



GOVERNMENT GIRLS' P.G. COLLEGE, GHAZIPUR

Code of Conduct

Conduct for Students

1. Students must abide by the rules stated by the Proctorial Board of the College failing which any of the following punitive measure may be executed (a) warning. (b) fine. (c) rustication from a class for a maximum period of six weeks, (d) rustication from college and cancellation of admission.
2. Each student is compulsorily required to have the identity card. The identity card shall be issued to the students by college at the time of admission.
3. It is compulsory to have identity card in campus. Any student without having identity card inside the campus may be asked to leave the campus immediately.
4. All students must come in prescribed uniform (white salwar-sameej and dupatta). In winter simple 'V-necked black sweater is allowed. It is compulsory to be in the uniform during the examination period also.
5. In order to encourage creative abilities, students are divided into four houses- Deepti Kunj, Prashasti Kunj, Swasti Kunj and Jyoti Kunj. The colour of these is blue, green, red and yellow respectively.
6. Students are prohibited to visit the teachers' and employees' residence during the college hours.
7. Student can bring mobile phone inside the campus but its misuse is strictly prohibited. They have to keep their mobile phone in silent mode in the campus. Disciplinary action may be taken against the student violating the rules.
8. Subject-wise 75% attendance is compulsory. In case of lesser attendance, the student may be debarred from appearing in examination.

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 crucial 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.