct.
2. Minutes of the committee meeting
3. Induction Day Program for the Academic Year 2018-19
4. Annual Awareness Faculty Meeting for the Academic Year 2018-19

A handwritten signature in green ink, appearing to read 'Aravindan'.

PRINCIPAL

Dr. A.V. MAYAKKANNAN, M.E., Ph.D.,
PRINCIPAL
J.N.N INSTITUTE OF ENGINEERING
Ushaa Garden, Kannigaipair,
Chennai - Periyapalayam Highway,
Tiruvallur Dist - 601 102.



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A COMMITTEE TO MONITOR ADHERENCE TO THE CODE OF CONTACT



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JNNIE/COC/2018-19

Date: 02/07/2018

OFFICE ORDER

Code of Conduct committee is reconstituted with the following Members for the Academic Year 2018-19. **The composition of code of conduct committee is as follows:**

S.NO	Names	Designation	Member (Dept)
1	Dr. G. Gunasekaran	Principal	Head
2	Mr.V.R. ArunPrakash	Associate Professor	Convener
3	Mrs. T. Sangeetha	Assistant Professor	Member (CSE Dept)
4	Mr. P.G. Seetharam	Assistant Professor	Member (Civil Dept)
5	Mrs. V. Tharakeswari	Associate Professor	Member (H & S Dept)
6	Mr. A. Ramachandran	Assistant Professor	Member (Mech Dept)
7	Mr. M. Murali	Assistant Professor	Member (ECE Dept)
8	Mr. N. NandhaKumar	Assistant Professor	Member (EEE Dept)
9	Mr. V. Senthil Murugan	Assistant Professor	Member (MBA Dept)



G. Gunasekaran
Principal

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Chennai-Periyapalayam Highway,
Tiruvallur Dist. - 601102.

Copy Submitted to: (1) The Chairman sir- For your Kind Information Pl.

Copy to:

1. IQAC Coordinator
2. Controller of Examinations
3. All HODs
4. Administrative officer
5. Accounts Officer
6. Students Notice Board



Dr. A.V. Mayakkannan
Dr.A.V. MAYAKKANNAN, M.E., Ph.D.
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MINUTES OF THE COMMITTEE MEETING



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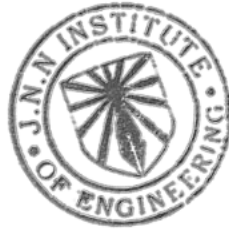
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JNNIE/COC/2018-19/01

Date: 09/07/2018

CIRCULAR

This is to inform that Code of Committee meeting is **scheduled on 13/07/2018 at 12:30pm** at Conference hall. All the members of the Committee are requested to be present on time.



G. Gurusamy
Principal

J.N.N INSTITUTE OF ENGINEERING
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Aranya
Dr.A.V. MAYAKKANNAN, M.E., Ph.D.,
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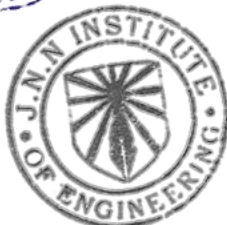
MINUTES OF MEETING

The Meeting was held on 13/07/2018 at 12:30pm in the conference hall.

1. Principal started the meeting by welcoming the members of committee.
2. Members discussed the issues concerned to students being absent to the examinations and maintenance of 75% attendance in the class work.
3. The members discussed the same with principal and given their suggestion of disciplinary actions to be implemented.
4. Principal has recommended that concerned departmental exam branch coordinators should give commands regarding the rules for the Attendance and conduct of examinations and ensure that they are placed on the Notice Board
5. The meeting was adjourned at 2:00 p.m.

The following members were present in the meeting:

S.NO	Names	Designation	Member (Dept)
1	Dr. G. Gunasekaran	Principal	Head
2	Mr.V.R. ArunPrakash	Associate Professor	Convener
3	Mrs. T. Sangeetha	Assistant Professor	Member (CSE Dept)
4	Mr. P.G. Seetharam	Assistant Professor	Member (Civil Dept)
5	Mrs. V. Tharakeswari	Associate Professor	Member (H & S Dept)
6	Mr. A. Ramachandran	Assistant Professor	Member (Mech Dept)
7	Mr. M. Murali	Assistant Professor	Member (ECE Dept)
8	Mr. N. NandhaKumar	Assistant Professor	Member (EEE Dept)
9	Mr. V. Senthil Murugan	Assistant Professor	Member (MBA Dept)




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Principal
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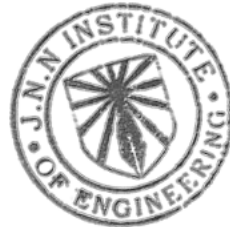
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JNNIE/COC/2018-19/02

Date: 03/12/2018

CIRCULAR

This is to inform that Code of Committee meeting is scheduled on 08/12/2018 at 12:30pm at Principal Conference hall. All the members of the Committee are requested to be present on time.



G. Gurusamy
Principal

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Araya

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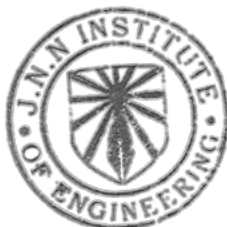
MINUTES OF MEETING

The Meeting was held on 08/12/2018 at 12:30pm in the conference hall.


1. Principal started the meeting by welcoming the members of committee
2. Members discussed the issues concerned to students destroying the lab equipment's, furniture, library books, etc
3. The members conferred the same with principal and given their suggestion of disciplinary actions to be executed.
4. Principal has suggested that concerned Mentors and Class coordinators should give instructions to the students that college belongings, furniture, library books, etc. must be treated with due care.
5. The meeting was suspended at 1:30 pm

The following members were present in the meeting:

S.NO	Names	Designation	Member (Dept)
1	Dr. G. Gunasekaran	Principal	Head
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Principal
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INDUCTION DAY PROGRAM FOR THE ACADEMIC YEAR 2018-19

Induction Day Program for the Academic Year 2018-19

Honourable Principal Dr. G. Gunasekaran addressed the gathering on the event of Induction day and explained to the students about the code of conduct and the following points were explained.



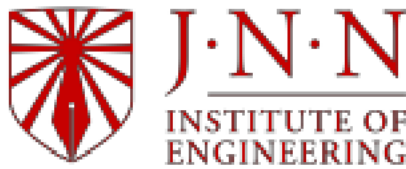
Faculty and the students Gathering for the Induction Day

The students are expected to observe the code of conduct and to cultivate self-discipline.

- Be punctual and regular to college, the college gate will be closed by 8.25 A.M.
- Treat everyone, irrespective of age and position with respect and courtesy.
- Maintain a dignified code of conduct.
- Avoid using inappropriate language in the college, home and outside.
- Avoid bullying or teasing fellow students in the college or on the bus.
- Avoid fancy accessories and footwear that is not part of the dress code.



Aravind
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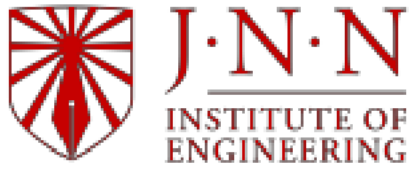
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- Wear the ID card to college every day. An ID card is part of the identification in times of emergency.
- Dress in a clean, neat modest and dignified manner to the college.
- Avoid taking leave for frivolous reasons.
- Take care of your personal property and also ensure that you do not for any reason use other student's belongings without their permission or knowledge.
- Permission to leave early must be requested for by the parent or guardian only in cases of emergency. A gate pass from the office after getting permission from the HOD is compulsory.
- Mobile phones and any other electronics equipment is not permitted in the college.
- **Remain honest always.** Avoid any form of malpractice during tests and examinations.
- Conserve electricity. Make sure that fans and lights are switched off when not in use.
- Avoid carrying too much cash to the college. Have just enough money for emergencies.
- Parents are welcome to meet the Class advisors / HODs/Principal. Make sure they fix an appointment and meet them.
- Payment of fees is your responsibility. Remind your parents to do so on time.
- **The College trains you to be disciplined and orderly,** this will groom you into a responsible citizen who can take the country forward.
- We look forward to your support and cooperation in ensuring that the present generation of youngsters grow up to be responsible and disciplined adults.



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**ANNUAL AWARENESS FACULTY
MEETING FOR THE ACADEMIC YEAR
2018 -19**

Annual Faculty Meeting for the Academic Year 2018 -19

Honorable Principal Dr. Gunasekaran addressed the gathering on the event of Induction day and explained to the faculty about the code of conduct and the following points were explained.

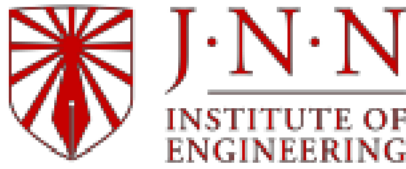


Code of Conduct for Faculty:

1. Faculty/Staff members must be present in the college premises at least 5 minutes before the warning bell.
2. All the Faculty/Staff members need to sign the attendance register in the morning and afternoon.
3. No one can leave the college without informing the Principal in between teaching hours or during free hours.
4. Those taking half day leave may be allowed to do so under real and grave needs and emergencies only.




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5. Usage of mobile phones while in the class is strictly prohibited. If found violating this rule the mobile phone may be confiscated for the whole day.
6. Those desiring to resign or leave the college for any reason must intimate the college management regarding this at least three months in advance.
7. All the work assigned to the staff/faculty members must be done with honesty and dedication. Any laxity in doing one's duty shall be intolerable and disciplinary action may be initiated against him/her.
8. The staff/faculty need to finish the course within the stipulated time. The progress of the teaching shall be watched and monitored by the management.
9. Faculty/Staff members must cooperate in all college related activities.
10. Faculty/Staff members must participate in the invigilation duties, evaluation of examination answer books etc. on a regular basis. This is part of the duty as a faculty/staff member.
11. All staff/faculty members should come in simple and tidy clothes. No fashionable or inappropriate clothing will be allowed.
12. During classes, only English language is allowed for teaching and communication.



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ADDITIONAL INFORMATION



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ADDITIONAL LINK FOR THE DOCUMENT

S.NO	DESCRIPTION	LINK
1	<i>The institution has a prescribed code of conduct for students, teachers, Administrators and other staff and Conducts periodic programmes in this</i>	https://www.jnn.edu.in/wp-content/uploads/2021/04/7.1.10.2@JNNIE.pdf
2	<i>Regard.</i>	https://www.jnn.edu.in/wp-content/uploads/2021/05/7.1.10.3@JNNIE.pdf