



Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

College Code No. 332

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

Introduction: - The College Is Providing The Following Guidelines Of UGC For Maintaining The Professional Ethics For The Teachers These Guidelines Are Adopted From UGC Notification (New Delhi, The 18th July, 2018) i.e. UGC Regulations On Minimum Qualifications For Appointment Of Teachers And Other Academic Staff In Universities And Colleges And Measures For The Maintenance Of Standards In Higher Education, 2018

Source: https://www.ugc.ac.in/pdfnews/5323630_New_Draft_UGCRegulation-2018

CODE OF PROFESSIONAL ETHICS

I. TEACHERS AND THEIR RESPONSIBILITIES:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;
- (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (viii) Participate in extension, co-curricular and extra-curricular activities including community service.

II. TEACHERS AND THE STUDENTS

Teachers should:

- (i) Respect the right and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;



Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

College Code No. 332

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

- (iii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs; (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (iv) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (v) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason; (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (ix) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (x) Aid students to develop an understanding of our national heritage and national goals; and
- (xi) Refrain from inciting students against other students, colleagues or administration.

III. TEACHERS AND COLLEAGUES

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. TEACHERS AND AUTHORITIES:

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi) Should adhere to the conditions of contract;
- (vii) Give and expect due notice before a change of position is made; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. TEACHERS AND NON-TEACHING STAFF:



College Code No. 332

Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

- (i) Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
- (ii) Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

VI. TEACHERS AND GUARDIANS

Teachers should:

- (i) Try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports 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.

VII. TEACHERS AND SOCIETY

Teachers should:

- (i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) 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, religions or linguistic groups but actively work for National Integration

Source: https://www.ugc.ac.in/pdfnews/5323630_New_Draft_UGCRegulation-2018



College Code No. 332

Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

Code of Conduct / Professional Ethics for the Teachers

(As per resolution of The Governing Body of Mauli Shikshan Prasarak Sanstha,
Kingaon Raja Tq. Sindkhed Raja)

Following code of conduct/code of professional ethics for the teachers of Sant Bhagwan Baba Kala Mahavidyalaya, Sindkhed Raja have been guided, suggested, approved & resolved by the resolution No. 01, by the Governing Body of Mauli Shikshan Prasarak Sanstha, Kingaon Raja Tq. Sindkhed Raja in it's Governing Body meeting which was held on Wednesday dated **10th April 2019**.

1. Every teacher of the college shall discharge his/her duties efficiently and diligently to match with the academic standards and performance norms laid down by the U.G.C/University/College /Management from time to time.
2. Maintain their professional knowledge & skills updated himself/ herself professionally for the proper discharge of duties assigned to him/her.
3. Every teacher should apply their knowledge and experience for overall development of the students of the college.
4. The Teacher should behave and perform fair and committed to the best interest of students of the college.
5. The teacher should be sincere, dedicated and academically focused.
6. Adopt the process of developing the teaching-learning process by preparing subject wise and semester wise individual teaching plan at the beginning of the session and perform accordingly.
7. Every teacher should do assessment practices for finding out slow learners & fast learners & to strive adequately for overall development of the students of the college.
8. The teacher shall engage the classes regularly and punctually and strive to complete the syllabus within the University directed/prescribed teaching days.
9. The Teacher should not only confine his/ her activities to the classroom teaching but involve himself/herself in all the efforts of the college in giving extra inputs to the students so as to make the students not only academically brilliant, but a confident, competent and fully overall developed personality & strive for them according to the Vision and Mission and Objectives of the college/institution.
10. Every teacher should inform the college discipline/code of conduct to the students time to time and encourage/compel them to follow accordingly.
11. The teacher should devote his time and energy to develop and improve his academic and professional competence.
12. Every teacher of the college should cooperate to maintain discipline and good habits among the students. In addition to the duties of teaching and allied activities, the teacher shall, when required, attend to extra-curricular, co-curricular activities organized by the Department/Committees/Cells of the College.
13. Teacher should assist the College/University Examinations, Valuation works, Moderation etc.
14. Examination evaluation/valuation, Practical examination should be fairly evaluated by the teacher.



Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

College Code No. 332

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

15. Every teacher should fairly & properly give the internal marks to the students , without keeping the view of partiality.
16. The teacher should not demand/force for any assistance or money to the students by showing or giving any temptation of increasing marks or any other cooperation in examination /practical work, etc., if anyone is found, legal action will be taken against him/her.
17. The teacher should not force or compel any student of the college for doing his/her personal work, inside or outside of the college.
18. No teacher shall incite, instigate or provoke any student/s, any other member of the staff into any form of action against the College or that seeks to disrupt the academic activities of the College.
19. The teacher should maintain the positive relationship with all colleagues & students of the college
20. The teacher possesses his/her identity as a teacher/Employee of the college/Institution in the society, therefore no teacher should act in any manner that violates the norms of decency or morality in his/her conduct or behavior inside or outside of the College Campus, every teacher should maintain the reputation, discipline & culture of the College at the public places/ in the society.
21. The teacher should inculcate a feeling of pride among the students for their Parents, Teachers, Society, and Institution & Nation.
22. Create pleasant atmosphere where students can actively participate in curricular and extracurricular activities of the college.
23. The Teacher should not indulge in any organised anti-institutional activity and shall not promote, abet, assist or motivate any groupism or unhealthy activity.
24. Avoid conflicts between their professional work and personal interest.
25. No teacher should by act or deed degrades, harass or insult any other person for any reason whatsoever or act in a manner unbecoming of the teaching profession.
26. The teacher shall not ordinarily remain absent from work without prior permission of the Principal or grant of leave.
27. The Teacher shall report to the Principal, if there is any criminal complaint, action/proceeding lodged against him/her in any police Station, Court or Forum.
28. The teacher should adopt a humane approach in dealing with students who are physically challenged.
29. Be punctual & careful in availing professional opportunities for career development.
30. Every teacher should be conscious about his academic development & be careful, attention for his/her placement date, fulfill /complete the required eligibilities for their due placement.
31. The teacher shall firstly submit his/ her placement file to the I.Q.A.C. & after reviewing the file will be forwarded to the Placement Scrutiny Committee of the college and after verifying this file, will be forwarded to the I.Q.A.C. by the Placement Scrutiny Committee and I.Q.A.C. will forward that file to the Principal for further needful action.
32. Academic dairies are provided to every teacher by the college at commencement of the session. Every teacher should regularly fill/record in it, his/her daily lectures/daily performance & other necessary information/etc. & submit it to the Principal Office for month wise reviewing & assigning by



College Code No. 332

Mauli Shikshan Prasarak Sanstha's

SANT BHAGWAN BABA KALA MAHAVIDYALAYA

Sindkhed Raja - 443203, Dist. Buldana (MS)

Approved by Govt. of Maharashtra & Affiliated to SGBA University, Amravati

Email : sbac332@sgbau.ac.in | Website : www.sbbacs.ac.in

Dr. Narendra B. Mundhe

President

Mob. 9850378206

Dr. Kishor H. Walse

Principal

Mob. 9689271947

- the principal, at the last date (excluding Sunday/holiday) of the every month in working hours. After reviewing & Signature by the Principal, it will be returned to the teacher.
33. The teacher should not be careless for filling the Academic dairy, every teacher keep his/her academic dairy updated with the signature of the Principal.
 34. No teacher shall meet/approach directly to any member of the Management/ Governing Body of Mauli Shikshan Prasarak Sanstha, Kingaon Raja Tq. Sindkhed Raja for their personal or any issue or matter. He/She should put/forward their issue/matter through the Principal to the Management/ Governing Body of the Mauli Shikshan Prasarak Sanstha, Kingaon Raja Tq. Sindkhed Raja, in written form.
 35. Every teacher should respect the functional superiority of those set in authority over him/her by the Management/Principal.
 36. The teacher should not interfere/ speak any personal matter/issue of his/her colleague teacher among the students in the class/ inside or outside of the college, always speak respectfully of other teachers.
 37. The teacher shall present punctually to the college for the National Anthem & Prayer.
 38. No teacher shall leave the college campus during 11 a.m. to 4 p.m. in college duty hours after attending/joining the duty.
 39. No teacher shall leave headquarter without permission of the Principal.
 40. Every teacher should follow the 'teacher's dress code' as per directed by the Principal.