



Lathe Education Society's
NemgoNda dada patil Night Col l ege of arts aNd CommerCe,
sangl i
Rajnemi campus, Wood house Road ,
Sangli. 416416. (Maharashtra state.)

Code of Conduct Handbook

The Code of Professional Ethics

Whoever adopts teaching as a profession assumes the obligation to conduct him/her in accordance with the ideals of the profession. A teacher is constantly under the scrutiny of his students and the society. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient, communicative by temperament, and amiable in deposition.

Teachers should

- Adhere to a responsible pattern of conduct and demean and the expectation from them by the community.
- Manage their private affairs in a manner consistent with the dignity of the profession.
- Seek to make professional growth continuous through study and research.
- Express free and frank opinion by participation at professional meeting, seminars, conference etc. towards the contribution of knowledge.
- Maintain active membership of professional organizational and strive to improve education and profession through them.
- Perform their duties in the form of teaching, tutorial, practical and seminar work conscientiously and with dedication.
- Co-Operative and assist in carrying out function relating to the educational responsibilities of the college and the university such as assisting in appraising applications for admission, advising and counseling students as well as assisting in the conduct of university and college examinations, including supervision, invigilation and evaluation.
- Participate in extension, co-circular and extra-curricular activities including community Service.

Discipline in the college

- Students should always carry with him/her the identity card and produce it on demand by the college authority.
- Students should see all the notices displayed on the notice board in their own interest.
- Students must observe silence in the college premises and they should not loiter in the passage corridors.
- Students must be punctual of regular in attendance be their respected classrooms before the commencement of the lecture.
- No Society or association of the students will be allowed to form in the college.
- All the departments of college Gymkhana, Library, will work according to the rules made in that behalf, from time to time by the principal.
- Students are advised to note any application regarding issuing of Bonafide, Railway/S.T. Bus Concession form etc. must be submitted at least two day in advance.
- Smoking or spitting is strictly prohibited in the college premises.
- Students must keep their terms strictly in accordance with rules of the University for Grant of terms, terms shall not be granted in case of students who are defaulter in attendance, tutorials etc.
- Ragging is strictly prohibited.
- Disciplinary action will be taken in case of breach of the college rules.

Teachers and Non-Teaching Staff

- Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution.
- Teachers should help in the function of joint staff-councils covering both

Teachers and Guardians

Try to see through teachers' bodies and organizations, that institution maintains contact with the guardians of their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution

Dr . S.D. Patil

Offg. Principal