

**THE COCHIN UNIVERSITY STUDENTS'
(CONDUCT AND DISCIPLINARY)
CODE - 2005**



**COCHIN UNIVERSITY OF
SCIENCE AND TECHNOLOGY
KOCHI - 682 022, INDIA**

ACADEMIC 'A' SECTION

No.Ac.A1 / Disciplinary Actions / 2004 Dated,
Kochi-682 022, 18-7-2005

- Read: 1) Judgement of the Hon. High Court of Kerala in
R.P. No. 435/2003
- 2) First part of the minutes of the 488th meeting of the
Syndicate held on 18-6-2005

ORDER

The Hon. High Court of Kerala vide paper read (1) above has directed that certain norms be prepared for enforcing campus discipline of the students.

The Syndicate has considered the direction of the High Court and prepared a draft code of conduct. The Syndicate vide paper read (2) above considered the said draft and resolved to approve the same. The code of conduct will be called "The Cochin University Students' (Conduct and Disciplinary) Code-2005" (appended) and will become effective immediately. This code will be applicable to all students of the University and all its recognised institutions.

orders are issued accordingly.

Sd/-

Dr. M. Rajan

Planning and Development Officer
(In-Charge)

To,

- 1) All Heads / Directors / of Departments / Schools in the University.
- 2) The Principals of School of Engineering / CUCEK / Recognised Institutions.
- 3) Finance Officer / Deputy Director (HG), LFA / Controller of Examinations.
- 4) The Director, IRAA / The Director, Public Relations and Publications.
- 5) PS to Vice-Chancellor / PS to Pro-Vice-Chancellor / PA to Registrar.
- 6) All Joint Registrars / Deputy Registrars / Assistant Registrars / All sections in the University Admn. Office.
- 7) Day file / Stock file / File copy.

Forwarding / By order

(Sd/-)

Assistant Registrar (Academic)

Appendix – I

COCHIN UNIVERSITY STUDENTS (CONDUCT AND DISCIPLINARY) CODE 2005

Section 1. Preamble

WHEREAS the Hon'ble High Court of Kerala in R.P.No.435/2003 (Sojan Francis V., M.G. University 2003 (2) KLT 582) has directed all the Universities in Kerala to lay down appropriate rules and regulations to enforce discipline in the Campus which will be binding on all the students studying in the University.

WHEREAS the Syndicate of the University at its 480th meeting held on 18.12.2004 decided to evolve a code of conduct for the students studying in the University and to implement the Judgement of the Hon'ble High Court in R.P. No. 435/2003.

NOW THEREFORE the Syndicate do hereby pass this Code.

Section 2. Title and Commencement

This code may be called Cochin University Students (Conduct and Disciplinary) Code 2005. The Code shall deemed to have come into force from the date on which the Syndicate resolved to implement the Judgment of the Hon'ble High Court in R.P.No.435/2003.

Section 3. Objectives of the Code

Cochin University of Science and Technology affirms that the sole purpose of the University is the pursuit of truth, acquiring of new knowledge through scholarly research, teaching and overall development of students, and the dissemination of knowledge for the

betterment of the world at large. The establishment and maintenance of a University community where uninterrupted dissemination of knowledge takes place and where both the teacher and the taught are illumined is invariably dependent on maintaining order and discipline that allows the pursuit of these objectives in an ambience, that is both safe and free of invidious disruption. Rules and regulations are needed to mark the contours of this needed order. It is necessary that the University should cultivate higher values of honesty, integrity, responsibility, mutual respect for persons and property, respect for human rights among its students. For achieving this the student community should necessarily practice these values and see that the rules envisaged in this code are strictly followed so that their conduct will be in consonance with and supportive of and conducive to the University's central purpose and core values.

Section 4. Applicability of the Code

The Code shall be applicable to all the students admitted to any academic programme, activity or event conducted by the University. It is the responsibility and duty of each and every student to become acquainted with all the provisions of the Code. It is presumed that every student from the date of his/her admission to any of the academic programme/activity/event has knowledge of this Code. All the students are required to strictly adhere to this Code as a condition of their admission to the University.

Section 5. Responsibilities of the students

It shall be the responsibility of the students:

- (i) To read, become familiar with and adhere to this Code and any amendment brought to this Code.
- (ii) To foster and maintain a vibrant academic, intellectual, cultural and social atmosphere which is consistent with the objectives of the University.

- (iii) To report any violation of this Code to the functionaries under this Code.
- (iv) To access all educational opportunities and benefits available at the University and make good use of them to prosper academically and develop scientific temper.
- (v) To respect the laws of the country, human rights and to conduct in a responsible and dignified manner at all times.
- (vi) To respect the cultural and societal values nurtured and followed by people in this State.

Section 6. Prohibited Behaviour of the students

The students shall abstain from the following :

- i) Any act that causes or intends to cause psychological, emotional or physical stress and harm to any person/persons.
- ii) Any conduct that causes unauthorized removal, destruction or malicious damage of University property or property under University custody or control and also destroying, removing or maliciously damaging the property of others in University premises or at events/functions sponsored/organized by the University.
- iii) Disorderly, lewd, indecent, obscene or offensive conduct in the premises of the University or causing any damage to property under the control of the University or at events/functions sponsored/organized by the University.
- iv) Obstructing or disrupting the educational process by entering into a class/programme when the class is in session with out the permission of the teacher in charge of the class.
- v) Engaging in any sort of political activity inside the Campus or in any property owned/managed by the University and organizing or attending meetings other than the official ones or

other than those for which prior permission of University authorities have not been obtained.

- vi) Possessing any banners, flags, posters, pamphlets etc. other than the official ones or disfiguring the walls, doors, windows, furniture etc. with graffitis, bills, engravings etc.
- vii) Engaging in gherao, keeping under captivity or illegally confining any official of the University.
- viii) Possessing, using, distributing or being under the influence of alcohol, narcotics or other controlled substance in the University Campus or at any property owned/managed by the University.
- ix) Possessing or using any weapon, explosive or any thing that can cause injury/danger to the life and limb.
- x) Rashly or negligently driving the vehicles in the University premises.
- xi) Any other conduct which leads to the lowering of esteem of the University in public.
- xii) Using Mobile phone during class hours/office hours in Administrative Office/Departments/Schools.
- xiii) Disturbing the peace and tranquility of the campus.

Section 7. Disciplinary Sanctions

Any student/students exhibiting prohibited behaviour mentioned in Section (6) of the Code shall depending upon the gravity of the misconduct or depending on its recurrence be subjected to any of the following disciplinary sanctions.

I. Minor sanctions

- i) **Warning or reprimand**

This is the least sanction envisaged in this Code. The student engaged in any prohibited behaviour will be issued a warning letter.

ii) Tendering apology

The student engaged in any prohibited behaviour may be asked to tender an apology for his act, undertaking that he shall not indulge in such or any of the prohibited behaviour in future.

II. Major Sanctions

i) Debarring from Examinations:

A student/group of students may be debarred from writing all/ any/some of the examinations which forms part of the academic programme for which he/she has joined.

ii) 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, shall be clearly indicated in the communication addressed to the student. The student shall lose his attendance for the suspended period.

iii) Restitution

Restitution implies reimbursement in terms of money and/or services to compensate for personal injury or damage/ disfiguration to property of the University or any property kept in the premises of the University. The students/group of students or their parents may be asked to compensate in money terms for the loss that has been caused to any person or property of the University 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.

iv) Forfeiture

Any student engaged in any prohibited behaviour shall forfeit his caution deposit.

v) Expulsion

This is 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 courses of the University.

Section 8. Functionaries under the Code

i) Heads of Departments/Principals/Directors of Teaching Departments/Schools/Warden of Hostels.

As the persons in charge of the Department, the respective Heads / Principals / Directors of all the teaching Departments / Schools shall have the power and duty to take immediate action to curb any prohibitory behaviour as envisaged under this code. As the Heads / Principals / Directors cannot single handedly manage the entire issues, he can assign part of the work to the teachers and the teachers of all the departments have the responsibility to inform any incident of prohibited behaviour to the Heads / Principals / Directors so that any serious issue can be settled before the same goes out of control. The Heads / Principals / Directors shall have the power to impose minor sanctions as envisaged under Section 7(I) of this Code. They can also recommend to the Vice-Chancellor to impose major sanctions as envisaged under Section 7(II) of this Code. The Heads / Principals / Directors while taking any action as envisaged in the code shall do so in an impartial manner and see to it that the sanction imposed / proposed is commensurate to the gravity of the prohibited behaviour. Any lapse on the part of a teacher to report any instance of violence and misconduct on the part of the students shall be reported to the Vice-Chancellor by the respective Heads / Principals/Directors. The Warden / Matrons of Hostels shall be responsible for maintaining strict discipline and decorum in the hostel. He / She shall specifically see to it that the inmates of the hostel do not involve themselves in any prohibited behaviour mentioned under Section 6 of this Code.

ii) Registrar

The Registrar shall have the power to visit/inspect any premises/buildings or any property of the University when there is a genuine doubt that any act of prohibited behaviour is taking place and can take any lawful actions to curb such behaviour. The Heads/Principals/Directors shall report to the Registrar any instances of prohibited behaviour, who in turn shall bring it to the notice of the Vice-Chancellor. The Registrar shall forward the recommendations from the Heads/Principals/Directors to impose a major sanction under Section 7(II) of this Code to the Vice-Chancellor after noting his observations. The Registrar can also suo-motu recommend action against any student/students indulging in prohibited behaviour which is brought to his notice.

iii) Vice-Chancellor

The Vice-Chancellor shall be the ultimate authority in imposing major sanctions as envisaged under Section 7(II) against the students for acts of prohibited behaviour. The Vice-Chancellor can also entertain any appeal from any student/students aggrieved by the action of the Heads/Principals/directors and decide the case on merits and in an impartial manner.

Section 9. Right to Appeal

The student/students aggrieved by the action of the Heads/Principals/Directors can appeal to the Vice-Chancellor and any students aggrieved by the action of the Vice-Chancellor can appeal to the Syndicate. The decision of the Syndicate shall be final and binding on the student/students.

Section 10. Assistance from Law Enforcement Agencies

The Heads/Principals/Directors shall have the power and duty to call the Police immediately when there is a threat of Law and Order situation in the Campus and also when there is a genuine apprehension

that any incident of rioting, vandalism or any other act prohibited by law is likely to take place. The Heads/Principals/Directors shall in such a case give a detailed report to the Registrar. The Heads/Principals/Directors can also arrange videography of the entire situation.

Section 11. Counselling

The University shall arrange for initial counselling of fresh entrants by the Heads/Principals/Directors of the respective Department.

Section 12. Grievance Redressal Committee

The University will also set up "Grievance Redressal Committee" where the students can air their grievances. The Committee shall consist of the Heads/Principals/Directors of the Departments, eminent persons including retired Judges and also members of the Parent Teachers Association. Till these committees are constituted, adhoc committees shall be formed by the Vice-Chancellor.

Section 13. Undertaking by the students

The students joining any academic programme of the University will have to give an undertaking to the effect that he/she will fully comply with the provisions envisaged in this Code in letter and spirit.

Section 14. Amendments to the Code

The Syndicate of the University shall have the power to amend any of the provisions in this Code. The amendments shall be brought to the notice of the students and teachers of the University.

Section 15

No order other than an order suspending or warning a student, shall be passed without giving an opportunity of hearing to the student/students.