

## Code of Conduct

Act 1993

Code of conduct for teachers

Teachers should

- 1) Plan , prepare and deliver lectures as per time table.
- 2) Teach according to the education needs, abilities and attainment of the individual pupils and groups of students.
- 3) Promote the General progress and well-being of individual student, groups of students or class/as entrusted to her.
- 4) Make them available to student beyond their class hour, help and guide students without any remuneration or reward.
- 5) Provide the necessary information and advice and makes the necessary requisitions and arrangements in connection with the teaching of the subject/s assigned to him / her.
- 6) Be affectionate with student and not behave in a vindictive manner towards any of them for any reason.
- 7) Manage their private affairs in a manner consistent with the dignity of the profession.
- 8) Participate in meeting of respective bodies held in the institution.
- 9) Co-operate with the college's Principal Head of the department, other faculties in the preparations and development of courses of study, teaching programmers, methods of teaching and assessment prescribed by the Sant Gadge Baba Amravati University, Amravati.
- 10) Maintains good order and discipline among students and safeguards their health and safety in the campus.
- 11) Participate in staff, group or other meeting for the better organization and administration of the institution, or related to the institutional curriculum.
- 12) Participate in an extension, co-curricular activities including community service.
- 13) Share in any possible and reasonable way in the proper management and organization. Maintain the discipline of the intuition.
- 14) Participate in further personal training and professional development as a teacher, the attendance to in-service education and training courses prescribed by UGC Academic staff colleges.
- 15) Respect the right and dignity of the student in expressing her opinion.
- 16) Deal honestly and impartially with student regardless of religion, caste, political, economic, social and physical characteristics.
- 17) Recognize the difference in aptitude and capabilities among student and strive to meet their individual needs.

- 18) Encourage student to improve their attainments, develop their personalities and to contribute to community welfare.
- 19) Inculcate among student scientific outlook and respect for labor and of democracy, patriotism and peace.
- 20) Aid student to develop the understanding of National Heritage and Goals
- 21) Refrain from inciting student against other student, colleagues or administration.

## CODE OF CONDUCTS

Every student (regular, external)

( As per Clause 95 of the Maharashtra Universities Act , 1994 & Gazette Notification part two 77/2012 dated 21 June 2012 of S.G.B.A.U. Amravati )

- Conduct her properly and observe strict discipline within class rooms, Library laboratory, and college campus.
- He will also maintain discipline during tours, excursions and educational trips organized by the institution
- She shall not do any act that directly causes to the functioning of the institution
- She shall attend all the lectures and practical as prescribed by the University
- Any student found indulging in acts contrary to above mentioned code of conduct; disciplinary action will be taken against him/ her by, or on behalf of, the Principal as mentioned in act notification of the S.G.B.A. U . Amravati.

The following acts will be treated as gross indiscipline that can incite action:

- Securing admission to any UG and P. G courses using fabricated documents or by suppression of facts
- Refusing to produce the identity card issued by the institution on demand in the campus
- Obstructing any student to take part in academic , co-curricular, cultural or extension activities
- Possessing or selling or distributing or consuming smoking products & alcohol within the campus
- Interacting with media, Commenting & posting derogatorily to the institution on social media, recording & providing audio, video clips in & of the campus area without prior permission of Principal.
- Possessing or using any firearm or lethal weapons or explosives.
- Possessing or consuming or distributing any intoxicating chemicals & drugs.
- Indulging in any act of ragging, Sexual Harassment, Violence in premises & campus.

- Instigating any violence or participating or organizing violent demonstration or agitations or violent strikes.
- Instigating or participating in any “gherao “or organizing violent agitation against any member of the teaching or non-teaching staff.
- Stealing or damaging any property, document or records of the institution.
- Participating or organizing gambling activity.
- Collecting or raising of funds for any charity, social, religious or political cause without written permission from the Principal of the institution.
- Indulging in rumors, indecent conduct during the times of national emergencies, riots and natural calamities.
- Indulging in any anti-National activities or knowingly supporting anti-national elements.
- Indulging in any activities that amount to crimes under the Penal Code, Indian Procedural Code and / or all others.
- Acts that are enforced by the Union of India and other State Authorities. Punishments for violating the rules.

The Principal or the officer appointed by him may impose one or more of the following punishments on the student found guilty of misconduct or indiscipline.

Warning / Reprimand

Fine not exceeding Rs. 3

- Cancellation of scholarship, prize or medal awarded to concerned student.
- Debar her from appearing in College Exams for not more than one year.
- Expel / Rusticate from college for not more than five years.
- These guidelines will not prejudice to any right available under the protection of Human Rights