



Mahatma Gandhi Shati Smarak Mahavidyalaya

Garua Maksoodpur, Ghazipur

Code of Conduct

Conduct for Students

In order to facilitate efficient and smooth functioning of the college, it is imperative to maintain proper discipline and decorum in compliance with the following rules and regulations:

- Students must be regular and punctual in their classes. They must not congregate in the corridors, or speak loudly near the classrooms and office block.
- Students are required to enter and leave the classroom in an orderly manner.
- Any student involved in any immoral/anti-social act is liable to be expelled without any warning/notice and there will be no reconsideration whatsoever.
- Students found guilty of sitting on/tampering with the teacher's cars/scooters will be heavily fined.
- Students shall observe all safety precautions. The institution is not responsible for any accident in College/playground/on the way.
- Any change in postal address or change in telephone numbers must be informed in writing, as this is vital in case of emergencies.
- Students are not permitted to possess any obscene reading/viewing material. Breach of this will be viewed very seriously.
- If any student is found filming or sharing any objectionable videos in the College premises, s/he will be expelled from the College and legal action will be initiated.
- Disciplinary action will be taken against those who are found guilty of causing damage to college property.
- Students shall conduct themselves properly towards all members of the staff and towards their fellow students. Insubordination, unbecoming language or improper conduct such as teasing etc., shall be severely dealt with. Students should not indulge in misconduct at the time of examinations.



- Students are advised not to carry expensive articles and large amount of cash to college. College authorities will not be responsible for any loss of the same.
- It is mandatory for the students to have bank accounts for the provision of any scholarship, stipends etc.
- Students must read the notice boards to be informed about day-to-day instructions. Ignorance of orders duly displayed on the notice boards shall not be accepted as an excuse for non-compliance.
- Students should behave in a manner which reflects well on them personality and the college
- 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 Honourable Supreme Court of India.
- Misbehaviour towards other students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct.
- Students should make use of the dustbins placed on the campus. A serious note will be taken of the students found littering the College campus.
- Use of mobile phone in teaching area is strictly prohibited. The mobile phone will be confiscated and a fine will be imposed if the student is found using it in no mobile zone.

Code of Conduct for Teachers

Teachers truly shape the future of our children - and, therefore, the future of our nation. It is because of this noblest role that the teacher in India is considered as the most respected member of society. Looking at the most crucible and noblest role, the teachers are also expected to remain loyal to their professional ethics and be abided by the code of conduct.

Teachers and Institution

A teacher should-

- Adhere to a responsible pattern of conduct and demeanor expected of him/her by his/her peers and the community.
- Seek to make professional growth continuous through study and research, writing and decent conduct.



- Manage her/his private affairs in a manner consistent with the dignity of the profession.
- Perform his/her duties in the form of teaching, tutorial, practical and seminar work conscientiously and with dedication.
- Strictly follow the responsibilities given by the college administration within the given time.
- Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation.
- Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research.
- Not leave the college headquarter without prior information.
- Avoid single-use plastic, and keep the college a drug-free premise

Teachers and the Students

Teachers demonstrate, inspire and guide, through their own conduct, that learning is a character-building and nation-building noble activity. Therefore, a teacher should-

- Themselves become role models for their students and be responsible for the maintenance of discipline around her/his presence.
- Respect the rights and dignity of the student in expressing her/his opinion.
- Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics.
- Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward.
- Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare.
- Inculcate among students scientific, progressive and rational outlook and respect for physical labour and ideals of democracy, patriotism and peace.
- Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.



- Help students to develop an understanding of our national heritage and national goals, and refrain from inciting students against other students, colleagues or administration.

Teachers and Colleagues

The success of any institution depends on performance of its employee with the spirit of team work. Therefore, for a positive work culture a teacher should-

- Treat other members of the profession in the same manner as they themselves wish to be treated.
- Speak respectfully to other teachers and render assistance for professional betterment.
- Refrain from exploiting considerations of caste, creed, religion, race or gender in their professional endeavour,
- Be thoroughly social and humane, democratic and rational, towards other teachers,
- Believe in union and unity of the colleagues.

Teachers and Non-Teaching Staff

- The teachers should treat the non-teaching employees as colleagues and equal partners in a co-operative undertaking, within every educational institution.
- The teachers should help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

Teachers and Guardians

- The teachers should try to see through teachers' bodies and organizations that institutions maintain contact with the guardians of their students, send report of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.



Teachers and Society

The teachers should-

- Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided.
- Work to improve education in the community and strengthen the community's moral and intellectual life.
- Be aware of social and economical problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole.
- Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public office.
- Refrain from taking part in or subscribing to or assisting in any way, activities which tend to promote feeling of hatred or enmity among different communities, relations or linguistic groups but actively work for National Integration.

It is mandatory to follow the amendments and new instructions issued from time to time by the college administration and university.

