

**Reports / minutes of the periodic programmes to
appraise adherence to the Code of Conduct**

CERTIFICATE

Certified that this Register contains 92 pages
are serially numbered from 1-92 and bought in to
on w.e.f 23.05.2016




Principal
Free Narayana Training College
Nedunganda

REGISTER OF MONITORING COMMITTEE
FOR
CODE OF CONDUCT - MINUTES BOOK

Code of Conduct.

In exercise of the powers conferred by clause (c) of subsection (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956) read with the rule 9 of the University Grants Commission (Terms and conditions of Service of employees) Rules, 1958, the UGC made the regulations for the same. Accordingly State Universities and affiliated colleges have made regulations regarding code of conduct of teachers, students, administrators and Non-teaching staff.

Sree Narayana Training College made the regulations related to the code of conduct of students, teachers and non-teaching staff and is published in the college calendar every year to communicate with the students. The modifications related to the regulations are made managed by the Monitoring Committee constituted by the Internal Quality Assurance Cell of the college. (IQAAC)

About the Committee

The committee is meant for monitoring the code of conduct implemented in the institution for the students, teachers and non-teaching staff of the institution. Thus the committee ensures the proper functioning of the institution adhering

the vision and mission of the institution. Every year, the monitoring committee is reconstituted by the IQAC of the institution. The committee meets twice in the year in the months of May and December.

Responsibilities of the Committee

1. To conduct awareness programmes for the student teachers and parents on code of conduct of the institution.
2. To conduct awareness programmes on code of conduct for teachers and non-teaching staff.
3. To suggest measures for the qualitative enhancement of the code of conduct of the institutions from time to time.
4. To Monitor the implementation of Awareness programmes and annual strategic plans for attaining the objectives of the committee.

Structure of the Committee

The structure of the committee include Principal as the chairperson / chairman of the committee, Management Representative, Coordinator of IQAC, Convener of the committee [Convener of discipline committee],

Deputy warden in charge of college hostel, Senior most faculty of the college, and representative of Administrative Staff.
 As per the structure the monitoring committee of the Code of Conduct for the Academic Year included the following nominated members.

- | | |
|---------------------|---|
| Dr. Ushakumari K. | - Chairperson [Ex-officio member] |
| Sri. Aji S.R.M. | - Management Representative |
| Dr. Rany S. | - Coordinator, IQAC |
| Dr. Pramod. G. Nair | - Convener. |
| Dr. Sheeba P. | - Deputy Warden in charge of hostel. |
| Sri. Praveen R | - Senior most faculty of the college. |
| Smt. Mahilamani | - Representative from Administrative Staff. |


2016 - 2017


Notice 1







It is decided to conduct a meeting of the Monitoring Committee of Code of Conduct on 23.05.2016 at Principal's Chamber. at 10 AM. All members are directed to attend the same.

Agenda



1. To evaluate the programmes conducted as part of professional ethics and code of conduct for the academic year 2015-16.
2. To suggest organization of programmes for enhancing professional ethics among faculty members, student teachers and administrative staff.


Dr. Pramod. G. Nair
Convener


Dr. Ushakumari K.
Chair person.

1. Dr. Ushakumari 
2. Aji SRM - 
3. Dr. Pramod. G. Nair - 
4. Dr. Sheeba P. 
- X 5. Praveen R. 
6. Dr. Roy S. 

The meeting started at 10 AM at Principal's Chamber. The following members were present in the meeting.

1. Dr. Ushakumari K. 
2. Aji SRM - 



3. Dr. Pramod G. Nair *pm*
4. Dr. Sheeba P. *SP*
- X 5. Praveen B. *Qmv*
6. Dr. S. Rany *Rany*
- Minutes of the Meeting

1. As part of the orientation to the code of conduct of the institution, the student teachers and parents were provided awareness class on 10.06.2015 by the principal.
2. The mentor teachers of the respective student groups were provided personal assistance for the students regarding the code of conduct of the students.
3. It was decided to organize an orientation programme on the professional ethics for the parents of student teachers on 06.06.2016. It was also decided to organize the orientation programme for the student teachers of the new academic year on 08.06.2016.
4. It was decided to provide all the circulars related to professional ethics and code of conduct on regular basis.

pm
Convenor

Dr. Pramod G. Nair

Ushel

Dr. Ushakumari K.
Chair person

[Signature]
Principal
Sree Narayana Training College
Nedunganda



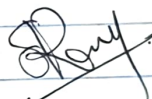
2017-2018



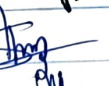



Notice 1

It is decided to conduct a Meeting of Monitoring Committee of Code of conduct on 02.06.2017 at Principal's chamber. at 10 AM. All members are directed to attend the same.







Agenda

Reconstitution of Monitoring Committee of Code of conduct of Sree Narayana Training College for the academic year 2017-2018.


Dr. S. Rany
Chair person

1. Dr. S. Rany 
2. Aji SRM 
3. Dr. Prasad G. Nair 
4. Dr. Smith S. 
5. Dr. Sheeba P. 
6. Sobhana 

The meeting started at 10 AM and the following members were present.


1. Dr. S. Rany 
2. Aji SRM 
3. Dr. Prasad G. Nair 
4. Dr. Sheeba P. 
5. Dr. Smith S. 
6. Sobhana 



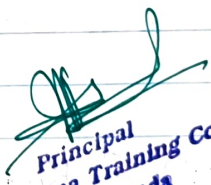
Minutes of the Meeting

The Monitoring Committee of the Code of Conduct for the Academic year 2017-2018 was reconstituted with the following members.

- Sri. Aji SRM - Management Representative
- Dr. Rany S - Chair person (Ex-officio member)
- Dr. Pramod G Nair - Convener
- Dr. Smita S. - Coordinator IQAC
- Dr. Sheeba P. - Senior most Faculty of the college.
- Smt. Sobhana - Representative from Administrative staff.


Dr. Rany S.
Chair Person




Principal
Sree Narayana Training College
Nedunganda

Notice II

It is decided to conduct a meeting of Monitoring Committee of Code of Conduct on 10.06.2017 at Principal's Chamber at 3 PM. All members are directed to attend the same.

Agenda

1. Evaluation of the programmes conducted as part of professional ethics and code of conduct for the students, parents and teaching and administrative staff of the academic year 2016-17.
2. To plan professional ethics programmes for the enhancement of code of conduct for the academic year 2017-18.

^{pm}
Dr. Pramod G. Nair
Convener.

^{pm}
Dr. Rany. S.
Chair person

1. Dr. S. Rany. ^{pm}
2. Aji SRM- ^{pm}
3. Dr. Pramod G. Nair ^{pm}
4. Dr. Shashi P. ^{pm}
5. Dr. Emite S. ^{pm}
6. Sobhane S. ^{pm}

The meeting started on 10.06.2017 at principal's chamber. at 3 PM. The following members were present in the meeting.

1. Dr. S Rany ^{pm}
2. Aji SRM- ^{pm}



3. Dr. Premod G. Nair

4. Dr. Sheela P.

5. Dr. Smita S

6. Bobha S. Author

Minutes of the meeting

1. The orientation programmes organized for the parents and student teachers were found to be satisfactory.
2. The Administrative staff and Teaching faculty need career orientation programmes as part of the professional ethics and code of conduct.
3. It is decided to provide an orientation programme for the student teachers regarding the rules and regulations of the college library.
4. It is decided to organize awareness programmes for the teaching & non-teaching staffs regarding the professional ethics.

^{part}
Dr. Premod G. Nair
Convener

Dr. Rany S.
Chair person.



Principal
Sree Narayana Training College
Nedunganda

2018-2019.

Notice I

It is decided to conduct a Meeting of the Monitoring Committee of code of conduct on 24.05.2018 at Principal's chamber at 10 AM. All members are directed to attend the same.

Agenda

Reconstitution of Monitoring Committee of Code of Conduct of Sree Narayana Training College for the academic year 2018-2019.

Dr. Pramed. C. Nair
Convener.

Dr. Rany S.
Chair person.

1. Dr. Rany S.
2. Aji SKM -
3. Dr. Pramed. C. Nair
4. Dr. Sheeba P.
5. Dr. Smith S.
6. Sathya S

The meeting started at 10 am on 24.05.2018 at Principal's chamber. The following members were present in the meeting.

1. Dr. S. Rany.
2. Aji SKM -
3. Dr. Pramed C Nair
4. Dr. Sheeba P.
5. Dr. Smith S.
6. Sathya S

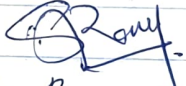


Minutes of the Meeting

The Monitoring Committee for the Code of Conduct of Sree Narayana Training College for the Academic year 2018-2019 was reconstituted with the following nominated members.

- Dr. Rany S. - Chairperson (Ex officio Member)
- Sri. Aji SRM. - Management Representative.
- Dr. Pramod. G. Nair - Convener
- Dr. Smitha S. - Coordinator, IQAC.
- Dr. Sheeba P - Senior most faculty of the college.
- Sri. Jainendran - Representative from Administrative Staff.

^{pm}
Dr. Pramod. G. Nair
Convener.


Dr. Rany S.
Chairman.




Principal
Sree Narayana Training College
Nedunganda

Notice II

It is decided to conduct a Meeting of Monitoring Committee of Code of Conduct on 06.06.2018 at Principals Chamber at 10 AM. All members are directed to attend the same.

Agenda

1. Evaluation of the programmes conducted as part of professional ethics and code of conduct for the students, teaching and administrative staff for 2017-18
2. Planning professional ethics programmes for the qualitative enhancement of the code of conduct of the institution for the Academic year 2018-19.

^{pm}
Dr. Pramod G. Nair

Dr. S. Rany.
Chair Person.

Convener.

1. ~~Dr. Sheeba P.~~ Dr. Rany S.
2. Aji SRM -
3. Dr. Pramod G. Nair ^{pm}
4. Dr. Sheeba P.
5. Dr. Smitha S. ~~Dr. Smitha S.~~
6. Jaishan Sanu


The meeting started at 06.06.2018 at Principals Chamber at 10 AM. The following members were present in the meeting:

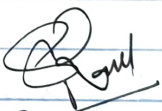
1. ~~Dr. Sheeba P.~~ Dr. Rany S.
2. Aji SRM -
3. Sheeba P.
4. Dr. Pramod G. Nair - ^{pm}
5. Dr. Smitha S. ~~Dr. Smitha S.~~
6. Jaishan Sanu




Minutes of the Meeting

1. An awareness class for the student teachers on Code of conduct of the institutions was provided by the Principal on 12.06.2017.
2. Sri. S. Suresh, the former Superintendent of S.N. College Kollam acted as a resource person for the Orientation programme organized for the ^{administrative} staffs. The class was organized on 24.06.2017.
3. The teachers were provided ~~with~~ ^{the class on} the code of conduct on 17.06.2017. by Dr. R. Raveendran, former Principal of S.N. College Varkala.
4. The student teachers were given orientation in the use of college library by Sri. Babu Sunil, Librarian of the college.
5. It is decided to organize more qualitative programmes for the enhancement of the code of conduct of the institutions.


Dr. Pramod. G. Nair
Convener.


Dr. Rany S.
Chair person.




Principal
Sree Narayana Training College
Nedunganda

2019-2020

Notice I

It is decided to conduct a meeting of Monitoring Committee of the Code of Conduct on 27.05.2019 at Principal's chamber at 10 AM. All members are directed to attend the same.

Agenda

Reconstitution of Monitoring Committee of Code of Conduct of Sree Narayana Training College for the academic year 2019-2020.

Dr. Pramod G. Nair
Convener

Dr. Sheeba P
Chair person (Ex-officio)

1. Dr. Sheeba P.
2. Aji SRM-
3. Dr. Pramod G. Nair
- X 4. Praveen R
5. Dr. Pramod G. Nair
6. Dr. Smith S
- 7.

The meeting started at 10 AM on 27.05.19 at the principal's chamber. The following members were present in the meeting.


1. Dr. Sheeba P.
2. Aji SRM-
3. Dr. Pramod G. Nair
- X 4. Praveen R
5. Dr. Smith S
6. Sandran




Minutes of the Meeting.

The Monitoring Committee for the Code of Conduct of Sree Narayana Training College for the Academic Year 2019-2020 was reconstituted with the following nominated members.

- Dr. Sheeba P. - Chair Person (Ex-Officio Member)
 Sri Aji SRM. - Management Representative.
 Dr. Pramod. G. Nair - Convener.
 Dr. Smitha S. - Coordinator, IQAC
 Senior most Sri. Praveen R - Senior most faculty of the College.
 Sri. Jainendhar - Representative from Administrative Staff.


 Dr. Pramod. G. Nair
 Convener


 Dr. Sheeba P.
 Chair person.




 Principal
 Sree Narayana Training College
 Nedunganda

Notice II

It is decided to conduct a meeting of the Monitoring Committee of the Code of Conduct on 10.01.2020 at 3 PM. All members are directed to attend the same.

Agenda

1. Evaluation of Programmes conducted as part of professional ethics and code of Conduct for the students, teaching staff and Administrative staff during the Academic year 2018-2019.
2. To discuss the necessary modification required for the handbook of code of conduct with special emphasis to guidelines entitled 'Mulya Pravah' - inculcation of human values and professional ethics in Higher Education institutions" promulgated by UGC on November 2019.




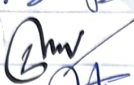


pm
Dr. Pramod G. Nair
Convener.

pm
Dr. Sheeba P
Chair Person

1. Dr. Sheeba P. *pm*
2. Aji SKM - *pm*
3. Dr. Pramod G. Nair *pm*
- X 4. Praveen R *pm*
5. Dr. Smith S *pm*
6. Jacelem *pm*



The meeting started at 3 PM on 10.01.2020 at Principals Chamber and the following members were present in the meeting.


1. Dr. Sheeba P. 
2. Aji SRM- 
3. Dr. Pramod G. Nair 
- X 4. Praveen R 
5. Dr. Smithe S. 
6. Jansin 


Minutes of the meeting

1. The Awareness classes organized as part of the code of conduct & professional ethics for teaching and administrative staff were found to be effective.

2. It is decided to modify the handbook of Code of Conduct of the Institution in accordance with the newly formulated guidelines of UGC.

A sub committee was appointed under the leadership of Dr. Sangeetha N.R, Asst. Professor, of the College to modify the handbook and publish the same on the college website.


Dr. Pramod G. Nair
Convener


Dr. Sheeba P.
Chair Person.




Principal
Sree Narayana Training College
Nedunganda

2020 - 2021

Notice I

It is decided to conduct a meeting of the Monitoring Committee of the code of Conduct on 10.12.2020 at Principal's Chamber at 10 AM. All members are directed to attend the same.

Agenda.

Reconstitution of Monitoring Committee of Code of Conduct of Sree Narayana Training College for the academic year 2020-2021.

Dr. Pramod. G. Nair
Convener

Dr. Sheeba P.
Chairperson

1. Dr. Sheeba P.

2. Aji SRM -

3. Dr. Pramod G. Nair

X 4. Praveen R

5. Dr. Anitha S

6. J. Arundhanis

The meeting started at 10 AM on 10.12.2020 at Principal's Chamber. The following members were present in the meeting.

1. Dr. Sheeba P.

2. Aji SRM -

3. Dr. Pramod. G. Nair



- X 4. Praveen R. ~~Dr~~
 5. Dr. Smith S. ~~From~~
 6. Sundaram Sundaram

Minutes of the Meeting

The Monitoring Committee for the Code of Conduct of Sree Narayana Training College for the Academic Year 2020-2021 was reconstituted with the following nominated members.

Dr. Sheeba P. - Chair Person (Ex-officio Member)

Sri. Aji S.R.M. - Management Representative.

Dr. Pramod. G. Nair - Convenor

Dr. Smith S - Co-ordinator, IGAC

Sri. Praveen R - Senior most faculty of the College.

Smt. Ushakumari S. - Representative from Administrative Staff.

~~Dr~~
 Dr. Pramod. G. Nair.
 Convenor

~~Dr~~
 Dr. Sheeba P.
 Chair Person.


 Principal
 Sree Narayana Training College
 Nedunganda


2020-21


Notice




It is decided to conduct a meeting of Monitoring Committee of Code of Conduct on 22.03.2021 at 3 PM at Principal's chamber. All members are directed to attend the same.

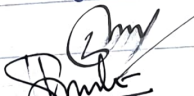

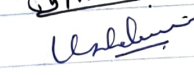
Agenda.

Evaluation of the programmes conducted as part of the code of conduct and professional ethics for the academic year 2020-21 2019-20.








Dr. Prasad G. Nair
Convener


Dr. Sheeba P.
Chair person.

1. Dr. Sheeba P. 
2. Aji SRM - 
3. Dr. Prasad G. Nair 

4. Sraveen R. 
5. Dr. Smitha S. 
6. Ushakumari S. 


The meeting started at 3 PM on 22.03.2021 at Principal's chamber. and the following members were present in the meeting.


1. Dr. Sheeba P. 
2. Aji SRM - 
3. Dr. Prasad G. Nair 
4. Sraveen R. 
5. Dr. Smitha S. 
6. Ushakumari S. 



Minutes of the Meeting

1. The period being the lockdown on account of covid, 19 pandemic majority of the programmes planned as part of professional ethics were not implemented offline.
2. The handbook of code of conduct and professional ethics of the institution was modified by the subcommittee and was submitted for the suggestions and approval from IQAC and Monitoring Committee of the college.


Dr. Pramod G. Nair
Convener


Dr. Sheeba P.
Chair person.




Principal
Sree Narayana Training College
Nedunganda


2021-2022


Notice I







It is decided to conduct a meeting of the Monitoring Committee of Code of conduct on 18.10.2021 at 3 PM at Principal's chamber. All members are directed to attend the same.

Agenda.

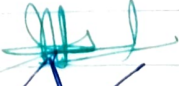



Reconstitution of the Monitoring Committee for Code of conduct of the Sree Narayana Training College for the academic year 2021-2022.


Dr. Pramod G. Nair.
Convener


Dr. Sheeba P.
Chair person.

1. Dr. Sheeba P. 
2. Aji SRM- 
3. Dr. Pramod G. Nair 
- X 4. ~~Praveen R.~~ 
5. Dr. Smitha 
6. Ushakumari S. 

The meeting started at 3 PM on 18.10.2021 at Principal's chamber and the following members were present in the meeting:

1. Dr. Sheeba P. 
2. Aji SRM- 
3. Dr. Pramod G. Nair 
- X 4. ~~Praveen R.~~ 
- 5.





Ushakumar. S
 6. Dr. Smitha S. ~~Smitha~~

Minutes of the Meeting


The Monitoring Committee of the Code of Conduct of Sree Narayana Training College for the Academic year 2021-2022 was reconstituted with the following nominated members.

- Dr. Sheeba P. - Chairperson (Ex-officio member)
 Sri. Aji SR.M. - Management Representative
 Dr. Prasad R Nair - Convener
 Dr. Smitha S - Coordinator, IQAC.
 Sri. Praveen R - Seniormost faculty of the College.
 Smt. Susobha - Representative from Administrative staff.


 Dr. Prasad R. Nair
 Convener


 Dr. Sheeba P.
 Chairperson





 Principal
 Sree Narayana Training College
 Nedunganda


Notice II




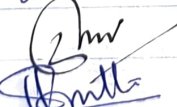
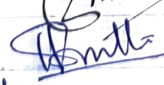
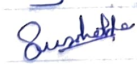
It is decided to conduct a meeting of the Monitoring Committee of Code of Conduct on 26.10.2021 at 3 pm at Principals Chamber. All members are directed to attend the same.

Agenda




1. To evaluate the programmes conducted as part of the code of conduct and professional ethics for the academic year 2020-21.
2. To plan & suggest measures for the enhancement of the qualitative improvement of code of conduct of the institution.


Dr. Prasad G. Nair
Convener.

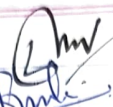


Dr. Sheeba P.
Chair person.

1. Dr. Sheeba P. 
2. Aji S.R.M. - 
3. Dr. Prasad G. Nair 
- x 4. ~~Praveen R~~ 
5. Dr. Smith S 
6. Suresh. 

The meeting started at 3 pm on 26th October 2021. at Principals Chamber and the following members were present in the meeting:


1. Dr. Sheeba P. 
2. Aji S.R.M. - 
3. Dr. Prasad G. Nair 

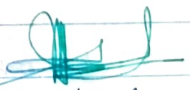


- X 4. Aravind R. 
5. Dr. Smith S 
6. Sushobh Sushobh.

Minutes of the meeting

1. The principal of Sree Narayana Training College had provided an awareness session on the code of conduct of the institution for parents and student teachers of newly admitted students on 17.11.2021.
2. On 14th November 2021, the college organized a webinar on the topic 'Shaping the Artistry of Prospective Teachers' as a part of the R. Sankar Memorial Webinar Series. Prof. (Dr.) S. Sreedevi, former Principal of Govt. College of Teacher Education delivered an instructive and interesting talk on the professional ethics & code of conduct of the teachers of the scenario.
3. The modified handbook of Code of Conduct of the institution approved by the Monitoring Committee and IQAC was published on the college website.
4. It was decided to organize more programs to enhance the professional ethics of the teachers during the academic year.


Dr. Aravind C. Nair
Convener.


Dr. Sheeba P.
Chair Person.




Principal
Sree Narayana Training College
Nedunganda


2022-23

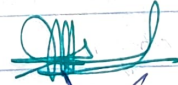





Notice 1

It is decided to conduct a meeting of the Monitoring Committee of Code of Conduct on 25.07.2022 at 3pm at Principal's Chamber. All members are directed to attend the same without fail.



Agenda:

Reconstitution of Monitoring Committee of Code of Conduct of Free Narayana Training College for the academic year 2022-23.



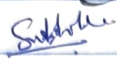

Dr. Sheeba P.
Chair person.

1. Dr. Sheeba P. 
2. Aji SRM - 
3. Dr. Sangeetha N.R. 
4. Praveen R. 
5. ~~Dr. Smitha Rishu~~  

The meeting started at 3 pm on 25th July 2022 and the following members were present in the meeting.

1. Dr. Sheeba P. 
2. Aji SRM - 




3. Dr. Sangeetha N.R. 
- X 4. Praveen R. 
5. Subhola 
- 6.

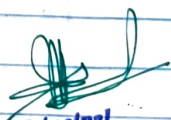
Minutes of the Meeting

The Monitoring Committee of the Code of Conduct of the Sree Narayana Training College for the Academic year 2022-23 was constituted with the following nominated members.

- Sri. Aji. SKM - Management Representative.
- Dr. Sheeba P - Chairperson (Ex-officio Mbr).
- Dr. Biju Sukumar - Convener
- Dr. Sangeetha NR - Coordinator, IQAC.
- Dr. Praveen R - Senior most Faculty of College.
- Sri. Poojith Lal - Represents the former Administrative staff.


Dr. Sheeba P.
Chair person.





Principal
Sree Narayana Training College
Nedunganda

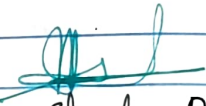
Notice 2







It is decided to conduct a meeting of the Monitoring Committee of Code of Conduct on 02.09.2022 at 3 PM at Principal's chamber. All members are directed to attend the same without fail.

Agenda




1. To evaluate the programmes conducted as part of the code of conduct & professional ethics during the year 2021-2022.
2. To suggest measures for enhancing the code of conduct of the institution.


Dr. Bijju Sukumar.
Convener



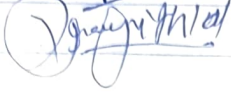

Dr. Sheeba P.
Chairperson.

1. Dr. Sheeba P. 
2. Aji SRM- 
3. Dr. Biju Sukumar 
- X 4. Sangeetha R. 
5. Dr. Sangeetha N.R. 
6. Anandha M.S. 

The meeting started at 3 PM at principal's chamber and the following members were present in the meeting.


1. Dr. Sheeba P- 
2. Aji SRM - 
3. Dr. Biju Sukumar 




4. Praveen R. 
5. Dr. Sangeetha N.K. 
6. Pranju M/d. M.S. 

Minutes of the meeting

1. The awareness session on code of conduct of the institution by the Principal to students, and parents were effective.
2. The feedback from the student teachers revealed that the webinar on the professional ethics programme conducted by the R. Sankar Webinar series was effective.
3. It was decided to organize an awareness session on the code of conduct of teachers for the newly admitted students, in collaboration with IQAC.


Dr. Biju Sukumar.
Convener.


Dr. Sheeba P.
Chair person.




Principal
Sree Narayana Training College
Nedunganda