BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

केन्द्रीय विश्वविद्यालय
विद्या विहार, रायबरेली रोड, लखनऊ–226025

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY
(A Central University)
Vidya Vihar, Rae Bareli Road, Lucknow-226025

Letter No. 241 /BBAU/23
Date: 12 /05 /2023

NOTIFICATION

The **Code of Conduct for Students** of the University has been duly approved by the 77th meeting of Academic Council held on 30.08.2022 and subsequently approved by the Board of Management in its 79th meeting held on 24.12.2022.

A copy of the same is enclosed for necessary action of all concerned.

12/5/2023
Registrar

Encl: As above

Copy to:

1. Director, UIET, BBAU, Lucknow.
2. All Deans/ Heads/ Coordinators of Schools/ Departments/ Courses, BBAU, Lucknow.
3. OSD, Satellite Centre, Amethi.
4. Dean Student Welfare, BBAU, Lucknow.
5. Proctor, BBAU, Lucknow.
6. Librarian, Gautam Buddha Central Library, BBAU, Lucknow.
7. All Hostel Warden (Boys & Girls), BBAU, Lucknow.
8. Chairman, Antiragging Committee/Squad/Cell, BBAU, Lucknow.
9. Finance Officer, BBAU, Lucknow.
10. C.O.E., BBAU, Lucknow.
11. Assistant Registrar (VC Sectt.), BBAU, Lucknow.
12. PS to Registrar, BBAU, Lucknow.
13. I/C University website, BBAU, Lucknow for its uploading.

(25)

CODE OF CONDUCT FOR STUDENTS

BABASAHEB
BHIMRAO
AMBEDKAR
UNIVERSITY

LUCKNOW

प्रज्ञा शील करुणा

ESTABLISHED 1996

BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY

(A Central University)

LUCKNOW

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CODE OF CONDUCT FOR STUDENTS

Preamble

Babasaheb Bhimrao Ambedkar University strives to provide excellent ambience for teaching, research and learning. Inherent to this, focus of the University is to educate its students to be more responsible towards the University and the society at large. The Code of Conduct of Students outlines disciplinary policies which pertain to students and is designed to provide information to students regarding the ideals that underlie our academic mission, and the expectations that the University has from its students regarding the behavior appropriate for them.

Whereas, by virtue of section 5 sub-section XXV of the BBAU Act read with Statute 3(5) and 31(1) of the University, the Vice Chancellor has been vested with all the powers relating to discipline and disciplinary action in relation to students and whereas Statute 31 sub-section (5) empowers the University to frame detailed rules of discipline and proper conduct; and now in pursuance of the same, the Competent Authority has approved the following rules of discipline and proper conduct for the students of the University.

1. Short title and Commencement

i. These Rules shall be called "The BBAU Students' Discipline and Conduct Rules", hereafter referred to as the "Rules".
ii. Words and expressions used, but not defined, in these Rules shall have the meaning assigned to them in the Act, Statutes and the Ordinances.
iii. These Rules shall come into force with effect from the date of notification.

2. Scope of Code of Conduct of Student Discipline

The student discipline system in the University is envisaged for an educational system and is not representative of court of law. Evidence/ Proof of guilt need not necessarily be at the same level as necessary in a court of law. Therefore, procedural issues, including the introduction and consideration of evidence, will be handled in a manner consistent with the educational focus. Where the allegations are more serious, leading to serious consequences and the criminal and civil courts are the only options, the University may resort to legal processes including FIR etc. If a student or a group of students are incited by staff, faculty, or other students for a possible violation of civil laws and/or University policies on campus, they may be subjected to either the disciplinary process of the University and/or appropriate legal processes may be taken. It is noteworthy that in case any FIR is registered against any student by the University then suspension of such student is implied in it. However, in case the FIR is lodged against a student by any person due to his in/off campus behavior which can significantly impact the University, a formal disciplinary action may be initiated immediately.

Further, in the fitness of things, it is imperative to understand that University as an educational institution is a correctional facility in itself and therefore should refrain from filing FIRs against the students unless no other option is left; and to ensure discipline, it must strengthen and rely

upon the proctorial board and disciplinary committee for swift and justifiable actions.

Proctorial Board

4.1. There shall be a proctorial board consisting of Proctor and other members. The members shall be appointed by the Vice Chancellor from amongst the teachers of the University, and numbers of such members shall be fixed by the Vice Chancellor from time to time.

4.2. The proctorial board shall maintain an environment of student discipline conducive to academic and other pursuits in the University, and shall promote coordination within the University system with regard to student discipline.

4.3. The proctorial board shall be headed by the Proctor.

5. Disciplinary Committee

The students' Disciplinary Committee at the level of the University shall be constituted by the Vice Chancellor comprising following members.

Composition of Disciplinary Committee

1.	Senior faculty member nominated by the Vice Chancellor	Chairperson
2.	Dean Students' Welfare	Member
3.	Dean of concerned school	Member
4.	Proctor	Member
5.	Head of concerned Department	Member
6.	OSD/Director of satellite centre, Amethi (in case of students of satellite centre, Amethi)	Member
7.	Female faculty member nominated by the Vice Chancellor (in case of female students)	Member
8.	Supervisor (in case of Ph.D. students)	Member
9.	Administrative Warden of the concerned Hostel (in case of hostel inmate)	Member
10.	Professor in charge, SC/ST cell(in case of SC/ST students)	Member
11.	Any other member(s) (to be nominated by the Vice Chancellor, if required)	Member
12.	Security officer	Secretary

Note: 50% attendance of members is required to complete the quorum, which must include serial No.1 to 5. However, members are expected to ensure their presence in meetings of Disciplinary Committee.

6. Acts of Misconduct and Indiscipline

All students are responsible for conducting themselves in a manner that upholds the rights, dignity, and freedom of each member of the University. A student found responsible for the violation of any clause outlined in this section will be subjected to disciplinary action by the officers, functionaries, bodies or authorities empowered in this regard by the Act, Statutes, the Ordinances, the Regulations or the Rules made thereunder. Based on the gravity of misconduct and / or indiscipline, the offences are categorized into two categories i.e. category- I and category -II.

Category -I

6.1. Violation of any published BBAU policies, rules or regulations. It is the responsibility of the student to be familiar with all BBAU policies that refer to appropriate behavior on the campus or off the campus.

6.2. Failing to comply with orders or directives of University authorities, BBAU officials, University security personnel, or any other law enforcement officers performing their duties.

6.3. Furnishing false or misleading information to University and staff, student, or law enforcement officials acting in an official capacity.

6.4. Failure to appear and/or report to any BBAU office in conjunction with any disciplinary matter at the time specified or to request alternative appointment.

6.5. Violation of code of computing practices, including but not limited to, the misuse of BBAU computers or computer network and BBAU policies causing threat to academic integrity. Academic integrity encompasses honesty, responsibility and awareness relating to ethical standards for the conduct of research and scholarship or fellowship.

6.6. Forgery, alteration, destruction, misuse, and unauthorized possession of official BBAU documents, including University name, identification cards or records without authorization. Violations including but are not limited to forgery of applications for financial aid, Teacher's signature, admission, course changes or course credit, copying, misuse or alteration of parking permits, alteration or misuse of transcripts, and student identity cards etc.

6.7. Abuse of the University disciplinary system, including but not limited to

a) Knowing falsification or misrepresentation of information presented to any University authority.
b) Interference with University functioning through coercion, intimidation, threats or bribery.
c) Lodging of a complaint with prior information based on unfounded facts.
d) Influencing or attempting to influence another person to commit or abuse the Code and Conduct of Students.

6.8. Possession, duplication, or use of keys of any BBAU premises without authorization; entry or use of University premises without permission.

6.9. Violation and/or sabotage of safety systems, including but not limited to the below listed behaviors as well as any other behavior prohibited by the University rules/regulations.

a. Unauthorized use, abuse, or interference with fire protection equipment or other safety equipments which could result in death, injury, or substantial damage to University property.
b. Intentional setting off of false alarms including hoax threats, fire alarms etc.
c. Bomb threats or similar threats involving dangerous explosive devices or substances.
d. Behavior which leads to significant hazard (fire/water/air etc.).

6.10. Conducts that endanger the health or safety of members of the BBAU community or other persons.

6.11. Violation of Government rules/guidelines pertaining to traffic rules in the campus, inclusive of two, three and four wheelers, that jeopardizes orderly traffic and safe journey on the road.

6.12. Disorderly conducts including, but not limited to, verbal abuses or inappropriate behaviors or any other activities or behavior prohibited by the University authority.

6.13. Disturbing others in BBAU by using non-permissible level of noise.

6.14. Causing disruption or disturbances in any manner in teaching or other academic work, admission

and examination process, the office, the library, laboratories, canteen, facilities or amenities, the auditorium or the play ground etc.

6.15. Unable to produce the identity card issued by the University/department/hostel, or refusing to produce it on demand by University authorities, security personnel or any other law enforcement officer of University.

6.16. Discrimination against any member of the BBAU community, or a visitor, through biased or prejudiced behaviors related to the person's race, color, nationality, sex, religion, disability, age or sexual orientation.

6.17. Failing to discourage/prevent illegal activity or violation of the Code and Conduct of Students by active/passive participation during the activity.

6.18. Physical abuse, including but not limited to, inflicting or threatening bodily harm upon any person, or acting in a manner which creates a risk of bodily harm to any person.

6.19. Harassment, abuse, coercion, or threats by means other than the use of physical force. These include, but are not limited to, any behavior prohibited by the law.

6.20. Gambling for money or other items of value on BBAU premises; including but not limited to, playing cards or other games of chance or skill for money or other items of value.

6.21. Interfering with the rights or safety of one's room mate(s) and/or other students or creating a hostile environment within the hostels.

6.22. Use of barbecue grills or gas grills in any residence hostel facility. Items such as toasters, toaster ovens, hot plates, electric skillets or appliances with an open heating element are prohibited in hostel rooms.

6.23. Alterations, additions, and/or unauthorized use of furnishings and fixtures within University premises. Display any kind of notice or poster on white/black boards or on notice boards without the written permission of the concerned authority.

6.24. Playing of sports or activities that present a risk of injury to other persons or properties within hostels.

6.25. Permitting non-resident hostel students or persons to utilize equipment or services of BBAU hostel facilities intended for the exclusive use of hostel inmates.

6.26. Hosting unauthorized guests/persons without prior approval of concerned wardens.

6.27. The host is responsible for familiarizing the guest with the pertinent BBAU rules and regulations and is responsible for the conduct of the guest(s).

6.28. Any other act which may be considered by the competent authority as an act of violation of discipline and conduct.

Category –II

6.29. All acts of violence and all forms of coercion such as gheraos, sit-ins, hunger strike or any variation of the same, blocking entrance and exit of any of the academic and /or administrative complexes including the main gate of the University that disrupt the normal academic and administrative functioning of the University and or any act which incites or leads to violence and damage to University property.

6.30. Gheraos, laying siege or staging demonstrations around the residence of any member of the University or any other form of coercion, intimidation or disturbance of right to privacy of the University fraternity.

6.31. University does not recognize any students' organization. Use of banners, flags, posters etc. inside the campus using the name of University, faculty members, officials and staff is strictly

prohibited. Further, if the student organization (s) does not use its name or any identity on the banners, flags and posters and writes the name of any faculty member, officials and staff of BBAU, then the concerned faculty member, officials and staff will be required to give information regarding his or her consent if desired by the competent authority.

6.32. Students must take prior permission of the Proctor at least two weeks in advance for organizing any program in the campus. They are required to give in writing the outline of the program along with their all personal details having mobile number. The application must be forwarded through concerned Coordinator/ Head/Director.

6.33. Sexual Harassment/misconduct: Sexual harassment of any kind which shall also include:

I. Unwelcome sexual proposition/ advancements, sexually offensive pictorial comments, unwelcome touching, patting pinching or leering of parts of the body or persistent offensive or unwelcome sexual jokes or comments.

II. Offensive or derogatory comments or conducts reflecting gender-bias which create intimidating environment and which represent substantial violations of the rights or opportunities of the victim(s). Such conducts include but are not limited to:

a. Conducts that violate the University's policies prohibiting sexual harassment, such as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or written communications of a sexual nature.

b. The use of phone, email or any other method designed to transmit messages or materials of an explicit sexual nature that are unwanted by the recipient.

c. Making a video/audio recording, without permission taking photographs and using photographs from social media, or streaming audio/video which is detrimental to the image of faculty and officials of the University.

d. Any act of moral turpitude.

6.38. Use, possession, sale, manufacture, or intent to manufacture of liquor/narcotics or other prohibited items such as controlled substance, drug paraphernalia, including but not limited to, any actions or activities deemed prohibited by the University authority /Government of India.

6.39. Possession or use of any dangerous/ prohibited weapons/chemicals without proper authorization of competent BBAU official.

6.40. Possession or use of any explosive device or material, including but not limited to, fire crackers, cherry bombs, bottle rockets, and dynamite without proper authorization of authorized BBAU official.

6.41. Ragging in any form is strictly prohibited in the BBAU campus. Anyone indulging in ragging is liable to disciplinary action in accordance with UGC Regulations in this regard as amended from time to time.

6.42. Students are expected not to interact or speak on behalf of the University with any media representatives or invite media persons to the campus without the prior permission of the University authorities.

6.43. Sending emails to tarnish the image of faculty members, staff, officials and authorities of the University in own name, anonymous or pseudonymous or indulging in any cyber-crime.

6.44. Posting of derogatory comments on the social media or indulging in any such related activities having ramifications on the reputation of University, its faculty members and officials.

6.45. Damage, defacement, or destruction of University property or property of the members of University fraternity.

6.46. Attempted or actual theft or possession of University property or that of the University fraternity

47. Repetition of acts of indiscipline under Category-I in spite of repeated warnings and penalties imposed.

6.47. Any violation of any sort pertinent to the Indian Penal Code leading to FIR by the University.

7. Modalities of Investigation

The procedure of investigation may be as follows:

7.1 An incident of indiscipline may be reported either by an affected individual or by an observer. When information regarding alleged violation of any rule or regulation by the student is reported to any disciplinary authority (Admin warden/Warden/Head of Teaching Department/ DSW/Proctor), he/she shall investigate the same within his/her domain and shall have the authority to reprimand, impose fine or take any other suitable measure depending on the gravity of indiscipline under their disciplinary jurisdiction.

7.2 The charged student(s) will be informed of the allegation of misconduct/indiscipline made against him or her and will be given opportunity to submit his/her defense in verbal/writing.

7.3 It shall be the responsibility of the alleged student(s) and complainant to arrange for their respective witnesses to give oral evidence or to submit any written statement(s)/material evidence in their defense.

7.4 The Proctor with the help of Proctorial board shall enquire, collect relevant facts about the incident of indiscipline of the students, evaluate the evidences and impose punishment to erring student(s).

7.5 If Proctorial board ascertains that the offence pertains to the jurisdiction of Disciplinary committee then it will forward the recommendation of punishment to be imposed on the guilty student to the Disciplinary committee through the Proctor.

7.6 The Proctor is vested with the power to summon the student(s) in verbal/phone/ writing to appear at a specified date, time, and place in connection with an alleged violation. The students who fail without a genuine cause, to comply with summons or letter of notice issued by the Proctor or the Chairman of Disciplinary committee, may be charged with a violation of these Rules and may be recommended for suitable disciplinary action.

7.7 If a complaint against misconduct or indiscipline has not been filed, but information on such occurrence has come, or has been brought to the notice of the Proctor or the functionary responsible for the maintenance of the discipline of students, such authority may **suo motu** take cognizance of such information as may be relevant, and proceed in the same manner as if such complaint has been filed.

7.8 Ordinarily the above mentioned procedures shall be followed. However in severe cases of indiscipline/misconduct where the offending action has taken place in the presence of Proctor or any disciplinary authority therein Proctor/disciplinary authority may convene an emergency meeting and call those concerned to depose before it on urgent basis and give its findings and suggested actions. In case the parties refuse to depose, the Proctor/disciplinary authority is authorized to proceed ex-parte and record its clear findings and suggested actions along with the record of the matter and submit it to the Competent Authority.

7.9 In all cases of disciplinary action, where the disciplinary authority is of the opinion that a higher punishment than he/she has power to impose is required, he/she shall refer the case to the Proctorial board/Disciplinary committee for suitable action.

7.10. Proctor shall have power to impose fine up to Rs. 10,000 for any offence with the approval of Vice-Chancellor.

7.11. If the Proctor is of the opinion that a prima facie case exists against a student, he may place order

of interim suspension of the student with the approval of the Vice chancellor during pendency of enquiry.

7.12. Commensurate with the gravity of the indiscipline, Disciplinary committee may award appropriate punishments like fine, suspension, expulsion or rustication etc. from the University.

7.13. The Disciplinary committee is vested with the power to dispose of any alleged violation committed by the student (s) if the same is found to be baseless.

7.14. No punishment shall ordinarily be imposed on a student unless he/she is found guilty of the offence for which he/she has been charged by Proctor or any other inquiry after following the nor procedure and providing due opportunity to the student charged for the offence to defend himself or herself in front of the Proctorial board/Disciplinary committee.

7.15. All punishments imposed to students by the Proctorial board/Disciplinary committee shall be recorded in a register to be maintained by the Proctor office. The register shall be a permanent record of the University.

7.16. The Proctor will issue all orders of Proctorial board relating to disciplinary proceedings against students.

7.17. The Proctor will lodge FIR against any student(s) if the situation so demands, on behalf of the University.

7.18. The decision of Disciplinary committee may be communicated by the Registrar office.

7.19. In case the Vice-Chancellor is satisfied that on the basis of the available material and evidence on record a prima facie case exists against a student; he may order interim suspension of the student including withdrawal of any or all facilities available to a bonafide student during pendency of enquiry.

7.20. No penalty/punishment on any student shall be awarded without the approval of the Vice Chancellor.

8. Disciplinary Action/Punishment

The competent authority may impose one or more of the following punishments on any student found guilty of any of the acts of indiscipline or misconduct,as defined in Category-I or Category-II,on the recommendation the Proctorial board/ Disciplinary committee.

(a) Category- I

1) Warning/Reprimand and information to the parents/guardian.
2) Fine up to Rs.10,000/- depending upon the nature and magnitude of violation.
3) Suspension for one week.
4) Declaring hostels, premises, building or the entire BBAU campus out of bounds to any student up to two weeks.
5) Recovery of any kind such as any dues, cost of damages etc.
6) With holding the certificate of conduct up to two months.

(b) Category- II

1) Suspension for more than one week.
2) Fine more than Rs. 10,000/-depending upon the nature and magnitude of violation.
3) Declaring any part or the entire BBAU campus out of bounds.
4) Cancellation of admission or withdrawal of degree or denial of registration for a specified period.
5) Denial of any or all academic processes.
6) Withdrawal of any or all facilities extended to a student as per BBAU Rules (such as Scholarship/Fellowship, hostel etc.)
7) Non-issuance of certificate of conduct.
8) Expulsion
9) Rustication for the specified period.

9. Without prejudice to the powers of the Vice-Chancellor relating to proper maintenance of discipline and disciplinary action in relation to the student, the Proctor and Proctorial board shall deal with or decide upon the cases of misconduct and / or indiscipline of category- I and category-II and shall have power to impose any of the punishments of category-I to any student (s) found guilty of any of the acts of indiscipline. For cases involving serious breach of discipline of category- I and II, the Disciplinary committee shall have power to impose any of the punishments as provided in Category- II on any student (s) found guilty.

10. Notwithstanding any punishment mentioned in these rules, the Disciplinary committee/Vice Chancellor may, keeping in view the gravity/nature of misconduct/act of indiscipline, the manner and the circumstances in which the misconduct/indiscipline has been committed, award a punishment in excess of or less than or other than what has been mentioned thereon for reasons to be recorded.

11. Nothing in these provisions/rules shall be deemed to affect the plenary powers vested in the Vice-Chancellor under the statute 31(1) relating to maintenance of discipline and disciplinary action in relation to students.

12. **Interpretation and Appeal**

Interpretations of provisions within the Code of Conduct for Students may be solicited from the Proctor in case of any doubt. However, in case any dispute arises with regard to the explanation of any of these Rules and/or if the aggrieved wants to prefer an appeal against the decision(s) of Proctorial board or Disciplinary committee, the matter shall be referred to the Vice-Chancellor for adjudication whose decision thereon shall be final. Further, if still aggrieved he/she may prefer an appeal to the Board of Management (BoM) under section 32 sub section (2) and section 33 of the BBAU Act.

Explanation:

Suspension

Suspension means debarring a student from any academic (classes, hostel, assignment, research, field trips, functions, seminars, workshops, trainings and exams etc.) or all activities of the University for a specified period.

Rustication

Rustication means removal from the University for the specified time period under intimation to all Universities/Institutes in India. Rustication means debarring the student for studying in any University, College or educational Institution. The period of rustication will be counted from the date of issuance of the notice. Rustication, whenever imposed on University student(s), shall always mean the loss of the academic semester so far as his/her examination is concerned in addition to the duration of semester during which order is passed.

Expulsion

A student found guilty of major or gross misconduct shall be expelled from the University. Expulsion means permanent removal from the University and no re-admission in the University in any program, course or other academic category created and defined from time to time.