

CODE OF CONDUCT

- The students are expected to aim for the highest achievement in every sphere with a proper and responsible conduct in and outside the campus.
- A student is required to have a minimum attendance of 75% in aggregate in a semester/year. However, Director may condone attendance shortage up to 5% (in case of University maintained/affiliated Institute) for individual students for reasons beyond the control of the students.
- Every student must be dressed decently and neatly as per the academic environment. Student also adhere to the dress code on prescribed days such as industrial visit/seminars/workshop or placement drives
- Students are required to carry their I-card with them.
- Use of mobile phones during class hours is not allowed. Mobile phones should be switched off during lecture hours.
- Students are required to take proper care of the property of the Institute, fittings, fixtures, equipment's, teaching aids and help in keeping the premises neat and clean. Students must not disfigure walls, tables, or benches. Any willful damage to the property of the college will be treated as breach of discipline.
- Smoking and consumption of alcohol within the college premises or near the college is strictly prohibited
- Students are not allowed to invite any outsider to the college or to the college canteen.
- Failure to observe any of the above rules will call for disciplinary action against the student.

ORDINANCE: MAINTENANCE OF DISCIPLINE AMONG STUDENTS

1. ACTS OF INDISCIPLINE AND MISCONDUCT

1.1 Without prejudice to the generality of the power to maintain and enforce discipline under this ordinance, the following shall amount to acts of indiscipline or misconduct on the part of a student of the institution :-

- (i) physical assault, or threat to use physical force, against any member of the teaching or non-teaching staff of the institution or against any student of the institution.
- (ii) remaining absent from the class, test or examination or any other curricular or co-curricular activity which he is expected to participate in;
- (iii) carrying of, use of or threat to use, any weapon;
- (iv) misbehaviour or cruelty towards any other student, teacher or any other employee of the institution;
- (v) use of drugs or other intoxicants except those prescribed by a qualified doctor;
- (vi) any violation of the provisions of the Civil Rights Protection Act, 1976;
- (vii) indulging in or encouraging violence or any conduct which involves moral turpitude;
- (viii) any form of gambling;
- (ix) violation of the status, dignity and honour of a student belonging to a scheduled caste or a scheduled tribe;
- (x) discrimination against any student or a member of staff on grounds of caste, creed, language, place of origin, social and cultural background or any of them;
- (xi) practising ,casteism and untouchability in any form or inciting any other person to do so;
- (xii) any act, whether verbal or otherwise, derogatory to women;
- (xiii) drinking or smoking;
- (xiv) any attempt at bribing or corruption of any manner or description;
- (xv) wilful destruction of the property of the institution;
- (xvi) behaving in a rowdy, intemperate or disorderly manner in the premises of the institution or encouraging or inciting any other person to do so;
- (xvii) creating discord, ill-will or intolerance among the students on sectarian or communal grounds or inciting any other student to do so;
- (xviii) causing disruption of any manner or description of the academic functioning of the institution;
- (xix) indulging in or encouraging any form of disruptive activity connected with tests, examinations or any other activity of the institution.

(xx) Truancy and unpunctuality;

(xxi) Ragging as defined in this ordinance.

1.2 The Director/Principal may amend or add to the list of malpractices under **clause 1.1**

2. PENALTIES FOR BREACH OF DISCIPLINE.

2.1 Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as deemed appropriate by him,

2.2 The Director of institution, may in the exercise of his powers aforesaid, order or direct that any student –

(i) be expelled from the institution, in which case he shall not be re-admitted to the institution but it shall not preclude his admission to any other affiliated college or institution with the prior approval of the Vice-Chancellor; or

(ii) be, for a stated period, rusticated in which case he shall not be admitted to the institution, till the expiry of the period of rustication; or

(iii) be not, for a stated period, admitted to a course or courses of study of the University; or

(iv) be imposed with the fine of a specified amount of money;

(v) be debarred from taking a University examination or examinations for one or more years.

2.3 The Director, in exercise of his powers aforesaid may also order or direct that the result of the student concerned of the examination or examinations at which he has appeared, be cancelled.

3. TOTAL PROHIBITION OF RAGGING AND PENALTIES THEREFORE.

3.1 Ragging in any form shall be strictly prohibited within the premises of the institution, or in any part of the Institution system as well as on public transport, or at any other place, public or private.

3.2 Any individual or collective act or practice of ragging shall constitute an act of gross indiscipline and shall be dealt with under the provisions of this ordinance.

3.3 Ragging, for the purposes of this ordinance, shall ordinarily mean any act, conduct or practice by which the dominant power or status of senior students is brought to bear upon the

students who are in any way considered junior or inferior by the former and includes individual or collective acts or practices which-

- (i) Involve physical assault or threat to use physical force;
- (ii) Violate the status, dignity and honor of students, in particular women students and those belonging to a scheduled caste or a scheduled tribe;
- (iii) Expose students to ridicule or contempt or commit an act which may lower their self esteem; and
- (iv) Entail verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behavior.

3.4 The Director of the institution or the Principal of the college, shall take immediate action on the receipt of any information that ragging has taken place or is likely to take place.

3.5 Notwithstanding anything contained in clause (3.4), the convener of the Board of Discipline of the institution may also *suo motu* inquire into any incident of ragging or likelihood of such incident and make a report to the Vice- Chancellor of the university clearly pinpointing, among other details, the identity of the student or the students who were involved in the incident and the nature of the incident.

3.6 The chairman or the convener of the Board of Discipline, may also submit an interim report to the Vice-Chancellor establishing the identity of the perpetrators of ragging and the nature of the incident.

3.7 The chairman/convener of a Board of Discipline is satisfied that for any reason, to be recorded in writing, it is not feasible to hold an inquiry referred to in clauses (3.4) and (3.5), he may so advise the Vice-Chancellor accordingly.

3.8 Where the Vice-Chancellor is satisfied, on receipt of a recommendation to this effect or otherwise, that it is not expedient to hold an inquiry into an incident of ragging, he shall order accordingly for reasons to be recorded in writing.

4. FUNCTIONS OF THE BOARD OF DISCIPLINE.

4.1 The Board of Discipline shall perform the following functions:-

- (i) To consider matters concerning maintenance of discipline among the students in the institution,
- (ii) To enquire into the acts of indiscipline or misconduct committed by a student or students whenever such cases are referred to the Board of Discipline by the Director of an institution and

to submit their findings, conclusions and recommendations for the quantum of punishment under the provision of this ordinance to the Director of the institution,

(iii) To supervise and monitor the disciplinary climate prevailing in the institution,

(iv) To take preventive and precautionary steps such as issue of notices, warnings, instructions etc. as the case may be, for the purpose of forestalling acts of individual or collective indiscipline, misconduct and ragging, etc.

(v) To maintain liaison with the police authorities and the concerned departments of the Government, neighbouring institutions and the concerned authorities of the institution regarding maintenance of law and order,

(vi) To perform such other functions as may be assigned to it by the Director of the institution from time to time.

4.2 The decision in each case shall be conveyed by the Convenor of the Board of Discipline concerned communicating the penalty or penalties, if any, imposed on a student or students.

A student or students who are aggrieved with the penalty imposed upon them, may appeal to the Director whose decision in this regard shall be final and binding on the parties.