

GOVERNMENT COMMERCE COLLEGE, VADALI

Run by



Higher Education Department, Government of Gujarat, Gandhinagar
and Affiliated to Hemchandracharya North Gujarat University, Patan
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BEST PRACTICES

Title of the Best Practice-1: Education for All

The Context

Equal access to education for students belonging to different economic and community backgrounds have been the objective of the college. Availing quality based educational opportunities to a wider section of the student community who aspire for quality education but fail to access of it has been recognised as one of the major drawbacks of Indian higher education system. Attempt has been made to enhance the availability of quality based of higher education for such students at SJCC. There has been a huge gap in the educational opportunities made available to students. The presence of widespread disparity in the society had led to the need to bridge this huge gap. Under the prevailing system in the country higher education is not accessible and available and for all sections of the community. Thereby, this practice of SJCC enables all students irrespective of their background have equal access to the education they deserve.

Objectives of the Practice

The Institution's goal is to support students coming from the weaker and underprivileged sections of the society by providing higher education and ensuring inclusiveness.

The Management of the College, through the admission policy ensures preferential admission for the following:

- Economically Challenged sections of the society
- Physically Disadvantaged Students
- Students from socially marginalized communities such as SC, ST and other minorities.
- Students who are slow learners
- Students seeking part-time employment while in college to meet their financial needs.

The Practice

During admissions, applications received are segregated and scrutinized with greater care to identify such students from disadvantaged backgrounds. After the admission conscious efforts are taken to execute a seamless integration of these students into the mainstream student body. It is ensured that there is equity in terms of opportunities provided to all the students. The institution has introduced a wide range of schemes like fee concession, fee payment in instalments, scholarships, mid-day meals, bridge course classes, special classes, remedial classes etc. to effect the inclusion of such students bring about effective inclusion. Progression of these students is tracked periodically in order to devise timely intervention.

CODE OF CONDUCT FOR PRINCIPAL

1. The Principal should always be honest, fair, objective, supportive, and protective and law abiding.
2. Should implement new ideas and plan to execute the college vision admission.
3. Listen to staff and student's ideas and set a supportive tone.
4. Ensure that the staff and students are aware of rules, policies and procedures laid down by the college.
5. Should be just and fair in interactions with staff and students.
6. Should establish effective channels of communication and ensure ease of access to staff and students.
7. Should promote democratic values on campus and make the campus an innovator and emancipatory space.

CODE OF CONDUCT FOR FACULTIES

I. Faculties should:

1. Adhere to a responsible pattern of conduct and demeanour expected of them by the academic community.
2. Seek professional growth through study and research.
3. Contribute to knowledge building through meaningful participation and sharing of ideas at professional meetings, seminars, conferences etc.
4. Maintain active membership of professional associations and organisations and build networks and alliances within academia.
5. Perform their duties in the form of teaching, tutorial, practical and seminar work and carry out all responsibilities assigned by the institution in matters relating to admission, invigilation and assessment.
6. Participate in extension, co-curricular and extra – curricular activities including community service.

II. Faculties and Colleagues

Faculties should:

1. Conduct themselves with absolute dignity and decorum in their dealings with senior and junior colleagues and students.
2. Speak respectfully of other Faculties and render assistance for professional betterment;
3. Be mindful of prejudices along caste, class, gender, ability and ethnic lines and not allow them to interfere in their discharge of duties.

III. Faculties and Students

1. Faculties should accord dignity and respect to all students across gender, caste, class, religious and ethnic locations.
2. Respect students' rights to freely express their opinions.
3. Be just and impartial with students regardless of their religious, caste, political, economic, social locations.
4. Celebrate diversity within classrooms not just in terms of social locations but also in terms of capabilities and strive to meet their individual needs.
5. Encourage students to improve their academic performance and contribute towards the community.

6. Inculcate among students a spirit of critical inquiry and the constitutional ideals of democracy, patriotism and peace;
7. Not humiliate, belittle, objectify or body shame students.
8. Be mindful of the fact that each student is different and they have different boundaries and sensitivities.
9. Treat students with kindness and compassion.

IV. Faculties and Non-Teaching Staff:

1. Faculties should treat the non-teaching staff as colleagues and equal partners.
2. Faculties should help in the functioning of committees and cells comprising both Faculties and the non-teaching staff.

V. Faculties and Society

Faculties should:

1. recognize that education is a public service and therefore should keep the public informed of the educational programs which are being provided;
2. be aware of social problems and take part in such activities as would be conducive to the progress of society and the country as a whole;
3. perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
4. Refrain from taking part in, subscribing to, or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups.

CODE OF CONDUCT FOR NON-TEACHING STAFF

1. All Staff members employed in the Institute shall discharge their duties efficiently and diligently as per the rules and regulations laid by college.
2. All Staff members should display the highest possible standards of professional behaviour.
3. Punctuality and discipline is of utmost importance.
4. Every Staff member shall maintain the appropriate levels of confidentiality with respect to student and staff records and other sensitive matters.
5. Every Staff member should be respectful and dignified in interactions with students, Faculties and colleagues.
6. Staff members must refrain from any form of harassment or discrimination based on existing legislative norms relating to gender/sexuality/age/marital status.

CODE OF CONDUCT FOR STUDENTS

1. Students are expected to maintain the highest standards of discipline and dignified manner of behavior inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
2. A six-day working schedule from Monday to Saturday is followed. All the students are expected to be present in the class well -within time and late coming will attract a fine of Rs 300. Late coming will also result in loss of attendance for the corresponding hour.

3. No student shall enter or leave the classroom when the session is on without the permission of the faculty concerned.
4. In the events of Student seminars/project presentations etc., it is compulsory that all the students of the concerned class be present for the entire session.
5. Students can leave the campus during class hours only after getting a gate pass from the Principal, HOD, or the tutor and after making entry in the Gate Register maintained by the gatekeeper.
6. All leave applications (Regular & Medical) shall be submitted in time, for sanction by HOD and concerned Faculties. Valid medical certificates shall accompany application for medical leave.
7. All the students are expected to attend all college functions in college uniform unless otherwise specified. All the students shall wear their identity cards, well displayed.
8. As per the Govt. order, students shall not bring powered vehicles inside the campus. Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
9. For independent study, students are expected to use the classrooms, library or the demarcated areas of the academic building and shall not resort to sitting in staircases or circulation areas where they could interfere with the free movement.
10. Students are encouraged to make use of the library, common computing facilities and to involve in professional body activities or any program authorized by the college beyond class hours.
11. Access to academic buildings beyond the above timing and on holidays without written permission from the concerned H.O.D will be treated as a case of indiscipline.
12. All the students are advised to follow the Mobile phone policy and bring to the notice of the authorities violations if any.
13. Accessing Social Networking Sites such as Face book, Twitter etc. is prohibited within the college campus however access to these sites are permitted in college premises.
14. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the wastebaskets kept. Any violation of this shall invite a minimum fine of Rs. 300/-.
15. Consumption of intoxicants / psychotropic substances in any form of Tobacco (Panmasala, Gutka, Mava, etc.) or smoking or using chewing gum, etc. are strictly prohibited.




Principal
Govt. Commerce College
Vadali, Dist. Sabarkantha