

JORHAT COLLEGE (AMALGAMATED)

**Hand Book for Code of Conduct for
Students**

(2018)

JORHAT COLLEGE PUBLICATIONS CELL

JORHAT COLLEGE, 785001

ASSAM

HAND BOOK FOR CODE OF CONDUCT FOR STUDENTS: A booklet containing the code of conduct for the different stakeholders associated with Jorhat College (Amalgamated), published by Jorhat College Publication Cell, Jorhat, Assam.

1st Edition (Hard Copy): 5th September,2018

Publisher: Jorhat College Publication Cell, Jorhat, 785001, Assam.

1.PREFACE

The Handbook on '**Code of Conduct for Students**' indicates the code of conduct for all students enrolling with the college for pursuing degree or post-graduate courses. All students enrolled to this college must know that it is mandatory upon them to abide by this Code of Conduct.

The College endeavors, by means of enforcing this Code to build and maintain a conducive and congenial environment to impart value-based, high quality education. Discipline and integrity are coveted goal for all educational institutions. Through is Code of conduct the college provides a guideline for all the stakeholders. Further the college aspires to instill among all the stakeholders the values, ethics and the sense of individual and collective responsibility.

All Students are required to be well conversant with this Code of conduct. The soft copy of this is available on the college official website www.jorhatcollege.org

2. JURISDICTION

2.1 The Jorhat College (Amalgamated) shall have the jurisdiction over the conduct of the all stake holders (Students, Teachers, Principal, Officials, Governing Body) associated /enrolled with the College and to take cognizance of all acts of misconduct.

2.2 Institute may also exercise jurisdiction over conduct which occurs off-campus violating the conduct and discipline as laid down in Code of Conduct.

3. ABOUT JORHAT COLLEGE (AMALGAMATED)

Jorhat College (Amalgamated) a centre of quality education came into existence after the amalgamation of two colleges viz., Jorhat College and New Jorhat College, both established in 1962. The amalgamation took place in 1970. The college has been relentlessly rendering service to the cause of providing quality education to financially as well as academically backward students mainly from the rural areas of the outskirts of Jorhat city. The college is operating from an urban campus. The college offers eight courses of humanities affiliated to Dibrugarh University at the degree level. The college also offers both degree and post-graduate courses affiliated to Dibrugarh University under distance education mode. Besides, the College has a centre for Krishna Kanta Handique state open university. The college has Science Stream in the Higher Secondary level.

Departments of Jorhat College (Amalgamated)

- Department of Assamese
- Department of English
- Department of Economics
- Department of Philosophy
- Department of History
- Department of Education
- Department of Political Science
- Department of Sociology

Department of Science: 10+2 level

M.A. Distance (Dibrugarh University)

- Department of Assamese
- Department of English
- Department of Education
- Department of Political Science
- Department of Sociology

B.A. Distance (Dibrugarh University)

B.A. Distance (KKHSOU)

Members of Governing Body, Jorhat College (Amalgamated)

A. College Governing Body

President: Dr. Nonigopal Goswami, Former Principal, J.B. College

Other Members of the Governing Body

- Dr. Devabrata Sharma, Principal & Secretary
- Dr. Bijoy Sharma, Member
- Dr. Zakir Ahmed, Member
- Mr. Kiran Kr. Tanti, Member
- Mr. Ronjit Kr. Hazorika, Member
- Mr. Tarun Loying, Member
- Dr. Poran Boruah, Member
- Mrs. Swapnajyoti Borah, Member
- Dr. Rajen Bora, Member.
- Ranjita Adhyapak, Member

Department wise Present Faculty Members & Non-teaching Staff of the College

Department of Assamese :

1. Mrs. Anima Neog, Associate Prof., H.O.D.
2. Mr. Kushal Kumar Das, Assistant Prof.
3. Dr. Jyotirmoi Bordoloi, Assistant Prof.
4. Mr. Tarun Loying, Assistant Prof.

Department of English :

1. Mrs. Manisha Duara, Associate Prof.
2. Mr. Pankajpani Saikia, Associate Prof., H.O.D.
3. Mr. Subhrajyoti Chanda, Assistant Prof.,
4. Mr. Gitartha Goswami, Assistant Prof.
5. Part Timer

Department of Economics :

1. Mr. Pulakjyoti Sarmah, Associate Prof.,(H.O.D)
2. Dr. Mouchumi Mahanta ,Associate Prof.
3. Dr. Jagatjyoti Barua, Astd. Prof.
4. Part Timer

Department of Education:

1. Mrs. Jutimali Saikia, Associate Prof. H.O.D.
2. Mrs. Pratima Pegu, Assistant Prof.
3. Mrs. Julee Saikia, Assistant Prof. (Non San.)
4. Part Timer

Department of History:

1. Mr. Utpal Dutta, Associate Prof.
2. Mrs. Barnali Sarma Kotoky, Associate Prof., H.O.D.
3. Dr. Soumitra Puzari, Assistant Prof.
4. Mr. Raktim Jyoti Hazarika, Assistant Professor
5. Part Timer

Department of Philosophy :

1. Mr. Chandrasekhar Phukan, Assistant Prof.
2. Mrs. Rupamoni Dutta, Associate Prof.
3. Mrs. Minoti Gogoi, Associate Prof., H.O.D.
4. Part timer

Department of Political Science:

1. Mr. Ranjit Kr. Hazarika, Associate Prof.
2. Mrs. Rupali Borah, Associate H.O.D
3. Mr. Bidyut Bora, Assistant Prof.
4. Dr. Shilo Lalhlanzo Parate, Assistant Prof.

Department of Sociology:

1. Dr. Diganta Kr. Phukan, Assistant Prof., H.O.D.

2. Mrs. Swapnajyoti Bora, Assistant Prof.
3. Dr. Biswajit Borah, Assistant
4. Part timer

Library Staff:

1. Mr. Jogen Saikia, Library Asstt.,
2. Mr. Dilip Bora, Grade-IV

Office Staff :

1. Mrs. Ranjita Adhyapak, Office
2. Mr. Ashim Kumar Bora, UDA
3. Mr. Pradip Hazarika, LDA
4. Mr. Mohan Dutta, LDA
5. Mr. Dhiraj Kumar Das, LDA
6. Mr. Kanak Sonowal, LDA
7. Mr. Bhadeswar Bora, Grade
8. Mr. Dimbeswar Bora, Grade
9. Mr. Ranjit Bora, Grade - IV
10. Mr. Gobinda Das, Grade - IV
11. Mr. Nitumoni Bora , Grade -
12. Mr. Bhaben Saikia , Grade -
13. Mr. Bubul Saikia, Grade - IV

CODE OF CONDUCT OF STUDENTS:

1. Students disturbing congenial and decent environment of the college would be considered as violators of discipline. They should maintain both physical and mentally dignified conduct both inside and outside the college. Anyone found creating or conducting indecent environment may be punished ranging from imposition of fine upto expulsion, the degree and quantum of which will depend upon the nature of indecent behavior and the view of the disciplinary committee.
2. Students are expected to be respectful towards principal, vice principal, teachers, librarian and other office staffs and people at large. Disobedience may invite punishment, interalia, fine, suspension. Public condemnation and warning, finally expulsion or other measures that the discipline committee might deem fit.
3. A) The students opting to bring mobile/tablet inside the college campus have to take permission and obtain a permission paper available on payment of Rs 100. Even after that, use of mobile/tablet would be restricted to Boys' and Girls' Common Room and the Canteen. Mobiles/tablets without permission will not be allowed the campus of the college.
B) The violation of the above rule may invite fine and also confiscation of the mobile/tablet in extreme circumstances. The fine is to be paid to the teacher or staff delegated to collect the fine.
C) The first-time violator would be fined Rs. 100/- only which would be increased to Rs. 500 for subsequent violation and the mobile phone may be confiscated.
4. In case of clash among two students/ two groups/ one student and a group, the degree and quantum of the action taken will be determined by the disciplinary committee.
5. Boys and girls are not allowed to mix improperly. The degree of indecency will be determined by the disciplinary committee.
6. Hair make up should be decent except in case of religious formalities.
7. Dresses like sporting, jeans, leggings, Balloon pants etc are not allowed to put on.
8. Students are strictly not allowed to use indecent word or have indecent conversation inside the college.

9. Late arrival in the classroom is not allowed.
10. No students would be allowed to carry objects like cigarettes, tobacco, intoxicants, DSLR cameras, drugs, pornographic materials into the college campus.
11. Students would not be allowed to enter the college campus in inebriated condition.
12. The rules imposed by the college authority regarding ragging is to be followed.
13. Eve teasing, stalking and similar misconducts are strictly prohibited. Any case of gender related harassment /exploration/humiliation will be dealt with most firmly. Those will be referred to GSCASH and Disciplinary Committee may decide to punish the guilty by warning, fining, publicly condemning, suspending and even expelling.
14. The fine imposed upon the guilty may vary from Rs. 100/- to Rs 3000/- depending upon the gravity of the case. The fine collected will be spent to enrich the college library and not accepted in cash but only in kinds (book form).
15. The Discipline committee is empowered to deal with other cases of violation of discipline which may come up from time to time.
16. Students should refrain from the misuse of social media.

Points to be noted

Mobile Phone:

Students will have to formally apply for permission to bring mobile/cell phone sticker will be given to her/him after payment of Rs.100/- for one year (Rs. 175 for 2 for 3 years. Then the students will be allowed to bring the phone to college and common rooms and canteen. It must be silent/switched off at classroom, library, office, etc. It is completely banned at examination. Any student violating these rules would and their phone would be confiscated. If the mobile is used for any illicit/ pornographic be confiscated & student would be severely punished.

Car & Bike:

No student will be allowed to bring Car inside the Campus. Students bringing produce Registration Certificate (R.C) and Driving Licence and get a permission sticker - for a year, Rs.175/- for 2 year and Rs.250/- for 3 years. Defaulters would be fined and the

Uniform:

All students are required to attend College in Uniform as given below:

Boys : White Shirt and Grey Pant (Formal Shirt & Pant)

Girls : White Mekhela-Chadar with Grey border and Grey blouse or White Salwar and White Dupatta. (Patiwala or Semi-Patiwala) (For both Boys and Girls) Black Sweater / Blazer.



PHONE : 0361-2267721 (O), FAX : 0361-2267056
UNIVERSITY GRANTS COMMISSION, NORTH EASTERN
REGIONAL OFFICE
3rd FLOOR HOUSEFED, RENTAL BLOCK-V, BELTOLA -
BASISTHA ROAD
DISPUR, GUWAHATI - 781 006, ASSAM
Website : www.ugc.ac.in / E-mail : scray_22@rediffmail.com

No. 3-I/PQ/2006(NERO)/1778-2078

Dated : 21 Jul, 2008

To

The Principal,
Jorhat College (Amalgamated)
M.G. Road, Jorhat - 785 001, Dist. Jorhat, Assam

Sub : **Prevention of Ragging in Educational Institutions**

Sir/ Madam,

In inviting a reference to the subject cited above, I am to enclose a copy of UGC, H.O, New Delhi letter No. F.1-8/2006(CPP-II) dated 16th May, 2008 and F.1-8/2006(CPP-II) dated June 2008 for Prevention of Ragging in Educational Institutions.

Accordingly, you are requested kindly to take necessary steps to ensure strict compliance of the order of the Hon'ble Supreme Court.

This is for your kind information and necessary action.

Yours faithfully,

Sd/-
S.C. Ray
Dy. Secretary
UGC-NERO

End: 3 (Copies)

UNIVERSITY GRANTS COMMISSION

Steps taken by UGC to prevent ragging in Educational Institutions.

1. In January, 2000, UGC circulated the guidelines prepared by UGC Expert Committee on curbing the menace of ragging to all Universities for taking necessary action.
2. In July, 2007 UGC again wrote to all Universities sending the Dr. Raghavan Committee Report (Committee constituted by M/HRD on the orders of Supreme Court) on measures of prevention of ragging in educational institutes for strict compliance.
The reports are available on UGC Website www.ugc.ac.in
3. As per the Raghavan Committee report the Universities are to set up :
 - i) Anti ragging Squads
 - ii) Anti ragging committees
 - iii) Mention in the prospectus of possible action against ragging.
 - iv) Publicize the name/telephone no. and address of the authorities to be contacted.
 - v) Counselling of seniors and freshers.
 - vi) Conduct orientation courses for freshers.
 - vii) Report action taken by the anti ragging squads and anti ragging committee to UGC.
 - viii) No. of cases of ragging to be mentioned in the prospectus along with the punishment given to the guilty.
 - ix) Erect suitable hoardings/bill boards banners in prominent places within the campus.
4. The UGC has requested for Information/feedback from the Universities on the steps taken for curbing ragging in the prescribed proforma.
5. The Universities have been instructed to mention in every prospectus if any incident of ragging comes to the notice of the authority the concerned student shall be given liberty to explain and if his explanation is not found satisfactory the authority would expel him from the institutions.
6. The Commission has created a cell for dealing with ragging in educational institution.

Ph. 23236354, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437

www.ugc.ac.in



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग, नई दिल्ली - 110 002
UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG, NEW DELHI-110 002

SUPREME COURT MATTER

No. F.1-8/2006 (CPP-II)

16th May, 2008

The Registrar
All Universities
(List attached)

Subject: Supreme Court of India Orders – Curbing Ragging in Educational Institutions – Inclusion of No. of Ragging Incidents in Prospectus/Brochures.

Sir/Madam,

In continuation of this Office letter of even no. dated 03.03.2008, on the above subject, I am directed to say that the Hon'ble Supreme Court of India in SLP (C) No.24295/2004 in the matter of University Kerala v/s Council of Principals, Colleges of Kerala and others, the Apex Court has expressed displeasure on the incidents of ragging in the educational institutions despite directions to prevent such incidents in educational institutions.

(2) In the last hearing held on 10th December, 2007 in the case related to prevention of ragging in higher educational institutions the Supreme Court has expressed concern over the incidence of ragging occurring in higher educational institutions and the need to eliminating it altogether. Accordingly, as directed by the Court, instructions have been issued by the regulatory bodies UGC / AICTE / MCI etc., for inclusion of the clause in the prospectus regarding punishment of students with expulsion etc, if found guilty of ragging. The Committee set up by the Supreme Court to Monitor the measures being taken to prevent ragging has now decided that along with the number of cases of ragging in the previous academic session, the punishments awarded to those found guilty should also be mentioned in the brochures/prospectus of the higher educational institution.

(3) It may also be stated that the Report of the Raghavan Committee constituted as per directions of the Supreme Court of India to give suggestions on means of prevention of ragging in educational institutions, is already posted on UGC website www.ugc.ac.in. The prescribed format for compliance report already circulated vide UGC office letter of even number dated 20th November, 2007.

NOTIFICATION & CIRCULARS

(4) The Second meeting of Raghavan Committee to Monitor Measures to Prevent Ragging in Higher Educational Institutions appointed by the Supreme Court of India constituted by Ministry of Human Resource Development headed by Dr. K. Raghavan, Ex-Director of CBI was held on 02.04.2008 in New Delhi and the Committee has inter-alia given the following directions to all regulatory bodies :

That the Universities/Colleges should mention in their prospectus/brochure that the total number of "Ragging Incidents" taken place in their Institution in each year for information to the public.

(5) The Ministry of Human Resource Development, Government of India, Department of Higher Education, vide their letter No. 9-18/2008 (U-5) dated 29th April, 2008 has requested to take up suitable campaigns against ragging, inter-alia suggesting the following :

The Institutions may erect suitable hoardings / bill boards / banners in prominent places within the campus exhort the students to prevent or not to indulge in ragging and also indicating therein the names of the officials and their telephone number to be contacted in case of ragging.

The Educational Institutions may also undertake any other form of campaigns as it may consider appropriate for prevention of ragging.

(6) It is requested that necessary action may be taken. This may also be brought to the notice of the colleges affiliated to your university.

(7) Action taken report in this regard may please be sent to this office early.

Yours faithfully,

Sd/- V.K. Jaiswal
Under Secretary

Copy to:

1. The Director (U-5), Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhavan, New Delhi - 110 001 (Ref. No. F.9-18/2008-U-5, dated 29.04.2008 and No.F.9-43/2007-U-5)
2. All Regional Offices, UGC
3. JS (RO) / JS (SU) JS / (CU) /JS (DU) /JS (DC) / JD (NRCB), UGC New Delhi-110002
4. Publication Officer, UGC for posting on UGC Website.

Sd/- V.K. Jaiswal
Under Secretary

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG, NEW DELHI- 110002

F.1-8/2006 (CPP-II)
June, 2006

PREVENTION OF RAGGING IN EDUCATIONAL INSTITUTIONS

ABSOLUTE NO TO RAGGING

- According to the directions of the Supreme Court of India in *University of Kerala vs. Council of Principals of Colleges in Kerala*, ragging within or outside any educational institutions is prohibited.
- "Ragging" means doing an act which cause or is likely to cause insult or annoyance or fear or apprehension or threat or intimidation or outrage of modesty or injury to a student.
- The University Grants Commission (UGC), New Delhi has also taken stern view of the problem of ragging and has issued the necessary guidelines to curb the same.

The following recommendations need immediate implementation according to the Supreme Court / Raghavan Committee recommendations / UGC instructions :

- The punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents;
- Every single incident of ragging where the victim or his parent/guardian or the Head of institution is not satisfied with the institutional arrangement for action, a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities;
- Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness;
- The Court directed the exploration of possibility of introducing in the educational curriculum, a subject relating to ragging;
- *In the prospectus to be issued for admission by educational institutions, it shall be clearly stipulated that in case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he shall be expelled from the educational institution;*

- The Central Government and the State Government shall launch a programme giving wide publicity to the menace of ragging and the consequences which follow in case any student is detected to have been involved in ragging;
- Role of the concerned institution shall also be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and in case of their failure, action can be taken against them too;
- Anti-ragging Committees and squads shall be forthwith formed by the institutions to see that the Committee's recommendations are observed without exception and if it is noticed that there is any deviation, the same shall be forthwith brought to the notice of this Court; and
- The Committee constituted pursuant to the order of this Court shall continue to monitor the functioning of the Anti-Ragging Committees and the squads to be formed. They shall also monitor the implementation of the recommendations to which reference has been made above.

Acts Amounting to Ragging could be :

- Teasing, Embarrassing and Humiliating;
- Assaulting or Using Criminal Force or Criminal Intimidation;
- Wrongfully Restraining or Confining or Causing Hurt;
- Causing Grievous Hurt, Kidnapping or Rape or Committing Unnatural Offence; and
- Causing Death or Abetting Suicide.

Let us together curb this menace.

1. Please stay away from ragging.
2. Ragging is a criminal offence as per law passed by a number of state governments.
3. Rustication from the college.
4. Embossment on Mark Sheets, Degree Certificate etc. stating that he/she indulged in Ragging.
5. Penalty and imprisonment of one year.
6. Fine.