



### **Code of Conduct for Teaching Faculty**

Our institution is esteemed for the value it imbues to its students. Therefore the institution drafts a code of conduct to each of its staff members, so that they are worthy and honourable to induce discipline and ethical behaviour in the minds of students.

1. The male staff members have to wear pants and slack shirts.
2. The male faculty members should wear shoes.
3. The female staff members should wear saree or suit.
4. Faculty members should handle the subjects assigned by the Head of the Departments
5. They should complete the syllabus on time.
6. Tutor system must be effectively implemented. They shall monitor both the academic / the personal activities of the students assigned to them.
7. They should be good counsellors and Facilitators. They should help, guide, encourage and assist the students to ensure that the Teaching- Learning Process is effective and successful.
8. They should maintain the respect, the rights and dignity of the student in expressing his / her opinion.
9. They should maintain decorum both inside and outside the classroom and set a good example to the students.
10. They should deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics.
11. They should be perfect in carrying out the extracurricular, co-curricular and organizational activities to be assigned to them.
12. No faculty shall act in any manner that violates the norms of decency or morality in his/her conduct or behaviour inside and outside the college campus.
13. The faculty should report for duty even if they are on vacation if called for to attend to any important duty that may arise.
14. Usage of Cell phones inside the classroom is strictly prohibited.
15. Faculty should utilize the facilities available in the college efficiently for the improvement of the students as well as for their academic development only.
16. All the faculties are responsible for maintaining discipline among the students and nobody is allowed to interrupt the same in any way.
17. A teacher shall report to the duty regularly and punctually.
18. A teacher shall not remain absent from the institution without leave or any prior permission from the head of the institution or management.
19. A teacher shall not neglect correcting practical records, class work, and home work done by students.

Principal  
Dr. (Mrs) Sudha Rathod