

U.G.C. Recognized Under Section 2(F),12 (B)/NCTE Recognized

PAHALWAN GURUDEV PRASIKSHAN MAHAVIDYALAYA



VILL –PANARI, DIST. LALITPUR (U.P.)

(Affiliated to Bundelkhand University Jhansi)

Mob. No. 9451164162, 8176800106,9532425775

Website :www.pgpm.in

Email : pgpm756@gmail.com



Ref...Memo...

Date...25.07.2017

CODE OF CONDUCT FOR PRINCIPAL

- Principal provides inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, organization of human resource and concern for environment sustainability.
- Conduct himself/herself with transparency, fairness, honestly, highest degree of ethics and decision making that is in the best interest of the institution.
- Uphold and up keep ethics of inclusiveness in terms of imparting education in the institution.
- Protect the collective interest of different sections of the institution so that each and every one can perform freely and give their best for all round development of the institution.
- Create and maintain an unbiased gender free atmosphere within the periphery of the college so that everyone can enjoy equal opportunities.
- Maintain and promote academic activities in the college in all possible avenues already explored avenues and thus encourage exploration of newer avenues for further academic pursuit.
- Promote and maintain practice of extra-curricular activities amongst the students and other human resources of the institution.
- Discourage and not indulge in plagiarism and other non-ethical behavior in teaching and research.
- Observance of the act, statues, ordinance regulations , rules and there orders issued by the university
- Manage their private affairs in manner consistent with the dignity of the profession.



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CODE OF CONDUCT FOR TEACHING STAFF

- Teachers should perform his/her duties efficiently as per institutional norms.
- Teachers should update his/her skills and knowledge professionally.
- Teachers should maintain the decorum while dealing with the students, teaching and non-teaching staff every time.
- Teachers should strive for excellence in academic and research and evolve as a role model for the students.
- Teachers should always encourage the students to participate students in curricular co-curricular activities and community service.
- Teachers should organize various technical events for the benefit of student's community and also for the benefit of the society.
- Teachers should not discriminate any student based on the caste, creed, language and place of origin, social and cultural background.
- Teachers should not be absent from the duties assigned at any time without prior permission.
- Teachers should not engage in any unlawful activities. The teacher should not violate the norms of decency or morality in the behavior, inside and outside the campus.
- Teachers are expected to be impartial in the assessment/evaluation of student performance.
- Teachers should not associate in any organizational activities which are against the ethics of teaching profession.
- It is the collective responsibility of the entire teaching faculty to work together in order to achieve the institutional core values and targets set by the leaders from time to time.
- Express free & frank opinion by participation at professional meetings, seminars, conference etc. toward the contribution of knowledge.





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CODE OF CONDUCT FOR NON-TEACHING STAFF

- All the supporting staff should perform his /her duties efficiently as per the Institutional norms.
- It is the collective responsibility of all the members of the supporting staff to work together in order to achieve the institutional core values and targets set by the leaders from time to time.
- The supporting staff should ensure a cordial relationship with the teaching faculty, student and other administrative staff for the smooth running of the institution.
- The supporting staff should external a full support to the department foe the development labs also in the maintenance of instrument/equipment.
- The supporting staff should not discriminate any student based on the caste, creed, language and place of origin, social and cultural background.
- The supporting staff should extend their full fledge support for their colleagues and other faculty of the institution in all the achievement related to the academic and administrative matters.
- The supporting staff should strive hard to improve their technical and non-technical skills related to their job.
- The supporting staff should take efforts to pursue higher education.
- The supporting staff should discharge all the professional activities through proper channel.
- The supporting staff should not be absent from the duties without the prior permission of the authorities.
- The staff should not involve either directly or indirectly in any form of business/external assignment during their service.
- The supporting staff should not involve in any unethical activities that cause hindrance to the harmony of the institution.
- The staff should not cause any damage to the properties of the institution and should maintain the morality of the individual both inside and outside the campus.





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CODE OF CONDUCT FOR STUDENTS

- Every student must be in proper dress code and carry his/her identity card while being present in the college premises.
- A student should maintain at least 75% attendance in the lecture of every subject and 100% overall performance otherwise he or she will be debarred from the university examination.
- Student should greet the lecturers when they see them/ across them for the first time, in a day, in the college.
- No student should enter or leave the class room.
- Every student is expected to maintain the general cleanliness within the classrooms laboratories and the campus in general
- Any act which obstructs teaching research administrative activity and other proceeding of college is strictly prohibited.
- Chewing paan, paan masala, gutka or any other tobacco product, smoking or consumption of any other intoxicating product is strictly prohibited.
- Playing cards, spiting and loitering are strictly prohibited inside the college and college campus should invite severe punishment/disciplinary action.
- Use of cell phone is strictly prohibited in class rooms, library area etc.
- Attempted or actual theft of and/or damage to property of the college or property of a member of the college community or other personal or public property on or off campus will be considered as a punishable act.
- Students should handle the college properties with care .Damage to the furniture or any other material may lead to penalty or suspension from the college.
- During leisure hours, students are advised to use the library as maximum as possible.

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- Including ragging anti-institution a, anti-national, antisocial, communal, immoral or political expression and activities within the campus are strongly prohibited as well as punishable.
- Without the permission of the principal, student are not allowed to circulate any printed material within the college campus.
- Student is required to check the notice board and also website of the college for important announcement.
- College premises and all classrooms are under CCTV surveillance, everyone must follow the disciplinary manner in college premises/campus/classrooms.
- No function/program/birthday in the college campus/classroom without prior permission of the principal.
- When the session is on without the permission of the concerned lecture.
- Students are not permitted to arrange any unauthorized celebrations and decoration of any magnitude in the campus.
- Student should not use foul or offensive language.

