

St. Joseph's College for Women (A)
Visakhapatnam

Code of Conduct Committee
Academic Year 2022-2023

Date: 23/9/2022.

Agenda

1. To approve the previous minutes held on 27th September, 2021.
2. To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-teaching faculty & students.
3. To conduct orientation sessions for Fresh faculty and students.

A. S. S. P.
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Minutes for Code of Conduct Committee on
23rd September, 2022.

The meeting for the academic session 2022-
2023 was held on 23rd September 2022.

The following members were present for the
meeting:

S.No.	Name of the Person	Designation	Signature
1.	Dr. Sr. Shyji	Chairperson-Principal	Sr. Shyji
2.	Sr. Hema	Vice-Principal	Sr. Hema
3.	Sr. Mary K.C.	Office Superintendent	Sr. Mary K.C.
4.	Dr. T. Bhaskara Sudha	IQAC Coordinator & Advisor, Student Council	Sudha
5.	Prof. P. Bhushanava- thi	Controller of Exami- nations.	P. Bhushanavathi
6.	Prof. Y. Lakshmi Prabha	Faculty Representative	Lakshmi Prabha Y
7.	Sr. K. Nancy Selva Rani	Hostel Warden	Nancy

8.	V.V.V. Prasanna Rani	Non-teaching Staff Representative	V.V.V. Prasanna Rani
9.	P. Sai Bhavana	Student Representative	Bhavana
10.	Dr. P. Mangaveni	President Alumni Association	Mangaveni P

The meeting was chaired by Dr. Sr. Shyji P.D.

The following points for discussion were addressed.

Item 1: To approve the previous minutes held on 27th September 2021.

The previous meeting of the code of conduct committee was held on 27th September 2021. The minutes of the meeting were read out with the formal discussion of the members. These minutes were approved by the members.

Recommendations by the members.	Action taken for Implementation & Outcome.
To revisit the stated Model Code of conduct	Model Code of conduct for Principal, Vice-Principal, Teaching & non-teaching faculty & students have been

revisited and found to be satisfactory. But decided to inform all the teachers and students in all by adhering to the model code of conduct designed for the purpose.

To conduct orientation sessions for Fresh faculty and to conduct induction program for Fresh students.

Resolved to conduct orientation program for new entrance in the virtual mode on Google Meet platform and inform them of the expected code of conduct during physical and virtual classes. The same shall be elaborately explained to them during the orientation program which is scheduled tentatively in the month of October. For teachers, however, it is decided to conduct the awareness program physically during the month of November. The Orientation program for new faculty is conducted on 27th November 2021, induction program for new learners is conducted on 4th October 2021 and Two-day workshop on English communication skills in everyday life on 11th & 12th January 2022.

Item 2: To revisit the stated Model code of conduct for Principal, Vice-Principal, Teaching & Non-teaching faculty and students.

Resolution: The Model code of conduct for Principal, Vice-Principal, Teaching & non-teaching faculty and students has been revisited and found to be satisfactory. But decided to inform all the teachers and students by adhering to the model code of conduct designed for the purpose.

Item 3: To conduct orientation sessions for students

Resolution: Resolved to conduct an orientation program for new entrants and inform them of the expected code of conduct during their course of study on the campus. The same shall be elaborately explained to them during the orientation program which is scheduled on 26th September.

Dr T. Bhaskara Sudha, IQAC coordinator, proposed the vote of thanks to all the members.

S. Shyji

St. Joseph's College for Women (A)
Visakhapatnam
Code of Conduct Committee
Academic Year 2021-2022

Date: 27/9/2021

Agenda.

1. To approve the previous minutes held on 17th August 2020.
2. To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-teaching faculty & students.
3. To conduct orientation session for Fresh faculty & students.

S. Shyji

PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Minutes for Code of Conduct Committee on
27th September, 2021.

The meeting for the academic session 2021-2022
was held on 27th September, 2021.

The following members were present for the
meeting:

S.No.	Name of the Person	Designation	Signature
1.	Dr. Sr. Shyji	Chairperson-Principal	Sr. Shyji
2.	Sr. Hema	Vice-Principal.	Sr. Hema
3.	Sr. Mary K.C.	Office Superintendent	Sr. Mary K.C.
4.	Dr. T. Bhaskara Sudha	IQAC Coordinator & adviser, Student Council.	Sudha
5.	Prof. P. Bhushanavathi	Controller of Examination.	P. Bhushanavathi
6.	Prof. V. Lakshmi Prabha	Faculty Representative	Lakshmi Prabha
7.	Sr. K. Nancy Selva Rani	Hostel Warden	Nancy

8.	V.V.V. Prasanna Rani	Non-teaching staff Representative.	V.V.V. Prasanna Rani
9.	Disha B. Vaidya	Student Representative	Disha
10.	Dr. P. Mangaveni	President Alumni Association.	Mangaveni P

The meeting was chaired by Dr. Sr. Shyji. P.D.

The following points for discussion were addressed:

Item 1: To approve the previous minutes held on 17th August, 2020

The previous meeting of the code of conduct committee was held on 17th August 2020. The minutes of the meeting were read out with the formal discussion of the members. These minutes were approved by the members.

Recommendations by the Members

To revisit the stated Model Code of Conduct.

Action taken for Implementation & Outcome

The committee members discussed the criteria in the existing code of conduct and agreed unanimously that

To conduct orientation sessions for Fresh faculty and to conduct induction program for Fresh students

The committee discussed the need to orient the teaching, non-teaching and administrative staff regarding the importance of understanding and executing code of conduct on a regular basis during general meetings. The Principal instructed the senior faculty to emphasize the code of conduct for students during the induction program conducted for freshers at the commencement of the academic year.

The orientation program for new faculty is conducted on 19th December, 2020. Induction program for new learners is conducted on 4th October 2021 and workshop on Family Values and Ethics for non-teaching staff is conducted on 9th March 2021.

Item 2: To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching

Resolution: Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-teaching faculty & Students have been revisited and found to be satisfactory. But decided to inform all the teachers and students in all by adhering to the model code of conduct designed for the purpose.

Item 3: To conduct orientation sessions for Fresh faculty & students.

Resolution: Resolved to conduct orientation program for new entrance in the virtual mode on google Meet platform and inform them of the expected code of conduct during physical and virtual classes. The same shall be elaborately explained to them during the orientation program which is scheduled tentatively in the month of October. For teachers however, it is decided to conduct the awareness program physically during the month of November.

Dr. T. Bhaskara Sudha, IQAC Coordinator, proposed the vote of thanks to all the members.

A. Shyji

St. Joseph's College for Women (A)
Visakhapatnam
Code of Conduct Committee.
Academic Year 2020-2021

Date: 17/8/2020

Agenda

1. To approve the previous minutes held on 7th June, 2019.
2. To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-Teaching faculty & Students.
3. To conduct orientation session for Fresh faculty and students.

S. S. S. S. S.

PRINCIPAL
St. Joseph's College for Women
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VISAKHAPATNAM - 530 004

Minutes for Code of Conduct Committee on 17th August, 2020.

The meeting for the Code of Conduct Committee 2020-2021 was held on 17th August, 2020.

The following members were present for the meeting:-

S.No	Name of the Person	Designation	Signature
1.	Dr. Sr. Shyji	Chairperson- Principal	Sr. Shyji
2.	Sr. Hema	Vice-Principal	Sr. Hema
3.	Sr. Mary KC	Office Superintendent	Sr. Mary. KC
4.	Dr. T. Bhaskara Suleha	IQAC Coordinator & Advisor, Student Council.	Suleha
5.	Prof. P. Bhushanavathi	Controller of Examinations.	P. Bhushanavathi
6.	Prof. Y. Lakshmi Prabha	Faculty Representative	Lakshmi Prabha
7.	Sr. Latha	Hostel Warden	Sr. Latha
8.	V.V.V. Prasanna Rani	Non-Teaching staff Representative	V.V.V. Prasanna Rani

9.	D. Sranya	Student Representative	Sranya
10.	Dr. P. Mangaveni	President Alumni Association	Dr. P. Mangaveni

The meeting was chaired by Dr. Sr. Shyji. P. D.

The following points for discussion were addressed.

Item 1: To approve the previous minutes held on 7th June, 2019.

The previous meeting of the code of conduct committee was held on 7th June, 2019. The minutes of the meeting were read out with the formal discussion of the members. These minutes were approved by the members.

Recommendations by the members	action taken for Implementation & Outcome
To revisit the stated Model Code of Conduct.	The committee members discussed the criteria in the existing code of conduct and agreed unanimously that there were no necessary changes required for the same.

To conduct orientation session for Fresh faculty and to conduct induction program for Fresh students.

The committee discussed the need to orient the teaching, non-teaching and administrative staff regarding the importance of understanding and executing code of conduct on a regular basis during general meetings. The Principal instructed the senior faculty to emphasize the code of conduct for students during the induction program conducted for freshers at the commencement of the academic year. The orientation program for new faculty is conducted on 8th June 2019, induction program for new learners is conducted on 17th June 2019 and workshop on Public relationship and values for non-teaching staff is conducted on 30th January 2020

Item 2: To revisit the stated Model code of conduct for Principal, Vice-Principal, Teaching & Non-Teaching faculty & Students.

Resolution: Model code of conduct for Principal,

Vice-Principal, Teaching & Non-teaching faculty & students have been revisited and found to be satisfactory. But decided to inform all the teachers and students to attend the virtual classes by adhering to the model code of conduct designed for virtual classes.

Item 3: To conduct orientation session for Fresh faculty & students

Resolution: Resolved to conduct orientation program for new entrance in the virtual mode on Google Meet platform and inform them of the expected code of conduct during physical and virtual classes. The same shall be elaborately explained to them during the orientation program which is scheduled tentatively in the month of October. For teachers however, it is decided to conduct the awareness program physically as when the pandemic situation permits.

Dr. T. Bhaskara Reddy, IQAC Coordinator, proposed the vote of thanks to all the members.

S. Ghyspi

PRINCIPAL

St. Joseph's College for Women (A)
Visakhapatnam

Code of Conduct Committee
Academic Year 2019-2020

Date: 7/6/2019

Agenda

1. To approve the previous minutes held on 1st June 2018.
2. To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-Teaching faculty & students.
3. To conduct orientation sessions for Fresh faculty.
4. To conduct induction program for Fresh students.

S. S. S. S.

PRINCIPAL
St. Joseph's College for Women
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VISAKHAPATNAM - 530 004

Minutes for Code of Conduct Committee on
7th June 2019

The meeting for the Academic Session 2019-2020
was held on 7th June, 2019.

The following members were present for the
meeting:-

S.No.	Name of the Person	Designation	Signature
1.	Dr. Sr. Shyji	Chairperson - Principal.	Dr. Shyji
2.	Sr. Hema	Vice-Principal	Sr. Hema
3.	Sr. Mary. K.C.	Office Superintendent	Sr. Mary. K.C.
4.	Dr. T. Bhaskara Sudha	IQAC Coordinator & Advisor, Student Council	Sudha
5.	Prof. P. Bhushanavathi	Controller of Examinations.	P. Bhushanavathi
6.	Prof. Y. Lakshmi Prabha	Faculty Representative	Lakshmi Prabha
7.	Sr. Lathe	Hostel Warden	Sr. Lathe
8.	V.V.V. Prasanna Rani	Non-Teaching Staff Representative	V.V.V. Prasanna Rani

9.	Likhita Yadav	Student Representative	Likhita Yadav
10.	Dr. P. Mangaveeni	President Alumni Association	Mangaveeni

The meeting was chaired by Dr. Sr. Shyji. P. D.

The following points for discussion was addressed.

Item 1: To approve the previous minutes held on 1st June, 2018.

The previous meeting of the code of conduct committee was held on 1st June, 2018. The minutes of the meeting were read out with the formal discussion of the members. These minutes were approved by the members.

Recommendations by the Members	Action taken for Implementation & outcome.
To revisit the stated Model Code of Conduct	The committee members have agreed unanimously that there were no necessary changes in the existing Code of Conduct.
To conduct orientation session for Fresh faculty and to conduct Induction program for Fresh students.	The orientation program for new faculty is conducted on 2 nd June 2018, Induction program for new learners is conducted on 14 th June 2018

and workshop on Public relationship and Values for non-teaching staff is conducted on 30th June, 2018.

Item 2: To revise the stated Model Code of conduct

Resolution: The committee members discussed the criteria in the existing Code of conduct and agreed unanimously that there were no necessary changes required for the same.

Item 3: To conduct orientation session for Fresh faculty.

Resolution: The committee discussed the need to orient the teaching, non-teaching and administrative staff regarding the importance of understanding and executing code of conduct on a regular basis during general meetings.

Item 4: To conduct induction program for Fresh students

Resolution: The Principal instructed the senior faculty to emphasize the code of conduct for students during the induction program conducted for freshers at the commencement of the academic year.

Dr. T. Bhaskara Sudha, IQAC Coordinator, proposed the vote of thanks to all the members.

A. Saggi

PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

St. Joseph's College for Women (A), Visakhapatnam.

Code of Conduct Committee

Academic Year 2018-2019

Date: 1/6/2018

Agenda


1. To revisit the stated Model Code of Conduct for Principal, Vice-Principal, Teaching & Non-teaching faculty & students.
2. To conduct orientation session for Fresh faculty.
3. To conduct induction program for Fresh students.

M. S. S. S. S.
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Minutes for Code of Conduct on 1st June 2018

The meeting for the Academic Session 2018-2019 was held on 1st June 2018.

The following members were present for the meeting:

S.No.	Name of the Person	Designation	Signature
1.	Dr. Sr. Shyji	Chairperson- Principal	Sr. Shyji
2.	Sr. Hema	Vice-Principal	Sr. Hema
3.	Sr. Mary K.C.	Co-Chairperson, Office Superintendent	Sr. Mary K.C.
4.	Dr. P. Sarada Dr. Sudha	IQAC Coordinator Advisor, Student Council	 Sudha
5.	Prof. P. Bhushanavathi	Controller of Examinations	P. Bhushanavathi
6.	Prof. Y. Lakshmi Pratha	Faculty Representative	Lakshmi Pratha
7.	Sr. Latha	Hostel Warden	Sr. Latha
8.	V. V. V. Prasanna Rani	Non-teaching staff Representative	V. V. V. Prasanna Rani

9.	Mithali Sahu	Student Representative	Mithali Sahu.
10.	Dr. P. Mangarveni	President Alumni Association	Manjari P

The meeting was chaired by Dr. Sr. Shyji PP.

The following points for discussion were addressed.

Item 1: To revise the stated model Code of Conduct.
 Resolution: The committee members discussed the criteria in the existing code of conduct and agreed unanimously that there were no necessary changes required for the same.

Item 2: To conduct orientation session for Fresh faculty.

Resolution: The committee discussed the need to orient the teaching, non-teaching and administrative staff regarding the importance of understanding and executing code of conduct on a regular basis during general meetings.

Item 3: To conduct induction program for Fresh students.

Resolution: The Principal instructed the senior faculty to emphasize the code of conduct for students during the induction program.

conducted for freshers at the commencement of the academic year.

Dr. T. Bhaskare Sudha, IQAC coordinator, proposed the vote of thanks to all the members.

Dr. Shyama
PRINCIPAL
St. Joseph's College for Women
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