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MEENAKSHI SUNDARARAJAN ENGINEERING COLLEGE

363, Arcot Road, Kodambakkam, Chennai – 24 Approved by AICTE & Affiliated to Anna University email Id: principal@msec.edu.in

Website: <u>www.msec.edu.in</u>

Criterion	VII 🗕	Institu	tional	∣ Va	lues	and	Rest	Practices
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7.1 Institutional Values and Social Responsibilities

7.1.10 CODE OF CONDUCT

Periodic programs conducted on code of conduct

7.1.10 ANNUAL AWARENESS PROGRAM ON CODE OF CONDUCT

The monitoring committee of MSEC conducts various programs on code of conduct for the Staff and students.

Induction Program:

Virtual induction Program for the academic year 2020-21 was conducted at 10-11.2020 at 10:40 AM by our secretary madam Dr.K. S, Babai through Zoom link. Secretary madam advised the students on the Code of behavior to be followed during the course of study. Our honorable principal Dr.P.K.Suresh and Dean academics Dr.K.Umarani also advised the gathering on the way they have to behave in and outside the campus.

UHV Program for students:

A UHV refresher program for students were conducted on different modules from 10.11.20 to 18.11.20 . The students gained an insight into their department their faculties and also had training on Yoga. They also gained knowledge on historical places, UHV self-behavior and human values, Physical activities. They also had extracurricular activities.

UHV Program for Staff:

All the staff of the Institution attended the UHV program organized by AICTE on Universal Human Values every year. The program creates among the staff how to handle students from different sectors. It also inculcates the values to handle peer pressure, stress among the staff. It also helps in right understanding and right harmony in developing the students as good citizens,

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CIRCULAR

Respected Staff members,

A meeting for Humanities and Science department will be scheduled to conduct Youth Motivation Program for students on Tuesday, (17.11.2020) through online mode for the academic year 2020-2021 by 10 AM. Kindly make it convenient to attend the meeting.

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Minutes of Meeting

Date: 17.11.20

Venue: Online

Agenda:

Planning for Youth Motivation Program for the academic year 2020-2021 (Odd semester)

Convener:

Head of the Department, Prof.S. Raman, -Humanities and Science

Members:

Faculty members of Humanities and Science Department

- 1. Session on Literature activities were conducted through videos and presentation and students were very much interested to know our rich literary wealth of India.
- 2. Motivational Lecture by Swamiji Apavarkananda Editor Sri Ramakrishna Vijayam, Sri Ramakrishna Math, Chennai was also conducted for all students
- 3. Session on Curricular activities were conducted with the Guest address followed by interactions with Alumni
- 4. This Induction Program has proved to be very useful not only with the newly admitted students but also to all the faculty members who were involved. It has created a bond between the students and faculty members and will help the students throughout their four years of study.

HOD

Secretary

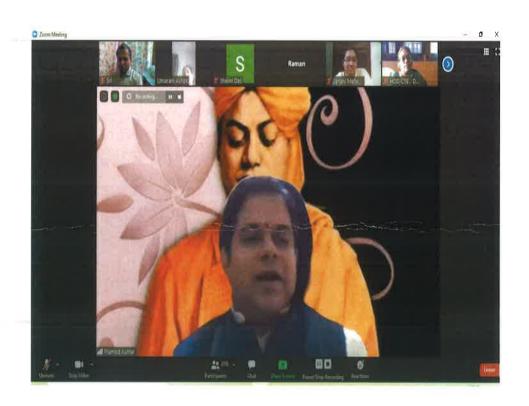
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YOUTH MOTIVATION PROGRAM HELD ON 17.11.20



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CIRCULAR

Respected Staff members,

A meeting for Humanities and Science department will be scheduled to conduct Youth Motivation Program for students on Saturday, (19.09.2019) odd semester for the academic year 2019-2020 by 2 PM. Kindly make it convenient to attend the meeting.

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Minutes of Meeting

Date: 19.9.19

Venue: Seminar hall

Agenda:

Planning for Youth Motivation program for the academic year 2019-2020(odd semester)

Convener:

Head of the Department, Prof.S.. Raman, -Humanities and Science

Members:

Faculty menbers of Humanities and Science Department

- 1. The main aim is to inculcate the teachings of Vivekananda in the minds of the students by His Holiness. Pramod swamiji.
- 2. Creating awareness about Youth Empowerment through various activities.
- 3.Swamiji's talk on Vivekananda's life and teachings will definitely motivate the students in their life to reach the sky.
- 4. Engaging and energizing variety cultural show with the great Tamil poet Bharathiar songs were conducted.

Sarron

Secretary

Principal



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CIRCULAR

Respected Staff members,

A meeting for Humanities and Science department will be scheduled to conduct Youth Motivation Program for students on Saturday (15.05.2019) for the academic year 2018-2019 by 2 PM. Kindly make it convenient to attend the meeting.

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YOUTH MOTIVATION PROGRAM HELD ON 15.9.19



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CIRCULAR

Respected Staff members,

A meeting for Humanities and Science department will be scheduled to conduct Youth Motivation Program for students on Saturday, (20.10.2017) for the academic year 2017-2018 by 2 PM. Kindly make it convenient to attend the meeting.

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Minutes of Meeting

Date: 20.10.17

Venue: Seminar hall

Agenda:

Planning for Youth Motivation program for the academic year 2017-2018 (Odd semester)

Convener:

Head of the Department, Prof. S. Raman, -Humanities and Science

Members:

Faculty members of Humanities and Science Department

- 1. Decide to conduct youth motivation program for this academic year to first year students.
- 2. Creating awareness about value education through younger minds through this program affectively.
- 3. Motivating the students to take part in various social activities and try to enhance harmony and peace in their life.
- 4. Certificates to be given for the students for their participation in the YSP program. with this the meeting came to a close.

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Secretary

Principal



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YOUTH MOTIVATION PROGRAM HELD ON 20.10.2017



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CIRCULAR

Respected Staff members,

A meeting for Humanities and Science department will be scheduled to conduct Youth Motivation Program for students on Saturday, (25.04.2017) for the academic year 2016-2017 by 2 PM. Kindly make it convenient to attend the meeting.

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DEPARTMENT OF HUMANITIES AND SCIENCE

Minutes of Meeting

Date: 25.4.17

Hall

Venue: Seminar

Agenda:

Planning for Youth Motivation Program for the academic year 2016-2017 (Even semester)

Convener:

Head of the Department, Prof.S.Raman, -Humanities and Science

Members:

Faculty members of Humanities and Science Department

- 1. Discussion of conducting Youth Motivation Program to first year students.
- 2. Creating awareness of the value education through various activities.
- 3. Motivating the students to take part inter collegiate and other competitions connected with human values.
- 4. Certificates to be given for the students for their participation in the YS program. with this the meeting came to a close.

Same

Secretary

Principal



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YOUTH MOTIVATION PROGRAM ON AGRICULTURE HELD ON 25.4.2017





INDIAN INSTITUTE OF ENGINEERING TECHNOLOGY 363 ARCOT ROAD, KODAMBAKKAM, CHENNAI 24

Dr.K.S. BABAI, B.Sc, B.E. MS PhD FIE, MISTE Secretary

Office: 24801636 Res: 28273549

07.02.2018

ORDERS OF APPOINTMENT OF THE TEACHING STAFF

Ref: Application of Ms.J.Seethalakshmi

Ms.J.Seethalakshmi M.Sc.M.Phil is hereby appointed as Assistant Professor in the Department of Physics in Meenakshi Sundararajan Engineering College, Chennai-24 on a salary as given below:

Gross Pay 12000 Management Contribution to EPF

Total 13440

The terms and conditions are mentioned in Annexure. The hours of work will be 8.30 A.M. to 4.30 P.M. from Monday to Saturday. She is requested to join duty immediately producing the original certificates.

SECRETARY

To

Ms.J.Seethalakshmi No: 1/575, 3rd Street, Lakshmi Nagar(South), Mudichur, Chennai - 600 048.

ANNEXURE

- In the interests of the Students, the Lecturer should not leave the service in the middle of the academic year. If he/she wants to relinquish the appointment at the end of the academic year, he / she should give three months notice to the Management and can leave from 1st May.
 The letter for resignation should be on 1st February failing which,
 3 months salary should be paid in lieu of notice period.
- The Lecturer shall discharge her/his duties efficiently and diligently to match with the academic standards and performance norms laid down by the college and the University.
- The Lecturer shall strive to update her/his knowledge and skill so as to be fully equipped professionally for the proper discharge of her/his assigned duties.
- 4. The Lecturer shall conduct herself/himself with absolute dignity and decorum in her/his dealings with superiors, colleagues and students at all times.
- The Lecturer shall not absent herself/himself from duties at any time without the prior permission of the Principal or any other designated authority.
- 6. The Management may at any time terminate the service of the Lecturer for professional incompetence, misconduct, willful negligence of duty or insubordination
- 7. The Lecturer while accepting the appointment give an undertaking that she/he would strictly abide by the conditions stipulated in the appointment order.
- 8. Staff will be permitted to go for higher studies on part-time or on external registration (not full time) giving an undertaking that they would serve for 3 years after completion of Master Programme and 5 years after completion of Ph.d.
- Those who complete 3 years of service are alone eligible to receive Service Certificate

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Cordially invites all the students of batch
2020-2021 and Parents on auspicious
occasion of
"VIRTUAL INDUCTION PROGRAMME"



on 10-11-2020 at 10.40 Am



Dr.K.S LAKSHMI CORRESPONDENT MSEC DR.K.S.BABAI
SECRETARY
DR.N.SREEKANTH
DIRECTOR
MSEC

DR.P.K.SURESH
PRINCIPAL
DR.K.UMARANI
DEAN ACADEMICS
MSEC

Join Zoom Meeting

https://us02web.zoom.us/j/84170455007?pwd=L1BiRlozc2NqYXJZQIQ4ZkVlaW45dz09

Meeting ID: 8417045 5007

Passcode: 381038

SCHEDULE OF THE PROGRAM

S.NO	DATE	TIME	MODULES	STAFF INCHARGE NAME
1	10/11/2020	1.00-2.30	INAUGURAL SESSION	Inaugural Session- HOD Presentation about Civil Department- Dr.L.Ramajeyam
2	10/11/2020	2.30-4.00	MODULE 2 CREATIVE ARTS AND CULTURE	Mrs. Srividhya
3	11/11/2020	9.00-10.30	SPEECH ABOUT CIVIL DEPARTMENT	Mr.R.Arivazhgan
4	11/11/2020	11.00-12.30	MODULE 4 VISITS IN LOCAL AREA	Mr. Siva Baskaran
5	11/11/2020	1.30-3.00	MODULE 5 LECTURES & WORKSHOPS BY EMINENT PEOPLE	Ms. Bhuvanadevi
6	12/11/2020	9.00-10.30	MODULE 1 PHYSICAL ACTIVITY	Mrs. Nirmalambal
7	12/11/2020	11.00-12.30	MODULE 7 LITERARY ACTIVITY	Mrs. Jeevitha

8	12/11/2020	1.30-3.00	MODULE 8 EXTRA-CURRICULAR ACTIVITIES IN COLLEGE	Mrs. Srividhya
	16/11/2020	9.00-11.30	THUNIVU KOL, MUNEYRU BY SWAMI	Common to all Department
12	16/11/2020	1.30-3.00	MODULE 3 MENTORING & UNIVERSAL HUMAN VALUES	Mrs. U.Nirmalambal
13	17/11/2020	9.00-10.30	MODULE 9 EXTRA-CURRICULAR ACTIVITIES IN COLLEGE	Ms. Thilageswari
14	17/11/2020	11.00-12.30	MAN MAKING EDUCATION AND SERVICE TO SOCIETY BY DR. PRAMOTHKUMAR	Common to all Department
15	17/11/2020	1.30-3.00	MODULE 6 PROFICIENCY MODULES	Mrs. Malathy
16	18/11/2020	11.00-12.30	FEEDBACK & EVALUATION	Fallent (

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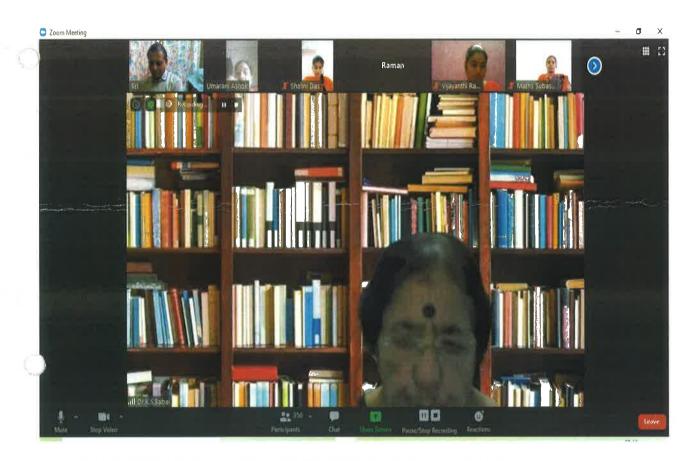
ABOUT THE PROGRAM

The inauguration program was held in the month of November. They have introduced us about 9 modules. In module -1 we came to know the value of civil engineering and laboratory facilities available in the institute. In module -2 we had yoga session which made us think that yoga is very important in everyone's life to make them physically and mentally fit. In module -3 we have to know about self-management, society participation and natural environment. In module-4 we came to know the local areas, health issues and diet. In module-5 we met the eminent person they thought us about self-confidence and gratitude towards elderly people. In module -6 we came to know about that our communicative skills will, improve by listening to the speeches, every single words listening by our inspired people that made us feel that we will succeed in whatever we try to learn and we came to know about moments and literary activities. In this induction program we came to know that every teachers makes a vital role in our life. And our secretary makes has spoken about the value of education, ethics behavioral aspects of everyone. She is the role model for very students and especially for girl students. We also thank AICTE for introducing these great modules for the benefits of the students for curriculum.



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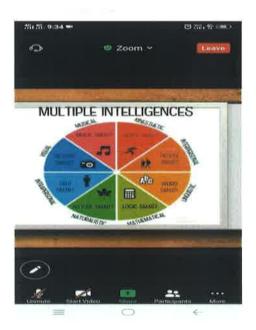
INDUCTION PROGRAMME HELD ON 10.11.2021

STUDENTS INDUCTION PROGRAM

INAUGURAL SESSION

On 10th November 2020, Meenakshi Sundararajan Engineering college invited its first year students, for student induction program. Module 1, was inaugural session conducted by Head of the department and dean of civil engineering Dr.L.Ramajeyam, all the first year civil engineering students was participated in the session. They are catch about civil department, faculty profile, department activities, accreditation and also gave a very good knowledge about industry. And then all the department incharge teachers explained about each and every department.



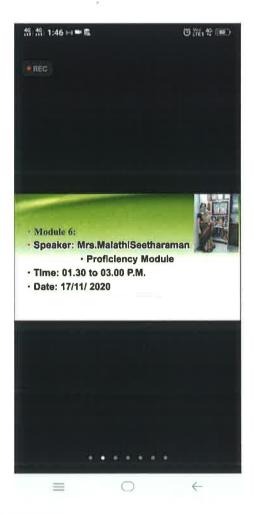


MODULE 1 PHYSICAL ACTIVITY

This session explained by Mrs.U.Nirmalambal, Associate Professor of Civil Engineering. WHO defines physical activity as any bodily movement produced by skeletal muscles that requires energy expenditure. Physical activity refers to all movement including during leisure time, for transport to get to and from places, or as part of a person's work. Both moderate- and vigorous-intensity physical activity improve health.Popular ways to be active include walking, cycling,

MODULE 6 PROFICIENCY MODULES

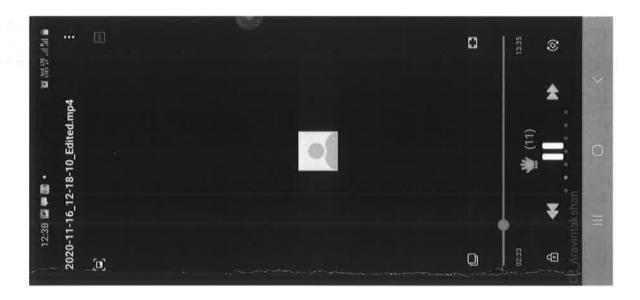
Session 6 was conducted by Mrs. Malathy The induction program period can be used to overcome some critical lacunas that students might have, for example, English, computer familiarity etc. These should run like crash courses, so that when normal courses start after the induction program, the student has overcome the lacunas substantially. We hope that problems arising due to lack of English skills, wherein students start lagging behind or failing in several subjects, for no fault of theirs, would, hopefully, become a thing of the past.



MODULE 7 LITERARY ACTIVITY

This module handled by Mrs.Jeevitha. Alright this module was fun over loaded modules with some literacy activity. Here speech were all about historical places like Mahapalipuram,

wheeling, sports, active recreation and play, and can be done at any level of skill and for enjoyment by everybody. Regular physical activity is proven to help prevent and manage non communicable diseases such as heart disease, stroke, diabetes and several cancers. It also helps prevent hypertension, maintain healthy body weight and can improve mental health, quality of life and well-being.

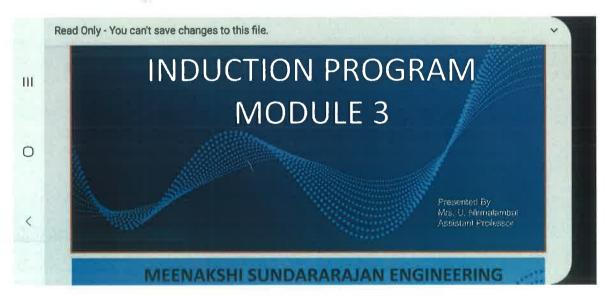


MODULE 2 CREATIVE ARTS AND CULTURE

This session explained by Mrs.Srividya, Assistant Professor of Chemistry. Which A talent show is an event in which participants perform the arts of singing, dancing, lipsyncing, acting, martial arts, playing an instrument, poetry, comedy or other activities to showcase skills. Many talent shows are performances rather than contests, but some are actual contests. In the instance of a contest, participants may be motivated to perform for a reward, trophy, or prize of some kind. For example, a high school might not have many students with any interest in performing in front of the student body for the sole purpose of performing alone and may offer different prizes as an incentive for these students to participate in the contest.

MODULE 3 MENTORING & UNIVERSAL HUMAN VALUES

This session explained by Mrs.U.Nirmalambal, Associate Professor of Civil Engineering. Mentoring and connecting the students with faculty members is the most important part of student induction. Mentoring takes place in the context and setting of Universal Human Values. It gets the student to explore oneself and experience the joy of learning, prepares one to stand up to peer pressure and take decisions with courage, be aware of relationships and be sensitive to others, understand the role of money in life and experience the feeling of prosperity. Need for character building has been underlined by many thinkers, universal human values provide the base. Methodology of teaching this content is extremely important. It must not be through do's and don'ts, but by getting the students to explore and think by engaging them in a dialogue. It is best taught through group discussions and real life activities rather than lecturing. The role of group discussions, however, with clarity of thought of the teachers cannot be over emphasized. It is essential for giving exposure, guiding thoughts, and realizing values. The teachers must come from all the departments rather than only one department like HSS or from outside of the Institute. Experiments in this direction at IIT(BHU) are noteworthy and one can learn from them. Discussions would be conducted in small groups of about 20 students with a faculty mentor each. It is to open thinking towards the self. Universal Human Values discussions could even continue for rest of the semester as a normal course, and not stop with the induction program. Besides drawing the attention of the student to larger issues of life, it would build relationships between teachers and students which last for their entire 4-year stay and possibly beyond.



Familiarization with College, Dept./Branch

Session was done by Dr.R.Arivazhagan, We are very proud to be one among the department in Meenakshi Sundararajan Engineering College. The department of Civil Engineering was established in the year 2002. Under the erudite leadership of Dr. L. Ramajeyam, Head of the Department along with the efficient faculty members and excellent students, the department has won laurels to the college. It has a separate block equipped with all facilities and laboratories such as Strength of Materials Lab, Construction Materials and Advanced Construction Engineering Lab, Highway Lab, Survey Equipment Store, Hydraulics Lab, Computer Lab, Geology Lab, Microbiology Lab, Public Health Lab, Soil Lab, Advanced Computing Techniques Lab. Civil Department comprises of Bachelor of Engineering course in Civil Engineering and Master of Engineering course in Construction Engineering and Management. The department has a separate ICI (Indian Concrete Institute) students chapter and has a strong association with PWD, Highway Department, TWAD, SERC, CMRL, Chennai Port Trust, Metro Water, L&T, Utracon Structural Systems, Langdonseah. Civil department conducts various technical seminars, conferences, workshops and faculty development programme at regular intervals apart from academic curriculum to make both students and staff updated with latest research areas and trends in the Civil Engineering Field.

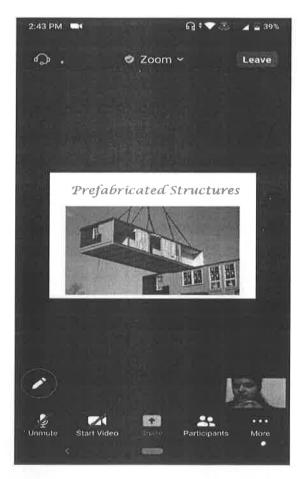
MODULE 4 VISITS IN LOCAL AREA

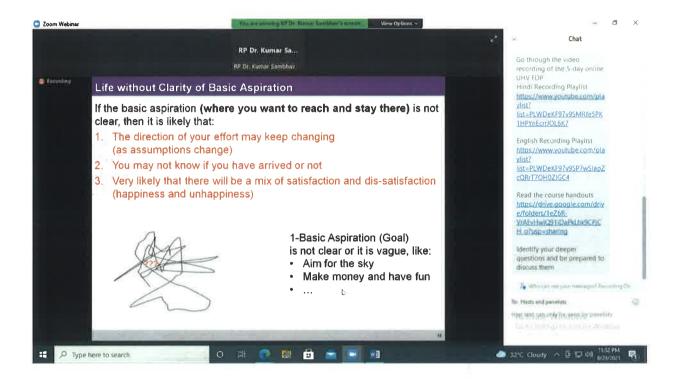
Session 4 was conducted by Mr.Sivabaskaran (Physical Director), who was one and only PET of the college. He gave very good speech about health and mental and local area, really his speech of play out door games. He aklso said so many about food habits. He is explain about Chennai city. Chennai (formerly known as Madras) is the capital city of the Indian state of Tamil Nadu. It has a population of about 7 million people. Almost 10% of all of the people in the state live in Chennai. The city is the fourth largest city of India. It was founded in 1661 by the British East India Company. The city is on the Coromandel Coast of the Bay of Bengal. Chennai is the automobile capital of India. It is also referred as the Detroit of South Asia. The 12 km (7 mi) long Marina Beach in Chennai, is one of the longest beaches in the world. The city is separated into three parts by two rivers. The Cooum River divides the city into almost half and the Adyar River divides the southern half of the city into two parts. The historic Buckingham Canal runs

through the city. It is almost parallel to the coast. The 350 year old city still has much of its old charm. Today, it is a big commercial and industrial centre. The city has much cultural heritage. The temples, shrines, forts and palaces of the city combine its past with the present.

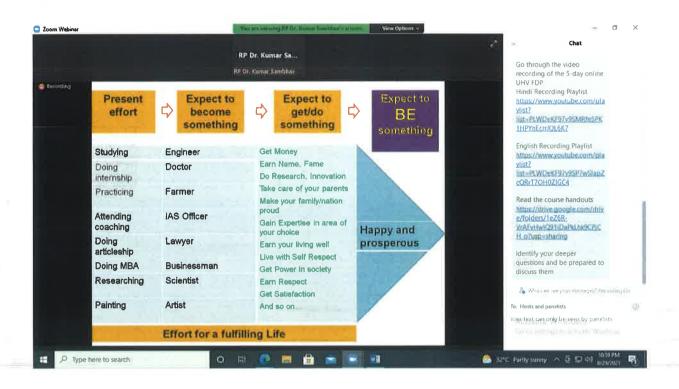
MODULE 5 LECTURES & WORKSHOPS BY EMINENT PEOPLE

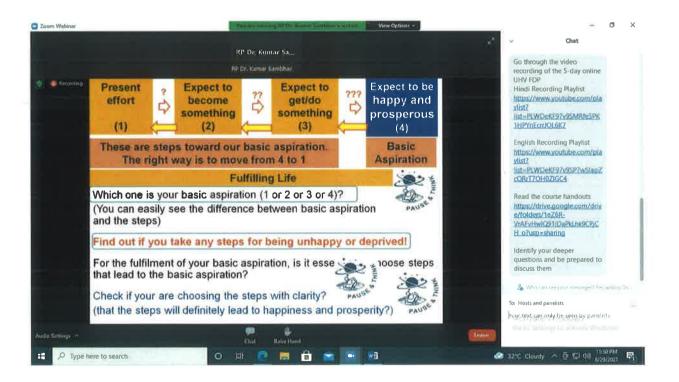
Miss.Bhuvanadevi mam gave a speech about eminent personalities which very informative and important for youngsters like us to listen. Lectures by eminent people should be organized, say, once a week. It would give the students exposure to people who are eminent, in industry or engineering, in social service, or in public life. Alumni could be invited as well. Motivational lectures about life, meditation, etc. by Ramakrishna Mission, Art of Living, Vivekanand Kendras, S-VYASA, etc. may be organized. Workshops which rejuvenate or bring relief to students would also be welcome, such as, Art of Living workshops





Outcome of basic aspiration





Chettinad, Kanyakumari etc., Their were some activity according to historical place which were exciting.

MODULE 8 EXTRA-CURRICULAR ACTIVITIES IN COLLEGE

Extracurricular activities are simply anything you do that is not a high school course or paid employment (but note that paid work experience is of interest to colleges and can substitute for some extracurricular activities). You should define your extracurricular activities in broad terms many applicants make the mistake of thinking of them solely as school-sponsored groups such as yearbook, band, or football. Not so. Most community and family activities are also "extracurricular."

Inference:

The students are feel more informative, helpful and motivated. They are learn lot of information about civil department. Students feel good to learn about all things before entering the college. They are feel help to communicate others and they are realize value of society and make them to feel contribute same to society.

Students feel that they learnt good things and useful for their life. Most important in their life. They can live in honesty and happily and they are feel self-confidence and self-respect and also learnt many important ethics of life.

