



### 7.1.2 Gender Sensitivity Policy

Sri **G.V.G. Visalakshi College for Women** aims to maintain a gender equity and Social equity in imparting education. The college is a women's college and hence gender based issues do not arise. The institute imparts quality education to develop women leaders and professionals to be academically & technically competent with strong professional ethics. The majority Teaching and Non-Teaching faculty are women employees.

Following are the policies of the college with regard to gender sensitization:

- The institution will actively seek the input on the needs of the Faculty and students.
- Create awareness about the gender imbalance in science, technology and innovation.
- Educate the students on the gender imbalance that prevails worldwide for reasons of safety and security.
- The institute will take all measures to enlighten the students on Women Empowerment and Gender Sensitization.
- The Institution will maintain a healthy environment and takes the necessary initiatives for the growth and development of its students. The mandatory compliance committees in the institution will take care of peace and harmony among the students.
- Women Studies Cell, Anti Ragging Committee, Grievance Appeals and Redressal Committee and Sexual Harassment Cell (ICC), will be constituted as per norms laid by university/UGC/ Tamilnadu Government. The functions of the committees will be displayed on the website of the college and information is to be disseminated to the students through orientation and induction programs.
- Awareness programs like importance of human rights, Rights of Women in Domestic problems to be organized periodically.
- The college students union under the headship of the Union Advisor will organize Anti ragging programmes as well as various sensitization programmes ranging from women empowerment including gender discrimination to sexual harassment at work place, health issues and so on.



**SRI G.V.G.VISALAKSHI COLLEGE FOR WOMEN  
(AUTONOMOUS) UDUMALPET**

**GUIDELINES  
FOR  
STUDENTS SAFETY AND SECURITY**



## GUIDELINES ON SAFETY OF STUDENTS ON AND OFF THE CAMPUS

- Sri G.V.G Visalakshi College For Women, has a strong conviction that a safe workplace is a women's legal right.
- The Institution is known for its commitment to the society at large. The support and safety measures are extended to the students, teaching, non-teaching faculty and guests without any gender discrimination.
- The College strictly adheres to statutes as mandated by the statutory bodies and the same has been displayed on the institution website and within the campus.

### **Safety and security of students while in campus:**

- Boundary wall with barbed galvanized iron wire surmounted on top of the wall encompassing the campus which cannot be scaled easily.
- Security guards are deployed at the entrance to check and register unknown entrants/visitors with their ID cards.
- CCTV cameras are installed in the campus to check the visitors to the college.
- Antiragging squad works vibrantly to ensure no untoward incident takes place within the campus, especially safeguarding the first year students.
- Students entering in and leaving the campus are monitored and the records of the same are maintained.
- Fire extinguishers are placed at important points within the campus to ensure safety during fire accidents.
- Students are provided with **Identity cards** to ensure safe entry into various organizations and the details on the identity card like blood group, phone numbers address and **anti-ragging Helpline** numbers help them in crisis.
- Self defence skills like Silambam and Karratae are taught to the interested students to safeguard themselves.

- In order to ensure that campus community receives timely, accurate, and useful information in the event of an emergency a **centralized SMS system** through the ERP is in place.
- The College has an Internal Complaint Committee & Grievance redressal Cell to attend the grievances of the students. Till date no security breaches or security threat has been reported.
- Hostel warden for each hostel safeguard the inmates by having a close watch and security checks within the hostel periodically.
- Faculty should coordinate with wardens of hostels whenever necessary to discuss the personal details of students, academic record and behavior patterns whenever an irregularity is noted in her behaviour or academics.
- Mock drills, workshops and awareness programs are to be conducted for Disaster Management for all students by the NSS wing of the college.
- Students are advised periodically to keep their ATM cards, cash and Laptops safely.
- Faculty to talk to the students about healthy relationships and behavioural etiquettes, emphasizing the importance of communication and respecting personal boundaries.
- Talks by officials of police and other officials with informative audio-video lectures be arranged once in a semester covering issues related to the safety of personal belongings, vehicles, personal information, ATM, special event safety, defensive sprays and so on.
- Canteen and College mess offers food of standard quality in a hygienic way through a mechanized cooking range.
- Purified drinking water is made available to all students.
- Incinerators are available to dispose sanitary napkins.
- Code of conduct for the students is provided to the students in the handbook.
- Students should use helmets while driving two wheelers.
- Students are permitted to use two wheelers only if they possess valid license.



- Students should use pedestrian roads while walking along the roads.
- Students should cross the roads only along the Zebra lines.
- Students participate in Gender sensitivity programmes conducted within and off campus for an awareness regarding the gender sensitivity issues.



## **Safety and security of the students while off the campus for study tour/industrial visits:**

- Faculty accompany the students when they are deputed to attend off campus programmes like competitions, cultural activities etc .,
- It is mandatory that few staff members to accompany the students on their industrial visit as per the directives of the office of Collegiate Education. List of the students and faculty with the details of visit are approved before leaving the campus.
- The NCC and NSS officers take great care in providing safety and security for the students while in the week long camps.
- An adequate supply of medicines is always carried in the entourage.
- Department concerned should work out the itinerary and travel plan well in advance and obtain the permission of the parents before embarking on the trip.
- The faculty in charge ensures that each student is medically fit to be a part of the excursion tour.
- Students are allowed to carry mobile phones and are instructed to remain in constant touch with their parents / guardians to facilitate casualty handling and communication in the event of an emergency.
- The accompanying faculty should communicate the proceedings of the trip in regular intervals of time.



## Counseling

Sri G.V.G. Visalakshi College For Women has strong mentor system for the students to take care of the academic, emotional, social and cognitive development of the students.

Personal Counseling is provided to the students at different levels

- Mentor in charge
- Head of the Department
- Principal
- Grievance Redressal Cell
- Visiting Doctors
- Wardens for hostel students
- College Union

to address their academic and personal issues.

Personal counseling plays a significant role in the personal and social well-being of the students. The distinct feature of Sri GVG Visalakshi College is the mentor system which was introduced from the inception of autonomy. This is one of the most effective systems functioning in the institution that bridges the gap between the students and teaching community. Each faculty (tutor) member is assigned a group of students as their wards. The interactions between them help the wards to improve the record of their activities, both in academic & personal fronts.

The mentor system in the college has been functioning effectively with the allotment of wards to every faculty. The activities are monitored by the Head of the Department and the Principal.

### **Functioning of Mentor System**

The mentor system for the wards provides confidentiality and space for the students to reveal their problems, academic and personal - physical, mental, financial, situational, social etc.

- The Mentor and ward allotment is done according to the staff -student ratio.
- The teacher collects personal information from her ward. The teacher meets her wards informally outside class hours.
- The rules and regulations, welfare measures and various scholarships available and the ways to go about them are explained to the wards

- The Mentor meets their wards in a time bound manner, analyses their academic, personal issues and addresses to their problems
- The students address their difficulties to their faculty in-charge or mentor and the required solution is sought in the form of counseling, remedial classes, Meditation and Yoga, Financial aid etc.,
- In specific cases the parents are called and counseling is provided to them also.
- The academic performance is monitored and remedial coaching is provided for the slow learners.
- Heads of the Departments are informed and they extend their help and support to the students through counseling.
- Students have the opportunity to interact with lady doctors for counseling whenever necessary.
- In certain cases apart from the mentor and the Head of the Department, the Principal also provides counseling.
- A record of the counseling given to the students is maintained in all the departments.
- Hostel wardens are trained and advised to take care of the needs of the students so as to keep them at ease. Wardens update the principal, frequently, regarding the activities of the students in the hostel.
- Student union office bearers also play a role in offering counseling to their juniors when they hesitate to approach the faculty.

**Faculty:**

Counseling is also provided to the needy faculty and non-teaching faculty to keep them comfortable in the workplace and at home.

**Common Room:**

A common room is provided for faculty and students to relax during the break hours. This room contains all the facilities for taking rest when the faculty/Students are sick. These rooms are also used to refresh during cultural events or other occasions.