

## CODE OF CONDUCT

### CODE OF CONDUCT FOR TEACHERS

All the faculty members are required to display good conduct so that the students consider their teachers as their role models. Following are the rules which every faculty shall comply with as part of the code of conduct:

1. All faculty members must maintain the required standards of punctuality, honesty, and professional ethics.
2. The faculty appointed in the Institute will be on probation for six months from the date of joining subject to the approval by the Management.
3. On completion of the probation period, the management may extend, if necessary, the probation for one more year after reviewing the performance of the faculty and his/her commitment of the institution.
4. Every faculty member shall discharge his/her duties efficiently & effectively as per the norms laid down by the UGC/AICTE, & Management from time to time.
5. Every faculty member should report to the college at least 10 minutes before the commencement of Institute timing.
6. All faculty members must be enthusiastic about taking up the subjects allotted to them.
7. All faculty members should prepare a lesson/teaching plan, notes, academic file well in advance before commencement of the classes.
8. A mentor should take proper care of his/her group of students by guiding, motivating, counseling, and monitoring their attendance and performance.
9. Every faculty member should be responsible to conduct regular classes and practical and taking extra classes whenever necessary.
10. Every faculty member shall respects the right and dignity of the student in expressing his/her opinion.
11. Every faculty member shall deal impartially with students regardless of their religion, caste, economic, social, and physical identity.
12. No faculty members shall act in any manner that violates the decorum or morality with in the campus.
13. Every faculty member should work within the institutional policies and practices to satisfy the vision and mission of the institute/trust.
14. All faculty members **must refrain from different forms of harassment** or unlawful discrimination based on existing legislative norms relating to gender/ sexuality/ age/ marital status.