

SANKRAIL ANIL BISWAS SMRITI MAHAVIDYALAYA

Code of conduct for Teachers

Preamble to the Code of Conduct

Sankrail ABS Mahavidyalaya serves to provide an educational environment that stands for professionalism and academic currency, values diversity, and respects the processes and traditions of learning. This code of conduct is designed to provide an explicit definition of the minimal standards of professional conduct expected of all faculty. The terms “academic employees” and “faculty” are used interchangeably to refer to full-time faculty-members, government-approved part-time, and Guest Lecturers, and Librarian. The code of conduct shall be seen as a guide for the conduct of all the Teaching faculty of the institution. It denotes the set of conducts and values the faculty must follow and display when within the institute or when representing the institute. It is not exhaustive but maintained for assistance and guide of the teachers. The primary purpose of this is in keeping with the integrity of the institution and its obligation to provide the highest possible facilities to the pupils and other stakeholders. The code of conduct is drafted in line of the values and vision and mission of the institution and therefore it must be given the highest importance. The faculty are requested to read this Code carefully and consider the issues which it raises.

Code of Ethics

Whoever adopts teaching as a profession assumes the obligation to conduct himself herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should:

1. Adhere to a socially responsible pattern of conduct and demeanour .
2. Manage their private affairs in a manner consistent with the dignity of the profession;
3. Seek to snake professional growth continuous through study and research.
4. Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge',

5. Maintain active membership of professional organizations and strive to improve education and profession through them;
6. Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication:
7. Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation: and
8. Participate in extension: co-curricular and extra-curricular activities including community service.
9. Respect the right and dignity of the student in expressing his/her opinion;
10. Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics
11. Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs
12. Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare
13. Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace
14. Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason
15. Pay attention to only the attainment of the student in the assessment of merit
16. Make the available to the students even beyond their class hours and help and guide students without any remuneration or reward;
17. Aid students to develop an understanding of our national heritage and national goals; and
18. Refrain from inciting students against other students, colleagues or administration.
19. Treat other members of the profession in the same manner as they themselves wish to be treated:
20. Speak respectfully. of other teachers and render assistance for professional betterment:
21. Refrain from lodging unsubstantiated allegations against colleagues to higher authorities
22. Refrain from allowing considerations of caste, creed, religion: race or sex in their professional endeavour
23. Discharge their professional responsibilities according to the existing rules and
24. adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional

organizations for change of any such rule detrimental to the professional interests

25. Refrain ^{from} undertaking any other employment and commitment including private tuitions and coaching classes which are Rely to interfere with their professional responsibilities
26. Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
27. Co-operate through their organizations in the formulation of policies of the other institutions and accept offices
28. Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
29. Should adhere to the conditions of contract
30. Give and expect due notice before a change of position is made; and
31. Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable prior intimation, keeping in view their particular
32. Responsibility for completion of academic schedule.
33. Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
34. Teachers should help in the function joint staff-councils covering both teachers and the nonteaching staff.
35. Try to serve through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution
36. Recognize that education is a public service another strive to keep the public informed of the educational programmes which are being provided;
37. Work to improve education in the community and strengthen the community's moral and intellectual life;
38. Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole
39. Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices
40. Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integrity.