



# SACRED HEART COLLEGE, CHALAKUDY

(AFFILIATED TO UNIVERSITY OF CALICUT)

THRISSUR, KERALA - 680307

## NAAC SSR 2016-21

### CRITERIA - VII

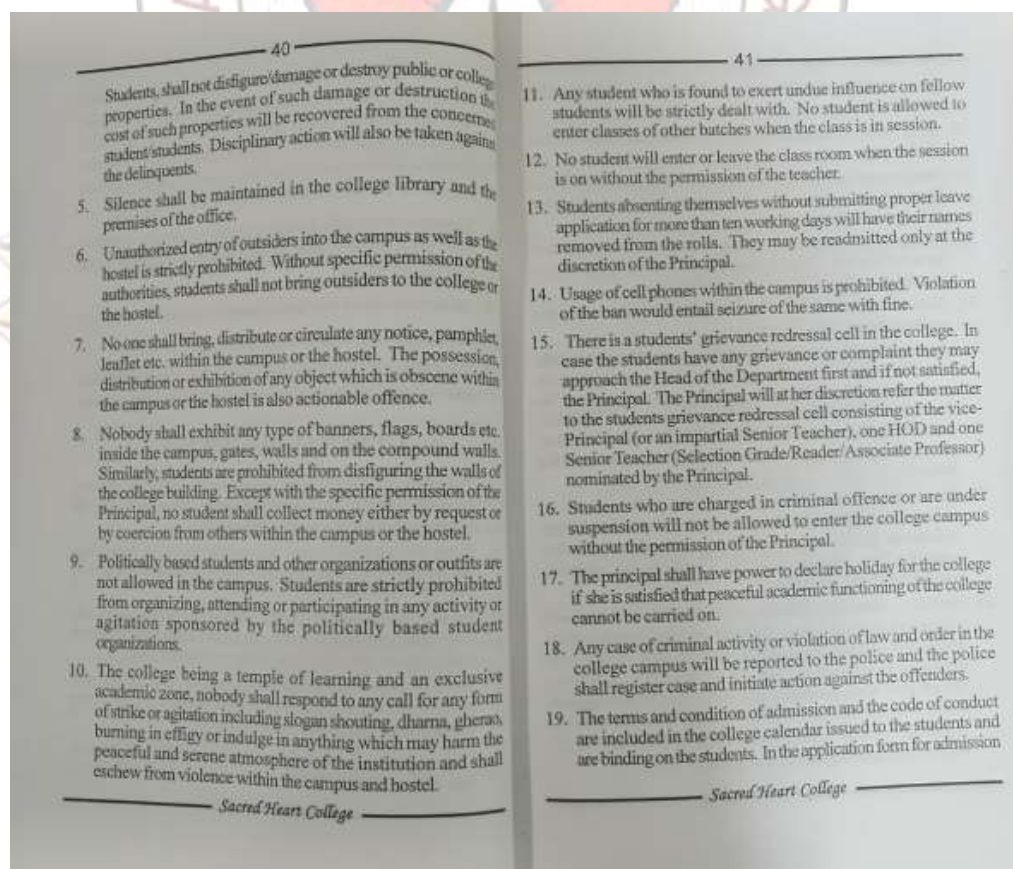
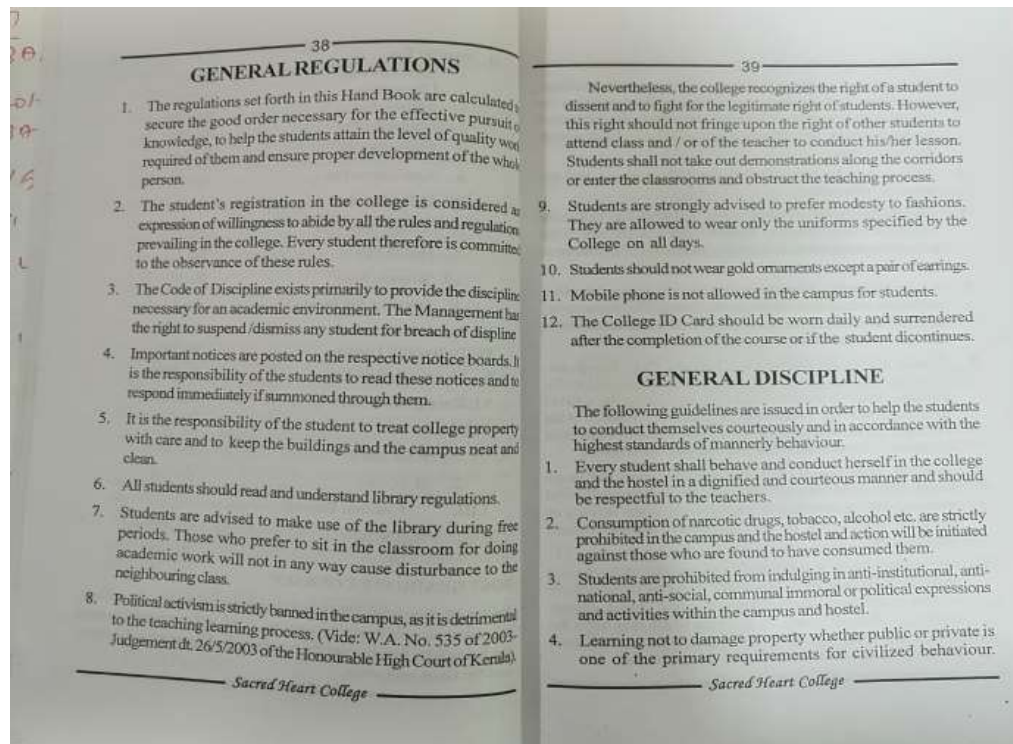
**7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words.**



*Submitted to*

**National Assessment and Accreditation Council**

# 1. Code of conduct





## POST GRADUATE COURSES

Except MSc. Mathematics, MSc. Zoology and MSc. Integrated Psychology, all other PG courses offered by the college at present are self-financing courses. For self-financing courses, the fee will be fixed as per the norms of the University of Calicut and the Govt. of Kerala.

## INSTITUTIONAL CODE OF ETHICS

1. The institution adheres to a conduct of duties in a righteous manner and in accordance with the principles of honesty, trust, transparency and fairness.
2. The institution should balance the diversity and difference through a culture of tolerance, discussion and forgiveness among stakeholders.
3. The institution should adopt standards, policies and procedures to promote and ensure equal opportunity without any discrimination.
4. Dedication to the vision and mission of the institution while cultivating one's knowledge, skill and attitudes to achieve excellence within the regulatory boundaries.
5. The institution must foster a shared vision and ensure a secure, safe environment where all stakeholders feel included and accepted.
6. The institution should ensure optimal resource utilisation – economic, environmental and social – to achieve a sustainable future.

## CODE OF CONDUCT FOR STUDENTS

1. The regulations aimed to secure a good order, necessary for the effective pursuit of knowledge, help the students attain the level of quality work required of them and ensure proper development of the whole person.
2. The students' registration in the college is considered an expression of willingness to abide by all the rules and

- regulations prevailing in the college. Every student therefore is committed to the observance of these rules.
3. The Code of Discipline exists primarily to provide the discipline necessary for an academic environment. The management has the right to suspend/dismiss any student for breach of discipline.
  4. Important notices are posted on the respective notice boards. It is the responsibility of the students to read these notices and to respond immediately if summoned.
  5. It is the responsibility of the student to treat college property with care and to keep the buildings and the campus neat and clean.
  6. All students should read and understand library regulations.
  7. Students are advised to make use of the library during free periods. Those who prefer to sit in the classroom for doing academic work will not in any way cause disturbance to the neighbouring class.
  8. Political activism is strictly banned in the campus, as it is detrimental to the teaching learning process. (Vide: W.A. No. 535 of 2003- Judgement dt. 26/5/2003 of the Honourable High Court of Kerala).  
Nevertheless, the college recognizes the right of a student to dissent and to fight for the legitimate rights of students. However, these rights should not fringe upon the rights of other students to attend class and/or of the teacher to conduct his/her lessons. Students shall not take out demonstrations along the corridors or enter the classrooms and obstruct the teaching process.
  9. Students are strongly advised to prefer modesty to fashions. They are allowed to wear only the uniforms specified by the college on all days.
  10. Students should not wear gold ornaments except a pair of earrings.
  11. Mobile phones are not allowed on campus for students.

- rolls. The removal shall be either temporary or permanent according to the gravity of the offence.
25. The students are expected to rise from their seats when the teacher enters the classroom and are supposed to remain standing till he/she takes his/her seat or till they are instructed to sit down. They are also expected to greet when the teacher enters/leaves the classroom.
  26. Nothing is more appreciated in a student than courteous and mannerly behaviour. The students are expected to greet the teachers when they meet them inside and outside the campus. Please note that it is a rude behaviour to enter a room without being asked to and not to say 'Thank you' when something is done for you.
  27. Students are expected to spend their free hours in the Library/ Reading Room. They should not loiter along the verandas or crowd at the gate or in the campus road.
  28. In order to ensure a congenial academic atmosphere in the campus, the election process shall be in the parliamentary form of indirect election. The college parliament will be constituted with the representatives elected from each classes and the college parliament will in turn elect the college level and university level office bearers.

## PROFESSIONAL ETHICS FOR FACULTY

1. Faculty members should adhere to a responsible pattern of conduct and demeanour.
2. Faculty should respect the right/dignity of the student in expressing her opinion.
3. Faculty must recognise the differences in aptitudes and capabilities of students and strive to meet their individual needs.
4. Faculty should encourage students to improve their attainments, develop their personalities and simultaneously contribute to community welfare.

5. Faculty should behave in an affectionate manner to the students and refrain from any sort of vindictive behaviour.
6. Faculty should be available and approachable to students even outside class hours.
7. Faculty should seek to make professional growth continuously through study and research.
8. Faculty should perform their duties in the form of teaching, tutorial, practical and seminar work conscientiously and with dedication.

## FINANCIAL ASSISTANCE

The college cares for providing financial support to deserving students. The different scholarships/financial aids available to students from different agencies are listed below.

### A. Central Government Scholarships.

1. Island Student's Scholarship.
2. Scholarship of Physically Handicapped.
3. Single Girl Child Scholarship

### B. State Government Scholarships.

1. Kerala State Merit Scholarship.
2. Children of Beedi & Mineworker's Scholarship.
3. Sports Scholarship.
4. Post Matric Scholarship
5. Central Sector Scholarship
6. District Merit Scholarship
7. Fishermen's Scholarship.
8. Cultural Scholarship.

## 2. Uniform





### 3. Invited talks



#### 4. Competitions





## 5. Pan Indian festival





## 6. Value education for Non-Catholics







### 7. Heart – Heart Philanthropic Activity





## 8. Railway station cleaning





### 9. Cleaning of Government Taluk Hospital



### 10. Cleaning of Water bodies



### 11. Collection and distribution of groceries



## 12. Cleaning kits



## 13. Hair Donation



## 14. Blood Donation





## 15. Issues of women



## 16. Job orientation education





## 17. Teachers Prayer





## 18. Retreat



## 19. Holy Mass



## 20. Adoration



## 21. Catechism



## 22. Class cleaning by students







### 23. Appreciating staff and students





24.Civic right day





**25. Political right day**



**26. International Human right day**



**27. Independence day**



**28. Republic day**





## 29. Women's day



## 30. Constitution day



### 31. International Water Day



### 32. International Energy Conservation Day





### 33. International Forest Day



### 34. Green Campus



\*Certificate issued by the Government of Kerala to recognize Sacred Heart College, Chalakudy Thirissur as 'A Grade Green Office' as a part of cleanliness and waste management programme conducted by Haritha Keralam Mission through Green Protocol Activities.



### 35. Waste Management



### 36. Solar Panel





### 37. LED



### 38. Recycling and energy Conservation

