

**MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA**  
**A College with Potential for Excellence**  
**NAAC Accredited & ISO 21001:2018 Certified**

**Annual Awareness Programme on Code of Conduct: 2024-25**

**Objective:**

To ensure that all stakeholders (students, faculty, and non-teaching staff) are aware of and adhere to the institutional 'Code of Conduct' that promotes ethical behavior, discipline, professionalism, and respect for institutional values.

The 'Code of Conduct' awareness programmes will focus on:

- Institutional values and ethics
- Responsibilities and expected behaviour of students, staff, and faculty
- Academic integrity and professional conduct
- Anti-ragging, anti-sexual harassment, and anti-discrimination policies
- Digital protocol and responsible use of social media

The IQAC prepares annual action plan to create awareness of the code of conduct through workshops, motivational sessions and guest lectures for the staff and students in order to improve understanding and adherence to institutional policies, enhance ethical standards and campus discipline, reduce instances of misconduct and grievances and strengthen institutional culture of transparency and accountability.

The plan of action for the academic year 2024-25:

**For Students:**

**1. Maintain the provision of the following inter-and multidisciplinary Skill Courses:**

Health and Hygiene; Environment Education; Indian Philosophy; Leadership Skills; Cyber-Security; Introduction to Social Work; as these courses centre on the development of personality, environment consciousness, roles and responsibilities, and code of conduct.

2. Orientation programmes, Awareness programmes, Workshops and Guest lectures to orient students on the following aspects that govern them during their course of study in the college to become responsible citizens:

- Vision, Mission and Core Values of the College
- College Policies and Procedures
- Rules and Regulations of the College
- Code of Conduct
- Human Values and Professional Ethics
- Indian Culture, Knowledge System and Science
- Discipline and Fostering Healthy Relationships
- Health and Hygiene
- Stress Management
- Anti-ragging Awareness
- Tolerance and Harmony
- Patriotism and Constitutional Obligations
- Leadership Qualities and Citizenship

**For Teaching, Administrative and Support Staff:**

- Orientation programme for newly appointed staff members to familiarize them with the college's 'Vision, Mission and Core Values', 'Policies', 'Guidelines', 'Expected Behavior', and 'Workplace Rules and Procedures'.
- Workshops and motivational talks focusing on 'Professional Ethics and Academic Integrity', 'Plagiarism and Misconduct', 'Effective Time Management', 'Workplace Ethics', 'Social Media Etiquette and Digital Responsibility', and 'Collaborative Skills'.
- Encourage staff to participate in green practices, such as plantation programmes, energy conservation efforts, and sustainable commuting options.