



Internal Quality Assurance Cell



Policies of Proctorial Board

In consonance with the provisions University Ordinances and its rules and regulations, it is mandatory for the colleges to constitute the Proctorial Board. The Proctorial Board is tasked with upholding discipline and order within the college premises. Authorized to address violations of the College Code of Conduct outlined in the prospectus, the board has the authority to take disciplinary measures against instances of ragging, misconduct, or indiscipline, which may lead to suspension or expulsion of the involved student(s). Board is comprised of faculty members, headed by a Chief Proctor nominated by the Principal to maintain the law and order within the premises of the College.

The students enrolled in the college are to maintain good discipline and contribute to a harmonious environment during their study period at the College. Involvement in such activities that disrupt the discipline shall be subject to the regulations to ban ragging as outlined in the UGC Act, 2009, and CSJMU Kanpur Order No. CSJMU/R-Camp /Legal/41/2009, on curbing the menace of Ragging in Higher Education Institutions Act, 2010.

The main duty of the Proctorial Board is to ensure that students adhere to the rules and regulations of the College. The Board is led by the Chief Proctor, is responsible for handling cases of indiscipline or inappropriate behaviour, including harassment, threats, or physical altercations.

- Students are accountable for their conduct towards the college Principal and refrain from actions that could disrupt college operations. Violations of disciplinary rules may lead to warnings, fines, or even suspension from the College
- Discipline amongst the students is essential canon for providing the foundation for achieving goal. Self-discipline is particularly important fostering confidence and aiding in task accomplishment. The College's structured disciplinary framework, overseen by the Principal where the Proctorial Board, ensures adherence to rules, with measures in place to address instances of misconduct.
- Cooperation from all students on-roll in maintaining discipline is desired as and when the Proctorial Board needed. Instances of indiscipline are rigorously addressed with the Board collaborating with academic departments and utilizing electronic surveillance for monitoring.

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- The specific responsibilities of the Proctorial Board are to remain alert and check the loitering of students in the campus during the teaching hours in order to make the environment conducive for student. The responsibilities of the Board also include enforcing college rules, monitoring ethical conduct to maintain the peaceful atmosphere, prohibiting political activities on campus, and ensuring students display their identification cards when their presence are in the college premise.
- Our college maintains the sanctity of the examination conducted at the center, where Proctorial Board plays an important role. The Board during the examinations remains vigilant and get the examinations conducted neatly and peacefully, Though Proctorial Board is burdened it is divided a number of groups when the Examinations is on. The separate groups of Proctorial Board is deputed in each shift. Its Vigorous efforts put a check on the attempts of cheating in the examination.
- Our College has a strong academic reputation coupled with a commitment to discipline. Measures against ragging are strictly enforced, and instances of indiscipline, such as property damage or drug use, are prohibited and may result in disciplinary action. Ragging and sexual harassment are explicitly forbidden, with severe penalties for offenders, including expulsion or fines.

IQAC COORDINATOR

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