



REGENT EDUCATION & RESEARCH FOUNDATION
Group of Institutions



Code of Conduct
for
Teaching Faculty

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore
P.O: Sewli Telinipara, P.S.: Titagarh
Kolkata - 700 121
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:


11/3, Biresw Guha Street
7th Floor, Kolkata - 700 017
Tel.: 033-3221-3013



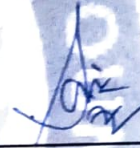
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It is hereby brought to the notice of all the concerned that the Trust Board has given its approval for the enforcement of the Regent Education and Research Foundation teaching faculty Code of Conduct


The provisions of this code shall be binding upon all the teaching faculty of this institute and it shall be the duty of all the staff members of this institute to ensure strict compliance of this code both in letter and spirit. The provisions of this code shall come into effect on and from 2nd day of March 2023


02/03/2023

GM Administration
(RERF Group of Institutions)


02/03/2023

PRINCIPAL
(RERF Group of Institutions)


Principal
Regent Education & Research Foundation
Bara Kanthalia, P.O.-Sewli Telinipara
Barrackpore, Kolkata- 700121

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CODE OF CONDUCT FOR TEACHING FACULTY

1. Professional Responsibility and Dedication:

- Teachers are expected to be dedicated to their duties and exhibit professional responsibility in all interactions within the academic environment.
- Delivering quality education and maintaining stringent academic quality standards should be prioritized.
- Teachers should assist students in their learning processes and should provide fair and impartial evaluation of students' performances.

2. Adherence to Timelines and Schedules:

- Teachers must adhere strictly to the academic calendar, instructional plans, and examination schedules defined by the institution.
- All assignments related to invigilation, paper setting/script evaluation, and other responsibilities should be performed diligently and submitted on time.

3. Respect for College Policies:

- Compliance with all policies and guidelines stipulated by the West Bengal Universities and Colleges (Administration & Regulation) Act, 2017 is mandatory.
- Use of official resources- including files, information, and communication tools- should comply with the rules and regulations of the college.

4. Avoidance of Conflicts of Interest:

- Teachers should not engage in any unauthorized work or activities that could conflict with their responsibilities at the college.
- They should not elicit or accept any kind of favor, gratuitous payments, gifts, or other offers that could affect their judgment or create conflicts of interest.

5. Respectful Communication and Behavior:

- Teachers should exhibit respectful behavior and maintain collaborative relationships with all members of the college community.
- Inappropriate, discriminatory or disrespectful communication is strictly prohibited.
- Teachers must maintain professional boundaries in their interactions with students, avoiding any behavior that can be construed as harassment.

6. Maintenance of Academic Integrity:

- Teachers must uphold academic integrity and honesty.
- All grades, reports, research, and other academic records must accurately reflect the work performed- plagiarism, fabrication, or other similar misconduct is not tolerated.

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7. Dress Code and Appearance:

- Follow the prescribed dress code and maintain a professional appearance while on college premises or representing the institution.


8. Protection of College Property:

- Any intentional misuse, damage, or malicious acts towards the college property is a major breach of conduct.
- Teachers must care responsibly for the college's property and resources.


9. Positive Contribution to the College Environment:

- Teachers should work to foster a positive, inclusive, and nurturing academic environment for all students.
- They should strive to embody and model the core values of the college, including respect, integrity, intellectual curiosity, and excellence.

Failure to adhere to this Code of Conduct can lead to disciplinary measures, detailed in the West Bengal College Teachers (Security of Service) Act, 1975, and as mentioned in the college's disciplinary procedures. These measures could include, but are not limited to, censure, withholding of increments or retirement benefits, or even removal from service, depending on the severity of the violation. All disciplinary actions will respect the principles of natural justice and the accused will be provided with an opportunity of being heard in their defense.


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