



Shri Sachhidanand Shikshan Sanstha's

# TAYWADE COLLEGE

(Arts, Commerce, Science) (U.G. & P.G.)

Mahadula - Koradi, Tah. Kamptee Dist. - Nagpur

NAAC ACCREDITED 'B' GRADE  
Recognised Centre for  
Higher Learning and Research

Principal

Dr. Sharyou B. Taywade  
9822716608

Chairman

Dr. Babanrao Taywade  
9422145290

Ref. No. :

Date :

## 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 counsellor 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 our 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.

Principal

**Taywade College**

MAHADULA KORADI DIST NAGPUR

• Phone : 07109 - 262204 • Fax : 07109-262525 • Website : acsckoradi.com • Email : acscollegekoradi@gmail.com

Formerly Known as Arts, Commerce & Science College, Koradi



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CODE OF CONDUCT FOR NON-TEACHING STAFF

Date :

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. Ad munity, caste, creed sex economic and social status.
5. Not-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.

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