



# BUITEMS

Quality & Excellence In Education



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UAN: 081-111-717-111

## CODE OF ETHICS– STUDENTS

The Department of Management Sciences

### **Introduction**

The students at the Department of Management (DMS) sciences represents the youth from all corners of Balochistan. Their potential to play effective roles in the development of the local and national economy and overall advancement of the society is contingent on the quality of education delivered to them. Across time and continents, education has always been revered as a catalyst and promoter for change in a person's academic, professional and moral advancement. As the former South African President once said "*Education is the most powerful weapon which you can use to change the world*". Quality education alone is not enough to prepare the youth to tackle the challenging business and management issues that lay ahead of them. What is required is the strong combination of the latest business concepts coupled with a solid foundation of ethical and moral training that is reflective of the professional, social and religious norms of the society that we live in. DMS has taken every opportunity to ensure the growth of ethically and social responsible business graduates in the fields of finance, human resource, marketing and entrepreneurship. Since its inception in 2013 BUITEMS has fostered a culture of academic and professional integrity. DMS has continued to cultivate these cultural norms by inspiring individual responsibility to all those belonging to the department; students, faculty and administrative employees. That it is not just enough to simply follow the rules of conduct but to actively participate in its development, its promotion and ensuring a strong ethical working environment.

### **Purpose of Code of Ethics**

The requirement for a code of ethics is to protect and maintain the core values, vision and mission of BUITEMS within the domain of DMS. To ensure the students receive the academic and professional learning in a safe and secure environment and also to safeguard employees, equipment and processes that support BUITEMS in accomplishing its mission.

### **Where it is applicable**

The code of ethics is applied on campus to all registered students of DMS also to individuals using BUITEMS academic resources and properties. The code will be applicable to registered students who are engaged in activities off campus:

- Academic activities that is required for the fulfillment of degree requirements such as internships, field trips and study tours.
- Any research based activity in support of your degree that requires interaction with the general public, private businesses, NGOs and government offices.

- Any extra curricula and sporting activity that is sponsored by BUITEMS and other related student organizations.
- Any activity that results in the destruction of property belonging to the University, its employees and stake holders., as well as any kind of threat of violence to University stakeholders.

## **Proscribed Behavior**

Any student caught undertaking or planning to participate in an activity that compromises that academic integrity of the University, harming University and its stake holder's property or person will be subject to strict disciplinary action. The case and punishment will be dealt with according to the severity of the case.

### **I. Academic Wrongdoing**

If a student undertakes or plans any activity that can compromise the academic integrity by hindering or abusing the academic process, examples of the following but not limited to:

- a. Bringing in or receiving any kind of word or electronic form of information during the scheduled examinations and class tests. Or the possession of un-allowed reading material, e readers and mobile phones during examinations.
- b. Submitting plagiarized work as ones on for an assignment or submitting research report or dissertation. Plagiarism is defined by Merriam Webster "*the act of using another person's words or ideas without giving credit to that person*". This definition can be extended to include incorrect referencing of the author as well as paraphrasing without appropriate acknowledgement.
- c. Tampering with research results or reporting false reports and presenting them as real.
- d. Altering or modifying any academic or departmental record such as Fee Slip, CMS Attendance Slip, Transcript to appear for examination and other personal gains.
- e. Having a substitute individual to perform your assignments on your behalf or to appear in an examination on your behalf.

### **II. Wellbeing & Security of all Students**

#### **a. Violent/ Threatening Behavior:**

Use of indecent or uncivilized language, remarks or gestures within the University premises such as Improper behavior, such as shouting, abusing, quarreling, fighting and manhandling on the campus. Comments against the reputation of the University and its stakeholders as well as against the religion, and Pakistan, Even the perception of fear of being assaulted will be considered as threatening behavior.

#### **b. Sexual Harassment:**

Any student that is attempting to initiate unwanted direct contact with a fellow student or with other people at the campus will be accused of stalking if their unwanted attention is causing mental anguish and harm to the other individual. Sending unwanted text messages and online messages also constitutes as stalking. Any sexual advances or requests for favors or any verbal and nonverbal communication that is sexual in nature is constituted as sexual harassment that is carried out by students to fellow students or to other parties and vice versa.

### **III. Destruction of Property**

Unauthorized use of, stolen or damage of University property and resources as well as the property belonging to University employees and other stakeholders.

### **IV. Dangerous Weapons**

Bringing concealed weapons not limiting to the following: firearms, ammunition and knives. The storage of these weapons on person and on University premises, the threat of use and actual use.

### **V. Drugs and other Intoxicants**

Sale, production, storage and use of contraband, recreational and prescription drugs within the University premises. The same applies to the sale, storage and use of alcohol.

### **VI. No Smoking**

Smoking is not allowed within the University premises or while using the University transport.

### **VII. Walking out/ Strike**

Students participating or planning to incite others to stage a walk out, strike or procession that can cause physical harm to others or cause damage and loss of property. Activities associated with a walkout or strike includes but not restricted to the following:

- a. Willingly participating in a walkout/ strike or inciting such action from fellow students.
- b. Participating in gatherings, protests, walkouts that are political, sectarian or ethnical in nature.
- c. Damaging University property or endangering lives due to walkout or protest.
- d. Hindering or not dispersing when University officials or law enforcement are involved.

Any student found to be guilty of committing, planning to commit or failing to inform or stop any of the above conducts will be dealt with by the Departments Disciplinary Committee. Once their recommendation is made the case will be forwarded to higher authorities, the penalty will be assigned accordingly to the gravity of the misconduct but can be one or more of the following (information taken from BUITEMS Undergraduate Academic Rules):

**16.2.1 A record in the BOOK OF DISCIPLINE to be maintained by the Registrar's office.**

- **First entry: Stern Warning**
- **Second entry: Monetary Fine**
- **Third entry: Expulsion 16.2.2**

**Fine as decided by the Discipline Committee.**

**16.2.3 Expulsion from the class., hostels for a specified period,**

**16.2.4 Detention from examination.**

**16.2.5 Cancellation of Examination results or withdrawal of certificate granted,**

**16.2.6 Expulsion or rustication from the university for a specified period or for good.**