



V V COLLEGE OF ENGINEERING  
(Approved By AICTE, New Delhi and Affiliated To Anna University Chennai)

V V Nagar, Arasoor, Sathankulam Taluk, Tuticorin District - 628 656.

### RESEARCH AND DEVELOPMENT POLICY

The following policies are introduced to foster a research culture and motivate faculty to find innovations based on their fields of interest:

- ⊆ Providing a No Objection Certificate to faculty to encourage them to pursue a Ph.D. without executing any agreement or bond.
- ⊆ Granting on-duty leave to Ph.D. scholars for their research work.
- ⊆ Providing financial support to faculty and students participating in reputed conferences, workshops, and project expos.
- ⊆ Granting permission to utilize laboratories and computing facilities on campus for research beyond working hours and during holidays.
- ⊆ Granting autonomy to faculty and students to pursue research projects passionately.
- ⊆ Providing financial support for organizing workshops and conferences based on their research fields.
- ⊆ Granting long leave to staff who need to complete their research work on time.
- ⊆ Providing on-duty leave along with travel allowance (TA) for research proposal presentations.
- ⊆ Providing financial support to faculty and students for patent filing.
- ⊆ Providing credits and recognition for publishing papers in high-impact factor journals.
- ⊆ Providing 20% of the total sanctioned amount as an advance from the institution in case of any reasonable delay in the release of funds by any sanctioned funding agency.
- ⊆ For those carrying out funded research projects, 20% of the sanctioned amount will be received as an incentive from the institution.
- ⊆ Conducting consulting work with the consent of the Principal.

Approved by  
**Dr. P. VANITHA** M.E., Ph.D.,  
Principal,  
V V College of Engineering  
V V Nagar, Arasoor Sathankulam Tk,  
Tuticorin Dist, Tamilnadu, Pin-628 656



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V V Nagar, Avasare, Sambalpur Taluk, Tenkorin District - ORISSA

## CODE OF CONDUCT

All faculty should wear formal attire and an ID card on all working days.

1. In order to ensure a uniform style of work attire, the male teaching faculty are required to wear only formal (no jeans or T-shirts), shoes (black or brown), tuck their shirts, and be clean shaven. Female teaching faculty are required to wear only sarees. The dress code and ornaments should be formal.
2. If any particular faculty member is found not wearing formal dress, disciplinary action is taken against him / her. Initially, a verbal warning is given to the faculty member. If repeated incidences occur, a memo is issued to him or her.
3. Faculty shall be at the allotted classroom at the appointed time without any exception. Each faculty member shall take attendance at the beginning of the teaching hour and shall close the hour punctually at the end of the hour in class.
4. Suppose a faculty finding a student committing any act of misconduct in the class or on the premises shall immediately take appropriate action, which shall be taking correctional action if it is within his or her power or reporting the matter to the HoD or Principal.
5. Every member of the faculty shall attend all departmental and institutional functions and carry out the responsibilities assigned.
6. The members of the faculty shall not engage themselves either directly or indirectly in any kind of business, such as money lending, canvassing for the sale of any articles or distribution of any commodity trade activities, or undertaking part-time jobs or other concerns, etc.
7. Faculty are prohibited from accepting gifts in any form from students, parents, or companies having business transactions with the college.



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8. The faculty members shall not engage in any political confrontation or political discussion with others on the college premises.

9. For any unavoidable reasons, if one has to leave the workplace, prior written permission should be obtained from the Principal through their HoD.

10. The faculty are expected to be at their workplace during the proscribed working hours. Members of the faculty are not permitted to give private coaching to students for any remuneration.

11. Faculty shall observe good personal conduct, and they should not speak inappropriately to fellow teachers, students, or parents, and not involving into quarrels, fights, or any act of whichever nature. Any breach or violation of any of the above conduct rules is liable for disciplinary action that may lead to suspension or termination.

Approved by

**Dr. P. VANITHA M.E. Ph.D.**  
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