



Professional Ethics Policy

1. Introduction

Professional ethics serve as the foundation for maintaining integrity, responsibility, and professionalism among faculty, staff, and students at Sir Syed College. This policy outlines the ethical principles and standards expected from all members of the institution.

2. Core Ethical Principles

- **Integrity:** Uphold honesty and transparency in all academic and professional activities.
- **Respect:** Treat colleagues, students, and the community with dignity and fairness.
- **Accountability:** Take responsibility for actions and decisions made in a professional capacity.
- **Confidentiality:** Safeguard personal and institutional information from unauthorized disclosure.
- **Fairness:** Ensure impartiality in decision-making and avoid conflicts of interest.
- **Commitment to Excellence:** Strive for the highest standards in teaching, research, and service.

3. Ethical Responsibilities

3.1 Faculty and Staff Responsibilities

- Maintain academic integrity and avoid plagiarism or any form of dishonest conduct.
- Foster an inclusive and non-discriminatory environment for learning and professional growth.
- Engage in continuous learning and professional development.
- Respect institutional policies and uphold the reputation of the college.

3.2 Student Responsibilities

- Demonstrate honesty in academic work, including examinations and assignments.
- Respect faculty, staff, and peers, promoting a collaborative learning atmosphere.



- Use institutional resources responsibly and ethically.
- Follow college policies regarding attendance, discipline, and conduct.

3.3 Administrative and Support Staff Responsibilities

- Ensure impartiality and efficiency in administrative functions.
- Maintain confidentiality of sensitive information.
- Support ethical governance of institutional policies and procedures.

4. Ethical Violations and Consequences

- Instances of unethical conduct will be reviewed by the **Ethics Committee**.
- Disciplinary actions may include warnings, suspension, or termination, depending on the severity of the violation.
- An appeals process will be available for those seeking a review of decisions.

5. Reporting and Compliance

- Ethical concerns can be reported through designated channels confidentially.
- Training and workshops will be conducted to reinforce ethical awareness.
- Regular assessments will be conducted to ensure adherence to ethical standards.

This policy is subject to periodic review and amendments as necessary to uphold the ethical integrity of Sir Syed College.