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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The Code of Conduct is displayed on the website

http://aaaenggcoll.ac.in/NAAC/criteria_7/Code_of_Conduct_Handbook.pdf

There is a committee to monitor adherence to the Code of Conduct

DISCIPLINE AND WELFARE COMMITTEE



AAA College of Engineering and Technology

Amathur,Sivakasi-626005 Accredited by NAAC with 'A' grade. An ISO 9001:2015 Certified Institution Approved by AICTE-New Delhi. Affiliated to Anna University, Chennai

AAA/ Academic /2021- '22 /49A

04-10-2021

Discipline and Welfare Committee

Reference: As per norms in AICTE Handbook

With reference to the above, the Discipline and Welfare Committee is established in this institute for the academic year 2021-22.

Name	Present Designation Occupation	Phone Numbers	Mobile Numbers	E- mail ID	
Dr. M.Sekar	M.Sekar Chairman 04562- 251111 8124011542 principal@aaacet.ac.ir		principal@aaacet.ac.in		
Dr. J.Sutha	J.Sutha Head of the Department - 94486140537 sutha@aaacet.ac.in		sutha@aaac c t.ac.in		
Dr.P.S.Satheeshkumar	Head of the Department	-	9566700896	satheesh@aaacet.ac.in	
Dr.C.Senthil Kumar	Head of the Department	-	9994573850	senthilkumar_c@aaacet.ac.in	
Mr. M.Veerukkannan	P.D.	-	9698173769	veerukkannan@aaacet.ac.in	
🕒 s. K.Padma Priya	Senior Faculty	-	9787650286	padmapriya@aaacet.ac.in	
Dr.R B Jeen Robert	Senior Faculty	-	9488081212	1212 jeenrobert@aaacet.ac.in	
Ms.P.Stella Jansi Rani	Lady faculty member	-	7305151090	stella@aaacet.ac.in	
Dr.V.Vasanthi	Assistant Professor Dy.Warden	-	9894010697	vasanthi@aaacct.ac.in	
Mr.M.Nagendran	Assistant Professor Dy.Warden	-	9952423743	nagendran@aaacet.ac.in	

PRINCIPAL (Dr.M. Sekar)

Copy to: 1. All HODs/Estb./NB 2. File

1. CONTENT AND ABBREVIATIONS

1.1 Content of Disciplinary action

- Ragging and –Eve teasing
- Usage of abusive words against fellow students and staff
- Man-handling students and staffs
- Usage of mobile phones within campus
- Malpractices in the class internal assessment examination
- Causing damages to the college property
- Writing / making anonymous letters or calls
- Scribbling filthy words in classrooms and rest rooms
- Gathering in groups
- Personal celebration within college premises/ in front of the college
- Improper dress code

2. RESPONSIBILITIES

2.1 Principal

Based on the complaint from the head of the department (or) disciplinary committee (or) either side (or) aware of the complaint by eye-witness, the Principal shall initiate the enquiry process by asking the disciplinary committee or by forming and enquiry committee. After enquiry, the principal shall take decision based on the report and recommendation given by the disciplinary/enquiry committee.

2.2 Disciplinary/Enquiry Committee

The disciplinary/enquiry committee will enquire about the incident as a team individually based on facts and will frame a report based on explanation given by the student and witnesses.

2.3 Class advisor / Student Mentor

When the class advisor or student mentor receives or is aware of the complaint, they convey the information to the Head of the department immediately. Besides, the information is conveyed to their parents and they are asked to report to the college without fail.

2.4 The Head of the department

The Head of the department receives or is aware of the complaint, he /she enquire the incident preliminarily and if the incident is not that serious, he/she solves the problem within the department and takes it to the knowledge of the principal. On the other hand, if the incident is very serious, he/she immediately takes the matter to the principal's knowledge.

2.5 Teaching and Non-teaching Staff

All the teaching and non-teaching staff members of AAACET shall constantly watch out for any in-disciplinary activities. If they notice any such incident, he/she solves the problem temporarily or immediately takes it to the knowledge of the HOD/Principal.

2.6 Student

All the student of AAACET will be constantly watched out for any indiscipline activities. If they notice any such incident, they shall immediately bring it to the notice of the class in advisor/HOD/Principal. They are not permitted to deal with such incidents directly or indirectly.

3. PROCEDURE

3.1 GENERAL

The students are expected to follow the general rules and regulations given in the college Calendar. Any staff, student or other person associated with college operations may register a formal complaint when an actual or perceived condition of indiscipline activities is noticed by them.

3.2 THE COMPLAINT PROCESS

The complainant may approach any member of the college staff with whom they feel comfortable to discuss the complaint. The complainant or the college staff they have approached may consult with the HOD or Principal for further course of action.

The Formal Complaint procedure is initiated by the HOD. He/she will, in consultation with the Principal, discipline committee/enquiry committee formed by the principal is called for a meeting. The discipline/enquiry committee has to enquire the nature of the incident and submit an enquiry report to the Principal.

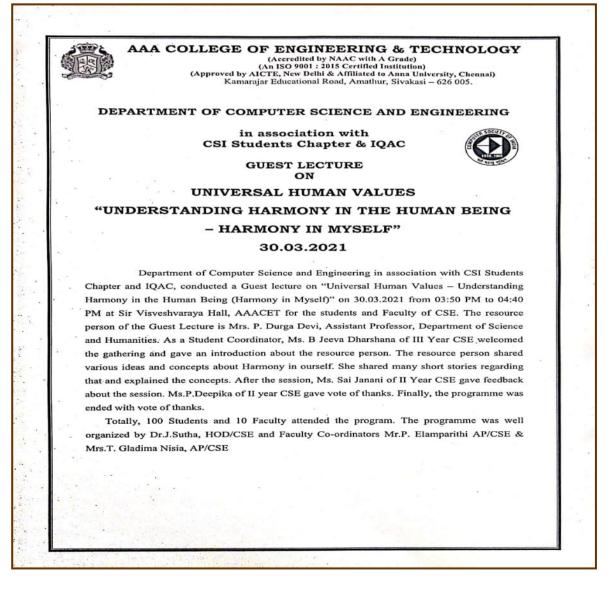
Based on the circumstantial facts and witnesses, the student who has committed the Indisciplinary activity will suspension and asked to bring his parents / guardian for further enquiries. The student can be given Suspension Order (AAACET/EOMS/QF/23) for a minimum period of 3 days. Duration of the suspension depend on the nature of the complaint/crime committed by the student. However, if the student or parent does not cooperate with the enquiry process, concerned student may be terminated from the college finally.

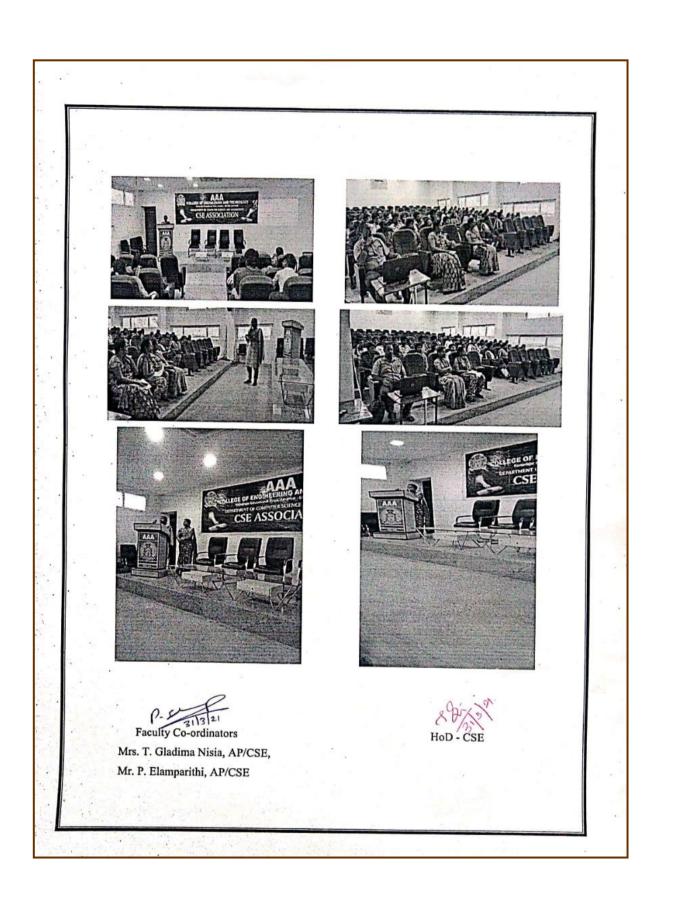
Institution organizes professional ethics programmes for students, teachers, administrators and other staff

Sl.No	Description	Date	Department	No. of participants
1.	Guest lecture on Universal human values "Understanding harmony in the human being – harmony in myself"	30.03.21	CSE	100 Students and 10 Faculty
2.	Guest lecture on "Universal Human Values – Leadership and Management Skills"	30.03.21	MECH	110 Students and 10 Faculty
3.	Guest lecture on "universal human values"	27.03.21	Civil	45 Students and 9 Faculty
4.	Guest lecture on Universal human values "Understanding harmony in the human being – harmony in myself"	26.03.21	ECE	106 Students and 9 Faculty
5.	Guest lecture on "Universal Human Values – An Introduction to Human Values"	19.03.21	ECE	106 Students and 9 Faculty
6.	Guest lecture on "universal human values – an introduction to human values"	17.03.21	CSE	100 Students and 10 Faculty
7.	Guest lecture on "universal human values – Self exploration as the process for value education"	15.03.21	EEE	71 Students and 9 Faculty
8.	Guest lecture on "universal human values – Value education"	08.02.21	EEE	70 Students and 9 Faculty
9.	Guest Lecture on "Universal Human Values – An Introduction to Value Education & Understanding Harmony in the Society and Family"	12.11.20	S&H	180 Students and 15 Faculty
10.	Annual awareness programmes on Code of Conduct	03.03.21	IQAC	106

<u>Guest lecture on Universal human values "Understanding harmony in the human being</u> <u>– harmony in myself" (30.03.21) – CSE</u>

Department of Computer Science and Engineering in association with CSI Students Chapter, conducted a Guest lecture on "Universal Human Values – Understanding Harmony in the Human Being (Harmony in Myself)" on 30.03.2021 from 03:50 PM to 04:40 PM at Sir Visveshvaraya Hall, AAACET for the students of CSE. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities. As a Student Coordinator, Ms. B Jeeva Dharshana of III Year CSE welcomed the gathering and gave an introduction about the resource person. The resource person shared various ideas and concepts about Harmony in yourself. She shared many short stories regarding that and explained the concepts. After the session, Ms. Sai Janani of II Year CSE gave feedback about the session. Ms.P.Deepika of II year CSE gave vote of thanks. Finally, the programme was ended with vote of thanks. Totally, 100 students attended the program.

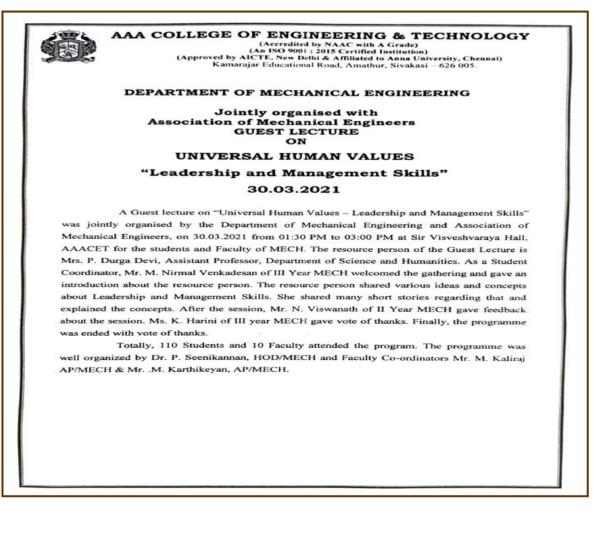


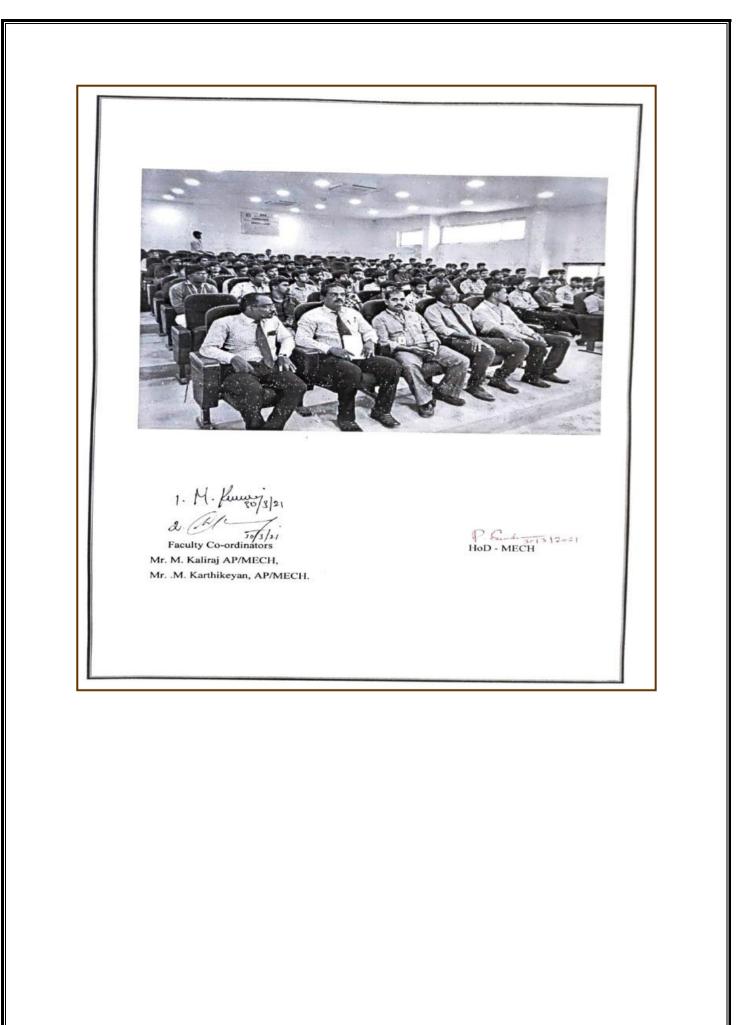


<u>Guest lecture on "Universal Human Values – Leadership and Management Skills"</u> (30.03.21) – Mech

A Guest lecture on "Universal Human Values – Leadership and Management Skills" was jointly organised by the Department of Mechanical Engineering and Association of Mechanical Engineers, on 30.03.2021 from 01:30 PM to 03:00 PM at Sir Visveshvaraya Hall, AAACET for the students and Faculty of MECH. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities. As a Student Coordinator, Mr. M. Nirmal Venkadesan of III Year MECH welcomed the gathering and gave an introduction about the resource person. The resource person shared various ideas and concepts about Leadership and Management Skills. She shared many short stories regarding that and explained the concepts. After the session, Mr. N. Viswanath of II Year MECH gave feedback about the session. Ms. K. Harini of III year MECH gave vote of thanks. Finally, the programme was ended with vote of thanks.

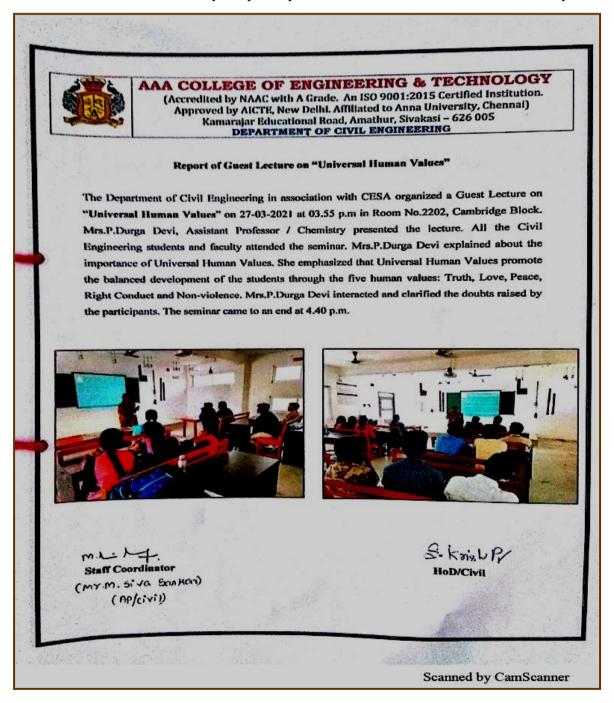
Totally, 110 Students and 10 Faculty attended the program. The programme was well organized by Dr. P. Seenikannan, HOD/MECH and Faculty Co-ordinators Mr. M. Kaliraj AP/MECH & Mr. .M. Karthikeyan, AP/MECH.





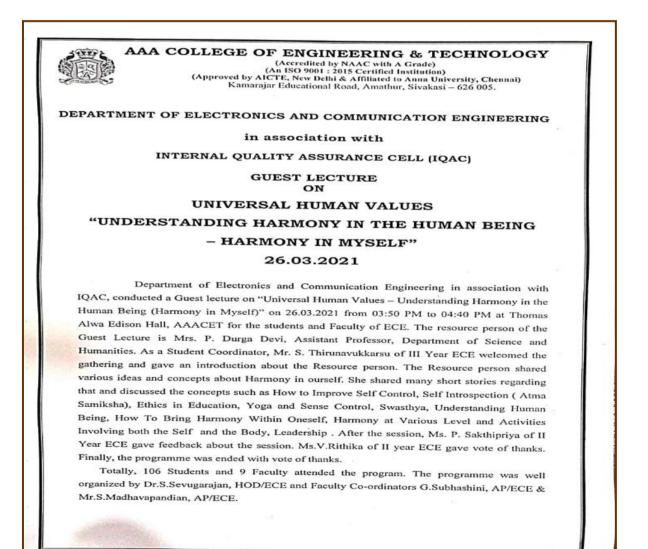
Guest lecture on "Universal human values" (27.03.21) - Civil

The Department of Civil Engineering in association with CESA organized a Guest Lecture on "**Universal Human Values**" on 27-03-2021 at 03.55 p.m in Room No.2202, Cambridge Block. Mrs.P.Durga Devi, Assistant Professor / Chemistry presented the lecture. All the Civil Engineering students and faculty attended the seminar. Mrs.P.Durga Devi explained about the importance of Universal Human Values. She emphasized that Universal Human Values promote the balanced development of the students through the five human values: Truth, Love, Peace, Right Conduct and Non-violence. Mrs.P.Durga Devi interacted and clarified the doubts raised by the participants. The seminar came to an end at 4.40 p.m.



<u>Guest lecture on Universal human values "Understanding harmony in the human being</u> – harmony in myself" (ECE) – 26.03.21

Department of Electronics and Communication Engineering in association with IQAC, conducted a Guest lecture on "Universal Human Values – Understanding Harmony in the Human Being (Harmony in Myself)" on 26.03.2021 from 03:50 PM to 04:40 PM at Thomas Alwa Edison Hall, AAACET for the students and Faculty of ECE. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities. The Resource person shared various ideas and concepts about Harmony in ourself. She shared many short stories regarding that and discussed the concepts such as How to Improve Self Control, Self-Introspection (Atma Samiksha), Ethics in Education, Yoga and Sense Control, Swasthya, Understanding Human Being, How To Bring Harmony Within Oneself, Harmony at Various Level and Activities Involving both the Self and the Body, Leadership. Totally, 106 Students and 9 Faculty attended the program.



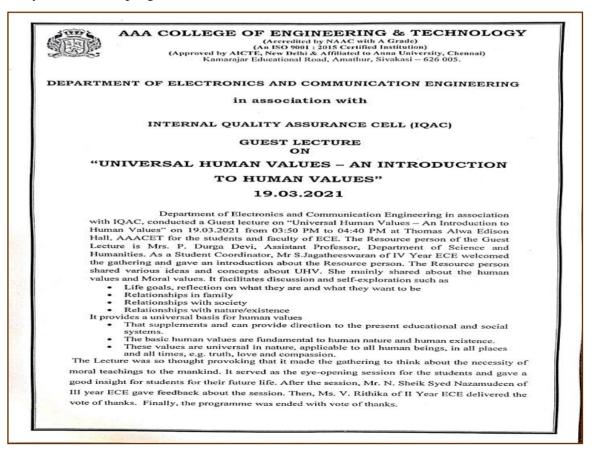
<u>Guest lecture on "Universal Human Values – An Introduction to Human Values" (ECE)</u> <u>– 19.03.21</u>

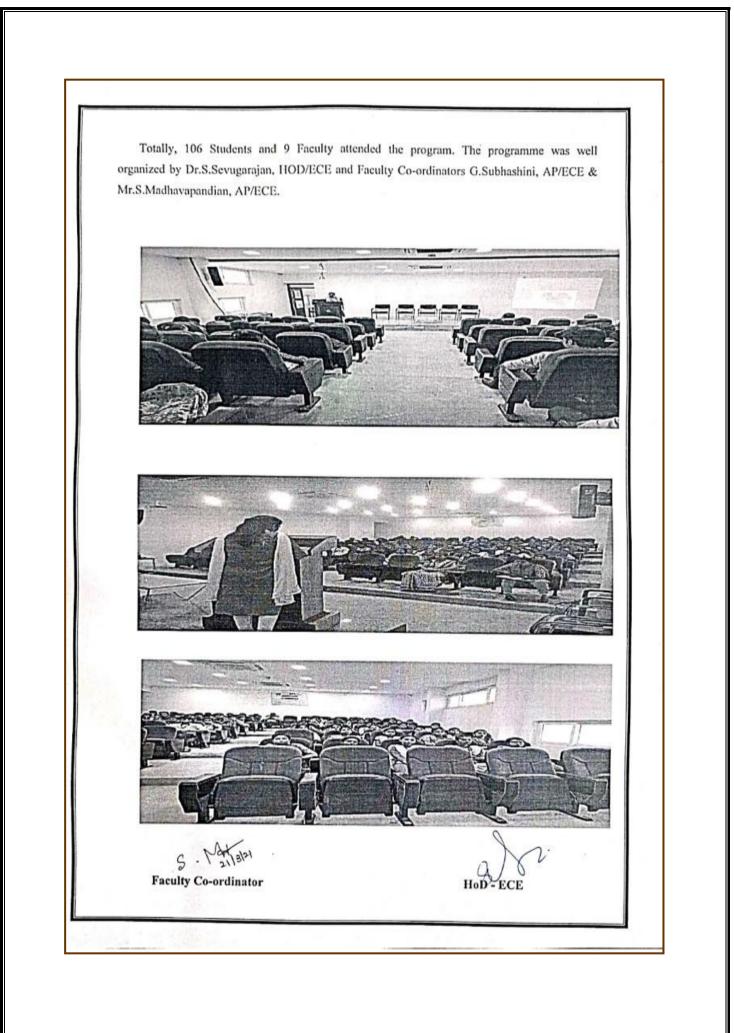
Department of Electronics and Communication Engineering in association with IQAC, conducted a Guest lecture on "Universal Human Values – An Introduction to Human Values" on 19.03.2021 from 03:50 PM to 04:40 PM at Thomas Alwa Edison Hall, AAACET for the students and faculty of ECE. The Resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities. The Resource person shared various ideas and concepts about UHV. She mainly shared about the human values and Moral values

It provides a universal basis for human values

- That supplements and can provide direction to the present educational and social systems.
- The basic human values are fundamental to human nature and human existence.
- These values are universal in nature, applicable to all human beings, in all places and all times, e.g. truth, love and compassion.

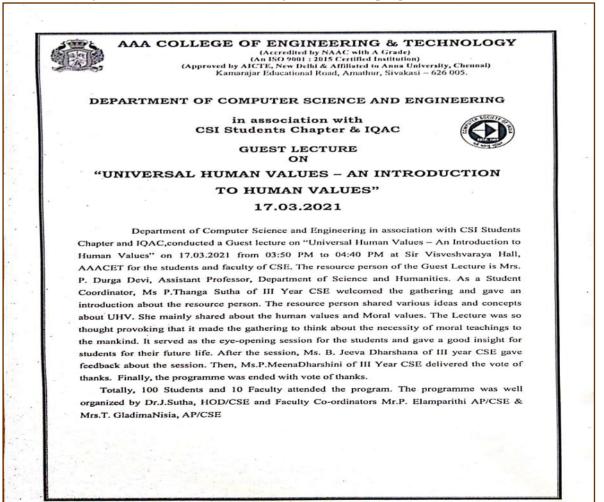
The Lecture was so thought provoking that it made the gathering to think about the necessity of moral teachings to the mankind. It served as the eye-opening session for the students and gave a good insight for students for their future life. Totally, 106 Students and 9 Faculty attended the program.

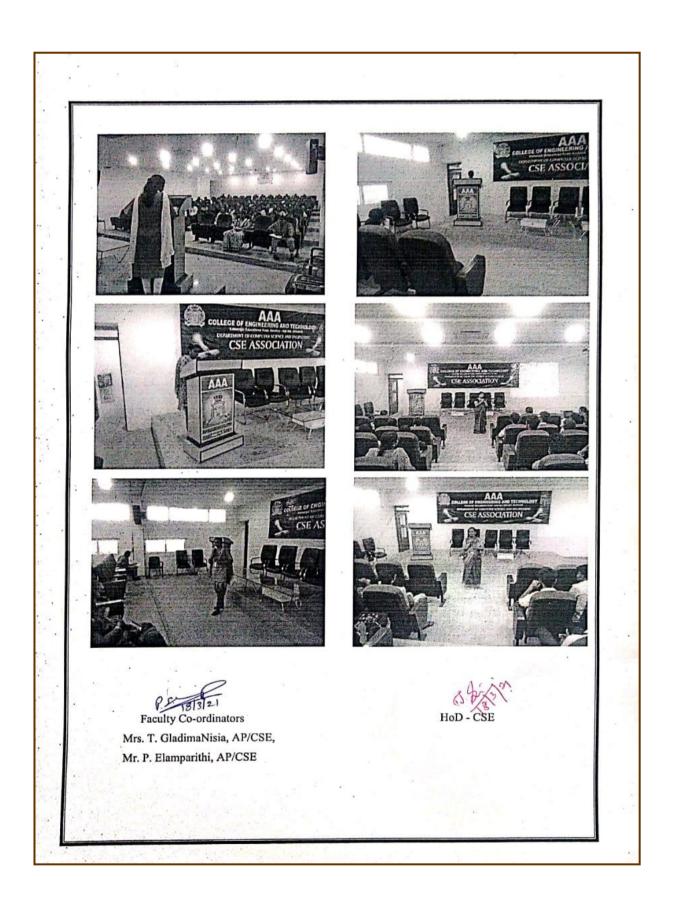




<u>Guest lecture on "universal human values – an introduction to human values" " (CSE) –</u> <u>17.03.21</u>

Department of Computer Science and Engineering in association with CSI Students Chapter and IQAC conducted a Guest lecture on "Universal Human Values – An Introduction to Human Values" on 17.03.2021 from 03:50 PM to 04:40 PM at Sir Visveshvaraya Hall, AAACET for the students of CSE. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities. As a Student Coordinator, Ms P.Thanga Sutha of III Year CSE welcomed the gathering and gave an introduction about the resource person. The resource person shared various ideas and concepts about UHV. She mainly shared about the human values and Moral values. The Lecture was so thought provoking that it made the gathering to think about the necessity of moral teachings to the mankind. It served as the eye-opening session for the students and gave a good insight for students for their future life. After the session, Ms. B. Jeeva Dharshana of III year CSE gave feedback about the session. Then, Ms.P.MeenaDharshini of III Year CSE delivered the vote of thanks. Finally, the programme was ended with vote of thanks. Totally, 100 Students and 10 Faculty attended the program.

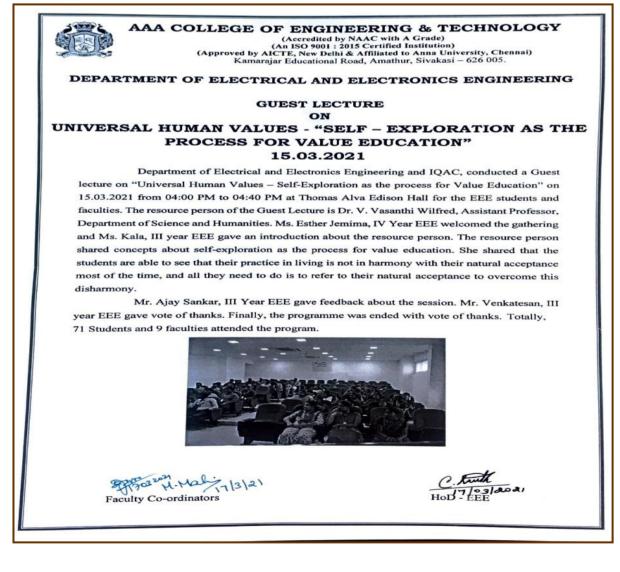




<u>Guest lecture on "universal human values – Self exploration as the process for value</u> education" (15.03.21) – EEE

Department of Electrical and Electronics Engineering and IQAC, conducted a Guest lecture on "Universal Human Values – Self-Exploration as the process for Value Education" on 15.03.2021 from 04:00 PM to 04:40 PM at Thomas Alva Edison Hall for the EEE students and faculties. The resource person of the Guest Lecture is Dr. V. Vasanthi Wilfred, Assistant Professor, Department of Science and Humanities. Ms. Esther Jemima, IV Year EEE welcomed the gathering and Ms. Kala, III year EEE gave an introduction about the resource person. The resource person shared concepts about self-exploration as the process for value education. She shared that the students are able to see that their practice in living is not in harmony with their natural acceptance most of the time, and all they need to do is to refer to their natural acceptance to overcome this disharmony.

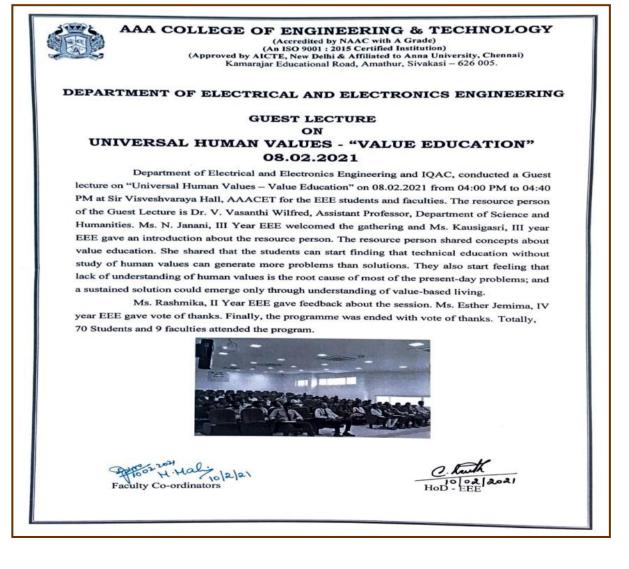
Mr. Ajay Sankar, III Year EEE gave feedback about the session. Mr. Venkatesan, III year EEE gave vote of thanks. Finally, the programme was ended with vote of thanks. Totally, 71 Students and 9 faculties attended the program.



Guest lecture on "universal human values – Value education" (08.02.21) – EEE

Department of Electrical and Electronics Engineering and IQAC, conducted a Guest lecture on "Universal Human Values – Value Education" on 08.02.2021 from 04:00 PM to 04:40 PM at Sir Visveshvaraya Hall, AAACET for the EEE students and faculties. The resource person of the Guest Lecture is Dr. V. Vasanthi Wilfred, Assistant Professor, Department of Science and Humanities. Ms. N. Janani, III Year EEE welcomed the gathering and Ms. Kausigasri, III year EEE gave an introduction about the resource person. The resource person shared concepts about value education. She shared that the students can start finding that technical education without study of human values can generate more problems than solutions. They also start feeling that lack of understanding of human values is the root cause of most of the present-day problems; and a sustained solution could emerge only through understanding of value-based living.

Ms. Rashmika, II Year EEE gave feedback about the session. Ms. Esther Jemima, IV year EEE gave vote of thanks. Finally, the programme was ended with vote of thanks. Totally, 70 Students and 9 faculties attended the program.



<u>Guest Lecture on "Universal Human Values – An Introduction to Value Education &</u> Understanding Harmony in the Society and Family" (S & H) – 12.11.20

The Department of Science & Humanities in association with IQAC, AAA College of Engineering & Technology, Sivakasi organized an "Universal Human Values – Introduction to Value Education & Understanding Harmony in the Society and Family" for the I year Students on the 12th November, 2020 from 9.00 a.m. to 12.30 p.m. through Google meet, AAACET. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor, Department of Science and Humanities.

The resource person shared various views and many short stories related to the topic and explained the concepts. The various activities were given by the resource person in which, the students would be fully engaged throughout the day for the entire duration of programme. The time during the Program is also used to rectify some critical lacunas and sensitize them towards exploring their academic interest and activities, reducing competition and making them work for excellence, build relations between teachers and students and overall personality development. It will help to make the students feel comfortable in their new environment, open them up, set a healthy daily routine, create bonding in the batch as well as between faculty and students, develop awareness, sensitivity and understanding of the self, people around them, society at large, and nature. Totally, 180 Students and 15 Faculties were attended the program.

ST.	AAA COLLEGE OF ENGINEERING & TECHNOLOGY (Accredited by NAAC with A Grade) (An ISO 9001 : 2015 Certified Institution) (Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai) Kamarajar Educational Road, Amathur, Sivakasi – 626 005.
"	LECTURE ON UNIVERSAL HUMAN VALUES – AN INTRODUCTION TO VALUE EDUCATION &
	UNDERSTANDING HARMONY IN THE SOCIETY AND FAMILY"
	12.11.2020
	The Department of Science & Humanities in association with IQAC, AAA College
	of Engineering & Technology, Sivakasi organized an "Universal Human Values - Introduction
	to Value Education & Understanding Harmony in the Society and Family" for the I year
	Students on the 12 th November, 2020 from 9.00 a.m. to 12.30 p.m. through Google meet,
	AAACET. The resource person of the Guest Lecture is Mrs. P. Durga Devi, Assistant Professor,
	Department of Science and Humanities. Prof.V. Thiraviyarajan, Head, Department of Science &
	Humanities welcomed the gathering and gave an introduction about the resource person.
	The resource person shared various views and many short stories related to the topic and explained the concepts. The various activities were given by the resource person in which the students would be fully engaged throughout the day for the entire duration of programme. The time during the Program is also used to rectify some critical lacunas and sensitize them towards exploring their academic interest and activities, reducing competition and making them work for excellence, build relations between teachers and students and overall personality development. It will help to make the students feel comfortable in their new environment, open them up, set a healthy daily routine, create bonding in the batch as well as between faculty and students, develop awareness, sensitivity and understanding of the self, people around them, society at large, and nature. After the session, Mr. Lingeswaran of I Year CSE gave feedback about the session. Mr. Hariharan of I year Mechanical gave vote of thanks. Finally, the programme was ended with vote of thanks. Totally, 180 Students and 15 Faculties were attended the program. The programme was coordinated and organized by Mrs. C. Tamil Selvi, AP/Physics.

111 T (a) ret T UIDELINES FOR HUMAN EDUCATION D HoD - S&H Faculty Co-ordinator (Mrs. C. Tamil Selvi AP/PHY)

Annual awareness programmes on Code of Conduct (03.03.21)

AAA College of Engineering and Technology conducted an Awareness Program on "Code of Conduct" on 03.03.2021 at Kamarajar Auditorium, for the students of AAACET. The resource person of the Awareness program is Dr. C. Senthil Kumar, Professor & Head.



