



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY
Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka,
Phone: 08258-262725, Fax: 08258-262726

A Report on

Code Of Conduct Monitoring Committee

Academic Year : 2020-2021

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REF: AIET/CCM/2020-2021/1

Date: 20/07/2020

CIRCULAR

The Code of conduct monitoring Committee is constituted for the academic year 2020-2021 to inculcate discipline, human values and professional ethics. The composition of the committee is attached with this circular.



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Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Cc:

Deans/HODs/SWO/AO/Library/Principal Office/Manging
Trustee



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Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726

INSTITUTE LEVEL CODE OF CONDUCT MONITORING COMMITTEE: 2020-21			
Name	Appointed as	Mobile No.	e-mail/Address
Mr. Vivek Alva	Managing Trustee	9945630301	vivek_alva@yahoo.co.in
Dr. Peter Fernandes Principal, AIET	Chairperson	9845050268	principalaiet08@gmail.com
Dr. Ajith Hebbar Professor &HOD CV	Member Convenor	9448582073	aietcivil@aiet.org.in

Dr. *Ajith Hebbar*
Member Convener

Dr. PETER FERNANDES

PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K

REF: AIET/CCM/2020-21/2

Date: 20/09/2020

CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 21/09/20 at 12.00 pm in the Board Room.

Agenda:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.


Dr. Ajith Hebbar

Member Convener


Dr. PETER FERNANDES

Principal

PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Principal Office/Managing Trustee

REF: AIET/CCM/2020-21/3

Date: 21/09/2020

MINUTES OF MEETING

Date: 21st sep 2020

Venue: Board Room

Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Ajith Hebbar

Agenda:


The following are the outcomes:

1. To plan for program for all faculties about code of conduct, human value and professional ethics.

- ❖ Discussed about the program for all faculties about code of conduct, human value and professional ethics.

Action Taken

- ❖ Department of ECE will be organizing an orientation program for staff on code of conduct and professional ethics
- ❖ In the beginning of the semester branch HOD's will be giving awareness about code of conduct.


Dr. Ajith Hebbar
Member Convener


Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Deans/HODs/SWO/AO/Library/Principal Office/Managing Trustee





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Phone: 08258-262725, Fax: 08258-262726

REF: AIET/CCM/2020-21/27

Date: 04/01/2021

CIRCULAR

All the Code of conduct monitoring committee members are requested to attend a meeting on 07/01/21 at 11.00 am in the Board Room.

Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

Dr. Ajith Hebbar
Member Convener

Dr. PETER FERNANDES

Principal

Alva's Institute of Engg. & Techno.
Mijar, MOOBBIDRI - 574 225, D.K

Copies to:

Principal Office/Managing Trustee

REF: AIET/CCM/2020-21/5

Date: 07/01/2020

MINUTES OF MEETING

Date: 7th January 2021

Venue: Board Room

Members Present:

The following members were present:

1. Mr. Vivek Alva
2. Dr. Peter Fernandes
3. Dr. Ajith Hebbar

Agenda:

1. To seek ideas to increase awareness on code of conduct and ethics.

The following are the outcomes:

- ❖ A sufficient number of programmes on Professional Ethics were found to be organized. The committee was pleased with the programmes.

Action Taken Based on the previous meeting

- ❖ Department of Ece organized awareness program for staffs on code of conduct by the Principal Dr. Peter Fernandes on 16th November, 2020 at MBA seminar hall.
- ❖ At the beginning of the semester branch, HOD's gave awareness to students about the code of conduct
- ❖ Department of ECE organized a talk on Professional Ethics for staffs by Mr Johnson Fernandes on 14th October, 2020 at MBA seminar hall.

Dr. Ajith Hebbar
Member Convener

Dr. PETER FERNANDES
Principal

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Copies to:

Deans/HODs/SWO/AO/Library/Principal Office/Managing Trustee.

[Handwritten signatures and initials in blue ink]

12-09-2020

CIRCULAR

It is hereby informed to all the HoDs, Deans, teaching, non-teaching and administrative staffs to assemble at MBA SEMINAR HALL on 14-09-2020 at 10.30 AM to attend a talk on "Professional Ethics" by Mr. Johnson Fernandez, Assistant Professor, MBA department.



Principal
PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Cc to:

Principal's Table

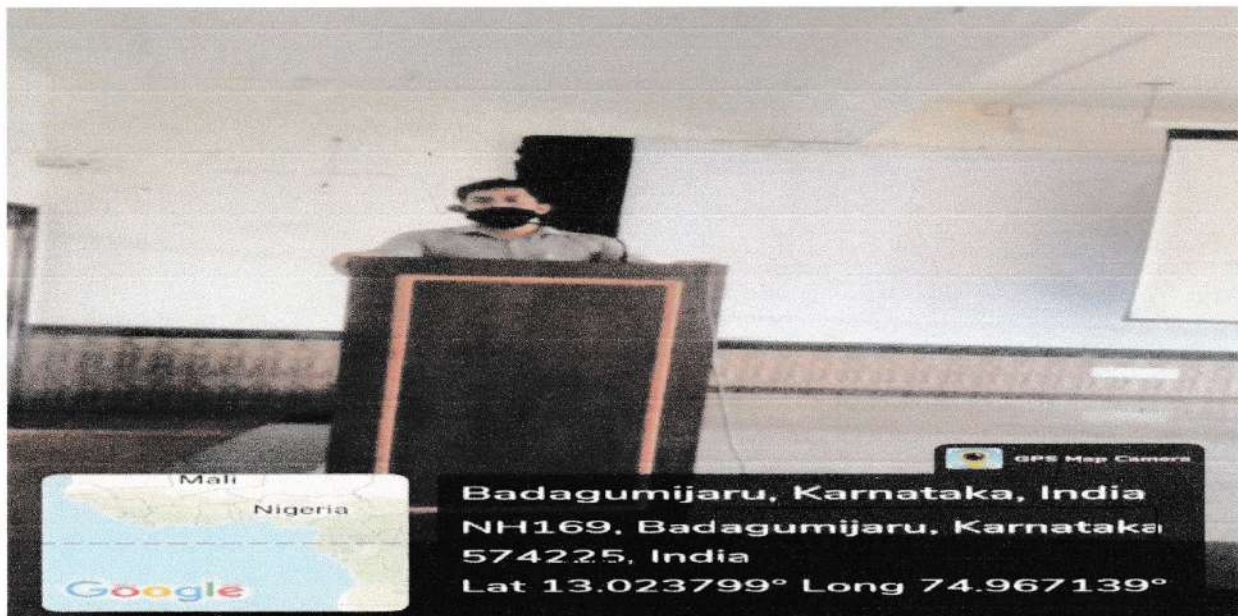
All deans/AO/All HoDs - CV,ME,ECE,CSE,ISE,Phy, Chem, Maths, MBA/PED/Library

Report on Professional ethics program

Mr. Johnson Fernandes addressed all the teaching, non-teaching and administrative staffs Of AIET & the following points were discussed:

Students Matter Most. Teachers must model strong character traits, such as perseverance, honesty, respect, lawfulness, patience, fairness, responsibility and unity. Commitments to the Job. Teachers must wholly commit to the teaching profession. Keep Learning. Healthy Relationships Top the List.

Since, change is inevitable the aims and objectives of education are changing according to the need, interests and requirements of the learners, society a nation as a whole. Now, the concept of teacher and teaching also is changing day by day. A teacher in this contemporary era has many duties and responsibilities to play.



Mr. Johnson Fernandes delivers a professional ethics talk.

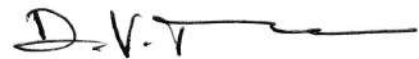
Apart from having good academic and professional qualifications, they should also possess the knowledge of Professional ethics. Professional ethics is like a guide, which facilitates the teacher to provide quality education and inculcate good values among the learners. The professional

Ethics will enlighten the teachers that they have a major role in bringing desirable changes in the behaviour of the students. It also helps the teachers to understand their profession as a teacher.

Their role is not just to become supreme and authoritarian in front of their students and colleagues. But then they have a wider and meaningful role to play.

To set a positive example, teachers must follow an ethical code of conduct to show professionalism. Those ethics ensure that these educational guides remain unbiased while doing their job and fulfil their objective of providing uncompromising education. Professional ethics determines their responsibilities towards the students.

The program was held in MBA seminar hall on 14-09-2020 at 10.30AM around 80 faculties including teaching nonteaching and administrative staffs were participated.



HOD ECE

H.O.D.

Dept. Of Electronics & Communication
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225



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ALET/2020-21/661A

Date: 15-11-2020

CIRCULAR

It is hereby informed to all the Teaching, Non-teaching and administrative staff to attend an instruction session on 'Code of Conduct' by the Principal on 16-11-2020 at 2.00p.m.

Venue: MBA Seminar Hall

Principal

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Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Copy to:

1. A.O.
2. All Deans
3. All HoDs
4. All Staffs

Handwritten notes and signatures in blue ink:
A checkmark, the word "Jay", a signature, and the word "Bawla".

Report on awareness program on code of Conduct 2020-2021



Principal addressing on code of conduct

Dr. Peter Fernandes addressed the faculties on code of conduct. This session was conducted on 16-11-2020 at 02:00 PM in MBA seminar hall. He explained the roles and responsibilities of the teaching, non-teaching, and administrative staffs. A total of 100 faculties, comprising teaching, non-teaching, and administrative employees, took part. He went over the following things in detail.

- Shall conform to and abide by the prevailing rules & regulations of the institution.
- Shall exhibit punctuality with respect to all duties;
- Shall stay within the campus during the working hours of the college;
- Shall discharge the responsibilities assigned in teaching / research / consultancy and administration diligently in honest and un-biased manner with total commitment;
- Is expected to conduct himself/herself in a professional and co-operative manner with fellow colleagues;
- Shall take precautions to protect the properties, equipments, materials and facilities of the college;
- Shall attend and participate in the meetings, activities called / assigned by their respective hod, dean(s) and principal;
- Shall discharge other institutional duties and responsibilities assigned by the principal/management not limited to academic and university duties;
- Shall undertake research/consultancy activities in addition to teaching particularly

- The teaching profession in AIET expects high standards of ethical behavior. The faculty members are expected to conduct themselves in a professional and shall adhere to ethical codes of conduct listed below; the faculty shall
- Not indulge in a rude or abusive behavior, comment against superiors, make negative comments about other staff members, indulge in verbal attacks, which are of a personal, threatening, abusive and go beyond fair and professional conduct;
- Desist from un-authorized distribution of printed material etc. The faculty shall also desist from any form of sabotage to any of the records or documents pertaining to the institution;
- Desist from any un-authorized activities leading to financial benefit.
- Exhibit any sort of non-ethical behavior that jeopardize the moral standards of the institution;

D.V. [Signature]

HOD ECE

H. O. D.

Dept. Of Electronics & Communication,
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

[Signature]

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Mijar, MOODBIDRI - 574 225, D.K.

Date: 20th November, 2020


CIRCULAR


All the 2nd year CSE students are hereby informed that HOD is going to address the students regarding **Professional Ethics and Code of Conduct** on 24th November, 2020 at 10.am in respective classrooms


H.O.D. 20/11

Dept. Of Computer Science & Engineering
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Circulate to

Room 101 

Room 104 

Report on awareness program on Code of Conduct

Professional engineers have a personal and professional obligation to society to act in an ethical manner. Development of ethical behavior skills in future engineers is a key competency for engineering schools as ethical behavior is a part of the professional identity and practice of engineers. While engineering educators have somewhat established instructional methods to teach engineering ethics, they still rely heavily on teaching ethical awareness, and pay little attention to how well ethical awareness predicts ethical behavior. However the ability to exercise ethical judgment does not mean that students are ethically educated or likely to behave in an ethical manner. Mr.Manjunath Kottari, HOD CSE addressed the students on Professional Ethics and code of conduct. This session was conducted on 24-11-2020 at 10:00 AM in respective classroom. Around 100 students attended the session HOD gave awareness about Rules and Regulation of the college and the following points were discussed.



CSE HOD addressing Students on Professional Ethics and Code of Conduct

Attitude toward the Behavior: Attitudes are the degree to which an individual has a positive or negative evaluation of a particular behavior. Positive attitudes toward the behavior should increase an individual's intentions to perform that specific behavior.

1. Ethical Awareness: Ethical decisions, particularly those faced by practicing engineers, are often complex and may involve the behavior and intentions of others. The awareness of a breach, or potential breach, in ethics is an important antecedent to selecting the most ethical course of action. Ethical dilemmas, both real and simulated, run the gambit from clear to ambiguous. Situations where



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behavior is ambiguous leave the detection of a possible ethical breach in question.

2. Individual Responsibility: The students were made aware of the individual responsibilities towards the college and self. Students should treat college properties as their own and use them with care.
3. Human values: morals, values and ethics: Basic moral values and ethics were discussed with the students.
4. Valuing Time: A first step in good time management is to understand the value of your time. Students informed to punctually follow the time table. Also students are informed to attend the classes on time never be late to attend a lecture
5. Civic virtue: Civic virtue is the moral underpinning of how a citizen behaves and is involved in society. It standard of righteous behavior in relation to a citizens' involvement in society.
6. Work ethic: Some insights on work ethics that student has to understand when they start working in Industry.
7. Respect for others: Respecting your classmate, lecturer or any other fellow human being is important. explained the importance of respect to students.


HOD

Department of computer science and engineering

Dept. Of Computer Science & Engineering
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

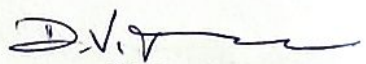
Department of Electronics & Communication Engineering

17-11-2020

Circular

It is hereby informed to all the 3rd semester students that HOD will address about code of conduct on 18-11-2020 from 11am in the respective classrooms. Attendance is compulsory.

Copy: Class circulation


HOD
HOD
Mijar, Moodbidri - 574 225
Dept. Of Electronics & Communication
Alva's Institute of Engineering & Technology
Mijar, MOODBIDRI - 574 225

Department of Electronics & Communication Engineering

18-11-2020

Report on Awareness program for Code of conduct

HOD addressed all the students of 3rd semester on the day of commencement in their respective classes from 11:00 AM to 12:00 PM about code of conduct among students. The students in College should follow the below mentioned code of conduct.



HOD addressing the students on Code of conduct

1. Maintain discipline when you are in the other college, representing for placement process or for participating in the co-curricular/extracurricular activities or for any other reasons.
2. Bunking of classes is strictly prohibited, Minimum attendance of 85% is necessary, A student having shortage of attendance in one or more subjects shall have to repeat the whole semester and such students shall not be permitted to take admission to next higher semester.
3. The test shall be answered in Blue Books provided in college with pages serially numbered. If a student remains absent for all the Internal Assessment tests conducted, the Internal Assessment Marks shall be marked as AB for the subject.

4. Maintain discipline in the campus, wearing of ID cards in the campus is mandatory. Students should come to the college in uniform/ decent and presentable attire.
5. The student shall undergo an Internship for 8 weeks i.e. starting from the end of 7th semester Examination after availing one week vacation and completing during the initial period of 8th semester. Completion of internship is mandatory; if any student fails to complete internship, he/she will not be eligible for the award of degree.
6. Mobile phone usage is prohibited. Ragging is a crime. Any student found involved in this act will be punished as per the law
7. The desks and other furniture should not be defaced by writing names and obscene remarks on them or even by drawing on them with pens, knives and other sharp instruments.
8. Students shall not indulge in any kind of malpractice during Continuous Internal Evaluation (CIE) examinations and Semester End Examinations (SEE). If any student found violating this during CIE exams, he/she will be awarded zero marks in CIE and suitable counseling and disciplinary action shall be initiated.
9. The student admitted to 1st year B.E/ B.Tech. Shall complete the course within a period of eight academic years from the date of first admission, failing which he/she has to discontinue the course.

D. V. 

H. O. D.

Dept. Of Electronics & Communication
Alva's Institute of Engineering & Technology
Mijar, MOODBIDRI - 574 225

Ref: AIET/ISE/2020-21/c6

Date: 23-11-2020

CIRCULAR

It is here by informed to all 3rd semester students that the orientation regarding Code of Conduct by the HoD, Dept of ISE would be held in room no 301 at 10.00AM on 26-11-2020. All the students are here by instructed to attend the session without fail.



HoD

Dept. of ISE
H.O.D.

Dept. Of Information Science & Engineering
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

Report on awareness program on code of Conduct for Students: 2020-21

The orientation program on code of conduct for student of third semester ISE was organized by the department on 26-11-2020 at 10:00AM in Room No: 301. Head of the department Prof. Jayantkumar A Rathod addressed the students in this regard. The following points have been discussed about Code of Conduct for students.

1. Awareness about Covid-19 disease has been given along with requirement of maintaining social distance in class room premises and corridors with utmost importance.
2. Sanitization of hands and usage of face mask was told as compulsory need in the college premises.
3. Undergoing vaccination at the earliest has been suggested to the students.
4. During class hours a student cannot go out of the classroom without the permission of the teacher concerned. The use of mobile phones is strictly prohibited on the college campus. Students who violate this rule will have to face disciplinary action.
5. The college expects students of both sexes to foster a healthy and decent relationship both on campus and of campus. The very spirit of co-education lies in facilitating such a relationship. Any behavior contrary to this spirit is deemed unlawful and punishable.



HoD addressing the students on Code of Conduct

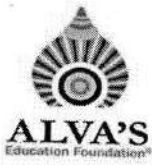
6. During leisure hours, students are advised to use the library, and internet browsing center.
7. When a teacher enters the classrooms, the students should raise and keep standing until they are asked to sit or until the teacher takes his/her seat.
8. Students should handle the furniture and other properties with care. Damage to the furniture will lead to penalty
9. Students should stay away from any anti-social activities.
10. Students should stay wear their identity cards inside the campus daily.
11. Ragging in any form is a serious offence and it will be dealt very severely.
12. Damage fee will be collected for any damage caused by them knowingly or unknowingly.
13. Visitors are not allowed to meet the students in the classrooms and students should take care of their belongings.



HoD

Dept. of ISE
H.O.D.

Dept. Of Information Science & Engineering
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225



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Date: 28/11/2020


CIRCULAR

All the students of 3rd semester are hereby informed to attend an instruction session on
'Code of Conduct' by Head of the Department on 30/11/2020 at 10 a.m.

Venue: Room no 502 civil Block

circulate to III Sem class

B


H.O.D.
Dept. of Civil Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodbidri - 574 225

REPORT ON AWARENESS PROGRAM ON CODE OF CONDUCT FOR STUDENTS

30/11/2020



HOD addressing on code of conduct to the students


HOD addressed all the students of 3rd sem in the room 502 about code of conduct. The students in the campus should follow following code.

1. It is essential that the student attends all theory and laboratory classes from the day of opening to the last day of each semester during the academic year.
2. Student must be regular in attendance for theory and practical classes. In case the attendance falls short of 85% for each, theory and laboratory, student shall be detained for having attendance shortage. Approval of medical certificates to compensate for attendance shortage depends on the discretion of the Principal.
3. Students must maintain punctuality while attending all the theory and practical classes.
4. In case of absence to theory and practical classes, student shall produce duly signed Leave Card without fail.
5. If any student is absent for a test no retest will be granted, unless the recommendation from HOD and approval from Principal.
6. Every student shall provide himself/herself with the entire prescribed textbooks, separate notes for each subject, calculators, drawing instruments & accessories and other such articles required for the classroom work.



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7. Students, who happen to have no class, are not allowed to hang around in the campus during class hours disturbing other classes. Abstaining from class "en-masse" is considered as a serious offence for which disciplinary actions will be taken.
8. The students are to attend all the activities organized by the individual department & the Institute.
9. Operation of mobile phones is banned inside the academic block. Strict disciplinary action, including confiscation of the mobile phone and collection of heavy fine will be done from students who violate this rule.


HOD
Department of Civil Engineering
Dept. of Civil Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodbidri - 574 225

B: AIEET / AY / 2020-2021 / OP

18/12/2020

CIRCULAR

The following faculty members are identified for orientation program for First year BE students which is scheduled on 21st December 2020 at 2:00PM. During the orientation program the first year students are to be familiarized with Institute's Vision & Mission Rules and Regulation of the Institute, academic calendar, University Rules & Regulations.

Faculty:


- B1 (Room 401): Ms. Soumya
- B2 (Room 402): Mrs. Sakshi.S.Kamath
- B3 (Room 403): Dr. Mohan Reddy
- B4 (Room 404): Dr. Prashanthi.K.S.
- B5 (Room 411): Mrs. Nisha. K
- B6 (Room 412): Mrs. Kavitha.B
- B7 (Room 414): Dr. Prameela Kolake
- B8 (Room 415): Dr. Jayaram

Venue: First year class rooms

Copy to: HOD's of EC/CV/ISE/CSE/ME/PHY/MAT/CHEM to circulate among the concerned.


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Mijar, MOODBIDRI - 574 225, D.K

REPORT

DATE: 21-12-2020

EVENT-ORIENTATION FOR FIRST YEAR STUDENT

VENUE-FIRST YEAR CLASSROOM

The faculty members mentioned below in their respective rooms

B1 (Room 401): Ms. Soumya

B2 (Room 402): Mrs. Sakshi.S.Kamath

B3 (Room 403): Dr. Mohan Reddy

B4 (Room 404): Dr. Prashanthi.K.S.

B5 (Room 411): Mrs. Nisha. K

B6 (Room 412): Mrs. Kavitha.B

B7 (Room 414): Dr. Prameela Kolake

B8 (Room 415): Dr. Jayaram

Oriented the student about the rules and regulation of the AIET, and the rules and regulation of the University.

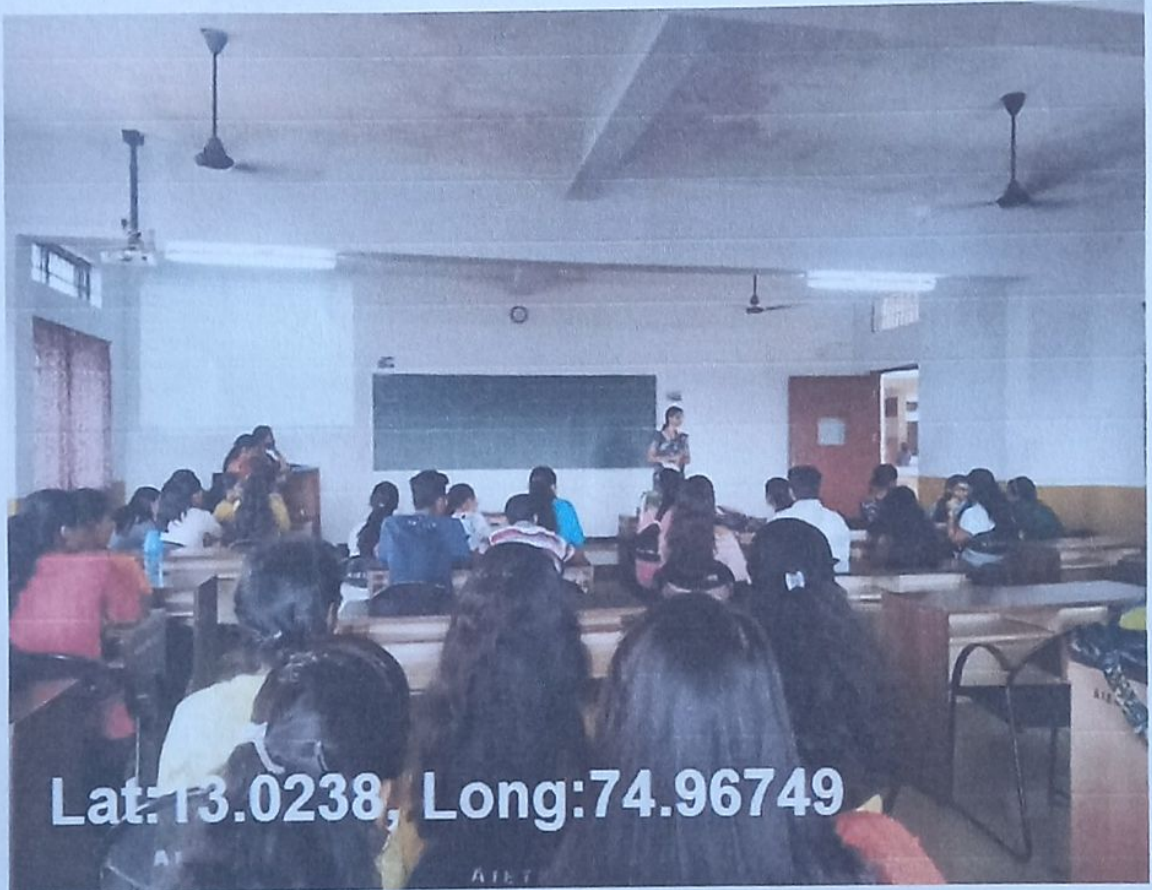
Rules and Regulation for student:

- Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
- It is essential that the student attends all theory and laboratory classes from the day of opening to the last day of each semester during the academic year.
- Student must be regular in attendance for theory and practical classes. In case the attendance falls short of 85% for each, theory and laboratory, student shall be detained for having attendance


PRINCIPAL

shortage. Approval of medical certificates to compensate for attendance shortage depends on the discretion of the Principal.

- Students must maintain punctuality while attending all the theory and practical classes.
- In case of absence to theory and practical classes, student shall produce duly signed Leave Card without fail.
- If any student is absent for a test no retest will be granted, unless the recommendation from HOD and approval from Principal.
- Every student shall provide himself/herself with the entire prescribed textbooks, separate notes for each subject, calculators, drawing instruments & accessories and other such articles required for the classroom work.
- Students, who happen to have no class, are not allowed to hang around in the campus during class hours disturbing other classes. Abstaining from class "en-masse" is considered as a serious offence for which disciplinary actions will be taken.
- The students are to attend all the activities organized by the individual department & the Institute.
- Operation of mobile phones is banned inside the academic block. Strict disciplinary action, including confiscation of the mobile phone and collection of heavy fine will be done from students who violate this rule.
- Every student shall wear their AIET - issued student identification cards at all times while in campus or attending any college related co-curricular and / or extracurricular activities
- The candidates has to put in a minimum of 85%attendance condonation of 10% on medical grounds,on participation in university level sports ,cultural events,seminar,workshop.
- Internal assessment marks,Promotion and eligibility for examination.



414th room Dr. Prameel Kolake provides information about the college's rules and regulations.



PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K.

Date: 18-01-2021

CIRCULAR

It is hereby informed to all first-year students that HOD is going to address the students regarding the code of conduct of MBA Department on 28/01/21 at 01.30pm in the respective classroom.



DEANMBA

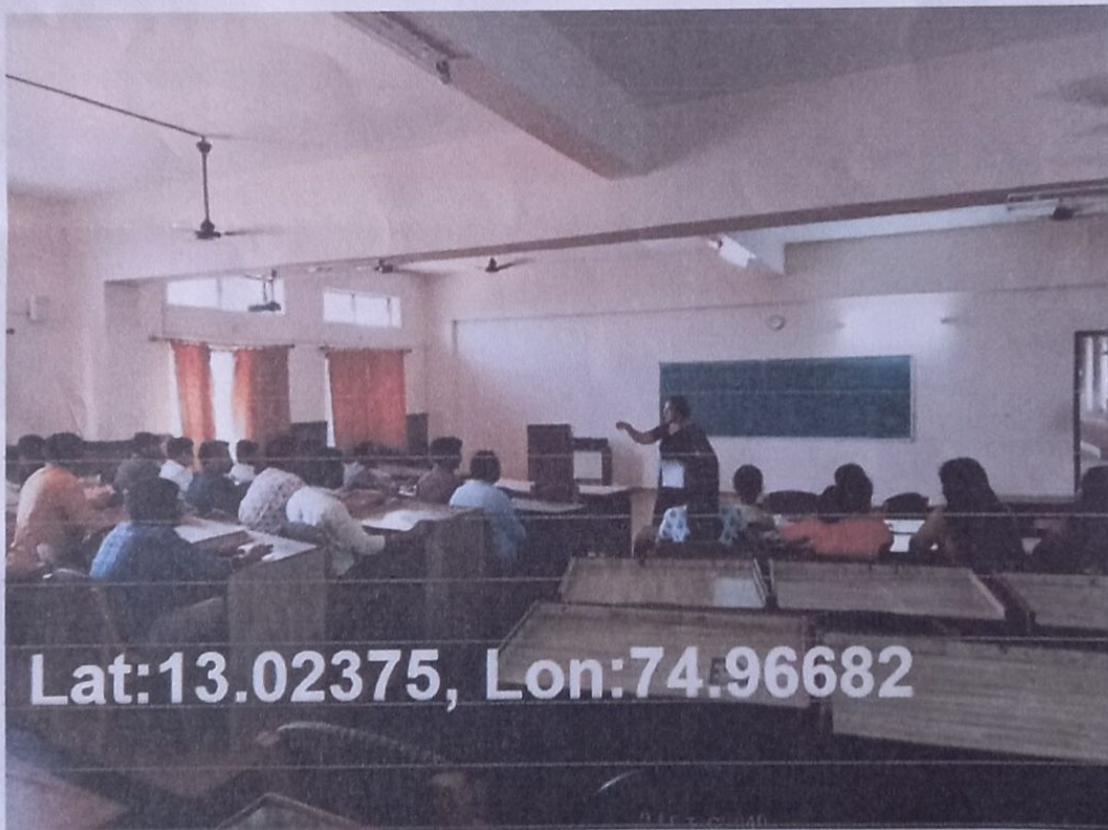
DEAN
Dept. of Business Administration
Alva's Institute of Engg. & Technology
MIJAR – 574 225

Circulate to
First year MBA classes



REPORT ON AWARENESS PROGRAMM ON CODE OF CONDUCT


The Professional Code of Conduct is designed to reinforce our core values of Integrity, Innovation and Impact and create expectations related to professionalism and respect for others, both inside and outside the classroom. Members of the Alva's MBA Program are expected to behave in ways that promote individual, academic and professional development and contribute to a positive environment. Additionally, student behavior reflects upon the brand and reputation of our Program and Institution. The cods have been delivered to the students on ~~28/01/2021~~ by Dr. Claret Mendonca Head of the Department MBA. HOD gave awareness on the following points.



HOD delivering the code of conduct for the students

1. Students are expected to read notices/circulars displayed on the college notice board. Ignorance of not reading any notice/circular displayed shall not be accepted as an excuse for failing to comply with the directions contained in it.
2. Students shall behave with dignity and courtesy inside and outside the college.

3. Students shall observe strict modesty in dress. All students will be in uniform on all week days except on Saturdays.
4. Black shoes with socks for boys, and plain black shoes for girls without high heels are permitted.
5. Personal grooming is essential for everyone irrespective of gender.
6. Students should wear identity cards inside the campus and also, when attending any meetings outside the campus. I-cards are to be worn round the neck and this is compulsory.
7. Possession of mobile phones during the college hours in the campus is strictly prohibited. Anybody found with a mobile, a fine will be imposed.
8. Students are not allowed to leave the institute premises during the institute working hours. If a student wants to leave the institute for some valid reasons before the closing hours of the institute, he/she has to have a letter of permission signed by the HOD.
9. Students shall not entertain visitors without prior permission in the campus.


DEAN MBA

DEAN
Dept. of Business Administration
Alva's Institute of Engg. & Technology
MIJAR – 574 225

Ref: AIET/ME/2020-21

Date: 18-11-2020

Circular

It's hereby informed to all the second year students of Mechanical Engineering to assemble in room number 401 at 2.00 pm on 20th November 2020. HOD will be addressing the students about "Code of conduct".


HOD
H. O. D.
Dept. Of Mechanical Engineering
Alva's Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 225

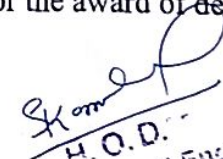
Circulate to:

Second Year (Third Semester) class rooms.

REPORT ON AWARENESS PROGRAMM ON CODE OF CONDUCT

HOD addressed the second year Mechanical Engineering students on 20th November 2020 about code of conduct among students. The students in College should follow the below mentioned code of conduct.

1. Mobile phone usage is prohibited.
2. Maintain discipline in the campus, wearing of ID cards in the campus is mandatory.
3. The desks and other furniture should not be defaced by writing names and obscene remarks on them or even by drawing on them with pens, knives and other sharp instruments.
4. Bunking of classes is strictly prohibited, Minimum attendance of 85% is necessary.
5. The test shall be answered in Blue Books provided in college with pages serially numbered. If a student remains absent for all the Internal Assessment tests conducted, the Internal Assessment Marks shall be marked as AB for the subject.
6. Ragging is a crime. Any student found involved in this act will be punished as per the law.
7. Students shall not indulge in any kind of malpractice during Continuous Internal Evaluation (CIE) examinations and Semester End Examinations (SEE). If any student found violating this during CIE exams, he/she will be awarded zero marks in CIE and suitable counseling and disciplinary action shall be initiated.
8. The student admitted to 1st year B.E/ B.Tech. Shall complete the course within a period of eight academic years from the date of first admission, failing which he/she has to discontinue the course.
9. A student having shortage of attendance in one or more subjects shall have to repeat the whole semester and such students shall not be permitted to take admission to next higher semester.
10. Maintain discipline when you are in the other college, representing for placement processor for participating in the co-curricular/extracurricular activities or for any other reasons.
11. The student shall undergo an Internship for 8 weeks i.e. starting from the end of 7th semester Examination after availing one week vacation and completing during the initial period of 8th semester. Completion of internship is mandatory; if any student fails to complete internship, he/she will not be eligible for the award of degree.


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Longitude: 74.96799369
Room No. 401, ME Block
Badagumijaru, Karnataka

Dr. Satyanarayan, HOD of Mechanical Engineering, Addressing the second year students about "Code of conduct".



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