

Code of Conduct

Duties of the Teacher :

- a) The teacher shall devote his time and energy to develop and improve his academic and professional competence by availing of all opportunities to attend and participate in academic programmes, such as Seminars, Orientation Programmes, Refresher Courses, In-service Training Programmes, etc. The University Authority shall give the teacher every possible opportunity to do so.
- b) The teacher shall perform his academic duties such as preparation of lectures, demonstrations, tutorials, assessment, research, guidance to research fellows, University examinations etc. and shall encourage pursuit of learning in the students.
- c) The teacher shall engage the classes regularly and punctually and impart such lessons and instructions as allotted by the Head from time to time, and shall not ordinarily remain absent from work without prior permission or grant of leave.
- d) The teacher shall observe the provisions of the University Act, Statutes, Ordinances, Regulations and Rules in force and as modified, from time to time and abide by the decisions of the University and shall ensure the interest of the University. Such decisions, however, shall not be inconsistent with the provisions of the Act, Statutes, Ordinances, Regulations, etc.

In addition to the duties of teaching and allied activities, the teacher shall, when required, attend to extra-curricular, co-curricular activities organised by the college/University, and administrative and supervisory work and maintenance of records and Assessment Reports or any other duties befitting the status of a teacher assigned to him/her by the Head of the institute..

- f) A teacher shall help the college authorities to enforce and maintain discipline and good habits among the students.
- g) A teacher shall assist the college in smooth conduct of the University

Examinations :

- h) Teacher shall follow the directives given time to time by parent institute Bhartiya Shikshan Prasarak Sanstha, Ambajogai and shall involve actively in the programs and activities of the parent institute.

Code of Conduct for Teachers :

(i) The teacher shall be at the disposal of the University full-time and shall serve in such capacity and at such place, as he may, from time to time, be so directed.

(ii) The teacher shall conform to and abide by the provisions of the Universities Act, Statutes, Ordinances, Regulations, and Rules and Directives and decisions of the Competent Authority.

The teacher shall

also observe, comply with and obey all orders and instructions which may, from time to time, be given to him/her by the University.

(iii) The teacher shall at all time maintain absolute integrity, show devotion to his profession and shall do nothing which is unbecoming of a teacher and his profession.

(iv) The teacher shall extend utmost courtesy and attention to all persons with whom he has to deal in the sphere of his duties. He shall strive hard to promote and protect the interest of the University.

(v) The teacher shall not accept or permit any member of his family or any person acting on his behalf to accept any gift in cash or in kind for his own benefit from any person including another teacher or employee for a work to be done in connection with the business of the University.

Provided that, the collection of monthly subscription of membership at the prescribed rate collected by the office bearer of the Association, Union or the Club shall not amount to gift or realisation of other contribution for this purpose.

(vi) The teacher shall not, without prior permission of the Competent Authority, remain absent himself from his duties. In the circumstances or reasons beyond his control, he shall intimate or cause to intimate to Competent

Authority within five days from the first date of absence, failing which his absence may be treated as leave without pay, and he shall further be liable to such disciplinary action as the Competent Authority may deem fit.

However, that the Competent Authority shall condone this condition in respect of a teacher, who for reasons beyond his control, was unable to convey the cause of his absence.

(vii) (a) The teacher or his near relative shall neither bid directly or indirectly, at any auction of any University property nor submit any tender for any supply to the University Schools, University Departments, Conducted Colleges and University Institutions.

(b) The teacher or his relative shall not use the University property including the residential accommodation for conducting any trade or business, coaching classes, tuition, occupation or for any other purpose.

(c) The full-time teacher shall not engage himself in any trade, business coaching classes, tuition, imparting instructions leading to any certificate, diploma or degree course(s) or any other occupation which is not part of his duties as prescribed under these Statutes.

(viii) The teacher shall not write guides, notes, questions and answers, circulation, etc. for commercial benefit.

(ix) The teacher shall abide by The Code of Professional Ethics laid down by UGC/Other Apex Bodies from time to time.

Misconduct :

The breach of any of the provisions of these Statutes, or any one or more of the following acts shall be deemed as misconduct on the part of the teacher:

(i) Any action by the teacher contrary to the provisions prescribed in these Statutes.

(ii) Refusal to accept order or other communication served according to the Statutes.

(iii) Obtaining employment in the University by misrepresenting facts.

(iv) Misappropriation of any amount and/or movable and immovable property of the University, Wilful and persistent negligence of duty.

(vi) Incompetence in Teaching.

(vii) Indulging in or promoting unfair practices in the conduct of University examinations.

(viii) Theft, fraud or dishonesty.

(ix) Wilful or negligent damage of the University property.

(x) Any action involving moral turpitude and attracting conviction in court of law.

(xi) Attending the duties in an intoxicated state and committing nuisance during working hours.

(xii) Misbehaviour with students, another teacher, staff, parents.

(xiii) Insubordination: Refusal to obey the order of controlling Authority, wilful act/communication by ignoring immediate controlling authority.

(xiv) Sexual harassment within the meaning of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, Redressal) Act, 2013 and the amendments made from time to time.

Explanation :

(1) Wilful negligence of duty shall, amongst other things include the following:

(a) Dereliction of duties like not engaging the allotted classes or not completing the prescribed syllabi as expected under circumstances not beyond his control.

(b) Negligence of academic or extracurricular, co-curricular duties assigned to the teacher by the Vice-Chancellor/Head of the Department, which are consistent with the Act, Statutes, Ordinances, Regulations or Rules.

(c) Incompetence shall include such other incapacities in teaching as would lead to failure in imparting of instruction to the students.



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