Date: 26.08.2019

MINUTES OF MEETING

AGENDA: ADDRESSING STUDENTS ABOUT CODE OF CONDUCT

THE FOLLOWIG POINTS ARE DISSCUSSED TO ADDRESS THE STUDENTS

I. Dress code regulation for boys is flawless, dress with shirt wrapped up and full shoes, for girls, churidars while coming to Computer Labs and for other Labs (Workshop/Engineering Physics and Engineering Chemistry Laboratories, Engineering Drawing Laboratories, Mechanical Engineering, Electronics and Communication Engineering/Electrical and Electronics Engineering Laboratories, Computer Engineering Laboratories).

II. LABORATORY-RULES AND REGULATIONS FOR STUDENTS

i. Students should wear formal dress and full shoes.
i. For Practical Classes Observation Book and Records suggested by the faculties should be maintained by the students.
ii. Students should finish the record work of the experiment and submit it in the following class without fail and only after the faculty verification students will be permitted to go inside the labs. Students won't be allowed in the laboratory without record.

III. ANTI-RAGGING COMMITTEE:

Anti-Ragging Committee is headed by Students Affairs Advisors. This committee has its Members, Deans, Faculty Advisors, Chairperson and Student Counselors.

IV. SEXUAL HARASSMENT

Students are notified that sexual offense or provocation incorporates a scope of direct, including however not restricted to rape, undesirable contacting, messages, or photos of an annoying or degrading sexual nature, which may comprise badgering, which depends on the conditions of each case.

V. GRIEVANCE PROCEDURE FOR STUDENT

Any student of the Institute abused by any demonstrations or inappropriate behavior, wrong doing or ragging as characterized and summed up here in above can immediately inform the Student Grievance Redressal cell of the Institute.

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VI. MIDTERM / ENDEXAMINATIONS- RULES & REGULATIONS REGARDING

i. Students ought to maintain silence in the Examination Hall.

ii. Students should bring Identity Card for Midterm Test and Hall Ticket and Identity Card for End Assessments.

iii. There is no grace period for going into the test hall after the initiation of test both for end assessments and the midterm assessments.

iv. Students should fill in all the information on the primary answer books. Students are needed to compose their permanent enrolled number in the space given on the principal answer sheet and no other place.

v. Students are carefully denied from composing their enlisted number on the drawing sheet, failing which their answer sheet will not be evaluated.

vi. Carrying cell phones during assessments is not allowed. Any cell phone found with the Students will be seized and a case of misbehavior will be registered.

vii. Any negligence observed in the test hall will not be overlooked. The examination of the Students will be cancelled and they will be awarded zero in all the subjects. Students are firmly encouraged not to depend on any misbehavior on their part

viii. Students ought not move in the passages of the assessment entrances before the initiation and after consummation of test.

ix. Students need to follow the instructions given on the Main Answer Book.

x. However, the Students will be permitted to go into the test entrance 15 minutes before the beginning of the test.

VII. Forbidden conduct under the Code includes but is not limited to*:

i. Physical Attack, teasing, threatening, or undermining another individual or gathering.

ii. Endangering the wellbeing or security of others, Stealing, abusing, crushing, mutilating or harming Campus property or property having a place with another person, Disrupting Campus activities, Using Campus offices, administrations or

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PCs without approval, making misleading complaints against any individual from the Campus, supplying bogus data to the Campus or changing or abusing any Campus archive or record.

iii. Storing, having or utilizing genuine or copy guns or different weapons, explosives (counting firecrackers), ammo, or poisonous or in any case risky materials on Campus premises.

iv. Using having illicit medications, violating common alcohol laws i.e., consumption of alcohol in Campus, encouraging, helping, or plotting in any precluded lead.

v. Failing to conform to a disciplinary measure or disciplinary estimates forced under the techniques of this Code.

VIII. Disciplinary Measures

i. Censure during which certain conditions should be satisfied and acceptable conduct should be illustrated, Payment of expenses or remuneration for any misfortune, harm or injury brought about by the lead secretly, Loss of specific advantages.

ii. Utilization of Campus offices, administrations, exercises or projects, Fines or loss of expenses, Relocation or prohibition from home.

iii. Suspension or Expulsion

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A.Y: 2018-19

CODE OF CONDUCT COMMITTEE MEMBERS

S. No	Committee Members	Signature
1	Dr. Sridhar Gummalla, Code of Conduct I/C, SCET	
2	Dr. M.A. Qadeer, Member, CIVIL Dept.	
3	Dr. NASEEB KHAN, Member, Mechanical Dept.	
4	Dr. Mohammed Sirajuddin, Member, IT Dept.	
5	Dr. Mohammad Iliyas , Member, ECE Dept.	
6	Mr. Prof. Amer Ali Khan, Member, EEE Dept.	
7	Dr. Mohammad Ikramullah Aman, Member, Assistant Professor, MBA Dept.	

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Code of Conduct Committee I/C

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Copy to:

1. Honorable Chairman Sir, for your kind information.
2. College Admin, SCET
3. All Departments Admin I/C

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2	National Youth Day Rally-2019	7
3	Addressing Code of Conduct in Technizia Program	8
4	Brief Report on Technizia Program	9

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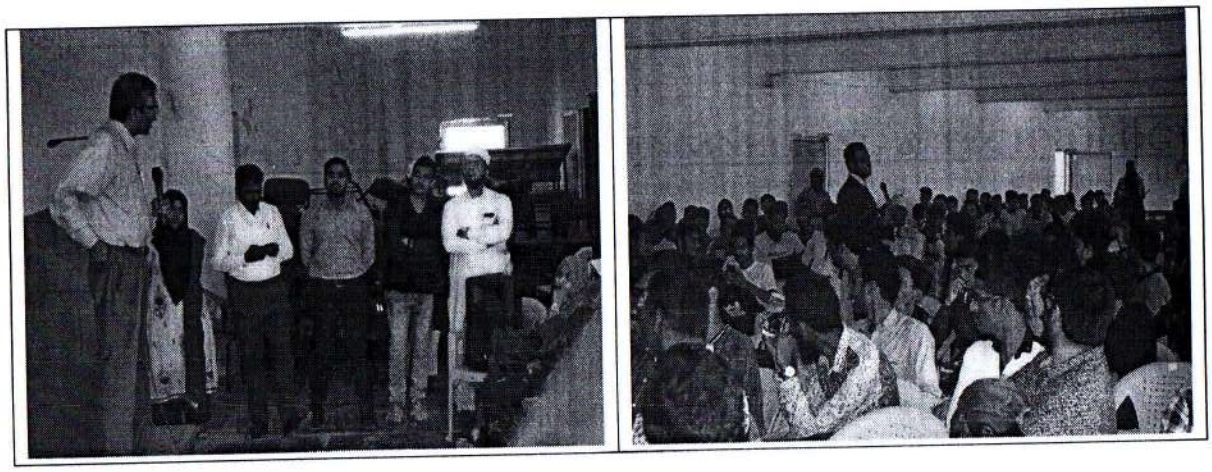
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A.Y.: 2018-19

Brief Report on National Youth Day Celebrations at SCET Campus

National Youth Day Celebrations at SCE&T Campus on 12th January 2019.



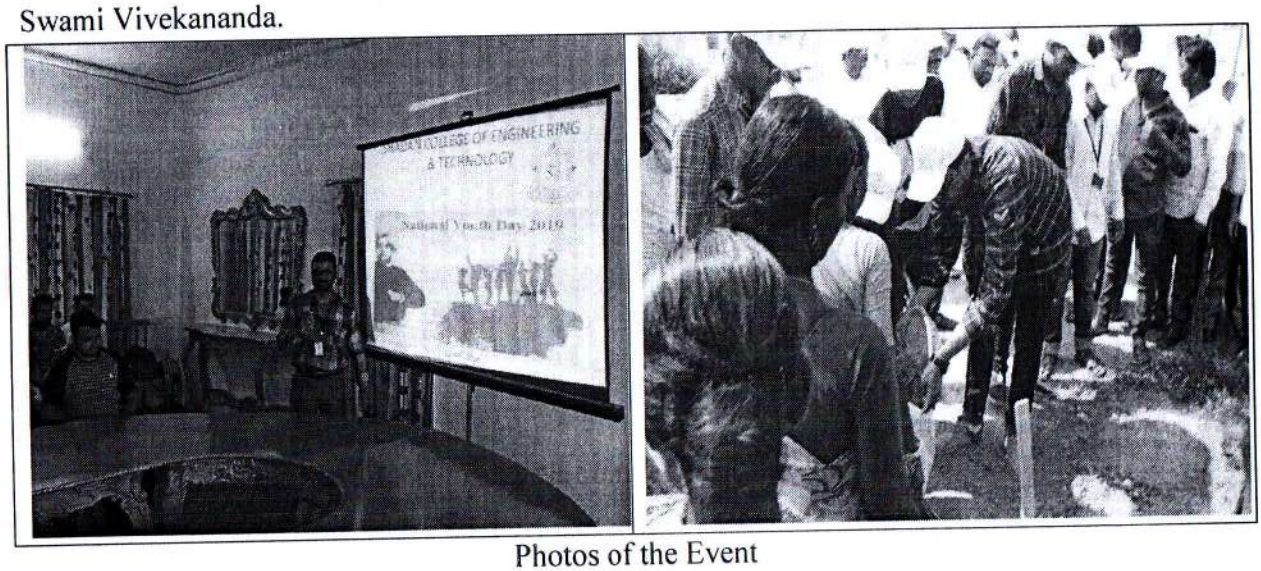
Photos of the Event

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A.Y.: 2018-19

Brief Report on National Youth Day Rally-2019

SCET Students participate in the National Youth Day Rally marking the birth Anniversary of Swami Vivekananda.



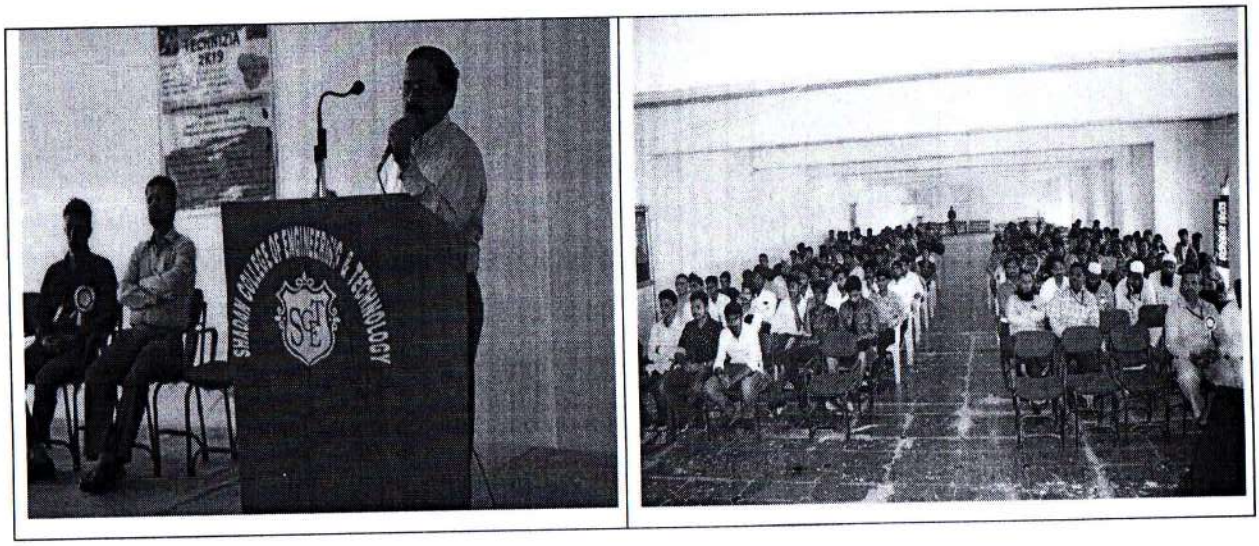
Photos of the Event

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AY: 2018-19

Brief Report on Addressing Code of Conduct in Technizia Program

1. All I-Year students are given a brief presentation about SCE&T
2. All I-Year students are addressed about the JNTUH Norms and Promotional Rules and specially the importance of regularity and attendance.
3. All 1-Year students are addressed about that code of conduct in SCE&T.
4. All 1-Year students are made aware of the curricular and co-curricular activities which the institute organizes regularly.



Photos of the Event

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A.Y.: 2018-19

Brief Report on Technizia Program

TechniziaProgram was conducted at SCET Campus on 26 August 2019 for I, II, III and IV Year Students.



Photos of the Event

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Date: 04.10.2018

MINUTES OF MEETING

AGENDA: ADDRESSING STUDENTS ABOUT CODE OF CONDUCT

THE FOLLOWIG POINTS ARE DISSCUSSED TO ADDRESS THE STUDENTS

1. Dress code for boys is neat dress with shirt tucked in and full shoes, for girls churidars while coming to computer engineering laboratories and for other labs(Workshop/Engineering Physics and Engineering Chemistry Laboratories, Engineering Drawing Laboratories, Mechanical Engineering/Civil Engineering Laboratories, Electronics and Communication Engineering/Electrical and Electronics Engineering Laboratories Computer Engineering Laboratories) boys is neat dress with shirt tucked in, blue apron and full shoes for girls churidars, blue apron.

2. **RULES & REGULATIONS FOR STUDENTS IN THE LABORATORY**
   - Students should wear prescribed dress & full shoes.
   - Student should maintain observation book (with graph papers), record (as suggested by the staff member their own calculators, pencil, eraser etc., for practical classes.
   - Students should complete the record work of the experiment and submit it in the next class without fail only after the staff member verifies the calculation. Students will not be permitted to the laboratory without record.

3. **ANTI-RAGGING COMMITTEE:** This committee shall be headed by students' affairs advisors, and can have its members, the Dean, Student Counselors, Faculty Advisors, and Chairperson of the concerned Department.

4. **SEXUAL HARASSMENT:** Students should note that sexual misconduct or harassment encompasses range of conduct, including but not limited to sexual assault, unwanted touching e-mail, or pictures of an insulting or degrading sexual nature, which may constitute harassment, which shall depend of the circumstances of each case.

5. **STUDENT GRIEVANCE PROCEDURE:** Any student of the Institute aggrieved by any acts of sexual harassment, misconduct or ragging as defined and summarized hereinabove can approach the Student Grievance Redressal cell at the Institute.

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6. RULES & REGULATIONS REGARDING MIDTERM/ENDEXAMINATIONS

- Student should maintain silence in the examination hall.
- Students should carry identity card for midterm exam and Hall ticket & Identity Card for end examinations.
- There is no grace period for entering into the exam hall after the commencement of the exam both for the end examinations and the midterm examinations.
- Students should fill in all the particulars on the main answer books. They are required to write their permanent registered number in the space provided on the main answer sheet only and nowhere else.
- Students are strictly prohibited from writing their registered number on the drawing sheet, failing which their answer sheet shall not be valued.
- Carrying mobile phones during examinations is strictly prohibited. Any mobile phone found in possession of the student will be confiscated and also a malpractice case will be booked.
- Any malpractice noticed in the exam halls will be viewed seriously. The performance of the students will be cancelled and they will be awarded zero marks in all the subjects. Students are strongly advised not to resort to malpractice in their own interest.
- Students should not move in the corridors of the examination halls before the commencement and after the completion of the exam.
- Students are required to go through the instructions written on the Main Answer Book.
- However, the student will be allowed to enter into the exam hall 15 minutes before the commencement of exam.

7. Prohibited conduct under the Code includes but is not limited to

- Assaulting, hunting, intimidating or threatening another individual or group
- Protecting the health or safety of others, Stealing, misusing, destroying, defacing or damaging Campus property or property to someone else, Disrupting Campus activities Using Campus facilities, equipment, services or computers without authorization, making false accusations against any member of the Campus, supplying false information to the Campus or forging, altering misusing any Campus document or record.
- Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, or toxic or otherwise dangerous materials on Campus premises.
- Distributing illegal drugs, violating provincial liquor laws or Campus alcohol policies, hazing, encouraging, aiding, or comparing in any prohibited conduct.
- Failing to comply with a disciplinary measure or disciplinary measures imposed under the procedures of this Code.

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8. **Disciplinary Measures that may be imposed under the Code include but are not limited to:**
   - Written warning during which certain conditions must be fulfilled and good behavior must be demonstrated, Payment of costs or compensation for any loss, damage or injury caused by the conduct, Issuance of an apology, made publicly or privately, Loss of certain privileges.
   - Restriction or prohibition of access to, or use of, Campus facilities, services, activities or programs, Fine or loss of fees, Relocation or exclusion from residence.
   - Suspension or Expulsion.

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A.Y.:2018-19

CODE OF CONDUCT COMMITTEE MEMBERS

S. No.	Faculty Name	Department	Contact No.	E-Mail	Role	Signature
1	Dr. B. Srinivas	CSE	8106283744	drasbs@Yahoo.com	Deputy I/C for Male	
2	Prof. S. A. Muneem	S&H	9849286185	scet.shadan@gmail.com	Member	
3	Mrs. Fatima Asra	S&H	9290028319	scet.shadan@gmail.com	Deputy I/C for Female	
4	Dr. M.A. Qadeer,	CIVIL	9297404341	Scetcivil20@gmail.com	Member	
5	Dr. Naseeb Khan	MECH	8897242707	mrnaseebkhan@gmail.com	Member	
6	Dr. Afroz Mehar	MECH	9391188784	drafrozmehar@gmail.com	Member	
7	Dr. M. Subburaj	MECH	9840210907	subburaj.aiht@gmail.com	Member	
8	Dr. Sridhar,	CSE	9444076909 1	cse_hod_scet@yahoo.com	Member	
9	Dr. Md. Sirajuddin,	IT	9246527286	siraj1978@gmail.com	Member	
10	Dr. Mohammad Iliyas	ECE	9014994479	ilyas.ece@gmail.com	Member	
11	Mr. Prof. Amer Ali Khan	EEE	9949671024	shadaneeehod@gmail.com	Member	
12	Dr. Md. Ikramullah Aman	MBA	9010272208	miamaan172@gmail.com	Member	

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A.Y: 2018-19

Brief Report on Addressing Code of Conduct on Technizia – 2K19Event

1. All I Year students are greeted and a brief presentation are given about the SCE&T.
2. All I Year students are addressed about the JNTUH Norms, Promotional Rules and specially the importance of regularity and attendance.
3. All I-Year students are addressed about the code of conduct in SCE&T.
4. All I-Year students are addressed about the curricular and co-curricular activities which the institute will organize regularly.



Photos of the Event

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