

PEOPLE'S EDUCATION TRUST (R)
SHANKARAGOWDA COLLEGE OF EDUCATION

MANDYA-571401, KARNATAKA

Permanent Affiliated to the University of Mysore and Recognised by the NCTE

Re-Accredited at 'B' GRADE by NAAC

Code of conduct for Teacher Educators

The code of conduct for faculty normally addresses the matters related to conduct of teachers such as teaching, learning, and evaluation, relationship with the students, associated staff, management, parent's duties and responsibilities with moral & professional ethics, human values, external services, devotion, dedication and integrity of the teacher towards the college.

Duties of the Teacher Educators:

Adhere to a responsible pattern of conduct and demand or expected of them by the community.

- Manage their private affairs in a manner consistent with the dignity of the profession.
- Enhance participation of Learners..
- Express free and frank opinion by participation at professional meetings, seminars, conference etc. towards the contribution of knowledge.
- Maintain active membership of professional organizations and strive to improve education and profession through them.
- Perform their duties in the form of teaching, tutorial, practical, and research work conscientiously and with dedication.
- Co-operate and assist in carrying out functions relating to the educational responsibilities of the Institute and the university. The activities such as: assisting in appraising applications for admission, advising and counselling students assisting to conduct of university and Institute examinations, including supervision, invigilation and evaluation.
- Participate in extension, co-curricular and extra-curricular activities including community service.

(Dr.Suvarna V.D)
Principal

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Code of Conduct:

- The behaviour of the teacher educator with male and female students and other employees shall be modest.
The Teacher shall.
- Strictly abide by law relating to intoxicating drinks or drugs in force.
- Not consume any intoxicating drink or be under the influence of any intoxicating drink or drug, during the courses of his duty, and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of any such drink or drug.\
- Complete the prescribed syllabus in time.
- Establish appropriate rapport with students and colleagues.
- Do not violate rules and regulations of the college.
- Always update knowledge.
- Focus on professional development

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Code of Conduct for students

Through the orientation following Code of Conduct awareness are made for Students.

- Every student must carry his/her Identity Card while being present in the college campus.
- . Every student is expected to maintain the general cleanliness within the classroom, laboratories and the campus in general.
- Chewing paan, paan masala, gutkha or any other tobacco products, smoking or consumption of any other intoxicating products is strictly prohibited.
- Playing cards, spitting and littering are strictly prohibited inside the college and shall invite severe punishment or disciplinary action.
- Use of cell phones is strictly prohibited during class hours.
- During leisure hours, students are advised to use the library as much as possible.
- Students should handle the college properties with care. Damage to the furniture of any other materials may lead to penalty or suspension from the college.
- A student should maintain at least 80% attendance in lectures of every subject and 100% overall performance.
- Students are required to check the notice board
- Late comers will not be entertained to enter into the classroom.
- Indulging, ragging, anti-institutional and political expressions and activities within the campus are strongly prohibited as well as punishable.
- Without the permission of the Principal, students are not allowed to circulate any printed material within the college campus.
- Student must compulsorily appear in the internal examinations.
- Student must attend assembly regularly.
- All the students must wear uniform.

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Duties & responsibilities of principal

Principal as the head of Institution is solely responsible for addressing and resolving all issues concerned with the stakeholders of education.

Responsibilities of the Principal:

Subject to the supervision and general control of the management, the Principal as the Principal executive and Academic Head of the College, shall be responsible for-

- Focussing on academic growth of the college.
- Participation in the teaching, research and training programmes of the college..
- Admission of students.
- Maintenance of Receipts, expenditure and correct accounts.
- Maintaining the overall administration of the Institution. .
- Correspondence relating to the administration of the Institute.
- Supervision of curricular, co-curricular/ welfare activities of the Institution and students.
- Observance of the Act, Statutes, Ordinance, Regulation, Rules and other Orders issued there under by the University authorities and bodies, from time to time.
- Monitoring activities related to examination.
- Observance of provisions of Accounts code.
- Maintenance of Self –Assessment Reports of teachers and their service Books.
- In total all the issues and responsibilities lies with the principal

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Code of Conduct for Non-Teaching Staffs: -

- Every staff member has to obey the order of the Principal of the college.
- Non-Teaching staff must report in time to duty as per the working hours.
- Non-Teaching staff shall not leave the college premises without permission before 5.30 PM.
- Non-Teaching staff assigned to keep the computer lab clean, maintain the equipments properly.
- Every Non-Teaching staff reports to duty at least 30 minutes in advance.
- All staff will adhere strictly to the rules and regulations of the college.

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CODE OF CONDUCT COMMITTEE

The following faculty members are nominated for Code of Conduct committee. The College has constituted a committee to ensure the discipline in the campus. This committee ensures that indiscipline activities of the students are curbed. In this context the disciplinary committee is formed for the smooth functioning of the college and selected group of staff are adhered to maintain discipline among the students and solve the issues in a amicable manner.

STRUCTURE OF CODE OF CONDUCT COMMITTEE

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (Mathematics)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (History)	Member
6	Dr.Varun.M	Assistant Professor (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The disciplinary committee members are requested to attend the meeting on 19/8/2024 at 2-30 PM in Principals Room to discuss the following agenda.

Agenda:

1. Use of mobile phones is restricted in the classroom and library
2. Identity card and the library card must be carried by each student without fail
3. Any other issue related to the Student Discipline

Copy to: 1. All the members

2. Office copy

(Dr.Suvarna V.D)

Principal

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Minutes of Meeting

A meeting was held in the Board Room on 19/8/2024 at 2-30 PM. The following subjects were discussed by the committee .Following resolution were finalised.

Resolution

- Faculty should educate the students regarding maintenance of mobile phones within classroom and library
- Students should wear Identity Cards within college premises.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (pedagogy of History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The Monitory committee members are requested to attend the meeting on 31.03.2023 at 12 PM in Principals Room to discuss the following agenda.

Agenda:

1. Actions to be taken against the late comers.
2. Any other issue related to the Student Discipline.

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Minutes of Meeting

A meeting was held in the principal's chamber on 31.03.2023 at 02:30 PM. The committee convener welcomed the committee members, extended greetings and express joy on maintaining discipline in the campus. Following resolutions were passed by the committee.

Resolution

1. Educate the late comers.
2. As there were no matters to discuss, the meeting was concluded.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (pedagogy of History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The disciplinary committee members are requested to attend the meeting on 16.08.2022 at 12 PM in Principals Room to discuss the following agenda.

Agenda:

1. Dress code
2. Students Discipline in the college premises.
3. Any other issue related to the Student Discipline

Copy to: 1. All the members
2. Office copy

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Principal

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Minutes of Meeting

A meeting was held in the Board Room on 16.08.2022 at 12 PM. The following subjects were discussed by the committee .Following resolution were finalised.

Resolution

- Faculty should educate the students regarding maintenance of the discipline within the campus.
- Students should follow proper dress code and wear Identity Cards within college premises.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (pedagogy of History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The disciplinary committee members are requested to attend the meeting on 15/3/2021 at 12 PM in Principals Room to discuss the following agenda.

Agenda:

1. Dress code
2. Students are required to be regular in attending classes.
3. Any other issue related to the Student Discipline

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Minutes of Meeting

A meeting was held in the Board Room on 15/3/2021 at 12 PM. The following subjects were discussed by the committee .Following resolution were finalised.

Resolution

- Students should maintain required attendance to take final exams.
- Students should follow proper dress code within college premises.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (pedagogy of History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The disciplinary committee members are requested to attend the meeting on 5/8/2020 at 2-30 PM in Principals Room to discuss the following agenda.

Agenda:

1. Use of mobile phones is restricted in the classroom and library
2. Identity card and the library card must be carried by each student without fail
3. Any other issue related to the Student Discipline

Copy to: 1. All the members

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(Dr.Suvarna V.D)

Principal

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Minutes of Meeting

A meeting was held in the Board Room on 5/8/2020 at 2-30 PM. The following subjects were discussed by the committee .Following resolution were finalised.

Resolution

- Faculty should educate the students regarding maintenance mobile phones within classroom and library
- Students should wear Identity Cards within college premises.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.Suvarna V.D	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.K.Chennakrishnaiaha	Assistant Professor (pedagogy of History)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.Suvarna V.D)
Principal

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Meeting Memo

Code of conduct Monitoring Committee Meeting

The disciplinary committee members are requested to attend the meeting on 4/6/2019 at 12 PM in Principals Room to discuss the following agenda.

Agenda:

1. To create awareness about the ethics among students
2. Other issue related to the Student Discipline

Copy to: 1. All the members
2. Office copy

(Dr.K.chennakrishnaiaha)
Principal

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Minutes of Meeting

A meeting was held in the Board Room on 4/6/2019 at 12 PM. The following subjects were discussed by the committee .Following resolution were finalised.

Resolution

- Awareness regarding the ethics was created among students
- Students should follow proper dress code and wear Identity Cards within college premises.

The following members were present in the meeting

S.No	Name of the member	Designation	Position
1	Dr.K.chennakrishnaiaha	Principal	Chairperson
2	Dr. Victoria Roche	IQAC Coordinator & NAAC In charge	Member
3	Dr.B.C.Hemanth Kumar	Assistant Professor (pedagogy of Maths)	Member
4	Dr.Suvarna V.D	Assistant Professor (pedagogy of Chemistry)	Member
5	Shri BeeraLingaiaha .G	Assistant Professor (pedagogy of History)	Member
6	Dr.Varun.M	Assistant Professor pedagogy of (Kannada)	Member
7	Sri Harshavardhan .C	Assistant Professor (pedagogy of Physics)	Member
8	Dr.M.L.Sunil Kumar	Assistant Professor (pedagogy of Biology)	Member
9	Dr.T.K.Ravi	Physical education Director	Member

(Dr.K.chennakrishnaiaha)
Principal