



## SRI VENKATESWARA VETERINARY UNIVERSITY

Administrative Office: Tirupati, A.P – 517 502

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**Proc.No.9919/SC/2007**

**Dated:06.06.2018**

Sub: SVVU, Tirupati- “Code of Conduct” for teachers of SVVU – Guidelines – Modified – issued.

Ref: (1) SVVU Proc.No.9919/SC/2007, dated.31.10.2007  
 (2) SVVU Academic Council Resolution No.439 dated.14.11.2014  
 (3) Committee Report dated 30.10.2017  
 (4) SVVU Academic Council Resolution No.580 dated.21.02.2018  
 (5) SVVU BoM Resolution No.1625 dated.17.04.2018

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The guidelines on Code of Conduct of Teachers issued vide reference 1<sup>st</sup> cited have been reviewed and formulated by a Committee constituted for the purpose. The same have been approved by the Academic Council and Board of Management vide reference 4<sup>th</sup> & 5<sup>th</sup> cited respectively.

Therefore, as per the approval of the Board of Management the “Code of Conduct” for teachers is prescribed as follows:

### **CODE OF CONDUCT OF TEACHERS:**

Teaching is a noble profession and a teacher is expected to be a role model in upholding moral values and virtues associated with the profession. The teacher fills the void of a parent in the campus and the students derive inspiration from the teachers. The qualities expected of a teacher are well known and well defined since long. The teacher should follow all provisions of AP Civil Services (Conduct) Rules (1964) prescribed for State Government employees.

#### **I. The following lapses shall constitute misconduct on the part of a University teacher.**

1. Wilful failure to perform the academic duties assigned to him/her accordance with the Act, Statutes and Ordinances
2. Victimization of and discrimination against students, colleagues and other staff
3. Inciting of students against other students, colleagues, the University administration and its employees
4. Raising question of caste, creed, religion, race or sex in his/her relationships with students, colleagues and other staff, with a view to furthering one's prospects
5. Insubordination or refusal to carry out the decisions of competent authorities/ bodies and officers of the University in due exercise of their functions

#### **II. Qualities expected from a teacher**

1. The teacher should be punctual and regular in discharging his/her academic duties such as taking classes and imparting practical training etc.,
2. The teacher should be properly attired and maintain proper dress code. He/She should avoid wearing T-Shirts, jeans etc., to prevent distraction of students in the campus. They should wear aprons and shoes during laboratory/clinical work.
3. The teacher should have pleasing manners, amicable temperament and tolerance

4. The teacher should manage a class irrespective of its strength and maintain the needed discipline
5. The teacher should be unbiased, impartial and transparent in all his actions
6. The teacher should keep himself/herself abreast with the latest developments in his field through regular visits to library and on-line accessing the attending seminars and workshops etc.,
7. The teacher should undergo self-evaluation periodically and be inclined for evaluation by students
8. The teacher should not absent from the Institutions without leave or without prior permission of the Principal/Head of the Institution.
9. Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge
10. Maintain active membership of Professional organisations and strive to improve education and profession through them
11. Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the University such as; assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation: Participate in extension co-curricular and extra-curricular activities including community service.
12. Refrain from lodging unsubstantiated allegations against colleagues to higher authorities

### **III. Relationship of Teachers with Students:**

1. The teacher should be approachable for all students to redress any of his/her grievances
2. The teacher as a student advisor should be a friend, philosopher and guide. He/she should send the report to Associate Dean
3. It is the responsibility of teachers to be active participants in all the anti-ragging measures both on and off the campus. Any even of the ragging noticed by them should be immediately brought to the notice of Head of the Institution
4. The teacher should be inclined towards remedial coaching to the academically weak students as per the necessity
5. The teacher should not have any vindictive attitude towards students
6. Teacher should not engage into argument with student if there is any clash. He should report the matter to Head of the Institution, who in turn will deal into the issue promptly.

### **IV. Do's and Don'ts of a Teacher**

1. The teacher should strive hard towards peace and harmony in the campus
2. The teacher should shoulder all the duties and responsibilities assigned by the university authorities
3. The teacher should attend all the official functions of the University
4. The teacher should never encourage groupism among staff and should not attend private meetings organised by group of students
5. The teacher should not involve in political activities and group politics in the institutions
6. The teacher should refrain from financial and business dealings against rules
7. The teacher should never criticise the University in media or public
8. The teacher should report for any additional duty assigned by the Head of the Institution, either before or after the Official hours

9. The teacher should not make false accusations against a person, whether after being provoked or otherwise.
10. The teacher should encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare
11. The teacher should inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace
12. The teacher should co-operate in the formulation of policies of the institution by accepting various offices and discharge all the responsibilities that are demanded by such offices.
13. The teacher should cooperate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession.

All teachers working in this University are expected to follow the guidelines and make the institutions ideal place for learning. Any violation of the conduct rules by any teacher will attract the provisions of APCS(CCA) Rules, 1991.

**Dr.D.SRINIVASA RAO**  
**REGISTRAR**

To

All the Heads of Institutions under SVVU for circulation among all the teaching staff

All the University Officers  
P.S to Vice-Chancellor

**//F.B.O.//**

**ASSISTANT REGISTRAR**