

MANUAL ON HUMAN VALUES AND PROFESSIONAL ETHICS



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ADITYA ENGINEERING COLLEGE (A)

(Approved by AICTE, New Delhi, permanently affiliated to JNTUK, Kakinada)

(Recognized u/s 2(f) & 12(B) of UGC Act 1956, Accredited by NAAC)

Aditya Nagar, ADB Road, Surampalem - 533 437 Andhra Pradesh, INDIA

CODE OF PROFESSIONAL ETHICS FOR FACULTY MEMBERS

The basic purpose of education is to create skill and knowledge and awareness of our glorious national heritage and the achievements of human civilization, possessing a basic scientific outlook and commitment to the ideals of patriotism, democracy, secularism, socialism and peace, and the principles enunciated in the preamble to our constitution. Higher education has to produce leaders of society and economy in all areas of manifold activities with a commitment to the aforesaid ideals. Higher education should strive for academic excellence, and progress of arts and science. Education, research and extension should be conducted in conformity with our national needs and priorities and ensure that our best talents make befitting contributions to international endeavour on societal needs.

RIGHTS OF THE STAFF MEMBERS

Staff members should enjoy full civic and political rights of our democratic country. Staff members have a right to adequate emoluments, social position, just conditions of service, professional independence and adequate social security.

RESPONSIBILITIES OF PRINCIPAL

The Principal shall

- Always align the College activities with the Vision and Mission of the College.
- Any important decision regarding the higher level of administration has to be taken only after consultation with the Management.
- An unbiased and transparent approach has to be followed in all matters.
- Grievances of the faculty members, non-teaching staff, and students have to be addressed promptly.
- Dignity and decorum of the office have to be maintained.
- All the important initiatives, system changes have to be communicated to the stakeholders.
- No financial dealing should be done without the knowledge of the Finance Committee.
- The principal should delegate the responsibility of managing the College to Dean (Administration) when on leave.
- Financial Assistance or funds for College Development provided by the philanthropists should not be accepted personally.
- Should not involve in any political activities or encourage any pressure groups within the College.


PRINCIPAL

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RESPONSIBILITIES OF FACULTY MEMBERS

Whoever adopts teaching as a profession assumes the obligation to conduct him/her in accordance with the ideals of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his / her precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students. The profession further requires that the faculty members should be calm, patient and communicative by temperament and amiable in disposition.

Faculty Members shall

- Adhere to a responsible pattern of conduct and demeanour expected of them by the community;
- Manage their private affairs in a manner consistent with the dignity of the profession;
- Seek to make professional growth continuous through study and research;
- Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- Maintain active membership of professional organisations and strive to improve education and profession through them;
- Perform their duties in the form of teaching, tutorial, practical and seminar work conscientiously and with dedication;
- Co-operate and assist in carrying out functions relating to the educational responsibilities of the college such as: assisting in appraising applications for admission, advising and counselling students as well as assisting in the conduct of examinations, including, invigilation and evaluation.
- Participate in extension, co-curricular and extra-curricular activities including community service.
- Adhere to their respective class timings.

FACULTY MEMBERS AND STUDENTS

Faculty Members shall

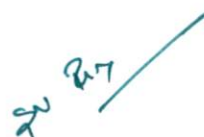
- Respect the right and dignity of the student in expressing her opinion;
- Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;

- Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- Pay attention to only the attainment of the student in the assessment of merit;
- Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- Aid students to develop an understanding of our national heritage and national goals and
- Refrain from inciting students against other students, colleagues or administration.

FACULTY MEMBERS AND COLLEAGUES

Faculty Members shall

- Treat other members of the profession in the same manner as they themselves wish to be treated;
- Speak respectfully of other faculty members and render assistance for professional betterment;
- Refrain from lodging unsubstantiated allegations against colleagues to higher authorities;
- Refrain from allowing considerations of caste, creed, religion, race or gender in their professional endeavour.



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