



# Vivekanand Education Society's College of Pharmacy

Hashu Advani Complex, Near Collector's Colony, Chembur (E) Mumbai 400074

## Handbook on human values and professional ethics

Vivekanand Education society's College of Pharmacy



Vivekanand Education Society's College of Pharmacy

Hashu Advani Complex, Collector Colony,

Chembur East, Mumbai 400074

Maharashtra India

Handbook on

**HUMAN VALUES**

**AND**

**PROFESSIONAL ETHICS**

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## 1. INTRODUCTION:

Education is one of the six fundamental rights given by the Indian constitution to every citizen. Higher education is critical for advancing one's profession. It also plays an important role not merely in shaping future leaders but in the social and economic growth of a society and a nation. As a result, Higher Education Institutions are entrusted with a significant role and obligation. The goal of education in general and higher education in particular, is to help people reach their full potential by instilling human values and professional ethics in its stakeholders, notably higher education administrators, professors, and students. It is widely agreed that the teaching profession's position needs to be elevated in order to preserve its dignity and integrity. As a result, it is seen vital to have a code of ethics that can be developed by the teaching community itself for guidance. Hence, higher education institutions must develop high-quality procedures and an atmosphere that is based on human values and professional ethics in order to maintain their dignity and integrity. Physical-psychological knowledge, as well as the financial infrastructure of higher education institutions, must evolve in tandem with ideals and ethical behaviours. The work of a teacher is divided into certain key areas of professional activity. Certain principles have been defined for each of these areas to serve as standards for teacher behaviour.

Handbook of 'Code of Ethics' describes the principles and guidelines to be followed by all the stakeholders of Vivekanand Education Society's College of Pharmacy.

## 2. HUMAN VALUES:

Human values relate to the intrinsic moral dispositions toward compassion, honesty, loyalty, love, peace, sympathy, truth and other virtues that increase human beings' and society's fundamental goodness. In most of the world, humans cherish these values and hold in common, consciously and unconsciously. Human values assist in comprehending the situation. Attitude, motivation, and behaviour all influence one's view of the situation. They make it possible to interpret "good and wrong" and show how to do so to comprehend people and organizations.

The most important human values, in a nutshell, are as follows:

1. **Love and compassion:** Love displays a genuine concern for others, kindness, empathy, and compassion for all. Compassion is a result of true unconditional love. It can be observed at work in human gestures of charity, mercy and kindness.

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The most important human values, in a nutshell, are as follows:

1. **Love and compassion:** Love displays a genuine concern for others, kindness, empathy, and compassion for all. Compassion is a result of true unconditional love. It can be observed at work in human gestures of charity, mercy and kindness.

2. **Peace:** Peace includes principles such as equality, humility, optimism, patience, and forgiveness, self-assurance, self-control, and self-esteem, to name a few. Peace can be viewed at various levels such as the individual, societal and global level.
3. **Truth:** Truth is everlasting and unchangeable. It is imbued with virtues such as accuracy, fairness, sincerity and honesty. Professionally, a person can be looked for sincerity and integrity, having a desire to fulfil all the work commitments.
4. **Non-Violence:** Non-violence refers to refraining from knowingly harming any living or non-living entity through one's thoughts, speech or action. Nonviolence necessitates the absence of hatred and the fostering of compassion.
5. **Righteousness:** Righteousness serves as the foundation for all essential human values. It entails conducting one's life and actions with decency and decorum at each stage. It includes ethical principles, ethical behaviour, and moral values.
6. **Renunciation:** Renunciation implies a compassionate attitude toward all living things. It manifests itself in frugality, self-control and restraint a person's selflessness.
7. **Service:** Service is an action that is done out of love. It also represents empathy for others and self-sacrifice. The service should be impartial, devoid of any conditions or prejudice based on caste, creed, race, geography or religion.
8. **Peaceful co-existence:** Peaceful coexistence refers to partnerships that are harmonious and consistent. Hence, a peaceful co-existence would include values like benevolence, compassion, consideration, morality, forgiveness, fraternity, equality, perseverance, respect for others, environmental awareness and other psychological and social values.
9. **Discipline:** Discipline refers to the individual's regulated values for all beings. It includes values such as regulation, direction and order, among others.

Values are the foundation of a robust human civilization and values need to be practiced on a continuous basis to maintain strong culture. Administrators and teachers at higher education institutions must remember that their colleagues and students learn values through their actions and behaviour. Institutions with higher human values and are recognised universally. By upholding the aforementioned human principles VES College of Pharmacy (VESCOP) has become one of the leading Pharmacy Colleges in Mumbai. In order to nurture these values, VESCOP incessantly works on the following measures:

- Ethical management with transparent governance

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- Academic excellence through learner centric Outcome-Based Education
- Dedicated faculty with blend of industrial and academic experience
- Innovation and entrepreneurship ecosystem
- Opportunities for holistic development of learners
- Research ecosystem backed with eminent research advisors
- Personal attention and counselling through effective mentoring system
- Quality sustenance through robust feedback mechanism from all stakeholders

### 3. PROFESSIONAL ETHICS:

Human values and professional ethics go hand in hand. Human values are all about the personal conviction. Ethics describe the accepted rules and standards of behaviour about moral obligations and virtues in an organisation or even otherwise. Professional ethics indicate an organization's acceptable and unacceptable professional behaviour. The basic principle of professional ethics is to compel people to act consistently in ethical manner. The success of an institution's mission and vision is determined by the devoted faculty members, officers, employees and students' value-based ethical behaviour. Professional organisations must incorporate the following essential components of professional ethics in their code of conduct:

1. **Integrity:** Integrity is adhering to the ideals of honesty, trust, transparency, and fairness in the performance of one's tasks.
2. **Trusteeship:** Managing an institution in an efficient, ethical and truthful manner while assuring group involvement and a system of checks and balances.
3. **Harmony:** Balancing diversity through a culture of tolerance, debate and forgiveness.
4. **Accountability:** Creating an open and trusting environment in which mistakes can be tolerated and individuals are encouraged to take onus of their actions.
5. **Inclusiveness:** Adopting standards, rules and procedures to promote and assure equal opportunity for individuals and groups pursuing education, employment, advancement and other activities in an institution without discrimination
6. **Commitment:** Dedicating to the vision and mission of the institution while cultivating one's knowledge, skills and attitudes to achieve excellence in due time and regulatory boundaries.

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7. **Respectfulness:** Establishing an environment of mutual respect, a level of credibility and high-quality engagement, as well as a level of fairness in participation for those who work for the institution and those who benefit from it.
8. **Belongingness:** Fostering a shared vision of the institution in order for everyone to feel safe, supported, accepted and be a part of the institution.
9. **Sustainability:** Ensure economic, social and environmental resource utilization so as to create a long-term and secure future.

#### 4. CODES OF PROFESSIONAL ETHICS:

##### 4.1. Administrative Authority

It includes Principal, HODs and Office superintendent. They will be responsible to observe that the aforementioned are regulated in the institute and

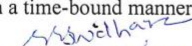
1. Provide motivation to faculties and students by value-based academic leadership through policy formation, optimised human resources and concern for environment and sustainability.
2. Follow the highest degree of ethics in its decision making in the best interest of the college and society.
3. Contribute to achieve its mission and vision by policy adaptation.
4. Promote the work culture and ethics that bring about quality, professionalism, satisfaction.
5. Comply with laws, rules, and regulations of the government applicable from time to time.
6. Refrain from any misappropriation of financial and other resources.

##### 4.2. Administrative Staff

Administrative staff would adhere to the code of Ethics policy of VESCOP (Ref. No. VES/2011/01/Rev01) and:

1. Maintain the confidentiality of the records and other sensitive matters.
2. Take care of institutions property.
3. Facilitate congenial environment.
4. Refrain from any form of discrimination.
5. Make every effort to complete the assigned work in a time-bound manner.

##### 4.3. Teachers

  
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Teaching is a noble profession which tends to add knowledge and values to the students. The role and practise of teacher in the institute reflects in the students.

Teachers would adhere to the code of Ethics policy of VESCOP (Ref. No. VES/2011/01/Rev01) and:

1. By their dedication, passion for teaching, punctuality would contribute to student's knowledge by Teaching, practical's, assignments, Presentations, Research etc.
2. Contribute for the growth of profession by their Research activities.
3. Share their knowledge by participating in various seminars, conferences etc.
4. Get involved in the various academic activities like admission, examination, evaluation etc.
5. Create teaching-learning environment through innovative teaching methods such as smart classrooms, websites etc.
6. Act as role models for students by adopting good conduct and character.
7. Encourage students to participate in various activities of national importance.
8. Refrain from harassment of students by strictly adopting anti ragging policies and through different grievance redresser cells.
9. Maintain impartiality with students regardless of their religion, caste, and political, economic, social and physical characteristics.
10. Respect the rights of the students in freedom of speech.
11. Follow the conduct and behaviour expected from them by the society.
12. Mentor the students from time to time and encourage them to contribute to society by understanding human values.

#### 4.4. Students

Students of the college are expected to use their energy in learning and all round development. Students would adhere to the code of Ethics policy of VESCOP (Ref. No. VES/2011/01/Rev01) and:

1. Follow rules and regulations of the college and respect vision, mission of college and respect the culture and traditions of college.
2. Behave with dignity and courtesy with teachers, supportive staff and their friends.
3. Disciplined and regular in attending class lectures, assignments, tests etc.
4. Carry out various research works to groom their knowledge.
5. Maintain harmony among one another belonging to different socio-economic statuses, communities, castes, religions and regions.

6. Maintain the standard of academic integrity while presenting one's own academic work.
7. Contribute to various issues of national importance like maintaining clean campus, refrain from gender differences etc.
8. Take care of the institutional properties.
9. Strictly keep the campus ragging free (Anti ragging policy, Ref no. VES/2012/01).

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