



RAMAKRISHNA MISSION SIKSHANAMANDIRA

(A NCTE recognized Govt. Aided (WB) Autonomous Post-Graduate College under University of Calcutta)
Belur Math, Howrah - 711 202, West Bengal

7.1.9: Institution has a prescribed Code of Conduct for students, teachers, administrators and other staff, and conducts periodic programmes to appraise adherence to the Code through the following ways

1. Code of Conduct is displayed on the institution's website
2. Students and teachers are oriented about the Code of Conduct
3. There is a committee to monitor adherence to the Code of Conduct
4. Professional ethics programmes for students, teachers, administrators and other staff are organized periodically

Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct



Swami Vidyamritananda
Principal (Offg.)
Ramakrishna Mission Sikshanamandira
Belur Math, Howrah-711202, W.B.



Vidyarthi Vrata

In Ramakrishna Mission Sikshanamandira, the newly admitted trainee-teachers are initiated into leading an exemplary life full of knowledge, duties, sacrifices and welfare for others. This initiation is done through the ‘Vidyarthi Vrata’ which stands for taking some moral vows through the performance of some spiritual oblations. This unique practice in our institution is held every year to ensure that our trainee-teachers cling to five vows which they take during the ‘Vidyarthi Vrata’. Moreover, this ceremony in a way orients our trainee-teachers to maintaining the code of conduct required during their studentship as a *vidyarthi* to obtain the universal qualities embedded in the form of moral vows. These vows are compiled from various Shastras, Shrutis, Upanishads, Niitivakyas etc. During this holy ritual, some offerings are made to the holy fire and the trainee-teachers are directed to pronounce the Sanskrit mantras in tune with the senior monks who take part as an *acharya* in this ceremony. Furthermore, the trainee-teachers take five moral vows and are expected to cling to them throughout their *vidyarthi* life at Sikshanamandira.

1. The first vow is on **maintaining good health and mental hygiene** for carrying a good and balanced physique required for carrying out different activities.
2. The Second vow is on the **strict adherence to the austerity called study** by which a learner vows to bring out his talent.
3. The third vow is on conforming to **truthfulness** by dint which a learner vows to remain truthful in his body, mind and speech.
4. The fourth vow is on the tendency to **act without selfishness** which makes a learner serve everyone as the different forms of God. Besides, this unselfishness adds catholicity, humility and obedience to the holistic development of a learner.
5. The fifth vow is on the discipline of **unity and integrity** which makes a learner work for the welfare of the society at large by clinging to scrupulous means.

Therefore, this holy ritual in our institute ushers our prospective teachers to developing a mindset for giving their best knowledge to their would-be students without an iota of selfishness. The mentality for moving beyond their circumference to share their knowledge with their students is what this ceremony endeavours to inculcate into our trainee-teachers. In short, this ceremony provides our trainee-teachers with an opportunity to metamorphose themselves into a conscientious prospective teacher who would be inspiring the next generation to go



hand in hand for bringing about the revolutionary changes much needed for the welfare of our society and the world at large as envisioned by Swami Vivekananda himself.

Apart from that, our trainee-teachers are given orientations for maintaining a proper code of conduct for pursuing B.Ed. and M.Ed. programs in a week-long orientation program . Every year this orientation program is held to notify our students about the code of conduct which they will comply with during their studentship in our college. They are made aware of various rules and regulations or dos and don'ts by our professors in this orientation program. These rules include the following areas-

1. Behaviour in the classroom with peers, teachers and all other staff of the college.
2. Rules for staying in the college hostel and maintaining the proper rules as a *vidyarthi*.
3. Rules for examination and resorting to scrupulous means for giving the exam.
4. Rules for not smoking and consuming alcoholic substances as a *vidyarthi* of this institute.
5. Rules for not using plastic bags within the campus.
6. Rules for maintaining cleanliness within the campus by dumping waste materials in the demarcated areas.

The following documentary evidence below attests to the above given facts claimed.

The screenshot shows the website interface for Ramakrishna Mission SIKSHANAMANDIRA. The navigation menu includes: HOME, THE COLLEGE, ACADEMICS, ADMISSION, NAAC, IQAC, STUDENTS' PORTAL, CONTACTS, STUDENTS ZONE, RESEARCH, IMPORTANT LINKS, RKMSM-MOODLE, NCTE, IRINS, and GRIEVANCE REDRESSAL. The main content area is titled "INSTITUTIONAL POLICIES" and lists several policies: Research Policy, Student Welfare Policy, Anti-Ragging and Anti-Sexual Harassment Policy, Grievance and Internal Complaints Redressal Policy, Maintenance Policy, Placement Cell Policy, Waste Management Policy, Energy Policy, Code of Conduct, and ICT Policy. A red arrow points to the "Code of Conduct" link.

The landing page of Code of conduct on our college website

Link to the document:

https://rkmsm.org/uploads/ckeditor_files/file/Code%20of%20Conduct/RKMSM@CODE%20of%20CONDUCT.pdf



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Belur Math, Howrah - 711 202, West Bengal

A week-long orientation programme for the newly admitted B.Ed. Students of 2022-2023 Batch for maintaining the code of conduct of our college

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www.rkmsm.org

BELUR MATH, HOWRAH - 711 202, WEST BENGAL

Notice

Orientation Programme for the B.Ed. students

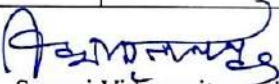
All B.Ed. 1st Semester Students (Session- 22-24) are hereby instructed to attend the Orientation Programme to be held on Thursday, July 28, 2022 positively at Vivekananda Mandap sharp at 10:30 a.m.

The programme will have the following sessions -

B.Ed. Orientation Programme Schedule

Date	Programme	Time	Topic	Resource Person
28.07.2022	B.Ed.	11:00 a.m.to 12:00 p.m.	Orientation about the Institution	Swami Vidyamritananda
29.07.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Belur Math Orientation	Br. Vinayachaitanya
30.07.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Library Orientation	Hirak Ghosh
01.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Computer Lab Orientation	Arumay Jana
03.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Value added Courses	Rathin Kuri
04.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Orientation Session by Alumni	Santanu Biswas
05.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Anti Ragging Orientation	Dr. Sandip Mandal
08.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Examination & Evaluation Orientation	Dr. Satyajit Kar
11.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Code of conduct	Swami Vidyamritananda
12.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Student Credit Card	Russell Al Farabi
13.08.2022	B.Ed.	11:00 a.m.to 12:00 p.m	Scholarship	Dr. Anujit Patra

Date: 22/07/2022


Swami Vidyamritananda
Principal (Offg.)

“Education is the manifestation of the perfection already in man.”

- Swami Vivekananda

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A week-long orientation programme for the newly admitted M.Ed. Students of 2022-2023 Batch for maintaining the code of conduct of our college



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Notice

Orientation Programme for the M.Ed. students

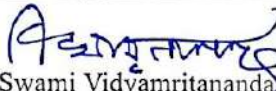
All M.Ed. 1st Semester Students (Session- 22-24) are hereby instructed to attend the Orientation Programme to be held on Thursday, August 25, 2022 positively at Vivekananda Mandap sharp at 10:30 a.m.

The programme will have the following sessions -

M.Ed. Orientation Programme Schedule

Date	Programme	Time	Topic	Resource Person
25.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Orientation about the Institution	Swami Vidyamritananda
26.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Belur Math Orientation	Br. Vinayachaitanya
27.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Library Orientation	Hirak Ghosh
29.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Computer Lab Orientation	Arumay Jana
30.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Virtual Lab Orientation	Santanu Biswas
31.08.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Value added Courses	Rathin Kuri
01.09.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Orientation Session by Alumni	Santanu Biswas
05.09.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Examination & Evaluation Orientation	Dr. Satyajit Kar
08.09.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Code of conduct	Swami Vidyamritananda
09.09.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Student Credit Card	Russell Al Farabi
10.09.2022	M.Ed.	11:00 a.m.to 12:00 p.m.	Scholarship	Dr. Anujit Patra

Date: 19/08/2022


Swami Vidyamritananda
Principal (Offg.)

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Students are made aware of the code of conduct in the orientation program at Vivekananda Mandap in our college

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Minutes of the periodic programmes to appraise adherence to the Code of Conduct

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Email - rkmsmc@gmail.com, rkmsm@rediffmail.com

Website - www.rkmsm.org

Belur Math, Howrah - 711 202, West Bengal

Notice

A meeting of the Code of Conduct (CoC) Committee will be held on 22nd June, 2022 at 1:00 p.m. at the college Conference Room. All faculty members are requested to attend the meeting.

Names of the Members:

1. Swami Vidyamritananda, Principal, RKM Sikshanamandira (Chairman)
2. Swami Tattwasarananda, Professor (Member)
3. Dr. Pradip Kumar Sengupta, Associate Professor, RKM Sikshanamandira (Member)
4. Dr. Abhijit Guha, Associate Professor, RKM Sikshanamandira (Convenor)
5. Dr. Satyajit Kar, Associate Professor, RKM Sikshanamandira (Member)
6. Sri Anindya Chatterjee (Alumnus, Administration), AD, DSE, Govt. of West Bengal (Member)

Agenda:

1. Formation of Code of Conduct (CoC) Committee
2. Objectives of Code of Conduct.
3. Any other matter

Date: 20th June, 2022

Swami Vidyamritananda

. Principal (Offg.)

Swami Vidyamritananda

Principal (Offg.)

Ramakrishna Mission Sikshanamandira

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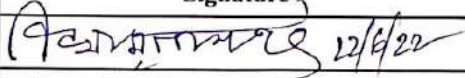
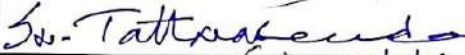
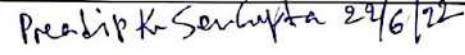
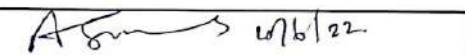
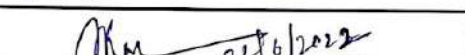
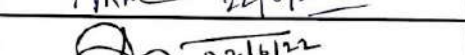
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Website - www.rkmsm.org

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Signature of the attendees in the meeting held on 22nd June, 2022

Name	Signature
Swami Vidyamritananda	 22/6/22
Swami Tattwasarananda	 Sw. Tattwasarananda
Dr. Pradip Kumar Sengupta	 Pradip K Sengupta 22/6/22
Dr. Abhijit Guha	 Abhijit Guha 22/6/22
Dr. Satyajit Kar	 SKM 22/6/2022
Sri Anindya Chatterjee	 An 22/6/22

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Minutes of the meeting held on 22nd June, 2022

The meeting of the Code of Conduct (CoC) formation Committee was held on 22nd June 2022 at 01:00 p.m. at the college conference hall.

Agenda:

Formation of Code of Conduct (CoC) Committee

The Code of Conduct (CoC) was formed and the role of the members of the committee was discussed.

Objectives of Code of Conduct

The various objectives of the Code of Conduct monitoring committee were also discussed which are as follows:

- Proper implementation of the Code of Conducts by all the stakeholders like Administrators, Faculty, Staff and Students and take reformative actions to prevent any breach in the institutional code of conducts.
- Fostering an atmosphere of respect and cooperation for a conducive learning environment.
- Prescribe routine for classes, study, and other activities, maintaining regularity and punctuality.
- Ensure that the students must refrain from engaging in any form of political activity within the college premises.
- Encourage active participation in social and cultural activities, promoting community involvement and holistic development.
- Ensure trainees must switch off lights, fans, and other electrical equipment when leaving the room.
- Ensure trainees must observe strict discipline and maintain silence during designated study hours and prayer sessions to create a conducive environment for learning and

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spiritual practices.

- Provide strong leadership and guidance to stakeholders, fostering an environment conducive to teaching, learning, and personal development.
- Ensure effective communication channels with all stakeholders, keeping them informed about important policies, decisions, and updates related to the institution.
- Promote institutional values, culture, and ethos.

Any other matter

Nothing specific under this agenda.

The meeting ended with the vote of thanks to the chair.

Confirmed
Swami Vivekananda 22/6/22

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Notice

A meeting of the Code of Conduct (CoC) Committee will be held on 22nd December, 2022 at 1:00p.m. at the college Conference Room. Following members are requested to attend the meeting.

Names of the members:

1. Swami Vidyamritananda, Principal, RKM Sikshanamandira (Chairman)
2. Swami Tattwasarananda, Professor (Member)
3. Dr. Pradip Kumar Sengupta, Associate Professor, RKM Sikshanamandira (Member)
4. Dr. Abhijit Guha, Associate Professor, RKM Sikshanamandira (Convenor)
5. Dr. Satyajit Kar, Associate Professor, RKM Sikshanamandira (Member)
6. Sri Anindya Chatterjee (Alumnus, Administration), AD, DSE, Govt. of West Bengal (Member)

Agenda:

1. Code of Conduct (CoC) issues (if any) arrived since the last meeting held on 22nd June, 2022.
2. Programmes to be conducted for faculty and staff members in relation to professional ethics.
3. Any other matter

Date: 20th December, 2022

(Dr. Abhijit Guha)
Convenor of the CoCC)

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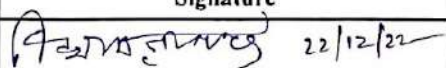
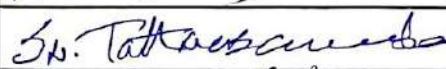
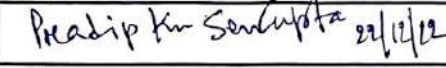
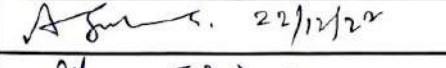
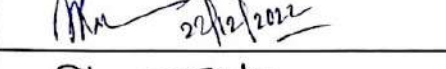
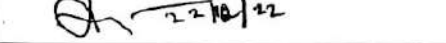
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Signature of the CoC Committee members in the meeting held on 22nd December, 2022

Name	Signature
Swami Vidyamritananda	 22/12/22
Swami Tattwasarananda	 22/12/22
Dr. Pradip Kumar Sengupta	 22/12/22
Dr. Abhijit Guha	 22/12/22
Dr. Satyajit Kar	 22/12/22
Sri Anindya Chatterjee	 22/12/22

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Minutes of the meeting held on 22nd December, 2022

The meeting of the Code of Conduct (CoC) Committee was held on 22nd December 2022 at 01:00 p.m. at the college conference hall.

Agenda:

Code of Conduct (CoC) issues (if any) arrived since the last meeting held on 22nd June, 2022

No issues have arisen since the last meeting held.

However, to maintain regularity and punctuality of the trainees in all their daily activities, including classes, prayers, and other scheduled events were discussed.

Programmes to be conducted for faculty and staff members in relation to professional ethics

Teachers of the college are encouraged to actively participate in all academic and extracurricular activities of the institution, contributing to its overall excellence. They should assist in creating a nurturing environment for learning and instilling value education in students.

Any other matter

Nothing specific under this agenda.

The meeting ended with the vote of thanks to the chair.

Confirmed
22/12/22

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(An Autonomous West Bengal Govt. Aided Post-Graduate College under the University of Calcutta under section 22 of the UGC Act and duly recognized by the NCTE)

College with Potential for Excellence (CPE)

College of Teacher Education (CTE) & Swami Vivekananda Centre for
Multidisciplinary Research in Educational Studies (SVMRES)

Phone No. - (033) 2654-6081/9281/1635 Fax - (033) 2654-4412

Email - rkmsmc@gmail.com, rkmsm@rediffmail.com

Website - www.rkmsm.org

Belur Math, Howrah - 711 202, West Bengal



Notice

A meeting of the Code of Conduct Committee (CoCC) will be held on 22nd June, 2023 at 1:00p.m. at the college Conference Room. Following members are requested to attend the meeting.

Names of the members:

1. Swami Vidyamritananda, Principal, RKM Sikshanamandira (Chairman)
2. Swami Tattwasarananda, Professor (Member)
3. Dr. Pradip Kumar Sengupta, Associate Professor, RKM Sikshanamandira (Member)
4. Dr. Abhijit Guha, Associate Professor, RKM Sikshanamandira (Convenor)
5. Dr. Satyajit Kar, Associate Professor, RKM Sikshanamandira (Member)
6. Sri Anindya Chatterjee (Alumnus, Administration), AD, DSE, Govt. of West Bengal (Member)

Agenda:

1. Code of Conduct (CoC) issues (if any) arrived since the last meeting held on 22nd December, 2022.
2. Programmes to be conducted for faculty and staff members in relation to professional ethics.
3. Any other matter

Date: 20th June, 2023

(Dr. Abhijit Guha)
Convenor of the CoCC)

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-Swami Vivekananda



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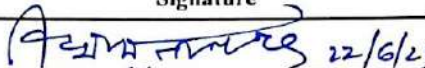
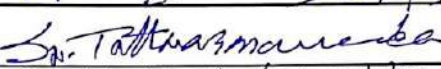
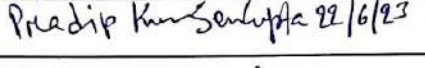
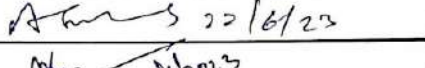
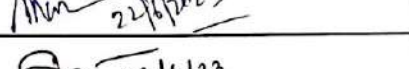
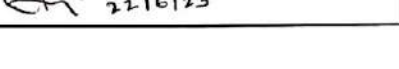
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Signature of the CoC Committee members in the meeting held on 22nd June, 2023

Name	Signature
Swami Vidyamritananda	 22/6/23
Swami Tattwasarananda	
Dr. Pradip Kumar Sengupta	 22/6/23
Dr. Abhijit Guha	 22/6/23
Dr. Satyajit Kar	 22/6/23
Sri Anindya Chatterjee	 22/6/23

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Minutes of the meeting held on 22nd June, 2023

The meeting of the Code of Conduct (CoC) Committee was held on 22nd June 2023 at 01:00 p.m. at the college conference hall.

Agenda:

Code of Conduct (CoC) issues (if any) arrived since the last meeting held on 22nd December, 2022

No issues have arisen since the last meeting held.

However it was discussed that resident trainees should actively participate in co-curricular activities organised by the hostel, contributing to their overall personal development.

Programmes to be conducted for faculty and staff members in relation to professional ethics

In order to contribute to the college's overall success, teachers are urged to take an active part in all of the upcoming activities.

Any other matter

Nothing specific under this agenda

Confirmed
Swami Vivekananda
22/6/22

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-Swami Vivekananda