



THE COCHIN COLLEGE

Koovapadam, Kochi-2

Affiliated To Mahatma Gandhi University

Re-accredited by NAAC With B+ Grade



Fourth Cycle
NAAC Accreditation 2024

Criterion 7 Institutional Values and Best Practices

7.1 - Institutional Values and Social Responsibilities

Metric No. 7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Gender Policies

Submitted to



National Assessment and Accreditation Council



THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Contents

1 Gender Policy of the College	2
1.1 Introduction	2
1.2 Purpose	2
1.3 Scope	3
1.4 Policy Statement	3
1.4.1 Participation and Representation	3
1.4.2 Information and Communication	3
1.4.3 Research	3
1.4.4 Teaching	3
1.4.5 Working and Research Conditions	3
1.4.6 Study Conditions	4
1.4.7 Staff Development and Recruitment	4
1.4.8 Finance and Resource Management	4
1.5 Exclusions	4
1.6 Compliance and Enforcement	4
1.7 Related Policies and Supporting Documents	5
1.8 Consequences of Non-compliance	5
1.9 Conclusion	5
2 Gender Sensitization Policy	6
2.1 Introduction	6
2.2 Objectives	6
2.3 Scope	6
2.4 Workshops and Training Programs	6
2.5 Curriculum Integration	7
2.6 Communication and Awareness	7
2.7 Committees and Support Structures	7
2.8 Infrastructure and Facilities	7
2.9 Policies and Procedures	7
2.10 Monitoring and Evaluation	8
2.11 Partnerships and Collaborations	8
2.12 Continuous Improvement	8
2.13 Compliance and Enforcement	8
2.14 Related Policies and Supporting Documents	8
2.15 Consequences of Noncompliance	9
2.16 Conclusion	9
3 Anti-Sexual Harassment Policy	10
3.1 Introduction	10
3.2 Definition of Sexual Harassment	10
3.3 Reporting Mechanism	10
3.4 Investigation and Disciplinary Action	10
3.5 Support for Victims	11
3.6 Training and Awareness	11
3.7 Policy Review	11
3.8 Consequences of Noncompliance	11
3.9 Conclusion	11





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

1 Gender Policy of the College

1.1 Introduction

In today's society, where introspection and evolving norms are pivotal, it is essential to champion equal opportunities and empowerment for individuals facing gender-based discrimination. The following statistics underscore the gender disparities in India:

- Although women account for 46.2% of higher education enrollments, their participation in the labor force remains at a mere 27%.
- Women hold only 24% of entry-level professional roles, and around 19% progress to senior management positions, earning 20% less than their male counterparts.

The Indian Constitution enshrines the principle of gender equality within its Preamble, Fundamental Rights, Duties, and Directive Principles. It not only guarantees equality but also empowers the State to implement affirmative actions to support women.

In response, The Cochin College is committed to fostering an environment where equality prevails. We are dedicated to creating a fair and supportive atmosphere that provides equal opportunities and protects against unlawful discrimination based on gender and other grounds. Our commitment extends to race, color, nationality, ethnic origin, gender, gender identity (including transgender status), marital or civil partnership status, disability (including mental health), sexual orientation, religion or belief, age, social class, and criminal history. We value our diverse community and are devoted to nurturing and celebrating its contributions while ensuring respectful and equitable treatment for all members.

At the core of The Cochin College is the commitment to equality of opportunity. Our Gender Equality Policy is designed to promote fair and equal treatment for all individuals within our college community. The policy aims to create an environment free from unlawful discrimination and harassment, empowering every member to reach their full potential.

1.2 Purpose

This policy outlines The Cochin College's dedication to achieving gender equality across all facets of college life, ensuring equal access to opportunities and protection from discrimination.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

1.3 Scope

The policy is applicable to all students and staff at The Cochin College and encompasses various aspects of gender equality, including participation, representation, communication, research, teaching, working conditions, study conditions, staff development, recruitment, and resource management.

1.4 Policy Statement

1.4.1 Participation and Representation

We are committed to ensuring gender balance in all college committees and encourage active participation from the Equal Opportunity Representative. Awareness of gender equality will be promoted among committee members, and efforts will be made to enhance their understanding of gender issues.

1.4.2 Information and Communication

Gender-sensitive language will be employed in all foundational documents (such as regulations and service agreements) and in public relations, marketing, and internal communications. Training and appropriate tools will be provided to support this commitment.

1.4.3 Research

Gender equality considerations will be integrated into research funding processes. This includes internal fund allocation and research leave grants. Support will be provided to researchers in developing equal opportunity concepts required for external funding applications.

1.4.4 Teaching

A gender-equitable curriculum will be established and maintained. This includes using gender-sensitive teaching methods and focusing on gender and diversity topics. Insights from gender research will be incorporated into course content, and teaching staff will receive ongoing education. Gender-related questions will be included in course evaluations.

1.4.5 Working and Research Conditions

We are dedicated to implementing gender-equitable organizational structures to support a healthy work-life balance. Flexible work arrangements, a positive work environment, and fairness and respect in the workplace will be promoted.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

Long-term employment relationships across research, teaching, and administration will be prioritized. Senior staff members are responsible for ensuring that diverse lifestyles are accommodated and for proactively preventing gender discrimination and sexual harassment.

1.4.6 Study Conditions

Gender-equitable study conditions will be established, covering study regulations, information dissemination, advisory services, and supervision. Students will be offered flexibility in their choice of studies, and efforts will be made to achieve a balanced gender ratio in all study areas.

1.4.7 Staff Development and Recruitment

Gender-equitable staff development and recruitment practices will be implemented. Active recruitment strategies, transparent appointment and promotion procedures, and comprehensive monitoring will be adopted. Staff development initiatives will aim to cultivate gender equality among our leadership. Training opportunities and measures to enhance the academic qualifications and careers of students and staff will be provided, with a focus on supporting women in senior positions. We will strive to meet objectives for promoting women throughout our academic and administrative structures.

1.4.8 Finance and Resource Management

Resources will be managed and distributed in a fair and gender-equitable manner. This includes the allocation of staff, material resources, and space management. Salary structures, including pay scales and performance-based bonuses, will be aligned with gender equality principles. Transparent processes involving all genders will be adopted for resource allocation decisions.

1.5 Exclusions

There are no exclusions to this policy.

1.6 Compliance and Enforcement

All stakeholders must adhere to this policy. The College will ensure that all beneficiaries are aware of the policy's provisions. College authorities are responsible for implementing the policy in daily activities and processes. Any compliance issues will be addressed promptly.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

1.7 Related Policies and Supporting Documents

- Policy on Sexual Harassment
- Policy on Students' Rights and Responsibilities
- Policy on Protection of Human Rights
- Other relevant legislation

1.8 Consequences of Non-compliance

Failure to comply with this policy may result in disciplinary action as determined by College authorities.

1.9 Conclusion

The Cochin College is committed to an environment where gender equality is upheld and celebrated. This policy reflects our dedication to equal opportunities, inclusivity, and respect for all members of the College community. Through these measures, we aim to foster a culture of respect and equality on our campus.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

2 Gender Sensitization Policy

2.1 Introduction

The Cochin College is committed to fostering a safe, respectful, and inclusive environment for all students, faculty, staff, and visitors. Gender sensitization is a critical component of this commitment. It involves raising awareness and understanding of gender issues, challenging gender stereotypes, and promoting gender equality. This policy outlines the measures that will be implemented to ensure effective gender sensitization on campus, in alignment with the recommendations of the Saksham report.

2.2 Objectives

- To raise awareness and understanding of gender issues among all members of the college community.
- To challenge and eliminate gender stereotypes and discrimination.
- To promote gender equality in all aspects of college life.
- To ensure a safe and supportive environment for all genders.

2.3 Scope

This policy applies to all students, faculty, staff, and administrators at The Cochin College.

2.4 Workshops and Training Programs

- **Regular Workshops:** Conduct regular workshops and training sessions for students, faculty, staff, and administrators. These workshops will cover topics such as gender equality, gender stereotypes, respectful behavior, and the impact of gender discrimination.
- **Expert Facilitation:** Engage experts from gender studies, NGOs, and legal backgrounds to facilitate these workshops and provide valuable insights.
- **Interactive Sessions:** Incorporate interactive activities such as role-playing, discussions, and case studies to help participants understand and internalize gender issues.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

2.5 Curriculum Integration

- **Gender Studies Courses:** Integrate gender studies and related topics into the curriculum across various disciplines to educate students about gender issues and promote critical thinking.
- **Mandatory Modules:** Include mandatory gender sensitization modules in orientation programs for new students and employees.

2.6 Communication and Awareness

- **Campaigns and Posters:** Launch awareness campaigns using posters, flyers, and digital media to highlight the importance of gender equality and the negative impact of gender discrimination.
- **Gender-sensitive Language:** Promote the use of gender-sensitive language in all institutional communications, including official documents, websites, and promotional materials.

2.7 Committees and Support Structures

- **Gender Sensitization Committee:** Establish a dedicated committee to plan, implement, and monitor gender sensitization programs. This committee should include representatives from students, faculty, and staff.
- **Internal Complaints Committee (ICC):** Strengthen the ICC to handle complaints related to sexual harassment and ensure timely and fair resolution of cases.

2.8 Infrastructure and Facilities

- **Safe Campus Environment:** Ensure adequate lighting, secure transportation, well-maintained restrooms, and health facilities, including sexual health services.
- **Counseling Services:** Provide professional counseling services for students and staff facing gender-related issues or discrimination.

2.9 Policies and Procedures

- **Anti-Sexual Harassment Policy:** Develop and enforce a clear anti-sexual harassment policy that outlines procedures for reporting, investigating, and addressing complaints.
- **Grievance Redressal Mechanism:** Establish a robust grievance redressal mechanism that is accessible and efficient in handling gender-based complaints.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

- **Annual Gender Audit:** Conduct an annual gender audit to assess the institution's environment and practices, and submit the report to the University Grants Commission (UGC) or relevant authorities.

2.10 Monitoring and Evaluation

- **Feedback Mechanism:** Implement a feedback mechanism to continuously improve gender-related policies and programs based on inputs from the institution's community.
- **Regular Assessments:** Conduct regular assessments to evaluate the effectiveness of gender sensitization measures and make necessary adjustments.

2.11 Partnerships and Collaborations

- **NGO and Expert Collaboration:** Collaborate with NGOs and experts in gender studies to conduct workshops, seminars, and provide resources for sensitization programs.
- **Student-led Initiatives:** Encourage and support student-led initiatives and events focusing on gender equality and awareness.

2.12 Continuous Improvement

- **Research and Development:** Promote research on gender issues and incorporate findings into the institution's policies and practices.
- **Best Practices:** Adopt and adapt best practices from other institutions and organizations to enhance the effectiveness of gender sensitization efforts.

2.13 Compliance and Enforcement

All stakeholders must adhere to this policy. The College will ensure that all beneficiaries are aware of the policy's provisions. College authorities are responsible for implementing the policy in daily activities and processes. Any compliance issues will be addressed promptly.

2.14 Related Policies and Supporting Documents

- Policy on Sexual Harassment
- Policy on Students' Rights and Responsibilities





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

- Policy on Protection of Human Rights
- Other relevant legislation

2.15 Consequences of Noncompliance

Failure to comply with this policy may result in disciplinary action as determined by College authorities.

2.16 Conclusion

The Cochin College is committed to creating an environment where gender equality is upheld and celebrated. This policy reflects our dedication to equal opportunities, inclusivity, and respect for all members of the College community.

Through these measures, we aim to foster a culture of respect and equality on our campus.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

3 Anti-Sexual Harassment Policy

3.1 Introduction

The Cochin College is dedicated to providing a safe, equitable, and inclusive environment for all students, faculty, and staff, irrespective of gender, sexual orientation, gender identity, or expression. Everyone has the right to work and learn free from sexual harassment and intimidation.

3.2 Definition of Sexual Harassment

Sexual harassment includes unwelcome sexual behaviors that disrupt an individual's work or learning environment.

This behavior may include:

- Unwanted physical contact, such as touching, groping, or assault.
- Unwanted sexual advances, requests for sexual favors, or other verbal or nonverbal sexual conduct.
- Sexually suggestive or offensive jokes, comments, or gestures.
- Creating a hostile or offensive environment through sexual conduct or behavior.

3.3 Reporting Mechanism

We encourage anyone who has experienced or witnessed sexual harassment to report it immediately. Reports can be made orally or in writing to:

- The Chairperson of the Internal Complaints Committee (ICC)
- Any member of the ICC
- The Head of Department
- The Principal

3.4 Investigation and Disciplinary Action

All reports will be investigated promptly and thoroughly, with appropriate disciplinary action taken against those found to have violated this policy. The investigation process will ensure confidentiality and fairness, protecting the rights of both the complainant and the accused.





THE COCHIN COLLEGE

KOCHI - 682 002

(Affiliated to Mahatma Gandhi University and Accredited by NAAC)

Website: www.thecochincollege.edu.in

email: email@thecochincollege.edu.in

3.5 Support for Victims

The Cochin College is committed to providing support to victims of sexual harassment. This includes counseling services, academic accommodations, and any other necessary support to ensure their well-being and continuation of their education or work.

3.6 Training and Awareness

Regular training and awareness programs will be conducted to educate students, faculty, and staff about sexual harassment, their rights, and the reporting mechanism. These programs aim to create a culture of respect and safety within the college.

3.7 Policy Review

This policy will be reviewed annually to ensure its effectiveness and to incorporate any changes in legislation or best practices. Feedback from the college community will be sought to improve the policy and its implementation.

3.8 Consequences of Noncompliance

Failure to comply with this policy may result in disciplinary action, including but not limited to suspension, expulsion, or termination of employment, depending on the severity of the offense.

3.9 Conclusion

The Cochin College is committed to fostering a safe and inclusive environment for everyone. This policy reflects our dedication to upholding the dignity and rights of all members of our community, ensuring that they can work and learn free from harassment and discrimination.

