

Policy Manual



Government College of Engineering,

Salem - 636 011.

(An Autonomous Affiliated to Anna University, Chennai)

GOVERNMENT COLLEGE OF ENGINEERING



Government College of Engineering

Autonomous - 2011

Government College of Engineering

Policy Manual
prepared
by
Internal Quality Assurance Cell

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Code of Ethics

1. Preamble

The code of conduct is established to safeguard the fundamental values of the Government College of Engineering and to foster the intellectual and civic growth of students, creating a secure and conducive learning environment.

2. Applicability

The Code of Conduct applies to all students enrolled in full-time and part-time undergraduate programs, scholars in full-time and part-time postgraduate programs, and scholars in full-time and part-time Ph.D. programs.

3. Jurisdiction

The jurisdiction of the Code extends to the on-campus behaviour of all students across the college's various locations. This includes:

- Meeting academic course requirements and engaging in credit-bearing experiences, such as internships, field trips, and study abroad/student exchange programs.
- Participating in activities that contribute to the pursuit of a degree, such as research at another institution or professional practice assignments.
- Involvement in activities authorized, conducted, or sponsored by the Institution or registered student organizations.
- Engaging in actions resulting in significant damage to college property or causing harm to the health and safety of the college community members.
- Participation in any activity where a police report has been filed, a summons or indictment issued, or an arrest has occurred for any act or omission.

While on campus, students remain subject to local laws, and violations of these laws may also be considered violations of the Code. In such cases, the college has the authority to initiate disciplinary action independently under the Code, regardless of concurrent criminal proceedings. Sanctions for Code violations may be imposed even if the criminal process is ongoing or unresolved.

4. Responsibilities of Students

All students in this institution are obligated to adhere to conduct standards that contribute to academic goals and the well-being of the academic community. They are expected to uphold high standards of academic and professional honesty, and integrity, and to respect the rights, privileges, and property of fellow members and society at large.

Students must refrain from any conduct that disrupts institutional functions or poses a threat to the health, welfare, or safety of others. Discrimination based on various factors is strictly prohibited, and students must conduct themselves in a manner consistent with the laws of the land.

5. Student Participation in Governance

As important stakeholders, students are encouraged to actively engage in the governance of the institution, both in administrative and academic capacities. Their participation is vital for informed decision-making, fostering a collaborative and inclusive environment.

6. Disciplinary Misconduct

Students found committing or attempting the following misconduct will face appropriate disciplinary action. These instances are illustrative, and the institution reserves the right to take disciplinary action in appropriate circumstances not set out in this article.

6.1. Academic Misconduct:

This includes copying, cheating, plagiarism, and any form of dishonesty in assignments or examinations.



6.2. Disruptive Conduct:

Intentional actions that substantially obstruct or disrupt teaching, freedom of movement, or other lawful activities on campus.

6.3. Discrimination:

Engaging in verbal or physical behaviour that creates an intimidating or demeaning environment based on origin, race, creed, gender, religious beliefs, or sexual orientation that, according to a person of reasonable sensibilities various factors.

6.4. Falsification:

Providing false, misleading, or incomplete information to institution officials or forging official records.

6.5. Illegal or Unauthorized Possession or Use:

Possession or use of weapons, drugs, alcohol, smoking, or any unauthorized access to institutional property.

6.6. Act of Violence, Threatening, Harassing, or Assaultive Conduct:

Engaging in behaviour that may cause harm or threaten the safety or welfare of others.

6.7. Theft, Property Damage, and Vandalism:

Involvement in theft, property damage, or vandalism of any kind.

6.8. Recording of Images without Knowledge:

Unauthorized recording of any person in a private location without consent.

6.9. Causing Disrepute to Other Students:

Engaging in acts that bring disrepute to other students or faculty.

6.10. Ragging:

Any act that constitutes ragging, as defined by UGC and AICTE Prohibition of Ragging Regulations, 2009.



6.11. Contracts:

Students are prohibited from entering into agreements or contracts that bind the institution without proper authorization.

6.12. Abuse of Electronic Communication:

Misuse of institutional or personal communication networks for illegal or improper purposes.

6.13. Media Contact:

Speaking on behalf of the institution to media organizations without express written permission.

6.14. Organization and Event Registration:

Forming organizations, societies, or organizing events without written permission from the institution.

6.15. Presenting False Testimony:

Knowingly making false statements regarding disciplinary matters.

6.16. Violation of Institution Rules:

Violating published institution regulations, policies, or rules.

7. Grievance Redressal:

Students can submit grievances to the Institution Grievance Cell (IGC) and resolution processes are clearly outlined.

8. Punishment and Penalties

Various actions may be taken in response to violations, including warning, suspension, monetary fines, confiscation, restriction of privileges, dismissal, or other appropriate sanctions.

9. General Etiquette

- Students are expected to wear clean, neat, and culturally appropriate attire.



- Classroom movement requires permission from the respective teacher during class hours.
- Respectful and healthy relationships between students of both sexes are encouraged.
- Proper use of library and internet facilities during leisure hours is advised.
- Latecomers must provide valid reasons for classroom entry.
- Furniture and property must be handled with care to avoid penalties or suspension.
- Engagement in anti-social activities is strictly prohibited.
- Students must wear their identity cards within the campus.
- Distribution of printed materials without permission from the Principal is not allowed.
- Ragging in any form is considered a serious offense and will be severely addressed.



Principal

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