

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

38 A GENERAL REGULATIONS Nevertheless, the college recognizes the right of a student to The regulations set forth in this Hand Book are calculated dissent and to fight for the legitimate right of students. Howe The regulations set form in cessary for the effective pursuit of secure the good order necessary for the effective pursuit of knowledge, to help the students attain the level of quality wor this right should not fringe upon the right of other students to attend class and / or of the teacher to conduct his/her lesson. required of them and ensure proper development of the whole Students shall not take out demonstrations along the corridors or enter the classrooms and obstruct the teaching process 2. The student's registration in the college is considered as Students are strongly advised to prefer modesty to fashions. They are allowed to wear only the uniforms specified by the expression of willingness to abide by all the rules and regulation prevailing in the college. Every student therefore is committee College on all days. to the observance of these rules 10. Students should not wear gold ornaments except a pair of earnings. The Code of Discipline exists primarily to provide the discipline 11. Mobile phone is not allowed in the campus for students necessary for an academic environment. The Management has 12. The College ID Card should be worn daily and surrendered the right to suspend /dismiss any student for breach of displine after the completion of the course or if the student dicontinues Important notices are posted on the respective notice boards.) is the responsibility of the students to read these notices and to GENERAL DISCIPLINE respond immediately if summoned through them. The following guidelines are issued in order to help the students 5. It is the responsibility of the student to treat college property to conduct themselves courteously and in accordance with the highest standards of mannerly behaviour. with care and to keep the buildings and the campus neat and Every student shall behave and conduct herself in the college and the hostel in a dignified and courteous manner and should be respectful to the teachers. 6. All students should read and understand library regulations Students are advised to make use of the library during free Consumption of narcotic drugs, tobacco, alcohol etc. are strictly prohibited in the campus and the hostel and action will be initiated against those who are found to have consumed them. periods. Those who prefer to sit in the classroom for doing academic work will not in any way cause disturbance to the Students are prohibited from including in anti-institutional, anti-national, anti-social, communal immoral or political expressions 8. Political activism is strictly banned in the campus, as it is detrimental and activities within the campus and hostel. to the teaching learning process. (Vide: W.A. No. 535 of 2003-Learning not to damage property whether public or private is one of the primary requirements for civilized behaviour. Judgement dt. 26/5/2003 of the Honourable High Court of Kendal - Sacred Heart College . Sacred Heart College -

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Stadents, shall not disfigure/demage or destroy public or collegeoperties. In the event of such damage or destruction the good of such properties will be recovered from the concerns cost of such properties will be recovered from the concerns student's students. Disciplinary action will also be taken against the delinquents.

- Silence shall be maintained in the college library and the premises of the office.
- Unauthorized entry of outsiders into the campus as well as the hostel is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the college or the hostel.
- No one shall bring, distribute or circulate any notice, pamphier, leaflet etc. within the campus or the hostel. The possession, distribution or exhibition of any object which is obscene within the campus or the hostel is also actionable offence.
- 8. Nobody shall exhibit any type of banners, flags, boards etc. inside the campus, gates, walls and on the compound walls. Similarly, students are prohibited from disfiguring the walls of the college building. Except with the specific permission of the Principal, no student shall collect money either by request or by occreion from others within the campus or the hostel.
- Politically based students and other organizations or outfits are not allowed in the campus. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by the politically based student organizations.
- 10. The college being a temple of learning and an exclusive academic zone, nobody shall respond to any call for any form of strike or agitation including slogan shouting, dharma, gherao, burning in effigy or indulge in anything which may harm the peaceful and serene atmosphere of the institution and shall eachew from violence within the campus and hostel.

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- Any student who is found to exert undue influence on fellow students will be strictly dealt with. No student is allowed to enter classes of other batches when the class is in session.
- No student will enter or leave the class room when the session is on without the permission of the teacher.
- Students absenting themselves without submitting proper leave application for more than ten working days will have their names removed from the rolls. They may be readmitted only at the discretion of the Principal.
- Usage of cell phones within the campus is prohibited. Violation of the ban would entail seizure of the same with fine.
- 15. There is a students' grievance redressal cell in the college. In case the students have any grievance or complaint they may approach the Head of the Department first and if not satisfied, the Principal. The Principal will at her discretion refer the matter to the students grievance redressal cell consisting of the vice-Principal (or an impartial Senior Teacher), one HOD and one Senior Teacher (Selection Grade/Reader/Associate Professor) nominated by the Principal.
- 16. Students who are charged in criminal offence or are under suspension will not be allowed to enter the college campus without the permission of the Principal.
- The principal shall have power to declare holiday for the college if she is satisfied that peaceful academic functioning of the college cannot be carried on.
- Any case of criminal activity or violation of law and order in the college campus will be reported to the police and the police shall register case and initiate action against the offenders.
- The terms and condition of admission and the code of conduct are included in the college calendar issued to the students and are binding on the students. In the application form for admission

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POST GRADUATE COURSES

geept MSc. Mathematics, MSc. Zoology and MSc. Integrated pechology, all other PG courses officred by the college at present self-financing courses. For self-financing courses, the fee be fixed as per the norms of the University of Calicut and te Govt. of Kerala.

INSTITUTIONAL CODE OF ETHICS

The institution adheres to a conduct of duties in a righteous manner and in accordance with the principles of honesty. trust, transparency and fairness.

The institution should balance the diversity and difference through a culture of tolerance, discussion and forgiveness among stakeholders.

The institution should adopt standards, policies and procedures to promote and ensure equal opportunity without any discrimination.

Dedication to the vision and mission of the institution while cultivating one's knowledge, skill and attitudes to achieve excellence within the regulatory boundaries.

The institution must foster a shared vision and ensure a secure, safe environment where all stakeholders feel included and accepted.

The institution should ensure optimal resource utilisation economic, environmental and social - to achieve a sustainable future.

CODE OF CONDUCT FOR STUDENTS

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.

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

The Code of Discipline exists primarily to provide the The Cour of the Court of the Co management has the right to suspend /dismiss any student for

 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,

 It is the responsibility of the student to treat college property with care and to keep the buildings and the campus next and

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 scademic work will not in any way cause disturbance to the neighbouring class.

8. Political activism is strictly banned in the eampus, 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

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 carrings.

11. Mobile phones are not allowed on campus for students.

rolls. The removal shall be either temporary or permanens 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 rema 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.

 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

Faculty members should adhere to a responsible pattern of conduct and demeanour.

Faculty should respect the right/dignity of the student in expressing her opinion.

Faculty must recognise the differences in aptindes and capabilities of students and strive to meet their individual

Faculty should encourage students to improve their attainments, develop their personalities and simultaneously contribute to community welfare.

Faculty should behave in an affectionate manner to the Faculty and refrain from any sort of vindictive behaviour gudents and approachable to students faculty should be available and approachable to students

Faculty should seek to make professional growth continuously through study and research.

Faculty should perform their duties in the form of teaching. natorial, 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.

Central Government Scholarships. A.

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

State Government Scholarships. B.

- Kerala State Merit Scholarship.
- Children of Beedi & Mineworker's Scholarship.
 - Sports Scholarship.
- Post Matric Scholarship
- Central Sector Scholarship 5.
- District Merit Scholarship
- Fishermen's Scholarship.
- Cultural Scholarship.

Carred Heart College

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





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



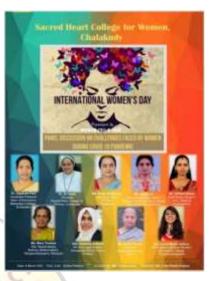
27. Independence day





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 Thrissur 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 Pannel





37. LED





38. Recycling and energy Conservation

