



Dr. Rafiq Zakaria Campus
Maulana Azad Education Society's
MARATHWADA COLLEGE OF EDUCATION
Chh. Sambhajinagar (Aurangabad)

Code of conduct Policy for Students and Teachers

“Code of Conduct” has been prepared to make all the staff and students to know the rules and regulations. It is expected that all the teaching, non- teaching staff and students should strictly adhere to the rules and regulations. The management reserves the right to change/modify the policies and code of conduct as and when deemed to be changed.

Code of conduct for students:

All students must abide by the rules and regulations of the college. The college authority may take disciplinary action if any student violates the rules and regulations. Students are advised to adhere to the rules and regulations of the college and discharge their responsibilities as a student with diligence, fidelity and honor.

General Rules and Regulations for Students

1. Attendance is compulsory for theory and field-based activities
2. Students shall observe strict modesty in dress.
3. College uniform is compulsory for all students .Girls who wear burkha should follow the colour as like uniform.

4. Students should wear identity cards inside the campus and also when attending any meetings outside the campus. Any violation of these orders will lead to disciplinary action.
5. Students shall behave with dignity and courtesy inside and outside the college.
6. Possession of mobile phones during the teaching hours is strictly prohibited.
7. Students shall not entertain visitors without prior permission in the campus.
8. Students are expected to read notices/circulars displayed on the college notice board.
9. Spitting, smoking and throwing bits of paper inside the campus are harmful and must be avoided.
10. Possessing firecrackers of any kind in the hostel and college campus is strictly prohibited.
11. Students should be attentive to not to harm the reputation of the college or individual through social and electronic media.
12. Students should respect learning resources provided by the college and college property.
13. The cost of any damage so caused will be recovered from the students .
14. It is unlawful for any person to mutilate any tree, shrub, or herbaceous plant or remove any identification sign or tag attached to it.
15. Students are not allowed to convene any kind of meeting in the campus or any sort of fund, not to display any kind of notice among students or on blackboards or on notice board without the without the permission of principal.
16. Students shall not indulge in any kind of misconduct bringing disrespect to the college.
17. All vehicles should be parked in the allotted place. Vehicles found parked in unauthorized places shall be impounded.
18. Any kind of grievance related to the college should be reported through grievance and rederessal cell.

19. Internal complaint committee (ICC)/Sexual Harrassment Committee is constituted by the college as per directives.Students can approach without any hesitation for complaince.
20. Any kind of sexual harassment should be prohibited.
21. Eve-teasing or disrepectful behaviour or any misbehaviour should br strictly prohibited.
22. While attending college functions, the students will conduct themselves in such a way as to bring recognition/honour to themselves and to the college.
23. The college should not be held responsible for the loss, theft, or damage of any personal property .
24. Propagation of religious views is strictly prohibited in the campus
25. Any student found guilty under UAPA , POTO, PoSH, TADA , college is liable to take necessary legal action as per constitutional provision
26. Male Students seeking to avail hostel facility has to give an undertaking with respect to the acceptance of rules and regulations, along with duly filled General Information form and Immunization Record.
27. Hostellors must always keep their Hostel Identity Card in their possession.
28. It is the responsibility of the students to do their best for maintaining discipline, peace and harmony in the hostel. The senior students are advised to set good examples to their juniors.
29. Creating noisy or unruly scenes in Hostel or destroying academic ambience in any manner will also lead to instant vacation of hostel accommodation.

Anti-Ragging committee

College has constituted **Anti-Ragging committee**. All students are encouraged to approach them without any hesitation in case of

ragging.

Grievance and Redress Committee:

In pursuance of the University Grants Commission Notification F.1-13/2022(CPP-II) dated 11th April 2023 regarding UGC(Redressal of Grievances of Students)Regulations,2023, the college has formulated a Grievance Redressal Policy for students which serves as a transparent mechanism for the students of the college for redressing their grievances. College has constituted Grievance and Redressal Committee for the same.College also has Mentor-Mentee system and Class Teachers for each section A,B,C,D & E Section to whom students approach if have any grievance.

Internal Complaint Committee(ICC):

In compliance with the UGC (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015 (hereinafter referred to as the UGC Regulation), Marathwada College of Education has established an Internal Complaint Committee and updated in accordance with Hon'ble Supreme Court directives to implement preventive, remedial, and disciplinary measures against sexual harassment. This committee is tasked with ensuring a safe, inclusive, and gender-sensitive environment, free from all forms of discrimination and sexual harassment.Platform SHe-Box portal is accessible to

report, Women faculty and students are registered on Stri Shakti App .

Punishment for Violation of College Rules and Regulations:

The principal can punish any student found guilty of any of the acts of indiscipline or misconduct and violation of General and Academic Rules and Regulation of the institute.

Code of Conduct for Faculty members

All the faculty members are expected to display a good conduct so that the students consider their teachers as their role model.

Following are the code of conduct for each faculty.

1. Faculty members are expected to continuously make efforts to devise new ways and means to counsel and motivate the students towards study and career growth.
2. Faculty members must orient the students with relevant theoretical and practical examples related to the subject.
3. Faculty members must display their impactful, un-measurable and intangible dedication for the students.
4. Faculty members for the students should be a good educationist with philosophical thinking to facilitate good academic environment of the institution.
5. Golden rule of “Give respect to Command respect” should be followed.
6. Faculty should provide opportunity and freedom of self-expression to the students.
7. Counselling is inseparable element of training.
8. Faculty members should set a good example as mentor and facilitator.

9. Internal complaint committee (ICC)/Sexual Harrassment Committee is constituted by the college as per directives.Students can approach without any hesitation for complaince.
10. Any kind of sexual harassment should be prohibited.
11. Eve-teasing or disrepectful behaviour or any misbehaviour should br strictly prohibited.
12. Faculty member should be vigilant in maintaining discipline in and around the college campus.
13. Personal and professional development should not be at the cost of the institutional duties.
14. Decency with respect to language , attire and behaviour should be maintained by the faculty.
15. Faculty member should exhibit punctuality and regularity in the institution.
16. Faculty members should not indulge in any anti-institutional and anti-management activities which could harm the reputation of the institution and management.

IQAC Coordinator

Principal