



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College



8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA

Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com

Website: <https://maulanaazadcollegekolkata.ac.in>

Summary Report, Meeting Notice, Meeting Resolution, Course Brochure
/Curriculum, Course outcomes, Evaluation process, Sample Certificate.

7. Professional Ethics and Value Education.

Summary Report of the Course

Course Name: Professional Ethics and Value Education.

Organizing Departments: **Department of Philosophy & Department of Commerce.**

Course Duration: **32 Hours (02.01.2020 - 08.02.2020)**

No. of Enrolled Students: 315

No. of student completed the course: 315

Course Aims:

The course titled "Professional Ethics and Value Education" is designed to equip students with a thorough understanding of ethical principles and values essential for their personal and professional lives. This course aims to foster ethical awareness, critical thinking, and moral integrity among under graduate students, preparing them to navigate complex ethical dilemmas in their future careers.

Course Outcomes:

The course titled "Professional Ethics and Value Education" for the under graduate level plays a crucial role in preparing students for the ethical challenges they will face in their professional lives. This course aims to develop responsible and morally grounded individuals who can contribute positively to their professions and society at large. It is an invaluable addition to the college curriculum, equipping students with the knowledge and skills necessary to navigate the complexities of the modern world with integrity and ethical discernment.



Principal
Maulana Azad College
Kolkata-13



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Departmental Meeting Notice

Department of Philosophy
Maulana Azad College
8, Rafi Ahmed Kidwai Road, Kolkata-700013

Notice:

Date: 21.11.2019

A meeting will be held on 28th November, 2019 in the Room No. 2.05 at 3.30 p.m. to discuss the implementation/continuation of Add-on courses. Faculties of the Department Philosophy and Department of Commerce are requested to attend the meeting positively.


Head,
Department of Philosophy
Maulana Azad College




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Departmental Meeting Resolution

In response to the notice dated 21.11.2019, the departmental meeting held on 28.11.2019 at 3.30 p.m. All faculty members of both departments attended the meeting.

Meeting Resolution:

After detail discussion, it has been resolved unanimously that Add-oncourse on 'Professional Ethics and Value Education.' will be continued for the session 2019-20. The course will run tentatively from 2nd January to 8th February, 2020. Interested students of Semester-2 of all department are allowed for the enrolment. The enrolment should be completed by the willing participates before 20th December, 2019.

- **Course Title:** 'Professional Ethics and Value Education'.
- **Venue:** Department of Philosophy & Department of Commerce, Maulana Azad College.
- **Course Duration:** 32 hours.
- **Assistance of Teaching Faculties:** Classes -28 hours; Examination -4 Hours.
- **Expenditure:** Nil
- **Facility requires within college premise:** Lecture based /ICT based room.
- **Full Marks for this Course:**100 Marks
- **Mode of Examination:** Viva-voice

Selection of Course Coordinators:

After detail discussion it has been decided Dr. Suparna Mitra (Philosophy) and Dr. Camellia C. Barman (Commerce) will act as joint coordinators.

Syllabus Review:

It has been resolved that course coordinators will be responsible for reviewing the syllabus for both courses.



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Evaluation Process:

It has been resolved that the evaluation process consist of the following.

- o Question preparation (Viva): Full Marks 100
- o Evaluation of answer scripts and Tabulation as decided by the coordinator.
- o Grade and Marks as per following table:


Grade Scale	Grade	Performance Indicator
90-100	AA	Outstanding
80-89	A+	Excellent
60-79	A	Very Good
40-59	B	Satisfactory
< 40	D	Disqualified

Issue of Certificates:

- o Certificates will be issued to students upon successful completion of the courses.
- o The design and content of the certificates will be overseen by the course coordinators.

Additional Suggestions:

- o Regular feedback will be collected from students to ensure continuous improvement of the courses.
- o The coordinator should prepare a brief report of the course after taking feedback from the participants and the difficulties if any for smooth running the course.


Head,
Department of Philosophy
Maulana Azad College


Associate Professor & Head
Department of Commerce
Maulana Azad College
Govt. of West Bengal
Kolkata- 700013




Principal
Maulana Azad College
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Brochure/Syllabus/Curriculum

Syllabus for the course on 'Professional Ethics and Value Education'

About the Course:

The course on "Professional Ethics and Value Education" involves structuring content that addresses both the theoretical aspects of ethics and practical applications in a professional setting.

Course Module: Professional Ethics and Value Education

Module 1: [6 Hours] Introduction to Professional Ethics

- Definition of Professional Ethics, Importance of ethics in Institution.
- Evolution of Professional Ethics, Ethical Theories and Frameworks.

Module 2: [6 Hours] Values and Morality

- Personal vs. Professional Values.
- Core Professional Values, Integrity, Accountability, Fairness, and Respect.

Module 3: [6 Hours] Legal and Professional Standards

- Legal vs. Ethical Obligations, Professional Codes of Conduct .
- Ethical Leadership and Organizational Culture, Building an Ethical Culture.

Module 4: [6 Hours] Value Education and Personal Development

- Self-Assessment and Reflection, Personal Ethical Growth, Lifelong Learning in Ethics.
- The Importance of Continuing Education in Ethical Practices, Ethical Challenges and Opportunities

Module 5: [6 Hours] Group Discussions and Debates

- Engaging in Ethical Dialogues, Ethical Decision-Making Simulations.
- Practicing Decision-Making Skills in Simulated Environments.

Resources:

Recommended Reading Lists, Online Ethics Training Modules.

This structure provides a comprehensive framework for teaching professional ethics and value education, emphasizing both theoretical understanding and practical application. Adjustments can be made based on the specific needs and context of the course or audience.

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Department of Philosophy
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Permission from HOI

To

Date: 29.11.2019

The Principal

Maulana Azad College, Kolkata

Respected Sir,

This is to convey that the Department of Philosophy & Commerce, Maulana Azad College, has resolved in the meeting held on 28.11.2019 that an add-on course for semester-2 will be conducted from 02.01.2020 to 08.02.2020 on 'Professional Ethics and Value Education'. The details of the proposed course are attached. We Shall remain grateful if you very kindly give permission to pursue the aforesaid course.

With regards,

Yours Faithfully,

Head,
Department of Philosophy
Maulana Azad College

Associate Professor & Head
Department of Commerce
Maulana Azad College
Govt. of West Bengal
Kolkata- 700013

Principal
Maulana Azad College
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Sample Certificate

*Maulana Azad College*
8, Rafi Ahmed Kidwai Road, Kolkata-700013, India.

No. -----

Course Completion Certificate

This is to certify that -----, bearing Enrollment No. -----
has actively participated and successfully completed 32 hours add-on course on "Professional Ethics and Value Education", organized by the Department of Philosophy in association with IQAC, in the period 2nd January, 2020 to 8th February, 2020 and secured grade ----.


Camellia C. Burman
Course Coordinator


IQAC Coordinator


Principal



Principal
Maulana Azad College
Kolkata-13