



ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

NAAC Accredited with B++ Grade (1st Cycle)

(Affiliated to Aryabhata Knowledge University)

Digha-Aashiyaana Road, Digha Ghat, Patna- 800011, Bihar

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CODE OF CONDUCT AND PROFESSIONAL ETHICS FOR COMMITTEES & CELLS

The Code of Conduct and Professional Ethics outlined herein serve as guiding principles for the Committees and Cells established within the College. These directives are designed to ensure the smooth functioning and coordination of co-curricular and extra-curricular activities, emphasizing integrity, accountability, and dedication to the College's progress. By adhering to these standards, committee members contribute to a harmonious environment, fostering collaboration, respect for regulations, and a commitment to excellence in all endeavours.

Code of Conduct and Professional Ethics for Committees and Cells:

1. Maintain close coordination with the administration and Internal Quality Assurance Cell (IQAC) for the College progress.
2. Conduct periodic meetings as required, documenting meeting proceedings and action taken reports for verification by the College authorities.
3. Ensure detailed reports of organized events are signed, maintained, and submitted to the College Office and IQAC Cell for record keeping.
4. Adhere to institution rules, regulations, and comply with suggestions from respective Guide/Management/Principal.
5. Acknowledge the Principal's authority to establish or modify rules for committees as deemed necessary.
6. Be prepared to provide reports to the principal at any time based on requirements.
7. Accept the Principal's discretion to dissolve, form, or modify committees based on performance, with or without prior notice.
8. Committee terms are typically one year or as determined by the principal, subject to extension or reduction based on performance.
9. Comply with ethical standards, professionalism, and dedication to the successful execution of co-curricular and extra-curricular activities within the College.

Date 1/7/2023

Fr. Dr. Martin Poras S.J

Principal

St. Xavier's College of Mgmt. & Tech.
Digha Ghat, Patna-800011
Bihar, India