



DHARAMPET M. P. DEO MEMORIAL SCIENCE COLLEGE NAGPUR

CODE OF PROFESSIONAL ETHICS FOR TEACHERS

I. Responsibilities of a Teacher:

Anyone who chooses teaching as a career takes on the responsibility of living up to the profession's ideals. A teacher is continually scrutinized by her or his students, as well as the general public. As a result, every teacher must ensure that her or his principles and practice are compatible. The national educational principles that have already been established and that she or he should aim to instill in students must be her or his personal ideals. A calm, patient, and communicative temperament, as well as an amiable demeanor, are also required in the field.

A teacher should:

1. Follow the community's expectations for appropriate behavior and disposition;
2. Manage their personal lives in a way that is respectful of the profession's dignity;
3. Pursue continual professional development through study and research.
4. Participate in professional gatherings, seminars, and conferences to contribute knowledge by expressing a free and candid viewpoint.
5. Maintain active involvement in professional organizations and use them to boost your education and career.
6. Conscientiously and with dedication, carry out their responsibilities in the form of teaching, tutorials, practicals, seminars, and research work.
7. Discourage plagiarism and other unethical behavior in teaching and research and refrain from doing so; Respect the University's ideals, vision, mission, cultural customs, and tradition by abiding by the University's Act, Statute, and Ordinance.
8. Cooperate and assist in the performance of functions related to the college and university's educational responsibilities, such as assisting in the evaluation of admissions applications, advising and counselling students, and assisting in the conduct of university and college examinations, including supervision, invigilation, and evaluation; and
9. Participate in co-curricular, extra-curricular, and extension activities, as well as community service.
10. Should not be prejudiced to any political, caste, religion or any issues which disturb the harmony of among the stakeholders and society.
11. Should not do smocking/chewing tobacco / liquor drinking etc. in the premises.

II. Teachers and Students

Teachers should:

1. Respect the University's ideals, vision, mission, cultural customs, and tradition by abiding by the University's Act, Statute, and Ordinance.

2. Cooperate and assist in the performance of functions related to the college and university's educational responsibilities, such as assisting in the evaluation of admissions applications, advising and counselling students, and assisting in the conduct of university and college examinations, including supervision, invigilation, and evaluation;
3. Participate in co-curricular, extra-curricular, and extension activities, as well as community service.
4. Make themselves available to students outside of class hours and without remuneration or reward to help and guide students;
5. Assist students in developing an understanding of our national heritage and national goals; and
6. Avoid inciting students against other students, colleagues, or administration.

III. Teachers and Colleagues

Teachers should:

1. Treat other members of the profession with respect;
2. Speak respectfully to other teachers and offer assistance for professional advancement;
3. Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
4. Refrain from allowing caste, creed, religion, race, or sex to influence their professional endeavor.

IV. Teachers and Authorities

Teachers should:

1. Discharge their professional responsibilities in accordance with existing rules and procedures, and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for the change of any such rule that is detrimental to the professional interest;
2. Avoid taking on any other employment or commitment, including private tuitions and coaching classes, that is likely to interfere with their practice.
3. Participate in the formulation of the institution's policies by accepting various offices and fulfilling the responsibilities that such offices may entail;
4. Participate in the formulation of policies of other institutions through their organizations and accept offices;
5. Cooperate with the authorities for the betterment of the institutions while keeping the public's interest in mind.
6. Cooperate with authorities for the betterment of the institutions, keeping in mind the public interest and in keeping with the dignity of the profession;
7. Adhere to the terms of the contract;

8. Give and expect due notice before a change of position occurs; and
9. Refrain from taking leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in mind their specific responsibility for the completion of academic work.

V. Teachers and Non-Teaching Staff

Teachers should:

1. Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
2. Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians

Teachers should:

1. Ensure, through teacher bodies and organizations, that institutions maintain communication with guardians and students, submit performance reports to guardians as needed, and meet with guardians in meetings convened for the purpose of mutual exchange of ideas and for the institution's benefit.

VII. Teachers and Society

Teachers should:

1. Recognize that education is a public service and strive to keep the public informed about educational programmes provided;
2. Work to improve education in the community and strengthen the community's moral and intellectual life;
3. Be aware of social problems and participate in activities that would be beneficial to the progress of society and thus the country as a whole;
4. Fulfill citizenship responsibilities and participate in community activities.

CODE OF CONDUCT FOR NON-TEACHING STAFF

Non-teaching Staff should abide by the guidelines laid down by the Department of Collegiate Education, Government of Maharashtra.

I. Non-teaching staff -

1. must adhere to a strict schedule
2. shall respond promptly to student complaints.
3. shall adhere to MS guidelines and perform duties in accordance with them.
4. must not engage in any behavior that harms the institution's reputation
5. will show respect for the Principal, Teachers and the instructional staff
6. shall uphold the college's etiquette
7. shall not engage in anti-social or anti-environmental activities;
8. shall assist the principal and teaching staff in all administrative duties;
9. shall refrain from sexual harassment, which is punishable by law.
10. will respect and honor the dignity of female employees.
11. shall keep the department and laboratory clean;
12. shall maintain the instruments/ equipments/ experiments neat and ready for use.
13. Should not do smocking/chewing tobacco / liquor drinking etc. in the premises.

CODE OF CONDUCT FOR STUDENTS

The students are the backbone of the nation. They have a big responsibility of the nation and society on their shoulder. Being a part of the institution, they have to follow all the norms and conducts of the institution so as to gain much benefit from the institution regarding the values, ethics, knowledge and social responsibilities.

The Code of Student Conduct's objective is to provide a clear statement of the University's expectations of students in both academic and personal matters.

It addresses the interrelated obligations, rights, and responsibilities of faculty members and educational partners. It also aspires to encourage continuous contemplation and meaningful responses to ethical dilemmas. It is not intended to give definitive answers to all ethical questions or situations. Rather, it seeks to create the groundwork for ethical behavior while also highlighting critical issues.

The students should-

1. Should respect all teaching staff members and non-teaching staff.
2. Should have college ID card and wear college uniform while entering in to the premises.
3. Should attend all the theory and practical classes without fail.
4. Should participate in various activities of the class/ college.
5. Should obey the instructions of the staff members
6. Should not damage any property inside the premises
7. Should be calm, creative, and performance any single/or group activity asked by the staff.
8. Should not carry anything objectionable such as any weapon, lighter, matchbox, etc. with him/her.
9. Should wear a decent dress/ uniform.
10. Should not do smocking/chewing tobacco / liquor drinking etc. in the premises.
11. Should talk to others politely.
12. Should never be a part of any unaccepted activity by the society.
13. Should respect the females on the campus and in the society.
14. Should not copy home assignments/ class work from other classmates
15. Should be ready for any academic/ cultural/ sport related/ nation building task provided by the teachers.
16. Should participate in educational tours, visits to laboratories, science centers which are out of the premises.
17. Should discuss any problem related to his/her own with the mentors first.
18. Should make a good relation with his / her mentors.
19. Should be obedient to his/her gurus and principal
20. Should follow the disciplines of the institute
21. Should practice integrity, open-mind-ness, tolerance, team spirit, sense of responsibility and environ friendly behavior within and outside the campus.

CODE OF CONDUCT FOR PRICIPAL

The principal of any institution serves as a patron, custodian, supervisor, instructor, administrator, guide, and so on, and plays an important part in the institution's inclusive development. He is in charge of more than any other member of the team. As the Academic and Administrative Head of the Institution, the principal is required to observe a code of ethics established by the UGC and the Ministry of Human Resources Development.



Principal

Dharampeth M. P. Deo Memorial Science College, Nagpur

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