

TNC/CIR/22-23/60

10-10-2022

CIRCULAR

The Faculty must observe the following code of Conduct for the smooth functioning of the Institution. Any deviation from these will be viewed seriously.

V. Devi  
10/10/22  
PRINCIPAL



#### CODE OF CONDUCT FOR FACULTY :

- Teachers are obliged to conduct themselves in accordance with the ideals of the profession in every situation.
- Teachers must demonstrate integrity, impartiality and ethical behavior in campus and in their conduct with co workers and higher authorities.
- Teacher must act in good faith to fulfill their duties and responsibilities.
- Educators treat students equitably with acceptance, dignity and respect.
- Aspire to provide the best possible educational experiences and opportunity for students, recognizing that the needs of the students are their primary consideration.
- Exemplify the highest standards of personal integrity in their relations with students, parents, teachers, colleagues, board members and the public.
- Accept the responsibility to keep current with developments in education and contribute to the growing body of knowledge, concepts and skills that characterize educational leadership.
- Faculty must observe hierarchy in campus and must communicate through proper channel.



THIRUTHANGAL NADAR COLLEGE					
List of Teaching Staff Members - Shift - I					
S. N	NAME	SIGN	S. N	NAME	SIGN
Principal			B.Com(C/A) & Economics		
1	Dr.V.Devi		36	Mr.T.S.Rubakannan	
Vice-Principal			37	Dr.A.Malliga	
2	Dr.K.C.Lalithambika		38	Mr.S.Ashok	
3	Dr.S.Asaithambi		39	Dr.V.Vijayasathy	
Department of Tamil			40	Ms.Haritha Ravi	
4	Mr.D.Sivakumar		Management Science		
5	Mrs.J.Devi		41	Mr.B.Ravi Kumar	
6	Dr.M.Mahalakshmi		42	Dr.V.Govinda Rajan	
7	Dr.H.Malarvizhi		43	Dr.N.ChandraSekar	
8	Dr.L.Chandra Sekar		44	Mr.K.Prabhakaran	
9	Dr.R.Kandasamy		Corporate Secretary		
10	Dr.K.Muthar Pavalar		45	Dr.S.Anitha	
11	Dr.J.Sampath Kumar		46	Dr.P.Balusamy	
12	Dr.V.Rajiv Gandhi		47	Dr.S.Saveeda Jabeen	
13	Mr.P.Karthikeyan		48	Ms.K.Sangeetha	
14	Dr.S.Prabhakaran		49	Dr.M.Vadivel	
15	Mr.S.Narendhirakumar		50	Mrs.A.Ramsheena	
16	Dr.K.Gowri		51	Ms.S.Pooja Sree	
17	Mrs.V.Vanitha		52	Ms.R.Kalaanandhi	
18	Mrs.M.Muthulakshmi		Commerce		
19	Dr.M.Marthanda Boopathi		53	Mrs.E.R.Jessie Kirubarani	
English			54	Dr.M.Karukkuvel	
20	Mrs.Pamme Nesakumari		55	Mr.S.Jeevabalan	
21	Mrs.D.Esther Jenefa		56	Mrs.K.Mangai	
22	Ms.A.Christable		57	Mrs.K.Seema	
23	Mrs.K.Suganthi		58	Mr.C.Anand	
24	Mrs.R.Jothimani		59	Mrs.K.Anitha	
25	Mrs.T.Gurumala		60	Dr.S.Aruna	
26	Dr.J.Hilda Malar		61	Mrs.I.Magthalinonacial	
27	Mrs.R.Thanga Rashma		62	Mrs.D.Nandhini	
28	Mrs.Thahira Rahmath		63	Mrs.P.Annie Esther	
29	Mrs.A.Pearlin Synthia		64	Ms.S.Salo Thenkani	
30	Ms.J.Kavitha		65	Ms.P.Harini	
31	Ms.R.Bhavani		Commerce (A/F)		
32	Mrs.S.Rekhal		66	Mrs.R.Sharmila	
33	Ms.B.Sivasakthi		67	Mr.S.Syed Fazil	
34	Mr.S.Sripriyan		68	Mr.S.Yuvaraj	
35	Mrs.M.Sridevi		69	Mrs.S.Gomathi	



Commerce (B/M)		B.Sc(Physics)	
70	Mr.C.Kandasamy	106	Dr.R.Vijayalakshmi
71	Mrs.M.Subashini	107	Mrs.S.Revathi
72	Dr.R.Kutti Mani	108	Dr.R.Raja
73	Mr.A.Hariharan	B.Sc(Chemistry)	
Maths		109	Dr.C.Karthick
74	Mr.S.Arun	110	Mrs.M.Mariyammal
75	Mrs.K.Karpagam	111	Mr.K.Visvaganesan
76	Mr.C.Manigandan	112	Dr.R.Epshiba
77	Ms.V.Gowri	B.Sc(P&B)	
78	Mrs.J.Jayanthi	113	Dr.M.Poongani
79	Mr.S.Chithambava Bharathy	114	Dr.A.Janaki
80	Mrs.E.Sheela Theresa	115	Dr.D.Monisha
81	Mr.A.Kannan	116	Dr.D.Gideon Moses
82	Mr.G.Venkatesan	B.S.W(Social Work)	
83	Mrs.E.Elampiraisudi	117	Mrs.K.Saradhadevi
84	Mrs.R.Emmimal Rajathy	118	Mr.A.John Britto
85	Mrs.T.S.Suchita	119	Ms.Arokia Joice
Computer Science		120	Mr.M.Jeevan Kishore Kumar
86	Dr.P.T.Kasthuri Bai	121	Ms.K.Margrett Pricilla
87	Mr.T.Prem Kumar	Criminology	
88	Mrs.D.Lissy	122	Mrs.S.Jayasudha
89	Mr.P.Jayachandran	123	Mr.A.Naresh
90	Mr.C.Gunaseelan	124	Mr.M.S.Amin
91	Mrs.R.S.Dhivya	125	Mr.AL.Anoop
92	Mrs.J.Lavanya	PG & Research Dept. of Commerce	
93	Mrs.A.Vandarkuzhali	126	Dr.N.Santhana Vadivu
Software Application		127	Dr.R.Bhuvaneswaran
94	Dr.S.Lavanya	128	Dr.B.Jagadeeswaran
95	Mrs.A.Yogameena	PG & Research Dept. of Computer Science	
96	Mrs.Sandhya Sabu	129	Dr.A.Ambeth Raja
97	Mrs.S.Geetha Rani	130	Dr.S.B.Ninu
Computer Application		131	Dr.P.Krishnamoorthy
98	Mr.K.Somasundaram	132	Dr.A.J.Rajeswari Joe
99	Mrs.S.Radhika	Physical Education	
100	Mr.A.P.Praveen Kumar	133	Mrs.N.Sathya Bavani
101	Mr.G.Amos Babu	134	Mr.S.Karthikeyan
102	Mr.G.Jayakumar	135	Mr.S.Gopi
103	Ms.J.Karthiga	Library	
104	Mrs.S.Sathya	136	Mr.M.Santhosh Kumar
105	Mrs.T.Rekha	137	Mrs.K.Kavitha



THIRUTHANGAL NADAR COLLEGE		
List of Teaching Staff Members - SHIFT-II		
Sl.No.	NAME	SIGN.
	Department of English	
1	Mrs.N.Rathi Devi	
2	Ms.J.Parvathi	
	BCA & M.Sc(CS&T)	
3	Mrs.C.Vijayalakshmi	
4	Mr.J.Devagnanam	
	B.Sc(Maths)	
5	Mr.T.Venkatesan	
	B.Com(ISM)	
6	Ms.B.Nivetha	



**THIRUTHANGAL NADAR COLLEGE**

(Belongs to the Chennaiyazh Thiruthangal Hindu Nadar Uraviamurai Dharma Fund)

Selavayal, Chennai-51.

A self-financing Co-Educational College of Arts & Science

*Affiliated to the University of Madras*

*Accredited with 'B' Grade by NAAC*

*An ISO 9001:2015 Certified Institution*

TNC/CIR/21-22/36

25-03-2022

**CIRCULAR**

Students are adviced to come in proper dress code for Girls leggings & free flow of hair are not allowed inside the campus for Boys improper hair style & jeans are not allowed inside the campus from Monday onwards it will be strictly followed.

  
PRINCIPAL



B.B.A I <i>me</i>	B.B.A II <i>✓</i>	B.B.A III <i>✓</i>
B.COM(CA) I	B.COM(CA) II <i>✓</i>	B.COM(CA) III <i>✓</i>
B.C.A. I A <i>✓</i>	B.C.A. II A <i>✓</i>	B.C.A. III A
B.C.A. I B <i>✓</i>	B.C.A. II B <i>em/</i>	B.C.A. III B <i>✓</i>
B.SC(CS) I A <i>out of</i>	B.SC(CS) II A <i>✓</i>	B.SC(CS) III A <i>✓</i>
B.SC(CS) I B	B.SC(CS) II B <i>✓</i>	B.SC(CS) III B <i>✓</i>
B.SC (S/A) I <i>✓</i>	B.SC (S/A) II <i>✓</i>	B.SC (S/A) III <i>✓</i>
B.SC(CHE) I <i>✓</i>	B.SC(CHE) II <i>✓</i>	B.SC(CHE) III <i>✓</i>
B.SC(PHY) I <i>me</i>	B.SC(PHY) II <i>✓</i>	B.SC(PHY) III <i>✓</i>
B.SC(P&B) I <i>✓</i>	B.SC(P&B) II <i>✓</i>	B.SC(P&B) III <i>✓</i>
B.S.W I <i>✓</i>	B.S.W II <i>✓</i>	B.S.W III
B.A(TAMIL) I <i>✓</i>	B.A(TAMIL) II <i>✓</i>	B.A(TAMIL) III <i>✓</i>
BA(C&PA) I <i>✓</i>	BA(C&PA) II <i>✓</i>	BA(C&PA) III <i>✓</i>
M.SC(CS) I <i>✓</i>	M.SC(CS) II <i>No classes.</i>	
NAME - <i>Adithyan</i>		



Thiruthangal Nadar College  
Knowledge is Power

NAAC CYCLE III – AQAR

7.1 Institutional Values & Responsibilities

7.1.10 Code of Conduct

Year:2022-2023





TNC/CIR/21-22/33

**GENERAL ROUTINE**

22.03.2022

**General:**

1. Staff members are requested to be on time to the class.
2. Kindly stick on with the break timings.
3. Staff initiatives are most welcomed and conveyed to the principal.
4. Avoid unnecessary gossip and groupism in the campus.
5. Overall development of the college should be everyone's goal.
6. Proper delegation of work is necessary.

**CL Process:**

1. Leave is a privilege but it should not be misused, only on emergency situation phone calls can be made.
2. Faculties can get their classes adjusted only after giving prior information to their HODs.
3. CL form should be submitted in prior if <sup>LC VO</sup> they are a planned leave.
4. Faculties should inform to their HODs and get approval in the CL form from the Principal.

**HODs:**

1. HODs should inform to the VPs.
2. The VPs and the Admin staffs should inform to the principal.
3. Principal should inform to the Secretary.

**Events:**

1. Event Protocols
  - Guest lecture → HODs
  - Workshop → Inauguration – Principal  
→ Validation – VPs
  - One day seminar → VPs
  - National Level Seminar → Principal, Secretary and board members
  - International & college celebration → Secretary and board members.
2. Refreshments can be carried on in the department.




3. Group photos should be taken with the guest.
4. Guest of honor certificate and organizer certificate along with thanks letters should be given in the uniform format.
5. Budget should be approved in prior through proper channel.
6. Event planning has to be approved through proper channel.
7. Proper allocation of work should be made for undertaking task/events.
8. Student discipline should be fully ensured during the events.

**Student discipline:**

1. College gate should be closed by 8.15am.
2. Canteen should be closed by 8.10am.
3. Any disciplinary issues in the class should be brought to the HOD's knowledge immediately and necessary actions should be taken.
4. Any kind of indiscipline activities will not be tolerated inside the campus.
5. Staffs are requested to maintain proper discipline from the students inside the campus.
6. VPs and Principal should be properly informed about any disciplinary actions.
7. Student's dress code should be ensured properly.

  
Principal

  
Secretary and Correspondent



THIRUTHANGAL NADAR COLLEGE					
List of Teaching Staff Members - Shift - I					
S. N	NAME	SIGN	S. N	NAME	SIGN
Principal			35	Mr.S.Ashok	
1	Dr.S.Srividhya		36	Dr.V.Vijayasathy	
Vice-Principal			37	Dr.S.Pavithra	
2	Dr.K.C.Lalithambika		38	Mr.V.T.Kanthavel	
3	Mr.S.Asaithambi		Management Science		
Department of Tamil			39	Mr.B.Ravi Kumar	
4	Mr.D.Sivakumar		40	Dr.V.Govinda Rajan	
5	Mrs.J.Devi		41	Dr.N.ChandraSekar	
6	Dr.M.Mahalakshmi		42	Mr.K.Prabhakaran	
7	Dr.H.Malarvizhi		Corporate Secretary		
8	Dr.L.Chandra Sekar		43	Dr.S.Anitha	
9	Dr.R.Ka. dasany		44	Dr.P.Balusamy	
10	Dr.V.Rajiv Gandhi		45	Dr.B.Jagadeeswaran	
11	Mr.P.Karthikeyan		46	Dr.R.Ramarajan	
12	Dr.S.Prabhakaran		47	Dr.S.Sayeeda Jabeen	
13	Mr.S.Narendhirakumar		48	Ms.K.Sangeetha	
14	Mr.C.Sivraj		Commerce		
15	Mrs.K.Gowri		49	Mrs.E.R.Jessie Kirubarani	
16	Mrs.V.Vanitha		50	Dr.M.Karukkuvel	
17	Mrs.M.Muthulakshmi		51	Mrs.G.Yamuna	
18	Dr.R.Raja		52	Mrs.K.Mangai	
19	Dr.M.Marthanda Boopathi		53	Mr.B.Sridhar	
English			54	Mrs.K.Scema	
20	Mrs.Pamme Nesakumari		55	Mr.C.Anand	
21	Mrs.G.S.Sweetlin		56	Mrs.K.Anitha	
22	Mrs.D.Esther Jenefa		57	Mr.S.Vignesh	
23	Ms.A.Christable		58	Mrs.D.Nandhini	
24	Mrs.K.Suganthi		59	Mrs.P.Annie Esther	
25	Mrs.R.Jothimani		60	Ms.S.Salo Thenkani	
26	Mrs.A.Anitha		Commerce (A/F)		
27	Mrs.T.Gurumala		61	Mrs.R.Sharmila	
28	Mrs.J.Hilda Malar		62	Mr.S.Jeeva Balan	
29	Mrs.Thahira Rahmath		63	Dr.S.Aruna	
30	Mrs.A.Pearlin Synthia		64	Mrs.I.Magthalinonacial	
31	Mr.B.Emmanuel Rajkumar		Commerce (B/M)		
32	Ms.J.Kavitha		65	Mr.C.Kandasamy	
B.Com(C/A) & Economics			66	Mrs.M.Subashini	
33	Mr.T.S.Rubalangan		67	Dr.R.Kutti Mani	
34	Dr.A.Malliga		68	Mr.A.Haribaran	



Maths			B.Sc(P&B)		
69	Mr.S.Arun		106	Dr.I.Isaivani	
70	Mrs.K.Karpagam		107	Dr.M.Poongani	
71	Mr.C.Manigandan		108	Ms.A.Janaki	
72	Ms.V.Gowri		109	Dr.C.Chitra	
73	Mrs.J.Jayanthi		B.S.W(Social Work)		
74	Mr.S.Chithambara Bharathy		110	Mrs.K.Saradhadevi	
75	Mrs.E.Sheela Theresa		111	Mr.A.John Britto	
76	Mr.A.Kannan		112	Mrs.G.Sharmila	
77	Mrs.N.Chitra		113	Ms.Arokin Joice	
78	Mr.G.Venkatesan		114	Mr.M.Jeevan Kishore Kumar	
79	Mrs.E.Elampiralsudi		Criminology		
Computer Science			115	Mrs.S.Jayasudha	
80	Dr.P.T.Kasthuri Bai		116	Mr.P.Vinoth Raj	
81	Mr.T.Prem Kumar		117	Ms.C.Pavithra	
82	Mrs.D.Lissy		118	Mr.C.Avinash	
83	Mr.P.Jayachandran		PG & Research Dept. of Commerce		
84	Mr.C.Gunaseelan		119	Dr.N.Santhana Vadivu	
85	Mrs.R.S.Dhivya		120	Dr.R.Venkatasamy	
86	Mrs.A.Vandarkuzhall		121	Dr.R.Bhuvaneshwaran	
Software Application			PG & Research Dept. of Computer Science		
87	Dr.S.Lavanya		122	Dr.A.Ambuth Raja	
88	Mrs.A.Yogameena		123	Dr.S.B.Ninu	
89	Mrs.M.Ambiga		124	Dr.P.Krishnamoorthy	
90	Mrs.J.Chandi Rani		Physical Education		
Computer Application			125	Mr.R.Krishna Kumar	
91	Mr.K.Somasundaram		126	Mrs.N.Sathya Bavani	
92	Mrs.S.Radhika		Library		
93	Mr.A.P.Praveen Kumar		127	Mr.D.Daniel	
94	Mr.G.Amos Babu		128	Mr.M.Santhosh Kumar	
95	Mrs.Sandhya Sabu				



THIRUTHANGAL NADAR COLLEGE		
List of Teaching Staff Members - SHIFT-II		
SL.No.	NAME.	SIGN.
Department of English		
1	Mrs.N.Rathi Devi	NR.
2	Ms.J.Parvathi	
Department of Tamil		
3	Dr.K.Mutharpavalar	
4	Dr.J.Sampathkumar OD	
BCA & M.Sc(CS&T)		
5	Mrs.C.Vijayalakshmi	
6	Mr.J.Devagnanam	
7	Mrs.V.Uma Maheswari	
8	Mrs.J.Lavanya	J. Lavanya
9	Mrs.M.Latha	ML
B.Sc(Maths)		
10	Mrs.R.Emmimal Rajathy	
11	Mrs.T.S.Suchita	