



# POLICY DOCUMENT

NSS COLLEGE, NEMMARA PALAKKAD

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## **POLICY DOCUMENTS**

### **(I) Administration Policy**

Administration is a process of coordinating the human and material resources available in the institution for the main purpose of achieving stipulated goals. The basic aim of administration is getting things done for accomplishing defined objectives. To expedite the journey of the institution towards excellence and glory, NSS College, Nemmara has set the following as the quality policies:

#### **Governing Body**

There shall be a Governing body of the institution with College Manager as the Chairman. The Principal, and Superintendent shall be ex-officio members. The Governing body shall supervise the entire functioning of the college. The Principal shall be responsible for all Academic, Financial (other than Management) and general functioning of the college. The Manager shall be accountable for all the accounts relating to Management. All policies pertaining to the institution shall be framed by the Governing body. There shall be at least three meetings of the Governing body every academic year. The Principal shall monitor the adherence to policies by the staff and students. All submissions of any kind to the Manager shall be through the Principal, the proper channel. The Governing body shall visit all the departments and the office at least once in an academic year. There shall be a subcommittee of the Governing body for monitoring the academic progress of the institution.

#### **Appointment**

The Manager shall be the sole authority to appoint teaching and non-teaching staff members. The appointments of teaching staff shall be done in adherence to the service rules and instructions of UGC, Government and University of Calicut. Appointments of non-teaching staff shall be done in accordance with the statutes of the University and the KSR of the Government. The appointment of temporary/contract-based staff shall abide by the norms of the Management.

#### **Admission**

The Principal shall be in charge of all student admissions according to the rules and regulations of the University of Calicut. An admission committee shall be constituted by the Principal to execute, supervise and oversee the admission procedure. The Committee shall abide by the norms and policies of Government, UGC and University of Calicut with regard to admission and reservation of students. The list of eligible students to be admitted under the management quota shall be finalized by the Manager.



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### **Student Orientation**

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The newly admitted students shall be given an orientation on Rules and regulations, code of conduct, curricular, co-curricular and extracurricular activities, IQAC imperatives etc., to help them assimilate into the institutional system. The co-ordinator shall be in charge of the orientation programme with a well- defined orientation charter and schedule. Periodic workshops, seminars, webinars and training programmes shall be organised for the students on various topics related to skill enhancement, innovation, entrepreneurship, life skills, along with motivational and counselling classes to support them to grow in dynamism.

### **Staff Orientation**

Orientation programme on various aspects of professional requirements and ethics shall be organised in the campus for all teaching and non-teaching staff members to ensure professional competence. The teaching and non-teaching staff shall be given orientation on Code of Ethics of the college to define and delineate their rights, duties, and obligations. The permanent, teaching and non-teaching faculty shall be encouraged to adhere to the rules and statutes of Government, UGC and University regarding the salary and compensation. The contract-based staff shall be encouraged to abide by the norms of the Management regarding the appointment.

### **Teaching Faculty- Quality Enhancement**

All teaching faculty members shall attend at least one National/International Seminar/workshop/conference every academic year. All teaching faculty members shall publish at least one research paper every year according to UGC regulations. All teachers shall attend one FDP/training every year. All teachers, apart from their assigned academic work, shall take up at least two other administrative duties every year. Every teaching staff member shall be involved in at least one extension activity every academic year. Under the discretion of the Manager and recommendations from the Principal, financial assistance shall be given to the staff members for professional development purposes. All teachers shall be given training on select topics like mentoring, tutorials, extension activities and e-content development.

### **Planning**

The Planning Committee that constitutes the Principal, IQAC Coordinator and 5 faculty members shall decide an annual budget for maintenance of all infrastructure facilities at the beginning of the year. The committee shall plan and categorize day to day and yearly requirements. The committee shall convene a meeting at the end of the year to assess the infrastructural facilities and requirements for the next academic year. The Committee shall



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prepare the budget as per the requirements of the departments, library, laboratories and other support services and shall submit the same to the Principal's approval. The committee shall require the Head of the Departments for day-to-day reporting on requirements of repairs and maintenance which may be submitted to the Principal's office. The Principal shall ensure adequate monitoring and maintenance of civil and electrical work.

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### **Resource Mobilization**

The Principal shall ensure a transparent and well-planned financial management system whereby the funds/grants received from Government, UGC, Management and benefactors are effectively mobilized for the infrastructure development, maintenance, academic and other various supportive activities in the college. A Fund mobilization committee shall be constituted with a coordinator delegated by the Principal. The committee shall convey information regarding funding agencies/resources and other related announcements to the Management, departments and the staff. The Principal shall monitor effective resource utilization under the supervision of the committee constituted for the same. The Principal shall arrange to conduct internal and external financial audits for both Government/UGC and Management accounts.

### **Purchase**

There shall be a purchase committee with a senior faculty as the co-ordinator. The official purchases shall be carried out by the purchase committee following all the stipulated regulations. Regular meetings shall be convened to decide and record the disbursement of funds for varied purchases. A minute's book shall be maintained to document the discussions and decisions. A register shall be maintained to preserve transparency with regard to receipt and expenditure of funds.

### **Maintenance**

All requirements for maintenance of infrastructure and instruments shall be forwarded to the Principal. A register shall be maintained in the office to record the maintenance requirements. Maintenance work sanctioned for the departments are to be supervised by the respective HODs. Cleanliness of the class rooms/laboratories and other department facilities are to be monitored and maintained by the concerned departments.

### **E- governance**

E-governance shall be implemented in maximum areas of operation of the institution in order to provide a transparent and efficient system of governance within the institution. E-governance shall be made available in the following areas:



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Student Admission and Support: The admission process shall be done using the Centralised Admission Portal of the University of Calicut.

Examination: As per the mandates of the University, examination related formalities shall be done via university portal for the smooth conduct of external examination. The internal examinations shall be managed through college portal ensuring transparency with provisions to generate internal exam reports as per university format and progress reports.

Library: Library services shall be made digital to utilize the library resources effectively for which library automated services such as INFLIBNET etc. shall be launched. For the benefit of the stakeholders more e-learning resources shall be added to the library.

### **II. Academic Policy**

Academic integrity is given pivotal importance and the college abides by the quality policies on academic integrity. Academic policies and procedures allow faculty and students to clearly understand their rights and responsibilities. They protect the esteem of the college and provide fair and transparent guidelines for activities related to teaching and learning across campus. The faculty and students are expected to familiarize themselves with all academic policies.

#### **Teaching and Learning**

All Teachers shall strictly adhere to the academic plan every year. Proper records shall be maintained by each teacher for tutorials, continuous evaluation, and bridge courses. All teachers shall be encouraged to prepare e-contents pertaining to the subject allotted and the same has to be deposited in the library repository. ICT shall be used as a support to traditional lecture system. Each teacher shall keep records of any two student-centric academic or non- academic activities organized.

#### **Examination**

There shall be an examination coordinating cell with a co-ordinator for internal exams and a senior assistant for University exams. Senior assistant shall co-ordinate all university examinations in accordance with the examination norms of University of Calicut. University examinations shall be supervised by the Principal. Co-ordinator of internal exams shall coordinate all internal examinations in accordance with the academic calendar. Co-ordinator shall prepare a schedule in accordance with the academic calendar for the conduct of internal exams. Appropriate provisions shall be offered to collect examination related grievances from the students via website and printed forms.



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### **Outcome Based Education**

The college shall institutionalize outcome based education to ensure student centric instructional practice. Programme outcomes, programme specific outcomes and course outcomes shall be deliberated and specified by each department prior to academic rendering and the same shall be published in the college website. Outcome attainment analysis shall be done at the department and college level each academic year and necessary remedial measures be taken if incongruities are found.

### **Innovative Teaching and Learning**

The teachers shall use digital platforms and multimedia for knowledge dissemination to the possible extent. The teachers shall develop and distribute e-contents for the students to have better grasp on the subjects. The students shall be encouraged to make maximum use of technology centered strategies in their assignment and project submissions. Virtual learning environments and learning management systems shall be developed to provide staff and students with access to electronic teaching and learning materials. Conducive teaching learning environment like smart rooms and interactive whiteboards shall be installed.

### **Learner-Specific Programmes**

The Principal shall implement learner-centric Government initiatives like SSP, WWS, ASAP and support systems like Scholarships and e-grants. A coordinator shall be delegated for each programme, The Coordinators shall monitor and supervise the functioning of the programmes. The teachers in charge shall maintain proper documents.

### **Mentoring**

A coordinator for mentoring shall be delegated by the Principal. All teachers shall be given a proper training on mentoring. Mentor-mentee ratio shall not exceed 1:25. Mentor shall render academic and personal support to the mentee to promote self- realization. Confidential report on mentoring shall be kept by the mentor. The HODs shall periodically monitor the mentoring system in the department.

### **Department / HOD Requisites**

Each department shall conduct a minimum of one seminar/workshop/conference (online/ face to face) every six months. Each department shall organize a minimum of one sensitization/ extension activity in the department. Each department shall organize a minimum of one certificate course annually. Each department shall organize a minimum



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of one skill-oriented activity annually. Each department shall organize a minimum of two student-centered learning activities annually. Each department shall collect feedback from stake holders on curriculum annually. The HODs shall monitor the preparation of PBAS by each faculty member every year. The HODs shall ensure that all departmental files are systematically updated and validated.

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### **Survey and Feedback**

Student satisfaction survey shall be conducted under the auspices of IQAC every year. Each faculty shall collect feedback from the students on the effectiveness of teaching methodology. Each Department shall collect feedback from students on the general functioning of the department. The IQAC shall collect, codify and assess the feedback collected from all stakeholders on various parameters and shall undertake effective remedial measures to make necessary amendments and improvements. Based on the stakeholders' feedback, suggestions for improvements in curriculum shall be communicated by the IQAC to the Board of Studies of the University of Calicut through Principal.

### **III. Student Enterprises and Support Services Policy**

Students are the prime beneficiaries and stakeholders of any educational institution. Hence, the inclusive and comprehensive transformation of the student community is the responsibility of the institution. N.S.S College, Nemmara incorporates both campus-based and community-centered divergent policies to mold and devise a dynamic student community.

#### **Scholarships and Freeships**

As the Central and the State Governments are offering scholarships and e-grants to the students of socially and economically backward communities, adequate measures shall be taken to help the students avail them without fail. Scholarships and free ships from non-governmental agencies shall also be made available to the deserving students. The college shall also arrange endowment prizes and freeships at the institutional level to motivate the students and to buttress their academic growth.

#### **Extension and Outreach**

Extension activities of the college provide a link between the institution and the community. Continuously working with the aim of extension and community welfare through its various curricular/co-curricular /extra-curricular works, the institution employs different techniques such as dialogues, folk media, recreational activities, interactive and



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participatory programmes, group work and group discussion. Our Education/research/extension are based on the basic human values to help individuals/families and community as a whole and to transform our neighborhood society which is the strength of our institution. The quality policies regarding extension and outreach include: The Principal shall delegate a co-ordinator to monitor extension and outreach activities. The co-ordinator shall prepare an annual report of extension and social outreach activities.

### **Library**

The complete automated system shall be implemented to ensure felicitous operating mechanism. INFLIBNET service shall be availed to help staff and students acquire the digital knowledge pool with ease. The working hours of the library shall be decided by the Principal and the Librarian and ratified by the advisory committee. The Library Personnel shall ensure easy access to the students and faculty to the well-stocked and automated library facilities. Currently enrolled students and faculty shall use the library facilities. Students and staff shall avail and return library books as per the norms laid down by the Advisory committee. Students and staff shall abide by the norms regarding materials for reference purpose alone and not for circulation. Students and staff shall conform to the rules with respect to overdue materials. The Coordinator of the library committee shall collect a list of library requirements from the departments at the beginning of the academic year which has to be forwarded to the Governing Body through the Principal. Regular updating shall be done with regard to books, journals, other subscriptions and digital sources.

### **Laboratory**

Students shall avail lab facilities as per the norms of the college. The teaching faculty and lab assistants shall facilitate the learning experience of the students in labs. The Planning Committee shall ensure optimum working condition of equipments through Annual Maintenance Contracts (AMC). The Management shall appoint a trained in-house mechanic in the college apart from contract workers. Lab assistants under the supervision of the System administrator shall maintain the efficiency of the college computers and accessories. Every department shall maintain a stock register for the available equipments. The planning committee shall conduct proper inspection and verification of stock at the end of every year.

### **Counselling**

The institution aims to provide access to independent and confidential counselling to



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students. Counselling is intended to provide support and/or intervention (practical or therapeutic) in order to enhance student well-being and/or academic progress. Students shall have access to independent and confidential counselling from a dedicated, professional counsellor. The counsellor will provide support and therapeutic intervention

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The counsellor's approach will be flexible, using a variety of professionally recognized interventions with the aim of empowering the student to bring about self-improvement and to enhance personal and/or academic outcomes. The counsellor and the concerned staff shall keep the information provided by the students as confidential. The counsellor and the related staff shall maintain records of the counselling sessions of each student.

### **Placement**

Placement cell shall be constituted with a coordinator delegated by the Principal. The placement cell shall conduct pre-placement trainings. Placement cell shall maintain the minutes of all its meetings and the records of student placement.

### **The Student's Council**

The Students' Council shall be formed every academic year in adherence to the University norms. The election of the students to the designated posts of the Students' Council shall comply with the norms of the University of Calicut. The members of the Students' Council shall work in compliance with the guidelines of the Principal and the staff advisors. The Students' Council shall represent the student community and shall identify and offer proactive solutions to their issues. The Students' Council shall convene regular meetings and maintain a record of the same. Ample opportunities shall be made available for the student community to discover and fine tune their innate talents. Wide platforms shall be provided to the students, within and outside the campus, to amplify their unique skill sets and capabilities. Proper scaffolding shall be given to the students to facilitate their personal growth, both academic and non-academic.

### **Clubs and Cells**

A Coordinator shall be delegated by the Principal to supervise and monitor the activities of the registered and non-registered clubs. Each club/cell shall have two staff advisors to coordinate the activities. Each club/cell shall work in accordance with the action plan prepared at the beginning of the academic year. The staff advisors shall maintain records of each activity. Formation of any particular club will be the sole discretion of the Principal.



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### **Sports**

The physical education faculty shall identify the students with talent in sports. The faculty shall promote and provide requisite training in the sports events that the students are good at. The faculty with the consent of the Principal shall conduct student coaching camps as per requirements. The Planning Committee shall upgrade the sports and games facilities periodically. The Management shall provide access to the play grounds and stadium of the college to nearby schools and other institutions for practice and for conducting matches and other sports meets.

### **POLICY ON ETHICS**

NSS College Nemmara, always upholds integrity, honesty and transparency. The College believes that all members of its community have the right to study or work in an environment that is safe, secure and supportive. It confirms the right of every member to have a learning and working environment that is free from discrimination and harassment. To ensure the ethical conduct, a policy on Ethics is constituted by the institution. The purpose of this policy is to clarify the standards of behaviour that are expected of all students, teaching and non-teaching staff, Governing Body and the officials, employed by or contracted to the college in performing their duties. The Policy ensures fairness and consistency in all matters relating to conduct.

The Policy states that the institution shall:

- Ensure the proper deportment of the officials, employees and students by constituting a Code of Conduct.
- Constitute a monitoring cell to track and evaluate the deportment of the students in tune with the Code of Conduct.
- Publish the Code of Conduct in the college premises and in the college website
- Arrange to organize orientation programmes, training sessions and invited talks to inspire the college community to comply with the stated code.

### **Research Policy**

NSS College, Nemmara aims to serve the community by the dissemination of knowledge through teaching and the discovery of knowledge through research. The institution is committed to excellence in research based on the highest national and international standards, and to actively promote the important role of research in teaching learning scenario. To systematize research culture among faculty and students, the institution



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Advocates comprehensive guidelines to encourage significant and meticulous research endeavours across disciplines.

The institution's research policy is oriented towards:

- ❖ Constituting a Research Cell spearheaded by the Principal and representatives from Arts, Science and Commerce streams of the institution to monitor and actualize viable research proposals and projects.
- ❖ Ensuring and promoting the highest standards of scholarly practice and ethical conduct in research endeavours.
- ❖ Ensuring quality and ethics in research through routine and systematic monitoring by the research cell.
- ❖ Encouraging participation and presentation of research papers by faculty and students in national/international seminars/conferences.
- ❖ Promoting publication of research findings in reputed refereed National/International journals for a greater public cause.
- ❖ Encouraging faculty members to pursue doctoral/post-doctoral degrees and to take up guide ship.
- ❖ Providing financial assistance to the faculty to participate, and present research papers in national/international seminars/conferences.
- ❖ Extending financial aid to departments for organizing seminars/workshops.
- ❖ Facilitating the effective functioning of research collaborations with other institutions/industries, realized through MoUs/Linkages.

### **IT policy**

The college strives to ensure consistent, high-quality implementation and management of its IT resources, processes and practices. A comprehensive framework of well-defined policies, procedures and standards are required to facilitate and ensure this. The college maintains certain policies with regard to the use and security of its computer systems, networks, and information resources.

The IT Policy shall:-

- ❖ Provide access to campus network to all students and staff.
- ❖ Encourage Students to make maximum use of Computer Lab.
- ❖ Motivate students and staff to make maximum use of Inlibnet facility or students.
- ❖ Provide sufficient number of computers with adequate facilities maintained by Computer Maintenance Service Provider.
- ❖ Install and update Anti-virus /Anti Malware software at specific intervals.



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### **Waste Management Policy**

The waste management policy has been produced to affirm the institution's commitment to safe and efficient waste management, to reduce and recycle waste produced and to ensure compliance with all legal requirements relating to waste management. It also promotes environmental and recycling initiatives as an integral element of its activities and demonstrates its commitment to upgrade in the environmental practices.

The Waste Management Policy shall inspire the staff and students to:

- ❖ Follow efficient waste management and recycling procedures in the college premises and use recyclable and recycled materials whenever appropriate.
- ❖ Promote a purchasing policy that will give preference to those products and services which cause least harm to the environment, whenever it is practicable.
- ❖ Undertake waste disposal in line with the ISO quality manual of the Institution.
- ❖ Dispose all biodegradable or non- degradable wastes through stated norms of the Government.
- ❖ Follow Green Protocol on a strict basis at all occasions, academic or non-academic.

### **Differently-Abled Friendly Policy**

NSS College, Nemmara envisions a vibrant, enthusiastic and futuristic community, rich in diversity and calibre. We are committed to creating a friendly and cordial campus where staff and students work hand in hand within a supportive environment which enables them to enjoy an active and fruitful life in the campus. The institution provides a haven to all deserving and aspiring persons irrespective of their varied disabilities and challenges. The objective of the policy is to ensure that students and staff members of the College with disabilities or long-term health needs have access to learning environment and facilities along with their non-disabled peers. This policy recognises that disabled staff and students are an integral part of the Institution. The Policy maintains that the institution shall:

- ❖ Constitute a committee to safeguard the interests and exigencies of the staff and students with disability.
- ❖ Ensure that anticipatory action is taken to provide inclusive working, learning and teaching environment to staff and students with disabilities.
- ❖ Assure facilities and services that cater to the needs of the differently abled in the campus and ensure access of the needy to these facilities and services.
- ❖ Provide equality of opportunity for differently abled staff and students to promote their recruitment, development and progression.



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- ❖ Promote a positive working environment for differently abled students by making appropriate alternative exam arrangements, furnishing of scribes provision of lectures, notes and external resources.

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### **Anti-Ragging Policy**

'Merit' and 'Ethics' being the core driving values towards turning out professionals of high caliber with strong sense of ethical judgments; social integration of students coming from different parts of the country with diverse cultural and social backgrounds, becomes a matter of prime importance. Ragging is a social menace which has to be avoided in an academic environment and concerted efforts are required to prevent its occurrence. Hence the institution has adopted a sound anti-ragging policy.

The anti-ragging policy adopted by the Institution takes care of preventive, procedural and punitive aspects of ragging based on the guidelines provided by the University Grants Commission and the University of Calicut.

As per the policy, the institution shall:

- ❖ Constitute an Anti-Ragging Cell with a faculty coordinator and representatives from all stakeholders to monitor the various aspects related to the menace of ragging.
- ❖ Ensure creation, development and nurturing a conducive, socio-academic environment within the student community.
- ❖ Generate and maintain a high level of confidence among the freshers and their parents/guardians by providing a perception that the new comers are provided support and cordial environment rather than being harassed and intimidated.
- ❖ Advocate zero tolerance towards any acts such as conspiracy, riot, public nuisance, physical/psychological humiliation, extortion, assault, restraints/confinement, violation of decency and morals and other acts recognized as forms of ragging.
- ❖ Keep in place an integrated system to discourage and prevent any negative acts by the seniors, which disrupts socio-academic integration of new entrants.

### **Grievance Redressal Policy**

The institution prioritizes the psychological and subjective contentment of its staff and students. To safeguard the well-being of the staff and students, the college has a mechanism that gives freedom for the staff and students to express their grievances. In order to redress individual as well as collective grievances of the students and staff of the college, a grievance redressal policy has been devised. A grievance may be any kind of discontent or



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dissatisfaction or negative perception, whether expressed or not, arising out of anything connected with the college that a student or staff thinks, or even feels, is unfair, unjust or inequitable. While this platform allows all students and staff members to voice their concerns in an open manner it is imperative that the complainant exercises due diligence and care in deciding what he/she would qualify as a grievance that is serious enough to deserve the attention of the authority.

The grievance policy reiterates that the institution shall:

- ❖ Constitute a Grievance Redressal Cell to monitor any grievances and to offer feasible solutions and rectifications.
- ❖ Ensure verification and review of grievances, if any, by the Grievance Redressal Cell on a regular basis.
- ❖ Entrust the HODs to collect and promptly address any grievances that may come within the purview of her competency or authority and to report the same to the cell.
- ❖ Encourage both teaching and non-teaching to report their grievances to the Principal or to submit as a written petition to the Grievance Redressal Cell.
- ❖ Ensure responsive and judicious redressal of the issues following a prompt and detailed enquiry undertaken by the Grievance Redressal Cell.
- ❖ Ensure regular meetings of the Grievance Redressal Cell to monitor and evaluate the number and nature of complaints and to implement remedial measures.

### **Environment and Sustainability Policy**

The College envisages a holistic development of the society and the world at large through initiatives that are environment friendly. The College is committed to ensuring that its impact on the environment both locally and globally is minimised. This is achieved via sensible use of resources, energy, and in its purchasing and waste management policies. The College makes every effort to conserve and enhance natural resources to create a sustainable environment both in its current and future estates. The College acknowledges that climate change is now a major and urgent sustainability issue and seeks to responsibly use resources and to strive to continually improve its environmental performance.

The quality policy of environment and sustainability of the college ensures that the institution shall:

- ❖ Arrange to undertake Green Energy and Environment Audit.
- ❖ Improve awareness and understanding of environmental issues and sustainable development by providing information and training opportunities on energy saving measures.



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- ❖ Encourage all staff and students to be active participants in environmental initiatives.
- ❖ Improve the way the College manages its own environment by assimilating green initiatives and green protocol.
- ❖ Improve energy performance and reduce the carbon footprint of the college by replacing filament bulbs with LED bulbs.
- ❖ Integrate environmental and sustainable principles into the operational procedures and promote best practice at every level.
- ❖ Install and maintain solar plants, bio-gas plants and other energy efficient equipments to minimise the energy consumption in the college.
- ❖ Monitor and reduce water usage to the possible limit. Construct and maintain tanks and bunds, as needed, for ecological enrichment of the college campus.
- ❖ Restrict entry of vehicles in the college campus to reduce carbon footprint.
- ❖ Encourage availing public transport vehicles like electric cars, two-wheelers and bicycles and carpooling among faculty and students to reduce carbon emission and air pollution.
- ❖ Promote tree plantation drives inside and outside the college premises
- ❖ Ensure measures for minimizing and managing proper disposal of all forms of wastes.
- ❖ Encourage paperless drive through substitution of electronic and other means in academic and administrative activities.
- ❖ Foster to work in line with the Central Government Project, Swach Bharat Abhiyan.
- ❖ Encourage different cells and clubs to work with the local community, public and private sector organisations to improve the local environment and promote sustainable development.
- ❖ Avoid the use of disposables and flex banners adhering to the Green Protocol promoted by the Government.
- ❖ Promote recycling at the student level and college level through Entrepreneurship Development Cell.
- ❖ Engage in dialogue with the government agencies, panchayath and the University of Calicut and actively work with the local organizations in areas of environment, energy efficiency and sustainable development.

### **Gender Sensitization Policy**

- ❖ The institution deems the need of the hour is to bring women into the mainstream. The Women Empowerment Policy of the college has been drafted aiming to develop



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a sustainable and inclusive environment by empowering women and girls so that they can contribute to the development of the community. The policy states that the institution shall:

- ❖ Establish Women Cell to provide conducive atmosphere for the personal and professional growth of young women.
- ❖ Constitute anti- sexual harassment cell to monitor and trace any incidents of sexual harassment among students and to strengthen their self-confidence.
- ❖ Raise awareness towards women's role in socio-economic development of the society and country as a whole.
- ❖ Implement measures to ensure a safe and dignified learning environment for staff and students.
- ❖ Organize insightful seminars, conferences, workshops, interactive/motivational talks that can promote cognizance of various dimensions of gender.
- ❖ Provide counselling, guidance, life skill education and Yoga to girl students to ensure their mental and physical fitness.
- ❖ Provide opportunities for the students to report and redress their complaints regarding sexual harassment via Women Cell and Sexual Harassment Cell.
- ❖ Open avenues to organize debates, discussions, surveys, paper presentations and competitions on topics related to gender, basic rights to dignity and respect and gender justice.
- ❖ Creating consciousness and motivation towards gender equality in different sections of the society by organizing seminar/ workshops and special lectures.

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PRINCIPAL  
NSS COLLEGE, NEMMARA