

Jangipur College



HANDBOOK ON CAMPUS ETHICS FOR TEACHERS

- Faculty members should conduct themselves in a manner that aligns with the standards and obligations associated with their role as government employees. They are expected to fulfil their duties and responsibilities diligently while adhering to the relevant government regulations and guidelines.
- Faculty members are prohibited from engaging in active politics and participating in political activities that could disrupt the teaching-learning process on campus.
- Faculty members are not allowed to participate in any activity that contravenes the laws of the country.
- Faculty members are prohibited from engaging in private trade, such as conducting tutorial classes for personal financial gain.
- Each Faculty member is expected to demonstrate integrity, uprightness, and complete honesty while carrying out their official duties. They should also maintain impartiality in the execution of their responsibilities.
- Each Faculty member is required to fully commit herself to her responsibilities as both an educator and mentor to the primary stakeholders, typically referring to the students.
- A leave of absence must be formally requested and granted by the competent authority to be considered valid and legitimate.
- Notification of Station Leave during vacations should be provided in advance of the intended leave period. This advance notice allows the competent authority to assess the credibility of the leave application.
- Each Faculty member is expected to continuously update their knowledge and stay informed about innovative teaching methodologies within their discipline.
- Every Faculty member is required to dedicate herself to fulfilling regular duties, including completing the syllabus, supervising examinations, evaluating assessments, and preparing results consistently and without fail.
- Each Faculty member should be cognizant of the ratio of advanced and slower learners in their class and adapt their teaching methods accordingly.

- Every Faculty member should practice self-control, offer mutual respect, and uphold dignity when interacting with competent authorities, parents, guardians, primary stakeholders, non-teaching staff, or any other individuals seeking official interaction.
- Every Faculty member should not be intimidated by negative propositions and must remain vigilant against provocation, enticement, or threats that may hinder the proper discharge of their duties.
- If a Faculty member experiences any untoward event or instances of professional harassment, they have the right to seek resolution for their legitimate grievance by presenting their case to the relevant authority.
- Every Faculty member must always keep the best interests of the institution where he/she serves as a top priority.
- Every Faculty member should understand that any violation of the expected code of conduct can result in a "Show-Cause" notice issued by the competent authority. This notice typically requires the individual to provide an explanation or justification for their actions.

Teacher-in-charge

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