

सचिव,
राज्यपाल सचिवालय
राजस्थान

REF ID: No. 3

राजमवल,
जोधपुर - 302 005
फ़ोन : +91-141-2221152
फैक्स : +91-141-2221150

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कुलपतिगण,
समस्त राज्य वित्त पोषित विश्वविद्यालय,
राजस्थान।

विषय :- राज्य वित्त पोषित विश्वविद्यालयों में समान आचार संहिता के संबंध में।
महोदय,

उपरोक्त विषयक राज्य वित्त पोषित विश्वविद्यालयों में फैंकल्टी एवं स्टाॅफ हेतु आचार संहिता बाबत प्रारूप तैयार करने के लिए कुलपति, राजस्थान विश्वविद्यालय जोधपुर की अध्यक्षता में एक समिति का गठन किया गया था।

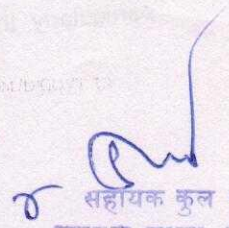
निर्देशानुसार इस संबंध में समिति द्वारा प्रस्तुत आचार संहिता की प्रति संलग्न कर प्रेषित है। कृपया पालना सुनिश्चित कराई।

भवदीय,



(सुबीर कुमार)

ANY COMB/GOVT. UNL/UOR/VC® LETTER



सहायक कुल सचिव
स्थापना शाखा (शैक्षणिक)
बयनारायण व्यास विश्वविद्यालय
जोधपुर (राजस्थान)

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REGISTRAR
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JODHPUR (Raj.)

UNIVERSITY OF RAJASTHAN
JAIPUR

Recommendations of the Committee constituted by the Hon'ble Governor & Chancellor to deliberate and offer suggestions regarding a uniform Code of Conduct for faculty and staff of State Universities in Rajasthan.

Code of Professional Ethics

As members of the University community, all teachers, non-teaching staff, students, members of the statutory bodies, University Officers and those at affiliated colleges are responsible for sustaining the highest ethical standards. The University values integrity, honesty and fairness, seeks to integrate these values into its teaching, research and other activities.

General

Every member of University community shall at all times:-

- (i) maintain absolute integrity;
- (ii) maintain devotion to duty;
- (iii) maintain high ethical standards and honesty;
- (iv) maintain accountability and transparency;
- (v) maintain courtesy and good behaviour;
- (vi) maintain responsiveness to the members of the community, particularly to those belonging to the weaker section;
- (vii) must be cognizant of and comply with the relevant policies, standards, laws, rules and regulations
- (viii) promote the principles of merit, fairness and impartiality in discharge of duties;
- (viii) take decisions solely in university interest and use or cause to use university resources efficiently, effectively and economically;
- (ix) make choices, take decisions and make recommendations on merit alone;
- (x) act with fairness and impartiality and not discriminate against anyone, particularly the poor and the under-privileged sections of society;

2

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- 517
- (vi) refrain from doing anything which is or may be contrary to any law, rules, regulations and established practices;
 - (vii) maintain discipline in the discharge of his duties and be liable to implement the lawful orders duly communicated to him;
 - (viii) maintain confidentiality in the performance of his official duties as required by any laws for the time being in force;
 - (ix) perform and discharge his/her duties with the highest degree of professionalism and dedication to the best of his abilities;

Teachers:

The University shall provide and sustain an environment conducive to sharing, extending, and critically examining knowledge and values, for furthering its objectives and goals. Teachers must be free within their respective fields of competence to pursue and teach the truth in accord with appropriate standards of scholarly inquiry. It is the intent of the University to protect academic freedom, to help preserve the highest standards of teaching and scholarship, and to advance the mission of the University as an institution of higher learning.

Teachers of the University in reference to this code of professional ethics means Professors, Associate Professors, Assistant Professors and such other persons as may be appointed for imparting instruction or conducting research in the University or in any College or Institution affiliated to the University and are designated as teachers by the Ordinances.

Every teacher of the University shall abide by the Code of Professional Ethics framed by the University and the following lapses would constitute misconduct on the part of a University teacher.

- I. Any lapses in performing his / her duties as assigned by the university from time to time.
- II. Inciting students against other students, colleagues or administration (This does not interfere with the right of a teacher to express his / her difference of opinion on principles in seminars and other places where students are present) or any other such actions which are against the interest of the university.

3

2

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- III. Indulging in communal activities, or making inappropriate remarks on caste, creed, religion, race or sex in his / her relationship with his / her colleagues and trying to use the above considerations for improvement of his / her prospects or any other such actions which are against the interest of the university.
- IV. Refusal to carry out the decisions by appropriate administrative and academic bodies and / or functionaries of the University without giving reason.
- V. Shall not adopt any unfair means in his/her academic/ research activities, publication of research papers in journals, reports/monographs, project reports etc and shall not indulge in any activity which may be considered as unfair means or plagiarism.

Professional Rights of Teacher

In support of the University's central functions as an institution of higher learning, a major responsibility of the administration is to protect and encourage the faculty in its teaching, learning, research, and public service. The authority to discipline faculty members in appropriate cases derives from the shared recognition by the faculty and the administration that the purpose of discipline is to preserve conditions hospitable to these pursuits. Such conditions, as they relate to the faculty, include:

1. free inquiry, and exchange of ideas;
2. the right to present controversial material relevant to a course of instruction;
3. participation in the governance of the University as provided in the Ordinances, rules and the regulations of the University through academic bodies including
 - (a) approval of course content and manner of instruction,
 - (b) establishment of requirements for degrees,
 - (c) appointment and promotion of faculty,
 - (d) discipline of members of the faculty, and the formulation of rules and procedures for discipline of students, and
 - (e) establishment of norms for teaching responsibilities and for evaluation of both faculty and student achievement,

TEACHERS AND THEIR RESPONSIBILITIES:

Whoever adopts teaching as a profession assumes the obligation to conduct himself /herself in accordance with the ideal of the profession. A teacher is

3

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constantly under the scrutiny of his/her students and the society at large. Therefore, every teacher should see that there is no incompatibility between his/her precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

(a) Teachers should:

- i) Adhere to a responsible pattern of conduct and demeanour expected of them by the community;
- ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- iii) Seek to make professional growth continuous through study and research;
- iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge.
- v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;
- vii) 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; and
- viii) Participate in extension, co-curricular and extra-curricular activities including community service.

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जोधपुर (राजस्थान)

577

Teachers and the students

(b) Teachers should:

- i) Respect the right and dignity of the student in expressing his/her opinion;
- ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- iii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- v) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, nationalism and peace;
- vi) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- vii) Pay attention to only the attainment of the student in the assessment of merit;
- viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- ix) Aid students to develop an understanding of our national heritage and national goals; and
- x) Refrain from inciting students against other students, colleagues or administration.


Teachers and colleagues

c) Teachers should:


- i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- ii) Speak respectfully of other teachers and render assistance for professional betterment;
- iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and

6

5


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- iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

Teachers and authorities:

- d) Teachers should:
- i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
 - ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
 - iii) Co-operate in the formulation of policies of the University by accepting various offices and discharge responsibilities which such offices may demand;
 - iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
 - v) Co-operate with the authorities for the betterment of the University keeping in view the interest and in conformity with dignity of the profession;
 - vi) Should adhere to the conditions of contract;
 - vii) Give and expect due notice before a change of position is made; and
 - viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.
- ix) No whole-time salaried teacher of the University shall engage directly or indirectly in any trade or business whatsoever or any private tuition or other work to which any emolument or honorarium is attached. However, teachers may engage in consultancy work, publication of Journals and similar work of academic nature as per University guidelines and with prior approval of the University.
- x) Every teacher shall undertake to take part in such activities of the University and perform such duties in the University as may be

7

6

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required by and in accordance with the Act, the Statutes and Ordinances framed there-under, for the time being in force, whether the same relate to organisation of teaching, research, extension, examination of students, their discipline, welfare, and generally to act under the direction of the authorities of the University.

Teachers and non-teaching staff:

Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within University.

Teachers and guardians:

- e) Teachers should help the University authorities to maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the University.

Teachers and society

- f) Teachers should:
- i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
 - ii) Work to improve education in the community and strengthen the community's moral and intellectual life;
 - iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
 - iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;

8

7

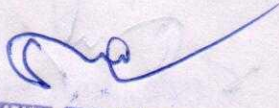
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- v) Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

Engaging Private Tuitions by Teachers

No teacher of an affiliated college or University teaching Department /College shall undertake individual private tuitions. However teachers are free to deliver invited lectures, talks on honorarium basis at academic institutions and colleges. For remedial classes and SFS classes organised by the University and Colleges, the honorarium may be paid to the teachers.

TAKING PART IN POLITICS AND ELECTIONS:

University Teachers may take part in active politics or be associated with any party or organization which takes part in political activity or shall subscribe in aid or assist in any manner any political party or movement or activity, however shall abide with professional ethics applicable in general. He may canvas or otherwise take part in election campaign to any legislative body or local authority with intimation to the University and by taking leave for the period.

If a University teacher wishes to stand for any election shall first seek permission and obtain leave without pay from the University.

Other Rules for Employees including Teachers:

The other rules of code of conduct which are not covered above shall be as prescribed in the Rajasthan Service Rules or those prescribed by the University Grants Commission/Government of Rajasthan from time to time. The Rajasthan Service Rules pertaining to following will be applicable:

- (i) Declaration of immovable property,
- (ii) Sexual harassment

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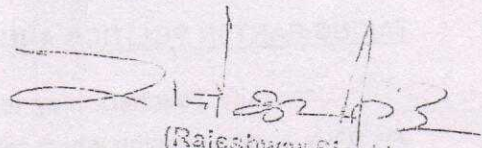
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- (iii) Gifts
- (iv) Marriage
- (v) Dowry
- (vi) Child marriage
- (vii) Prohibition of employment of child below 14 years
- (viii) Consumptions of intoxicating drinks and drugs
- (ix) Private trade or employment
- (x) Investment, Lending and Borrowings
- (xi) Insolvency, habitual debtiness and habitual borrowings
- (xii) Employment of near relatives
- (xiii) Criminal Proceedings
- (xiv) Demonstrations and Strikes



(Rajeshwar Singh)
 Chairperson of the Committee
 &
 Vice-Chancellor
 University of Rajasthan

18



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