



Shri Chaitenyeshwar Shikshan Mandal, Nagpur

SHRI LEMDEO PATIL MAHAVIDYALAYA

Mandhal, Tal.- Kuhi, Dist.- Nagpur

(NAAC Accredited Institution)

Fax:- 07100- 228388

☎ 07100- 220120 (Off.)

E-mail: lemdeopatilmahavidyalaya@hotmail.com

Web: www.lpmahavidyalaya.cam

Ref. No LPC/MAN/5154/B/2019

Date 02-03-2019

CODE OF CONDUCT FOR NON-TEACHING STAFF

1. Non-teaching staff should co-operate with the teaching staff, their colleagues, providing support, help and assistance as required and facilitate effective communication throughout the college.
2. Non-teaching staff should exhibit the uppermost values of professional conduct that is required in an educational establishment
3. Non-teaching staff should maintain good relationship and proper interaction with the students.
4. Non-teaching staff should accord just and unbiased treatment to all students irrespective of religion, community, caste, creed, sex, economic and social status.
5. Non-teaching staff should not use their position in the institute for any misconduct, either with the students or with any faculty member
6. Non-teaching staff should take full efforts to meet required standards in completing assigned duties.



Coordinator

Code of Conduct Committee



Principal

Principal

Shri Lemdeo Patil Mahavidyalaya
Mandhal, Tah- Kuhi, Dist- Nagpur

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CODE OF CONDUCT FOR TEACHERS

1. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects taught.
2. Teachers are expected to be present in the college campus 10 minutes before the College beginning time
3. Teachers should teach the subjects assigned by the Head of the Department and principal.
4. Teachers must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise, they are assigned duties elsewhere.
5. Teachers should sign the attendance register while reporting for duty.
6. Teachers should be a counselor and Initiator. They should help, guide, inspire and promote the students to confirm that the Teaching-Learning Process is effective and positive.
7. Teachers should carry out academic, co-curricular and organizational activities that may be assigned to them from time to time.
8. Teachers should maintain dignity both inside and outside the classroom and set a good example to the students.
9. Teachers should remain in the campus till the end of the College hours.
10. Teachers are encouraged to take up Research projects.
11. Teachers are encouraged to write text books, publish articles in reputed Journals and present papers in Seminars and Conferences
12. Teachers should attend Faculty Development Programs to update their knowledge.

M. L. D. H. S.

Coordinator

Code of Conduct Committee

[Signature]
Principal

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Ref. No LPC/MAN/SISY/B/2019

Date 02-03-2019

CODE OF CONDUCT FOR STUDENTS

1. All students admitted to the Institute are subject to the discipline and control of the Institute authorities. The students are required to adhere strictly to the rules and regulations.
2. Every student shall carry his/her Identity Card and shall produce whenever asked for.
3. Ragging is strictly prohibited. Any students found to have indulged in ragging will be summarily expelled from the college as per the rules stipulated by the government.
4. The students are not authorized to organize meetings or join discussion on public matters.
5. Smoking, drinking alcohol, drugs and use of tobacco are strictly prohibited.
6. The students are required to show due regard to the property of the Institute. Any students found guilty of defacing or damaging property like furniture, equipment, fixtures, books, building, vehicles, etc of the Institute is punishable and is liable for expulsion from the Institute.
7. The students shall behave in a disciplined manner and follow all the instructions issued by the principal from time to time and shall not indulge in any act of indiscipline within or outside the premises of the Institute. **Every student should Endeavour to uphold the high ideals, the good name and prestige of the institute (LPM).**
8. Every student should be punctual in attending the classes, tutorials, submission of assignments and sessional-tests or otherwise they will lose marks proportionately.
9. **Students are required to put up attendance of not less than 75%.**
10. Proper observation of Institute discipline, good conduct and participation in sports and games and other events will play an important role in recommending for the final University examination or any special scholarship or for a job at the end of the course or for the award of a certificate at the time of leaving the institute.
11. A student shall not be permitted to appear for the university examination unless he/she has paid all his/her dues of the institute and his/her progress, conduct and attendance are found to be satisfactory.
12. The institute authorities under no circumstances shall accept any liability in respect of an accident/ suicide which a student may with or commit during his stay at the institute or on an educational visit. The students are therefore, cautioned to conduct themselves in a careful manner.
13. The principal reserves the right to suspend, if any student fails to pay the institute dues in time and has consistently poor performance.
14. The principal reserves all the rights to delete add or amend the rules and regulations as and when felt necessary.
15. The students will strictly abide by the various undertaking etc. submitted by them from time to time.
16. The student should remember that you are a proud citizen of India
17. The student should be respectful towards teachers and parents.

M. B. Bhat
(Coordinator
Code of Conduct Committee)

[Signature]
Principal
Shri Lemdeo Patil Mahavidyalaya
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