




**Bhairavnath Shikshan Mandal's**  
**Popatrao Kisanrao Thorat College, Khutbav**  
**Tal. Daund, Dist. Pune, 412203**

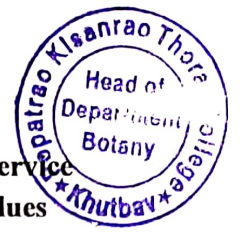
**Composition of code of conduct committee**

Sr.No.	Name of Member	Designation
1	Dr.Rekha Salunke (Principal)	Chairperson
2	Asst.Prof. Pranay Jadhav	Co-ordinator
3.	Asst.Prof.Archana Memane	Member
4.	Dr. Sunita Bankar	Member
5.	Asst.Prof.Akshata Thorat	Member
6.	Mr. Nilesh Thorat	Member

The code of conduct of college was prepared by CBC, IQAC and management of the college. This code of conduct is designation for students, teachers and non-teaching staff of Popatrao Kisanrao Thorat College, Khutbav. This particular code of conduct was designed during the meeting.

Sr.No.	Resolution	Action Taken
1.	Rules and Regulation were considered for the students.	Every professor got the information and they are bound to follow.
2.	The professors decided to follow their principles and honesty.	Professors are expected to follow the decided principles.
3.	It was decided to explain the rules for the professors appointed by the university.	Advised the professors to follow the rules.
4.	The teacher shall abide the code of professional ethics laid by the UGC or other apex bodies from time to time.	Discussed the professional ethics and instructed all and it is bound to follow every professor.
5.	All Non-teaching staff members should co-operate with students, students, colleagues and superiors.	Discussed with the staff and they are instructed to do so.

  
**Principal**  
Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.



Popatrao Kisanrao Thorat College, Khutbav, engage itself in an extensive community service through education and development of the students. It believes in the internal core values which leads us towards the excellence in the higher education.

### **Commitment:-**

- Support the mission and vision statement of the college.
- Bound to share knowledge.
- Concentrate the rural input of the students and their needs.
- Persistent evaluation of the policies.

### **Excellence:-**

- Ensures the quality education.
- Organize the quality program.
- Need based education.
- Inspire collaboration and MOU's.

### **Unity:-**

- Maintains unity among students, Stakeholders and Staff
- Fosters social equality.
- Decision making through democratic principles.

### **Respect and Honour:-**

- Maintains the dignity of the students, staff and stakeholders.
- They includes in decisions.
- Promote the respect through professional ethics.
- Believes in the social justice and fair treatment.

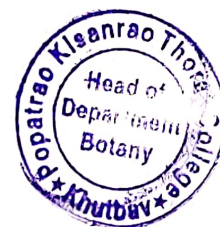
*Bahula*

**Principal**

**Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.**



## Code of Conduct



### Code of conduct for students:

(undertaking is sought by students and the parents at the time of admission)

1. Throughout the academic year, students must attend all classes.
2. Minimum 75% attendance for lectures and practical's is compulsory.
3. All students must carry their identity cards in the campus.
4. Ragging is strictly prohibited. If found guilty of ragging, he/she will be liable for strict disciplinary action.
5. All students are bound to use assets of the college carefully and properly.

### Code of conduct for teachers :-

1. Teacher should maintain absolute integrity.
2. Teacher must show devotion to his profession.
3. Teaching plan of the allotted subjects should be prepared by the teachers.
4. Teacher should maintain Diary and Roll Call Register.
5. The teacher must solve the doubts and questions from the students.

### Code of conduct for Non-teaching staff:-

1. Peons should ensure cleanliness of respective classroom , staff rooms, laboratories.
2. Lab attendance should ensure the cleanliness and keep ready the respective laboratory for the practical
3. The administration staff should ensure the smooth functioning of the student's admission, examination issues and college/institution administration.

### Code of conduct for Principal:-

1. The principal should take all necessary disciplinary actions as and when required to maintain the discipline in the college.
2. The principal should encourage faculty members to update their knowledge by attending seminars/workshops/conferences.
3. The principal should function as a mediator between the college and the institution/stakeholders.
4. The principal should encourage faculty members to publish text books, research papers in reputed national/international/Journals/ Conferences.

  
Principal

Papatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



Bhairavnath Shikshan Mandal's  
**Popatrao Kisanrao Thorat College, Khutbav**

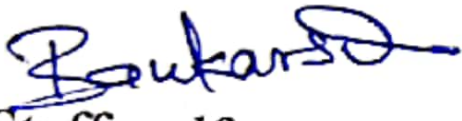
Tal .Daund , Dist.Pune-412203

Date 08/07/2023

**Notice**

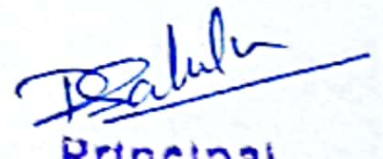
All teaching and non teaching staff members are informed that our institute is organizing a five days workshop from date 12<sup>th</sup> July 2023 to 17<sup>th</sup> July 2023 at 01.00 PM to 04:00 PM. The workshop is on Professional ethics and Code of conduct .

Venue- IQAC

  
Staff welfare committee

  
IQAC Coordinator  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



  
Principal  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund Dist. Pune



**Bhairavnath Shikshan Mandal's**

**Popatrao Kisanrao Thorat College, Khutbav**

**Tal .Daund, Dist.Pune-412203**

**Professional Ethics And Code Of Conduct Workshop**

## **Objectives**

1. Moral awareness (proficiency in recognizing moral problems in teacher like plagiarism and patenting )
2. Convincing moral reasoning (comprehending, assessing different views)
3. to guide the teacher in carrying out his duties as educator and teacher
4. uphold the honor and dignity of his profession



Bhairavnath Shikshan Mandal's

Popatrao Kisanrao Thorat College, Khutbav

Tal. Daund, Dist. Pune-412203

**Professional ethics and Code of conduct Workshop**

**SCHEDULE FOR WORKSHOP**

Day /Date	Time	Name of the Resources Person	Topic
Wednesday 12/07/2023	1.00 PM TO 3.30 PM	Dr. Vikas Sudhakar Shela r Physical Director, K.G. Katariya Mahavi dyalay, Daund	<b>Professional ethics</b> -Introduction ,Importance, Application, <b>Upholding Integrity in Teaching and Research-</b> <ul style="list-style-type: none"><li>• Ensuring academic honesty and discouraging plagiarism</li><li>• Maintaining intellectual integrity in research and scholarly work</li><li>• Addressing conflicts of interest in teaching and research.</li></ul>
Thursday 13/07/2023	1.00 PM TO 3.30 PM	Dr. Vikas Haribhau Takal e Head of the History Department Kailas Shikshanmandal's Arts & Commerce College, Rahu,	<b>Code Of Conduct</b> <b>Fostering Respectful and Inclusive Learning Environments</b> <ul style="list-style-type: none"><li>• Cultivating respect for diverse perspectives, backgrounds, and beliefs</li><li>• Promoting inclusive classroom environments that encourage active participation</li><li>• Handling student-teacher interactions with professionalism and sensitivity.</li></ul>



Friday 14/07/2023	1.00 PM TO 3.30 PM	Dr. AjitaDeshmukh Mentor and Hub Coordinator of UNESCO Project of University of Nova Gorica, Solvenia, Program Leader, M.Sc E-learning SchoolOf Education and Research MIT ADT University,	<b>Code Of Conduct</b> <b>Responsibility in Resource Management</b> <ul style="list-style-type: none"><li>• Ethical use of research funding and resources</li><li>• Promoting sustainable practices and responsible consumption</li><li>• Sharing knowledge and resources for the benefit of the academic community</li></ul>
Saturday 15/07/2023	1.00 PM TO 3.30 PM	Dr.PrakashShelar  Teacher  MamasahebMohalMadhymik Vidyalay,Erاندawane  Pune	<b>Ensuring Confidentiality and Responsible</b> <b>Use of Information</b> <ul style="list-style-type: none"><li>• Safeguarding student privacy and maintaining confidentiality</li><li>• Ethical considerations in handling sensitive data and research findings</li><li>• Respecting intellectual property rights and citing sources accurately</li></ul> <b>Fairness in Evaluation and Mentorship</b> <ul style="list-style-type: none"><li>• Conducting fair and unbiased evaluations of students' work</li><li>• Providing constructive feedback and guidance for student development</li><li>• Balancing professional expectations with individual student needs</li></ul>
aturday 17/07/2023	1.00 PM TO 3.30 PM	Dr. NandakumarJadhav HOD History Department Subhash Baburao Kul College, Kedgaon	<b>Fairness in Evaluation and Mentorship</b> Conducting fair and unbiased evaluations of students work– <ul style="list-style-type: none"><li>• Providing constructive feedback and guidance for student development,</li><li>•Balancing professional expectations with individual student needs</li></ul> Embracing Lifelong Learning and Growth•Commitment to personal and professional developmentEmbracing new teaching methodologies and technologic advancements

Bhairavnath Shikshan Mandal's

Popatrao Kisanrao Thorat College, Khutbav

Tal .Daund, Dist.Pune-412203

Professional Ethics And Code Of Conduct Workshop

## Report

Date: 17 /07/2023

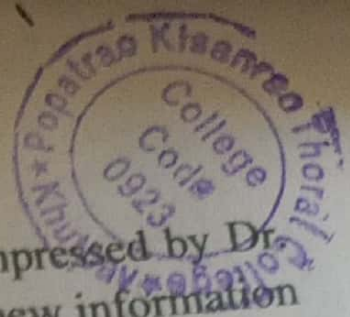
On the first day of the workshop 12<sup>th</sup> July, Dr. Vikas Shelar sir told the basic information about what is a profession, what is professional ethics, what matters are included in it and also said that the teacher should always behave with love and courtesy towards the students. He said that the second important role of the teacher is that the relationship of the teacher with the students is similar to that of the parents. Dr. Vikas Shelar sir gave a lecture on mainly Upholding Integrity in Teaching and Research- Like Ensuring academic honesty and discouraging plagiarism, Maintaining intellectual integrity in research and scholarly work, Addressing conflicts of interest in teaching and research. He gave a lecture on what the teaching profession earns us. In the teaching profession, a teacher gets respect from the students as well as from the society and from various sections of the society which is not available in any other profession and therefore the teaching profession is a profession that earns a lot of respect. Must have and update your subject knowledge every time.

On the second day of the workshop 13<sup>th</sup> July, Dr. Vikas Takale sir while guiding about Professional Ethics and Code of Conduct made the students aware of the importance of Code of Conduct. It is very important for the teacher to follow the ethics of his country and also to cultivate various qualities in the students because the development of the students takes place in three ways, intellectual, physical and mental. A teacher should give importance to mental development as much as intellectual development. If teaching is done using value education, this mental development can be achieved. Dr. Vikas Takale also guided on Fostering Respectful and Inclusive -Learning Environments- Cultivating respect for diverse perspectives, backgrounds, and beliefs, Promoting inclusive classroom environments that encourage active participation, Handling student-teacher interactions with professionalism and sensitivity. The youth of today's generation has lost control over his emotions, so he needs value education. Teaching should be done with a positive attitude towards the matter.

On the third day of the workshop 14<sup>th</sup> July, Dr. Ajita Deshmukh who are the Mentor and Hub Coordinator of UNESCO Project and also Program Leader, M.Sc E-learning School of Education and Research MIT ADT University, Pune gave very excellent and informative lecture on the topic Responsibility in Resource Management- Ethical use of research funding and resources, Promoting sustainable practices and responsible consumption, Sharing knowledge







and resources for the benefit of the academic community. Everyone was very impressed by Dr. Ajita's lecture as his communication skills were very good and he gave a lot of new information about the responsibility of knowledge resource management and how to apply it and how it can be used in our academic work. Dr. Ajita was guided in this while giving information about resource management, he mainly explained how to get funding for research and how to promote and what is our responsibility as a teacher as well as what is the responsibility of management. Dr. Ajita explained the ethics of the subject in a beautiful manner through various examples which gave the professors an insight into some of the ethics that we need to follow while getting research funding.

Mr. Prakash Shelar told on the 15<sup>th</sup> July, the information about Ensuring Confidentiality and Responsible Use of Information Safeguarding student privacy and maintaining confidentiality, Ethical considerations in handling sensitive data and research findings, Respecting intellectual property rights and citing sources accurately. Fairness in Evaluation and Mentorship Conducting fair and unbiased evaluations of students' work Providing constructive feedback and guidance for student development Balancing professional expectations with individual student needs. Prakash Sir explained how to handling sensitive data and research findings.

On the Fifth day of the workshop 17<sup>th</sup> July, Dr. Nandakumar Jadhav who is the Head of the History Department gave the lecture on Fairness in Evaluation and Mentorship Conducting fair and unbiased evaluations of students work - Providing constructive feedback and guidance for student development, Balancing professional expectations with individual student needs Embracing Lifelong Learning and Growth Commitment to personal and professional development Embracing new teaching methodologies and technological advancements.

*Bankar S D*  
Staff welfare committee

*Vinayal*  
IQAC Coordinator

*Sachin*  
Principal

*IQAC Coordinator*  
*Principal*  
*Popatrao Kisanrao Thorat College*  
*Khutbav, Tal. - Daund, Dist. - Pune.*

*Principal*  
*Popatrao Kisanrao Thorat*  
*Khutbav, Tal. - Daund, D*



Bhairavnath Shikshan Mandal's

**Popatrao Kisanrao Thorat College, Khutbav**

Tal .Daund, Dist. Pune-412203

**Professional Ethics And Code Of Conduct Workshop**

### **Outcomes**

1. Demonstrate ethical awareness, the ability to do ethical reflection, and the ability to apply ethical principles in decision-making.
2. Consider the diverse needs of educators, students, schools, districts, parents, and communities.
3. Identified and defined for both educator practice and student growth.
4. This helps maintain focus on enhancing the knowledge, skills, and understanding of each educator so that all students advance towards positive academic and non-academic outcomes.



Bhairavnath Shikshan Mandal's  
Popatrao Kisanrao Thorat College, Khutbav

Tal. Daund, Dist. Pune-412203

Professional ethics and Code of conduct Workshop

12/07/2023 -17/07/2023

Attendance

sr.no	NAME	Department	12/07/2023	13/07/2023	14/07/2023	15/07/2023	17/07/2023
1.	Prof. Sunita Bankar	Economics	Bankar	Bankar	Bankar	Bankar	Bankar
2.	Prof. Ranjita Sate	Politics	Sate	Sate	Sate	Sate	Sate
3.	Prof. Anil Chavan	Economics	Chavan	Chavan	Chavan	Chavan	Chavan
4.	Dombale Nitesh.	Office.	Dombale	Dombale	Dombale	Dombale	Dombale
5.	Thorat Aishwarya	Library	Thorat	Thorat	Thorat	Thorat	Thorat
6.	Jadhav Pranay	History	Jadhav	Jadhav	Jadhav	Jadhav	Jadhav
7.	Shinde Ganesha	Laboratory	Shinde	Shinde	Shinde	Shinde	Shinde

Principal  
Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.

IQAC Coordinator Principal

	NAME	NAME	NAME	NAME	NAME	NAME	NAME	NAME
8.	Prof. Aechana Menare	Chemistry	Pass	Pass	Pass	Pass	Pass	Pass
9.	Dr. Soddanvade manisha	commerce	Pass	Pass	Pass	Pass	Pass	Pass
10.	Divekar. N.B.	chemistry	Pass	Pass	Pass	Pass	Pass	Pass
11.	Dhumal V.D.	English	Pass	Pass	Pass	Pass	Pass	Pass
12.	Satav Diphi	Botany	Pass	Pass	Pass	Pass	Pass	Pass
13.	Prayakta Nimbalkar	<del>Botany</del> Commerce	Pass	Pass	Pass	Pass	Pass	Pass
14.	Pallani Tamboli	Botany	Pass	Pass	Pass	Pass	Pass	Pass
15.	Sagar Sadhav	Office	Pass	Pass	Pass	Pass	Pass	Pass
16.								
17.								
18.								
19.								



*[Signature]*  
Principal

Popatrao Kisanrao Thorat College  
Khutbav, Dist. Pune.

*[Signature]*  
Principal

IQAC Coordinator  
Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.

20.									
21.	Rupali Sadhan	Non-Teaching	Teacher	Todhar.R	Todhar.R	Todhar.R	Todhar.R	Todhar.R	Todhar.R
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25.									

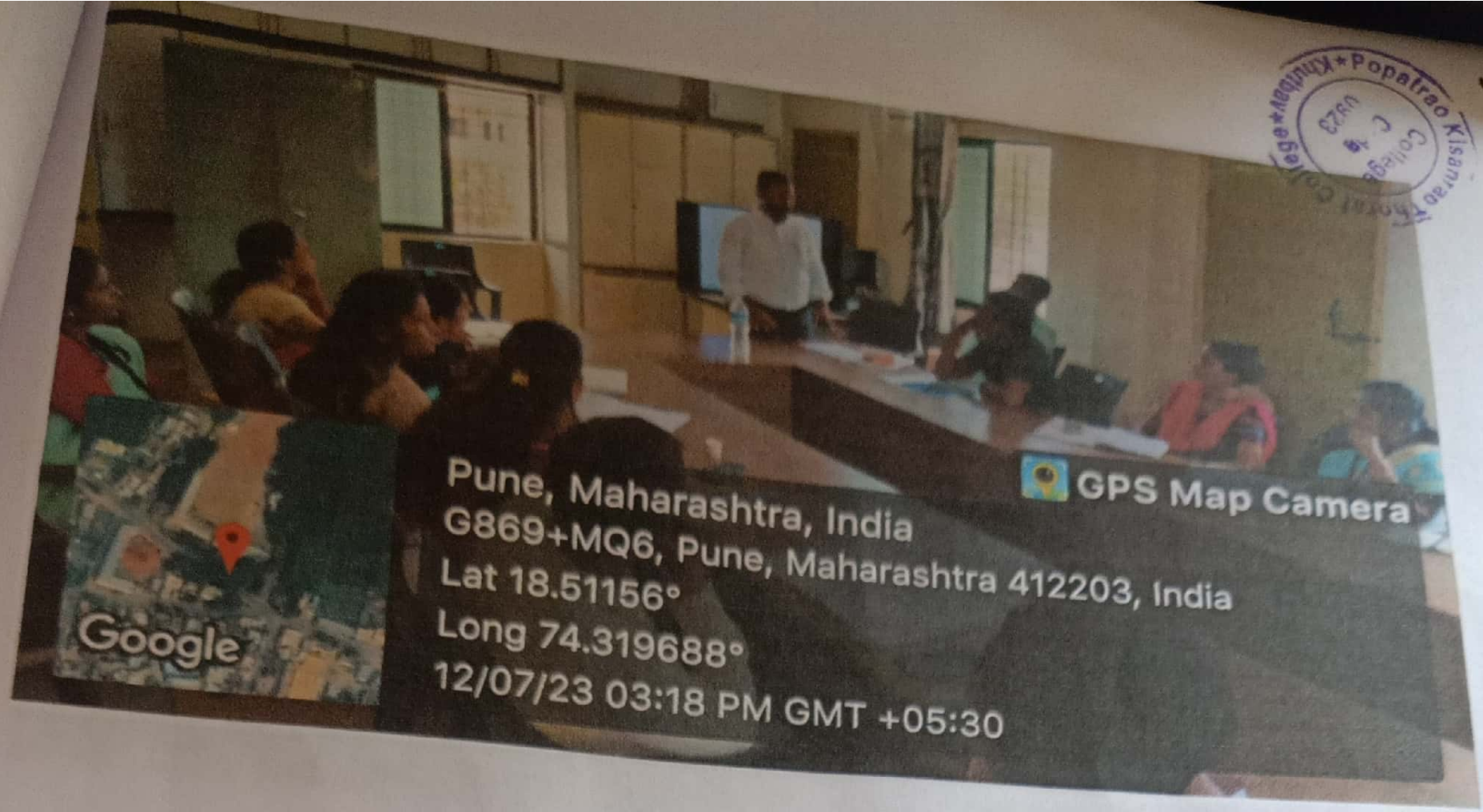
*Vijay*

**IQAC Coordinator Principal**  
 Popatrao Kisanrao Thorat College  
 Khutbav, Tal.-Daund, Dist.-Pune.

*P. Salunke*

**Principal**  
 Popatrao Kisanrao Thorat College  
 Khutbav, Tal.-Daund, Dist.-Pune.



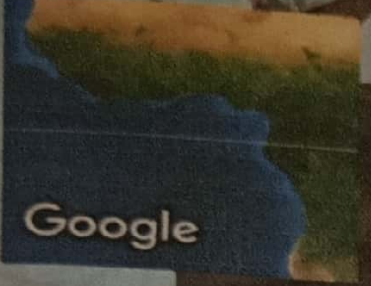


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Long 74.319688°  
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GPS Map Camera



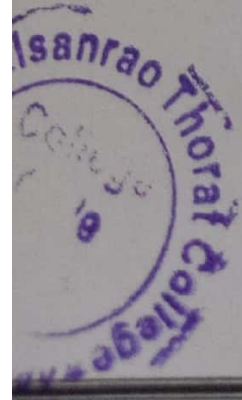
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0923



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Long 74.319786°  
14/07/23 02:24 PM GMT +05:30

GPS Map Camera





Bhairavnath Shikshan Mandal's  
Popatrao Kisanrao Thorat Collage Khutbav  
Tal. Daund Dist. Pune

**CERTIFICATE OF PARTICIPATION**

THIS IS TO CERTIFY THAT **MR./MS. Memane Aechana Dada** OF

**POPATRAO KISANRAO THORAT COLLAGE KHUTBAY, HAS PARTICIPATED IN THE " PROFESSIONAL  
ETHICS AND CODE OF CONDUCT WORKSHOP " OFFERED BY STAFF WELFARE COMMITTEE,  
POPATRAO KISANRAO THORAT COLLAGE KHUTBAY. DURING 12<sup>TH</sup> JULY 2023 TO 17<sup>TH</sup> JULY 2023.**

**IQAC Coordinator**  
**IQAC Coordinator Principal**  
Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.

**Principal**  
**Principal**  
Popatrao Kisanrao Thorat College  
Khutbav, Tal.-Daund, Dist.-Pune.





Bhairavnath Shikshan Mandal's  
Popatrao Kisanrao Thorat College, Khutbav  
Tal .Daund, Dist.Pune-412203

### Staff welfare committee

### Professional Ethics And Code Of Conduct Workshop

### Feedback Form

Date: 21-07-2023

1. Did the program meet your expectations?

Yes

No

2. Did you have an opportunity and place to ask questions and participate?

Yes

No

3. Were you satisfied with the quality of this program?

Yes

No

4. How satisfied were you participate ?

Highly

Not Much

Neutral

Disappointed

5. Please share any additional comments, thoughts, suggestions for future events:-

No

Participant's Signature



# POPATRAO KISANRAO THORAT COLLEGE

Khutbav, Tal.- Daund, Dist.- Pune - 412203, Ph. No. 02119-284012

NAAC Accreditation 'B' Grade

(Affiliated To Savitribai Phule Pune University)

ID No : PU/PN/S/391/2009

College Code : 0923

Founder

Hon. Ex. M.L.A. Rameshappa Thorat  
Chairman, P.D.C.C. Bank Pune

Principal

Dr. Rekha Salunke  
M.Sc. (Botany), B.Ed., Ph.D.

Ref. No.: 1242

Date: 11/07/23

To,  
Dr. Vikas Takale  
Head of the History Department  
Kailas Shikshan Mandal's Arts & Commerce College  
Rahu, 412207

**Subject: Invitation for Guidance on the topic of 'Professional Ethics & Code of Conduct'**

Respected Sir,

It gives us an immense pleasure to invite you to guide and motivate our teaching & non-teaching staff members on the topic of **'Professional Ethics & Code of Conduct'** at Popatrao Kisanrao Thorat College, Khutbav on 12<sup>th</sup> July, 2023. We request you to kindly accept our invitation.

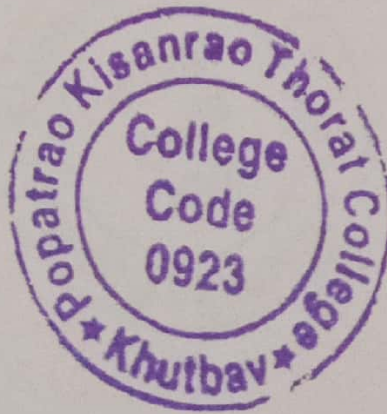
Your presence will surely be inspiring and add glory to our professors.

Thanking you!

**IQAO A.C. Coordinator**

**Co-ordinator**

Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



**Principal**

Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund Dist. Pune

13.7.2023

Bhairavnath Shikshan Mandal's

# POPATRAO KISANRAO THORAT COLLEGE

Khutbav, Tal.- Daund, Dist.- Pune - 412203, Ph. No. 02119-284012

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ID No : PU/PN/S/391/2009

College Code : 0923



Establishment Year - 2009

Founder

Mr. Ex.M.L.A. Rameshappa Thorat  
Chairman, P.D.C.C. Bank Pune

Principal

Dr. Rekha Salunke  
M.Sc. (Botany), B.Ed., Ph.D.

Ref. No.: 1247

Date: 13/07/2023

To,  
Dr. Vikas Takale  
Head of the History Department  
Kailas Shikshan Mandal's Arts & Commerce College  
Rahu, 412207

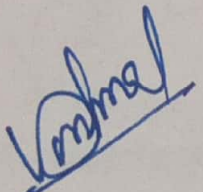
**P;Subject:** Letter of Appreciation

Respected Sir,

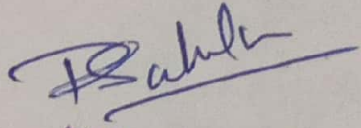
Thank you for giving your valuable time to us. We appreciate your kind efforts for guiding our professors at Popatrao Kisanrao Thorat College, Khutbav on 12<sup>th</sup> July 2023.

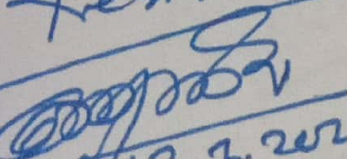
We hope that such kindness and cooperation will remain continue in the future endeavors.

Thanking you!

  
IQAC Coordinator  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



  
Principal  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune

Received  
  
13.7.2023



# POPATRAO KISANRAO THORAT COLLEGE

Khutbav, Tal.- Daund, Dist.- Pune - 412203, Ph. No. 02119-284012

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College Code : 0923

Founder

Hon. Ex. M.L.A. Rameshappa Thorat  
Chairman, P.D.C.C. Bank Pune

Principal

Dr. Rekha Salunke  
M.Sc. (Botany), B.Ed., Ph.D.

Ref. No.: 1241

Date: 11/07/23

To,  
Dr. Vikas Sudhakar Shelar  
Physical Director,  
K.G. Katariya Mahavidyalay,  
Daund - 413801

**Subject: Invitation for Guidance on the topic of 'Professional Ethics & Code of Conduct'**

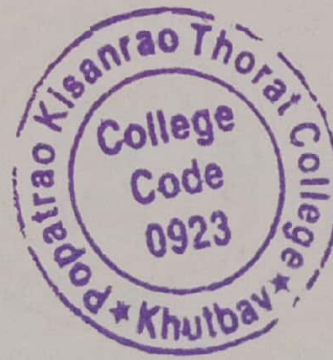
Respected Sir,

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Your presence will surely be inspiring and add glory to our professors.

Thanking you!

IQAC Co-ordinator  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



Principal  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.

Received  
@Kashy  
12-07-2023



Establishment Year - 2009

# POPATRAO KISANRAO THORAT COLLEGE

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Khutbav, Tal.- Daund, Dist.- Pune - 412203, Ph. No. 02119-284012

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Principal  
**Dr. Rekha Salunke**  
M.Sc. (Botany), B.Ed., Ph. D.

Founder  
**n.Ex.M.L.A. Rameshappa Thorat**  
Chairman, P.D.C.C. Bank Pune

Date: 12/07/23

No.: 1246

To,  
Dr. Vikas Sudhakar Shelar  
Physical Director,  
K.G. Katariya Mahavidyalay,  
Daund - 413801

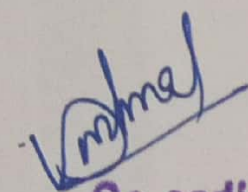
**Subject:** Letter of Appreciation

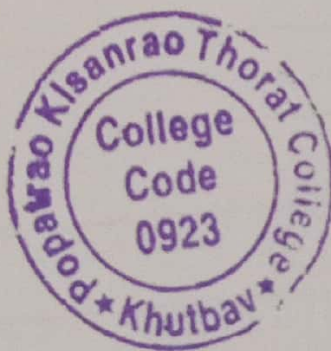
Respected Sir,

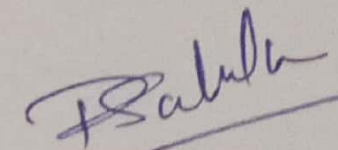
Thank you for giving your valuable time to us. We appreciate your kind efforts for guiding our professors at Popatrao Kisanrao Thorat College Khutbav on 12<sup>th</sup> July 2023.

We hope that such kindness and cooperation will remain continue in the future endeavors.

Thanking you!

  
**IQAC Coordinator**  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund, Dist. Pune.



  
**Principal**  
Popatrao Kisanrao Thorat College  
Khutbav, Tal. Daund Dist. Pune

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