



Sri Indu Institute of Engineering & Technology

Recognized Under 2(f) of UGC Act 1956

Approved by AICTE, New Delhi
Affiliated to JNTUH, Hyderabad.

7.1.10: Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs.

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PRINCIPAL
Sri Indu Institute of Engineering & Tech.
Sherguda(V), Ibrahimpatnam(M),
R.R. Dist. Telangana -501 510



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Main Road, Sheriguda, Ibrahimpatnam, R.R. Dist. 501 510.

Campus Ph: 9640590999, 9347187999, 8096951507.

<https://siiet.ac.in>

Date: 07/08/2020

Ref : SIET/ICC/2020/01

INTERNAL COMPLIANTS COMMITTEE - ICC

CIRCULAR

In view of the pandemic situation and lockdown, to ensure continuous learning for the students and to discuss about the given Agenda, all the members of ICC are here by informed to attend the online meeting through zoom scheduled on 10/08/2020 at 10:30 AM.

Agenda Points:

- Review of previous meeting.
- Awareness of COVID-19 Precautions.
- Review on code of conduct for students, teachers, administrators and other staff
- Conducting Online Awareness Programs on Code of Conduct.
- Conducting webinars on professional ethics for students, teachers, administrators and other staff.
- Any other issues.

Coordinator – ICC

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Date: 10/08/2020

Minutes of the Meeting- ICC

Agenda Points:

- Review of previous meeting.
- Awareness of COVID-19 Precautions.
- Review on code of conduct for students, teachers, administrators and other staff
- Conducting Online Awareness Programs on Code of Conduct.
- Conducting webinars on professional ethics for students, teachers, administrators and other staff.
- Any other issues.

Members Present:

S.No.	Name	Designation & Department	Status
1	Dr. I. Satyanarayana	Principal	Chairman
2	Mrs. S.Nischala	EEE, Assoc. Professor	Member
3	Mrs. Y. Rajani	ECE, Assoc. Professor	Member
4	Mr.Karthik Kumar Vuppu	CIVIL, Assistant Professor	Member
5	Mr. E.Shivaraj	Mech, Assistant Professor	Member
6	Mrs.Swapna Vuppala	H&S, Assistant Professor	Member
7	Mrs. K.Mounika	H&S, Assistant Professor	Member

The chairperson welcomed all the members to the meeting and briefed about the agenda in detail. The chairperson expressed his concern over the spreading of Covid19, he requested all members to be safe and also to ensure the safety of all the concerned by giving necessary support and awareness.

Also the chairperson informed that all the necessary supports will be provided to all the members of SIET during this tough situation and requested everyone to be strong.

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Further to make sure that ICC Activities are proceeding and as per the directions given by the Principal. The following resolutions were made,

1. It has been decided to start the ICC activities for the academic year 2020-2021.
2. In this regard HODs are requested to make sure that information reaches all the students and faculty of their department and prepare them to attend the webinars on Code of Conduct and professional ethics.
3. Also inform the students and faculty to follow the Code of Conduct and maintain discipline in online classes.
4. It has been discussed to conduct webinars on professional ethics for students, teachers, administrators and other staff.
5. It has been decided that Awareness of COVID-19 Precautions to students through online.

The members present approved the above discussions



COORDINATOR - ICC

Copy to:

1. The Principal for kind information
2. All HODs and IQAC
3. Office File



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INTERNAL COMPLIANTS COMMITTEE – ICC (2020-2021)

ACTION TAKEN REPORT FOR Ref.No.:SIJET/ICC/2020 /01

Ref:SIJET/ICC/2020/01

Date: 17/08/2020

The following are the action taken report for the Minutes of the Meeting was held on 10/10/2020

Item No.: 1: To confirm the minutes of the meeting: **SIJET/ICC/2020 /01** of the ICC held on 10/08/2020

Action Taken: The minutes of the meeting: **SIJET/ICC/2020 /01** of the ICC circulated among all the members were discussed and confirmed.

Item No.: 2: Action Taken Report (ATR) on decisions of the previous meeting

Meeting No.: <u>SIJET/ICC/2020 /01</u>	Action taken report	Responsible
Review of previous meeting.	Discussed review of the previous meeting which was held on 05/07/2019.	ICC coordinator and members
Awareness of COVID-19 Precautions	Implemented on an Awareness of COVID-19 Precautions for students, teachers, administrators and other staff.	ICC coordinator and members, all HOD's and Staff members
Prescribe the Code of Conduct	Prescribed code of conduct for students, teachers, administrators and other staff	ICC coordinator and members, all HOD's , teachers, administrators, students, and other staff members
Conducting webinars on professional ethics	Details to be prepared	ICC coordinator and members, all HOD's and Principal.

The above Action Taken Report (ATR) will be discussed in the consecutive meeting also.

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COORDINATOR - ICC

Copy to

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3. Office File

Circulated to:

1. All ICC Members & all Concerned



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INTERNAL COMPLAINTS COMMITTEE-ICC

Circular

In view of the pandemic situation and lockdown, to ensure continuous learning for the students and to prescribe the Code of Conduct, All the Staff members and students are hereby informed that to attend the Webinar on Human Values and Professional Ethics program through zoom scheduled on 13-03-2021 at 11.00 AM.

CC to

HOD's

A.O

All Faculty Members

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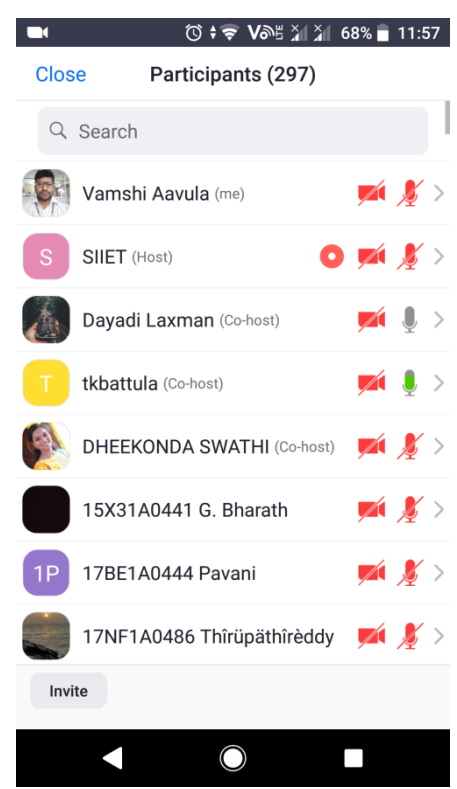
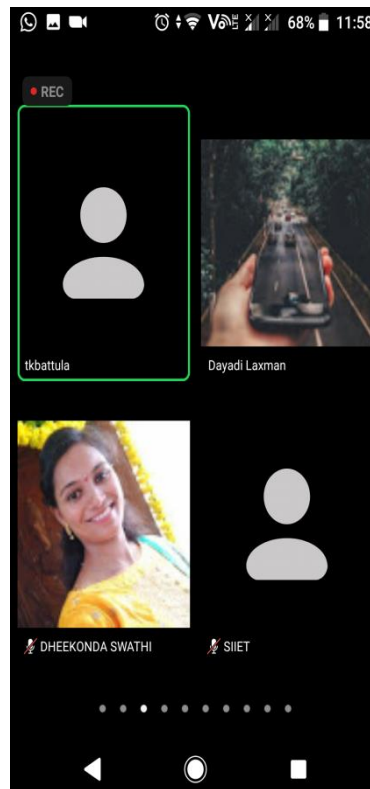
Report on One Day Webinar

Webinar on Human Values and Professional Ethics.

One day Webinar on Human Values and Professional Ethics organization was organized by the Sri Indu Institute of Engineering and Technology for the students and faculties on 13-03-2021, through Zoom online platform. Mr. T. Kiran Battulla, Motivational Speaker, the resource person for this program.

The program was divided into two sessions. The first session were held before lunch was conducted by Mr. T. Kiran Battulla. He introduced key concepts on Ethical and moral values; defining critical terms, capabilities as well as present scenario of the present generation. The post-lunch session was explained the key concepts of organization of self-development.

The students showed keen interest in the program and have gained and promised to maintain ethics in their life. Overall students and faculty members were participated from different departments. This program was a good learning experience for the participants. They had the opportunity to familiarize themselves to them self and Organization development while also having the opportunity to interact with some of the best resource persons who can share knowledge in this field. The program coordinator was Mr. A. Vamshi, Civil Engineering Department. During the valedictory function, the session was handed out by Dr. I. Satyanarayana, Principal of SIET.





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Date: 14-08-2021

INTERNAL COMPLAINTS COMMITTEE-ICC

Circular

All the Staff members and students are hereby informed that the college is organizing a Program on "Professional Ethics & Academic Responsibilities" through zoom scheduled on 17-08-2021 at 10.30 AM.

CC to

HOD's A.O

All Faculty Members

All Class Rooms

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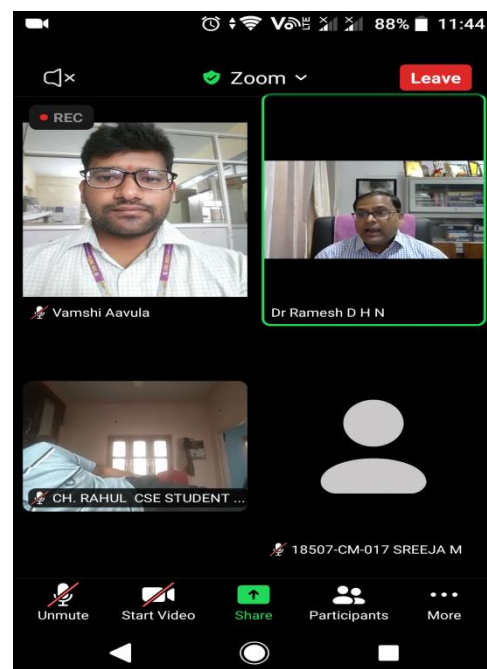
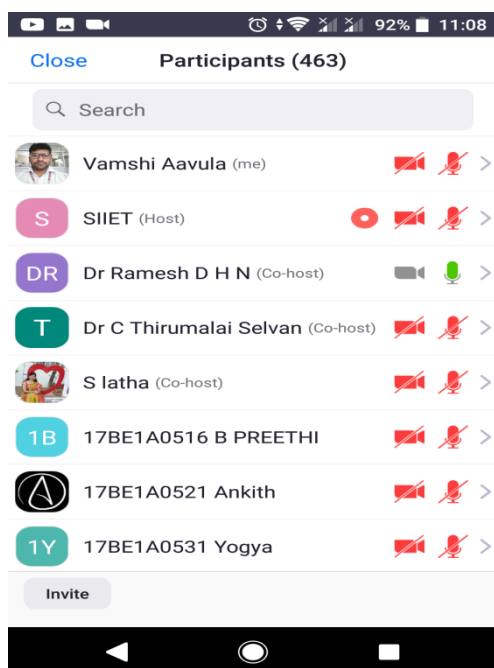
Report on One Day Webinar

“Importance Professional Ethics & Academic Responsibilities”

Our institution organized a one-day program on “Importance of discipline, Values for professional growth in an organization on 17-08-2021 at 10.30 AM in Zoom online platform. The program has focused on personal growth of an individual and impact of discipline. The program started at 10:30 AM with the welcome address by Dr. I. Satyanarayana. The dignitary on the dais was Dr. Ramesh D H N, Entrepreneur, Philanthropist, Public Speaker. Opening remarks and introduction of the program was given by Dr. Ramesh D H N. He highlighted the Human values and discipline for the personal growth in organization. Faculty vitality is the main ingredient to enhance professional education and competence. Enriching the faculty vitality in key domains of teaching, assessing, research, professionalism, and administration is perceived to improve educational environment significantly and enhances the academic performance of learners.

The key note address was given by Prof. R.Yadagiri Rao HOD-H&S. He shared that all pleasures are to be enjoyed with sense of morality. All arguments should take place maintaining the dignity. Mahatma Gandhiji’s seven principles are strived to be followed, that is: Wealth with work, Pleasure with conscience, Knowledge with character, Commerce with morality, Science with humanity, Religion with sacrifice and Politics with principles.

The character of the Institution is built with the discipline and harmony in the functioning. Certain policies are to be formed and communicated to all the elements to strike the balance between the freedom and responsibilities, rights and duties, in pursuit of knowledge, respecting all the individuals.





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Date: 08-09-2020

INTERNAL COMPLAINTS COMMITTEE-ICC

Circular

In view of the pandemic situation and lockdown, to ensure continuous learning for the students/staff and to prescribe the Code of Conduct, All the teaching and Non-teaching Staff members are hereby informed that to attend the Webinar on Code of Conduct for Teaching and Non-Teaching Staff program through zoom scheduled on 12-09-2020 at 11.00 AM.

CC to

HOD's

A.O

All Faculty Members

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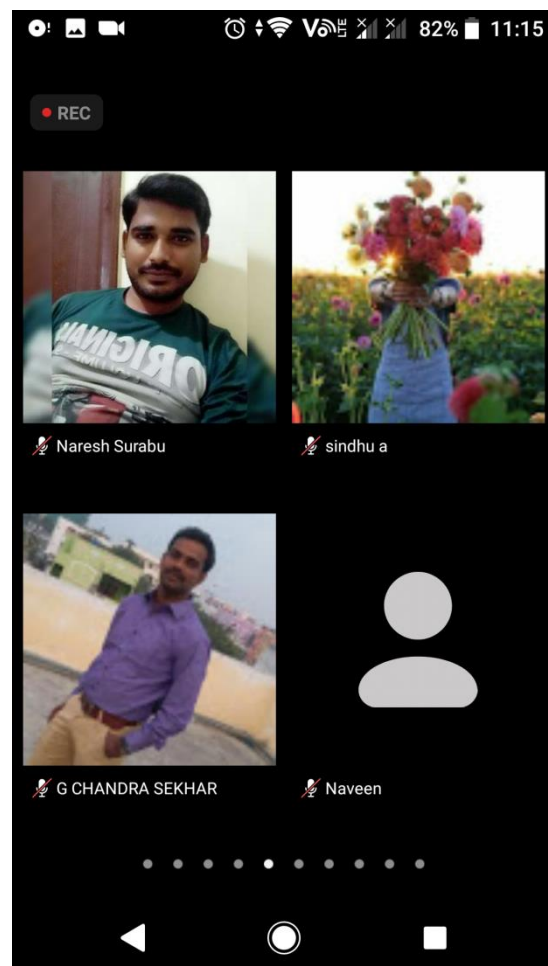
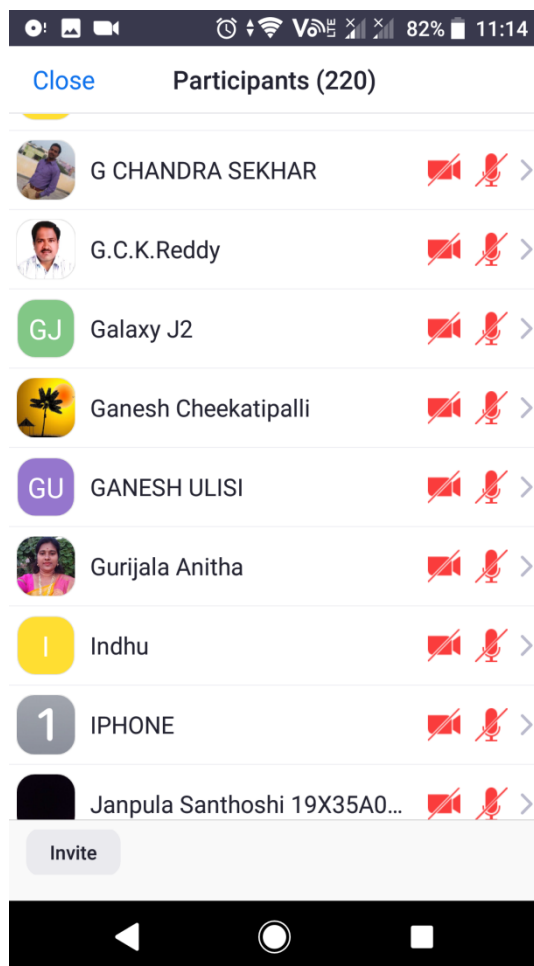
PRINCIPAL

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Brief Report on “Webinar on Code of Conduct for Teaching and Non-Teaching Staff”

Sri Indu Institute of Engineering and Technology has conducted a “Webinar on Code of Conduct for Teaching and Non-Teaching Staff” for the faculty members in the zoom online platform on on 12-09-2020 at 11.00 AM .The aim of program is to promote a safe and efficient climate by enforcing behavioural standards, to uphold academic integrity, respect all persons and their rights and property and safety of others.





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Date: 03-10-2020

INTERNAL COMPLAINTS COMMITTEE-ICC

Circular

In view of the pandemic situation and lockdown, to ensure continuous learning for the students and to prescribe the Code of Conduct, All the Staff members and students are hereby informed that to attend the Webinar on Code of Conduct for students through zoom scheduled on 06-10-2020 at 10.30 AM.

CC to

HOD's

A.O

All the Faculty Members

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Brief Report on “Webinar on Code of Conduct for students”

Sri Indu Institute of Engineering and Technology has conducted an “Webinar on Code of Conduct for students” for the students in the zoom online platform on 06-10-2020 at 10.30 AM. Dr I. Satyanarayana, Principal of SIET briefed the students about code of conduct policy and its importance in formulating on academics

