

Code of Conduct

Govt. Degree College for Women Baramulla, J&K (UT)

CODE OF CONDUCT FOR STUDENTS

The college gives great importance to discipline as it ensures growth and development of the students. Keeping in view the sensitivity of the institution, the college closely monitors the conduct/ behavior of students on the campus. Following rules must be observed strictly by the students in letter and spirit.

- Students must enter the college premises in proper uniform. The college uniform is white *shalwar-kameez* with *dupatta* or scarf (plain) and black sweater (plain). Additionally, students of 3rd, 2nd & 1st year must have three black, blue and yellow strips, respectively on the right side of their *kameezdaaman*.
- The students are not allowed to enter the college premise without the production of Id-proof issued by the college.
- No student shall be allowed to enter the college after 10:00 am and leave the college before 3:15 pm. Special permission to leave the college, however, can be sought from the Principal or Dean Students Welfare.
- A student remaining absent continuously for 10 days shall be struck off from the rolls.
- A student shall be allowed to appear in the examination only if she has minimum of 75% attendance both in theory and practical.
- Mobile phone, camera or other electronic gadgets are strictly prohibited in the college.

- No student is allowed to take law in his own hand. In case any student has a grievance, this should be addressed to in charge of the grievance cell or the Head of the Institution.
- Ragging is strictly prohibited and any student indulging in this unlawful activity will have to face cancellation of his/her admission from the institution.
- All students shall leave the classes immediately after the classes are over. No students shall wander or gather in verandah, corridor, and staircase etc. They should not spend much time in canteen, coffee shops etc.
- All the students shall wear their identity cards, well displayed. Identity badge is a public document and any teaching staff and non-teaching staff shall have the right to peruse it. Denial of that alone invites disciplinary action.
- Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
- Students are expected to keep the campus neat and clean. They should not put any waste anywhere in the campus except in the waste baskets.
- Consumption of intoxicants / psychotropic substances in any form or smoking or using chewinggum, panmasala etc. are strictly prohibited inside the campus.
- It is strongly advised to refrain from activities such as scribbling or noting on walls, door or furniture which could deface the college and destroy the academic ambiance.
- Students are not permitted to arrange any unauthorized celebrations and decorations of any magnitude in the campus.

- Unauthorized meetings,propaganda work, processions or fund collections are forbidden within the College, hostels, andoutside the college.
- Any student found guilty of misconduct/breach of discipline shall be liable to disciplinary action.

Policy for use of mobile phones:

The purpose of this policy is to establish clear cut guidelines regarding the usage of mobile phones insidethe campus. This policy is applicable to the students who enter inside the college campus.Realizing the importance of communication and the possible impact of mobile phone usage inside thecampus, the following guidelines are arrived at:

- Students are not permitted for using mobile phones without enough cause, within the campus.However, use of phones for academic purposes is allowed if prior permission from a teacher has been taken. The mobile phones must be kept in silent mode during the class hours.
- Accessing Social Networking Sites such as Facebook, Whatsapp, Twitter, etc. is prohibited within the college campus.

CODE OF CONDUCT FOR TEACHING AND NON-TEACHING

All employees should comply with the directives of all competent authorities, like **University Grants Commission, Government of Jammu and Kashmir (UT), Department of Higher Education Jammu & Kashmir** and **RUSA**. They should be committed to the **Vision and Mission** of the college.

- i. **Integrity:** Behavior of everybody must be consistent with the positive moral and ethical principles and standards, based on core values of the institution.
- ii. **Respect for others:** All must show respect for the dignity and for the physical and psychic integrity of beneficiaries and stakeholders involved in the institution, recognize the general rights of stakeholders to preserve their privacy, and to be protected from physical and verbal violence.
- iii. **Trust:** All stakeholders should have a firm belief in the reliability of each other to be honest, truthful and act with integrity.
- iv. **Accountability:** All stakeholders of the college are held responsible for executing their powers and responsibilities properly.
- v. **Fairness:** All stakeholders of the institution must treat others with impartiality, free from discrimination or dishonesty.
- vi. **Equity, Justice and Social Justice:** All stakeholders must adhere to the educational and social values of sustainability, equality and justice and recognize the rights and responsibilities of future as well as current generations, put into practice fair, transparent, inclusive and sustainable policies and practices in relation to age, disability, gender, race, ethnicity, religion and belief and sexual orientation.
- vii. **Personal and Systems Improvement:** All stakeholders should recognize the importance of making the maximum contribution possible to the continuous improvement of the institution.

- viii. One should protect the property of the college and must not misuse the resources of the institution, or personal or commercial information held by it, for personal gain.
- ix. All should have the endeavour to make the environment clean and eco-friendly.
- x. Harassment and discrimination of any form by any member of the college are strictly prohibited irrespective of sex, religion, caste and creed.

Non-compliance to the above model code of conduct is subject to disciplinary and punishable measures to be taken by the college authority in accordance with the institutional, statutory and legal provisions.