

**ADIKAVI NANNAYA UNIVERSITY
RAJAHMUNDRY**

CODE OF CONDUCT FOR TEACHERS

1. It shall be a duty of every teacher to disseminate the knowledge he has acquired in his subject/s to all his students. He should keep abreast of the latest books, learned articles in journals, *etc.*, as they are published, digest the information therein, and use it in the class either for lecturing or tutorials or discussion.
2. A teacher should carefully prepare himself for his daily work in the class and the laboratory and employ suitable techniques for teaching. He should provide an outline of his lecture along with suggestive reading material to the students. It should be his constant endeavour to continuously acquire new knowledge which alone will make him through and through a specialist in his field, *i.e.*, he should be a life-long student.
3. It shall also be a teacher's duty to discover new knowledge, for which he must constantly engage himself in research. He should encourage his students to do research and guide them to properly use new techniques and suitable methodology.
4. A teacher shall maintain high professional standards. A teacher's research publications, his writings and their impact, his skills and behaviour pattern with his students, *etc.*, are some of the many professional standards set for the members of the teaching profession.
5. A teacher is normally expected to constantly pursue academic excellence, and have human sympathy, interest in work and environment.
6. A teacher shall, when called upon, perform such functions as may be assigned by the authorities, like the conduct of examinations, administration of the institution, running of the hostels, NSS, and other units of the university, and organization of extension, outreach, and consultancy activities, and contribute to the corporate life of the campus.
7. A teacher shall strictly conform to the working hours of the university / departments prescribed, maintain punctuality and regularity, and shall be present sufficiently in advance to conduct his academic activities / class / laboratory work / assigned duty.



Registrar
ADIKAVI NANNAYA UNIVERSITY
RAJAHMENDRAVARAM-533 295. E.G.

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Code of Conduct

8. The following lapses shall constitute improper conduct on the part of University teachers:

- i) Failure to perform academic duties, such as preparation for lectures, demonstration, assessment, guidance, invigilation, *etc.*
- ii) Gross partiality in the assessment of students, deliberately over-marking / under-marking or attempting victimization on any ground.
- iii) Inciting students against other students, colleagues or the administration.
- iv) Raising questions of caste, creed, religion, race, sex or region in his relationship with his colleagues and trying to use the above considerations for the improvement of his prospects and for depriving the prospects of others.
- v) Refusals to carry out the decisions by appropriate administrative and academic bodies and /or functionaries of the University.

9. Any violation of this Code shall be dealt with according to the relevant University Laws.

10. In a case where the Executive Council is satisfied that the continuance of a teacher in service jeopardizes the smooth and efficient functioning of the University, drastic measures shall be taken against such a teacher.

Signature of the Teacher:

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Designation:



Registrar

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