

Code of Conduct for Governing Body

1. The Governing Body sanctions and accepts the matters proposed and passed through the Academic Council of the college.
2. It approve the prescribed new courses of study, restructure and redesign the courses to make it skill oriented and in accordance with the current industry scenario.
3. Lay down the rules for admission in according to the reservation policy of the state Govt. policy.
4. It has complete administrative autonomy and right of appointing administrative staff and teaching faculty.
5. Construction of guiding principle for Institute scholarships, studentships, medals, prizes and certificates.
6. Governing body must have neutral and unbiased behavior for all its stakeholders.

Code of Conduct for Principal

1. Principal is head of the Institution. He/ She should look after all the administrative and academic activities of the Institute. He/ She should feel pride in working for the Institution.
2. He/ She should have neutral and unbiased behavior for students and staff.
3. He/ She should follow all the rules and regulation provided by the S.N.D.T. University.
4. He/ She should conduct various co-curricular and extracurricular activities for the betterment of the students.
5. He/ She should organize faculty development programs for the overall development of the faculties.
6. He/ She should work for the continuous development of the college and adhere to the mission and vision of the institute.
7. He/ She should be hospitable to all the higher authorizes and stake holders.

Code of Conduct for Administrative Staff

1. He/ She should be punctual and loyal to the institute.
2. He/ She should uphold the secrecy of information available with them for the best interest of the college.
3. He/ She should be hospitable to all the higher authorities and stake holders of the institute.
4. He/ She should follow the rules and regulation provided by the S.N.D.T. University and college management.
5. He/ She should be conscious towards the energy conservations, waste management and green initiatives.
6. HE/ She should strictly follow the documented process for any administrative activity.

Code of Conduct for Faculty

1. Faculty should respect all his/her higher authorities.
2. Faculty should follow the academic calendar for the teaching-learning process and should be punctual for all his/her duties like teaching and academic submissions.
3. They should follow the proper decorum inside and outside of the classroom and be strict for any misconduct of student during the examinations or inside the college premises. They should not permit the students in class who are not following the dress code. They should not give any physical punishment to students.
4. They should properly follow the teacher-guardian mentoring scheme and conduct co-curricular & extracurricular activities assigned to them.
5. They should adjust their class before going to leave and should inform to the higher authorities.
6. Faculty should publish the conference and journal papers under the name of the college. They have learning approach for their academic improvement and attend the faculty development program.
7. While leaving the institute they should provide one month notice to the management. Institute reserves the right of relieving him/her at any time during the notice period.

Code of conduct for students:

1. The students should always carry with them college identity card and modestly produce it when ever asked by any college authority to prove their authenticity.
2. Entry inside the college premises is avoided without college uniform as it is an integral part of the code of conduct.
3. While interacting with the teaching, non-teaching staff and other guest visiting to the campus students should behave with manners, etiquettes and professional body language.
4. Students should not use abusive, critical or arrogant language in college campus.
5. Student attendance in class room is a compulsory. So students should not bunk the classes.
6. Students should not cause direct or indirect damage to any lab equipment.
7. Students should stay away from ragging or sexual harassment of peer students, breach of this will result into severe action as per law.