



RAGHUNATH GIRLS' POST GRADUATE COLLEGE

Western Kutchery Road, Meerut-250001

Re-Accredited 'A' Grade by NAAC (CPE Status since 2006)

College of Excellence 2014

Prof. Nivedita Kumari

Principal

Principal - 9520886032

IQAC-CO - 9520886033

Chief Adm. - 9520886031

E-mail : rgpgcollegemrt@gmail.com

Website : <https://rgcollege.ac.in>

Facebook ID : Raghunandini Rgpg Meerut

POLICY ON CODE OF PROFESSIONAL ETHICS AND CONDUCT

FOR GOVERNING BODY

The governing body of the college is responsible for ensuring the effective management of the institution and for planning its future.

- It shall act to approve the vision and mission of the institution, long term academic plans and ensure that these meets demand of all stakeholders.
- It shall monitor the performance and quality assurance arrangements of the college.
- It shall ensure compliance with the statutes, ordinances and provisions regulating their institute on including regulations laid down by UGC as well as by the Uttar Pradesh Government and the affiliating University viz. Chaudhary Charan Singh University, Meerut.
- It shall provide equality of opportunity for staff and students (Non-Discriminatory systems).
- It shall monitor the implementation of reservation of seats and staff positions as per the requirements of State and National Government.

IQAC Coordinator

Raghunath Girls' Post Graduate College
Meerut



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FOR TEACHING STAFF

The teachers of the college are subject to the "UGC Guidelines for College Teachers". As per the UGC Guidelines the teachers assumes the obligation to conduct herself in accordance with the ideals of the teaching profession.

Code of Conduct for Teachers for this institution encompasses the following.

- Their attribute should be directed and committed towards the specific needs of the students.
- They shall not stop any student from expressing her viewpoint instead encourage them to do so.
- Equal treatment to all students shall be given by the teachers irrespective of the caste, creed, religion or socio-economic background.
- Teacher shall aim to inspire students generate more interest in her field and develop an innovative mind.
- The teachers as her social responsibility shall instail democratic outlook amongst students making them patriotic, community oriented and broad minded.
- She must continuously update and upgrade herself with latest methodologies pedagogy and other applications
- Along with teaching she must indulge herself in Research and innovations and also involve herself in seminars/ workshops etc. for continuous progress and development of the subjects.

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FOR NON- TEACHING STAFF

All the employees of Raghunath Girls' P.G. College, Meerut being part of Government of Uttar Pradesh should follow the Code of Conduct laid down by the State Government. College has put forward Code of Conduct for their support staff.

- It should well acquaint itself with the college policies and adhere to it in the best possible way.
- They should perform their assigned duties diligently and sincerely.
- They should avail leaves with prior information as far as possible except in case of any sudden contingencies.
- They should not on any account undertake any other job during office hours or engage themselves in any trade or business in the college campus.
- Support staff should be punctual.
- They should be responsible for maintenance and proper functioning of college infrastructure, furniture and equipment's.
- They should respect the confidentiality of examination matter and staff as they have access to confidential information through official records.
- They should perform their duties with sincerity and integrity.
- They should show no discrimination based on caste, creed, gender or religion.
- Interactions of support staff with students should be cordial, helpful and pertent in any patient such as admission, examination, library, laboratories and so on.

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- Planning and developing strategies and curriculum for upgradation of the academic system should be an integral part of her professional duties.
- Teacher will have to carry out other institutional responsibilities besides teaching teaching such as administration work organising, seminars and so on.
- She will have to participate in discipline maintenance, extracurricular activities, Extension and outreach activities, cultural programmes and sports for all round development of the students.
- Teacher should maintain honesty in research and aim herself to improve the quality of research.
- Teachers must maintain confidentiality in all information regarding exams, matter of colleagues and students.
- Teachers should be respectful and cooperative towards each other. Teachers should follow/maintain professional Ethics.
- Teachers should adhere to the rules outlined by higher authorities and adhere to the conditions of contract.
- Teacher should give same respect and treatment to the non-teaching staff as they give to fellow teachers.
- Teacher should not take unnecessary leave and maintain regularity for smooth functioning of the college.



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POLICY ON CODE OF PROFESSIONAL ETHICS AND CONDUCT

FOR STUDENTS

- Students are expected to adhere to the timetable displayed on respective departmental notice board for attending lecture, practicals and tutorials.
- The University rules require a student to have minimum 75% attendance both in Lectures and Practical.
- Students must carry their Identity card inside the campus.
- Use of mobiles during lectures and practicals or any other college programme is strictly prohibited. Any violation of this will lead to disciplinary action.
- Students should come to the college in proper uniform.
- Students must help keep the campus clean and tidy with proper disposal of waste.
- Students are expected to read notices/ circulars displayed on the notice board and website.
- Spitting, smoking and throwing bits of packets/ wrappers is prohibited in the premises.
- Students should not misuse or make any unauthorised use of the college premises.
- Application for leave is to be made in advance and submitted to the ahead of the Department, in case of long illness medical certificate signed by treating doctor and attested by parents should be submitted.
- Students are expected to obtain clearance from the college before the university Examinations.
- Students should not indulge in any kind of ragging or other activities leading to harassment of any kind towards fellow students.

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- Students should give due to regards to their teachers, other staff members and follow students of the college.
- Students should contribute towards green campus.



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POLICY ON CODE OF PROFESSIONAL ETHICS AND CONDUCT

FOR PRINCIPAL

The Principal being the Academic and Administrative Head of the Institution liable to follow certain codes of Ethics in her conduct as proclaimed by the University Grants Commission in its guidelines framed by the Ministry of Human Resource Development (MHRD) as well as the set of rules enforced by the Government of Uttar Pradesh University Act 1973 of UP and GOs of UP Government. As the Institutional Head, the Principal should make an effort:

- To accomplish Ethios of inclusiveness in imparting education the college.
- To enforce equal treatment to all stakeholder so that there is no scope of non-discrimination or disparity.
- To maintain the essence of social justice for all the stakeholders within the framework of Indian constitution.
- To initiate and propagate the spirit of welfare and inclusiveness within all sections of human resources attached to the college.
- To maintain and promote academic and co- curricular activities in the college in all possible directions which may result in community development and social dynamics.
- To enforce discipline in behaviour of all stakeholders of the institution thus maintaining serenity in the campus.
- To create conducive environment for research oriented activities and innovative initiatives in the institution and to increase its knowledge pool.
- To execute the institute academic goal for the student, by the student, of the student, with social and ethical values.


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