



Joya Gogoi College

CODE OF CONDUCT

INTRODUCTION

The Code of Conduct of Joya Gogoi College is established so that the college can be persistently engaged in its journey of growth and progress and maintains an atmosphere of academic excellence and positivity.

ARTICLE: 1

CODE OF CONDUCT FOR THE STUDENT:

Uniform:

1. Students are expected to maintain the highest standards of discipline and dignified manner of behaviour inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
2. Six days weeks are followed. Classes are scheduled from 9.00 a.m. to 4. p.m
3. All the students are expected to be present in the class well -within time.
5. No student shall enter or leave the class room when the session is on without the permission of the teacher concerned.
8. A compulsory dress code for the students of the college follows
 - Girls: Mekhela-Chadar (white with navy blue border and navyblue blouse) or White salwar kurta with navy blue dupatta for degree students and White salwar kurta with maroon colour dupatta for H.S. students.
 - Boys: White shirt and formal navy blue pant.
 - All students must be in the college uniform while in the college. They must wear the same whenever and wherever they represent the college in any event outside the college
9. Mobile Phones are to be kept in silent mode/switch off inside the classrooms. They can use it only Academic purpose as and when permitted.
10. Students must carry their Identity Cards inside the college and whenever they represent the college outside in any events.

11. Consumption of Tobacco, liquor or any other alcoholic or intoxicating product inside and around the college is strictly prohibited. Any students indulging in the same will be punished according to law of the country.
12. Ragging is strictly prohibited inside the college campus. The anti-ragging committee of the college takes adequate measures so that no incident of ragging takes place inside the campus.
13. Along with ragging, no student will indulge in any violent and unsocial activity or behavior. Such cases will be handled with heavy hand.
14. No Student shall ever damage or try to damage any property of the college. They should all respect and try to preserve the college properties wholeheartedly. Any such activity will be dealt with an iron hand.
15. Any complaint or grievance must be intimated formally either through Grievance
16. Redressal Form or through offline mode by dropping the grievance in the Grievance Box.
17. No Student will express any complaint or grievance on other platforms like social or electronic media.

ARTICLE:2

CODE OF CONDUCT FOR THE TEACHERS:

These codes of professional ethics are formulated to enforce the teachers to abide some specific norms in their behaviour and conduct towards the various stakeholders of the college with an aim to provide direction and guidance according to the ideal of the profession.

1. They should deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics.
2. They should recognize the difference in aptitude and capabilities among students and strive to meet their individual needs.
3. Teachers shall remain within professional boundaries in and outside the college campus and adhere to proper pattern of conduct and demeanor as a member of the teaching community
4. Teachers shall express free and unbiased opinions at professional meetings, seminars, conferences etc., towards the contribution of knowledge.
5. Teachers shall respect the diversity, maintain fairness and promote equality irrespective of gender, race, religion, sexual orientation, appearance, age, language or abilities among students, colleagues, guardians etc.
6. Teachers shall respect the rights and dignity of the student in expressing her/his opinion; deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics; recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;

7. Teachers shall hold before the students the best scholarly and ethical standards of their discipline. They shall demonstrate respect for students as individuals and adhere to their proper roles as intellectual guides and counsellors.
8. Teachers shall make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student's true merit.
9. Teachers shall respect the confidential nature of the relationship between professor and student. They shall avoid any exploitation, harassment, or discriminatory treatment of students.
10. Teachers shall make themselves available to the students even beyond the class hours and help and guide them selflessly.
11. Teachers shall help students develop a healthy understanding of India's national heritage and the inculcate in them the sense of patriotism.
12. As colleagues, the faculty members have obligations that derive from common membership in the community of scholars. They do not discriminate against or harass colleagues. They respect and defend the free inquiry of associates, even when it leads to findings and conclusions that differ from their own. Teachers acknowledge academic debt and strive to be objective in their professional judgment of colleagues. Teachers accept their share of faculty responsibilities for the governance of their institution.
13. As members of their community, the faculty members have the rights and obligations of other citizens. Teachers measure the urgency of these obligations in the light of their responsibilities to their subject, to their students, to their profession, and to their institution. When they speak or act as private persons, they avoid creating the impression of speaking or acting for their college or university. As citizens engaged in a profession that depends upon freedom for its health and integrity, teachers have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

ARTICLE: 3

CODE OF CONDUCT FOR OFFICE EMPLOYREES AND SUPPORT STAFF:

1. All the office employees shall work together to maintain a disciplined and systematic office environment.
2. Office employees shall strictly maintain their official time of arrival and departure.
3. They shall be regular in their works and complete any assigned work on time.
4. They shall fully cooperate the Principal in all official orders and duties.
5. They shall be cordial, helpful and cooperative to the students, teachers, and any other person on official affairs.
6. The other support staff of the college shall be ready to offer support and assistance to others in all possible ways.

ARTICLE: 4

AMENDMENT OF CODE OF CONDUCT:

1. The rules and regulations set as Code of Conduct of the college are liable to be changed if any need arises.
2. The Committee for preparing the Code of Conduct shall take up the issue and discuss it in a Special Meeting on the urgency and necessity of any amendment in the rules.
3. Any member of the committee along with the convener may raised the issue in front of the chairperson of the committee.
4. Any amendment proposal will pass the committee only after 2/3 majority of the committee members would give their consent to the same.
5. After the proposal is passed by the committee, the same will be raised and discussed in the next Governing Body Meeting. As the GB gives its approval to the amendment, the rule will be included in the Code of Conduct.