

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

STUDENTS' CONDUCT AND DISCIPLINARY CODE 2013

Approved vide

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Section 1: Preamble

To lay down appropriate rules and regulations to enforce discipline in the Campus that will be binding on all the students studying in the Institute.

Section 2: Title and Commencement

This Code is called as National Institute of Technology Meghalaya Students' Conduct and Disciplinary Code. The Code shall be deemed to have come into force from the date on which the Senate resolved to implement this Conduct and Disciplinary Code.

Section 3: Objectives of the Code

National Institute of Technology Meghalaya affirms that the sole purpose of this Institute is to produce high quality manpower in the fields of Science & Technology sound footing on basic science and engineering principles, technical skills, innovative research capabilities and exemplary professional conduct to lead and to use technology for the progress of mankind, adapting themselves to changing technological environment with the highest ethical values as the inner strength. The establishment and maintenance of this National Level Technical Institution is to carry on uninterrupted dissemination of knowledge. It is the place where both the teachers and the students are invariably dependent for the cause of maintaining order and discipline in that Campus facilitating advancement of the very objective of the Institute. Rules and regulations are therefore meant to mark the contours of this needed order and discipline. It is necessary that the Institute should cultivate higher values of honesty, integrity, responsibility, mutual respect for persons and property and respect for human rights among its students. In order to achieve 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 conformity with and supportive of and conducive to the Institute's very objective and cherished values.

Section 4: Applicability of the Code

The Code shall be applicable to all the students admitted to the Institute and including any academic programme, activity or event conducted by the Institute. 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 the Institute to any academic programme/ activity/event has knowledge of this Code. All Students coming within the above categories are required to strictly adhere to this Code as a condition of their admission to the Institute and this Code would be binding on and enforceable against them or any among them.

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 behave and conduct themselves in the Institute Campus, hostels and premises in a dignified and courteous manner and show due respect to the authorities, employees and elders.
- iii. To follow decent and formal dressing manners.
- iv. To foster and maintain a vibrant academic, intellectual, cultural and social atmosphere which is consistent with the objectives of the Institute.
- v. To access all educational opportunities and benefits available at the Institute and make good use of them to prosper academically and develop scientific temper.
- vi. To respect the laws of the country, human rights and to conduct in a responsible and dignified manner at all times.
- vii. To report any violation of this Code to the functionaries under this Code.

Section 6: Behaviour of the Students

1. Groupism of any kind that would distort the harmony is not permitted.
2. Students are expected to spend their free time in the Library/Reading Room. They shall not loiter along the verandahs or crowd in front of the offices or the Campus roads. Students should refrain from sitting on places such as parapets, stairs, footpaths etc.
3. NIT Meghalaya Campus is a “Smoking free and Alcohol free Campus”. Possession or consumption of narcotic drugs, tobacco, alcohol and other intoxicating substances are strictly prohibited in the Campus and Hostels.
4. Silence shall be maintained in the premises of the Institute.
5. Students are not permitted to use mobile phones in the class room, Library, Computer Centre, Examination Halls, etc.
6. Students shall not indulge in any undesirable activity and shall maintain highest standard of discipline.
7. Students shall refrain from all activities considered as ragging which is a criminal offence.
8. Students are prohibited from indulging in anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostels.
9. Politically based students’ and other organizations or outfits are not allowed in the Campus. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by politically based organizations.
10. Students shall not deface, disfigure, damage or destroy or cause any loss in any manner to or regarding public, private or Institute properties.
11. Unauthorized entry of outsiders into the campus as well as hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the Institute or hostels.
12. No one shall bring, distribute or circulate unauthorized notices, pamphlets, leaflets etc within the Campus or hostels. The possession, distribution or exhibition of any item by

any means which is per se obscene is prohibited within the Campus or on any property owned/ managed by the Institute.

13. No one shall exhibit any type of banners, flags, boards etc. inside the campus, gates, buildings or on the compound walls.
14. No student shall collect money either by request or by coercion from others within the campus or hostels.
15. The Institute being a place of learning and an exclusive academic zone, nobody shall respond to any call for any form of strike, procession or agitation including slogan shouting, dharna, gherao, burning in effigy or indulge in anything which may harm the peaceful atmosphere of the Institution and shall eschew from violence in the Campus and hostels and even outside.
16. Engaging in gherao, keeping under captivity or illegally confining any official of the Institute is prohibited.
17. No student shall exert undue influence on fellow students.
18. Possession or usage of weapons, explosives or anything that causes injury/ damage to the life and limb or body of any human being or property is prohibited.
19. Rash or negligent driving of vehicles in the Institute premises is prohibited.
20. No student shall enter or leave the classroom when the session is on without the permission of the teacher.
21. Students charged with criminal offence or under suspension shall not enter the Institute Campus without the permission of the competent authority.
22. Any case of criminal activity or violation of law and order in the Institute Campus will be reported to the police.
23. Students shall only use the waste bins for dispensing waste materials within the Campus including classrooms, hostels, offices, canteen and messes.
24. Any conduct which leads to lowering of the esteem of the Institute is prohibited.

Section 7: Disciplinary Sanctions

Any student exhibiting prohibited behavior mentioned in this Code shall depending upon the gravity of the misconduct or depending on its recurrence be subjected to any of the following disciplinary sanctions. Any student who is persistently insubordinate, who is repeatedly or wilfully mischievous, who is guilty of fraud or mal-practice in connection with examinations or who, in the opinion of the competent authority, is likely to have an unwholesome influence on his/ her fellow students, will be removed from the rolls.

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/her act, undertaking that he/she 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/they has/ have joined.
- ii. **Suspension:** A student may be suspended from the Institute 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/her attendance for the suspended period.
- iii. **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.
- iv. **Forfeiture:** Caution deposit of any student engaged in any prohibited behaviour shall be forfeited.
- v. **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 Institute. Such a student will not be eligible for readmission to any of the courses of this Institute.

Section 8: Functionaries under the Code

i) Heads of the Departments/ Faculty Advisors/Chief Warden/ Wardens of Hostels:

As the persons in charge of the Departments/Hostels, the respective functionaries of all Teaching Departments and Hostels shall have the power and duty to take immediate action to curb any prohibitory behaviour as envisaged under this code. As these functionaries cannot single handedly manage the entire issues, they can assign part of the work to the teachers and the teachers of all the departments/wardens have the responsibility to inform any incident of prohibited behaviour to the Heads of the Departments/ Chief Warden so that any serious issue can be settled before the same goes out of control. The Head of the Departments/ Chief Warden shall have the power to impose minor sanctions as envisaged under section 7(I) of this Code. They can also recommend imposition of major sanctions as envisaged under Section 7(II) of this Code to the Director. The Head of the Departments/

Faculty Advisors/Chief Warden/ Wardens of Hostels 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 with the gravity of the prohibited behaviour. Any lapse on the part of a teacher/ Warden to report any instance of violence and misconduct on the part of the students shall be reported to the Director by the respective Head of the Departments/Chief Warden. The Wardens 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 violation of any clause under Section 6 of this Code.

ii) Deans

Any authority of the Institute with delegated powers shall have the power to visit/inspect any premises, buildings or any property of the Institute 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 HODs/ Faculty Advisors/Chief Warden/ Wardens of Hostels shall report to the Dean (Students) any instances of prohibited behaviour, who in turn shall bring it to the notice of the Director. The Dean (Students) shall forward the recommendations from the HODs/ Chief Warden to impose a major sanction under Section 7(II) of this Code to the Director after noting his observations. The Dean (Students) can also suo moto recommend action against any student/students indulging in prohibited behaviour which is brought to his/ her notice.

iii) Director

The Director shall be the ultimate authority in imposing major sanctions as envisaged under Section 7(II) against the students for acts of prohibited behaviour. The Director can also entertain any appeal from any student/students aggrieved by the action of any authority of the Institute under or subordinate to the Director and decide the case on merit.

Section 9: Right to Appeal

The student/students aggrieved by the action of any authority of the Institute under or subordinate to the Director can appeal to the Director and any student aggrieved by the action of the Director can appeal to the Senate. The decision of the Senate shall be final and binding on the students.

Section 10: Assistance from Law Enforcement Agencies

The Deans/ HoDs/ Chief Warden shall have the power and duty to call the Police immediately with the concurrence of the Director 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 Deans/ HoDs/ Chief Warden shall in such a case give a detailed report to the Director. The Director/ Deans/ HoDs/ Chief Warden can also arrange for video recording of the entire situation and take requisite actions through police and other concerned authorities.

Section 11: Grievance Redressal Committee

The Institute will also set up "Grievance Redressal Committee" where the students can air their grievances. The Committee shall consist of the Deans/ HoDs/ Chief Warden and also members of the Parent Teacher Association. Till these committees are constituted, ad-hoc committees shall be formed by the Director.

Section 12: Undertaking by the Students

The students joining any academic programme of the Institute will have to give an undertaking to the effect that he/she will comply with the provisions envisaged in this Code in letter and spirit and even if it is not given them as well, will be bound by the provisions of this Code.

Section 13: Opportunity for Hearing

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

Section 14: Ultimate Authority

For all disciplinary matters related to students, the Director shall be the ultimate authority as provided herein.

Section 15: Amendments to the Code

The Senate of the Institute 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 faculty of the Institute through notice put on the notice boards of the Institute or through emails.