

**DRAFT BYE-LAWS ON DISCIPLINE AND PROPER
CONDUCT AMONG THE STUDENTS OF THE INSTITUTE**

(Section 26 (h) of Rules under MOA of Lakshmbai
National University of Physical Education, Gwalior)

- PRELIMINARY** 1 i. These Bye-Laws shall be called as “Bye-Laws on Discipline and Proper Conduct amongst students of the University” and shall come into force with effect from date of notification subsequent to the approval by the Board of Management of this University.
- ii. The students, for the purpose of this Bye-Law, shall include all students admitted in the University and its Regional Centres.
- iii. All kinds of misconduct apart from other things, shall come under the ambit of the Discipline under this Bye-Law.
- iv. The University may frame Rules and Regulations from time to time, as it deems necessary.
- DEPARTMENTAL DISCIPLINE COMMITTEE – COMPOSITION & FUNCTIONS** 2 i. Every Department shall have a Departmental Discipline Committee (DDC). The Committee shall have following composition:
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| a. Head of the Department | Chairman |
| b. One Associate/Asst. Professor of the Deptt.
(on seniority and rotation basis) | Member |
| c. Concerned Hostel Warden | Member |
| d. Dean of the Student’s Welfare | Expert Advisor |
| e. A female faculty staff
(to be nominated by the VC) | Member |
| f. Co-opted members (not more than two)
(to be nominated by the Concerned HOD) | Member |
| g. Asst. / Deputy Registrar (Academics) | Member Secretary |
- ii. In case two or more students from different Departments are involved then concerned HODs and one Associate /Assistant Professor from each Department shall be members and the Committee shall be chaired by the HOD on seniority basis. Similarly, concerned wardens shall be members where students from different hostels are involved in act(s) of indiscipline. Mess Warden may also be invited as a co-opted member wherever necessary.
- iii. The chairman of the disciplinary committee of the Department shall notify the constitution of the Discipline Committee. The term of office of members other than ex-officio shall be two years from the date of its notification.

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- iv. The functions of the Departmental Discipline Committee shall be as follows :
 - a. to oversee general discipline in the Department and to ensure that the Department functions smoothly.
 - b. to enquire into cases of indiscipline suo moto, or on report from any student, teacher, or authorised/Competent persons.
- v. The Committee shall work as a fact-finding inquiry body and shall submit its report to the Registrar of the Institute with material proof, if any, to take appropriate decisions accordingly.

**DISCIPLINARY
AUTHORITY**

- 3 a. The Registrar shall be Disciplinary Authority to punish and issue written warning in case a student is found guilty of indiscipline. He will have powers to suspend a student from attending classes for a specified period or award any other suitable punishment and shall report all such actions to the Vice-Chancellor.
- b. Before taking a final decision the Registrar shall apply principle of natural justice and a show cause notice including notice for personal hearing shall be issued to the concerned student (s).
- c. Assistant / Deputy Registrar (Academics) shall assist Registrar in proper functioning of his/her duties.

**APPELLATE
AUTHORITY**

- a. Concerned student (s) may appeal to the Vice-Chancellor against the decision of the Registrar within seven working days from the report of communication regarding award of such decision by the Registrar.
- b. The Vice-Chancellor may give opportunity of personal hearing to the aggrieved student (s). He may also consult with the Dean of the Student's Welfare. The Vice-Chancellor may confirm, modify or reverse the decision of the Registrar and the decision taken thereof shall be final and no further appeal shall lie before any other authorities of the Institute.
- c. Without prejudice to the disciplinary jurisdiction of the Registrar and other authorities of the Institute, all powers relating to the discipline and disciplinary actions in relation to the students of the University shall vest in the Vice-Chancellor in accordance with section 15 (c) (vi) of the rule of the Institute.

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**DEAN OF
STUDENT'S
WELFARE**

- a. The Vice-Chancellor shall be assisted by the Dean of Student's Welfare (DSW) who shall exercise such powers and perform such duties as may be assigned to him by the Vice-Chancellor and as prescribed in the Rules framed under these Bye-Laws.
- b. DSW may advise the Vice-Chancellor in the maintenance of discipline and proper conduct among the students of the University.
- c. The Dean of Student's Welfare shall be responsible for the maintenance of discipline among the students of the University.
- d. DSW may review from time to time the overall situation regarding discipline in the University and consider special cases referred to it by the Vice- Chancellor or Registrar of the University.
- e. At the time of admission, every student shall be required to submit a declaration to the Dean of Student's Welfare to the effect that he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the Institute.
- f. The Dean of Student's Welfare shall on behalf of the Vice-Chancellor receive and act upon any report received by him from teacher, warden or any public complaints against a student or a group of students and refer it to the Department of Disciplinary Committee for appropriate action.
- g. In the event of breach of discipline and or misconduct / misbehaviour on the part of a student or a group of students, the Dean of Student's Welfare shall communicate to the concerned HOD (s) to inquire into the matter.

Sd/-

(Dr. L.N. Sarkar)
Registrar