

DISCIPLINE AND CONDUCT REGULATIONS, 2003

1 SHORT TITLE , COMMENCEMENT AND APPLICATION

- (1) These Regulations may be called the University of Veterinary and Animal Sciences, Lahore Students Discipline and Conduct Regulations, 2003.
- (2) These Regulations shall come into force with immediate effect.
- (3) These Regulations shall apply to all students on the rolls of the University, including those of the constituent College(s).

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 Veterinary & Animal Sciences, Lahore Ordinance, 2002, shall have the meaning assigned to them respectively, hereunder on in the Ordinance.

- (a) “Authority” means any of the Authority specified in section 21, of University of Veterinary & Animal Sciences, Lahore Ordinance, 2002;
- (b) “Chairman of Department” means head of a teaching Department;
- (c) “Chancellor” means the Chancellor of the University;

- (d) “Competent Authority” means the officer or Authority of the University competent to take disciplinary action against a University student guilty of misconduct and indiscipline;
- (e) “Deans” means the Chairman Board of Faculty;
- (f) “Director” means the head of 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 Veterinary & Animal Sciences, Lahore Ordinance, 2002.
- (h) “Faculty” means a Faculty of the University;
- (i) “Penalty” means a penalty which may be imposed under these Regulations;
- (j) “Principal” means the head or Principal of constituent college(s);
- (k) “Statues”, “Regulations” and ”Rules” means respectively, the Statutes, the Regulations and the Rules made or deemed to have made under the University of Veterinary & Animal Sciences, Lahore, Ordinance, 2002;
- (l) “Syndicate” means the Syndicate of the University;
- (m) “Teacher” means Professors, Associate Professors, Assistant Professors, Lecturers and Research Staff having prescribed qualifications engaged whole-time by the University, for teaching certificate, diploma, degree, or post graduate classes

and such other persons as may be declared to be teachers by the Regulations;

- (n) “University” means the University of Veterinary & Animal Sciences, Lahore, as constituted and established under the University of Veterinary & Animal Sciences, Lahore Ordinance, 2002;
- (o) “Vice Chancellor” means the Vice Chancellor of the University.

3. ACT 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 appropriate penalties on the defaulter:

- (a) Breach of rules of public morals, such as:
 - i. Use of indecent or filthy language in class rooms, residential halls, play grounds 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, quarreling, fighting and insolence;
 - v. Use or attempt or threat to use force;
- (b) Defiance of authority;
- (c) Impersonation purgery, giving false information, willful suppressions 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 reputations 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 moveable or immovable;
- (l) Expression of opinion or action defamatory of and derogatory to Islam and Ideology of Pakistan;
- (m) Any act, conduct, disorder or negligence 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 Vice Chancellor of any Officer, or any Authority or Teacher of the University;

- (n) Any student misbehaving with a teacher / and or Official of the University;
- (o) Involvement in political activities.

4. COMPETENT AUTHORITY AND PENALTIES

- A. Every member of the teaching staff shall have the powers and it shall be his / her duty to check disorderly or improper conduct or any breach of the rules by students occurring in any part of the precinct of the University. If misconduct occurs in a room when the student is under the charge of a teacher, the later shall report the matter without delay to the Chairman of the Department.
- B. The Librarian shall be responsible for the maintenance of order in the Library. In case of indiscipline / misconduct or any breach of rule, he may require the student so offending to withdraw form the Library for the remainder of the day and shall immediately report the offence to the Director Students Affairs.
- C. The Director Sports / Asstt. Director Sports shall be responsible for the maintenance of order among the students in or around the playgrounds or while under his charge.
- D. The Dean(s) of the Faculty(ies), Director(s) of teaching Divisions(s) or Directorate(s), Principal(s) of the constituent college(s) shall be competent to take disciplinary action against

students of their respective, Faculty(ies) or Institute or Directorates, found guilty of misconduct and indiscipline. The disciplinary action may lead to the imposition of one or more of the following penalties, depending on the nature of indiscipline or misconduct:

MINOR PENALTIES

- (i) Censure and warning for future;
- (ii) Withdrawal of financial concessions for one semester;
- (iii) Imposition of fines depending upon the nature of offence;
- (iv) Recovery of loss or breakage of movable and immovable University property;
- (v) Placing a student on probation;
- (vi) Suspension from the rolls, and ban on entry in the premises of the University.

MAJOR PENALTY

- (i) Withdrawal of financial concessions for more than one semester;
- (ii) Rustication; and
- (iii) Expulsion

5. PAYMENT OF FINE

- (i) Notwithstanding the fact that the appeals(s) are filed or not, the fine imposed shall be paid within ten(10) days from the

issuance date of its notification, failing which the name of the defaulter shall be struck off the University rolls.

- (j) In case, the competent authority, on the appeal of a student reduced or remits the fine, the amount of fine may be refunded to the student concerned, immediately after the issuance of notification by the competent authority.

6. AWARD OF PENALTY

- (1) The penalties which may be imposed and the authority or authorities competent to impose each kind of penalty are specified below;

PENALTY	AUTHORITY COMPETENT TO IMPOSE THE PENALTY
a. Exclusion from the Class Room, Laboratory, Clinics, Field work for the periods concerned, for not more than four such consecutive periods	Teacher Incharge
b. Exclusion from the game or the field for not more than one week.	President of the Club.
c. Exclusion from Study or Sports Tours.	Tour Incharge / Official.
d. Suspension or removal from a position of authority in Proctorial Board.	Director Student / Senior Tutor

- e. Suspension or removal from a position of authority in the University Sports. Chairman Sports Committee / Director Sports.
- f. Cancellation or Remission of fee or University Scholarship. Dean of the Faculty.
- g. Fine upto Rs.2000/- Chairman of Teaching Department / Director of Student Affairs.
- h. Fine without any limit Dean of Faculty.
- i. Rustication and Expulsion Competent Authority (Dean / Director).
- (2) Notwithstanding any thing contained in sub-regulation (1), the Vice Chancellor shall have the power to impose any of the penalties mentioned in the said sub-regulation (1) for the interim period and refer the case to the Disciplinary Advisory Committee.
- (3) A teacher or officer mentioned in regulation 6(1) in whose presence or in relation to whom an act of indiscipline is committed or who obtains knowledge of such act on a report or otherwise, may deal with the case himself or if his view:-
- a. The case is one which can be more appropriately dealt with by another authority; or

- b. A penalty or penalties severer than those which is competent to impose are called for in the case;

He shall report the case to the competent authority for onward for referral of the case to the Disciplinary Advisory Committee.

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 the student shall be struck off the roll of 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 MAJOR PENALTY

The name(s) of the rusticated or expelled student(s) duly approved by the concerned Dean/Director, on the recommendations of the Disciplinary Advisory Committee shall be notified by the Registrar under intimation to 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 proposed under these Regulations shall invariably be intimated to the parents/guardians of the student(s) concerned.

14. RE-ADMISSION OF RUSTICATED STUDENTS

It shall be obligatory on the part of the Faculty / Institute / Constituent College(s) concerned to re-admit the rusticated student(s), if he / she wish to re-join the University in the beginning of the next academic year or on the laps of two semesters.

15. SPECIAL PERMISSION FOR RE-ADMISSION OF EXPELLED STUDENT

An expelled student shall not be re-admitted to the University, except with the special permission of the Syndicate after the explicit undertaking given by the student, countersigned by his/her parents / guardian, the Tutor / Supervisor concerned 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.

16. DISCIPLINARY ADVISORY COMMITTEE FOR INVESTIGATION OF CASES OF INDISCIPLINE AND MISCONDUCT

The cases of indiscipline and misconduct shall be investigated by the Disciplinary Advisory Committee. This committee shall include one

representative from each Faculty / Institute / Directorate / College. The Disciplinary Advisory Committee shall be constituted with the approval of the Vice Chancellor in the beginning of the calendar year and shall be notified by the Registrar.

In case some outsider(s) are involved in an indiscipline and misconduct case along with the University students, the Disciplinary Advisory Committee, after careful consideration and with the prior approval of the Vice Chancellor, may refer such cases to the Police for investigation and appropriate action.

17. PROCEDURE FOR INVESTIGATION

The following procedure shall be observed before imposing penalty on student(s):-

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.

The Disciplinary 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 News Bulletin 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 accused student within a reasonable time which shall not be more than seven (7) days from the date of issuance of notice as prescribed under 17(i) above, to put in a written and or oral defence. In case the accused student fails to submit his written defence within the stipulated period, it shall be presumed that he has not defence to offer and has accepted the charges;
- iii. in case the student fails to respond to the notice issued to him under para 17(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;
- iv. enquire into the charges and examine such oral or documentary evidence in support of charges, or in defence of the student, as may be considered necessary;
- v. 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;
- vi. send its recommendations to the competent authority (concerned Dean/Director) for final orders to impose the minor / major penalty.
- vii. the competent authority shall serve a final show cause notice indicating the major penalty to be imposed upon the accused and providing him an opportunity of being heard in person before final orders.

18. PROCEEDINGS FOR SERIOUS ACTS OF INDISCIPLINE

1. Notwithstanding anything to the contrary in Regulation 17, a student accused of a serious act of indiscipline, such as
 - (a) indulging in any criminal acts(s) or
 - (b) provoking the students to demonstration or boycott of classes; inside or outside the University Campus; and other constituent educational institution;
 - (c) bring fire arms on the Campus; or
 - (d) indulging in any immoral act;
 - (e) misbehaving with a teacher/and or official of the University.
 - (f) Involvement in political activity against the Order of Supreme Court of Pakistan.

shall be proceeded against immediately by the Disciplinary Advisory Committee 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 no 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 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.
3. Nothing provided in regulation 17 and 18(1) shall restrict the power of the Vice Chancellor to pass immediate orders without referring the case to the Disciplinary Advisory Committee 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 awarded by the competent authority (concerned Dean / Director) may, within thirty (30) days from the date of announcement of the order, appeal against that order to Dean's Committee to be constituted by the Vice Chancellor for the calendar year.
2. The Dean's Committee may dismiss the appeal or acquit the appellant, or order a fresh enquiry, or reduce or enhance the penalty or suspend the punishment to be re-imposed immediately on evidence of his/her involvement in acts of indiscipline.

Provided that

- (i) no 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 order passed on his/her appeal to the Vice Chancellor, within a period of fifteen (15) days from the announcement of the orders of the appellant authority (Dean's Committee).
2. The Vice Chancellor may, after obtaining advice from the Discipline Committee as constituted under Statute 11 of the First Statutes appended to the University of Veterinary & Animal Sciences, Lahore, Ordinance, 2002 decide the review appeal.

21. REPETITION OF ACT OF INDISCIPLINE / MISCONDUCT

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 alongwith the re-imposition of previous suspended penalty, may appeal against the fresh penalty only to the Dean's Committee, within the prescribed period of thirty (30) days.