

THE UNIVERSITY HAS PRESCRIBED CODE OF CONDUCT FOR STUDENTS, TEACHERS,
ADMINISTRATORS AND OTHER STAFF AND CONDUCTS PERIODIC PROGRAMMES IN THIS REGARD

(7.1.10)

CODE OF CONDUCT FOR TEACHERS

1. A teacher shall comply with the provisions of the Act, Government Resolutions and Orders, Statutes, Ordinances, Regulations, Rules, Circulars and other directions issued thereunder from time to time by the University.
2. A teacher shall not refuse to carry out the academic and administrative decisions taken by the University. A teacher shall however have the right to express his/her differences with the policies and decisions of the Institution, Authorities and Officers of the University.
3. A teacher shall not commit acts of insubordination and defy lawful orders.
4. Every teacher shall at all times maintain absolute integrity and devotion to duty.
5. Every teacher shall devote himself diligently to his work and utilize his time to the service of the University and to the cause of education and give full cooperation in all the academic matters and other activities conducive to the welfare of the student community.
6. It shall be incumbent on every teacher to perform the academic duties such as preparation of lectures, tutorials, assignments, demonstrations, guidance etc. A teacher shall engage with the classes regularly and maintain punctuality.
7. A teacher shall report to duty regularly and punctually and shall not ordinarily remain absent from the work without prior permission or grant of leave.
8. A teacher shall devote the requisite number of teaching hours and must also observe the scheduled hours of working during which he/she must be present at the place of his/her duty.
9. A teacher shall not leave institution during the working hours without informing the concerned authorities.
10. A teacher shall do all the work connected with extra-curricular and co-curricular activities assigned to him from time to time by the University or respective authorities.
11. A teacher shall not be partial in assessment of a student or victimize any student on any ground.
12. A teacher shall not indulge in or resort to, directly or indirectly in any malpractice or unfair means in teaching/ examination/ Administrations.
13. A teacher shall not discriminate against any student on the grounds of caste, creed, sect, religion, sex, nationality, language or for any personal reasons
14. A teacher shall not use his position to spread his or her political, religious or other ideologies among students.
15. A teacher shall not behave or encourage or incite students/ colleagues/ staff to behave in disorderly manner in the University premises.
16. A teacher shall always work in the best interest of the students and the institution.
17. A teacher shall serve as a role model to the students, showing high degree of decency in speech, mannerism, discipline, dressing and demeanor.
18. A teacher shall inculcate among students' scientific outlook and respect for the country, Institution and society.

19. A teacher shall not practice or incite any student to practice casteism, communalism or untouchability.
20. A teacher shall encourage the students to attend national Flag hoisting ceremonies or Independence Day and Republic day and also other functions organized by the University.
21. A teacher shall never misbehave with students or their parents, colleagues and other employees of the University especially within the University Premises.
22. A teacher shall refrain from lodging unsubstantiated allegations against students colleagues and authorities of the University.
23. A teacher shall not directly or indirectly do anything that may constitute sexual harassment of students/ colleagues/ staff or any person at his/her work place.
24. A teacher shall not engage himself/herself in any private tuition for which a fee or remuneration is charged either within or outside the precincts of the University.
25. A teacher shall not smoke in the campus of the University during the working hours in the presence of the students.
26. A teacher shall not approach the court of law regarding any matter related to his service/employment without first exhausting all the available remedies and without giving proper intimation to the concerned authorities of the University.
27. A teacher shall not misuse or carelessly use amenities provided to him/her by the University to facilitate the discharge of his/her duties.
28. A teacher shall not use the amenities provided to him/her by the University for his personal or commercial purposes.
29. A teacher shall not use his freedom of speech and expression to defame any student or colleague or staff or any authority of the University.
30. A teacher shall not himself/herself accept any gift or pecuniary advantage from any student or his parents or guardian.
31. A teacher shall not join or continue to be a member of an association, the objects and activities of which are prejudicial to the interest of the University and also to the sovereignty and integrity of the country.
32. A teacher shall not give unauthorized interviews or releases to the electronic and print media. A teacher shall not use the electronic or print media with malafide intention of defaming the University.
33. A teacher shall not involve himself/herself in any act that is likely to bring the teaching profession into disrepute.
34. It shall be the responsibility of every teacher to preserve the dignity and honour of his/her profession and also to maintain his/her own dignity, honour and integrity.
35. Notwithstanding anything hereinbefore stated, bonafide criticism or expression of opinion by any teacher shall not constitute the violation of the code of conduct.

CODE OF CONDUCT FOR STUDENTS

1. A Student shall attend the University on regular basis and should be punctual in routine classes.
2. A student should be attentive and follow the instructions of the teachers carefully in the classrooms.
3. A student should strictly maintain all the time limits of assignments, submission of projects, records, dissertations etc. as per the instructions of the teachers and concerned authorities.
4. A student should maintain perfect order and discipline as well as strict silence inside the classrooms/seminar halls/ Libraries/laboratories and corridors of the University departments.
5. A student should not use mobile phones in the classrooms, laboratories, library, seminar hall and other like places.
6. A student shall be dressed in respectable and dignified attire, keep personal hygiene and tidiness at all times inside the University campus.
7. A student should participate in various academic and co-curricular and extra-curricular events organized by the University or the respective departments of the University. Students participation through active involvement is highly encouraged for their success in life.
8. A student should communicate opinions to others in fair, open-minded and constructive manner.
9. The University believes in promoting a safe and academic ambience by enforcing behavioral standards. Therefore, a student should maintain academic integrity, respect people and their rights so as to make University an ideal and holistic place to work and learn.
10. A student should maintain healthy ambience in the canteen, common rooms and other co-curricular activity centres.
11. A student shall refrain from verbal, non-verbal or any physical misconduct of sexual nature while interacting with other students.
12. A student should refrain from engaging in any activities which might bring University in disrepute.
13. A student must always behave in a proper and respectful manner with the teachers, Administrators, officers and non-teaching staff of the University.
14. A student should use the properties of the University including laboratory equipments and library books in a diligent manner and must take reasonable care to protect is from damage and destruction

CODE OF CONDUCT FOR ADMINISTRATORS, OFFICERS AND NON-TEACHING STAFF

1. All the Administrators, officers and Non-teaching staff members should display highest possible standards of Professional behavior and professional conduct.
2. All the Administrators, officers and Non-teaching staff members should be punctual and disciplined towards their work.
3. All the Administrators, officers and non-teaching staff members should maintain appropriate levels of confidentiality with respect to student and staff records and other sensitive matters.
4. All the Administrators, officers and non-teaching staff shall respect the right and dignity of the students and shall provide every possible help and guidance to the students.
5. All the Administrators, officers and non-teaching staff should maintain positive relationship with all colleagues and teaching staff and the students of the University.
6. All the Administrators, officers and the non-teaching staff shall refrain from verbal, nonverbal and/or physical misconduct of sexual nature in their interactions with students, other department staff and visitors in the University.
7. All the Administrators, officers and non-teaching staff should attend their place of work punctually in accordance with their service conditions and with existing rules and regulations of the University.
8. All the Administrators, officers and non-teaching staff should not on any account undertake any other job within the stipulated office hours. Neither shall he/she engage himself/herself in any trade or business within University premises. They should not use their position in the University for personal advantage or gain.
9. All the Administrators, officers and non-teaching staff should perform their duties with honesty and integrity. There should be no falsification of documents entrusted to them.
10. No officer or non-teaching staff of University shall absent himself/herself from his/her duties without prior permission.
11. No Administrator, officer or non-teaching staff shall engage himself/herself or participate in any activity which tends to create disharmony and bring the University in disrepute.
12. All Administrators, officer and non-teaching staff should maintain the hierarchy in the administration.
13. All Administrators, officer and non-teaching staff should dress in dignified and decent manner while performing their duties in the University.
14. All the Administrators, officers and non-teaching staff should refrain from lodging unsubstantiated allegations against colleagues to higher authorities.
15. All the Administrators, officers and non-teaching staff shall refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavor.
16. All Administrators, officers and non-teaching staff shall avoid words and deeds that might bring the University into disrepute or might undermine colleagues in perception of others.
17. All Administrators, officers and non-teaching staff must respect the prerogative of the faculty members to look after the education of the student and provide all assistance needed in the discharge of his/her duties in imparting education.

18. All Administrators, officers and non-teaching staff must develop friendly and cooperative relationship with faculty members for the development of the University.