

# Ethics and Values Policy



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# Ethics and Values Policy

## I. PURPOSE

With the vision to improve higher education in Western Odisha, the Sambalpur University believes in the core value of education as a fundamental right and it requires institutionalize best practices related to Ethics and Values. The main purpose is to build strong leadership and a well-knit society by combining the excellence of academics along with a curriculum focused on ethics and community engagement. Constantly develop high-quality practices, which have the core belief of human value, and professional ethics for teachers, students, and administrative staff of the University.

## II. OBJECTIVES

- To promote human values, peace, love, compassion, truth and honesty among student, staff and institutional management capacities for a sustainable socio cultural environment in the University
- To create best social environment for the development of professional human resources required for nation building
- To improve institutional performance with effective mechanism on the basis of Official Practices related to Ethics and Value.
- To strengthen internal discipline and righteousness at University and Schools/Departments levels to check any kind of human rights violation.

## III. COVERAGE

The Official Practices related to Ethics and Value applies to all units of the University in order to achieve the Mission and Vision of the institution.

## IV. HUMAN VALUES

- **Peace:** Peace encompasses values like equality, humility, optimism, patience, self-confidence, self-control, self-esteem, etc. Peace at the level of the individual, society and the world.

- **Non-Violence:** non-living. Non-violence demands abstinence from hatred and nurturing love and compassion for all beings.
- **Truth:** Truth connects us to reality. It is manifest with values like accuracy, fairness, honesty, sincerity, justice, fearlessness, integrity, quest for knowledge, determination, etc. In-terms of professional life, the simplest manifestation of truth is sincerity, which means the commitment to work.
- **Righteousness:** Righteousness being the backbone of core human values help in practicing propriety and decorum at every stage with ethical guidelines, ethical behaviour and moral values.
- **Discipline:** Discipline is one of the important values in professional life. It contributes toward regulation, direction, order, etc.
- **Love & Compassion:** True unconditional love is the indication of compassion. It may be seen in action in human acts of generosity, mercy and charity.

## V. ETHICS RELATED TO PROFESSIONAL

- **Integrity:** Practicing the duty with honesty, trust, transparency and fairness in a righteous manner.
- **Accountability:** Having a cohesive environment, where the individual is encouraged to take responsibility for their action through openness and trust to accommodate mistakes.
- **Harmony:** Balancing diversity and difference through a culture of tolerance, discussion, and forgiveness among all the stakeholders.
- **Inclusiveness:** Adopting those standards, policies, and procedures that encourage and ensure equal opportunity without any discrimination against an individual or a group seeking education, employment, promotion, and other activities in an institution.
- **Commitment:** Committing to the vision and mission of the institution while cultivating one's knowledge, skills, and attitudes to achieve excellence in due time and within regulatory boundaries.
- **Respectfulness:** The institution helps in creating an environment of mutual respect, trust worthiness, and quality interaction as well as fair participation of functionaries and beneficiaries.

- **Belongingness:** Nurturing we-feeling inside the institution to make everyone feel secure, supported, accepted, and included.
- **Sustainability:** Having a pro-environmentalist approach to ensuring optimal resource utilization of economic, environmental, and social that helps to achieve a long-lasting and safe future.

## VI. CODES OF PROFESSIONAL ETHICS FOR SAMBALPUR UNIVERSITY

### *6.1 Administrative Authority*

It would include the Vice-chancellor, the Register, The Chairman (PG Council, the Comptroller of Finance, Heads/Directors/Nodal Officers of Departments/Cells/Programmes, Academic Statutory Bodies, etc.

The authority would:

- Responsible to observe that the provisions of Acts/Statutes/Ordinances and Regulations of the University are strictly adhered to in all its business.
- Comply with laws, rules, and regulations of the government applied to the University defined by the authority.
- 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.
- Follow the highest degree of ethics in its decision-making in the best interest of the University.
- Strive for creating an environment favourable to teaching, learning, research, and development according to the maximum potential of the University in order to bring social change and national development.
- Follow objectives and policies of the University that contribute constructively to achieving its mission and vision.
- Maintain the confidentiality of the records and other sensitive matters.
- Attempt to promote work culture and ethics that bring about quality, professionalism, and satisfaction.

## ***6.2 Administrative Staff***

Administrative staff would:

- Seek the highest possible standard of performance by impartially carrying out official decisions and policies.
- Encourage the staff to maximize their efficiency.
- Generate inspiring conditions for teamwork.
- Act timely to readdress the genuine grievances.
- Maintain the confidentiality of the records and other sensitive matters.
- Co-operate and form a strong liaison with colleagues.
- Show care for the institution's property, when required.
- Facilitate a congenial environment.
- Cease many form of discrimination.
- Stay away from bribes or indulge in any corrupt practices.
- Make every effort to complete the assigned work in a time-bound manner.

## ***6.3 Teachers***

Teaching is a profession that speaks nobility, which tends to impart students' knowledge and values. Their principles and practice should reflect idealism, perfection, and proficiency in more practical ways

Teachers would:

- Perform duties, in the form of teaching, tutorial, practical, seminar, and research work entrusted by the University with diligence, dedication, and punctuality.
- Contribute to professional growth through continuous research and presentations in conferences, seminars and professional meetings.
- Co-operate in the admission, examination, supervision and invigilation and evaluation process of the University.
- Co-operate in the formulation of policies of the University by accepting various offices and discharging responsibilities that such offices may demand.
- Abide by Act, Statutes, Ordinances, rules, policies, and procedures of the University and respect its ideals, vision, mission, cultural practices and traditions.
- Adhere to responsible conduct and behaviour expected of them the society.
- Create a conducive teaching-learning environment through innovative practices and knowledge sharing.
- Act as role models for students by displaying good conduct and character.

- Act as friends, philosophers and mentors of students in identifying their potential and encourage them to improve their personality and contribution to the community welfare, environment and national heritage.
- Encourage students to actively participate in activities of national priorities.
- Respect the rights and dignity of the students in expressing his/her opinion.
- Refrain from harassment of students in any form.
- Deal justly and impartially with students regardless of their religion, caste, and political, economic, social and physical characteristics.
- Refrain from taking any other employment and commitment including private tuition and coaching classes which are likely to interfere with their professional responsibilities.
- Behave with dignity and courtesy with staff and fellow colleagues.

#### ***6.4 Students***

Students and scholars of the University are expected to devote their energy in learning and developing a wholesome personality.

They would:

- Abide by Acts/Statutes/Ordinances, rules, policies, procedures of the University and respect its ideals, vision, mission, cultural practices and traditions.
- Remain punctual, disciplined, and regular in attending class lectures, tutorials, and research.
- Observe modesty in their overall appearance and behaviour and behave with dignity and courtesy with teachers, staff, and fellow students.
- Act as role models for junior students by attaining the highest level of values and morality.
- Maintain harmony among students belonging to different socio-economic statuses, communities, castes, religions, and regions.
- Contribute to the cleanliness of the campus and its surroundings.
- Show respect and care for the institutional properties.
- Observe proper behaviour while on an educational tour/visit or excursion.
- Be honest in providing truthful information about all documents.
- Maintain the highest standards of academic integrity while presenting one's academic work.

- Help teachers in maintaining a learning environment conducive for all students.
- Try their best to keep campus ragging free.
- Be sensitive to gender issues.
- Be sensitive to societal needs and development.
- Uphold good health and refrain many kind of intoxicants.