

PROFESSIONAL ETHICS

One of the concepts of our institution is to generate and encourage the feelings of MAHAVIDHYALAYA PARIVAR based on The principles of Mutual Respect, Mutual Trust and Mutual Co-operation. Institution is already having its own Vision and Mission on the basis of which institutional ethics have been decided. The said Vision and Mission are given here in below:-

General Faculty

VISION

To provide excellent higher education integrated with ground realities of life.

MISSION

- 1- To ensure the availability of minimum basic infrastructure as per norms and standard fixed by state government / affiliating university.
- 2- To give first priority for the Professional Development of teachers and to establish the co-ordination with National and International organization's related to teaching-learning and social service and also to ensure optimum utilization of these organizations.
- 3- To develop the collaboration/link with Institution/Industries for providing job- orientation and need based exposure.
- 4- To develop the quality of the teaching –learning through optimum use of innovative methods particularly e-technology and al available infrastructure.
- 5- To encourage for self -discipline, self-dependency, personality development, Nationality and need- based Community –Oriented activities through value added education.
- 6- To introduce and encourage the emotional feeling of being in “Mahavidyalaya Parivar” through the concept of participative contribution.
- 7- To introduce and encourage the sense of mutual trust, mutual respect and mutual co-operation within and outside the institution.

Our institution is very well committed to translate Vision and Mission into reality. Our institution is committed morally for the achievement of Vision which is not impossible to achieve. Various stakeholders are having very high expectation, from our institution. They expect such quality of education which may produce best quality of citizenship who may lead to their own personal life, their families, society and country at large to the point of glory and full satisfaction.

Professional ethics of our institution are the standardized guidelines for setting Plan, Planning and Policy on which various activities may be academic or otherwise, are dependent. Our IQAC has stipulated these professional ethics and same have been approved by the Governing body of the institution:-

1. Concept of Mahavidhyalaya Parivar

Institution has, right from opening of the institution, introduced the concept of Mahavidhyalaya Parivar where in students, teaching and non-teaching staff, guardians and other stakeholders may feel comfortable

as a family member and all of them may live with affection and respect for each other. Mutual trust, Mutual Respect and mutual Co-operation are basic principles of this concept.

2. Vision and Mission

Institution has framed its own Vision and Mission not only for General Faculty but also for Teacher Education faculty. Our library department and BCA faculty are also having their own vision and mission based on institutional vision and mission. These vision and mission have been framed after series of discussion with various experts, academicians and also with community members. Vision and Mission may be difficult but are not impossible to achieve and institution is bound to carry on its responsibilities accordingly.

3. Students Charter

UGC has prescribed a Student Charter which has been placed in the campus for the information of every stakeholder. Our students, teaching and non-teaching staff and management representatives are bound to honour the Students Charter.

4. Plan, planning and policy

Institution has five year Plan, Planning and Policy on the basis of which teaching learning is to be conducted and infrastructural facilities are also supposed to be provided and used.

5. Assessment and evaluation-

Institution has its own policy for internal assessment and evaluation which is well codified and is approved by Governing Body through IQAC. Teaching staff is committed for fair, transparent and regular assessment and evaluation. Any grievance of the students relating to assessment and evaluation is to be redressed honestly.

6. No commercialization-

Educational institutional being a charitable one, is not supposed to run for commercial purpose. At no cost, donation is to be collected from students and their guardians. However, in case of any bonafide exigency, if donation is collected, proper receipt should be given and same should be shown in the books of accounts.

7. Tax Evasion-

Institution will pay income tax or any other tax as per rule of the government and no part of the income will be hidden to avoid the payment of tax.

8. Fair and Transparent Accounts-

Institution will maintain fair and transparent accounts with proper evidences. Cash transactions would be done strictly as per rules. Periodical internal and external audit should be conducted and audited Balance Sheet should be got approved in Governing Body.

9. Academic Audit-

To ensure that academic activities are being conducted as per vision and mission and also as per guidelines of statutory bodies, academic audit should be conducted periodically by impartial academicians and it should not be a mere record building process.

10. SWOC Analysis-

Institution will conduct SWOC Analysis at the end of academic year and for this purpose, outside experts must be invited to analyse the things. Being a self-evaluation process, in no way, it should be permitted to be affected by biasness or prejudicial behavior.

11. Fairness in communication-

Institution will not propagate any false things just to attract the admission or for image building. No information will be given which may deceive any stakeholders. No genuine information or detail relating to any student or guardian or teacher should be passed on without consent of the concerned party. Secrecy element must be owned at every cost. Any matter relating to policy and requiring secrecy must be kept confidential.

12. Compromising Attitude and Tolerance -

Every member of Mahavidhyalaya Parivar must show decency and courtesy while dealing with each other or with students, teachers or any community member. No hardness or difficult situation should be created within the campus or institution and full degree of tolerance should be shown.

13. Cooperation to Every Stakeholder-

Institution will co-operate to students, teaching and non-teaching staff and to community where ever so possible may be financially or otherwise.

14. National and Social Responsibilities-

Institution is bound to work for social and national development and also to produce the students who are sensitized fully for social and national development, at their own willfully and enthusiastically.

15. Morning Assembly-

Morning Assembly must be the priority of the institution where prayer for parents must be made compulsory next to Almighty. During morning assembly itself, all students must be encouraged to address by their own newly framed quotation and this way, students may be encouraged for the service of their parents, views expression during assembly will develop critical thinking and also scientific temper.

16. Over and above all, following other points are also decided as institutional ethics:-

17. Concern for safety and wellbeing of students.

18. Respect and recognition for colleagues and other professionals.

19. Build up and develop public trust and confidence in the teaching profession and create learning experiences which engage, motivate and challenge students in an inclusive setting with a lifelong learning perspective.

20. Any malpractice or plagiarism in paper presented in a seminar, in Action Research, Research or Project Work would amount to misconduct.

Likewise Violation of any Professional Ethics would amount to misconduct and would be dealt as per service conditions of our institution.

