APPASAHEB BIRNALE COLLEGEOF ARCHITECTURE, SANGLI

(Approved by AICTE, C.O.A New Delhi, Affiliated to Shivaji University Kolhapur) District – Sangli 416416

Criterion–VII

Institutional Values and Best Practices

Key Indicator 7.1
Institutional Values and Social Responsibilities

CRITERION :VII

Institutional Values and Best Practices

Key Indicator 7.1-Institutional Values and Social Responsibilities

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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Code of Conduct for Appasaheb Birnale College of Architecture, Sangli.

1.0 Introduction

This Code of Conduct is designed to guide students, faculty, and staff of the Appasaheb Birnale College Of Architecture, Sangli, in maintaining the highest standards of integrity, responsibility, and respect for others, in alignment with the National Assessment and Accreditation Council (NAAC) criteria. Adherence to this Code is essential for fostering an environment conducive to academic excellence and professional growth.

2.0 Principles -

2.1 Integrity and Honesty

- All members of the college community are expected to act with integrity and honesty in all academic and professional activities.
- Plagiarism, cheating, and other forms of academic dishonesty are strictly prohibited.

2.2 Respect for Others

- Treat all members of the college community with respect and dignity.
- Discrimination or harassment of any kind, including on the basis of gender, race, ethnicity, religion, or disability, is not tolerated.

2.3 Commitment to Excellence

- Strive for excellence in academic and extracurricular activities.
- Continuously seek to improve and innovate in the field of architecture.

2.4 Accountability and Responsibility

- Take responsibility for one's actions and their consequences.
- Abide by all rules and regulations set forth by Shivaji University and the Appasaheb Birnale College of Architecture.

2.5 Professionalism

- Maintain professional behaviour and appearance at all times.
- Adhere to ethical standards and practices in the field of architecture.

3.0 Student Conduct

3.1 Academic Integrity

- Complete all assignments, projects, and examinations independently unless collaboration is explicitly permitted.
- Properly cite all sources and contributions in academic work.

3.2 Classroom Conduct

- Attend classes regularly and participate actively in discussions and activities.
- Refrain from disruptive behaviour that hinders the learning process.

3.3 Respect for Property

- Respect college property, including buildings, equipment, and materials.
- Avoid vandalism and report any damage immediately.

3.4 Dress Code

- Dress appropriately for the academic environment, adhering to any specific guidelines set by the college.

3.5 Use of Technology

- Use college-provided technology resources responsibly and for educational purposes only.
- Avoid unauthorised access or miss-use of electronic resources.

4.0 Faculty and Staff Conduct

4.1 Teaching and Mentorship

- Provide high-quality education and mentorship to students.
- Stay updated with the latest developments in the field of architecture.

4.2 Fairness and Impartiality

- Evaluate students' work impartially and provide constructive feedback.
- Ensure fairness in all academic and administrative dealings.

4.3 Professional Development

- Engage in continuous professional development to enhance teaching and research capabilities.
- Participate in seminars, workshops, and conferences.

4.4 Research Ethics

- Conduct research ethically, ensuring accuracy and honesty in data collection and reporting.
- Respect intellectual property rights and avoid plagiarism.

4.5 Confidentiality

- Maintain confidentiality of student records and sensitive information.
- Use personal data responsibly and in accordance with privacy laws.

5.0 Administrative Staff Conduct

5.1 Efficiency and Professionalism

- Perform duties efficiently and with a high level of professionalism.
- Provide timely and accurate information to students, faculty, and visitors.

5.2 Respect and Courtesy

- Treat all members of the college community and visitors with respect and courtesy.
- Handle conflicts and complaints promptly and fairly.

5.3 Confidentiality and Data Protection

- Protect the confidentiality of student and staff records.
- Comply with data protection regulations in all administrative processes.

6.0 Compliance and Enforcement

6.1 Reporting Violations

- Report any violations of this Code of Conduct to the designated authority within the college.
- Provide sufficient evidence and maintain confidentiality during the investigation process.

6.2 Disciplinary Actions

- Violations of the Code of Conduct will be subject to disciplinary actions, which may include warnings, suspension, or expulsion for students, and disciplinary measures for faculty and staff.
- The disciplinary process will be fair, transparent, and consistent with university policies.

6.3 Review and Revision

- This Code of Conduct will be reviewed periodically to ensure its relevance and effectiveness.
- Revisions will be made in consultation with stakeholders and in accordance with NAAC guidelines.