

**NANDHA
ENGINEERING
COLLEGE**
(AUTONOMOUS)

Code of Ethics Policy Document



Code of Ethics – Policy Document

Introduction

Nandha Engineering College proclaims its policy of code of conduct and Ethics to be abided by the faculty members and students. The policy directs the standard procedures and practises for suitable Conduct and Ethics for the entire faculty as employees and all the students who have enrolled in the Institution to study various programmes.

Scope of the Policy

The policy obligates faculty members and students to strictly adhere to and follow the Code of Ethics and Conduct, including its rights and responsibilities. The document sets the guidelines and norms to be followed to ensure good conduct and ethical practises in the Institution. The document is made available both in soft and hard copies, and it is also displayed on the Institution's website.

The policy shall be revised from time to time by the various administrative bodies of the college based on the requirements.

Purpose of the Policy

The policy serves as a guideline to deal with the ethical issues that might arise in the functioning of the college. The "code of conduct" of the college is a set of written guidelines that specify the ethical norms, values, and professional standards of conduct to which all members of the college are to adhere. The policy is intend to:

- Proclaim the commitment of the college to ethical conduct and obedience to the law and the following of the standards of ethical behaviour.
- Make provisions for known or suspected ethical or logical violations and prevent unethical behaviour and activities by any of the members of the college.

Jurisdiction

- ❖ The Institution shall have jurisdiction over the conduct of the stakeholders associated or enrolled with the Institution and shall create awareness of all acts

of misconduct, including incidents of ragging or otherwise, taking place on the campus or in connection with the Institution's related activities,

- ❖ The Institution may exercise jurisdiction over conduct which occurs on campus violating the ideals of student conduct and discipline as laid down in the policy, which shall include
 1. Physical assault, threats of violence, or conduct that threatens the health or safety of any person, including other students in the Institution
 2. Possession or use of weapons, explosives, or destructive devices on campus
 3. Possession and distribution of prohibited drugs, alcohol, etc.
 4. Discriminating against the students and faculty members by caste, community, and religion.
 5. Any violations of the anti-ragging policy and sexual harassment policy of the Institution against other students of the Institution.

Ethics and Conduct

The Code of Conduct shall apply to all kinds of conduct by the students that occurs on the Institution premises, including in activities and functions hosted by other recognised student organisations and any off-campus conduct that has or may have serious consequences or adverse impact on the interests of the Institution or reputation.

At the time of admission, each student must sign a statement accepting the policy on academic honesty and integrity and an affidavit related to anti ragging.

1. He/she must be a regular student and complete his/her studies at the Institution.
2. If a student is forced to discontinue studies for any valid reason, such a student may be relieved from the Institution by a written direction from the Principal.
3. As a result of such relief, the student is required to pay any outstanding hostel/mess fees as well as any Institution fees.

All students must refrain from indulging in any and all forms of misconduct, including any activity that can significantly affect the Institution's reputation. The various forms of misconduct include:

- Damaging or destroying the property of the Institution or property of other students and/or of faculty members intentionally
- Involving in any troublesome activity in class rooms or in events organised by the Institution.
- Unable to produce the identity card, issued by the Institution, or refusing to produce it on demand by campus security guards, teachers and staff

Participating in the following activities is viewed seriously and suitable punishment is offered to anyone who is proved guilty.

1. Host meetings and processions without getting permission from the Institution
2. Contact with any groups or organizations that are banned by the government.
3. Parking a vehicle in no parking zones or in an area designated for parking other types of vehicle
4. Inconsiderate driving on campus that may cause inconvenience to others.

Code of Conduct and Professional Ethics Committee

S.No	Designation	Role
1	Principal	Chair person
2.	Academic Coordinator	Member
3.	Administrative officer	Member
4.	Heads of the departments	Members
5.	Wardens	Members
6.	Staff representatives	Members

Roles and Responsibilities of the Committee

1. The committee is formed to identify and articulate the code of conduct and the policy on ethical conduct for the major stakeholders of the college: students, faculty, administrators, and office staff.

2. The committee disseminates the appropriate code of conduct on the campus. The committee reviews and incorporates the changes at specific intervals.
3. The committee is responsible for developing and implementing a professional ethics programme for students, teachers, administrators, and staff.



A handwritten signature in green ink, appearing to be "N. Rengarajan".

Principal

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