

# **DIBRUGARH UNIVERSITY STUDENTS' CONDUCT AND DISCIPLINE RULES**



**DIBRUGARH UNIVERSITY**

Dibrugarh | PIN – 786 004 | Assam

**1. Title of the Rules**

These Rules shall be called '**DIBRUGARH UNIVERSITY STUDENTS' CONDUCT AND DISCIPLINE RULES.**'

**PART – I**  
**GENERAL**

**2. Date of Commencement**

These Rules shall come into force with effect from the date of its adoption by the Executive Council, Dibrugarh University.

**3. Applications of Rules**

These Rules shall apply to all the students of the University, whether admitted before the date of enforcement of these Rules or afterwards.

**4. Definitions**

- (i) '**Academic staff**' includes any person of the University who is appointed to a teaching and / or research post, whether Full Time, temporary, Ad-hoc, Part Time, Contract Basis, Guest Faculty, Visiting Faculty, Honorary, or on Special Duty or Deputation.
- (ii) '**Campus**' includes all places of work and residence on the Dibrugarh University campus. It includes all places of instruction, research and administration, as well as hostels, Guest House, public places and places of residence allotted and administrated by Dibrugarh University, including the Shopping Centre, construction/development sites / parks, Health Centre.
- (iii) '**Disciplinary Action Committee**' as defined in Part III of these Rules herein.
- (iv) '**Non-Teaching Staff**' includes any person of the University who is not appointed to a teaching and / or research post, whether full-time, temporary, Ad-hoc, Part Time, Daily Wager, Honorary or on Special Duty or Deputation, and shall include employees employed on casual basis or in a project, as also persons employed through a Contractor and outsourcing agency.
- (v) '**Outsider**' includes any person who is not a bonafide student of the University, resident, or a member of the academic staff or non-teaching staff of Dibrugarh University.
- (vi) '**The Rules**' shall refer to the **Dibrugarh University Students' Conduct and Discipline Rules.**

- (vii) **'Ragging'** The word **'ragging'** shall carry the same meaning as defined in the Dibrugarh University Regulations for Prohibiting Ragging and Anti-Ragging Measures.
- (viii) **"Members"** of the University mean and include Academic and Non-Teaching Staff of Dibrugarh University.
- (ix) **'Service Provider'** includes any person who runs or manages commercial enterprises on the campus, or provides services on the campus. It includes, but is not limited to, persons working in shops, canteens and restaurants on the campus, as well as persons working in premises allotted in the campus, such as the shopping complexes, Police outpost, Banks, Department of Posts & Telegraph, etc.
- (x) **'Indiscipline and Misconduct'** means as detailed in Clause 5 of these Rules.
- (xi) **'Student'** includes any person who is enrolled for any course, whether full time or part time or through the distance mode, with Dibrugarh University and includes a postgraduate / undergraduate student, a Research Scholar, an academic visitor and a repeater. It includes a bonafide student of University College / college of Education / Centres of Study / Institute and Schools on the Campus.
- (xii) **'University Authorities'** shall refer to the authorities as set out in Section 14 of the Dibrugarh University Act, 1965.
- (xiii) **'Warden'** shall refer to any person, who is nominated, appointed, or designated as a Warden of a hostel allotted and/or administered by Dibrugarh University.
- (xiv) **'Chief Warden'** A senior Professor of the University appointed by the Vice-Chancellor for a period of three years to co-ordinate all the hostel matters and will be the Chairman of the Management Committee.
- (xv) **'Dean, Student Affairs'** shall mean the Dean as defined in the Dibrugarh University Ordinance for School of Studies.
- (xvi) **'Deputy Registrar (Student Welfare)'** shall be dealt with and supervised by The Deputy Registrar (Administration), Dibrugarh University.
- (xvii) **'Academic Malpractices'** mean
  - (a) Copying from other student or by any other means during the examination.
  - (b) Assisting an examinee in copying during examination by any means.
  - (c) Possessing / using unauthorized materials or documents and electronic equipment (Cell Phone) in the Examination hall or University premises.
  - (d) Failure to follow the instructions related to the preparation and presentation of academic work submitted for credit, submitting others'

work with false claim, or misleading the faculty members about the condition under which the work was prepared.

- (e) Obtaining all or part of a question paper by unfair means and / or distributing the same to others.
- (f) Impersonation or permitting any other person to impersonate for appearing in the examination.
- (g) Unauthorized entry to Academic Section or a laboratory, faculty room, office of an academic Department / Centre, without permission and / removing / tampering / changing records / documents in any form.
- (h) Plagiarism.

## **PART – II**

### **INDISCIPLINE AND MISCONDUCT**

#### **5. Acts of Indiscipline and Misconduct**

- 5.1** Any act of indiscipline and misconduct committed by a student inside or outside the campus shall constitute an act of violation of discipline of the University.
- 5.2** Without prejudice to the generality of the foregoing provision, the non-exhaustive lists of violation of the discipline shall include:
  - (i) Disruption of teaching, examination, research or administrative work, curricular or extra-curricular activity or residential life of the members of the University, including any attempt to prevent any member of the University or its staff from carrying out his or her duty / work; and any act which is likely to cause such disruption.
  - (ii) Any other form of academic malpractices.
  - (iii) Damaging or defacing University property or the property of members of the University or any other property inside or outside the University campus.
  - (iv) Engagement in any attempt at wrongful confinement of teachers, officers, employees and students of the University or camping inside the office, university premise or creating nuisance within the boundaries of houses of teachers, officers and other members of the University.
  - (v) Use of abusive and derogatory slogans or intimidatory language or incitement of hatred and violence or any act calculated to further the same.
  - (vi) Ragging or abetting ragging in any form.
  - (vii) Eve teasing or disrespectful behaviour to women or girls;

- (viii) An assault upon, or intimidation of, or insulting behaviour towards any academic staff, non teaching staff, service provider, outsider or student.
- (ix) Causing or colluding in the unauthorized entry of any person into the campus or in the unauthorized occupation of any portion of University premises, including hostels or halls of residence, Guest House by any person;
- (x) Getting enrolled in more than one courses of regular study simultaneously in violation of the University rules;
- (xi) Proxy attendance i.e. (impersonation in classes),
- (xii) Absenting from classes regularly,
- (xiii) Committing forgery, tampering with or misuse of the University documents or records, identification cards, etc.,
- (xiv) Furnishing false certificate or false information to any office under the control and jurisdiction of the University;
- (xv) Consuming or possessing alcoholic drinks, dangerous contraband non permissible drugs or other intoxicants inside the University campus.
- (xvi) Indulging in acts of gambling and betting on the University premises;
- (xvii) Possessing or using any weapons such as knives, Lathis, iron chains, iron rods, sticks, explosives and fire arms on the University premises.
- (xviii) Inciting communal, casteist or regional feelings or creating disharmony among students;
- (xix) Not disclosing one's identity when asked to do so by an employee or officer of the University who is authorized to ask for identity.
- (xx) Tearing of pages, defacing, burning and destroying of books of any library,
- (xxi) Unauthorised occupation of hostel, rooms or unauthorised acquisition or use of University furniture in one's hostel room or elsewhere.
- (xxii) Accommodating guests or any other persons in hostels without prior permission of the Warden.
- (xxiii) Falsification of accounts for money drawn from or through any office under the control and jurisdiction of the University or any financial irregularity.
- (xxiv) Coercing the Medical Staff to render Medical Assistance to persons not entitled to the same or any other disorderly behavior with any employee of the University Health Centre;
- (xxv) Any act of moral turpitude;
- (xxvi) Any offence under the law of the land;

- (xxvii) Violation of any of the provisions of the Examination Ordinance / Regulations, Hostel Rules and other disciplinary rules of the University.
  - (xxviii) Violation of the Traffic Rules within the university campus as notified by the University.
  - (xxix) Improper behaviour while on tour, picnic or excursion, Field Study.
  - (xxx) Pasting of posters or distributing pamphlets, handbills, etc. of an objectionable nature or writing on walls and disfiguring buildings,
  - (xxxi) Any act which makes the campus unclean, polluted and filthy.
  - (xxxii) Wrongful restraint or Wrongful confinement or both of any members of the University and inciting others to do that.
  - (xxxiii) Any act of indiscipline committed towards any outsider or against any service provider, and
  - (xxxiv) Any other act which may be considered by the Vice-Chancellor or the Disciplinary Committee to be an act of violation of the University discipline.
- 5.3** No penalty enumerated in Rule 13 shall be imposed without giving the student a reasonable opportunity of being heard.

### **PART – III**

#### **DISCIPLINARY ACTION COMMITTEE (DAC)**

- 6.** Without prejudice to the powers of the Vice-Chancellor, any complaint of indiscipline relating to any students of the University shall be dealt by the Disciplinary Action Committee.
- 7. Members of the Disciplinary Action Committee**
- (i) The members of the Disciplinary Action Committee shall be recommended and constituted by the Vice-Chancellor, Dibrugarh University.
  - (ii) The Committee shall consist of five members headed by a Chairperson, who shall be the Dean of Students' Affairs.
  - (iii) Amongst the other four members, three shall be recommended from amongst the teaching faculty of the University wherein one shall be a woman and one student member shall be recommended from the Dibrugarh University Post Graduate Students' Union (DUPGSU).
  - (iv) The Deputy Registrar (Administration) of the University shall act as the Member Convenor of the DAC.

## **8. Term of Disciplinary Action Committee (DAC)**

The term of the members of the **Disciplinary Action Committee** shall be of two years duration from the date of notification or until further order, whichever is earlier.

## **9. Functions of Disciplinary Action Committee (DAC)**

9.1 Arrangement of meeting: On being referred a matter of student indiscipline and misconduct by the Vice-Chancellor or by the authorities of the University, the Chairperson shall ask the Convenor of the DAC to convene a meeting of DAC at the earliest.

9.2 The DAC shall be authorized to invite member as special invitee or more members in any particular case depending upon the nature and circumstances of the investigation.

9.3 Modalities of Investigation

- (i) The Chairperson shall preside over the meeting of the DAC and in his absence by any members as approved by the Vice-Chancellor.
- (ii) The DAC shall cause due investigation of the complaint and shall strive to expeditiously complete the inquiry and submit its report and recommendations to the University authority.
- (iii) The DAC may summon the student(s) or any other person(s) as witness either orally or in writing to appear before the committee on a specified date, time, and place in connection with an alleged violation.
- (iv) The DAC shall note down the depositions of the student(s) as detailed below:-
  - (a) The Chairperson may dispose of any matter of indiscipline and misconduct as being unfounded after inquiring into any such complaint.
  - (b) The DAC shall thoroughly inquire the matter of complaint and record the depositions of all the witness(s) along with the charged student(s) and prepare a report on the basis of their findings and recommendations. The DAC shall place on record the report of the entire matter of student indiscipline and misconduct duly signed by all members of the Committee.
  - (c) The Chairperson shall submit the Report after conclusion of the Inquiry to the Registrar of the University.
  - (d) Commensurate with the gravity of the offence appropriate penalties as set out in Rule 13 may be recommended.
  - (e) The students who fail without a genuine cause, to comply with such summons or letter of notice issued by the Chairperson may be charged with a violation of these Rules and may be

recommended to the authorities of the University for placing on, temporary suspension, or barring against readmission of the charged student(s).

- (f) At all stages of the procedure as set out in the clauses under this Disciplinary Regulation, the student will be informed of the allegation of misconduct made against him or her and the evidence in support of the allegation and will be given the opportunity to state his or her case before any decision is made. The student will be informed of the reasons for any decision that is taken.
- (g) The DAC will uphold an allegation of misconduct only if, on the evidence before it, it is satisfied on the balance of probabilities that misconduct has occurred for which the student is responsible. If the DAC members do not agree, the decision of the DAC will be that of the majority of its members.
- (h) If the DAC rejects the allegation of misconduct it will dismiss the case. If the DAC finds sufficient evidence against the student, it may recommend imposition one or more of the sanctions listed in Rule 13 or recommend expulsion to the Vice Chancellor as detailed in Rule 13. The DAC's decision may be reported to the student in writing within three working days. When allegations of misconduct are upheld, the report will set out the alleged misconduct, a brief summary of evidence received, its findings of facts, the grounds for upholding the allegation, the sanction or sanctions imposed, and the factors taken into account in deciding the sanction or sanctions.
- (i) The Vice-Chancellor has the power to suspend the establishment of, or the activity of, the DAC at any time and to stop the proceedings against the student, if he or she believes it appropriate to do so.

## **10. Imposition of Penalty**

- (i) The Registrar shall place the report of the DAC before the Vice-Chancellor incorporating his/her observations thereon.
- (ii) Any penalty enumerated in Rule 13 may be imposed by the Vice-Chancellor upon the recommendation of the DAC constituted under these Rules. However, the Vice-Chancellor shall be free to accept, partly accept or not to accept the recommendation of the DAC.
- (iii) Penalties on the offences relating to Examination will be dealt by the relevant bodies.



## **11. Appeal**

A student may appeal against either a decision of the DAC to uphold an allegation of misconduct and / or against a penalty imposed by the Vice-Chancellor. The appeal must be submitted to the Registrar by the student in writing within 7 (seven) days of the notification of the decision of the University authority. The student must set out in writing the grounds on which the appeal is based and must include with the written appeal any new evidence which was unavailable to the original DAC and upon which the student intends to rely. If the student wishes to present witnesses in relation to the new evidence, such an intention and the names of the witnesses must be included with the written appeal.

## **12. The grounds for appeal are:**

- 12.1 New evidence which the student could not have reasonably made available to the DAC;
- 12.2 The original hearing was not conducted fairly;
- 12.3 The original hearing was not conducted in accordance with the Rules;
- 12.4 The decision to uphold the allegation of misconduct was unreasonable in the light of the findings of fact(s).
- 12.5 The grounds for appeal against a penalty are that it was excessive in the light of the findings of fact(s), new evidence(s), or the personal circumstances of the student.
- 12.6 The case will not be reheard.

## **PART – IV**

## **13. Nature of Penalties**

The following penalties may, for act of indiscipline or misconduct or for sufficient reasons, be imposed on a student, namely:

- (i) Written warning and information to the guardian
- (ii) Fine of Rs. 500/- which may extend upto Rs. 25,000/-
- (iii) Suspension from the Class / Department / College / Hostel / Mess / Library / or availing of any other facility
- (iv) Suspension or cancellation of Scholarships, fellowship or any financial assistance from any source or recommendation to that effect to the sanctioning agency.
- (v) Recover of pecuniary loss caused to University Property
- (vi) Debarring from participation in Sports/NCC/NSS and other such activities
- (vii) Disqualifying from holding any representative position in the Class / College / Hostel / Mess/Sports/Clubs and in similar other bodies
- (viii) Hostel shift and Hall shift

- (ix) Expulsion from the Department/Faculty/Hostel/Mess/Library/Club for a specified period
- (x) Debarring from appearing in an examination
- (xi) Expulsion from the University for a specified period
- (xii) Disqualifying from further studies, or prohibition of further admission or re-admission.

#### **14. Suspension**

Any student against whom a charge of misconduct has been made may be suspended from the rolls of the University by the Vice-Chancellor, pending enquiry or pending trial or a cognisable offence by a court of law.

#### **15. Emergency action**

Nothing within these Disciplinary Rules precludes the University authorities from taking reasonable emergency action to prevent, stop, minimise, or otherwise control any conduct by a student which in the opinion of the University authority is likely to cause immediate harm to others or cause disruption in the proper functioning of the University, or to cause immediate damage to property.

#### **16. Interpretation**

- (i) In matters relating to the interpretation of these Rules and in the process of its execution, the decision of the Executive Council shall be final unless otherwise, specifically included in these rules.
- (ii) Notwithstanding anything contained in these rules, the Executive Council shall have the power to alter or modify and interpret any of the provisions of these rules.

#### **17. Removal of Difficulty**

If any difficulty arises in the implementation or operation of any of the provision of these Rules, the Vice Chancellor may, from time to time, issue with the approval of the Executive Council, such general or special directions but not inconsistent with the provisions of these Rules, which appeared to be necessary for the purpose of removing such difficulty for furtherance of the objectives of maintaining students' discipline in the University for to secure the advancement, diffusion and extension of knowledge in all spheres of learning.

#### **18. Amendment**

The provisions of the Rules are amendable to any modifications on recommendation of the Vice-Chancellor and approval of the Executive Council, Dibrugarh University.

