

ETHICS AUDIT REPORT

2018-2023



Internal Quality Assurance Cell

RAMA DEVI WOMEN'S UNIVERSITY

Vidya Vihar, Bhubaneswar-751022, Odisha

E-mail: iqac@rdwu.ac.in, Website: <https://rdwu.ac.in>

SM Shankar
Director IQAC
Rama Devi Women's University
Bhubaneswar

Shapana
Registrar
RD Women's University
Bhubaneswar

PREFACE

Ethics refers to the guidelines for conduct that address questions of morality. Ethics determine what is right. It is a system of moral principles. It also tells what is morally correct or incorrect, in the given situation. We are aware that ethics refers to the guidelines for conduct that address questions of morality. However, the question remains up to what extent institutional ethics committed towards non-human subjects and intersectionality. Rama Devi Women's University is highly responsive towards maintaining the ethics and values of human resources and compassionate towards community values. University governance emphasizes nurturing ethical values and best practices. Further, the value and ethical commitment of the stakeholder can be assessed amongst the university stakeholders from the changing attitudes, behaviour, ideology, and expression towards gender equity and nurturing the young girl students to become a confident citizen. As a part of the curricular 'Values and Ethics' paper has been offered to the Undergraduate students from the Admission Batch 2021 onwards. The Pre-PhD paper on 'Research and Publication Ethics' also draws examples on gender ethics in research and publications. Rama Devi Women's University has its Institutional Ethical Committee which scrutinizes the research projects and Ph.D. dissertation undertaken by the faculty members and scholars. It also assesses the use of any Human and/or Animal subjects or experimentation in the research work and prescribed a status certificate. Ethics audit reports also provide brief descriptions and corresponding pictures about the hygiene, health and safety measures in the university campus, waste management practices, no to child labor practices in its hostel and campus services, including maintaining working hours and wages for the staffs, representation of students in various committee and class, disciplinary practices, and zero tolerance to gender discrimination at the workplace.

The committee extends sincere gratitude to the esteemed Vice Chancellor, Prof. Aparajita Chowdhury of Rama Devi Women's University for her constant supervision. We are grateful for the insight of the external committee members, inputs from Director, Internal Quality Assurance Cell, Chairman PG Council and all the IQAC members during the design and development of this ethics audit report. The committee extends sincere thanks to the staff and students for their active responses to the queries. The recommendation of the audit report we hope would add value to strengthen the ethics and values of the University stakeholders.

MEMBERS OF ETHICAL AUDIT COMMITTEE
RAMA DEVI WOMEN'S UNIVERSITY, BHUBANESWAR

COMMITTEE MEMBERS

SIGNATURE

INTERNAL MEMBERS

1. Prof. Jyotirmayee Acharya (OIC)
Professor, Department of Gender Studies
Rama Devi Women's University, BBSR

Jyotirmayee Acharya

2. Prof. Sasmita Mohanty, (Former OIC)
Professor, Department of Biotechnology, RDWU
Email: sasmita.mohanty@rdwu.ac.in

3. Dr. Shikhi Singh, (Former Member)
Associate Professor, Department of Life
Sciences, RDWU
E-Mail ID: shikha.singh@rdwu.ac.in

S. S. Singh

4. Purna Chandra Sethi, (Member)
Assistant Professor,
Department of Computer Science, RDWU, E-
ID: pcesethi@rdwu.ac.in

Purna Chandra Sethi

5. Dr. Monalisa Mohanty, (Member)
Assistant Professor,
Department of Biotechnology, RDWU, E-ID:
monalisamohanty@rdwu.ac.in

Monalisa Mohanty

EXTERNAL MEMBERS

1. Sukanta Kumar Tripathy
Professor and Head, Department of Physics,
Director R&D Cell,
Berhampur University, Berhampur, Odisha

Sukanta K. Tripathy

2. Prof. (Dr) Smita Mishra Panda,
Professor, Director Research,
Centurian University of Technology and
Management, Odisha

Smita Mishra

CHAPTER – 1

INTRODUCTION TO THE ETHICS AUDIT

Introduction

Ethics refers to the guidelines for conduct that address questions of morality. Ethics determine what is right. It is a system of moral principles. It also tells what is morally correct or incorrect, in the given situation. The knowledge transformation in an ethical manner is a key consideration. The ethics audit is a tool to measure the effectiveness of ethics education as evinced in the policies, processes, and programs of the organization in which the student may work. Akin to an ethics audit, it provides a rubric for assessing an organization's ethics related compliance, and its elements are a useful teaching tool in the classroom to focus the impact of ethics in decision-making on the organizational ethics values. Designed for assessment across sectors, the ethics audit instrument introduced here provides a common framework that allows for consensus in education, training, and organizational policy, as well as in ethics and legal code development. University internal ethics context are those factors that stimulate the faculty, staff administration, students including the stakeholders to behave ethically. The internal ethics audit contains both formal and informal parts.

The formal part consists of the different measures and Activities University has undertaken within its academic year to stimulate ethical behavior. Hence, programmes and activities to make aware about university code of ethics, training in ethics, an ethics office(r), and a whistleblowing policy. In view of this the ethics audit examined the quality and effectiveness of such a program. The ethics audit committee also examined other elements of the ethics such as the procedures, policies, systems, and rules (so-called hard- controls), curricular to evaluate whether they absorb the ethical risks an organization faces and whether they stimulate managers and employees to behave ethically.

Rama Devi Women's University is highly responsive towards maintaining the ethics and values of human resources and compassionate towards community values. University governance emphasizes nurturing ethical values and best practices. Further, the value and ethical commitment of the stakeholder can be assessed amongst the university stakeholders from the changing attitudes, behaviour, ideology, and expression towards gender equity and nurturing the young girl students to become a confident citizen. As a part of the curricular 'Values and Ethics' paper has been offered to the Undergraduate students from the Admission

Batch 2021 onwards. The Pre-PhD paper on '**Research and Publication Ethics**' also draws examples on gender ethics in research and publications. Rama Devi Women's University has its Institutional Ethical Committee which scrutinizes the research projects and Ph.D. dissertation undertaken by the faculty members and scholars. It also assesses the use of any Human and/or Animal subjects/experimentation in the research work and prescribed a status certificate.

Objectives of Ethics Audit

The main purpose of conducting annual ethics audit of Rama Devi Women's University is to examine the perception and attitudes of the university stakeholders towards the goal of the University from integration of ethics and values perspectives. Following is a set of specific objectives:

- To conduct an ethics audit of the university to understand the present status of the integration of ethics and values perspectives.
- To explore the promotional strategies undertaken by the University both in the curricular and extracurricular areas to address the ethics and values related issues.
- To examine the level of awareness about the university code of conduct, national days of importance and students engagement in the ethics and values towards community.
- To recommend strategies to strengthen the ethics and values in all key areas of the university activities.

Ethics audit assessed the steps taken descriptions and corresponding pictures about the hygiene, health and safety measures, waste management practices in the university campus, zero food wastage, no substance abuse or alcohol consumption, compassionate and empathetic towards students coming from poor economic condition and backward region and students with disabilities. In the hostel or for any campus services or construction work no to child labor practices, including maintaining working hours and equal wages for both male and female, representation of students in various committee and class, disciplinary practices, and zero tolerance to gender discrimination at the workplace.

CHAPTER – 2

METHODS OF DATA COLLECTION AND ANALYSIS

In view of the ethical audit to be conducted by the committee members a survey questionnaire has been designed. A structured questionnaire has been designed and Likert scale has been used to collect information.

The questionnaire has been converted into online google format and has been circulated among the faculty members and staffs for the year 2018-19, 2019-20, 2020-21, 2021-22 and 2022-23. The ethical audit report has been prepared by the ethical committee members based on the responses of the faculty, staffs and students about their understanding and day today practices. Descriptive statistics has been used for analysing the data and information. Next section presents the questionnaire survey and various responses expected from the respondent.

In the year 2018-19 a hard copy of the questionnaire has been circulated among the university employees to assess the ethics and values orientations. Ethical Audit Committee sends a set of questionnaires available in the Google form and requested to the respondents to submit the same within a timeline. The valuable inputs greatly contributed to complete the online data collection. Confidentiality has been maintained against the name and valuable inputs. However, the concern of the respondents was analysed and interpreted in the ethical audit report. Further, the committee have conducted personal open-ended discussion and discussion with the key informants. Group discussion and brainstorming exercises were conducted among the ethical audit members.

Next section discusses the result of the data analysis and illustrates the descriptive data through bar diagram and pie chart. The interpretation of the statistical diagrams is informed next to each of the figures respectively.

The formal part consists of the different measures and Activities University has undertaken within its academic year to stimulate ethical behavior. Hence, programmes and activities to make aware about university code of ethics, training in ethics, an ethics office(r), and a whistleblowing policy. In view of this the ethics audit examined the quality and effectiveness of such a program. The ethics audit committee also examined other elements of the ethics such as the procedures, policies, systems, and rules (so-called hard- controls), curricular to evaluate whether they absorb the ethical risks an organization faces and whether

they stimulate managers and employees to behave ethically.

Rama Devi Women's University is highly responsive towards maintaining the ethics and values of human resources and compassionate towards community values. University governance emphasizes nurturing ethical values and best practices. Further, the value and ethical commitment of the stakeholder can be assessed amongst the university stakeholders from the changing attitudes, behaviour, ideology, and expression towards gender equity and nurturing the young girl students to become a confident citizen.

As a part of the curricular 'Values and Ethics' paper has been offered to the Undergraduate students from the Admission Batch 2021 onwards. The Pre-PhD paper on 'Research and Publication Ethics' also draws examples on gender ethics in research and publications. Rama Devi Women's University has its Institutional Ethical Committee which scrutinizes the research projects and Ph.D. dissertation undertaken by the faculty members and scholars. It also assesses the use of any Human and/or Animal subjects/experimentation in the research work and prescribed a status certificate.

Ethical audit reports also provide brief descriptions and corresponding pictures about the hygiene, health and safety measures, waste management practices in the university campus, zero food wastage, no substance abuse or alcohol consumption, compassionate and empathetic towards students coming from poor economic condition and backward region and students with disabilities. In the hostel or for any campus services or construction work no to child labor practices, including maintaining working hours and equal wages for both male and female, representation of students in various committee and class, disciplinary practices, and zero tolerance to gender discrimination at the workplace.

The students' engagement in the ethical concerns have been also measured by assessing their active participation in the Scribe club, Harmony and Diversity clubs, committee and services render to stakeholders and communities through NSS, Sports, Athletics, NCC, YRC, Ranger, Swachha Bharat, Ban Plastic, Unnat Bharat etc. The invited speakers and practitioners to the university also perceive that students and staff members are disciplined, approachable interactive. Seminar, workshop, and outreach activities also address the gender equality and transgender rights. As per the ethics and values audit report of five years it is evident that, inclusivity, integrity, compassion, collective one and service towards the community is embedded in the philosophy and practice.

CHAPTER -4

RECOMMENDATION AND ACTION TAKEN REPORT 2018-23

Ethic Audit Committee Recommendations and Action Taken Report for the Academic Year 2019-2020

Recommendations 2018-19

1. In view of increasing number of students from various socio-economic background are joining to pursue higher education in the university, the Audit Committee recommended to organize various Ethical sensitization programme which would promote attitude relating to social values and services.
2. An Awareness programme may be organized for the students at the university as well as affiliated colleges from time to time.
3. Proposal higher authority may be submitted to open research centre relating to Ethics and moral value issues for promotion of related research work.
4. Steps may be taken to develop empathy and compassion among the stakeholders.

Action Taken 2019-20

Based on the recommendations of the Ethics Audit Committee in the year 2018-19, the following actions have been taken in the academic year 2019-20.

1. In the PG Council meeting the committee discussed with all HODs and Coordinators about the ethical committee and its significance.
2. A questioner has been designed and circulated among the teaching staff.
3. However, it is found that only 17 numbers of respondents have participated in its first year of survey.
4. The committee analysed the survey responses and presented in its ethics report. Discussed about the difficulties of few faculty members about their understanding on the set of questionnaires.
5. The committee resolved that from next years a simplification version of the questionnaires shall be designed to receive a greater number of responses.


Director IQAC
Rama Devi Women's University
Bhubaneswar


Registrar
RD Women's University
Bhubaneswar

Ethic Audit Committee Recommendations and Action Taken Report for the Academic Year 2020-2021

Recommendations 2019-20

1. In view of increasing number of male teaching and non-teaching staff joins to the university, the Audit Committee recommended that the university may promote involvement of the teaching and non-teaching staff, and stakeholders of the affiliated colleges in gender sensitization training programme and students in the community service activities.
2. That step may be taken to promote gender neutral ecology on the campus.
3. Proposal may be given to the higher authority to open research centre relating to Ethics and moral value issues for promotion of related research work.
4. Nature and environment related consciousness should be promoted through awareness camps and plantation drives.

Action Taken 2020-21

Based on the recommendations of the Ethics Audit Committee in the year 2019-20, the following actions have been taken in the academic year 2020-21.

1. A modified questioner has been circulated in a google form to the teaching staffs.
2. However, an increase in the number of respondents has been observed. but still, it requires more response from all faculties.
3. Due to COVID -19 pandemic the responses are very few and not up to the mark.
4. More emphasis must be given to professional ethics.
5. Now from the upcoming years the questionnaires are being discussed and modified.
6. Student volunteers engaged in campus cleaning, ban plastic, demonstrated nature and environment related consciousness under its Unnat Bharat Abhiyan programme in the Andharua village.


Director IQAC
Rama Devi Women's University
Bhubaneswar


Registrar
RD Women's University
Bhubaneswar

Ethic Audit Committee Recommendations and Action Taken Report for the Academic Year 2021-2022

Recommendations in 2020-21

1. That step may be undertaken to organize various ethics and gender sensitization programme/ training for teaching and non-teaching staff, and stakeholders of affiliated colleges.
2. That the ethics and value paper as per the OHEC guideline will create awareness among the Undergraduate students and impact their attitude and thoughts to become an ethically sound citizen.
3. That University may promote all the Departments to encourage their students to become volunteers of organize various activities by the student volunteers to maintain, clean green campus, ban plastic, participate in the mega beach cleaning campaign, awareness about the students with disabilities and students coming from the poor economic background, tribal region, and rural areas.
4. That, democratic values, and patriotic spirits should be promoted.

Action Taken Report in 21-22

In view of the above recommendations of the Ethics Audit Committee in the year 2020-21, undertook following set of actions has been undertaken during the academic year 21-22:

1. A modified questioner has been circulated in a google form to the teaching staffs.
2. It is observed that an increasing number of respondents have been responded to the audit questions.
3. More emphasis has been given to professional ethics.
4. Now from the upcoming years the questionnaires are being discussed and modified.
5. As a part of the curricular 'Values and Ethics' paper has been offered to the Undergraduate students from the Admission Batch 2021 onwards.


Director IQAC
Rama Devi Women's University
Bhubaneswar


Registrar
RD Women's University
Bhubaneswar

Ethics Audit Committee Recommendations and Action Taken Report for the Academic Year 2022-2023

Recommendations in 2021-22

1. That, as per the UGC guideline the Pre-PhD paper on 'Research and Publication Ethics' may be introduced in the Pre-PhD coursework commencing in the year 2023 and onwards.
2. That students may be encouraged to be alert about the University Code and Conduct, Gender responsive behaviour and communication, antiplagiarism rules, cybercrime, and intellectual property rights. to the students also draws examples on gender ethics in research and publications.
3. Steps should be taken to promote social responsibility and social accountability among the stakeholders.
4. Regular awareness and training activities should be conducted to train the stakeholders with professional ethics and values.
5. Wellness skills, health and hygiene related consciousness should be promoted among the stakeholders.

Action Taken in 2022-23

In view of the recommendations of the Ethics Audit Committee in the year 2021-22, the following actions have been undertaken during the academic year 2022-23.

1. A modified questioner has been circulated in a google form to the teaching staffs.
2. The ethical audit committee submitted the yearly progress report and questionnaire survey report.
3. The University Departments have encouraged their students to participate in more number as volunteers in NSS, Sports, Athletics, NCC, YRC, Ranger, Swachha Bharat, Ban Plastic, Unnat Bharat Abhiyan campaign. It is evident that the volunteers have actively engaged for maintaining clean green campus, reduced use of plastic, participated in the mega Puri beach cleaning campaign, initiated the


Director IQAC
Rama Devi Women's University
Bhubaneswar


Registrar
RD Women's University
Bhubaneswar

scribe club to help visually challenged students and students with disabilities. Developed a compassionate and friendly attitude towards their peer fellow coming from the poor economic background, tribal region, and rural areas.

4. The Institutional Ethical Committee of Rama Devi Women's University scrutinized the research projects undertaken by the faculty members and Ph.D. dissertation of the scholars before its final submission. IEC also assesses the use of any Human and/or Animal subjects/experimentation in the research work and prescribed a status certificate.
5. The Pre-PhD paper on 'Research and Publication Ethics' has been introduced to the Pre-PhD course work commenced in March 2023.

Ethics Audit Committee Recommendations and Action Taken Report for the Academic Year 2022-2023

Recommendations in 2021-22

1. That the committee shall review the progress of the five years ethics audit report, action taken as per the previous year's recommendations and compile the report for the NAAC purpose.
2. That, the ethics, and value related initiative shall be monitored, and the committee may provide necessary recommendations for its wider utility and outreach.

Action Taken Report 2022-23

In view of the recommendations of the Ethics Audit Committee in the year 2022-23, the following actions have been undertaken during the month of May 2023.

1. The committee has reviewed the five year's ethics audit report and action taken as per the previous year's recommendations.
2. The committee compiled the five years report for the NAAC purpose.
3. That, in its monitoring process it is found that paper on 'Research and Publication Ethics' has been introduced to the Pre-PhD coursework students in March 2023.
4. That students are aware about the University Code and Conduct, Gender responsive behaviour and communication, antiplagiarism rules, cybercrime, and intellectual property rights.

5. University wellness and counselling centre has been organized various health and hygiene related awareness programme which has positive impact on the consciousness rising among the students.
6. University observes the National days of importance and demonstrates the values and patriotic spirit.
7. Along with the higher education and career building, girl students find themselves engaged in a plethora of sports/athletes/Yoga competitions, NCC, NSS, YRC and Ranger activities in the campus and out of the state of Odisha. The power of sport to change the lives of the visually challenged girl students can be seen in the success of receiving gold medal in the international cricket tournament through coaching opportunities, jointly organizes between Rama Devi Women's University with Odisha Blind Cricket Association. Sport has taught them the values of teamwork, resilience, and self-reliance.
8. Nature, environment related consciousness can be seen by the students and faculty members engagement in the plantation drives, swachha and hygiene activities etc.
9. Attitude relating to social service was promoted among students through NSS.


Director IQAC
Rama Devi Women's University
Bhubaneswar


Registrar
RD Women's University
Bhubaneswar