



7.1.10– The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

- *Code of ethics policy document*
- *Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc in support of the claims*
- *Any other relevant information*



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Code of Ethics Policy - Princeton College of Pharmacy

At Princeton College of Pharmacy, we are committed to fostering an environment of integrity, respect, and professionalism. Our Code of Ethics outlines the standards of behaviour expected from all stakeholders—students, faculty, and administration. Adherence to these principles ensures that we uphold the values of the institution and contribute to a healthy, ethical, and productive academic community.

I. Code of Ethics for Students

1. Academic Integrity:

- Students must maintain honesty and integrity in all academic endeavours, including examinations, assignments, and research work.
- Plagiarism, cheating, and any form of dishonesty are strictly prohibited.
- Students should demonstrate respect for the intellectual property of others and properly cite sources.

2. Respect for Faculty and Peers:

- Students should interact with faculty, peers, and staff with courtesy, respect, and professionalism.
- Harassment, discrimination, or any form of abuse based on gender, caste, religion, or other differences will not be tolerated.
- Constructive feedback should be given respectfully, and differences should be addressed through peaceful dialogue.

3. Responsibility and Accountability:

- Students are expected to uphold the values of the institution and comply with its rules and regulations.
- They must take responsibility for their actions and be accountable for their academic and personal behaviour.



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4. Community Service and Social Responsibility:

- Students are encouraged to participate in community service and initiatives that promote social well-being.
- They should contribute to environmental sustainability and adhere to practices that protect and preserve resources.

II. Code of Ethics for Faculty

1. Professional Integrity:

- Faculty members must demonstrate honesty and fairness in their academic and professional interactions with students and colleagues.
- They are expected to maintain the highest level of academic standards and avoid any form of bias or favouritism in grading or evaluations.

2. Respect and Fair Treatment:

- Faculty members should foster an inclusive learning environment by treating all students with dignity and respect.
- They must encourage open dialogue and academic freedom while ensuring that discussions remain respectful and focused on educational goals.

3. Commitment to Continuous Learning:

- Faculty members are expected to stay updated with the latest advancements in their respective fields and contribute to the academic development of the institution.
- They should engage in professional development programs to enhance their teaching skills and knowledge.

4. Ethical Teaching and Mentorship:

- Faculty members must be role models for students, displaying integrity, responsibility, and professionalism.
- They should offer mentorship and guidance that promotes both academic and personal growth, assisting students in making informed decisions.

III. Code of Ethics for Administration

1. Transparency and Accountability:

- Administrative staff must operate with transparency in all dealings with students, faculty, and other stakeholders.



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- They should maintain ethical practices in financial transactions, documentation, and other institutional processes.

2. Fairness and Impartiality:

- Administrative staff are expected to treat all individuals fairly, without any discrimination, bias, or prejudice.
- They must ensure that all policies and decisions are applied consistently and justly.

3. Confidentiality:

- Administration must maintain confidentiality concerning sensitive student and staff information and avoid disclosing personal or academic data without appropriate consent.

4. Supportive Environment:

- The administration should provide an environment that supports the academic and professional growth of faculty and students.
- They should be responsive to concerns and grievances, providing timely resolutions while ensuring adherence to institutional values.

IV. Implementation and Enforcement

- The Code of Ethics for students, faculty, and administration is to be followed by all members of the college community.
- Violations of the Code will be addressed promptly through appropriate channels, including academic disciplinary committees and administrative review.
- Regular workshops and training sessions will be held to reinforce ethical standards across all levels of the institution.




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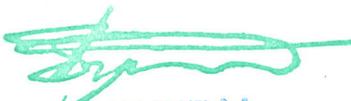
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Monitoring Committee Composition

S. No	Name of the Faculty	Designation & Dept.	Role
1	Dr.K.Satyanarayana	Principal	Chairperson
2	Dr.L.Harikiran	Professor,Dept.of Pharmacology	Coordinator
3	Dr.B.Tejevathi	Asso.Prof,Dept.of Pharmaceutics	Member
4	Dr.K.Hariprasad	Asso.Prof,Dept.of Pharm. chemistry	Member
5	V.Lavanya	Asso.Prof,Dept.of Pharmaceutics	Member
6	T.Naveen	B.Pharm-IV Year	Student member
7	Y.Sandharani	B.Pharm-III Year	Student member
8	M.Akhila	B.Pharm-II Year	Student member




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Date: 04-11-2023

CIRCULAR

The members of the Code of Conduct Committee are hereby informed that the regular meeting will be held in the Principal's Chamber on **4th November 2023 at 2:00 PM** to discuss the following agenda items:

Agenda:

1. Discussion on student attendance.
2. Discussion on ensuring students report to class on time.
 - o Students will not be allowed to enter the class after it has started.
3. Discussion on encouraging students to use the library during leisure hours.
4. Discussion on the strict prohibition of mobile phone usage on the college campus.

Your presence is highly encouraged.



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Minutes of the Code of Conduct Committee Meeting

The members of the Code of Conduct Committee met in the Principal's Chamber on **5th January 2024 at 2:00 PM** with the Principal, Dr.K.Satyanarayana, serving as the Chairperson. The following agenda points were discussed, and resolutions were passed accordingly.

Agenda:

1. Discussion on student attendance.
2. Ensuring students report to class on time.
 - o Students will not be allowed inside after the class has started.
3. Encouraging students to utilize the library during leisure hours.
4. Enforcing the prohibition of mobile phone usage on the college campus.

Resolution:

The agenda points discussed were approved by the Principal, Dr.K. Satyanarayana, Chairperson of the meeting. With the permission of the Principal, Dr. L. Harikiran, Coordinator of the Committee, assured that the guidelines issued by the regulatory authorities will be strictly implemented by staff and students to ensure compliance and safety.

Discussion:

1. Student Attendance Requirements:

- o B.Pharm and M.Pharm students must maintain 75% attendance, and Pharm-D students 80%, as per JNTU Hyderabad policies.
- o Faculty must ensure compliance with attendance and behaviour standards, aligned with UGC, AICTE, PCI, and JNTU Hyderabad guidelines.

2. Punctuality and Class Discipline:

- o Students must be on time for class. Latecomers will not be allowed entry after class begins.

3. Library Utilization:

- o Students are encouraged to use the library during free time to enhance learning and engage with books.

4. Prohibition of Mobile Phones:

- o Mobile phone use is strictly prohibited on campus to maintain discipline.



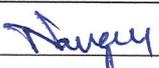
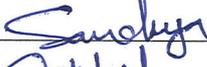

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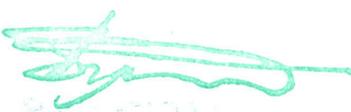
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List of members present at the meeting

S. No	Name of the Faculty	Designation & Dept.	Signature
1	Dr.K.Satyanarayana	Principal	
2	Dr.L.Harikiran	Professor, Dept. of Pharmacology	
3	Dr.B.Tejevathi	Asso.Prof, Dept. of Pharmaceutics	
4	Dr.K.Hariprasad	Asso.Prof, Dept. of Pharm. chemistry	
5	V.Lavanya	Asso.Prof, Dept. of Pharmaceutics	
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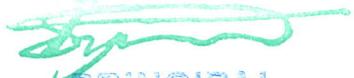
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DATE: 06-11-2023

CIRCULAR

This is to inform all students and staff that an Awareness Programme on the Code of Conduct will be conducted in the seminar hall at 2:00 PM by Dr.k.Satyanarayana, Principal, and Princeton College of Pharmacy. All are instructed to attend the programme without fail.




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Report on Awareness Programme on Code of Conduct at Princeton College of Pharmacy

An Awareness Programme on the Code of Conduct was conducted at Princeton College of Pharmacy on for students and staff. The programme aimed to reinforce ethical standards and promote a disciplined environment within the college.

Programme Highlights:

- **Inauguration:** The session began at 2:00 PM in the seminar hall with a welcome address by Dr.k.Satyanarayana, Principal of the college.
- **Keynote Address:** The Principal emphasized the importance of adhering to the college's code of conduct, highlighting its role in fostering respect, integrity, and professionalism.
- **Interactive Session:** A detailed presentation outlined the expectations for behaviour and responsibilities of students and staff, followed by a Q&A session to address queries.
- **Distribution of Guidelines:** Participants were provided with a booklet summarizing the key aspects of the code of conduct.

The programme concluded with a vote of thanks, encouraging all attendees to uphold the principles discussed. The event was well-received and deemed essential for maintaining a positive and respectful campus atmosphere.




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Awareness Programme on Code of Coduct




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