

CODE OF DISCIPLINE FOR STUDENTS

(Under Article 6 'Powers of the University' of the AUD Act, 2007)

Powers

Clause 6(32) to prescribe Code of Discipline for the students”

Preamble

- (i) This Code of Discipline has been evolved to provide a clear statement of the University's expectations of students in respect of their conduct.

- (ii) Henceforth referred to as 'Code' in this document. The Code applies to all students of Ambedkar University Delhi (AUD), in respect of all actions and activities (including inaction or inactivity) relating to or having impact on the University or its students and employees. It must be read in conjunction with the Act, Statutes, rules, and resolutions of the University.

Definitions

In this Code, unless the context otherwise requires, '**Student**' means a student of the AUD and '**Employee**' means an academic or non-academic staff member of the AUD, (including full-time, part-time or casual staff).

Commitment of the University

The University is committed to provide for its students

- (i) High academic standards, intellectual rigour and a high quality education;
- (ii) Intellectual freedom and social responsibility;
- (iii) Recognition of the importance of ideas and the pursuit of critical and open inquiry;
- (iv) Tolerance, honesty and respect as the hallmarks of relationship throughout the university community.

Applicability of the Code

The Code shall be applicable to all the students admitted to the University or students who are participating in any programme, activity or event conducted by the University or taking place in the University. The acceptance of an offer of admission by a student is regarded as a commitment to follow such University Rules and Regulations as are in force at any time during their period of study. Where a student has invited a guest to the University premises whether that guest is also a member of the University Community or not that student shall be regarded as responsible for the conduct of her/his guest.

Responsibility of the students

It shall be the responsibility of the students

- (i) to read, become familiar with and adhere to this code and any subsequent amendment(s) brought to this code.
- (ii) to respect the law of the land, human rights and to behave and conduct themselves in the University Campus, hostels and premises in a dignified, responsible and courteous manner.
- (iii) to foster and maintain a vibrant academic, intellectual, cultural and social atmosphere which is consistent with the objectives of the University.

Reporting of misconduct

Any misconduct according to these rules should be reported to the Proctor.

The University promises that there will be no adverse action, retribution, or other reprisal for the good faith reporting of a suspected violation of this Code, even if the allegations ultimately prove to be without merit. The University will, however, pursue disciplinary action against any student of the University who is shown to have knowingly filed a false report with the intention to injure another.

Rules of Conduct

The rules of conduct have been divided into five parts. This list is indicative but not exhaustive. The University will be the final authority on deciding what constitutes misconduct.

(Refer to the Prevention of Sexual Harassment policy of AUD for additional and detailed rules).

1. Prevention of Sexual Harassment

- (i) Any kind of sexual harassment is forbidden. Sexual Harassment means any act, conduct which
 - a) Involves unwelcome sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature that are, implicitly or explicitly, made a term or condition of teaching/guidance, employment, promotion, participation or evaluation of a person's engagement in any University activity;
 - b) Verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, notes, invitations, phone calls, text messages or e-mails, any kind of electronic communications, threats, slurs, epithets, sexual propositions, intentional touching, pinching, brushing against another's body, impeding or

blocking movements, gestures or public display of suggestive objects or pictures, cartoons, posters or magazines, exhibition of sexually explicit or offensive material in any medium including pornography, lurid stares, physical contact, stalking, sounds or display of derogatory nature that have the purpose and/or effect of interfering with an individual's performance or of creating a hostile environment;

- c) Deprecatory comments, conduct or any such behaviour that is based on the gender identity/sexual orientation of the person(s) and/or when the classroom or other public forum or academic activities of the University is used to denigrate/discriminate against person(s), or create a hostile environment on the basis of a person's gender identity/sexual orientation.

2. Anti-Ragging Rules

(Refer to the Anti-Ragging policy of UGC for additional and detailed rules)

- (i) (ZERO TOLERANCE FOR RAGGING (NOT EVEN FOR FUN): Ragging in any form is strictly prohibited within the premises of the University.
- (ii) Ragging constitutes one or more of any of the following acts:
 - a) any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
 - b) indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
 - c) asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
 - d) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;

- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background;
- h) any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- i) any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- j) any act that affects the mental health and self confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

3. Legal Rules

- (i) Ambedkar University Campus is a 'Drug free, Smoking free and Alcohol free Zone'. Possession and/or consumption of tobacco, alcohol, narcotic drugs or any other intoxicating substance is strictly prohibited in the Campus and Hostels and in the vicinity of the campus
- (ii) Students shall not deface, disfigure, damage or destroy or vandalise (attempted or actual damage, Tampering with doors, or modifying any campus electrical, telephone or cable system or vending machine or game, Failure to use proper trash and/or recycling containers or the dumping of

- trash in inappropriate locations) or cause any loss in any manner to or regarding public, private property of the University in any form. The students are also expected to adhere to fire safety norms.
- (iii) Possession or usage of weapons, explosives or anything that causes injury/ damage to the life, limb or body of any human being or property is prohibited.
 - (iv) Negligent and/or rash driving of any kind of vehicles in the University premises is prohibited.

With regard to the zero tolerance policy of the University towards the use of Alcohol and narcotic drugs in and around the University premises, the following clauses may also be referred and adhered to -

1. Drugs:

- a) The possession, use and/or sale or transfer of illegal drugs or controlled substances is prohibited on or off university property. This prohibition applies to the misuse, distribution, sale or transfer of legally obtained prescription drugs. The University will uphold laws currently in effect in Delhi.
- b) Students found to be engaged in the sale of drugs or in possession of misdemeanor or felony amounts of drugs (including marijuana) will face severe disciplinary sanctions, which would likely include suspension or expulsion from the institution.
- c) Students should be aware that their presence in an area where this drug policy is in violation will result in disciplinary action, regardless of their actual involvement in the use of drugs.
- d) Drug paraphernalia is not permitted on campus.

2. Alcoholic Beverages

- a) The possession, consumption, sale or transfer of alcoholic beverages by all students (regardless of age) or visitors on campus is not permitted. Exceptions to this policy apply only to academic programs and functions sanctioned by the University authority.

- b) The University authority also holds students accountable for violations of law related to alcoholic beverages on or off campus.
- c) Students and/or visitors should be aware that their presence in an area where this alcohol policy is in violation will result in disciplinary action, regardless of their actual involvement in the consumption of alcohol.
- d) Possession of or the display of empty or refilled alcohol containers, and the display of alcohol posters, signs or advertising outside doors and windows is not permitted.
- e) Alcohol paraphernalia is not permitted on campus.

4. Conduct during field visits outside the University

Students are expected to conduct themselves responsibly during field visits, trips, immersions, internships or any such activity engagement that involves travelling away from the university to any venue or place outside the university.

Since such trips might involve the use of and engagement with a variety of spaces that are very different from the university, students will be expected to be sensitive to these spaces and abide by the instructions of the faculty member/s accompanying them from time to time.

- (i) It is mandatory for students to sign an undertaking stating that they will abide by rules and regulations of the University and behave in a responsible and dignified manner with their peers and teachers. The format of the undertaking will be made available by the school office.
- (ii) Students are expected to abide by the rules, regulations and itinerary planned and agreed to before the trip is undertaken.
- (iii) Changes in plans or itineraries can only be undertaken by the faculty member/s who may exercise his/her discretion in the interest of the learning objectives of the tour.

- (iv) No student will be permitted to de-board and abandon the group in between the trip.
- (v) Misconduct during such trips as well as substance abuse of any kind is strictly prohibited.

5. General Rules

- (i) Students shall, at all times, conduct his or her activities in accordance with the highest professional and community ethical standards.
- (ii) A Student is not allowed to deprive any student/ employee of the University of his or her physical or intellectual property.
- (iii) Students are not permitted to use mobile phones and other electronic equipment (for example, laptops, computers, tablets) in the class room without the permission of the teacher. Use of mobile phone and other electronic equipment during assessments is not permitted unless the particular assessment requires their use. Talking on mobile phones in the Library, Computer Centre/ Lab is not allowed.
- (iv) Acts of dishonesty, are prohibited this include but are not limited to the following:
 - a) Cheating, plagiarism, or other forms of academic dishonesty.
 - b) Furnishing false information to any university official or employee.
 - c) Forgery, alteration or misuse of any university document, record or instrument of identification.
 - d) Tampering with the documents related to election of any University recognized student organization.
- (v) Keeping under captivity or illegally confining any student/ employee of the University is prohibited.
- (vi) The Students will respect the decorum of the classroom and also of other spaces of the University that they use.

(vii) No student shall enter or leave the classroom without permission of the teacher when the session is on.

(viii) A student who is undergoing disciplinary proceeding under which he or she is prohibited from entering the campus may do so only after obtaining due permission of the competent authority.

(ix) Students shall abide and uphold the Constitution and respect its ideals and institutions.

(x) **Harassment:** No student shall threaten assault, haze or otherwise physically, verbally, or psychologically abuse any other person. This includes, but is not limited to, incidents of bias, acts of assault, Caste based harassment and Mental and Physical/Disability harassment or abuse, or incidents of verbal, physical, or psychological harassment or abuse. It is a violation of university regulations to engage in harassment, or to retaliate against anyone bringing forth an honestly perceived complaint of harassment. It is also a violation of university policy to engage in a course of conduct or by repeatedly committing acts, which places a person in reasonable fear of physical injury, such as stalking or unwanted following.

The act of retaliation and/or assisted retaliation against any individual including but not limited to students, university officials, faculty and staff is strictly prohibited.

(xi) **Bias-Related Harassment:** The University does not tolerate harassment based on an individual's race, religion, ethnic origin, gender, sexual orientation or physical condition. The University treats bias related incidents very seriously and any student found responsible for a bias related incident can expect severe disciplinary action. Moreover, the University will use its influence to encourage the entire community to treat its students, faculty, staff and visitors in a manner consistent with the principles of this policy. Any bias actions, verbal or physical, that interfere with an individual's personal liberty or that may lead to injury, emotional distress, humiliation or discomfort are prohibited.

(xii) **Prohibited Items** : When in campus, individuals are not permitted to use nor have in their possession the following items:

- a) Any weapon, including but not limited to, spring-fired, gas-fired, electrically-fired or explosively-fired devices or fire arms, which includes rifles, pistols, BB or Pellet guns, bows, slingshots, “stun-guns”, blow guns and/or darts, any ammunition associated with these devices (ie. paintballs, BB’s, blow darts, etc.) or use of any object with intent to harm or intimidate another individual including knives and/or any similar devices.
- b) Firecrackers, explosives, explosive ammunition, or dangerous chemicals.
- c) Knives of any sort (including “box cutters”) with the exception of approved knives or tools used for academic purposes. Any tools or knives approved for academic purposes that are stored in residence hall rooms or carried on campus must be kept secure in locked tool boxes, trunks or appropriate storage units.
- d) Toy guns, water guns, cap guns or any type of imitation pistol or rifle.

(xiii) **Failure** to comply with the directives of a university official, faculty or staff member, or law enforcement officer acting in the performance of their duties and/or the failure to produce identification to these persons when requested to do so, will be treated as violation of the Code.

(xiv) **Computer Usage**: It is a violation of University policy to engage in any of the following activities:

- a) The use of Campus Technology Resources to publicly display or promote obscene messages, images and/or sounds, or to send threatening, obscene or harassing messages, images and/or sounds to any individual, regardless of whether he/she is a student is prohibited. This includes not just e-mail and the Internet, but the use of any university computer facility, personal computer, or off-campus computer system. Students should be aware that the University’s policies on harassment apply equally to electronic

communications as well as the more traditional means of display and communication.

- b) Users should be aware that Indian Law specifies penalties for harassment, the transmission of indecent material to all people, and the transmission and availability of indecent materials to persons under the age of 18 even at their request, inappropriate display of offensive material may be considered harassment.
- c) The University policy forbids the use of any computer to obtain access to the following: confidential information, grades, pin numbers, personal computers, or any computer system on or off campus to which students do not have access. It also forbids viewing or using another person's username, password, computer programs, files or data without authorized permission, and/or changing another person's password.
- d) Setting up or attempting to set up an unauthorized server, modifying any computer system or software, or engaging in any activity that would interfere with normal computing operations or networking in any unauthorized manner is prohibited. This would include any use of invasive or malicious software such as: "worms", "viruses", "spyware" and/or "SPAM".
- e) The use of Campus Technology Resources and/or facilities for private monetary gain is prohibited.

The Campus Technology Resources and facilities are for the exclusive use of students, faculty and staff belonging to the University.

(xv) **Other Prohibited activities:**

- a) The running of any business or calling of protest in University campus after informing the Dean and without authorization of Director/OSD of the Campus is prohibited.
- b) Hanging unapproved banners, flags or displays from windows or doors of campus rooms/offices.
- c) Unauthorized possession, duplication or the use of keys to any university premises or unauthorized entry to or use of university premises, including but

not limited to, unauthorized entry to student rooms or unauthorized sharing of any University key or Identification Card by students or their guests that compromises the security of personal or University property. All students found in possession of such items that intentionally impede recovery of same by the owner or University officials will be considered knowingly participating in the use of these unauthorized items.

- d) The turning in or activation of a false fire alarm or bomb threat.
- e) The opening of window security screens and/or the use of open windows for any reason other than as an emergency exit.
- f) Violation of Indian law or university regulations, on- or off-campus, including university sponsored or supervised activities and trips. A finding of a violation under this rule does not require proof of a conviction in any non-campus legal proceeding.

The above Rules shall not restrict the powers of the University to proceed against any other misconduct whether or not connected with the misconduct within the purview of these Rules.

Procedures for Resolving General Conduct

Participation in any of the activities mentioned above, or otherwise prohibited by law may result in suspension of student, University disciplinary action, and criminal or civil prosecution. During the pendency of inquiry proceedings, a student can be suspended by the University.

Disciplinary Measures

Any case of a student exhibiting such a behavior as prohibited by the Code shall be subjected to any of the following disciplinary measures depending upon the gravity of the misconduct or its recurrence. All cases reported to Proctor shall be dealt with in

accordance with the provisions made in the Code. The CPSH will investigate misconduct falling under the PSH rules and the Anti Ragging committee will investigate misconduct falling under Ragging rules.

The list below is indicative only and non-exhaustive.

- a) **Warning or Reprimand:** The student engaged in any prohibited behaviour may be issued a warning letter with a direction not to repeat the same behaviour in future.
- b) **Tendering Apology:** The student engaged in any prohibited behaviour may be asked to tender an apology for his/her act, undertaking that he/she shall not indulge in such or any of the prohibited behaviour in future.
- c) **Debarring or refusal of admission for further Higher Studies at AUD:** The student may be debarred for admissions to higher studies at AUD for a specified period.
- d) **Imposition of Fine:** The student may be punished with a fine for an amount to be specified in the order.
- e) **Withholding of result:** The result of the student may be withheld for a specified period, for example, a semester or semesters.
- f) **Restriction/Denial of access to facilities:** The student may be denied access or granted only restricted access to various facilities in the university.
- g) **Suspension:** A student may be suspended from the University for violation of any of the provisions of this Code. The period of suspension and conditions, if any, in each case shall be clearly indicated in the communication addressed to the student and may differ from case to case.
- h) **Rustication:** A student may be rusticated for a specified period from the University for Violation of any of the provisions of this Code and/or the University may declare any part or the entire Campus out of bounds for the student.

- i) **Restitution:** Restitution implies reimbursement in terms of money and/or services to compensate for personal injury or loss, damage/disfiguration to property of the Institute or any property kept in the premises of the Institute in any manner. The students/group of students may be asked to compensate for the loss that has been caused to any person or property of the Institute or any property kept in the premises of the Institute due to the act of vandalism perpetrated by the students. The students/group of students shall also be liable to put in their service to restore any loss or damage caused to any property and thereby bringing it to its original form if it is possible.
- j) **Forfeiture:** Caution deposit of any student engaged in any prohibited behaviour may be forfeited.
- k) **Expulsion:** This is the extreme form of disciplinary action and shall be resorted to only in cases where stringent action is warranted. Expulsion is the permanent dismissal of a student from the University. Such a student will not be eligible for readmission to any of the programmes of this University.

Appeal

A student(s) who is aggrieved with the disciplinary measures undertaken by Proctor's Office, may appeal to the Vice-Chancellor whose decision in this regard shall be final and binding on the parties.