



Radhaswami Vividh Karykari Shaikshanik Sanstha
ADARSH SANSKAR COLLEGE OF EDUCATION

Approved by - NCTE (WRC/APW04/54/123498)

Affiliated by - R.T.M. University, Nagpur.

Email ID :- adarsh.nag_bed@rediffmail.com

"VRUNDAVAN", Shrikrushana Nagar Chowk, Hasanbagh Road, Nagpur-440024. Mob.: 7066968888

Ref. No.: ASCOE/NGP/2023-24/EP-7.1.9/1455

Date : 10/4/2024

Criteria: 7.1.9	Institution has a prescribed Code of Conduct for students, teachers, administrators and other staff, and conducts periodic programmes to appraise adherence to the Code through the following ways <ol style="list-style-type: none">1. Code of Conduct is displayed on the institution's website2. Students and teachers are oriented about the Code of Conduct3. There is a committee to monitor adherence to the Code of Conduct4. Professional ethics programmes for students, teachers, administrators and other staff are organized periodically
Findings of DVV	Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University · Web-Link to the Code of Conduct displayed on the institution's website · Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct · Details of the Monitoring Committee, Professional ethics programmes, if any
Response/ Clarification	<ol style="list-style-type: none">1. Code of Conduct for teachers and students.2. Code of Conduct monitoring committee and minutes of the meeting of the same (Appendix II)



Principal :
Adarsh Sanskar College of
Education, Nagpur - 24

Appendix I



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Code of Conduct for Teachers

As educators and role models' teachers are expected to uphold the highest standards of Professionalism, ethics, and integrity. The following code of conduct outlines the expectations and guidelines for teacher behavior within the college premises and during college-related activities.

Commitment to Teaching Excellence:

- Demonstrate a passion for teaching and a commitment to providing quality education to students.
- Stay updated with the latest developments in the subject area and teaching methodologies.

Respect for Students:

- Treat all students with respect, fairness, and impartiality regardless of their back-ground, abilities, or beliefs.
- Encourage open dialogue, active participation, and diverse perspectives in the class-room.

Academic Integrity:

- Uphold academic honesty and integrity by promoting a culture of originality and proper citation of sources.
- Avoid favoritisms, bias, or any form of academic dishonesty in the evaluation of student work.

Professionalism and Decorum:

- Dress professionally and maintain a demeanor that reflects the values and standards of the college.
- Refrain from using inappropriate language or engaging in any behavior that may be offensive to students or colleagues.

Communication and Accessibility:

- Communicate clearly and effectively with students, colleagues, and college staff.
- Be approachable and maintain reasonable accessibility to students for academic discussions and support.

Confidentiality:

- Respect the privacy and confidentiality of student records, academic performance, and personal information.
- Refrain from discussing sensitive matters about students with unauthorized individuals.





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Use of College Resources:

- Utilize college resources, facilities, and equipment responsibly and for academic purposes.
- Seek approval from appropriate authorities before using college resources for personal purposes or outside activities.

Interaction with Colleagues:

- Collaborate with colleagues in a professional and respectful manner, fostering a positive working environment.
- Avoid engaging in any form of gossip or behaviour that may harm professional relationships.

Continuous Professional Development:

- Engage in continuous learning and professional development activities to enhance teaching skills and subject knowledge.
- Participate in workshops, seminars, and conferences relevant to the field of expertise.

Compliance with College Policies:

- Adhere to all college policies, guidelines, and regulations pertaining to academic affairs, faculty conduct, and research activities.
- Report any potential conflicts of interest or unethical practices to the appropriate college authorities.

Safety and Security:

- Prioritize the safety and security of students and colleagues during college hours and college-sponsored events.
- Report any safety concerns or incidents to the college administration promptly. Failure to adhere to this code of conduct may result in appropriate disciplinary action, as per the college's policies and procedures.




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Code of Conduct for Students in College

As responsible members of the academic community, students of [College Name] are expected to adhere to the following code of conduct to maintain a conducive and respectful learning environment. This code of conduct outlines the expectations and guidelines for student behaviour on the college premises, during college-sponsored events, and in interactions with fellow students, faculty, and staff.

Respect for Others:

- Treat all members of the college community, including peers, faculty, staff, and visitors, with respect and courtesy.
- Avoid engaging in any form of discrimination, harassment, bullying, or offensive behaviour based on race, ethnicity, gender, religion, disability, or any other characteristic.
- Refrain from using derogatory language or engaging in any conduct that may demean, threaten, or harm others.

Academic Integrity:

- Uphold academic honesty and integrity by avoiding plagiarism, cheating, and any form of academic misconduct.
- Follow the college's policies regarding examinations, assignments, and coursework.
- Acknowledge and give credit to the original sources when using someone else's work in academic papers or projects.

Attendance and Punctuality:

- Attend all classes regularly and be punctual to all academic and college-related activities.
- Seek prior approval and inform the concerned faculty or authority in case of any unavoidable absence.

Use of College Resources:

- Utilize college facilities, equipment, and resources responsibly and for academic purposes only.
- Respect the property and facilities of the college and report any damages or issues to the appropriate authorities.

Dress Code:

- Follow the college's dress code policy as prescribed by the institution.
- Dress appropriately and modestly for academic and college events.





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Prohibited Activities:

- Engage in any form of substance abuse or illegal activities on college premises or during college events.
- Possession or use of weapons, firearms, explosives, or any hazardous objects on college premises is strictly prohibited.
- Disruptive behaviour, including unauthorized demonstrations, protests, or gatherings that interfere with college activities, is not allowed.

Social Media and Online Conduct:

- Be responsible and respectful when using social media and other online platforms.
- Refrain from posting offensive, defamatory, or inappropriate content related to the college or any college member.

Compliance with College Rules and Policies:

- Comply with all college rules, policies, and regulations, including academic policies, disciplinary procedures, and grievance mechanisms.
- Attend any required disciplinary meetings or counselling sessions if necessary.

Safety and Security:

- Take responsibility for personal safety and the safety of others on college premises.
- Report any suspicious or unsafe activities to the college authorities or security personnel.

Cooperation with Authorities:

- Cooperate with college officials, faculty, staff, and security personnel in the course of their duties.
- Respond to any summons or inquiries from the college administration promptly and honestly.

Failure to adhere to this code of conduct may result in disciplinary actions, which may include warnings, probation, suspension, or expulsion, depending on the severity and frequency of the violations.




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Appendix II



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Date-01/08/2022

Notice

The meeting of **code of conduct monitoring committee** is scheduled on Friday, 01/08/2022 at 01.00 PM in Principal cabin.

Agenda of the meeting:

1. Introduction of committee.
2. Discussion regarding code of conducts monitoring committee with faculty.
3. Issue with the permission of the Chairman.

You are requested to make it make it convenient to attend the meeting.



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Date- 01/08/2022

Office Order

As per requirement of Affiliating University Norms, Adarsh Sanskar College of Education, Vrindavan, Shrikrishna Nagar, Hasanbag Road, Nagpur, constituted code of conduct monitoring committee.

Code of Conduct Monitoring Committee

Sr.no.	Name	Designation	Status
1	Dr. Pramod D. Vaidya	Principal	Chairman
2	Dr. Kavita Bijwe	Asst. Professor	Member
3	Ku. Vishakha Walde	Asst. Professor	Member
4	Ku. Rohini Chahande	Asst. Professor	Member




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