



A Handbook of Code of Conduct (for Stakeholders)

2018-19



**GOVERNMENT DEGREE COLLEGE GAJWEL
Siddipet District, Telangana State, India - 502278**



<https://dost.cgg.gov.in>
Degree Online Services, Telangana (DOST)
Government of Telangana



DR. K. CHANDRABABU NAIDU
Hon'ble Chief Minister

Home Reports Search College / Course

COLLEGE CODE - 6019

UNIVERSITY : OSMANIA UNIVERSITY MANAGEMENT TYPE : Government DISTRICT : SIDDIPET

S.No.	UNIVERSITY	DISTRICT NAME	COLLEGE NAME	TYPE OF COLLEGE	LOCATION OF COLLEGE	MANAGEMENT	YEAR OF ESTABLISHMENT	SANCTIONED STRENGTH	COLLEGE DETAILS
1	OSMANIA UNIVERSITY	SIDDIPET	GOVERNMENT DEGREE COLLEGE GAJWEL - 6019	MEN	Sangapur Road, GAJWEL	GOVERNMENT	1997	480	College Details

Verify your mobile linkage with your Aadhar for Bio Metric Registration, Online Admissions

గజ్వేల్ ప్రభుత్వ డిగ్రీ & పి.జి. కళాశాల ప్రత్యేకతలు

- మానవంగా నిర్మించిన గజ్వేల్ లాంటి ఎక్కడా లేని పాఠశాలలో కళాశాల
- విశాలమైన తరగతి గదులు, ఆడిటోరియం, ఆధునాతనమైన ప్రయోగశాలలు
- T-SAT, SMART BOARDS & ICT లతో కూడిన డిజిటల్ క్లాస్ రూమ్స్
- ఆధునికీకరించిన గ్రంథాలయం - ఇంటర్నెట్ సదుపాయం
- ఇంగ్లీష్ లో ప్రావీణ్యతను ఇంగ్లీష్ లాంగ్వేజ్ లాబ్
- IT MUMBAI - MOOCs ద్వారా అభ్యర్థి కోర్సులు
- TSKC రేపల్లె రిజర్వ్ డిప్లొమా, డిప్లొమా - ఉపాధి అవకాశాలకు దేయాల
- ఆరున్నెళ్ల నైపుణ్యాల అంశాలకు నాంది సాంకేతిక (పరిశోధనాత్మక క్లాస్ రూం)
- వ్యాయామ క్రీడలకు ప్రోత్సాహం, బేస్ & ఫిట్ నెస్ సెంటర్
- విద్యార్థుల సేవకు e-Office & Trained, Dedicated Staff
- ఆకాశమీడ్ ట్రాన్స్ మిట్ ఇంటర్నెట్ ఎడ్యూకేషన్ సర్వీసులు
- IQAC ద్వారా నాణ్యత ప్రమాణాల పెంపు
- మహిళా శక్తివంతమైన WOMEN EMPOWERMENT CELL & ICC
- NSS & NCC / PROPOSED ద్వారా సామాజిక సేవ, క్రీడాభివృద్ధి, రేపల్లె కో కోర్సులు
- బిజినెస్ మేనేజ్మెంట్ కార్యక్రమాల ద్వారా శాస్త్రీయ అవకాశాల, ఉత్తమ వ్యక్తిత్వ వికాసం
- కళాశాలలో చేరి పి.పి, పి.బి.డి, బి.ఏ, మైనారిటీ విద్యార్థులందరికీ స్పాన్సిర్డ్ సౌకర్యం.
- ప్రతిభాపాఠశాలకు బంగారు పతకాలు
- విద్యార్థులందరికీ బస్ పాస్ సౌకర్యం కలదు



U.G COURSES IN GDC GAJWEL (MEN) FOR THE ACADEMIC YEAR 2019-20

Courses	Medium	Intake	Opt A	Opt B	Opt C	Opt D
BA CBCS	English	60	History	Economics	Political Science	Public Admin./Comp. Appl./Psychology(MOOCs)/Sociology(MOOCs)/Geography(MOOCs)/Anthropology(MOOCs)/Journalism(MOOCs)
BA CBCS	Telugu	60	History	Economics	Political Science	Public Admin./Comp. Appl.
B.Com Computer Applications	English	120				
B.Sc Life Sciences	English	120	Botany	Zoology	Chemistry	Micro Biology/Biotechnology/Computer Science
B.Sc Physical Sciences	English	120	Mathematics	Physics	Chemistry	Computer Science
College Total		480				

కళాశాలలో అందుబాటులో గల పి.జి. కోర్సులకు లభ్యమవుతున్న పి.జి.సీట్ల ద్వారా ఉపాధి అవకాశం

M.Com. : Commerce
M.A. : Telugu
M.A. : Economics

అర్జునైన విద్యార్థులందరికీ ఆధునాతనమైన హాస్టల్ సౌకర్యం, ప్రతి నలుగురు విద్యార్థులకు ప్రత్యేకమైన గదులు ఆధునికీకరించిన కిచెన్ మరియు డైనింగ్ హాల్, సోషల్ వెల్ఫేర్ ఆఫీస్ వద్ద పర్యవేక్షణలో ప్రతి విద్యార్థికి పాస్టకాహారం.

వివరాలకు కళాశాల హెల్ప్ డెస్క్ ను సంప్రదించండి

CONTACT : 9966222110, 9396421849, 9885064755, 7382379380

సంప్రదించవలసిన సమయం : ఉదయం గం. 9-00 నుండి సా. 5-00 గంటల వరకు

స్నేహిత ప్రధానాచార్య గవ్వవరం

COLLEGE CODE - 6019

ESTD : 1997

www.gdcgajwel.ac.in

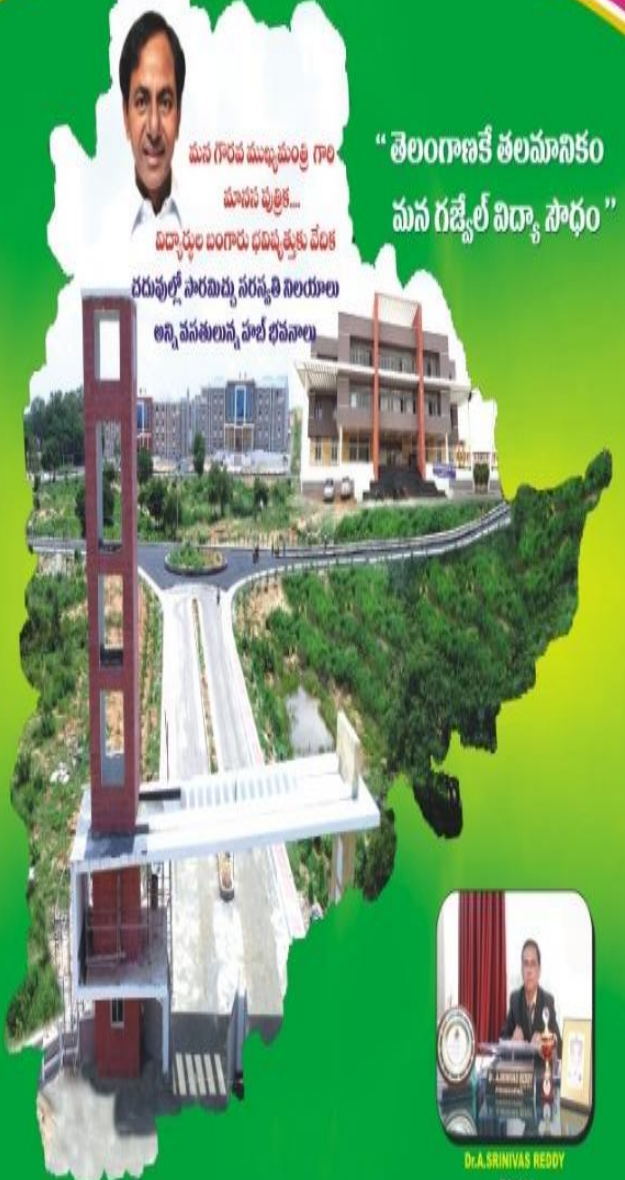


ప్రభుత్వ డిగ్రీ & పి.జి. కళాశాల - గజ్వేల్



Re - accredited with NAAC "B" Grade

Boys' Education Hub, Sangapur Road, GAJWEL.



CBCS విధానంలో విభిన్న కోర్సులతో..40 మంది అనుభవజ్ఞులైన, అత్యున్నత విద్యావంతులు, డాక్టరేట్ మరియు నెట్/సెట్ అర్హత గల అధ్యాపకులచే విద్యాబోధన

ఉత్తమ విద్యతో పాటు ఉన్నత వ్యక్తిత్వాన్ని పెంపొందించడమే ఈ కళాశాల లక్ష్యం..

ఇన్ని వనతులన్న కళాశాల ఉండగా - ఇరుకు గదుల్లో చదువులెందుకు...ఇక్కడ చేరడం ఒక అదృష్టం...అలోచించండి

Join our college, you will get a social milieu of your own to grow and serve

GOVERNMENT DEGREE & P.G. COLLEGE - GAJWEL

COLLEGE ACTIVITIES AT A GLANCE



Magnificent College Building



Elegant Inner View



Spacious & Ventilated Class Rooms



Splendid Hostel Building



Hygienic Rooms & Dining facilities



Futuristic e-office block



Sophisticated Science Laboratories with digital boards



Library with semi automation & e - Journals



ICT based teaching



TSKC for developing multi-tasking and employability skills



Students Involved in Group Discussions



Reflecting and promoting Telangana Culture



Rangoli for Eco Awareness



4 - NSS Units in the social service



NSS Volunteers in service of the Nation



NSS volunteers performing in youth festival



Students participating in Cultural Activities



Sports for healthy and strong youth



Students Field Activities for first hand learning



Voting Awareness as a part of SVEEP Activity



Students achievement in PG-CET



In National Integration Camp



Honour for Faculty members



Jignasa - Project Based Learning to develop scientific attitude



Jignasa State level 1st prize winners in Biology



from commissioner for standing top in University



Physics state level workshop



Workshop on National Integration Camp



Workshop on National Integration Camp



Workshop on National Integration Camp



Workshop on National Integration Camp



Workshop on National Integration Camp

Press coverage clips of national / state level seminars and work shops conducted during the academic year 2018- 2019 depicts our college standards

CODE OF CONDUCT

The government Degree College Gajwel, in its endeavour for nation building, gives top priority to character building of the students. In order to achieve the objective, measures such as the course such as Human Values and Professional Ethics (HVPE) has been introduced and well received by the students and teachers. Similarly, every year a handbook containing the courses offered in the college, the physical, academic and student support facilities available on the campus, other useful information pertaining to the college. it also includes rights and obligations of the stakeholders. Besides the Service Rules, the Principal and the teachers of the college are required to observe the Code of Conduct mentioned below. Similarly, the institution has prescribed separate Codes of Conduct for the Students and the Parents.

Code of Conduct for Principal

The Principal is the fountain head of any educational institution and the behaviour, attitude and conduct of the Principal on the campus can make or mar the entire college. Keeping the importance of the principal post in the organisational hierarchy, s/he is expected to maintain higher degree of conduct. Hence the Government Degree College Gajwel has prescribed the following code of conduct for its Principal wherein the Principal of an Institution should always be honest, fair, objective, supportive, protective and law abiding. Besides, the following traits of conduct are expected from the Principal. S/he has

- To chalk out a policy and plan to execute the vision and mission of the college.
- To promote academia-industry interaction and inculcate research development activities.
- To execute any other qualitative and quantitative work for the welfare of the institution.
- To listen to the student's ideas and set a supportive tone.
- To ensure that the staff and students are aware of rules, policies and procedures laid down by the college and enforce them.
- To recommend and forward communication to the authorities.
- To monitor, manage and guide the entire college administration and initiate appropriate remedial measures on the basis of the feedback received from the stakeholders.

- To be fair in his disciplinary actions for all the members of faculty, non-teaching staff and students.
- To carry himself or herself with the highest integrity and s/he needs to exhibit outstanding and strong leadership skills.
- To empower all his or her staff and students to realize their potential.

Code of Conduct for Teachers

It is the accepted that teaching is the noblest profession and it can shape the character, calibre and future of an individual. A teacher can inspire and ignite the students and instil amongst them a sense of love for learning. Hence, the teachers of the college are expected

- To love his/her students and love his/her profession by upholding the honour and dignity of the teaching profession.
- To abide by the rules and regulations of the institution.
- Abide by the procedures to ensure student's safety.
- To provide an innovative and quality education to students.
- To be impartial towards his/her students.
- To interact with the students in a friendly manner.
- To cooperate and collaborate with fellow teachers.
- To be responsible, interact positively with parents and other stakeholders in the interest of the students.
- To be good friend, and to guide, assist, counsellors and facilitators to his/her pupils.
- To behave as a model for his / her students in all respects.

Code of Conduct for Non-teaching Staff

The members of the Non-teaching staff are crucial in the college administration since the students need their help for various purposes. Hence the college has prescribed certain Code of Conduct for them. The following traits are expected from the Non-teaching staff. A member of the non-teaching staff has

- To report to duty at least 30 minutes in advance and remain on duty during college hours.
- To adhere strictly to the laws and regulations of the institution.

- To respect and maintain the hierarchy in the college administration.
- To maintain honesty, integrity, fairness in all activities.
- To must not divulge official secrets, mutilate, expunge, conceal, alter or forge official documents / receipts.
- To exercise self-discipline and restrain at all times and deal positively with staff, students and the general public.
- To must not be absent from duty without official approval or approved sick leave.
- To avoid social networking sites such as Facebook, WhatsApp, etc during the working hours.
- To treat the issues related to the student in sympathetic and serious manner.
- Not to misappropriate college money.

Code of Conduct for Students

The students are the most important stakeholders of any educational organization. Hence for the benefit of the students and in view of the vision and mission of the institution, as separate code of conduct has been prescribed by the Discipline Committee of the college. As per the code of conduct for students, the students have to behave in the following manner.

- Since ragging in any form is a serious offence and it will be dealt with severely. Hence students should desist in indulging in ragging.
- The use of mobile phones is strictly prohibited on the college campus. Students who violate this rule will have to face disciplinary action.
- During class hours, a student cannot go out of the classroom without the permission of the teacher concerned.
- All students are expected to maintain excellent attendance in all classes (more than 75%), failing which there are not allowed to appear for the examinations.
- Students are requested not to make noise in the college, who disturb the classes is liable for punishment.

- Students are prohibited from loitering in the corridors, the campus or the classes surroundings during working hours.
- During leisure hours women students should go to the rest room or library. They should not stay in the classrooms.
- Late comers are forbidden from entering the classrooms.
- Students should bring prescribed textbooks to the classes every day. Failing which they will be sent out of the classroom.
- Students should stay wear their identity cards inside the campus daily.
- Every student shall come to the college in time, in clean, formal and decent dress
- During leisure hours, students are advised to use the library, and internet browsing centre.
- When a teacher enters the classrooms, the students should raise and keep standing until they are asked to sit or until the teacher takes his/her seat.
- Students shall move from one classroom to another or get out of the classroom in an orderly manner, without making any noise.
- Defacing the blackboards or walls will be severely dealt with.
- Students should stay away from any anti-social activities.
- Without the permission of the Principal, Students are not permitted to circulate any printed materials or pamphlets.
- The college expects students of both sexes to foster a healthy and decent relationship both on campus and off campus. The very spirit of co-education lies in facilitating such a relationship. Any behaviour contrary to this spirit is deemed unlawful and punishable.
- Students should handle the furniture and other properties with care. Damage to the furniture will lead to penalty or suspension from college.
- Damage fee will be collected for any damage caused by them knowingly or unknowingly.
- Visitors are not allowed to meet the students in the classrooms.

- Students should take care of their belongings. The institution will not be responsible for any loss.
- If any student violates the conduct such student will be expelled from the class by the lecturer. The student so expelled shall be deemed to be absent for the period. All such case shall be reported to the principal.

Code of Conduct for Parents

The parents are another important stakeholder for the college and they are expected to observe the following code of conduct in the interest of their ward and the institution. They should

- To send their children to college daily.
- To constantly observe the academic and personal progress of their wards.
- To report to the Principal/teachers any issue related to their children.
- Not to allow their children to become addicted to smart phones, social media, online games, etc.
- To attend the Parent-Teacher Meetings without fail and give their feedback on the curriculum offered in the college.
- To inquire into the progress of their ward with the teachers and the Principal by being in constant touch with them.
- To spend at least half an hour daily with their children and talk to them asking about the activities in the college and the details of their participation in such programs.
- To guide their children properly so as to enable them reach higher levels in career.
