



उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथैः
Jaywant Pratishthan Humgaon, Sanchalit,

NAAC: 'B+' Grade

Amdar Shashikant Shinde Mahavidyalay, Medha

Tal- Jawali, Dist.- Satara (MS) Pin- 415012

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Code of Conduct / Ethics of the College

Vision, Mission, Goals & Objectives

Motto of Institute

उद्यमेन हि सिध्यन्ति कार्याणि न मनोरथैः

Any goal can be achieved only by hard work and diligence not by merely desiring or thinking about it.

Vision

To explore & empower the hidden intelligence and potential among the students of the hilly area for smooth functioning of the society.

Mission

Our institution is committed to impart skill based education along with value education to the rural students who are economically and socially backward, to enable them to be self-employed and transform them into good citizens.

Goals

- 1) To make the higher education accessible to all, particularly for the students from hilly, underdeveloped, remote areas and enable them to face challenges of life with a positive attitude.
- 2) To introduce skill based courses and curriculum to meet the changing market needs and challenges.
- 3) To provide appropriate facilities to the students for their comprehensive development.
- 4) To inculcate values like non-violence, truth, tolerance, secularism, environmental awareness and scientific temperament among the students.
- 5) To generate employment opportunities for the students by fostering global competencies among them.
- 6) To encourage students to undertake quality research.

Objectives

- 1) To prepare students academically sound and enable them to face the examinations for vertical progression.
- 2) To impart quality education at an affordable cost.
- 3) To promote spirit of nationalism, develop leadership qualities and participation in various curricular & co-curricular activities.
- 4) To provide scholarships, concessions and allied benefits to our students who are socially and economically deprived.

Institutional Code of Conduct for Governing body

- **Introduction of new academic courses.**
- **Recruitment of efficient and qualified staff and creation Of adequate & additional teaching posts**
- **Organization of staff development programmes to enhance teacher's efficiency**
- **Encourage outstanding teaching, research, and other professional activities.**
- **Recommendations regarding students and employees welfare activities.**
- **To resolve any issues related to discipline, safety and security of the college.**

Amdar Shashikant Shinde Mahavidyalay, Medha.

Tal.Jaoli, Dist.Satara

Institutional Code of Conduct for Teaching Staff

- Teaching staff should treat all the students equally, irrespective of gender, caste, creed and religion, etc.
- Staff should assist, encourage & guide the students in their learning and acquisition of knowledge and try for their holistic development.
- Contribution of staff is must in the fulfillment of vision and mission of the institution.
- Maintain absolute dignity, integrity and devotion to duty and loyalty to the Institution at all times and should not involve in any activity which may lead to tarnish the image or reputation of the Institution.
- Teachers should maintain dignity & decorum both inside and outside the classroom and set a good example for the students.
- Teachers should complete the syllabus in time.
- Teachers should produce good results in the subjects handled by them and are accountable for the same.
- Teachers are expected to be present in the college campus at least 10 minutes before the college beginning time.
- Prior written permission is required from the principal at least a day in advance while availing CL or DL.
- Staff is expected to participate actively in all the events organized by the Institution and co-ordinate the same.
- The publication of quality research papers in reputed & UGC listed journals is expected provided they refrain from plagiarism.
- Teachers should attend & present papers in seminars, conferences, symposiums, workshops & faculty development programmes for their acadmic & professional development.
- Teachers Associations can not be formed without permission of the management.
- Teachers should attend the college neatly dressed.

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Institutional Code of Conduct for Non-Teaching Staff

- Staff should maintain honesty, integrity, fairness and self-discipline in all the activities and be cordial with staff, students and parents.
- Staff is expected to perform all professional activities through proper channel.
- Staff must not disclose confidential matters, mutilate, conceal or alter official records as part of their professional ethics.
- Staff is expected to prepare all reports, vouchers, bills, invoices, records, and other important documents accurately and honestly.
- Staff should provide students, teaching faculty, other staff and administration with the tools and assistance they require to perform effectively.
- Peons should maintain cleanliness in the laboratories, classrooms and staffroom.
- Peon are expected to wear uniforms on duty.
- Lab assistants should maintain attendance register and keep the set up ready before conduction of practicals.
- Staff is eligible to claim leaves only after obtaining prior permission from the concerned authority.
- Staff should carry out their duties as instructed by the authorities to whom they are attached.

Institutional Code of Ethics and Conduct for the Students

- Students should attend all the classes regularly.
- Students should be in uniforms and carry identity cards.
- Students commuting by two wheelers must carry driving license and wear helmet and park their vehicles in the parking area only.
- Disciplinary rules and regulations framed by the institute must be followed by the students. Any type of misbehavior, indiscipline or breach of any rules shall result into punishment.
- All the students are informed that RAGGING is a punishable offence.
- Strict action shall be taken against the students for indulging & abetting in Ragging in the college campus as per the directions of the Hon'ble Supreme court.
- Be attentive, co-operative and fair to faculties and peers pertaining to various academic and non-academic activities organized by the institution.
- Use of mobile is strictly prohibited in library, classrooms, corridors, ground and exam halls.
- Smoking & consumption of alcoholic beverages or use of banned materials inside the college campus is strictly prohibited.
- Damage of property of the college like tampering with fixtures, furnitures, window panels shall be viewed seriously.
- Cheating and copying during examinations shall result into punishment as per the university rules. Students should not indulge in any act of discrimination.
- Indulgence of students in political, communal, anti-institutional, anti-national and anti-social activities is strictly prohibited.
- Any act of sexual harassment shall result into severe punishment.