

V.V.VANNIAPERUMAL COLLEGE FOR WOMEN

Belonging to Virudhunagar Hindu Nadars



(An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai)

Re-accredited with 'A' Grade (3rd cycle) by NAAC

Virudhunagar

Quality Education with Wisdom and Values



A HANDBOOK ON HUMAN VALUES AND PROFESSIONAL ETHICS



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PREFACE

V.V.Vanniaperumal College for Women, a premier Institution imparting quality education in Arts and Science disciplines, was inaugurated by Shri. K. Kamaraj, the former Chief Minister of Tamil Nadu. It was affiliated to Madurai Kamaraj University in 1966 and the Self-financing courses were started in 1993. It has been conferred with Autonomous Status in 2009. It was accredited by NAAC with 'A' grade in its 3rd cycle in 2018.

The Institution strives towards women empowerment by providing quality education with wisdom and values. Realising its responsibility towards its stakeholders, the College takes consistent efforts to inculcate Human Values and Professional Ethics through various academic and non-academic activities. The College has an imbibed Value System as reflected in its Vision, Mission and Objectives.

VISION OF THE COLLEGE

The founding Vision of the College is to impart Quality Education to rural womenfolk and to empower them with knowledge and leadership quality.

MISSION OF THE COLLEGE

The Mission of VVVC is to impart liberal education committed to quality and excellence. Its quest is to mould learners into globally competent individuals instilling in them life oriented skills, personal integrity, leadership qualities and service mindedness.

OBJECTIVES

TOWARDS EXCELLENCE IN EDUCATION

To provide opportunities of quality education and impart knowledge about information and communication technology to women, irrespective of caste, creed and religion and help them to promote excellence and academic competency.

EMPOWERMENT OF WOMEN

To train students in life-oriented skills and empower them for life of self-reliance and poise.

CHARACTER BUILDING

To help students blossom into full-fledged integrated individual and torch bearers of tradition and moral values.

SERVICE TO SOCIETY

To sensitise students to the needs of the society and serve the less privileged with concern and compassion in order to take India to new heights.

PART I

HUMAN VALUES

SCOPE

Human values are generally known to be the moral standard of human behaviour that has the effect of bonding, comforting, reassuring and procuring serenity. Human values are universal and are shared by all human beings irrespective of their religion, nationality, culture and personal history. Values convey personal conviction and

bring out the fundamental goodness of human being and society at large. The Institution aims to maintain a balance between Academic Excellence, Human Values and Professional Ethics to make the individual economically, mentally and emotionally empowered.

OBJECTIVES

The prime objectives of cherishing and practising Human Values are as follows:

- To instil a sense of responsibility in the minds of the students
- To make the students face the challenges of life with dignity and courage
- To shape the behaviour and maintain harmonious relationship with others
- To recognize and appreciate cultural differences
- To be empathetic and sympathetic to the suffering of the fellow being

- To enhance the holistic development of the stakeholders
- To inculcate human values through Curriculum
- To transform the students into ideal citizens

CORE HUMAN VALUES

- Gratitude
- Self-Discipline
- Righteousness
- Peace
- Love
- Respect for Others
- Caring and Sharing
- Self-Confidence
- Justice
- Truth
- Non-Violence

GRATITUDE

Gratitude is important as it helps one to develop an optimistic outlook on life, cultivate healthier and meaningful relationships and improve one's emotional and mental well-being.

SELF-DISCIPLINE

Self - Discipline refers to the ability to control an individual's actions and decisions and to help maintain a constant and consistent focus on the objectives and goals. It is an essential value that leads to the development of strong work ethics and achieve success in life.

RIGHTEOUSNESS

Righteousness is the backbone of human values that involves the action by practising propriety and decorum in every stage of life. It is the quality of

being morally right or justifiable. It means to develop a keen sense of right and wrong, and do unwaveringly what's right.

PEACE

Peace means living up to the value and securing a state of inner peace within oneself. When the minds are quiet, the emotions are in a state of balance. When there is no inner conflict and desires are kept under control, a feeling of peace and contentment fill the hearts.

LOVE

Love is the all-pervading life energy. It finds its manifestation in sincere care for others, kindness, empathy and compassion and it is unconditional. It contributes to create a just, peaceful and sustainable world for all.

RESPECT FOR OTHERS

Respect for others is a basic value for nurturing friendship and team work. It helps to recognize and accept the existence of other persons as human beings. It inculcates the quality of appreciating the fellow beings.

CARING AND SHARING

Caring is feeling for others and support for the welfare of others with fairness. It helps to develop a sense of self-worth and heightened self-esteem. Caring influences sharing. Sharing is a process that describes the transfer of knowledge, experience, commodities and facilities with others. Sharing is voluntary and it can't be driven by force, but motivated successfully through ethical principles.

SELF-CONFIDENCE

Self-confidence is a positive attitude, wherein the individual has some positive and realistic view of himself, with respect to the situations in which one gets involved. These people are usually flexible and willing to change. They respect others so much as they respect themselves. It is the starting step to conquer success in any field of life. It enables any person to accomplish the impossible and reach greater heights in life.

JUSTICE

Justice is one of the greatest human values that means just behaviour or fair treatment. It recognizes the equality and fairness in relationship. It aims to resolve and reduce conflicts, guided by principles of care and non-violence.

TRUTH

Truth is a foundational value that helps to build up a strong character. Truth can be practised through integrity, discrimination between right and wrong, spirit of inquiry, quest for knowledge, self-analysis, intuition and higher reason. Truth serves as the building block of the qualities of life like morality, equality, justice, peace, love and security.

NON-VIOLENCE

Non-violence is an expression of universal love that promotes unity among people. It instills the sense of morality, equality and respect for the rights of all human beings. Only non-violence can bring about harmony in the world and restore sanity around us.

PART-II

PROFESSIONAL ETHICS

SCOPE

Professional ethics refer to professionally accepted standards of business behaviour, values and guiding principles. It helps to understand the moral values that ought to guide the profession, build good reputation and prove one's social conscience.

OBJECTIVES

The prime objectives of adhering to professional ethics are as follows:

To fulfil one's obligations and commitment

To understand and respect the rights, dignity, and freedom of others

To strive for excellence, overcome challenges, and achieve the goals.

To enhance sustainable academic growth and development.

To promote a positive organizational culture and innovation.

To take collective action for the common good, and promote social justice

To comply with the standards of the Institution, and adhere to its principles.

To resort to appropriate behaviour and tact in all situations.

To promote social cohesion and peaceful coexistence.

To facilitate the development of a holistic perspective of life.

To reinforce confidence and commitment to learn and act accordingly.

To understand human aspirations, goals, activities and purpose of life.

ESSENTIAL PROFESSIONAL ETHICS

- Responsibility
- Self-awareness
- Teamwork
- Leadership
- Commitment
- Passion
- Loyalty
- Civic sense
- Integrity
- Diligence
- Equity & Inclusion

RESPONSIBILITY

Responsibility is the obligation to carry out the assigned job effectively and efficiently within the time. It reduces the conflicts and confusions. It fosters trust, cooperation and respect among individual and

groups. It promotes personal growth, self-discipline and resilience.

SELF-AWARENESS

Self-awareness is the ability to identify, articulate, and develop one's values, interests, skills, strengths, knowledge, and experiences relevant to personal growth and professional success. It helps to understand things from multiple perspectives and leads to better decision making and build better relationships.

TEAMWORK

Teamwork is the ability to successfully build and maintain collaborative relationships to work effectively together as a team through shared responsibility, respect, and empathy to complete a goal for a common good. It leads better outcomes and

effectiveness. Working in a team encourages personal growth, increases job satisfaction and reduces stress.

LEADERSHIP

Leadership is the art of motivating a group of people to act toward achieving a common goal, directing workers and colleagues with a strategy to meet the organizational needs. Leadership also involves communicating, inspiring and supervising. The quality of the leadership is to be supportive and encouraging for the personal and professional development of the individuals and motivate others to complete the task efficiently within the stipulated time.

COMMITMENT

Commitment is a psychological attachment to an organization in which people give their loyalty to its values and goals. This is a basic requirement for

any profession. It implies the individuals' perspective towards their profession and the motivation that they have to stay in their job with willingness to strive and uphold the values and goals of the profession.

PASSION

Passion is motivation and seeking for the new. It is the inclination towards an activity in which time and energy are invested. Learning, experiencing new things and passion are closely related to each other. Passion is associated with hope, commitment, caring and enthusiasm. Passion is a significant factor as it inspires and motivates teachers and learners.

LOYALTY

Loyalty is faithfulness or devotion to a person, country, group, or cause. Loyalty is a trait highly

valued in working professionals. It is constituted centrally by perseverance of a person who has become intrinsically committed to an Institution as a matter of his or her identity. Loyalty can be fostered by being honest, supportive and respectful. It helps to build stronger bond and create social support.

CIVIC SENSE

Civic sense makes a citizen responsible. The personality of a town or a city gets reflected through the civic sense of the people of that place. Respecting laws, good etiquette, paying taxes, keeping the surroundings clean- all go into making good civic sense. There are unwritten codes of conduct and rules which should be followed in any civil society. Civic sense relates to being polite and showing

consideration to the elderly, women, children and physically and visually challenged.

INTEGRITY

Integrity is the quality of being honest and having strong moral principles and moral uprightness. It is one of the self-directed virtues. It leads people not only to execute a job well, but to achieve excellence in performance. It helps them to own the responsibility and earn self-respect and recognition by doing the job. Integrity makes a person to act willingly and consistently in accordance with social standards or moral values of society.

DILIGENCE

Diligence is defined as a quality of performing a certain task with efficiency. It means working hard with undaunted spirit, positive thinking and strong

will. It is needed in all spheres of life as it is one of the key ingredients for success. It refers to being consistent, earnest, and energetic in discharging the duties.

EQUITY & INCLUSION

Equity and inclusion refers to openness, inclusiveness, sensitivity, and respectful interaction with all people. Educators continually strive to account for and respect individual differences. They work to create more inclusive communities, schools, work places, collaborating teams and agency partnerships to achieve greater fairness of outcomes.

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