

BISHOP CHULAPARAMBIL MEMORIAL COLLEGE KOTTAYAM



HUMAN VALUES AND PROFESSIONAL ETHICS



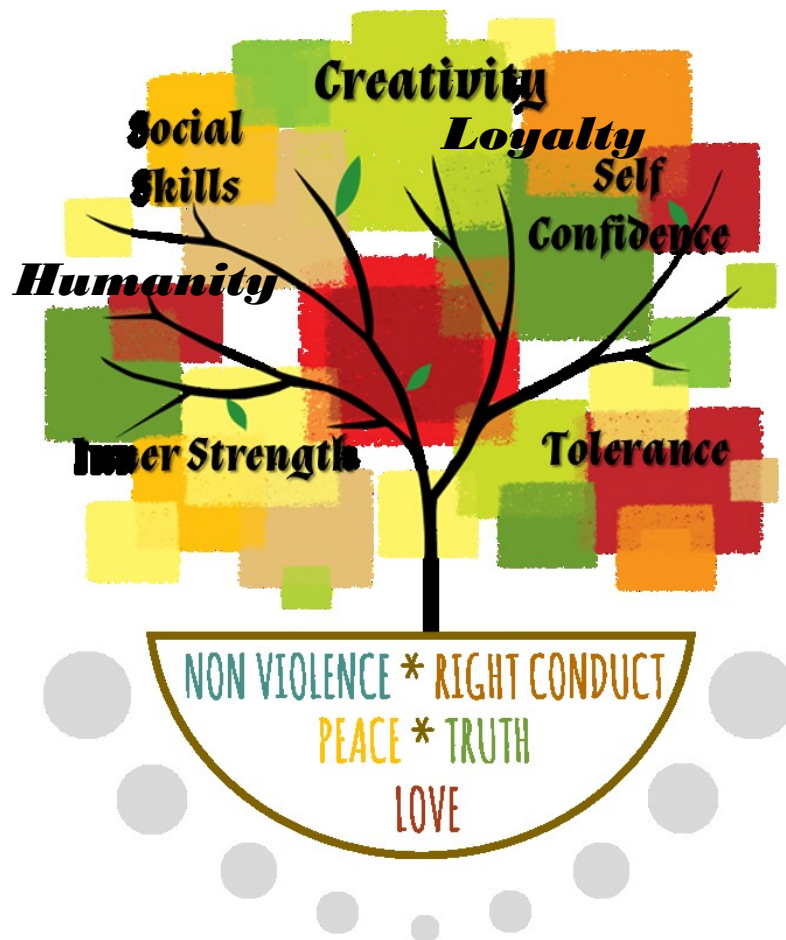
HUMAN VALUES

Human values are the ideals or principles that help in making judgments about what is more important. It refers to our viewpoint that determines our behavior in certain situations. Human values are individual behavioral assets that could be used to measure a person's achievements. Basic inherent human values give an idea about kindness, sympathy, loyalty, love, peace, honesty, and truth that influence or increase the goodness nature of human beings in society. Human values cherish and help to understand the motivation, attitude and behavior to interpret right or wrong. It also provides the rules to understand humanity and institution. The comprehension of the basic human values and their natural replica in usual behavior is the ultimate objective of education.

Values are to be learned through practices to form the foundation of strong human culture. Hence, the administrators and teachers in institutes need to bear in mind that their peers and learners learn values from their conduct and behaviour. Bishop Chulaparambil Memorial College (BCM) adheres to hold human values to flourish and get recognition. Some of the values are as follows

- **Discipline:** Discipline indicates regulated values followed by the individual for all beings. It contains values like regulation, direction, order, etc. The values are to be caught through practices to form the foundation of strong human culture.
- **Love:** Love manifests in sincere care for others, kindness, empathy and compassion for all. True unconditional love leads to compassion. It may be seen in operation in human acts of generosity, mercy and charity. It can be inculcated in human and material components.
- **Non- violence:** It refers to restraining from harm of their thoughts and speech.
- **Peace:** Peace can be included at individual, society and world level. It indicates both mental and physical. It is not just quietness but a mental state of satisfaction. It can be maintained through mutual understanding and devotion to work.
- **Peaceful Coexistence:** Peaceful co-existence describes cohesive and coherent relationships between human and non-human assets. Its good equilibrium leads to sincere efforts towards vision and to keep it up the mission of Society.

- **Service:** It is the utmost devotion that results in constant work with full of sacrifice. It is the action of goodness due to love or compassion. The value of service must come without any condition or discrimination irrespective of caste, race, the region as well as religion.
- **Truth:** Truth is a symbol of reality and can't be changed. However, its grasping remains individual for its relativity. It may be defined by values like integrity, fairness, accuracy, justice, honesty, and sincerity. In the simplest form it is the sincerity or commitment to the work.



PROFESSIONAL ETHICS

Professional ethics are ethical principles that a person or a group of people in a particular environment are obligated to follow. They are the guiding principles that need to be followed by or are supposed to be followed by the people in that particular profession.

Professional ethics promotes equality, non-partiality, and a collaborative mindset within a workplace environment. Maintaining ethical standards ensures that all people at the workplace are treated equally and respectfully, and is a must for the prosperity of that college as well as the development of a person's personality. Good ethics will help maintain the honest image of the organization as well. It will help refrain from such activities that would discredit the profession and as a result, the institution as a whole. Hence, adherence to ethics is to let conscience take the lead at all times.

Professional Ethics for Teachers

The teachers in a college are supposed to interact with various groups such as students, fellow teachers, non teaching staff, parents and management

With Students.

1. Teachers must treat students with respect and uphold their dignity.
2. Teachers should give students the freedom to express their opinion
3. Teachers are supposed to be impartial to students irrespective of their religion, caste, gender or place of origin.
4. Teachers should be compassionate towards students and possess high standards of tolerance.
5. They are responsible for inculcating moral values among students and making them socially committed.
6. They are supposed to encourage students as a means of improving their attainments, developing their personality, while at the same time, also contributing to community welfare.

7. They are responsible for inculcating scientific temperament, the spirit of inquiry, and the ideals of democracy, social justice, environmental protection, patriotism, and peace among students

With Fellow teachers

1. Teachers should be cordial and friendly with fellow teachers irrespective of their seniority, religion, political affiliation, educational qualification etc
2. They should help each other in the profession and may encourage more achievements.
3. They should refrain from taking up complaints with authorities without concrete evidence and ample proof.
4. They are supposed to be living examples of equality and fraternity to the students.

With Non-Teaching Staff

1. The teaching staff must treat the non-teaching staff with the same respect and dignity that they give to their colleagues
2. They must include non-teaching staff in the general gatherings and celebrations of the college and should make them feel like an integral part of the institution

With Guardians/Parents

1. Teachers are obligated to inform guardians of students if they are misbehaving or if they want them to help them improve in their academics.
2. The teacher is answerable to a guardian if the student is not performing well.
3. They must help the guardians in case of any queries they might have about their wards

With the management and other administrative authority

1. They must strictly adhere to the terms of the contract they signed when they joined the educational institution
2. They must be able to cooperate in forming policies of their respective institutions by accepting several offices and discharging responsibilities if their position demands so.

3. Teachers should under all circumstances refrain from undertaking other forms of employment and commitment that are likely to interfere with their professional responsibilities, including private tuition and coaching classes.
4. They must show interest in the betterment of the institutions by keeping in view the dignity of the profession

PROFESSIONAL ETHICS FOR ADMINISTRATIVE AUTHORITY

The authority would:

1. Be responsible to observe that the provisions of Acts/Statutes/Ordinances and Regulations of the University are strictly adhered to in all its businesses.
2. Comply with laws, rules, and regulations of the government applicable to the University.
3. Provide inspirational and motivational value-based academic and executive leadership through policy formation, operational management, optimization of human resources and concern for the environment and sustainability.
4. Follow the highest degree of ethics in its decision making in the best interest of the University.
5. Strive for creating an environment conducive for teaching, learning, research and development according to the maximum potential of the University in order to bring social change and hence national development.
6. Follow the objectives and policies of the University and contribute constructively to achieving its mission and vision.
7. Maintain confidentiality of the records and other sensitive matters.
8. Endeavour to promote work culture and ethics that bring about quality, professionalism, and satisfaction.
9. Refrain from any misappropriation of financial and other resources

PROFESSIONAL ETHICS FOR ADMINISTRATIVE STAFF

Administrative staff would:

1. Carry out official decisions and policies faithfully and impartially, seeking to attain the highest possible standards of performance.
2. Encourage the staff to maximize their efficiency.
3. Create conditions that inspire teamwork.
4. Act timely to readdress genuine grievances.
5. Maintain the confidentiality of the records and other sensitive matters.
6. Co-operate and form strong liaisons with colleagues.
7. Show care for the institution's property.
8. Facilitate a congenial environment.
9. Refrain from any form of discrimination.
10. Not accept bribes or indulge in any corrupt practices.
11. Make every effort to complete the assigned work in a time-bound manner

PROFESSIONAL ETHICS FOR STUDENTS

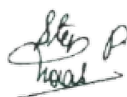
Students of the Bishop Chulaparambil Memorial are expected to devote their energy to learning and developing a wholesome personality.

The students would:

1. Abide by Acts/Statutes/Ordinances, rules, policies, and procedures of the University and respect its ideals, vision, mission, cultural practices and traditions.
2. Remain punctual, disciplined and regular in attending class lectures, tutorials and research.
3. Observe modesty in their overall appearance and behaviour.
4. Behave with dignity and courtesy with teachers, staff and fellow students.
5. act as role models for junior students by attaining the highest level of values and morality.

6. Maintain harmony among students belonging to different socio-economic statuses, communities, castes, religions and regions.
7. Contribute towards the cleanliness of the campus and its surroundings.
8. Show respect and care for the institutional properties.
9. Observe proper behaviour while on educational tour/ field visit.
10. Be honest in providing information about all documents.
11. Maintain the highest standards of academic integrity while presenting one's own academic work.
12. Help teachers in maintaining a learning environment conducive for all students.
13. Strive to keep campus ragging free.
14. Be sensitive to gender issues.
15. Be sensitive to societal needs and development.
16. Maintain good health and refrain from any kind of intoxicants.

Professional ethics enables the achievement of higher levels of professional goals in an appropriate manner. This enables us to away from various discrimination on the basis of any factors like caste, creed, race, religion, ethnicity, gender, age, and socioeconomic background. Professionals should practice value-based ethical behavior in their professional and personal lives to achieve perpetual prosperity and happiness both in their personal and professional life. The appropriate professional behavior is possible only when professionals have a clear understanding of self and appreciation of the importance of working in harmony. The professionals are at the top of their professions, they are expected to self-regulate themselves to attain higher levels of professional goals.



DR. STEPHY THOMAS
Principal In Charge
Bishop Chulaparambil Memorial College
Kottayam, Kerala

