

# Mankar College

## Code of conduct

### **Code of conduct for students:**

1. To maintain sense of unity, integrity and harmony
2. To maintain discipline and to abide by the rules of the college
3. To appear in examinations as per schedule and abide by the rules of the examinations
4. To maintain regularity and punctuality in attending classes
5. To develop civic responsibility for being a responsible citizen of our nation
6. To nurture a sense of genuine esteem for our nation and our cultural heritage
7. To develop a feeling for fellow students
8. To help and facilitate the study of needy students
9. To foster healthy and cordial relationship with the teachers and the non-teaching staff of the college
10. To develop a sense of Social Responsibility and Accountability
11. To promote Communal Harmony
12. To develop Scientific Temperament
13. To strive for Gender Equality
14. To participate in the academic, social and cultural programmes of the college

### **Code of conduct for teaching staff**

1. To cooperate with the college schedule as per the guideline of the UGC regarding working hours to maintain proper balance in college.
2. To abide by the service rules and leave regulations of college teachers
3. To execute the duty related to the Committee of which the staff is a member
4. To take classes allotted in the Time Table
5. To complete the teaching assignment within the stipulated time
6. To participate in conduction of co-curricular activities of the learners
7. To evaluate the progress of the learners and perform university assignments

8. To maintain sense of unity, integrity, bonhomie and harmony among the students, colleagues, and other stakeholders
9. To develop a sense of belongingness with the college
10. To stimulate positive values among the learners
11. To act as a friend, philosopher and guide of the learners for their holistic development
12. To maintain behaviour and ethics befitting with academic institution
13. To regularly update one's knowledge domain
14. To play a significant role in the creation of human resource
15. To play a significant role in community development in the surrounding locality.
16. To uphold research culture among teachers

### **Code of conduct for the non-teaching staff**

1. To execute the duty assigned by higher authority
2. To maintain regularity and punctuality
3. To abide by the service rules
4. To develop a sense of being a member of the college as a family
5. To maintain sense of unity, integrity, bonhomie and harmony among the college staff
6. To report the progress of one's duty to the authority concerned, and to maintain a healthy liaison with the authority and management, as also with fellow staff.
7. To maintain behaviour and ethics befitting an academic institution
8. To sign the Attendance Register after arrival and before departure