



AFFILIATED TO KANNUR UNIVERSITY
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BYLAWS FOR THE DISCIPLINE COMMITTEE

NAVAJYOTHI COLLEGE

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Article I: Establishment and Purpose

1. **Establishment:** A Discipline Committee is hereby established to maintain discipline, uphold the college's code of conduct, and ensure a conducive learning environment.
2. **Purpose:**
 - To investigate allegations of misconduct by students.
 - To adjudicate cases of misconduct and impose appropriate penalties.
 - To promote a positive and respectful college culture.
 - To deter future misconduct.

Article II: Composition

1. **Membership:** The Discipline Committee shall consist of the following members:
 - Principal (Chairperson)
 - Vice Principal (Academic)
 - Vice Principal (Administration)
 - Two faculty members (nominated by the Principal)
 - One student representative (elected by the Student Council)
2. **Term:** The members of the committee shall serve a term of one academic year.
3. **Quorum:** A majority of the committee members shall constitute a quorum.

Article III: Powers and Duties

1. **Powers:**
 - To investigate complaints of misconduct.
 - To summon witnesses and examine evidence.
 - To impose disciplinary actions, including but not limited to:
 - Warning
 - Fine
 - Suspension
 - Expulsion
2. **Duties:**
 - To review and update the college's code of conduct.
 - To educate students about the code of conduct and disciplinary procedures.
 - To maintain records of disciplinary actions.
 - To submit annual reports to the Principal.

Article IV: Procedures

1. **Complaint Filing:** Complaints against students shall be filed in writing to the Principal or the Discipline Committee Chairperson.
2. **Investigation:** The committee shall conduct a thorough investigation of the complaint, including interviewing witnesses and collecting evidence.
3. **Hearing:** A hearing shall be conducted to allow the accused student to present their defense.
4. **Decision-Making:** The committee shall make a decision based on the evidence presented and the applicable rules and regulations.
5. **Appeal:** The accused student may appeal the decision of the committee to the Principal.

Article V: Amendments

These bylaws may be amended by a two-thirds majority vote of the Discipline Committee, subject to the approval of the Principal.

Note:

- Please ensure that the bylaws align with the college's existing rules and regulations and any relevant legal frameworks.
- Consider including specific guidelines for common disciplinary issues, such as academic dishonesty, ragging, and violation of college rules.
- Regularly review and update the bylaws to address evolving needs and challenges.

Additional Considerations:

- **Transparency:** Ensure the process is transparent and fair to all parties involved.
- **Timely Resolution:** Aim to resolve cases in a timely manner to avoid unnecessary delays.
- **Confidentiality:** Maintain confidentiality of the proceedings to protect the privacy of individuals involved.
- **Documentation:** Keep detailed records of all proceedings, decisions, and penalties imposed.

By following these bylaws, the Discipline Committee can effectively address disciplinary issues and maintain a positive and productive learning environment at Navajyothi College.