



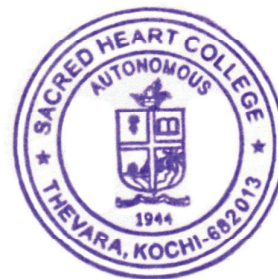
5.1.5 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging case

DECLARATION

As the NAAC SSR would go to the public domain, the college has hidden the names of students involved in disciplinary procedures in the minutes of the committees uploaded here. However, the college is willing to hand over the document directly to NAAC in case it wants to see the document with names.

Principal

Dr. Johnson X Palackappillil
Principal
Sacred Heart College (Autonomous)
Thevara, Kochi-682 013



REPORT OF THE DISCIPLINARY ENQUIRY COMMITTEE

The disciplinary enquiry committee constituted to look into the complaint submitted from the teachers of the English Department regarding the misbehavior of the III year B.A student [REDACTED] convened five meetings. The committee enquired about the incident and the related issue of teasing the college watchman and uploading a video in the watts app.

The first meeting of the discipline committee was held at 3.30 pm. on 17/3/2016. Dr. Sibi Zacharias, Dr. C.S. Francis, Dr. V.S. Sebastian, and Prof. Rajesh James attended the meeting.

Prof. Sunil K.V. of the English Department described before the committee the misconduct from the part of the III B.A. English student [REDACTED]. He was directed to meet the teachers of the department related to a Watts app clip teasing the watch man (Joseph chettan) of the college. His arrogant approach compelled the teachers to send him out of the department. He used abusive words to teachers standing in front of the department pretending as if it is to some of the students in the varanda.

A second meeting of the discipline committee was held at 3 p.m. on 18/3/16. Dr.Sibi Zacharias, Dr. C.S. Francis, and Dr. V.S. Sebastian attended the meeting.

Mr. Joseph the 78 years old watchman of the college described the incident in which some students of the college teased him by putting a purse in the walker's lane in the college lake view ground. The incident took place at 6.15 p.m. He picked up a purse found lying on the walker's lane and looked around to see if somebody had lost it. Since he found no body around he kept the purse in his pocket. Immediately a group of students surrounded him and started howling and humiliating him as if he is a thief. They uploaded a video of this in the watts app. Even after this they continue to tease him every day at the college gate. He feels that this is a planed drama by the students because students told him one week before this incident that they will take a video of him and will upload in the internet. This harassment by the students has pained him so much.

The committee held further meetings on the following dates: 21/3/16, 22/3/16 and 28/3/16 and questioned the following students:

1. [REDACTED] B.A English
2. [REDACTED] III B.Sc. Computer Application, Roll No. 1131
3. [REDACTED] III B.Sc. Computer Application, Roll No. 1128
4. [REDACTED] III B.Sc. Computer Application, Roll No. 1104.
5. [REDACTED] III B.Sc. Computer Application, Roll No.
6. [REDACTED] III B.com Tax (S/F) Roll No.1208.

Findings of the committee:

1. Mr. Krishnaprasad had behaved arrogantly in the department and standing in front of the department used abusive words to refer to teachers pretending to be referring to some of the students in the veranda.
2. All the above six students are involved in the incident of teasing College security- Joseph chettan. Christy Kuriakose has accepted that he has taken the video with his mobile phone. However, he denied that he had any involvement either in editing or up loading it in the social media.
3. Though the committees could find no solid proof for involvement of [REDACTED] in the editing or up loading the video in the social media, the circumstantial evidences suggest that it is done either purposefully by Christy or by his friends involved in the teasing incident or with their knowledge.

Recommendations

1. In view of the serious nature of the offence by [REDACTED] the committee recommends termination from the college.
2. In the case of teasing Joseph Chettan, (which has clear proof), and the uploading of video in the social media the students may be punished as it will send a clear message about the seriousness of their crime.
3. Parents of all the six students shall be called upon to the principal's office. Students should make apology to Joseph Chettan orally in front of their parents.
4. Students should give an undertaking that they will not repeat similar crimes in future.
4. Since all the six students are final years, before giving them the Transfer certificates they may be given some social service in the college.

DISCIPLINARY ENQUIRY COMMITTEE

1. Dr. Sibi Zacharias

2. Rev. Dr. Jose John

3. Dr. V.S. Sebastian

4. Dr. C.S. Francis

5. Prof. Rajesh

DISCIPLINARY ACTION

The discipline committee that enquired into the fist-fight on the campus on June 18, 2015 found that :

[REDACTED] 137) B. Com (TT) and [REDACTED] (1205) B. Com (Tax SF) were found guilty of vitiating the academic atmosphere of the campus.

Steev Thomas has admitted to :

- Having bunked classes
- Being present on the campus after consuming alcohol
- Having used foul and provocative language
- And physical fight with [REDACTED]

Jassir has admitted to:

- Using physical violence on the campus.

CORRECTIVE ACTION

Their period of suspension from the campus till July 7th will be treated as part of the corrective measure.

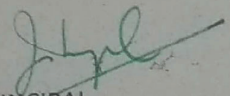
They have tendered unqualified apology for their action with the promise of not repeating the same.

Both shall complete their notes by Saturday and report to the class teachers.

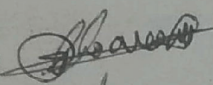
Maintenance of their respective class rooms till July 11th

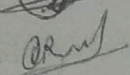
Steev shall ensure that the butterfly garden is clear of plastic and paper litter.

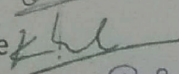
He shall also have another session with the Counsellor.

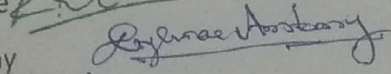

PRINCIPAL

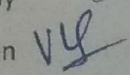
July 7, 2015

Dr. T.P. Thomas 

Ms Radhika P.C. 

Dr. Mathew Jose 

Dr. Cyriac Antony 

Dr. V.S. Sebastian 

Others involved
1. Muhammed Zayyan
Rasheed.
Phone msg Phone
Confiscated

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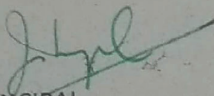
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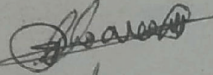
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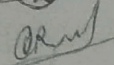
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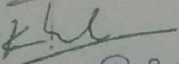
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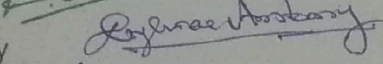

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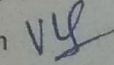
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DISCIPLINARY COMMITTEE

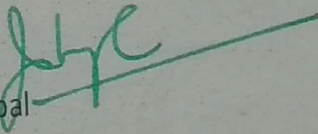
A disciplinary committee is constituted to enquire into the scuffle that occurred on June 12, 2015 afternoon.

Pl call the duo involved for getting their version. If warranted, others who are likely to be involved also are to be called for a hearing.

Pl look into the matter in detail, and pl suggest remedial action, latest by Monday.

The sittings could be held from 3.30 to 4.30 pm.

Principal



June 27, 2015

Committee:

Dr. Cyriac Antony

Dr. Fr. Jose John

Dr. Mathew Jose

Prof. Sojan

Dr. V.S. Sebastian

- Senior Faculty /Dean

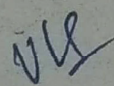

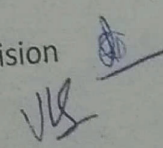
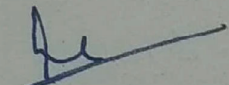
- Vice Principal

- HoD commerce

- Coordinator, Tourism Division

- Dean, Student Services

PA
30/6



Report of the Disciplinary Committee constituted to enquire into the alleged physical fight that occurred on August 18, 2015

The disciplinary committee constituted by the Principal to look into the incident of the alleged physical fight that occurred on August 18, 2015 held its hearings on 03/09/2015, 09/09/2015 and 11/09/2015. The accused are:

1. [Redacted] III B.Com Class No [Redacted]
2. [Redacted], III B. Com Class no [Redacted]

The committee concluded that the events which led to the fight were as follows:

[Redacted] had an affair with a girl studying in Toc H Engineering College. Of late, he has been flirting with a student of this college. His earlier girlfriend was suspicious about him and wanted to know the truth about his new affair. So she entrusted her friend's cousin, [Redacted], of II B.Com TI, Class no [Redacted] to enquire about [Redacted] alleged affair. Minsaf sought the help of his friend [Redacted] of II B.Com Tax(Self) Class No [Redacted]

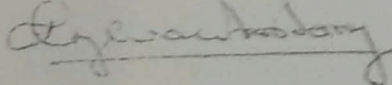
[Redacted] reported [Redacted] affair in the college to his earlier girlfriend. EBy came to know about this. EBy doubted that it is Nabil who told his previous girlfriend about his current affair and questioned him. But Nabil denied this and said that it is Minsaf who was responsible. On knowing this, Eby and his friend Ameen M Nasar approached Minsaf. Ameen grabbed Minsaf by the collar and Eby slapped him. During the fight, Minsaf's shirt was torn badly.

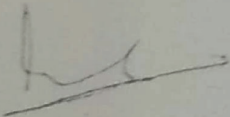
Later on the interference of their parents, the accused paid Rs.3500 as compensation for the shirt.

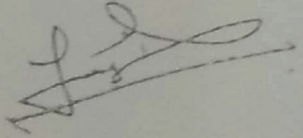
The committee recommended the following:

- 1) The students involved should be properly warned and if any such incidents repeat, the students shall be expelled from the college without any further warnings.
- 2) As the enquiry committee could not submit its report within the stipulated time, the accused may be granted attendance from the date on which the report was to be submitted.

Committee:

Dr Cyriac Antony 

Dr. Fr. Jose John 

Dr. Mathew Jose k 

Dr. V.S. Sebastian

Prof T.S. Sojan

Thevara

11/09/2015

SH Film club

SH college
Thevara.

21. Dec 15

The Principal
SH college
thevara

Subject: Seeking permission for fund and accomadation facility for the film festival.

Dear Sir,

Kindly grant fund for the background work for the intercollegiate film festival that is to be held on 22, 23 and 24 January. Also provide necessary arrangements for the accomadation of the participants. Sponsorships are expected from film production companies in return for hosting promotional events for their movies in our college.

Thanking you
yours sincerely

Paul James

Paul James
(SH FILM CLUB CO-ADMINISTRATOR)

Please permit
if possible
P. James

Principal
(SH COLLEGE THEVARA)
Dr. Johnson X. P. [Signature]

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