

# **“LEARNING TODAY LEADING TOMORROW”**

## **CODE OF CONDUCT HARHI COLLEGE GOBINDAPUR LAKHIMPUR-787055**

### **HARHI COLLEGE: GOBINDAPUR CODE OF CONDUCT OF THE TEACHERS & STUDENTS**

Code of Conduct is a set of rules and guidelines set up by institution to ensure a disciplined, healthy and smooth running of Higher Education Institution where the students and the staffs mutually engage in an environment of exchange of knowledge. Harhi College has formulated a code of conduct or a set of rules and regulations for governing the behaviour or conduct of the following stakeholders:

1. Teachers
2. Students
3. Academic Staff

#### **1. Teachers’ Code of Conduct**

To improve the ethics of the teaching profession a set of guidelines has been set up with recognized ethical norms and professional standards to which all faculty members must adhere.

**Purpose of the Code:-**The code of conduct for teachers applies to all registered teachers. It serves as a guiding compass as teachers seek to steer an ethical and respectful course through their career in teaching and to uphold the honour and dignity of the teaching profession. It may be used by the education community and the wider public to inform their understanding and expectations of the teaching.

**Structure of the code:-** Having regard to the above purposes, a code of ethical foundation is included in the professional code of conduct for the teachers. This is encapsulated in the values of respect, care, integrity and trust that are reflected throughout the code. These core values underpin the work of the teacher in the practice of his/her profession.

The code then sets out the standards which are central to the practice of the teaching and expected of registered teachers. The standards identify and teachers professional

responsibilities are framed as statements under following separate headings- values and equality, integrity, conduct, practice, professional development collegiality and collaboration etc.

**Value and respect:-** Teachers uphold human dignity and promote equality and emotional and cognitive development. In their professional practice, teachers demonstrate respect for spiritual and cultural values, diversity social justice freedom, democracy and environment.

**Integrity:-** Honesty, reliability and moral action are embodied in integrity. Teachers exercise integrity through their professional commitments, responsibilities and actions.

**Care:-** Teachers practice is motivated by the best interest of the students entrusted to their care. Teachers show this through positive influence, professional judgment and empathy in practice.

**Trust:-** Teachers relationship with students, colleagues, parents, school management and the public are based on trust, thrust embodies fairness openness and honesty.

## 2. Students' Code of conduct

### **The guideline for students in the College Campus:-**

- Formal Salwar Kamiz with Dopatta or Mekhala Chaddar dress for girl students.
- Formal Trouser with shirt or T-shirt for boy students.
- Mobile phone must be switched off over the plinth area of the college except in the hostels and the canteen.
- Gossiping and loitering on the plinth area of the college is strictly prohibited.
- Students must carry their identity cards while inside the college campus.
- Motor Cycle is strictly prohibited to entering college campus without using of helmet and legal license.
- The main gate of the college will remain closed from 10.00 AM to 03.00 PM during regular class days. Therefore, students are asked to work accordingly. There may be relaxation of time which will be intimated in due course of time.
- There is a constitution of Harhi College Students' Union where all the rules and regulations regarding election of HCSU have been inscribed in all details. This constitution has been prepared on the basis of the provisions as prescribed by the Lyngdoh Committee which was also accepted by the honourable supreme court of India on 22/09/2006, all the students have to respect it.
- Matters not covered in this rule will be at the discretion of the principal. Apart from these rules all the students will have to adhere other directives, rules and

principles imposed by the principal, disciplinary committee and concerned authority.

- Any violation of the code of conduct will invite strict disciplinary action extending up to expulsion from the college.
- When sitting in an examination or other form assessment must not cheat copy other works, either individually or as part of a group, or attempt to gain any advantage by offering any form inducement or knowingly permitting any other person to offer any form of inducement on their behalf.
- When participating in study/seminar or research activities must not engage in plagiarism as defined in the rules of the institution, fail to cite or attribute the work of others pass off others work as their own work, or falsely result and must abide by ethical principles in relation to protection of personal data, and other specific principles in defined subject areas according to the rules of institution.
- Must not misuse the resources of the institution or personal or commercial information held by it, including intellectual property for personal gain or that of any other person or group.
- Must behave towards the Governing Body, Principal, teaching staff, non-teaching staff and fellow students in a respectful way.
- In relation to any person or group within or external to the institution must not offer or accept any bribe or other unlawful financial consideration or seek or accept any other personal favour which may influence them in their studies or influence in their work.
- Ragging (mental, physical, sexual, verbal abuse etc.) is strictly prohibited in college campus among the students.

**Disciplinary Measures:-** Violation of the code and other rules of the institution may result in the following disciplinary measures:

- a) Oral warning to the students depending on the severity of the violation.
- b) Warning of the violation in writing.
- c) Reduction of the academic grade.
- d) Dismissal of a student from the institution.

### **3. Academic Staffs' Code of conduct**

The guideline for the staff:-

- To respect the students of the college and avoid any exploitation or harassment or discriminatory treatment of students.
- To protect academic freedom of students.

- Not to misuse the resources of the institution or personal or commercial information held by it, including intellectual property for personal gain or that of any other person or group.
- To place the interest of the institution above their own interest and should not seek to profit from their position otherwise than as provided by the legislation.
- In relation to any person or group within external to the institution not to solicit or accept any bribe or other unlawful financial consideration or seek or accept any other personal favour, which may influence them in their work and must immediately report any attempt to bribe or offer personal favour to the relevant authority defined in the rules of the institution.
- Not to discriminate against or harass colleagues and to respect the diversity of opinion and free expression.

**Code of Conduct preparation committee**

**Dr. Manash Jyoti Neog (Principal & Advisor, Code of Conduct Preparation Committee)**  
**Mr. Manabjyoti Hazarika (Co-ordinator, Code of Conduct Preparation Committee)**  
**Mr. Ananda Bharali (Member Code of Conduct Preparation Committee)**  
**Mr. Gautam Saikia (Member, Code of Conduct Preparation Committee)**  
**Mr. Rintu Handique (Co-ordinator, IQAC, HC)**