



Kolhan University
Chaibasa, Jharkhand

STUDENTS' GRIEVANCE REDRESSAL POLICY



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Chaibasa, Jharkhand

DISCIPLINARY CONTROL RULES

This policy is designed to ensure that all students can thrive in a safe and supportive learning environment. In order to achieve this, it is important that the behavior of each individual student does not hinder the progress and success of others. When a student's conduct undermines the safety, security, respect, or ability to learn of others, disciplinary action may be necessary.

The purpose of this policy is to establish clear guidelines and procedures for addressing instances of student misconduct. By doing so, the policy aims to ensure that all cases are handled fairly and consistently. This helps to ensure that all students are aware of the consequences of their actions and understand that their behavior has an impact on the university community.

By promoting a safe and supportive learning environment, this policy encourages students to engage fully in their academic pursuits and to take responsibility for their behavior. Ultimately, this policy helps to foster a culture of respect and accountability among all members of the university community.

Anti – Ragging Committee

Hon'ble Supreme Court of India, during December 2007 has expressed concern over the incidents of ragging occurring in higher educational institutions and the need to eliminate it altogether. It is also punishable under various provisions of the Indian Penal Code, 1860. The Regulators of higher education like UGC and AICTE have also noted promptly by making the necessary Rules and Regulations to curb the menace of ragging in all the educational institutions.

The institutional body is mandated to establish measures for prohibiting, preventing, and

punishing ragging activities both within and outside the campus, in accordance with UGC regulations, Supreme Court directives, and state law. It holds the responsibility for taking strict action against individuals found guilty of ragging, abetting ragging, or being part of a conspiracy to promote ragging.

Composition of Anti-Ragging Committee

To prevent any incidents of ragging, the college has established an Anti-Ragging Committee led by the Head of the Institution. The committee comprises a diverse mix of faculty, senior students, and non-teaching staff to ensure that any potential conflicts are promptly addressed and do not escalate into ragging.

Functions of Anti-Ragging Committee

1. To ensure compliance with the provision of these regulations and any law for the time being in force concerning ragging and to deal and act promptly with the incidents of ragging brought to its notice.
2. To keep tabs on the happening of events related to, in Campus or Off- campus or other designed places in the premises
3. To conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witness to place before it the facts, documents and views concerning the incident of ragging and considering such other relevant information as may be required.
4. To monitor and observe in the functions and performance of the Anti-Ragging committee in prevention and curbing or ragging in the institution.
5. To conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the Institution or any member of the faculty or any member of the Staff or any student or any parent or guardian or any employee of a service provider or any other person, as the case may be: and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clauses (a) of Regulation 9.1 of UGC.

Administrative Action in the event of Ragging

The Institution shall punish the student found guilty of ragging after following the procedure and in the manner prescribed herein under:

1. The Anti-Ragging Committee of the Institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Committee.
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2. The Anti-Ragging Committee depending on the nature and gravity of the guilt will follow up the punishment based on the committee's decision.

Punishments

- As per the Supreme Court judgment on ragging in the Colleges, the following actions will be taken on those students who indulge in ragging Withholding of scholarships, fellowships & results
- Debarring from representation in events and appearing for tests/examinations and also consequent admission to any other institution
- Withdrawing benefits like travel concessions and campus selections
- Suspension or expulsion from hostel or mess and also attending classes
- Cancellation of admission or rustication from the Institution
- Registration of FIR against the accused and Prosecution under the Indian Penal Code,1860.

Anti – Sexual Harassment Cell

According to the guidelines issued by the Supreme Court in 1997 to ensure gender equality and prevent sexual harassment and abuse, especially in the workplace, the University Grants Commission (UGC) has issued circulars to all universities since 1998, urging them to establish a permanent cell and committee and develop guidelines to combat sexual harassment, violence against women, and ragging in colleges and universities. In compliance with these guidelines, the institution has formed a Committee against Sexual Harassment.

Vision

To provide congenial environment of gender equality and against sexual harassment for the well-being of the staff and students.

Mission

- To promote awareness among students about gender justice and harmonious coexistence through campaigns and other awareness programs.
- To constitute panel / committee for redressal of grievances relating to sexual harassment.

Objectives

- To develop guidelines and norms for policies against sexual harassment
- To develop principles and procedures to combat sexual harassment
- To work out details for the implementation these policies.
- To prepare a detailed plan of actions, both short and long term
- To deal with cases of discrimination and sexual harassment in a time bound manner, aiming at ensuring support services to the victimized

The cell considers sexual harassment to include unwelcome sexually determined behavior whether directly or by implication such as

- A demand or request for sexual favours.
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- Sexually coloured remarks.
- Showing of pornography.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Grievances and Redressal Mechanism

The objective of the Grievance and Redressal Cell is to establish and maintain a supportive and impartial environment for all stakeholders. It is responsible for addressing complaints and grievances raised by anyone, especially students, pertaining to the Institution's activities. The Cell strives to provide a fair resolution to the grievances through an appropriate approach.

To facilitate the expression of grievances by students, the Grievance and Redressal Cell follows the College's rules and regulations for initiating and implementing the grievance procedure. The Cell convenes regularly to assess the grievances' nature and extent and redress them accordingly.

Objectives

1. To develop an organizational framework to resolve grievances of the students and other stakeholders.
2. To ensure effective solution to the stakeholders' grievances with an impartial and fair approach
 - To investigate the reason of dissatisfaction.
 - To enlighten the students on their duties and responsibilities.

Grievance and Redressal Cell Composition

- DSW
- Deputy Registrar
- Proctor
- Grievance and Redressal Coordinator
- Member
- Member
- Non-teaching Staff Member
- Students

Functions of the Grievance and Redressal Cell

1. Provides information about the Cell's objectives and mode of operation through the website and handbook.

2. Informs students of the process for registering of grievances in the Induction Programs.
3. Acknowledges and Analyzes the grievances.
4. Seeks a solution through decision-making process
5. Reports the grievances and records how they were redressed.

Procedures

The Grievance and Redressal Cell shall receive and redress the grievances of the following issues:

- Academic issues pertaining to teaching, learning and evaluation activities.
- Student-teacher, student-student grievances
- Grievances related to library, canteen and IT services.
- Grievances related to sports, cultural
- Grievances related to behavior of stakeholders

Redressal of Grievances

The Grievance and Redressal Cell addresses grievances promptly, using warning letters, memos, and corrective measures. Urgent complaints receive priority, and the aggrieved party is informed of the actions taken. Checks are implemented in the system to prevent the recurrence of similar complaints



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COMPLAINT FORM

Name	
Class	
Victim (in case of 3 rd party reporting the complaint)	
Contact Number	
Mail ID	
Accuser	
Class (of accuser)	
Compliant	
Time	
Date	
Signature	

