

CODE OF ETHICS AND CONDUCT

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Preamble

The following paras indicate the practices (Kinston Engineering College) for all students enrolling with the Institution to pursue undergraduate and postgraduate courses. All students must know that it is incumbent upon them to abide by this Code of Ethics and Conduct (hereafter referred to as the 'Code') and the rights, and responsibilities including the restrictions flowing from it. The Institution's endeavour through enforcing this Code is to pioneer and administer a student discipline process that is simple, understandable, effectual and expeditious; and to provide a system which promotes student growth through individual and collective responsibility. All Students are requested to be well conversant with this Code, which can also be reviewed on the official website of the Institution.

Jurisdiction

The Institution shall have jurisdiction over the conduct of the students associated /enrolled with the Institution and take cognizance of all acts of misconduct, including incidents of ragging or otherwise which are taking place on the campus or in connection with the related activities and functions.

The Institution may also exercise jurisdiction over conduct which occurs off-campus violating the ideal student conduct and discipline as laid down in this Policy and other regulations as if the conduct has occurred on campus, which shall include:

Any violations of the Sexual Harassment Policy of the Institution against other students of the Institution.

Physical assault, threats of violence, or conduct that threatens the health or safety of any person including other students of the Institution.

Possession or use of weapons, explosives, or destructive devices off/on campus Manufacture, sale, or distribution of prohibited articles, drugs, alcohol etc.

Conduct that has a negative impact or constitutes a nuisance to members of the surrounding of the off-campus community.

Ethics and Conduct

This Code shall apply to all kinds of conduct of students that occur on the Institution premises, including in institution-sponsored activities, functions hosted by other recognized student organizations, and any off-campus conduct that has or may have serious consequences or adverse

impact on the Institution's interests or reputation.

Each student must,

He/she shall be regular to the college.

He/she shall adhere to the dress code of the Institution.

He/she shall mandatorily have the minimum required attendance in each subject, as prescribed by the Institution.

He/she shall not use electronic gadgets and cell phones during the class hours and it must be kept in individual lockers.

In the event a student is forced to discontinue studies for any legitimate reason, such a student may be relieved from the Institution subject to the written consent of the Principal.

As a result of such relieving, the student shall be required to clear the pending hostel and any other dues, and if a student had joined the Institution on a scholarship, the said grant should be revoked.

The Institution believes in promoting a safe and efficient climate by enforcing behavioural standards. All students must uphold academic Integrity, respect all persons and their rights, property and others' safety, etc.

All students must deter from indulging in any form of misconduct, including partaking in any activity off-campus which can affect the Institution's interests and reputation substantially

The various forms of misconduct include

Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, sexual orientation, marital or family status, physical or mental disability, gender identity, etc.

Intentionally damaging or destroying Institution property or property of other students and/or faculty members.

Any disruptive activity in a classroom or any event sponsored by the Institution.

Unable to produce the identity card, issued by the Institution, or refusing to produce it on demand by campus security guards.

Participating in activities including

Organizing meetings and processions without permission from the Institution.

Accepting membership of religious or terrorist groups banned by the Government of India.

Unauthorized possession, carrying or use of any weapon, ammunition, explosives, or potential weapons, fireworks, contrary to law or policy.

Unauthorized possession or use of harmful chemicals and banned drugs.

Smoking on the campus of the Institution.

Possessing, consuming, distributing, selling alcohol in the Institution and/or throwing empty bottles on the campus.

Rash driving on the campus.

Taking bikes/cars without a pass and licence.

Commercially replaced silencer bikes/cars.

Theft or unauthorized access to others' resources

Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise, pushing and shoving; inciting or participating in a riot or group disruption at the Institution.

Students are expected not to interact, on behalf of the Institution, with media representatives or invite media persons onto the campus without the Institution authorities' permission.

Students cannot provide audio and video clippings of any activity on the campus to media without prior permission.

Students are expected to use social media carefully and responsibly, meaning that they cannot post derogatory comments about other individuals from the Institution on social media or indulge in any such related activities that have grave ramifications on the reputation of the Institution.

Theft or abuse of the Institution's computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tampering, etc. of Institution property or facilities, private residences of staff/professors etc. offices, classrooms, computer networks, and other restricted facilities and interference with the work of others is punishable.

Damage to, or destruction of, any property of the Institution, or any property of others on the Institution premises.

Making a video/audio recording, taking photographs, or streaming audio/video of any person in a location where the person has a reasonable expectation of privacy, without that person's knowledge and express consent.

Indulging in any form of harassment which is defined as severe conduct and objective, conduct that is motivated based on a person's race, colour, national or ethnic origin, citizenship, sex, religion, age, sexual orientation, gender, gender identity, marital status, ancestry, physical or mental

disability, medical condition.

Disciplinary procedure

If there is a case against a student for a possible breach of the code of conduct, then a standing Discipline Committee will be formed to recommend a suitable disciplinary action that shall inquire into the alleged violation and accordingly suggest the action to be taken against the said student. The Committee may meet with the student to ascertain the misconduct and suggest one or more of the following disciplinary actions based on the nature of the misconduct.

Warning - Indicating that the action of the said delinquent student was in violation of the Code and any further acts of misconduct shall result in severe disciplinary action.

Restrictions- Reprimanding and Restricting access to various facilities on the campus for a specified period.

Community service - For a specified period to be extended if need be. However, any future misconduct along with failure to comply with any conditions imposed may lead to severe disciplinary action, including suspension or expulsion.

Expulsion-Expulsion of a student from the Institution permanently. Indicating prohibition from entering the Institution premises or participating in any student-related activities or campus residences etc.

Suspension- A student may be suspended for a specified period which will entail prohibition on participating in student-related activities, classes, programs etc. Additionally, the student will be forbidden to use various Institution facilities unless permission is obtained from the Competent Authority. Suspension may also follow by possible dismissal, along with the following additional penalties:-

Ineligibility to reapply for admission to the Institution for three years, and Withholding the grade card or certificate for the courses studied or work carried out.

Appeal

If the delinquent student is aggrieved by the imposition of any of the aforementioned penalties, he/she may appeal to the HOD/Principal. The Principal may decide on one of the following:

Accept the recommendation of the Committee and impose the punishment as suggested by the Committee or modify and impose any of the punishments as stipulated in this Code which is commensurate with the gravity of the proved misconduct, or refer the case back to the investigating Committee for reconsideration. In any case, the Principal's decision is final and binding in all cases where there is possible misconduct by a student.