

# SREE SWAMY VIVEKANANDA CENTRE OF TEACHER EDUCATION

## GOVERNING BODY CODE OF CONDUCT

Revised and approved by: Director Board

Date of Revision:

### **INTRODUCTION**

This Code serves as a set of guidelines outlining the expected standards of conduct and accountability for members of the Governing Body of Sree Swamy Vivekananda Centre of Teacher Education. Its purpose is to elucidate the legal and ethical responsibilities and duties of these members, facilitating their adherence to these standards.

By accepting their appointments to the Governing Body, all members commit to abiding by the provisions outlined in this code. In addition to this code, members should acquaint themselves with the relevant legal frameworks, including the Calicut University Act 1975, and its amendments, as well as other pertinent Central, State, and institutional regulations.

The adoption of this Code reflects the Governing Body's commitment to leadership and stewardship in managing the institution. It also serves to safeguard the institution's reputation, providing assurance to key stakeholders, such as students, staff, and the broader community.

### **PURPOSE OF THE CODE**

The importance of good governance for the long-term sustainability and success of educational institutions is widely acknowledged. This Code aims to define the fundamental values and elements that constitute an effective governance framework while offering guidance on expected standards of behaviour and conduct within the College community.

Effective governance extends beyond the mere adoption of the Code; it entails fostering a culture that values autonomy, establishes clear responsibilities, and nurtures relationships based on mutual respect, trust, and honesty.

### **Objectives**

In alignment with these principles, the Code seeks to achieve the following objectives:

- Define and drive the institution's vision, mission, and sustainability, encompassing financial, social, and environmental aspects.
- Advocate for the collective interests of students and the delivery of a high-quality student experience.
- Ensure that student outcomes reflect social, economic, and environmental value.
- Efficiently manage opportunities and mitigate risks to protect the institution's reputation, ensure financial sustainability, and be accountable for public funding.
- Promote a positive culture that supports ethical conduct and embraces diversity and inclusion.
- Encourage excellence in learning, teaching, and research while monitoring institutional and Governing Body performance.
- Promulgate accurate and transparent information that is readily accessible.
- Lead by example, fostering adaptability to ensure a resilient future.
- Establish mechanisms for meaningful engagement with relevant stakeholders, especially students and staff, at local, regional, national, and global levels.

It is crucial that the Executive, the Governing Body, and the Secretary develop a shared understanding of these values and objectives, and how they apply to the specific sections of the Code. Good governance is built on robust relationships, open dialogue, and mutual respect.

## **SCOPE**

This Code is applicable to all members of the Governing Body, including any committees, forums, or tasks, and any joint ventures affiliated with Sree Swamy Vivekananda Centre of Teacher Education over which members may exercise authority or responsibility, whether explicitly or implicitly.

## **CODE STATEMENT**

1. Support the aims, objectives, values, and mission of Sree Swamy Vivekananda Centre of Teacher Education, promoting the interests of the College, its students, and staff.
2. Adhere to and periodically review the Standing Orders and terms of reference of the Governing Body and its committees to ensure fair, open, and transparent conduct.
3. Commit to ensuring the safety and well-being of students and staff, actively combating discrimination on the basis of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation within the College.
4. Collaborate and work collectively with other Governing Body members in the best interests of the College.
5. Acknowledge that differences of opinion may arise in discussions but pledge support to majority decisions taken by the Governing Body.
6. Base judgments on an honest and unbiased assessment of available facts, free from partisan or representative biases.
7. Understand that individual members do not have the right, except through the Chair and with the Governing Body's agreement, to make statements or express opinions on behalf of the Governing Body.
8. Refrain from leveraging their position for personal gain or benefit to themselves or other individuals or agencies.
9. Promptly disclose any personal conflict of interest related to matters under consideration by the Governing Body or arising from their membership.
10. Avoid accepting gifts, hospitality, or benefits that may compromise personal judgment or integrity. Any such offers should be immediately reported to the Governing Body.
11. Respect the confidentiality of business items designated as such by the Governing Body.
12. Seize opportunities to enhance their effectiveness as members by augmenting their knowledge of the College.

13. Prioritize attendance at meetings of the Governing Body and its Committees to the extent possible.

14. Recognize their broader responsibilities as members of a public institution, including promoting public accountability for the actions and performance of the Governing Body.

15. While members may engage in political activities, they should remain politically impartial and even-handed when carrying out their duties on the Board, its committees, or in service to the College.

16. Ensure compliance with College regulations, policies, and procedures, including financial regulations, data protection, intellectual property, bribery, equality and diversity. Members should also be aware of their responsibilities under relevant health and safety legislation governed by Central, State, and Local authorities.

17. Treat College staff with courtesy and respect and expect similar treatment in return. Members covered by this Code should avoid actions that could harm the trust and confidence between the College and its employees or conflict with the College's Code of Conduct for Staff.

### **Conclusion**

The Code of Conduct sets forth the expectations for the professional conduct of Governing Body members at Sree Swamy Vivekananda Centre of Teacher Education. It aims to promote integrity through ethical decision-making and behaviour in the fulfilment of their roles as members, both within the institution and in their private capacities that reflect on their roles as part of the College community.

Annexure-I

Sree Swamy Vivekananda Centre of Teacher Education  
GOVERNING BODY CODE OF CONDUCT

As a Member, I hereby commit to upholding this Code of Conduct to the best of my abilities.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_