



National Institute of Social Development By-Law on Student Discipline

By Law Title: By-Law on Student Discipline

By Law Number: 04

Functional Area: All Students

Effective Date: 11.07.2024

Approving Authority: The Governing Council

4.1. Rationale & Purpose:

The National Institute of Social Development (NISD) is committed to fostering an academic environment characterized by respect, integrity, and responsibility. This by-law outlines the standards of conduct expected from students, the procedures for addressing violations, and the disciplinary measures that may be imposed to uphold these standards.

Article I: General Provisions

Section 1: Title and Scope

1. This by-law shall be known as the "NISD By-Law on Student Discipline."
2. It applies to all students enrolled in NISD, covering conduct both on and off-institute that affects the institute's interests and objectives.

Section 2: Objectives

1. To maintain an orderly, safe, and conducive environment for learning.
2. To uphold the values of integrity, respect, and responsibility within the NISD community.
3. To provide a clear framework for addressing student misconduct.

Article II: Standards of Conduct

Section 1: Expected Conduct

1. Students are expected to conduct themselves in a manner that respects the rights and dignity of others.
2. Students must adhere to all NISD policies, rules, and regulations.
3. Academic integrity must be upheld at all times, prohibiting cheating, plagiarism, and any form of academic dishonesty.
4. Students should respect institute property and the property of others.
5. The use of alcohol, illegal drugs, and other substances on campus is strictly prohibited.

Section 2: Prohibited Conduct

1. Physical or verbal abuse, threats, or intimidation of any person.
2. Discrimination or harassment based on race, gender, sexual orientation, disability, or any other protected characteristic.
3. Theft, vandalism, or damage to institute property or the property of others.
4. Disruptive behavior that interferes with academic or administrative activities.
5. Unauthorized entry to or use of NISD facilities and resources.
6. Any act that violates local, state, or federal laws.

Article III: Disciplinary Procedures

Section 1: Reporting Violations

1. Any member of the NISD community may report a violation of this by-law.
2. Reports should be submitted to the Office of Student Affairs or the designated disciplinary officer.
3. Reports must include a detailed description of the alleged violation and any supporting evidence.

Section 2: Investigation

1. Upon receiving a report, a preliminary investigation will be conducted to determine if there is sufficient evidence to proceed.
2. If necessary, a disciplinary committee will be convened to conduct a thorough investigation.
3. The student accused of misconduct will be informed of the allegations and given an opportunity to respond.

Section 3: Hearing

1. A formal hearing will be held if the investigation finds sufficient evidence of a violation.
2. The disciplinary committee will consist of faculty, staff, and student representatives.
3. The accused student has the right to present evidence, call witnesses, and be accompanied by an advisor.
4. The committee will deliberate and decide on the appropriate disciplinary action based on the evidence presented.

Article IV: Disciplinary Measures

Section 1: Sanctions

1. Disciplinary measures may include, but are not limited to:
 - a) Warning or reprimand.
 - b) Probation with specific conditions.
 - c) Suspension from the institute for a specified period.
 - d) Expulsion from the institute.
 - e) Restitution for damages or loss.
 - f) Community service.
2. The severity of the sanction will be commensurate with the nature and seriousness of the violation.

Section 2: Appeals

3. Students have the right to appeal disciplinary decisions.
4. Appeals must be submitted in writing to the Office of Student Affairs within ten days of the decision.
5. An appeals committee, separate from the original disciplinary committee, will review the appeal.
6. The appeals committee may uphold, modify, or overturn the original decision.

Article V: Responsibilities

Section 1: Responsibilities of Students

1. Students are responsible for knowing and adhering to the standards of conduct outlined in this by-law.
2. Students must cooperate with investigations and disciplinary procedures.
3. Students are encouraged to report any violations of this by-law.

Section 2: Responsibilities of Faculty and Staff

1. Faculty and staff are responsible for promoting and upholding the standards of conduct.
2. Faculty and staff must report any suspected violations to the appropriate authorities.
3. Faculty and staff may serve on disciplinary and appeals committees as needed.

Article VI: Education and Prevention

Section 1: Awareness Programs

1. NISD will provide regular programs to educate students about the standards of conduct and the consequences of violations.
2. Orientation programs for new students will include information on this by-law.

Section 2: Support Services

1. Counseling and support services will be available to students involved in disciplinary processes.
2. Resources for conflict resolution and mediation will be provided to help prevent and address misconduct.

Article VII: Amendment of By-Law

Section 1: Amendments

1. This by-law may be reviewed and amended periodically to ensure it remains effective and relevant.
2. Amendments must be approved by the AAB and GC.