



Delhi Metropolitan Education

Affiliated to GGSIPU, New Delhi & Approved by Bar Council of India

— MANAGEMENT ▪ LAW ▪ JOURNALISM —



Inclusivity Policy at DME

1. Introduction

DME is committed to fostering a diverse and inclusive campus community where all individuals feel respected, valued, and empowered to succeed. This policy outlines our commitment to promoting inclusivity in all aspects of college life, including recruitment, curriculum, support services, and campus culture.

2. Definition of Inclusivity

Inclusivity at DME encompasses the recognition and celebration of diversity in all its forms, including but not limited to race, ethnicity, gender identity, sexual orientation, religion, socioeconomic status, nationality, and age. It involves creating a welcoming environment where every member of the campus community feels a sense of belonging and has equitable access to opportunities and resources.

3. Scope

This policy shall be applicable to teaching and non-teaching staff in their behaviour and all their endeavours in the DME campus. It shall cover aspects of employment, education and access to services provided by the College.

4. Guidelines

4.1. The institute shall prioritize inclusivity and equal opportunity in all its endeavours to instill a feeling of equality amongst the students and faculties alike.

4.2. Academic events focused upon inculcating the ethos of respect for all members of the society, irrespective of religion, sexual orientation, caste, sex shall be organized by different Committees and Cells of DME from time to time.

4.3. Cultural events focused upon themes of equality, secularism, freedom of religion, caste-system eradication, among others, shall be organized by the Cultural Cell.

4.4. Any incidents of discrimination, harassment, or bias against any student within DME Campus shall be reported promptly to the Proctorial Board designated to handle such matters.

4.4.1 The details of the incident shall be kept confidential, including the name of the parties involved but the decision of the Board in such matters shall be made available on Digiicampus to develop a sense of confidence in the students that they can freely complain about such incidents without fear of judgment.

4.4.2 For such matters, the Proctorial Board shall form a sub-committee consisting of the Head Proctor of DME, a clinical psychologist, the mentor of the student concerned, one member from the Student Grievance Committee and two faculty members from the two departments other than the one from which the incident has been reported.

4.4.3 The two faculty members mentioned on 3.2 shall be nominated by the Head of the Department, respectively.

4.4.4 Any incidents of discrimination, bias or harassment against an employee must be reported to the HR for appropriate resolution.

4.5. Inclusivity and equal opportunity as a practice shall not be limited to students but shall also be practiced while making appointments of teaching and non-teaching staff.

4.6. Training programmes shall be organized at appropriate intervals to provide training to students, faculty, and staff on topics such as cultural competence, unconscious bias, student-appropriate tone and language, and inclusive teaching practices to foster a welcoming and supportive campus community.

4.7. Inclusive teaching shall include using bilingual mode of teaching for better understanding of students who do not have English or Hindi as their Native language.

4.7.1 Faculties with students in their class, who are non-native English or Hindi speakers, shall take organized efforts to understand their needs and challenges and accordingly devise a program to build upon their academic strengths.

4.7.2 Faculty members shall incorporate pictorial representation of concepts instead of only text based content for better understanding of all students.

4.8. It shall be the duty of the Equal Opportunity Cell in collaboration with FLY Committee of DME to organize cultural and festive celebrations honouring different traditions, communities, religions, etc. on the campus with equal zeal and fervor.

4.8.1. Faculty members and students shall have the liberty to dress in attire symbolic of India's unique traditions and cultures during cultural and festive celebrations.

4.9. To encourage student involvement in decision-making processes and provide opportunities for student leadership and representation to ensure that diverse perspectives are considered in all aspects of campus life, all the Committees and Cells of DME may have student convener and co-conveners.

4.10. As part of the outreach policy of DME, the Outreach Committee may conduct sessions on various themes of inclusivity in different schools, at least once in every semester.

4.11 At the end of every semester, there shall be a review meeting to be conducted by the Equal Opportunity Cell and to be attended by the Heads of the respective Departments, to assess the effectiveness of its inclusivity and equal opportunity policies and procedures to identify areas for improvement and ensure accountability at all levels of the institution.

Ravi Kant Swami

