

## **Code of conduct for students (Day Scholars)**

The college code of conduct had set out the standards of conduct expected of students. It exists in all college sponsored activities whether inside or outside the campus representing or attending a college function. All learners attending the college are bound by the code of conduct which states that:

### **Timings:**

The college timing is from 10.00am to 4.00 pm during summer and 10.30 am to 4.00 p.m. during winter.

### **Uniform:**

A student should enter the college premises in complete prescribed uniform.

### **Academic Misconduct:**

Any student involved in academic misconduct is liable to punishment as per college rules. Academic misconduct is defined as a violation of the College's standards of academic integrity whether these violations are intentional or unintentional. Academic misconduct consists of cheating on an exam, use of pulls, pressures, power and position for achieving academic excellence.

**Cell Phones:** Use of cell phones within college campus is prohibited.

**I-Cards:** Students are required to carry their I-Cards with them always.

**Ragging:** Ragging is strictly prohibited in the college campus

**Attendance/punctuality:** 45 % attendance is compulsory. Students have to ensure punctuality in attending their classes. A continuous unauthorized absence of ten days from any class makes a student liable for discharge from the college.

**Assault/physical harm:** Physical restraint, assault, or any other act of violence or use of physical force against any member of the community, or any act that threatens the use of physical force is forbidden. Conduct—whether reckless or intentional—that a person knows, or which any reasonable person under the circumstances would know, places oneself or another at risk of bodily harm is subject to disciplinary action, whether or not the risk is realized. The director of student

conduct, in consultation with the dean of students, will review the conduct and the circumstances in which it occurred and decide whether it falls under a minor or major adjudication, or to refer it to the College Grievance Committee for necessary actions .

### **Theft/Unauthorized Entry:**

Theft and damage to college property whether due to negligence, intentional or unintentional is prohibited. Unauthorized entry or presence within enclosed college buildings or areas including athletic facilities, construction sites is prohibited

**Carrying of prohibited items:** Any student in possession of prohibited items (Knives, chemicals, etc.) may be referred to the student conduct process The College expects students held responsible for Student Code of Conduct violations to fully comply with all disciplinary sanctions imposed by the College. A responsible student's failure to comply with imposed sanctions or any related directions of a College official in the performance of their duties will be subject to further disciplinary actions

### **Code of conduct for students (Hostellers)**

To be scanned from prospectus

### **Code of conduct for teachers**

**( as per other higher education institutes of the state)**

A teacher shall –

1. perform his academic duties such as lectures, demonstrations, assessment, guidance and invigilation conscientiously and with devotion;
2. Be impartial in the assessment of students;
3. Refrain from exploiting official facilities and staff for personal ends and misuse of privileges;
4. Refrain from inciting students against other students, colleagues or administration on grounds of caste, creed, religion, race, sex, region or language;

5. Refrain from raising questions of caste, creed, religion, race, sex, region or language in his relationship with his colleagues and using the above considerations for improvement of his prospects;
6. Carry out the decision of the appropriate administrative authorities/bodies and academic bodies of the institute pertaining to his normal duties. (This will not inhibit his right to express his difference with their policies or decisions; provided that the expression of opinion is made at a proper time and place and in a dignified manner);
7. Not divulge any confidential information relating to the affairs of the college to any person not authorized in respect thereof.