



HKE SOCIETY'S
SMT. C.B.PATIL ARTS AND COMMERCE DEGREE
COLLEGE CHINCHOLI, KALABURAGI



INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Code of Professional Ethics

HKES Smt. C. B. Patil Arts and Commerce Degree College Chincholi is a Rural area educational institution. While the focus has been on providing opportunities for formal education to the rural people, there is parallel thrust on values, ethics and the meeting of social obligation. This is an institution that adopts a better quality of life. It outlines its principles, policies and some of the laws that govern the activities of the college and to which our primary stake holders are Teaching and Non teaching staff and students and others who represent the college must adhere to.

CAMPUS CODE OF ETHICS

Basic guidelines for student life and relationships between students and faculty.

1. The college gives the student a comprehensive awareness of the academic standards, which are typically connected to the teaching and learning process.
2. By enrolling in the college, the student assumes the obligation to abide by its laws and regulations and is expected at all times to respect legitimate authorities, other people's rights, and college and public property.
3. Every student has a right to all the privileges, consideration, and recognition accorded to members of this Institute's student body.
4. We uphold unity in the campus' multi-cultural environment, and we must be aware of and follow all applicable rules and statutes regarding non-discrimination.

CODE OF CONDUCT FOR ADMINISTRATION

1. All student activities in the Institute must be supervised and coordinated by the Principal and the College's Management.
2. The Principal will start the disciplinary process after consulting with the college's established grievance resolution cell.

CODE OF CONDUCT FOR FACULTY AND STAFF

A noble career, teaching. It moulds a person's personality, potential, and future. The instructor has the power to fire the pupils' passion for learning, motivate them, and give them hope. Every employee must abide by the rules and guidelines established by the UGC under section 15(c), the KCSR, and Management, and is responsible for any penalties incurred should they be broken. Additionally, teachers must:

1. Maintain the integrity and honour of the teaching profession

2. Provide students a quality education.
 3. Show students no favouritism by taking care more.
 4. Have affectionate interactions with the students.
 5. Fulfill with the institution's policies and guidelines.
 6. Adhere to the protocols to guarantee student safety.
 7. Collaborate with fellow teachers.
 8. Play a responsible role in working with parents and other stakeholders to educate students.
 9. Act as competent counsellors and leaders.
 10. Assist students in their study by offering advice, direction, and support.
 11. No employee shall speak, publish, or write in any media anything that is considered harmful to the interests of the college or that has a negative impact on or criticises any college policy or activity.
 12. No employee shall directly or indirectly engage in any business, provide private instruction, or engage in any employment outside of his/her/its assigned position for the purpose of profit.
 13. A worker who is the subject of criminal proceedings in a court of law must promptly and fully tell the college's authorised authorities.
8. Be responsible and interact positively with parents and other stakeholders in educating the students.

CODE OF CONDUCT FOR NON-TEACHING STAFF

The non-teaching personnel are supposed to possess the following qualities. He or she must:

1. Arrive on time for duty; and
2. Continue to work during duty hours.
3. Strictly abide by the college's rules and guidelines.
4. Honor and uphold the administrative hierarchy.
5. Always operate with integrity, honesty, and fairness.
6. Always practise self-control, restraint, and a positive outlook when interacting with staff, pupils, and the general public.
7. May not falsify, mutilate, erase, conceal, or otherwise tamper with official papers or receipts.

CODE OF CONDUCT FOR STUDENTS

1. Every student shall come to college with clean, neat College Uniform and College ID
2. Interact with teacher and elders in a polite and respectful manner with all students and staff of the College at all times.
3. During class hours a student cannot go out of the classroom without the permission of the teacher concerned.

4. The use of mobile phones in college campuses is absolutely forbidden. Students who break this rule will be subject to punishment.
5. The college anticipates that both male and female students will cultivate respectable relationships both on and off campus. The fundamental purpose of co-education is to encourage such a connection. Any conduct that conflicts with this spirit is forbidden and penalised.
6. During their leisure hours encourage students to use the library.
7. Whenever a teacher walks into a classroom, the students should raise and keep standing until they are asked to sit or until the teacher takes his/her seat.
8. Late arrivals are not permitted in the classrooms. However, latecomers are given a five minute grace period.
9. Care should be used when handling the property, including the furnishings. Furniture damage will result in a fine or a suspension from college.
11. Students are not allowed to distribute any printed materials or brochures without the principal's approval.
12. Ragging in any form is illegal and will result in harsh punishment.
14. Meeting the pupils in the classroom is not permitted.
15. Students should look after their personal property. Any losses will not be the institution's responsibility.
16. Active involvement in all anticipated cultural and athletic events.
17. Students are required to maintain a tidy campus and to only dispose of rubbish in the designated Dry & Wet basin waste baskets.
18. Students are strongly recommended to refrain from actions that could harm the college and destroy the academic atmosphere, such as writing or drawing on walls, doors, or other objects.

THE FOLLOWING ACTIVITIES ARE PROHIBITED

- Restricted visitors from causing a disturbance over the entire campus during class hours
- It is forbidden to use cellphones and to engage in ragging of any kind inside college premises.
- prohibited ghutaka chewing and smoking on campus
- engaging in cheating during tests and exams
- From Use of mobiles phones and any form of ragging in college buildings is illegal, as is causing disruption during school hours across the whole campus.

Any contravention of the aforementioned regulations may result in punishment, which may take the form of a warning, a fine, complaints to parents, or any other corrective action that any staff member or the highest authority of the College deems appropriate.