

Teacher's Code of Conduct

Preamble:

In the Indian tradition of Guru-Shishya Parampara, the education profession is entrusted with the responsibility of molding the minds of young people so that they become worthy citizens of a humane society. Such trust and responsibility calls for the highest ideals of professional service and the highest degree of ethical conduct.

Ethical Principle:

Teachers Demonstrate, Inspire and Guide, through their own conduct, that learning is a character-building and nation-building noble activity.

Code of Conduct

1. Trustworthy and build trustworthiness in my students by:

- Demonstrating professional competence to teach and learn
- Being honest and encouraging honesty in all my academic and other human activities
- Making my services available at all times for the development of students, the institution and the Society
- Providing honest and objective feedback that will help students to assess their learning and progress towards their goals
- Demonstrating the courage to speak the truth and do the right thing

2. Earn respect and help students earn respect by:

- Treating students, colleagues and management with respect
- Accepting that each individual is different
- Using respectful language within and outside the institution
- Being considerate to the feelings of others
- Not hurting or threatening to hurt anyone,
- Learning from the students, and encouraging learning through my teachings.

3. Demonstrate and guide students to take responsibility for their actions by:

- Planning carefully to achieve the desired result

- Always doing best and demonstrating a passion for excellence and eye for detail
- Taking actions after duly considering the possible outcomes
- Being accountable for words, actions and behavior
- Setting a good example by being responsible for own actions

4. Demonstrate fairness in dealings by:

- Being objective in evaluation and interaction and showing no bias or preference on the basis of race, color, creed, religion or gender
- Maintaining relationships with students which will not interfere with fair evaluation
- Openly accepting my shortcomings through transparency of actions
- Emotionally connecting with students, to understand their aspirations and anxieties and help them reach their highest potential
- Maintaining confidentiality of student information unless there is legitimate ground for disclosure
- Providing a safe and open environment for discussion and dealing with sensitive issues
- Inculcating a spirit of caring towards all fellow human beings

5. Demonstrate caring students by:

- Emotionally connecting with students, to understand their aspirations and anxieties and help them reach their highest potential
- Maintaining confidentiality of student information unless there is legitimate ground for disclosure
- Providing a safe and open environment for discussion and dealing with sensitive issues
- Inculcating a spirit of caring towards all fellow human beings

6. Demonstrate that the knowledge gained is not merely for achieving degree but also to serve the society by:

- Working in harmony with management and colleagues to make institution and community better place for work

- Getting involved in community development by applying knowledge through carefully and systematically planned activities
- Being a good neighbor to fellow citizens
- Complying with the laws of the land and respecting authority
- Protecting the environment for posterity

7. Towards these commitments, will periodically review own conduct as per these principles and positively encourage

Teacher's Code of Conduct Compliance, Role and Responsibilities

- 1. Poor Professional Performance** A failure by the registered teacher to meet the standards of competence (whether in knowledge, skill or the application of knowledge and skill or both) that can be reasonably expected of a registered teacher.
- 2. Professional Misconduct Disgraceful or dishonourable** conduct either in the course of the registered teacher's profession or otherwise than in the course of the registered teacher's profession if the conduct is of such a serious nature as would bring the profession of teaching into disrepute.
- 3. Compliance with the Code** It is the responsibility of the teacher who voluntarily signs this Code to comply with it .

Besides Above mentioned code of conduct, the employees of the college are governed by service rules of the state government

The recruitment, promotion and superannuation of teaching and non-teaching staff members, are governed by the service rules of Dept. of Higher Education state government as amended from time to time

CODE OF CONDUCT FOR STUDENTS

ETHICS AND CONDUCT

This Code shall apply to all kinds of conduct of students that occurs on the Institute premises and any off-campus conduct that has or may have serious consequences or adverse impact on the Institute's Interests or reputation.

1. At the time of admission, each student must sign a statement accepting this Code and by giving an undertaking that
 - He/she shall be regular and must complete his/her studies in the Institute.
 - In the event, a student is forced to discontinue studies for any legitimate reason; such a student may be relieved from the Institute subject to written consent of the Principal and Chairman.
 - As a result of such relieving, the student shall be required to clear pending dues and if a student had joined the Institute on a scholarship, the said grant shall be revoked.

RULES, REGULATIONS & CODE OF CONDUCT

2. Institute believes in promoting a safe and efficient climate by enforcing behavioural standards. All students must uphold academic integrity, respect all persons and their rights and property and safety of others; etc.
3. All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the Institute's interests and reputation substantially.
4. Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, gender identity, etc.
5. Intentionally damaging or destroying Institute property or property of other students and/or faculty members
6. Any disruptive activity in a class room or in an event sponsored by the Institute
7. Unable to produce the identity card, issued by the Institute, or refusing to produce it on demand by campus security guards
8. Participating in activities including

a. Organizing meetings and processions without permission from the Institute.

c. Unauthorized possession, carrying or use of any weapon, missiles, explosives, or potential weapons, fireworks, contrary to law or policy.

d. Unauthorized possession or use of harmful chemicals and banned drugs

e. Smoking on the campus of the Institute.

f. Possessing, Consuming, distributing, selling of alcohol in the Institute and/or throwing empty bottles on the campus of the Institute.

g. Parking a vehicle in a no parking zone or in area earmarked for parking other type of vehicles

h. Rash driving on the campus that may cause any inconvenience to others

i. Not disclosing a pre-existing health condition, either physical or psychological, which may cause hindrance to the academic progress.

j. Theft or unauthorized access to others resources

k. Misbehaviour at the time of student body elections or during any activity of the Institute.

l. Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the Institute.

9. Students are expected not to interact, on behalf of the Institute, with media representatives or invite media persons on to the campus without the permission of the Institute authorities.

10. Students are not permitted to either audio or video record lectures in class rooms or actions of other students, faculty, or staff without prior permission.

11. Students are not permitted to provide audio and video clippings of any activity on the campus to media without prior permission.

12. Students are expected to use the social media carefully and responsibly. They cannot post derogatory comments about other individuals from the Institute on the social media or indulging in any such relate

Code of Conduct of Non-Teaching Staff

1. Non-Teaching staff working in the College office or departments should remain on Duty during College hours (9.30 a.m. to 4.30 p.m.). They should report for duty at least 30 minutes in advance (9.00 a.m.)
2. Non-Teaching Staff assigned to Laboratories should keep the Labs clean.
3. Any Loss or damage to any article in the Lab or Class Room should be reported to the HOD in writing immediately.
4. Non-Teaching Staff, working in the Lab, shall maintain a stock register for all the articles, equipments, chemicals, etc. It shall be submitted to the HOD and the Principal at the end of each semester and their signatures obtained.
5. Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached.
6. Non-Teaching staff shall not leave the College premises without permission before 4.30 p.m.

Compliance with the Code

It is the responsibility of the teacher who voluntarily signs this Code to comply with it .

Poor Professional Performance A failure by the registered teacher to meet the standards of competence (whether in knowledge, skill or the application of knowledge and skill or both) that can be reasonably expected

Professional Misconduct Disgraceful or dishonourable conduct either in the course of the registered teacher's profession or otherwise than in the course of the registered teacher's profession if the conduct is of such a serious nature as would bring disrepute.

Compliance with the Code

It is the responsibility of the employee who voluntarily signs this Code to comply with it .

Besides Above mentioned code of conduct, the employees of the college are governed by service rules of the state government

The recruitment, promotion and superannuation of teaching and non-teaching staff members, are governed by the service rules of Dept. of Higher Education state government as amended from time to time