



Code of Conduct

Code of Conduct for Students:

- Every student shall be required to observe discipline and decorous behaviour both inside and outside the college campus and not to indulge in any activity, which shall tend to bring down the prestige of the college.
- If a student is found indulging in anti-national activities contrary to the provisions of acts and laws enforced by the Government, she shall be liable to be expelled from the college without any notice.
- It is mandatory to the student and her parent to give the undertaking on anti-ragging as per the circular issued by the government of India, MHRD, DHE, D. O. File number 16-8/2013-U.5, dated 18/11/2013.
- If a student is found involved in any kind of ragging, she shall be liable for strict disciplinary action as per the Maharashtra anti-ragging act 1999, which is in effect from 15/05/1999.
- If any statement/information supplied by the student in connection with her admission is found to be false/incorrect at any time, her admission shall be cancelled, she shall be expelled from the college and the fees paid by her shall be forfeited.
- Every admitted student shall be issued photo identification (ID) card, which must be retained and carried by the student while she is on campus. The valid ID card must be presented for identification purpose as and when demanded by authorities. Any student refusing to provide an ID card shall be subjected to disciplinary action.
- Any student who alters or intentionally mutilates her ID card or who uses the ID card of another student or allows her ID card for someone else's use, she shall be subjected to disciplinary action.
- Students should switch off their mobile phones during the instructional hours, in library and in reading room.
- Students are not allowed to carry their mobile phones in the examination hall.
- If a student is found guilty of malpractice in examinations, she shall be punished as per the recommendations of the examinations committee.
- Students should strictly avoid interacting with media representatives or inviting media persons onto the campus on behalf of the college without the permission of the college authorities.
- Students should strictly avoid recording the lectures, classroom/laboratory interactions and the actions of the other students, faculty, or staff without prior permission.
- Sharing of the audio/video clippings of any activities held on the college campus to media without prior permission is strictly prohibited.
- Students are expected to use the social media carefully and responsibly. They should strictly avoid posting derogatory remarks about other individuals from the college on the social media or indulging in any such related activities having grave ramifications pertaining to the reputation of the college.



Code of Conduct for Teachers:

Teachers should —

- Be punctual and follow service rules while performing their assigned duties and responsibilities.
- Avoid taking leave(s) without seeking prior approval from the concerned authorities.
- Maintain professional interactions and communications with their colleagues.
- Respect the right and dignity of the students in expressing their opinions and should deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics.
- Refrain from undertaking any other employment or commitment, which are likely to interfere with their regular duties and responsibilities assigned by the college authorities.
- Make themselves available beyond their regular working hours, whenever required.
- Avoid recording of any communication with colleagues / students / parents / authorities without prior permission.
- Avoid interacting with media representatives or inviting media persons onto the campus on behalf of the college without the permission of the college authorities.
- Avoid sharing of the audio/video clippings of any activities held on the college campus to media without prior permission of the college authorities.

M

Principal

MKSSW's Cummins College of Engineering for Women, Pune

