



SITAM

SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Gajularega, Vizianagaram, Andhra Pradesh, India-535002.

Accredited by "NAAC"

Approved by AICTE and Affiliated to JNTU- GURAJADA VIZIANAGARAM

Email: sitam@sitam.co.in, Website: www.sitam.co.in

Telephone No: 9676788811, 8978812341/2, Land Line: 08922-234775



IQAC-SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Qualitative Metrics

Criterion 7-Institutional Values and Best Practices

Key Indicator 7.1 Institutional Values and Social Responsibilities

7.1.10	The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programs in this regard.
---------------	---

To establish a congenial atmosphere, a generalized code of conduct is formulated in SITAM. Over the past few years, efforts are on way to instill the spirit of code of conduct in teachers, other employees and students.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for Students, Teachers , Administrators and other Staff
4. Annual awareness programs on Code of Conduct are organized

All the four features mentioned in AQAR Guidelines are available.

SPOC, IOAC
SITAM, GAJULAREGA
VIZIANAGARAM, A.P. INDIA



PRINCIPAL
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram



SITAM

SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Gajularega, Vizianagaram, Andhra Pradesh, India-535002.

Accredited by "NAAC"

Approved by AICTE and Affiliated to JNTU- GURAJADA VIZIANAGARAM

Email: sitam@sitam.co.in, Website: www.sitam.co.in

Telephone No: 9676788811, 8978812341/2, Land Line: 08922-234775



IQAC-SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Date: 19/07/2022

Circular

SUB: "Human Values and Ethics"

This is informed to a Program on "Human Values and Ethics" will be conducted on 19/07/2022 from 10:30 AM to 1.00 PM in the seminar hall.

ALL THE STUDENTS AND FACULTY ARE REQUESTED TO PARTICIPATE IN THE PROGRAM.

(CH.VENKATA LAKSHMI)

Coordinator, IQAC

(Dr.D.V.RAMAMURTHY)

Chairman, IQAC & Principal

Copy to:

- i. The Director for his information
- ii. All The Head of the Departments
- iii. All T&P Coordinator's
- iv. Office
- v. Boys Hostel Warden
- vi. Girls Hostel Warden

POC, IQAC
SITAM, GAJULAREGA
VIZIANAGARAM, INDIA



PRINCIPAL

**Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram**



SITAM

SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Gajularega, Vizianagaram, Andhra Pradesh, India-535002.

Accredited by "NAAC"

Approved by AICTE and Affiliated to JNTU- GURAJADA VIZIANAGARAM

Email: sitam@sitam.co.in, Website: www.sitam.co.in

Telephone No: 9676788811, 8978812341/2, Land Line: 08922-234775



IQAC-SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Thursday June 22, 2023

OFFICE ORDER

As a part of Sustainable Development Goals, (SDG), SITAM observes less-plastic-stance with effect from 2023-06-26 onward. As a part of this, the following items shall NOT be allowed to enter the Campus.

PLASTIC- ITEMS- PROHIBITED

- (1) Polythene Bags
- (2) Plastic Boxes
- (3) Plastic Water Bottles
- (4) Plastic Planks
- (5) All Plastic wears
- (6) Plastic plates
- (7) Plastic Folders

SDG student volunteers at the college entrance shall enforce this by checking the carry-on bags, if needed. All are requested to cooperate and comply.

(CH.VENKATA LAKSHMI)

Coordinator, IQAC

(Dr.D.V.RAMAMURTHY)

Chairman, IQAC & Principal

Copy to:

- i. The Director for his information
- ii. All The Head of the Departments
- iii. All T&P Coordinator's
- iv. Office
- v. Boys Hostel Warden
- vi. Girls Hostel Warden



Principal
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram



SITAM

SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Gajularega, Vizianagaram, Andhra Pradesh, India-535002.

Accredited by "NAAC"

Approved by AICTE and Affiliated to JNTU- GURAJADA VIZIANAGARAM

Email: sitam@sitam.co.in, Website: www.sitam.co.in

Telephone No: 9676788811, 8978812341/2, Land Line: 08922-234775



IQAC-SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

August 19, 2022

OFFICE ORDER

The CODE OF CONDUCT COMMITTEE is constituted with the following members. The committee members are directed to execute their responsibilities in letter and spirit to the benefit of the students, department and to the Institute at large. A list of the responsibilities includes, but not limited to:

- ✓ Ensuring orderly queues and ensuring events run smoothly.
- ✓ Ensuring that all the members follow decent dress code.
- ✓ Ensuring that the menace of ragging, heckling, hazing or other disturbances do not occur.
- ✓ Ensure the punctuality of class-work and other institutional events

PRINCIPAL
HOD-MECH
H&BS-HOD
EEE-HOD
ECE-HOD
CSO
CSE -HOD
CIVIL-HOD
AO
20B61A0550
21B65A0506
21B61A0430
21B61A0456

Dr.D.V.RAMAMURTHY
Smt.CH. VENKATALAKSHMI
Dr.K.SREELATHA
Mr.P.KARUNAKAR
Dr.T.D. V. A.NAIDU
Mr.K.SATYANARAYANA
Mr G.VENU MADHAV RAO
Mr.M.BHARGAVI
Mr. D.SURESH
SARITHA IV CSE
VINAY IV CSE
K.VAGDEVI III ECE
K. MAHESH BABU III ECE

SPOC, IQAC
SATYA INSTITUTE OF TECHNOLOGY AND MANAGEMENT
GURAJADA VIZIANAGARAM



PRINCIPAL
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram.

Code of conduct for Students

1. Plan to arrive to class on time and to stay for the entire class period (or until dismissed) because random arrivals and exits are disrespectful and distracting.
2. Every student must obtain on admission, the Identity Card which must have his/her photograph attested and wear the identity card on person whenever he/she is on the institute premises, and present it for inspection on demand.
3. Ragging/hazing is banned on the institute campus. Anyone found guilty of ragging and/or abetting ragging is liable to be punished as per the directive of the UGC and Govt. Any incident of ragging will be dealt with seriously. The culprits will be dismissed from the institute and a case will be filed with the local police authorities.
4. The institute prohibits political activities on the campus and forbids students from conducting and attending political meetings within the institute campus.
5. Students shall compulsorily wear the prescribed institute uniform on all working days except Saturdays. Uniform symbolizes unity and uniformity not diversity. It also indicates equality and a sense of belonging to the institution. Uniform provides a special identity. Hence it is a source of pride and responsibility, not liability. Parents are to see that the uniform and hair style of their wards are in tune with modesty and dignity.
6. Strict silence must be observed in a reading room and Library.
7. Students are expected to spend their free time in the library. They are advised not to loiter along the corridor or crowd along the passage.
8. If the academic performance of the student is not satisfactory, the student is likely to be detained and will not be allowed to appear for the examinations conducted by the institute on behalf of the University.
9. Loud conversations, use of cell phone and other disruptive behaviors are not permitted while classes are in session.


SPOC, IOAC
SITAM, Gajularega
VIZIANAGARAM, INDIA




PRINCIPAL

Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram

10. Students must follow the time table scrupulously.
11. Food and beverages are not permitted into computer labs or classrooms.
12. Smoking and consumption of alcohol on the Institute premises or entering the institute premises, in intoxicated state is strictly prohibited.
13. Cordial greeting with a respectful smile is a standard practice when accosting a person.
14. Students should address faculty as "Professor" or "Dr." Calling faculty by their first names is not appropriate.
15. Students shall not indulge in wasteful, unlawful, frivolous or demeaning activities. They must uphold the dignity reputation of the institute.
16. Be polite and respectful towards everyone.
17. If the teacher is absent, the class leader should inform the Head of the Department for alternative arrangements.
18. No Society or Association shall be formed in the Institute and no person will be invited to address a meeting without the Principal's explicit.
19. No student shall collect any money or contribution for picnic, trip and educational visit to some place, get-together, study-notes, charity or any other activity without prior sanction of the Principal.
20. No student will be allowed to take active part in politics.
21. Prior permission from the Principal is essential to take part in inter-college at competitions.
22. No student shall communicate any information or write about matters dealing with the Institute administration to the Press.


SPOC IQAC
SITAM, GAJULAREGA,
VIZIANAGARAM, INDIA




PRINCIPAL
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram

23. Students are expected to take proper care of institute property and help the institute authorities in keeping the premises clean. Damaging institute property e.g. disfiguring walls, doors, fittings or breaking furniture, misuse of things, or breaking furniture, misuse of A.C. etc., is branch of discipline, and the involved persons will be duly punished.
24. Students are advised to take care of their belongings
25. The Institute is not responsible for lost property. However, student may make a claim for lost property at the office, if it is deposited in the Institute Office.
26. Students need to route their requests through proper channel. Typically mentor and the Department Head must recommend and forward all requests before they reach the desk of the Principal, Director.
27. In sub ordination and un becoming language or misconduct on the part of a student is sufficient cause for his/her suspension or dismissal.
28. Students receiving Government or Institute Scholarships or any remission in fees, must note that the grant and continuance there of are subject to good behavior, regular attendance and satisfactory progress and good results at the Institute and University Examinations.
29. All Institute activities are organized under the guidance and supervision of the Principal and Professor In-Charge.
30. Students must not associate themselves with any activity not unauthorized activities. Serious action will be taken of students found organizing or participating in such unauthorized activities.
31. Students using unfair means at examinations will not be readmitted to the Institute. Actions will be initiated against such students as per the norms and procedure prescribed by the University.
32. Every student has to participate in at least two of the co-curricular activities offered in the institute.

SPOC, IOAC
SITAM, Gajularega, Vizianagaram
VIZIANAGARAM




PRINCIPAL
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram

33. It is the responsibility of the students to read the notice boards regularly for important announcements made by the Institute office from time to time and follow notices on web portal they will not be excused or given any concession on grounds of ignorance or not reading notices.
34. Matters not covered by the existing rules will rest at the absolute discretion of the Principal.
35. Limited parking space is provided for students and staff and the same can be utilized on 'firstcome first' basis. Students and staff may utilize the limited parking space at their own risk. Students must ride/drive their vehicles into & at the campus at a moderate speed only; speeding will be looked upon as an act of indiscipline and can attract adverse consequences.
36. Students will be allowed to bring their vehicles only upto the designated parking area. Entry beyond that point is strictly prohibited
37. Bike race/motor car race or similar activities shall not be permitted inside the campus.
38. Vehicles shall not be used during celebrations inside the institute campus.
39. Students joining the Institute are bound by the rules and regulations of the Institute.
40. The Principal is the ultimate disciplinary authority in the institute.


POC, IQAC
SITAM
Gajularega, Vizianagaram




PRINCIPAL
Satya Institute of Technology and
Management (SITAM)
Gajularega, Vizianagaram

III Year-II Semester

L	T	P	C
0	3	0	0

PROFESSIONAL ETHICS & HUMAN VALUES

Course Objectives:

**To give basic insights and inputs to the student to inculcate Human values to grow as a responsible human beings with proper personality.*

**Professional Ethics instill the student to maintain ethical conduct and discharge their professional duties.*

UNIT I: Human Values:

Morals, Values and Ethics – Integrity – Trustworthiness – Work Ethics – Service Learning – Civic Virtue – Respect for others – Living Peacefully – Caring – Sharing – Honesty – Courage – Value Time – Co-operation – Commitment – Empathy – Self-confidence – Spirituality – Character.

UNIT II: Principles for Harmony:

Truthfulness – Customs and Traditions – Value Education – Human Dignity – Human Rights – Fundamental Duties – Aspirations and Harmony (I, We & Nature) – Gender Bias – Emotional Intelligence – Salovey – Mayer Model – Emotional Competencies – Conscientiousness.

UNIT III: Engineering Ethics and Social Experimentation:

History of Ethics – Need of Engineering Ethics – Senses of Engineering Ethics – Profession and Professionalism – Self Interest – Moral Autonomy – Utilitarianism – Virtue Theory – Uses of Ethical Theories – Deontology – Types of Inquiry – Kohlberg's Theory – Gilligan's Argument – Heinz's Dilemma – Comparison with Standard Experiments – Learning from the Past – Engineers as Managers – Consultants and Leaders – Balanced Outlook on Law – Role of Codes – Codes and Experimental Nature of Engineering.

UNIT IV: Engineers' Responsibilities towards Safety and Risk:

Concept of Safety – Safety and Risk – Types of Risks – Voluntary v/s Involuntary Risk – Consequences – Risk Assessment – Accountability – Liability – Reversible Effects – Threshold Levels of Risk – Delayed v/s Immediate Risk – Safety and the Engineer – Designing for Safety – Risk-Benefit Analysis – Accidents.

UNIT V: Engineers' Duties and Rights:

Concept of Duty – Professional Duties – Collegiality – Techniques for Achieving Collegiality – Senses of Loyalty – Consensus and Controversy – Professional and Individual Rights – Confidential and Proprietary Information – Conflict of Interest – Ethical egoism – Collective Bargaining – Confidentiality – Gifts and Bribes – Problem solving – Occupational Crimes – Industrial Espionage – Price Fixing – Whistle Blowing.

SPOC, IOAC
OFFICE OF THE
PROFESSOR IN CHARGE



PRINCIPAL

Shriya Institute of Technology and
Management (SIAM)
Gajularega, Vizianagaram

III Year-II Semester

L	T	P	C
0	3	0	0

UNIT VI: Global Issues:

Globalization and MNCs – Cross Culture Issues – Business Ethics – Media Ethics – Environmental Ethics – Endangering Lives – Bio Ethics – Computer Ethics – War Ethics – Research Ethics – Intellectual Property Rights.

- Related Cases Shall be dealt wherever necessary.

Outcome:

**It gives a comprehensive understanding of a variety of issues that are encountered by every professional in discharging professional duties.*

**It provides the student the sensitivity and global outlook in the contemporary world to fulfill the professional obligation effectively.*

References:

1. Professional Ethics by R. Subramaniam – Oxford Publications, New Delhi.
2. Ethics in Engineering by Mike W. Martin and Roland Schinzinger – Tata McGraw-Hill – 2003.
3. Professional Ethics and Morals by Prof. A.R. Aryasri, Dharanikota Suyodhana – Maruthi Publications.
4. Engineering Ethics by Harris, Pritchard and Rabins, Cengage Learning, New Delhi.
5. Human Values & Professional Ethics by S.B. Gogate, Vikas Publishing House Pvt. Ltd., Noida.
6. Engineering Ethics & Human Values by M. Govindarajan, S. Natarajan and V.S. Senthil Kumar – PHI Learning Pvt. Ltd – 2009.
7. Professional Ethics and Human Values by A. Alavudeen, R. Kalil Rahman and M. Jayakumar – University Science Press.
8. Professional Ethics and Human Values by Prof. D.R. Kiran – Tata McGraw-Hill – 2013
9. Human Values And Professional Ethics by Jayashree Suresh and B.S. Raghavan, S. Chand Publications

SPOC, IQAC
SITAM, Gajularega
Vizianagaram



Signature
PRINCIPAL

Satya Institute of Technology and Management (SITAM)
Gajularega, Vizianagaram