



**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGM CET/PRO/CIR/05/2023

Date:19-06-2023

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 21-06-2023 at 3.00pm.

Venue:**BOARD Room, RB Block**

**Agenda:**

1. To confirm the minutes of the previous meeting held on 17-10-2022
2. To review the existing code of conduct rules.
3. To create awareness among the members about the rights, responsibilities, and behavior outlined in the code of conduct.
4. To discuss the issues raised related to the code of conduct or its enforcement.

Any other point with permission of Chair

  
PRINCIPAL  
**Dr. T. JAYACHANDRA PRASAD**  
M.E, Ph.D.,  
PRINCIPAL  
R G M College of Engg. & Tech.,  
(Autonomous)  
NANDYAL-518 501, Nandyal (Dt), A.P.

**Copy to:**

- 1.Chairman/MD
- 2.Director Admin & Placements
- 3.Dean Student's Affairs
- 4.Dean CSE
- 5.Directory Library
- 6.AO
- 7.All HODs
- 8.Academic Section
- 9.First Year Co-ordinator.



**RAJEEV GANDHI MEMORIAL COLLEGE OF ENGINEERING & TECHNOLOGY**  
(AUTONOMOUS)

NANDYAL-518501, ANDHRA PRADESH, INDIA

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RGM CET/Code of Conduct/Meeting/2023-2024/001

Date:22-06-2023

**Minutes of the Meeting**

The Code of Conduct meeting was held on 21-06-2023 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Administration		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
5.	Dr.P.V.GopiKrishna Rao	IIQA-Co-ordinator		
4	Dr.G.Srinivasulu	Professor &HOD	Civil Engineering	
5	Dr.V.Naga Bhaskar Reddy	Professor &HOD	Electrical and Electronics Engineering	
6	Dr.K.Tirupati Reddy	Professor &HOD	Mechanical Engineering	
7	Dr.K.Mallikarjuna	Professor &HOD	Electronics and Communication Engineering	
8	Dr.K.Subba Reddy	Professor &HOD	Computer Science and Engineering	
9	Dr.K.Subba Reddy	Professor&HOD	Master of Computer Applications	
9	Dr.S.Sowjanya	Professor &HOD	Master of Business Adminastration	
10	Dr.K.V.Surya Narayana Rao	Professor &HOD	Mathematics	
11	Dr.N.Ravi	Professor &HOD	Physics	
12	Dr.A.Bala Krishna	Assistant Professor &HOD	Chemistry	
13	Dr.P.Kousar Basha	Assistant Professor &HOD	English	
14	Dr.P.Sudarsana Reddy	First Year Co-ordinator		



## Resolutions

It is resolved

1. To approve the minutes of the previous meeting held on 17-10-2022(The minutes of the meeting were read and confirmed).
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
3. To instruct the faculty members to take the classes on time as per time table on time and prepare well before going to classes.
4. To instruct the faculty to take the attendance at the beginning of the Teaching class/Lab class.
5. To inform the faculty members to teach the lessons according to the lesson plan and encourage the students to interact to have better teaching and learning process.
6. To advise the Faculty member to update the course file, related documents and obtain signature from HOD and Principal regularly to maintain the documents properly.
7. To approve the modifications recommended by the committee members.

The meeting concluded with thanks to Chair

PRINCIPAL

*Dr. T. JAYACHANDRA PRASAD*

M.E,Ph.D.,

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**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGMCET/PRO/CIR/07/2022

Date:15-10-2022

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 17-10-2022 at 3.00pm.

Venue:**BOARD Room, RB Block**

**Agenda:**

1. To confirm the minutes of the previous meeting held on 23-07-2021
2. To review the existing code of conduct rules.
3. To create awareness among the members about the rights, responsibilities, and behavior outlined in the code of conduct.
4. To discuss the issues raised related to the code of conduct or its enforcement.

Any other point with permission of Chair

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- 9.First Year Co-ordinator.



RGM CET/Code of Conduct/Meeting/2022-2023/001

Date:19-10-2022

**Minutes of the Meeting**

The Code of Conduct meeting was held on 17-10-2022 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Administration		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
5.	Dr.P.V.GopiKrishna Rao	IIQA-Co-ordinator		
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5	Dr.V.Naga Bhaskar Reddy	Professor &HOD	Electrical and Electronics Engineering	
6	Dr.K.Tirupati Reddy	Professor &HOD	Mechanical Engineering	
7	Dr.K.Mallikarjuna	Professor &HOD	Electronics and Communication Engineering	
8	Dr.K.Subba Reddy	Professor &HOD	Computer Science and Engineering	
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11	Dr.N.Ravi	Professor &HOD	Physics	
12	Dr.A.Bala Krishna	Assistant Professor &HOD	Chemistry	
13	Dr.P.Kousar Basha	Assistant Professor &HOD	English	
14	Dr.P.Sudarsana Reddy	First Year Co-ordinator		



## Resolutions

It is resolved

1. To approve the minutes of the previous meeting held on 23-07-2021(The minutes of the meeting were read and confirmed).
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
3. To instruct the faculty members to take the classes on time as per time table on time and prepare well before going to classes.
4. To instruct the faculty to take the attendance at the beginning of the Teaching class/Lab class.
5. To inform the faculty members to teach the lessons according to the lesson plan and encourage the students to interact to have better teaching and learning process.
6. To advise the Faculty member to update the course file, related documents and obtain signature from HOD and Principal regularly to maintain the documents properly.
7. To approve the changes recommended by the committee members.

The meeting concluded with thanks to Chair

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**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGMCET/PRO/CIR/05/2021

Date:20-07-2021

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 23-07-2021 at 3.00pm.

Venue: BOARD Room, RB Block

**AGENDA:**

1. To confirm the minutes of the previous meeting held on 16-12-2020.
2. To review the code of conduct rules and actions.
3. To explore the possibility of banning the use of mobile phone in campus.
4. To create awareness among newly joined faculty and staff members about the rights, responsibilities, and expected behavior as outlined in the code of conduct.
5. To discuss the concerns or issues raised by the members pertaining to the code of conduct and its enforcement.
6. To approve the actions recommended by the committee members.

Any other points with the permission the Chair.

PRINCIPAL

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7. All HODs
8. Academic Section
9. First Year Co-ordinator.



RGMCCET/Code of Conduct/Meeting/2021-2022/001

Date:26-07-2021

**Minutes of the Meeting**

The Code of Conduct meeting was held on 23-07-2021 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Admissions		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
5.	Dr.P.V.GopiKrishna Rao	IIQA-Co-ordinator		
4	Dr.G.Srinivasulu	Professor &HOD	Civil Engineering	
5	Dr.V.Naga Bhaskar Reddy	Professor &HOD	Electrical and Electronics Engineering	
6	Dr.K.Tirupati Reddy	Professor &HOD	Mechanical Engineering	
7	Dr.K.Mallikarjuna	Professor &HOD	Electronics and Communication Engineering	
8	Dr.K.Subba Reddy	Professor &HOD	Computer Science and Engineering	
9	Dr.K.Subba Reddy	Professor&HOD	Master of Computer Applications	
9	Dr.Aliya Sulthana	Professor &HOD	Master of Business Adminastration	
10	Dr.K.V.Surya Narayana Rao	Professor &HOD	Mathematics	
11	Dr.N.Ravi	Professor &HOD	Physics	
12	Dr.A.Bala Krishna	Assistant Professor &HOD	Chemistry	
13	Dr.P.Kousar Basha	Assistant Professor &HOD	English	
14	Dr.P.Sudarsana Reddy	First Year Co-ordinator		





Resolutions:

It is resolved

1. To confirm the minutes of the previous meeting held on 16-12-2020.(The minutes were read and Confirmed)
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
3. To instruct the faculty members to take the classes on time as per time table on time and prepare well before going to classes.
4. To instruct the faculty to take the attendance at the beginning of the Teaching class/Lab class.
5. To inform the faculty members to teach the lessons according to the lesson plan and encourage the students to interact to have better teaching and learning process.
6. To advise the Faculty member to update the course file, related documents and obtain signature from HOD and Principal regularly to maintain the documents properly.
7. To instruct all the faculty member to maintain discipline and action should be initiated if found any student misbehaving in the class room or outside same may be brought to the notice of higher officials.
8. To instruct all the Faculty and staff members to attend all institutional/Departmental events/important functions and carry out responsibilities assigned, by exhibiting best of their skills and attention.
9. To inform all Faculty and staff members not to engage themselves in other activities /business, which will affect their effective contribution to the Department and College.
10. To discourage Faculty and staff members from receiving gifts in any form from the students or their parents.

The meeting concluded with thanks to Chair.

  
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**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGMCET/PRO/CIR/11/2020

Date:15-12-2020

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 16-12-2020 at 3.00pm.

Venue:**BOARD Room, RB Block**

**Agenda:**

1. To confirm the minutes of the previous meeting held on 12-08-2019.
  2. To review the code of conduct rules and actions.
  3. To explore the possibility of banning the use of mobile phone in campus.
  4. To create awareness among newly joined faculty and staff members about the rights, responsibilities, and expected behavior as outlined in the code of conduct.
  5. To discuss the concerns or issues raised by the members pertaining to the code of conduct and its enforcement.
  6. To approve the actions recommended by the committee members.
- Any other points with the permission the Chair.

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RGM CET/Code of Conduct/Meeting/2020-2021/001

Date:18-12-2020

**Minutes of the Meeting**

The Code of Conduct meeting was held on 16-12-2020 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Admissions		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
5.	Dr.P.V.GopiKrishna Rao	IIQA-Co-ordinator		
4	Dr.G.Srinivasulu	Professor &HOD	Civil Engineering	
5	Dr.V.Naga Bhaskar Reddy	Professor &HOD	Electrical and Electronics Engineering	
6	Dr.K.Tirupati Reddy	Professor &HOD	Mechanical Engineering	
7	Dr.A.Sathish	Professor &HOD	Electronics and Communication Engineering	
8	Dr.K.Subba Reddy	Professor &HOD	Computer Science and Engineering	
9	Dr.K.Subba Reddy	Professor&HOD	Master of Computer Applications	
9	Dr.Aliya Sulthana	Professor &HOD	Master of Business Adminastration	
10	Dr.K.V.Surya Narayana Rao	Professor &HOD	Mathematics	
11	Dr.N.Ravi	Professor &HOD	Physics	
12	Dr.A.Bala Krishna	Assistant Professor &HOD	Chemistry	
13	Dr.P.Kousar Basha	Assistant Professor &HOD	English	
14	Dr.P.Sudarsana Reddy	First Year Co-ordinator		



**Resolutions:**

It is resolved

1. To approve the minutes of the previous meeting held on 12-08-2019.(The minutes of the previous meeting were read and confirmed).
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
3. To instruct the faculty members to take the classes on time as per time table on time and prepare well before going to classes.
4. To instruct the faculty to take the attendance at the beginning of the Teaching class/Lab class.
5. To inform the faculty members to teach the lessons according to the lesson plan and encourage the students to interact to have better teaching and learning process.
6. To advise the Faculty member to update the course file, related documents and obtain signature from HOD and Principal regularly to maintain the documents properly.
7. To approve the changes recommended by the committee members.

The meeting concluded with thanks to Chair

  
PRINCIPAL

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**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGMCET/PRO/CIR/13/2019

Date:09-08-2019

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 12-08-2019 at 3.00pm.

Venue:**BOARD Room, RB Block**

**Agenda:**

1. To confirm the minutes of the previous meeting held on 08-08-2018.
2. To review the code of conduct rules and actions.
3. To explore the possibility of banning the use of mobile phone in campus.
4. To create awareness among newly joined faculty and staff members about the rights, responsibilities, and expected behavior as outlined in the code of conduct.
5. To discuss the concerns or issues raised by the members pertaining to the code of conduct and its enforcement.
6. To approve the actions recommended by the committee members.
7. Any other points with the permission the Chair.

PRINCIPAL

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RGM CET/Code of Conduct/Meeting/2019-2020/001

Date:13-08-2019

**Minutes of the Meeting**

The Code of Conduct meeting was held on 12-08-2019 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Admissions		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
5.	Dr.P.V.GopiKrishna Rao	IIQA-Co-ordinator		
4	Dr.G.Srinivasulu	Professor &HOD	Civil Engineering	
5	Dr.V.Naga Bhaskar Reddy	Professor &HOD	Electrical and Electronics Engineering	
6	Dr.K.Tirupati Reddy	Professor &HOD	Mechanical Engineering	
7	Dr.A.Sathish	Professor &HOD	Electronics and Communication Engineering	
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9	Dr.Aliya Sultana	Professor &HOD	Master of Business Adminastration	
10	Dr.K.V.Surya Narayana Rao	Professor &HOD	Mathematics	
11	Dr.N.Ravi	Professor &HOD	Physics	
12	Dr.A.Bala Krishna	Assistant Professor &HOD	Chemistry	
13	Dr.P.Kousar Basha	Assistant Professor &HOD	English	
14	Dr.P.Sudarsana Reddy	First Year Co-ordinator		



**Resolutions:**

It is resolved

1. To approve the minutes of the previous meeting held on 08-08-2018 (The minutes of the previous meeting were read and confirmed).
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
3. To instruct the faculty members to take the classes on time as per time table on time and prepare well before going to classes.
4. To instruct the faculty to take the attendance at the beginning of the Teaching class/Lab class.
5. To inform the faculty members to teach the lessons according to the lesson plan and encourage the students to interact to have better teaching and learning process.
6. To approve the modifications recommended by the committee members.

The meeting concluded with thanks to Chair.

PRINCIPAL

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**PROCEEDINGS OF THE MONITORING COMMITTEE**

RGMCET/PRO/CIR/11/2018

Date:07-08-2018

**CIRCULAR**

All the HODs, Section Incharges and First Year Co-ordinator are hereby informed to attend the code of conduct meeting on 08-08-2018 at 3.00pm.

Venue:**BOARD Room,RB Block**

**Agenda:**

1. To confirm the minutes of the previous meeting held on 10-08-2017.
2. To review the code of conduct rules and actions.
3. To explore the possibility of banning the use of mobile phone in campus.
4. To create awareness among newly joined faculty and staff members about the rights, responsibilities, and expected behavior as outlined in the code of conduct.
5. To discuss the concerns or issues raised by the members pertaining to the code of conduct and its enforcement.
6. To approve the actions recommended by the committee members.
7. Any other points with the permission the Chair.

PRINCIPAL

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- 9.First Year Co-ordinator.





RGMCCET/Code of Conduct/Meeting/2018-2019/001

Date:09-08-2018

**Minutes of the Meeting**

The Code of Conduct meeting was held on 08-08-2018 at 3.00 pm at Board room.

**Members Present**

Sl.No:	Name	Designation	Department	Signature
1	Dr.T.Jaya Chandra Prasad	PRINCIPAL		
2	Dr.D.V.AshokKumar	Professor & Dean -Admissions		
3	Dr.B.Rami Reddy	Professor & Dean -Student Affairs		
4.	Dr.D.Satya Narayana	Controller of Examinations		
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Resolutions:

It is resolved

1. To approve the minutes of the previous meeting held on 08-08-2018 (The minutes of the previous meeting were read and confirmed).
2. To instruct the Faculty and staff members to adhere to the timings of the institution and wear professional dress and should record their attendance in time.
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6. To approve the modifications recommended by the committee members.

The meeting concluded with thanks to Chair.

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