

UNIVERSITY OF AGRICULTURE, FAISALABAD



STUDENTS
(DISCIPLINE AND CONDUCT)
REGULATIONS

1978

1. SHORT TITLE, COMMENCEMENT AND APPLICATION:

- (i) These Regulations may be called the University of Agriculture, Faisalabad Students(Discipline and Conduct) Regulations, 1978.
- (ii) These Regulations shall come into force with immediate effect.
- (iii) These Regulations shall apply to all students on the rolls of the University, including the Sub-Campuses.
- (iv) A student on the rolls of the University who violates these Regulations shall be guilty of indiscipline and misconduct and liable to disciplinary action being taken against him under these Regulations.

2. DEFINITIONS:

Unless there is anything repugnant in the subject or context, the expressions used in these Regulations and defined or used in the University of Agriculture, Faisalabad Act, 1973, shall have the meanings assigned to them, respectively, hereunder or in the Act.

- (a) "*Authority*" means any of the Authorities of the University specified in section 21 of the University of Agriculture, Faisalabad Act, 1973;
- (b) "*Chairman of Department*" means head of a teaching Department;
- (c) "*Chancellor*" means the Chancellor of the University;
- (d) "*Competent Authority*" means an Officer or Authority of the University competent to take disciplinary action against a University student guilty of misconduct and indiscipline;
- (e) "*Dean*" means the Chairman of the Board of the Faculty;
- (f) "*Director*" means the head of a teaching Division or a Directorate of the University;
- (g) "*Discipline Committee*" means the Discipline Committee, as constituted under paragraph 11 of the First Statutes appended to the University of Agriculture, Faisalabad Act, 1973, as amended from time to time;
- (h) "*Faculty*" means a Faculty of the University;
- (i) "*Penalty*" means a penalty which may be imposed under these Regulations;
- (j) Head of sub-campus means the head or Principal of sub-campus.
- (k) "*Pro Chancellor*" means the Pro Chancellor of the University;
- (l) "*Statutes*", "*Regulations*" and "*Rules*" means respectively, the Statutes, the Regulations and the Rules made or deemed to have been made under the University of Agriculture, Faisalabad, Act, 1973.
- (m) "*Syndicate*" means the Syndicate of the University;
- (n) "*Teachers*" means Professors, Associate Professors, Assistant Professors and Lecturers engaged whole-time by the University/sub-campus, for teaching degree, honours or postgraduate classes, and such other persons as may be declared to be Teachers by Regulations;
- (o) "*University*" means the University of Agriculture, Faisalabad, as reconstituted under University of Agriculture, Faisalabad Act, 1973.
- (p) "*College*" means the constituent College of the University;
- (q) "*Vice Chancellor*" means the Vice Chancellor of the University.

3. ACTS OF INDISCIPLINE AND MISCONDUCT:

The following, among other violation of the provision of the Code of Conduct shall constitute acts of indiscipline and misconduct for which action may be taken against the student(s) by the competent authorities for imposing appropriate penalties on the defaulters:

- (a) Breach of any rule of public morals, such as:–
 - i. Use of indecent or filthy language in class rooms, residential halls, playgrounds and on the Campus;

- ii. Use of immodest, improper and provocative dress;
- iii. Use of undesirable remarks or gestures;
- iv. Disorderly behaviour, such as, shouting, abusing, quarrelling, fighting and insolence;
- v. Use or attempt or threat to use force;
- (b) Defiance of authority;
- (c) Impersonation purgery, giving false information, wilful suppression of information, cheating, deceiving and stealing;
- (d) Visiting places without a pass which are not to be visited without a pass;
- (e) Visiting places out of bounds for students;
- (f) Inciting or staging a walk out, a strike or an unauthorized procession;
- (g) Shouting of slogans derogatory to the prestige of the University or the reputation of its teachers and officers;
- (h) Use of intoxicants;
- (i) Keeping of licensed or unlicensed arms/or entering the University with arms;
- (j) Immorality;
- (k) Loss or damage to University property movable or immovable;
- (l) Actions defamatory of and derogatory to Islam and Pakistan;
- (m) Any act, conduct, disorder or neglect which is considered prejudicial to good order or discipline or unbecoming of a student and a gentleman, by the competent authority, and including any act on the part of a University student to bring or attempt to bring political or other outside influence directly or indirectly to bear on the Chancellor, the Pro Chancellor, the Vice Chancellor or any Officer, or any Authority or Teacher of the University.
- (n) Any student misbehaving with a teacher/and or official of the University.

4. COMPETENT AUTHORITIES AND PENALTIES:

The Deans of the Faculties, Directors of Institute(s), Head of Sub-Campus concerned, Hall Warden(s) and Director Students' Affairs shall be competent to take disciplinary action on the recommendations of the Advisory Committee(s) concerned against students of their respective Faculties, Directorate, Institute, Sub Campus, Residential Halls and Campus found guilty of misconduct and indiscipline. The disciplinary action may take one or more of the following forms, depending on the nature of indiscipline and misconduct:-

- i. Censure and warning for future;
- ii. Withdrawal of financial concessions for one semester;
- iii. Cancellation of hostel accommodation;
- iv. Imposition of fines;
- v. Recovery of loss or breakage of movable and immovable University property;
- vi. Placing a student on probation;
- vii. Suspension from the rolls, and or ban on entry in the premises of the University.
- viii. Withdrawal of financial concessions for more than one semester;
- xi. Rustication;
- x. Expulsion and
- xi. Debarring from seeking admission to higher studies at the University for a specific period or for EVER.

5. MAJOR AND MINOR PENALTIES:

For the purposes of these Regulations, penalties specified in Regulation 4 (i) to (vii) shall be deemed to be minor penalties, and those specified in Regulation 4(viii) to (xi) to be major penalties.

6. PAYMENT OF FINE:

- i) The fine imposed upon a student shall invariably be paid by him/her within ten(10) days from the issuance of its notification. The original Bank receipt showing payment of fine shall be submitted in the Office of the respective Dean/Director/ Director General/Head of Sub Campus/Hall Warden(s) concerned within due date, failing which the name of the defaulter shall be struck off the University rolls by the Faculty/Institute/Sub Campus concerned after receipt of intimation from the concerned quarter. The defaulter shall not be entitled to file an appeal unless depositing the amount of fine.
- ii) In case, the competent authority, on the appeal of a student remits or reduces the fine, the amount of fine/its balance may be refunded to the student concerned by the Treasurer's office on the recommendations of the Dean/Director/Director General/Head of Sub Campus/Principal Officer (Students' Affairs) concerned.

7. RECOVERY OF LOSS OR BREAKAGE OF PROPERTY:

A student shall be liable to make good the loss caused by him to the University property within fifteen (15) days of the notification of the order by the Competent Authority. Failure to make good the loss shall be considered an act of indiscipline and misconduct, within the meaning of Regulation 3(b). The name of such a student shall be struck off the rolls for failure to make good the loss, and besides, the Competent Authority, with the prior approval of the Vice Chancellor, may intimate legal proceedings against him in a Court of Law.

8. PLACING ON PROBATION:

A student may be placed on probation by the Competent Authority for a specified period and such period of probation may be extended if the student fails to improve his conduct. Continued failure to improve his conduct may lead to further disciplinary action.

9. SUSPENSION FROM ROLLS:

A student may be suspended from the University rolls for a period not exceeding two weeks at a time. Such a student shall pay the normal fine of absence for the period of suspension. A student suspended from the rolls may be reinstated or his period of suspension may be extended, as the case may be, by the Competent Authority.

10. RUSTICATION:

A student committing an act of major indiscipline and misconduct may be rusticated for an academic year or two semesters which shall mean the loss of one academic year to the rusticated student in so far as his appearance in the University examinations during the academic year is concerned.

11. EXPULSION:

A student committing an act of major indiscipline and misconduct may be expelled from the University for at least two academic years or four semesters from the date of expulsion.

12. NOTIFICATION OF RUSTICATION OR EXPULSION:

The name(s) of the rusticated or expelled student(s) communicated by the Competent Authority shall be notified by the Registrar, with the approval of the Vice Chancellor, and name(s) of such student(s) shall be struck off the rolls of the University. The University shall not issue a migration certificate to rusticated or expelled student(s).

13. INFORMATION OF PENALTIES FOR ACTS OF INDISCIPLINE AND MISCONDUCT TO PARENTS/GUARDIAN OF STUDENTS:

Acts of indiscipline and misconduct committed by University student(s) and penalties imposed under these Regulations shall invariably be intimated to the parents/guardian of the student(s) concerned.

14. RE-ADMISSION OF RUSTICATED STUDENT:

It shall be obligatory on the part of the Faculty/Institute/Sub-Campus concerned to re-admit a rusticated student, if he wishes to re-join the University/Sub-Campus after serving out penalty period. He is required to submit an application in the Office of the respective Dean/Director General/Head of Sub-Campus concerned well before the commencement of the semester where he stands eligible according to the approved 'Scheme of Studies'. The application should include an undertaking on judicial paper signed by the student and countersigned by his parents/ guardian, the Tutor, Senior Tutor or Supervisor concerned and Director Students' Affairs, as the case may be, to abide by the rules of conduct of the University and not to repeat any act of misconduct and indiscipline in future. If he fails to avail the chance immediately after serving out penalty period, he can seek re-admission in the same semester of the next academic session/semester according to the approved under-and-postgraduate 'Scheme of Studies', as the case may be. In case a student does not avail both of the admissible opportunities, he shall not stand eligible for re-admission in future.

Provided that the Vice Chancellor may, on the recommendations of the Dean/Director General/ Head of Sub-Campus concerned, condone the above period in special circumstances.

15. SPECIAL PERMISSION FOR RE-ADMISSION OF EXPELLED STUDENT:

An expelled student shall not be re-admitted to the University/Sub-Campus, except with the special permission of the Syndicate after the explicit undertaking given by the student on judicial paper, countersigned by his parents/guardian, the Tutor, Senior Tutor or Supervisor concerned and Director Students' Affairs, as the case may be, to abide by the rules of conduct of the University and not to repeat any act of misconduct and indiscipline.

The expelled student desirous to seek re-admission after serving out his penalty period, is required to submit his application addressed to the Vice Chancellor/Chairman, Syndicate in the Office of the Director Students' Affairs alongwith requisite undertaking well before the commencement of the semester in which he stands eligible for re-admission according to the approved 'Scheme of Studies'. If he fails to apply for re-admission immediately after serving out penalty period, he may submit his request in the same semester of the next academic session/semester according to the approved under-and-postgraduate 'Scheme of Studies', as the case may be. In case a student does not avail both of the admissible opportunities, he shall not stand eligible for re-admission in future.

Provided that the Vice Chancellor may, on the recommendations of the Dean/Director/Sub-Campus concerned, condone the above period in special circumstances.

16. DISCIPLINARY ADVISORY COMMITTEES FOR INVESTIGATION OF CASES OF INDISCIPLINE AND MISCONDUCT:

The cases of indiscipline and misconduct involving students of the University shall be investigated by the Disciplinary Advisory Committee constituted by the Vice Chancellor in the beginning of each calendar year by giving representation to all the Faculties/Institutes. The Principal Officer(Hostels)/Chief Warden/his representative and

Legal Advisor of the University/his representative will be Ex-officio members of the Committee. A separate Advisory Committee for each Sub-Campus, shall also be constituted by the Vice Chancellor in the beginning of each calendar year.

If some outsider(s)/ex-student(s) is/are involved in an indiscipline and misconduct case along with the University students, the concerned Advisory Committee, after careful consideration and with the prior approval of the Vice Chancellor, may refer such case to the Police to the extent of outsider(s)/ex-student(s) for investigation and appropriate action.

17. ADVISORY COMMITTEE FOR RESIDENTIAL HALL:

Notwithstanding anything to the contrary contained in these Regulations, the Hall Warden(Male for Main/PARS Campus/Female), may, in consultation with the Advisory Committee of Halls to be constituted by the Principal Officer(Hostels)/ Chief Warden for each(male main/PARS Campus, female) component separately impose the following penalties upon resident student(s) of Halls for acts of indiscipline and misconduct committed in the residential Halls after following the prescribed procedure as laid down under Regulation 18 and 18-a of the University of Agriculture, Faisalabad, Students (Discipline and Conduct) Regulations, 1978:-

- i. Imposition of fine upto Rs.2,000/-(Rupees two thousand only);
- ii. Recovery of loss to University property;
- iii. Placing a student on probation; &
- iv. Expulsion from the Residential Halls.

The Advisory Committee for Residential Halls shall comprise the Hall Warden(s) concerned as Chairman, Associate Hall Wardens/Senior Superintendent (if Associate Hall Warden is not available in a component) and Superintendent of concerned hostel as members. Provided that a Hall Superintendent may impose a fine of Rs.100/- at a time on the resident student(s).

Provided further that in case the nature of the offence warrants the penalty beyond its jurisdiction, the Hall Advisory Committee(s) shall send the case to the Vice Chancellor through the Principal Officer(Hostels)/Chief Warden along with its recommendations for onward transmission to the Disciplinary Advisory Committee for further investigation and appropriate recommendations.

17 a. CAMPUS ADVISORY COMMITTEE:

A Campus Advisory Committee consisting of Director Students' Affairs as its Chairman, Associate Directors Students' Affairs and Deputy Directors Students' Affairs as its members, shall deal indiscipline and misconduct cases of students at the Campus. This Committee will exercise powers as delegated to the Hall Warden(s) and shall impose the following penalties upon the students for act(s) of indiscipline & misconduct committed at the Campus after following the prescribed procedure as laid down under Regulation 18 and 18-a of the University of Agriculture, Faisalabad, Students(Discipline and Conduct) Regulations, 1978:-

1. Imposition of fine upto Rs.2,000/-(Rupees two thousand only);
2. Recovery of loss to University property;
3. Recovery of University dues from non-boarders;
4. Placing a student on probation and
5. Censure.

Provided further that in case the nature of the offence warrants penalty beyond its jurisdiction, the Campus Advisory Committee shall send the case to the Vice Chancellor through the Principal Officer(Students' Affairs) along with its recommendations, for onward transmission to the Disciplinary Advisory Committee for further investigation

and appropriate recommendations.

18. PROCEDURE FOR INVESTIGATION:

The following procedure shall be observed before imposing penalty on a student:–

The Vice Chancellor, on receipt of a report from a teacher or any other source for the breach or violation of the provisions of the Code of Conduct/Discipline, shall call the same to be considered by the Disciplinary Advisory Committee/Hall/Campus Advisory Committee concerned.

The Advisory Committee shall:

- i. frame charges and communicate it to the student simultaneously through official communication to his/her given University address as furnished by him/her in his/her admission form and notification in Campus News together with a statement of allegation explaining the charges and or any other relevant circumstances which are proposed to be taken into consideration;
- ii. require the student within a reasonable time which shall not be more than seven (7) days from the date of issuance of notice as prescribed under 18(i) above, to put in a written and or oral defence;
- iii. enquire into the charges and examine such oral or documentary evidence in support of the charges, or in defence of the student, as may be considered necessary;
- iv. determine on the basis of evidence and proceedings of enquiry as early as possible whether the act(s) of indiscipline or misconduct warrants a major or a minor penalty;
- v. the Committee shall invariably serve final show cause notice indicating penalty to be imposed upon the accused and providing an opportunity of being heard in person before communicating its recommendations to the competent authority for final orders;
- vi in case the student fails to respond to the notice issued to him under para 18(i) above, ex–parte decision shall be taken against him provided that the student under legal detention or hospitalized may respond to the said notice within seven (7) days after the release;
- vii. The Committee, in case of minor penalties shall send its recommendations to the Vice Chancellor for his information and in case of major penalties, for his orders. The orders of the Vice Chancellor shall be final.

18 a. PROCEEDINGS FOR SERIOUS ACTS OF INDISCIPLINE:

- (1) Notwithstanding anything to the contrary contained in Regulation 18, a student accused of a serious act of indiscipline, such as:
 - (i) indulging in any criminal act(s) or
 - (ii) provoking the students to demonstration or boycott of classes; inside or outside the University Campus; and other constituent educational institutions;
 - (iii) bringing fire arms on the Campus; or
 - (iv) indulging in any immoral act;
 - (v) misbehaving with a teacher/and or official of the University, shall be proceeded against immediately by the Advisory Committee concerned and the proceedings shall be concluded within 48 hours of the commission of the offence and act of indiscipline. The accused shall be given an opportunity of being personally heard and in case of absence or non-appearance the notice of the proceedings shall be given to the parents/guardian, if available, for ensuring the attendance. The ex–parte action shall be taken against those who would not be available. Before taking ex–parte action, a notice shall be pasted on the Notice Board or at a

prominent part of the buildings at the Campus. In case allegations leveled against the accused are proved, the penalty of expulsion shall be imposed upon him.

- (2) The matter shall also be reported to the Police about the commission of offence having been committed as and when required.

18 b. Nothing provided in clause 18 and 18a shall restrict the powers of the Vice Chancellor/Head of Sub-Campus to pass immediate orders without referring the case to the Advisory Committees and without following the specified procedure if situation so warrants.

19. APPEAL AGAINST THE PENALTY:

1. A student on whom any major/minor or both penalties has/have been imposed on involvement in a particular case of indiscipline and misconduct on the recommendations of the Disciplinary Advisory Committee/Sub-Campus Advisory Committee, may, within thirty(30) days from the date of announcement of the order, may file an appeal against that order to the Vice Chancellor.
2. The Vice Chancellor, after obtaining advice of the Discipline Committee as constituted under Statutes 11 of the First Statutes appended to the University of Agriculture, Faisalabad, Act, 1973, may dismiss the appeal or acquit/pardon the appellant, or order a fresh enquiry, or reduce or enhance the penalty or suspend the punishment for a specific period conditionally to be re-imposed immediately on evidence of his/her involvement in acts of indiscipline.
3. A student on whom only minor penalty is imposed by the Advisory Committee(s) concerned, may, within fifteen(15) days from the announcement of the orders, appeal to the Dean/Director/Director General/Head of Sub Campus concerned, who shall be the competent authority to pass such order as may deem fit.

Similarly, in the case of imposition of minor penalty by the Hall/Campus Advisory Committee the Principal Officer(Students' Affairs) shall be the competent authority to pass such order on the appeal as may deem fit in consultation with the Student's Affairs Committee.

4. Provided that:—

- (i) no recommendations/decision under this regulation shall be made, unless an affected student is afforded an opportunity of being heard in person.
- (ii) where the appellate authority decides to enhance the penalty, it shall:—
 - (a) by an order, in writing, inform the accused of the action proposed to be taken and the grounds of such enhanced punishment.
 - (b) given him/her a reasonable opportunity to show cause against that action.

20. REVIEW AGAINST THE ORDER ON APPEAL:

- (1) The punished student(s), may, apply for review of the orders passed on his/her appeal if contrary to the pray to the Vice Chancellor in the case of major and minor penalties, within a period of fifteen(15) days from the announcement of the orders. The Vice Chancellor may pass appropriate orders thereupon on the basis of evidences, available record and decision taken earlier on the appeal of the concerned student(s). If appropriate, the Vice Chancellor may seek advice of the Discipline Committee on the review appeal(s) before passing suitable orders.
- (2) If a student whose penalty is suspended under Regulation 19(2), is again found

involved in act(s) of indiscipline and misconduct and is awarded fresh penalty along with the re-imposition of previous suspended penalty, may appeal against the fresh penalty only, to the competent authority within the prescribed period of thirty (30) days. He may also request for review of the orders passed by the competent authority on his appeal as provided under Regulation 20(1).