

Bhagwan Shri Krishan College of Education (for women)

Mandi Dabwali

Bhagwan Shri Krishan College of Education (for women) provides clean and serene environment to the future female teachers. The college is situated on the main road of Mandi Dabwali linked to three states of India i.e. Haryana, Punjab and Rajasthan. It caters to the needs of rural girl students of these three states as the college is easily accessible via different modes of transport. The college is a community of cultured intellectuals. It is expected that, the freedom should be with sense of responsibility. Being aware of the rights should go together with consciousness towards duties. All pleasures are to be enjoyed with sense of morality.

The code of conduct normally addresses the matters to related conduct of faculty and other staff members such as teaching, learning, evaluation, and relationship with the students, associated staff, management as well as parents, duties and responsibilities with moral & professional ethics, human values, external services, devotion, dedication and integrity of the staff towards the college.

Code of Conduct for the Staff

- **Integrity:** All staff shall behave in ethical manner. Teaching shall be carried out in an environment of academic freedom and honesty.
- **Accountability:** The faculty and administrative staff shall play roles and responsibilities accountable for their deeds so that their actions add values to the institute.
- **Responsibility:** Everybody in the college is expected to perform duties with the due responsibility. Adhere to a responsible pattern of conduct is expected of them by the community.

- **Transparency:** All general records of different aspects of the functioning of the institution like staff details, facilities available, Academic Calendar, News Clipping, Time Table and Annual Quality Assurance Reports etc. are maintained. Adhere to a responsible pattern of conduct is expected of them by the community.
- **Respect of Individual:** While carrying out the interactions at all the levels, the dignity and respect of an individual is observed from all the staff of the college.
- **Knowledge Updating:** All the staff shall empower themselves by updating their knowledge time to time. Faculty shall seek to make professional growth continuous through the study and research.
- **Service to Nation:** All the staff shall be committed to develop skilled teachers to serve the Nation.
- **Punctuality and Regularity:** All the staff shall be punctual and regular. Each will punch the bio metric attendance regularly at the time of arrival as well as departure. Prior permission of the Principal is required for any type of leave.
- **Discipline:** It is mandatory for all to maintain discipline in the college campus. No in-disciplinary action is tolerable on the behalf of any staff.
- **Devotion and Dedication:** All staff shall participate in the institutional activities with devotion and dedication for their workplace. Faculty shall perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication.
- **No Smoking Zone:** All staff shall maintain the college campus as no smoking zone. No one will be tolerated to smoke inside the campus.
- **Co-operation and Assistance:** All staff shall co-operate and assist in carrying out functions relating to the educational responsibilities of the institute and the university such as assisting in appraising applications for admission,

advising and counselling students as well as assisting the conduct of university and college examinations including supervision, invigilation and evaluation.

For Students: - All the students assume an obligation to conduct themselves in a manner compatible with the college norms. Every individual is held responsible for their actions. Every student in the Institute is expected to be involved only in activities that are likely to maintain the prestige of the college. Each student should behave respectfully with all. Following actions constitute the Institute code of conduct for the students.

- **Dress Code:** Students are required to follow the dress code prescribed by the college i.e. white suit with red and white dupatta, black cardigan in winters on first three days of the week. It is to make that students belonging to all economic strata are accommodated equally.
- **Daily Assembly:** The day starts with the Geeta Shalok Uchharan and National Anthem followed by Thought for the day in the daily morning assembly. Achievers are felicitated and their efforts are appreciated in the morning assembly.
- **Punctuality and Regularity:** The students are required to be regular in the college. There is biometric attendance for the students. 80% attendance is mandatory. The students are required to be punctual unless or until there is permission by the Principal for a genuine reason.
- **Honesty:** Malpractices/Cheating during test/examination or knowingly furnishing false information are prohibited and strictly dealt.
- **Transparent Administration:** With the help of bio metric attendance, fair information is maintained regarding attendance of students and conduction of classes by teachers.

- **Disciplined Conduct:** Any behaviour obstructing teaching, administration, other activities in the campus are entitled for punishment.
- **Prohibition of Ragging:** Ragging is any conduct by a student as an individual or group of them whether by spoken words or written or by an act which has the effect of teasing treating or handling the fresher or any other student with rudeness will be treated as ragging and will be entitled for disciplinary action.
- **Hostel Discipline:** Rules and regulations are laid down for conduct in Hostels has to be strictly followed by each student.
- **Conservation of Natural resources Energy and Environment:** Every student and staff is expected to be aware of these things and maintain the conduct accordingly.
- **Cleanliness:** Every student and staff is expected to maintain the general cleanliness within the classrooms laboratories and the campus.
- **Ban on the use of Single use Plastic:** No student is allowed to bring or use single use plastic in the college campus. They are also directed time to time to not use plastic items in their homes also.
- **Participation in co-curricular and extra-curricular Activities:** Each and every student is motivated time to time to participate in the activities organized by different cells, committees and clubs. The college aims to all round development of all students.



Principal
B.S.K. College of Education
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