

BBD GOVERNMENT COLLEGE CHIMANPURA

CODE OF CONDUCT

CAMPUS CODE OF CONDUCT FOR STUDENTS

1. Students are expected to maintain the highest standards of discipline and dignified manner of behavior inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
2. A six day working schedule from Monday to Saturday is followed. Classes are scheduled from 10.00 a.m. to 4.15 p.m.
3. All the students are expected to be present in the class well -within time and late coming will result in loss of attendance for the corresponding hour.
4. No student shall enter or leave the classroom when the session is on without the permission of the teacher concerned.
- 5 All students shall leave the classes immediately after 4.15 p.m. No students shall wander or gather in the veranda, corridor, and staircase etc.
6. All the students shall wear their identity cards, well displayed.
7. All kinds of tattooing, body piercing, hair styling etc. that goes against the existing social norms will be referred to the discipline committee.
8. Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
9. Students are encouraged not to make use of the library, common computing facilities and to involve in professional body activities or any program authorized by the college beyond class hours.
10. Access to academic buildings beyond the above timing and on holidays without written permission from the concerned Head of Department will be treated as a case of indiscipline.

11. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the waste baskets kept.

12. Consumption of intoxicants / psychotropic substances in any form or smoking or using chewing gum, pan masala etc. are strictly prohibited.

13. It is strongly advised to refrain from activities such as scribbling or writing on walls, doors or furniture which could deface the college and destroy the academic ambiance.

14. Carefully handle the furniture, equipment, fixtures and appliances of the college and lab. Careless handling/misuse of the above could result in personal injuries or damage to property.

15. Students are not permitted to arrange any unauthorized celebrations and decorations of any magnitude in the campus

16. Students are not permitted to distribute or display (both physically and electronically) material such as notices, banners, X'mas stars etc. in the campus without the permission of the competent authority.

17. Students are expected to make use of academic, co-curricular and extracurricular facilities available to the optimum levels. This will certainly make them physically fit, academically competent, mentally alert and socially sensitive.

18. Students who intend to represent the college in intercollegiate events shall take prior permission from the concerned head of the department and the selection will be based on parameters such as academic performance, attendance, character, existing academic pressure and competence of the student in the proposed event for participation.

19. The College Union will be formed as per Lyngdoh Committee recommendations approved by the Honorable Supreme Court of India. It will be based on a parliamentary (indirect) system given in Section No. 6.2.4 of Lyngdoh Committee recommendations.

20. Political activity in any form is not permitted in the College campus. Unauthorized meetings, propaganda work, processions or fund collections are forbidden within the College and outside the college.

21. Harassing juniors, ill treatment to other fellow students or any such form of ragging is objectionable and liable to be treated as criminal offence by the law enforcing agencies as per the directives of Hon'ble Supreme Court of India.

22. Misbehavior towards girl students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct.

23. Any violation of the above rules will invite penalty in the form of warning, fine, bringing of parents or any course of corrective measure as found suitable by any staff member or higher authority of the College.

24.. In case of any instance of noncompliance of existing rules or any observed matter/behavior that deviates from the vision and mission of college, all the staff members are empowered to initiate disciplinary procedure by filling in a standard form which in turn may lead to the constitution of an enquiry committee and further proceedings.

CODE OF CONDUCT FOR PRINCIPAL

1. The principal should always be honest, fair, objective, supportive, protective and law abiding.
2. Should ensure that the directions issued by the department of college education are strictly complied with.
3. Implement the new ideas and plans to execute the Vision and Mission of the institution.
4. Ensure that the staff and students are aware of rules, policies and procedures laid down by the Higher Education Department.
5. Be fair in his disciplinary actions for all the faculty members, administrative staff and students.
6. Empower all his staff and students to achieve their highest potential.

CODE OF CONDUCT FOR FACULTY MEMBERS

1. Provide an innovative and quality education to students.
2. Abide by the rules and regulations of the Institution and Department of college education.
3. Collaborate with fellow teachers.

4. Help, guide and assist students in their learning, be good counselors and facilitators.
5. Should actively be involved with the students in co curricular and extracurricular activities.
6. Interact with the students in a friendly manner.
7. Maintain tolerance and harmony towards cultural, regional, communal and other diversities in the campus.

CODE OF CONDUCT FOR ADMINISTRATIVE STAFF

1. Maintain honesty, Integrity and fairness in their work
2. Remain on duty during college hours must take prior permission for their absence from work.
3. Strictly Adhere to the rules and regulations of the college and Department of college education.
4. Employees should develop Cooperative and polite attitude towards students, teachers, parents and other staff members.
5. Employees should not be involved in any unethical practices.

3. INSTITUTION ORGANISES PROFESSIONAL ETHICS

BBD Government College Chimanpura organizes a professional ethics program for students and employees separately Students are given motivational lectures by the faculty members and invited talks that would mould the students career.

For teachers, after joining they attend an orientation course organised by Academic Staff College from where they gather the knowledge of professional ethics and code of conduct.

For the administrative and other staff, an orientation programme to gain knowledge about work ethics and understanding the code of conduct applied to them is organised

4. ANNUAL AWARENESS PROGRAMME ON CODE OF CONDUCT.

A drive by the central vigilance Commission to take integrity pledge was undertaken by staff to act in the public interest, perform all tasks in an honest and transparent manner and lead by example exhibiting integrity in personal behavior.