



CODE OF ETHICS: RANGAPARA COLLEGE-2020

RANGAPARA COLLEGE: SONITPUR: ASSAM
<http://www.rangaparacollege.com>

Charu Nath
(Dr. Charu Saharia Nath)
President
Governing Body
Rangapara College

Ranjan Kalita
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Principal
Rangapara College



1. TITLE: CODE OF ETHICS: RARGAPARA COLLEGE-2020

2. OBJECTIVES:

As the Rangapara College is a Provincialised College, The Assam Services (Discipline and Appeal) Rules 1964, The Assam Provincialised Colleges and Assam Non-Government College Management Rules, 2001, The Assam College Employees (Provincialisation) Act, 2005 are followed for conduct of services for the employees of the college. The rules refer to Governing Body (G.B) as the monitoring body, hence all matter is monitored by the G.B. However, the Rangapara College authority frames the code of discipline for the students and for the management of hostels.

3. FOR GOVERNING BODY:

- I) No member of the Governing Body, being an employee of the College, shall attend any meeting of the Governing Body at which any matter relating to his pay, promotion or conduct is under discussion.
- II) No member of a Governing Body shall enter into any contract for work, supply of materials or for any sale or purchase with the Governing Body.
- III) If any member, remain absent in more than three consecutive meeting of the Governing Body, without informing the President, shall cease to be a member of the Governing Body and the Secretary shall report the fact to the Director of Higher Education for record.

4. FOR PRINCIPAL:


Principal is the authority and head of the institution. He has to play important role for overall development of the institution.


- I) Principal of an institution should be energetic, friendly, innovative, inspirational and dynamic.
- II) Principal of an institute should be supportive to the students teachers, office staff and should motivate the college family to grow innovation ideas for solving real life problems.
- III) Principal must encourage to do collaborative work among the own college family as well as other institution.

5. FOR TEACHERS:

In our society teachers are the most respectable persons. Our nation wants lots of thing from the teachers because teachers are that kind of warrior who can save and develop a nation, without using weapon but providing education and knowledge. So, teachers must have to play important roles in an institution.

- I) Teachers must seeker of knowledge and new ideas.


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- II) Always be friendly, supportive, helpful to the students regardless of their religion, caste, gender, economic, social and physical characteristics.
- III) Always attend the college regularly, do the assigned duties, be present in college seminar, workshop and any other programmes organized by the college.
- IV) Treat students as friends, give chances to express their feeling and respect their feelings.
- V) Prepare the lesson plan before the commencement of new academic session. Provide the learning resources to the students and use library for academic purpose.
- VI) Create a scientific mind set among the students and teaching them to love their country and do the work for the development of the country.
- VII) Behave well with all the senior faculties, colleagues and all other college staffs
- VIII) Take the responsibility assigned by the college authority and complete it within the time frame.


6. FOR NON-TEACHING STAFF:


- I) Non-teaching staff must be loyal and committed to the college authority.
- II) Always be punctual in attending college.
- III) Do not judge any students based on their religion, gender, caste etc.
- IV) Always be friendly with students, colleagues, teaching staff and also with the visitors of the college.
- V) Complete the allotted duties within the time.
- VI) Keeps the records of all academic, financial and other data safely.

7. GUIDELINES FOR STUDENTS:

Students are the main key element of an educational institute. They are the future of our country. So, to build a good, skillful, innovative human being college must have some guideline for students.

- I) Always shows respect to teachers, office staff, seniors and to other peoples of the society.
- II) Always listen to your teachers.
- III) Wear uniforms and display identity card within the college campus.
- IV) Park bicycle, motor cycle etc. in the appropriate well-defined place.
- V) Do not indulge any kind of Ragging within or outside the college campus. **Ragging is prohibited within and outside the college campus.**
- VI) The entire college campus is **No plastic and No tobacco Zone**. Use dust bins for waste materials.
- VII) Always show respect to girls and women and do not indulge in any kind of offensive activities with them.


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VIII) Minimum 75% class attendance must be required in each subject to sit in the end term examination.

IX) Students must obey all the rules and regulations of laboratory safety in the practical lab. Always do the practical in the presence of lab technician or teachers.

X) Doing any offensive activities within the exam hall is prohibited.

8. RULES FOR HOSTEL BOARDERS:

I) Create a friendly environment with all the hostel boarders. **Ragging is strictly prohibited.**

II) Always maintain the entry and exist register.

III) Obey the rule of compulsory study hour. Study hour is from 7 p.m. to 9.30 pm.

IV) Meal timings must be strictly maintained.

V) Boarders must positively enter the hostel on scheduled time.

VI) **Mess dues must pay regularly for proper function of mess.**

The Code of Ethics of Rangapara College shall come into force with the signature of the President of Governing Body, Rangapara College.


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