



M. O. P. VAISHNAV COLLEGE FOR WOMEN (AUTONOMOUS)
Chennai - 600 034, India.

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.

Handbook on Human Values and Professional Ethics



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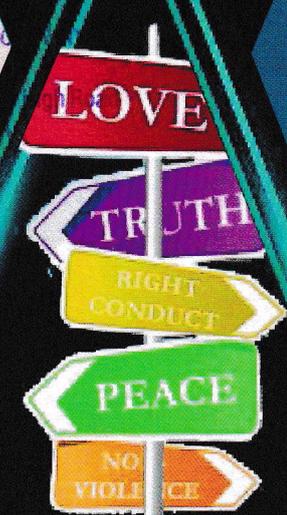
Chennai - 600 034, India.

(Affiliated to University of Madras and Re-accredited at "A++" grade by NAAC)

HUMAN VALUES AND PROFESSIONAL ETHICS



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(Autonomous)
No. 20, IV Lane, Nungambakkam,
Chennai-600 034



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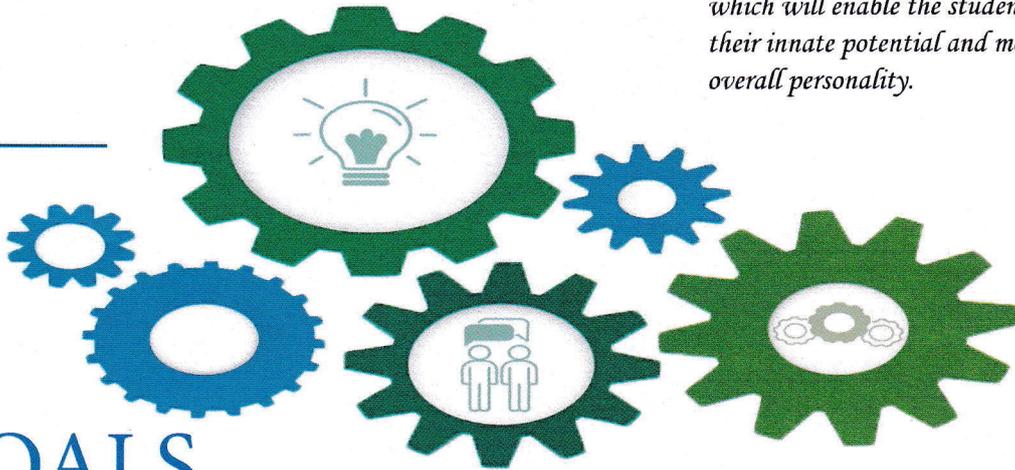
VISION

To evolve into a University of

- *International repute.*

MISSION

To provide a unique learning experience which will enable the students to realize their innate potential and mould their overall personality.



GOALS

- *Promoting Academic Excellence*
- *Developing Self-Reliant Individuals*
- *Providing Career Opportunities and*
- *Creating Socially Responsible Citizens*



K. B. I.
Principal

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FACULTY AND AUTHORITY

An ideal teaching faculty should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession.
- (ii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities.
- (iii) Co-operate through their organizations in the formulation of policies of the other institutions.
- (iv) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession.
- (v) Adhere to the terms of the contract.
- (vi) Give and expect due notice before a change of position takes place.
- (vii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of the academic schedule.

FACULTY AND COLLEAGUES

An ideal teaching faculty should:

- (i) Treat other members of the profession in the same manner as they wish to be treated.
- (ii) Speak respectfully to other teachers and render assistance for professional betterment.
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities.
- (iv) Refrain from allowing considerations of caste, creed, religion, race, or sex in their professional endeavor.

TEACHERS AND GUARDIANS

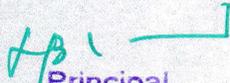
An ideal teaching faculty should:

Try to see 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 mutual exchange of ideas and the benefit of the institution.

TEACHERS AND SOCIETY

An ideal teaching faculty should:

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programs which are being provided.
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life.
- (iii) 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.
- (iv) Perform the duties of citizenship, participate in community activities, and shoulder responsibilities of public offices.
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feelings of hatred or enmity among different communities, religions, or linguistic groups but actively work for national integration.


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CODE OF PROFESSIONAL ETHICS

FACULTY AND THEIR DUTIES

Whoever adopts teaching as a profession assumes the obligation to conduct herself in accordance with the ideal of the profession. A professor is constantly under the scrutiny of her students and society at large. Therefore, every professor should see that there is no incompatibility between her precepts and practice. The profession further requires that the faculty should be calm, patient, and communicative by temperament and amiable in disposition.

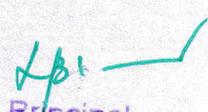
An ideal teaching faculty should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession.
- (iii) Seek to make professional growth continuous through study and research.
- (iv) Express free and frank opinions by participating in professional meetings, seminars, conferences, etc.
- (v) Maintain active membership of professional organizations and strive to hone their professional skills
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars, and research work, conscientiously and with dedication.
- (vii) Discourage and not indulge in plagiarism and other non-ethical behavior in teaching and research.
- (viii) Abide by the Act, Statute, and Ordinance of the college/University and respect its ideals, vision, mission, cultural practices, and tradition.
- (ix) Co-operate and assist in carrying out the 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 in the conduct of the college examinations, including supervision, invigilation, and evaluation.
- (x) Participate in extension, co-curricular and extra-curricular activities, including community service.

FACULTY AND STUDENTS

An ideal teaching faculty should:

- (i) Respect the rights and dignity of the student in expressing her opinion.
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social, and physical characteristics.
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs.
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare.
- (v) Inculcate among students scientific temper, the spirit of inquiry, and ideals of democracy, patriotism, social justice, environmental protection, and peace.
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason.
- (vii) Pay attention only to the accomplishment of the student in the assessment of merit.
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without seeking any remuneration or reward.
- (ix) Aid students to develop an understanding of our national heritage and national goals.
- (x) Refrain from inciting students against other students, colleagues, or administration.


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OPEN-MINDEDNESS

It is an important trait as they work constructively and cohesively toward achieving common goals, despite intense disagreement. This will make the student a good team player in her working environment

DISCIPLINE

Some rules regulate the activities. A disciplined student understands this and follows the rules that the system she is attached to believes in. The discipline that she has been practicing would keep her on a high pedestal wherever she goes. This would mold her to become a good person, reliable employee, and revered employer.

TOLERANCE

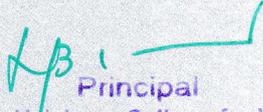
All classrooms are heterogeneous. Encouraging students to understand the diversity of our multicultural society and learn peacefully with one another is an important responsibility of any educational institution.

TEAM SPIRIT

The group projects that the students do encourage team spirit in them. They learn to listen to each other, share their ideas and give constructive criticism.

RESPONSIBILITY

A responsible student will be a responsible employee and thereby will become a responsible employer. A person with a high sense of responsibility will always win the trust of others. Punctuality, meeting deadlines, and accountability also help them to become more trustworthy.


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M.O.P. Vaishnav College for women believes in nurturing human values and professional ethics in the students as they are the future leaders. The college strongly endorses the view that imparting values is as important as imparting knowledge. Value-based education doesn't just produce a complete individual but it produces a society charged with human values. The college also focuses on skill-based learning which instills in them professional ethics which would help them make informed, value-based decisions in the future.

HUMAN VALUES

“A value is defined as a principle that promotes well-being or prevents harm”.

Human values are those universal concepts, the drivers of action which are found in all times, all places, in all cultures, and all societies. They refer to virtuous merits such as honesty, integrity, truthfulness, compassion, helpfulness, love, respect, hard work, etc. Values are the ideals that individual follows to discriminate the correct from the incorrect. These qualities are considered very important for any individual. Our scriptures and mythological stories have always been propagating values and any educational institution must make the students internalize the values and ethical practices.

Values can neither be defined nor measured. They are important because they enhance the quality of life. Beyond the above-mentioned values, the students also inherit the values of patience, courtesy, and cooperation through their various group works and assignments.

ETHICS

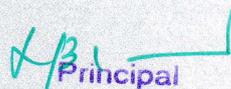
Encouraging ethical conduct in a classroom is important for ideal teaching. Active listening, respecting others' viewpoints, courteous in arguments, and polite denial are a few essential qualities students imbibe during classroom discussions. Acting with integrity, respecting the rights of others, open-mindedness, discipline, tolerance, team spirit, and a sense of responsibility are the universal values of the students irrespective of the place, period, or culture.

RESPECT

Respecting the teachers and fellow students is a key aspect in life to maintain good interpersonal relationships. It is ingrained in their heads that they need to treat others in a way that they want themselves to be treated.

INTEGRITY

The students, by committing to become honest people will work hard to shine in their lives. The credibility that a student earns while studying will follow her in her workforce and will also impact her professional goals.


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