

DISCIPLINARY COMMITTEE: POLICY AND PROCEDURE

CIMP is committed to the creation and nurturing of a professional body of management graduates through its students and alumni, which will help develop a community that is non-discriminatory, non-sexist, and non-violent and that promotes a safe learning and work space for all, particularly for women. As an educational institution, CIMP strives to *'be the change that we want to see'* in society.

This is a complex and sensitive task because the students often come from diverse backgrounds and cultures. CIMP strives to create an enabling environment to hand-hold and help evolve highly committed, mature change agents who are willing to subscribe to the continuous learning paradigm and support living and helping others to live a dignified life through their contributions to society through their learning at the portals of CIMP. Such learning, apart from achieving curricular goals, helps enhance a better living for all. Keeping these principles and values in mind, a general code of conduct is provided below for students.

1. GENERAL CONDUCT

The Institute attaches great importance to integrity, good conduct, and a disciplined life. A sense of responsibility accompanied by a high degree of maturity is expected of all the students. Students should be respectful to their seniors, faculty, officers, and staff members of the Institute. They should refrain from indulging in any act that may bring disrepute to the Institute. They should at all times behave in a disciplined manner both inside and outside of CIMP.

2. RULES REGARDING MISCONDUCT

3.2.1 The following acts of the students shall be deemed as acts of indiscipline and misconduct:

- a. Misbehavior or cruelty or physical assault or threat to use physical force or use of unparliamentary language against any student, employee, or anybody on the campus, including visitors, or outsourced workers
- b. Remaining absent from the class, test, examination, or any other curricular/co-curricular activity, which they are expected to participate in
- c. Carrying or using, or threatening to use any weapon
- d. Use, possession, sale, purchase, transportation, storing, and/or consumption of tobacco or tobacco product(s) or liquor / alcohol or any narcotic drug or psychotropic substance or other intoxicants defined under *The Narcotic Drugs and*

Psychotropic Substances Act, 1985; except those prescribed by the institute's Medical Officer

- e. Any violation of the provisions of the Civil Rights Protection Act, 1976
- f. Indulging in or encouraging violence or any conduct which involves moral turpitude
- g. Any form of gambling
- h. Violation of the status, dignity, and honor of a student belonging to SC/ST
- i. Discrimination against any student or member of the Institute on grounds of caste, creed, language, place of origin, social and cultural background, or any of them
- j. Practicing casteism and untouchability in any form or inciting any other person to do so
- k. Any act, whether verbal or otherwise, derogatory to women
- l. Any attempt at bribing or corruption of any manner
- m. Willful destruction/defacing/ damaging of the property and/or failure to keep the premises/hostel room/common room/any other area(s) inside CIMP clean, and acting against the cleanliness drive of the Institute
- n. Behaving in a rowdy, intemperate, or disorderly manner in the premises of the Institute or encouraging or inciting any other person to do so
- o. Creating discord, ill will, or intolerance among the students on sectarian or communal grounds or inciting any other student to do so
- p. Causing disruption in any manner to the academic or other functioning of the Institutional system
- q. Indulging in or encouraging any form of disruptive activities connected with tests, examinations, or any other activity of the Institute
- r. Willful disobedience of the rules/orders/instructions issued from time to time
- s. Breach of hostel rules
- t. Cyber crimes
- u. Truancy and tardiness

3. PENALTY FOR BREACH OF DISCIPLINE

- i. On report of any type of misconduct listed, but not limited to, in Section 2, the matter shall be referred to the institute's Disciplinary Committee (DC) immediately.

- ii. The DC shall be headed by the Associate Dean (Academics) and include the PGP Chairperson, Wardens of the boys and girls hostels, Chief / Senior Administrative Officer (SAO), and one or two additional faculty members as nominated by the Director from time to time. In case the reported misconduct constitutes sexual harassment, it shall be referred to the institute's Internal Complaints Committee (ICC).
- iii. The DC shall conduct its independent consultations, investigations, and discussions and shall report the findings and the recommended course of action to the Director within five days of the matter being referred to it. The DC may deliberate on the severity and consequences of the investigated misconduct/act of indiscipline and may recommend punitive measures such as a penalty, denial of hostel and/or placement facilities, suspension from classes, rustication for a full term or SIP, or expulsion from the programme, keeping in mind the larger interests of the students, faculty, and the Institute.
- iv. The DC may recommend one or more of the following courses of action:
 - Disqualification from the immediate next examination in one or more courses. Since there is no provision for re-examination (refer to Section 1.4.4), the affected student(s) shall either appear for the missed examinations in the corresponding term of the following academic year or live with the consequences in terms of grades/GPA/CGPA.
 - Monetary penalty ranging from Rs. 1,000 to Rs. 25,000 (in addition to recovery of any pecuniary loss incurred by the institute).
 - Suspension for a limited period (ranging from one day to a maximum of one month) from the PGP activities and hostel.
 - Suspension for a term with an option to rejoin the programme in the following academic year and resume from the affected term.
 - *Expulsion from the programme without an option to ever rejoin it.*
- v. The above-listed courses of action are indicative, and *the Disciplinary Committee is free to recommend **any one or more of the above and/or any other alternative courses of action.***
- vi. A student shall be considered eligible for any merit certificate/medal/award/scholarship *only if there are no disciplinary proceedings/complaints against them.*