



SSR College of Education





Swargheeya Sanjibhai Rupjibhai Memorial
Trust

SSR

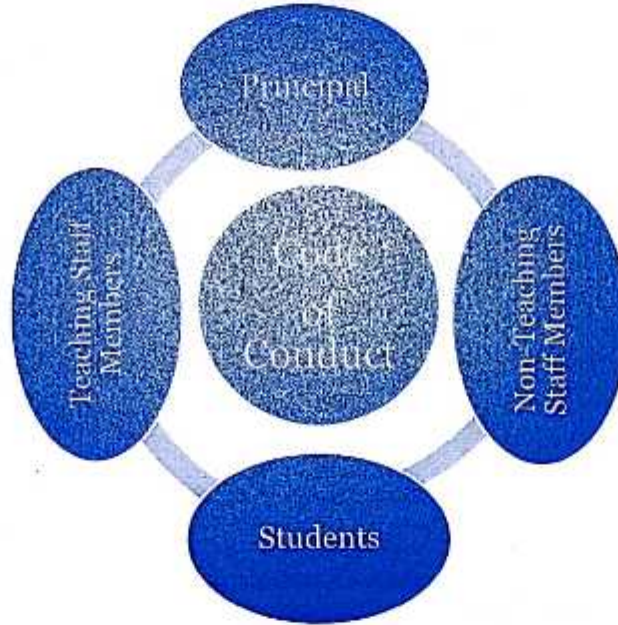
College of Education

(Affiliated to Savitribai Phule Pune University, Pune and Approved by NCTE)
PUN CODE: CEDD018960 NCTE CODE: 323407 AISHE CODE: C-41511



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CODE OF CONDUCT
AND
PROFESSIONAL ETHICS



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CODE OF CONDUCT
AND
PROFESSIONAL ETHICS

-: Guided By :-

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(Principal)

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Dr. Sarika M. Patel
(IQAC, Coordinator)

&

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(IQAC, Member)



**Dr. Meena P. Kute
Principal**



Principal's Message

It was a great visionary thought of late Shri. Mohanbhai S. Delkar, the founder chairman to contribute to the society by providing opportunities for higher education to the students of this rural area. This thought led to establishment of a self-financed charitable Trust "Swargheeya Sanjibhai Rupjibhai (SSR) Memorial Trust" in 2003. The trust ventured into the field of Education to undertake the great task of setting up a chain of Institutions in order to provide better quality education to the students of this tribal region of U.T. of Dadra & Nagar Haveli. SSR College of Education, Saily, Silvassa, UT of Dadra and Nagar Haveli- 396230 is the only education college of this union territory established in 2007. The college is serving to society with the vision to develop Teachers who are capable of catering local and global needs in the field of education and all-round development of student-teachers to meet challenges of 21st century by pursuing continuous excellence at par of international standards holding local roots in arena of education and research and with the mission to impart education of global standards by inculcating creative ability and innovation in the students of tribal area in order to achieve academic excellence while maintaining ethical teaching practices.

Over the years the college has set commendable traditions in the context of discipline and code of conduct. I feel the sense of gratification and immense pleasure that the college has released its handbook regarding 'Code of Conduct and Professional Ethics' which provides guidelines about codes of conduct and ethics pertaining to the main stakeholders.

I wish that all the stakeholders will strive to abide by the code of conduct and professional ethics which will certainly contribute to achieve the goals and objectives of the college.





CODE OF CONDUCT AND PROFESSIONAL ETHICS

CONTENT

Sr. No.	Particulars	Page No.
1	Code of Conduct for Students	4
2	Code of Conduct for Teaching Staff	5
3	Code of Conduct for Non-Teaching Staff	6
4	Code of Conduct for Principal	7
5	Professional Ethics	8





CODE OF CONDUCT AND PROFESSIONAL ETHICS

CODE OF CONDUCT

1. Code of Conduct for the Students

- As per the University guidelines minimum 80% attendance is compulsory to appear for University examination.
- Students can not remain absent without prior permission of the discipline incharge or the principal.
- It is compulsory for students to mark their attendance on Biometry machine.
- It is mandatory to carry I-Card and in without I-Card entry of the students is prohibited in the college campus.
- It is mandatory to wear college uniform regularly.
- Any act of indiscipline by any student shall be punishable.
- Damage to any property of the institution will result into penalty of compensation for the damage.
- In the college campus, outsiders will not be invited or entertained by the students without permission of the authority.
- Students are strictly prohibited from involvement in anti-institutional, anti-social, anti-national immoral or political activities in the college campus.
- Students are not allowed to roam in the corridor or to make noise during the class in progress.
- It is compulsory to use dustbin and to maintain cleanliness & hygiene in the college campus.
- Disciplinary action shall be taken against the students indulging in teasing, molestation, ragging, and harrasment.
- Mobiles of the students must be switch off in the classrooms, laboratories and library.
- Students must approach all the staff members with manners.
- Smoking, tobacco chewing or any other addiction are prohibited.





CODE OF CONDUCT AND PROFESSIONAL ETHICS

2. Code of Conduct for the teaching staff

- Teacher must follow the schedule of the college.
- Teachers must perform their academic as well as all other assigned duties punctually.
- It is compulsory for teachers to mark their attendance on Biometric machine.
- Teachers must be in proper dress code with ID Cards.
- The teachers should devote the time for the welfare of the institute and students' holistic development.
- The teachers should participate and conduct extracurricular activities for holistic development of the students.
- The teachers must perform the role of mentor to the students and provide guidance & counselling whenever they require.
- It is necessary for the teachers to get their leave sanctioned from the principal in advance.
- The teachers must participate actively in the examination works as per the University guidelines.
- The teachers must obey parking rules of the campus.
- Any type of addiction is prohibited in the campus.





CODE OF CONDUCT AND PROFESSIONAL ETHICS

3. Code of Conduct for the non-teaching staff

- All the non-teaching staff should be punctual and sincere in their approach as well as duty.
- The staff must follow the instructions of the coordinators and committee heads.
- Uniform with ID cards is mandatory for all the staff.
- Additional responsibilities assigned by the principal must be performed.
- Cleanliness and hygiene must be maintained in the college and whole campus.
- Prior permission of the principal is mandatory to avail any kind of leave.

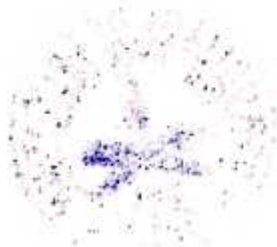




CODE OF CONDUCT AND PROFESSIONAL ETHICS

4. Code of Conduct for the Principal

- The principal should monitor all the academic and administrative works at the college.
- The principal should study the acts and statues of the University perfectly.
- The principal should have impartial, transparent and cooperative view for all the staff members and other stakeholders.
- Faculty development programs and orientation programs should be organised by the principal regularly.
- The principal should guide all the staff members to overcome difficulty in their works.
- The principal should perform balanced role among students, staff, management and the society.





CODE OF CONDUCT AND PROFESSIONAL ETHICS

PROFESSIONAL ETHICS

It is said that teachers are the builders of the nation. And teaching profession is one of the ideal professions in society. The role of teacher is very important in shaping the personality of students and making them responsible citizens of the nation. Hence, it is necessary for principal, teachers and other staff members of the college to follow professional ethics as mentioned below.

- Always maintain the dignity of profession while dealing with all affairs.
- Show readiness to make professional growth through in service training and research.
- Participate and conduct co-curricular & extra-curricular activities including community services.
- All should deal impartially with each other in terms of caste, religion, economical & social status and physical characteristics.
- Respect for rights and dignity of all while communication with each other.
- Inculcate values and core elements among students to achieve national goals.
- Maintain ideal relations with colleagues and maintain healthy academic atmosphere in the college.
- All should perform their duties with professional etiquettes.
- Maintain cleanliness & hygiene in washrooms, college building and the campus. Maintain green campus.
- Avoid wastage of energy sources.
- Cooperative behavior with all stakeholders.



"Ethics is knowing the difference between what you have a right to do and what is right to do"

- Potter Stewart

DISCIPLINE COMMITTEE OF THE COLLEGE



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Dr. Meena P. Kute



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