



## VIJAYA INSTITUTE OF TECHNOLOGY FOR WOMEN

An ISO 9001:2015 Certified Institute, Approved by AICTE, Affiliated to JNTU Kakinada, AP

Phone: 0866-2844444, Email: [vijayatechfw@gmail.com](mailto:vijayatechfw@gmail.com) Website: [www.vitw.edu.in](http://www.vitw.edu.in)

College Code: NP, Enikepadu, Vijayawada-521108

### Code of Conduct

### CIRCULAR

**Dt: 17.07.2023**


This is to inform that all the members of code of conduct a meeting to discuss and review the code of conduct will be held on 18.07.2023 at 4 PM in the Principal Room.


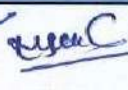
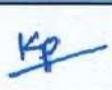
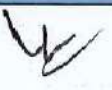
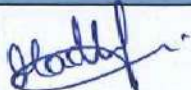

Agenda:

1. To discuss and review the code of conduct
2. Discussion on potential updates and improvements
3. Addressing any issues or concerns raised by team members

Copy to:

1. All HoDs
2. Committee Members
2. Notice Board

  
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### Code of Conduct Meeting on 18.07.2023

The meeting started with principal wishing all the teachers and enquiring about the number of students reported for the I year in various UG programme. Principal also wanted the committee members to instruct the students about the college code of conduct.


Principal mentioned the following points to reach the students for the smooth running of the classes as well as college.

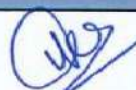
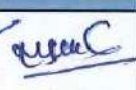
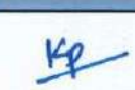
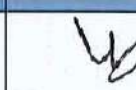
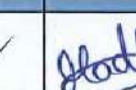

1. Students should report to the class in time. After the start of the class, students should not be allowed inside.
2. All the students must wear ID card compulsorily
3. The use of mobile phones is strictly prohibited on the college campus
4. Students should handle the furniture/ Electrical items and other properties with care. Damage to the furniture will lead to penalty.
5. Students should maintain honesty, integrity, fairness in all activities
6. Students should not indulge in ragging activities. If any student found indulging in the ragging, the student will strictly punished or even rusticated from the college.

The meeting ended with principal thanking all the members for attending the meeting and asked to submit the report from each department mentioning the attendance of the students.

Copy to:

1. All HoDs
2. Committee Members
3. Notice Board

  
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College Code: NP, Enikepadu, Vijayawada-521108

## Code of Conduct

### CIRCULAR

**Dt: 07.11.2023**


This is to inform that all the members of code of conduct a meeting to discuss and review the code of conduct will be held on 07.11.2023 at 1 PM in the Library Room.







#### Agenda:

1. To discuss the implementation of previous resolutions.
2. Analysis of Student attendance.
3. clarification of expectations and responsibilities.
4. Addressing any issues or concerns raised by team members

#### Copy to:

1. All HoDs
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### Code of Conduct Meeting on 08.11.2023


Principal mentioned the following points to reach the students for the smooth running of the classes as well as college.


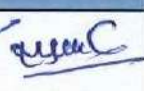
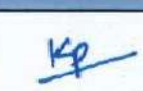
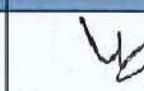
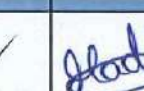

1. During leisure hours, students are advised to use the library.
2. Vehicles should park in only parking zone only and this information should be informed to all the faculty and students.
3. Students should be aware that 75% attendance is mandatory for every student.
4. Students should be informed about the orientations of NSS Programs and should follow the code of ethics.
5. All the students must wear ID card compulsorily in the campus.

The meeting ended with principal thanking all the members for attending the meeting and asked to submit the report from each department mentioning the attendance of the students

#### Copy to:

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## Code of Conduct

### CIRCULAR

**Dt: 23.01.2024**


This is to inform that all the members of code of conduct a meeting to discuss and review the code of conduct will be held on 23.01.2024 at 4 PM in the Library Room.


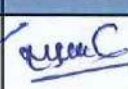
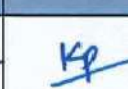
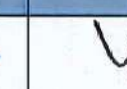

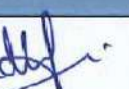
#### Agenda:

1. To review the existing code of conduct
2. Discussion of any proposed changes or updates
3. Addressing any issues or concerns raised by team members

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### Code of Conduct Meeting on 24.01.2024

Principal mentioned the following points to reach the students for the smooth running of the classes as well as college.

1. The use of mobile phones is strictly prohibited on the college campus
2. Students should be aware that 75% attendance is mandatory for every student.
3. Students should report to the class in time. After the start of the class, students should not be allowed inside.
4. Students should maintain discipline while entering into campus and also should be calm while catching the college or public transportation.

The meeting ended with principal thanking all the members for attending the meeting and asked to submit the report from each department mentioning the attendance of the students

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## Code of Conduct

### CIRCULAR

**Dt: 04.03.2024**


This is to inform that all the members of code of conduct a meeting to discuss and review the code of conduct will be held on 04.03.2024 at 4 PM in the Principal Room.





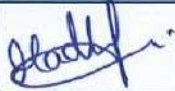

Agenda:

1. To discuss about the discipline among the campus.
2. Discussion of dress code of students and faculty.
3. To discuss about the absenteeism of students
3. Addressing any issues or concerns raised by team members

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### Code of Conduct Meeting on 05.03.2024


Principal mentioned the following points to reach the students for the smooth running of the classes as well as college.

1. The monitoring committee members are asked to ensure the discipline among the students in the entire campus.
2. New list of bus in charges is prepared in order to maintain discipline in the buses. For each bus among the faculty members who board the particular bus, one in charge from male faculty and one in charge from female faculty are selected.
3. Dress code and roaming of students around the campus during class hours need to be monitored strictly.
4. Students violating the code of conduct are to be taken to the notice of the respective HoD and the mentor for further follow up actions.
5. Students with frequent absenteeism need to be notified to their parents to avoid the state of non eligibility in appearing for the examination.

The meeting ended with principal thanking all the members for attending the meeting and asked to submit the report from each department mentioning the attendance of the students

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