



Dr. C. V. Raman University

Kargi Road, Kota, Bilaspur (C.G.)

**POLICY DOCUMENTS & GUIDELINES
FOR
ANTI-RAGGING COMMITTEE**



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

THE ANTI-RAGGING POLICY & GUIDELINES

PREAMBLE -

'Right Philosophy', 'Right Knowledge' and 'Right Conduct' are the three-ethos constituting the core values at Dr. C.V Raman University, Kota Bilaspur (C.G.). In its objective to be an ultimate destination for world-class education, the University shall prepare and train professionals in the modern era of 21st century with a sense of strong ethical consideration sound judgment and work culture in global environment. University believes in social integration in the campus. 'Ragging' is considered as a social menace, jinx and an abuse of human rights in the academic environment of the University. **Ragging** is a criminal offence too and lowers the standards of education. Hence the University adopts a comprehensive "Anti-Ragging Policy with regard to its concerted efforts to overcome the problem and make the campus absolutely ragging free.

The **Anti-Ragging Policy** adopted by the **Dr. C.V. Raman University** takes care of preventive, procedural and punitive aspects of ragging based on the guidelines provided by Hon'ble Supreme Court of India, recommendations instructions/guidelines issued by the University Grants Commission, Ministry of Human Resource Development (Government of India), State Government and other regulatory authorities such as the UGC, AICTE, NCTE, BCI, MHRD, PCI, etc. in this area.

PURPOSE -

In deference of the preamble of Anti-Ragging Policy, the University encourages socialization of fresher students in the academic environment of the University. At the same time, it discourages and prevents any negative act, e.g., devious or diabolic or brutal or thwarted or any other untoward action or behaviour on the part of senior students which goes against the basic philosophy of socio- academic integration. The 'anti-ragging policy' adopted by the University therefore is aimed at:

1. Creating, developing and nourishing conducive academic environment within the student community by their social integration.



DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)

2. Generating and maintaining a high level of confidence within new entrants and their parents/guardians that new entrants to the university are not going to be harassed and intimidated and will get all support and learning congenial environment at the campus.
3. Keeping in place an integrated system to discourage and prevent any negative acts like alcoholism, drugs abuse and ragging in what so ever be the manner by the seniors, which disrupts socio-academic integration new entrants.

Prescribing deterrent measures for any violation of the "Anti-Ragging Policy" by way of disciplinary action.

I. DEFINITIONS

For the purpose of this policy

- A. University means The Dr. C.V.Raman University, Kota Bilaspur
- B. Student includes any person who is enrolled for any programme/course, with the University, and includes an undergraduate or postgraduate student or a Research Scholar. It also includes a student of another University or college who has been placed or has opted for placement with the University or short-term courses at the University.
- C. Hostel' includes the place/(s) where university students are accommodated through institutional or private arrangements.
- D. **Ragging**
 1. Any disorderly conduct, whether by words spoken of written or by an act, which has the effect of teasing or handling with rudeness any other students, rowdy or indiscipline activates, which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension in fresher or a junior student or asking the student to do any act or perform something, which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment, so as to adversely affect the physique or psyche of a fresher or a junior student.
 2. Until otherwise specified, the following would constitute the act of ragging:



DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)

- a) Any act that prevents disrupts or disturbs the regular academic activity of a student
 - b) Exploiting services of junior students for completing academic tasks assigned to an individual or a group of seniors.
 - c) Any act of financial extorting or forceful expenditure burden put on junior student (s) by senior /(s)
 - d) Any act of physical abuse including all varieties, sexual, homo-sexual assault, and stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
3. **Ragging** has several aspects viz. psychological, social, political, economic, culture and academic dimensions. The **Psychological aspects** of ragging are seen to cause, permanent damage to the victim's personality. Such treatment of young and impressionable minds could result in traumatizing them and damaging their personalities beyond repair in the formative years of their lives.
- a) Any act or abuse by spoken words, emails, public insult or alike should be considered within the physiological aspects of ragging.
 - b) This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from activity or passively participating in the discomfort of others.
 - c) Any act that affects the mental health and self-confidence of students can be described in terms of the psychological aspects of ragging.

II. PREVENTIVE MEASURES OF RAGGING

A. Orientation cum administrative measures

[1] Address by the Director/Principal/Head of the Departments.

Directors/Principals/Heads of the Departments of the University, during the address/discussion to/with parents/guardians, admission aspirants/fresh entrant students at the time of counselling meets, new batch induction on registration batch inaugurals and other such occasions, should invariably assure the student and parents about full protection and



DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)

support against any attempt of ragging by seniors while briefly explaining the 'Anti Ragging Policy of the University. The efforts during such meets should be directed towards achieving socio-academic integration of new entrants.

[2] Fresher's Welcome/Party

Each college may organize, in a befitting manner, inaugurals of new batches, towards progressive socialization efforts. Head of the Departments and faculty members, during such inaugurals may provide to the students, the guidelines on behavioural norms.

Seniors may be encouraged to organize, 'Welcome/Fresher's Party' for new entrants. For this purpose an organizing committee be constituted, out of senior students of which, a senior faculty member will be the faculty coordinator of the party. Such a party, by the senior students, be organized within first fortnight of the beginning of the academic session in the University Campus. Director/Principal/Head of the Department and faculty members, to the extent possible, should participate in such a party.

[3] Social, Cultural and Sports Activities

To ensure a better socio-cultural mix, social integration is very important between all batches. Hence each college of the University shall set up social, cultural, and sports committees, under the charge of a faculty member. Membership of these committees will be on a mixed group pattern, with a cross-section of senior and junior students. While on one hand this would help develop the extra-curricular activities in the University, on the other hand it would help improve the interaction between students of different batches.

[4] Anti Ragging Committees/Squads

Each Department of the University shall have an Anti- ragging committee/squad functioning under the guidance of a Senior Faculty and in direct supervision of the Director/Principal/Head of the Institute'. The Committee/squad shall comprise of:

- a) Head of Department or Senior Faculty
- b) Admission Director/Coordinator
- c) Dean Student Welfare



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

The Committee shall ensure strict vigilance on activities of senior students and shall also be available to the students for any counselling needs either individually or collectively. The Committee in particular will try to analyze the behavioural pattern among the senior students and shall try to identify the potential raggers. They should also provide counselling to 'fresher's' in order to prepare them for the socio-academic life ahead particularly for adjusting to life in hostels.

Each Departments should identify all vulnerable locations, and ensure a constant vigilance and watch at such locations including monitoring of the atmosphere and the environment at eating 'Joints' (CVRU-Canteens, Mess, etc).

Hostel/accommodations, where freshers are accommodated, are required to be carefully guarded, if necessary, by posting security personnel and placed in charge of a warden.

(5) Proper Checking of Migration Certificates, Character Certificates and School Leaving Certificates.

- i) Migration certificates, school leaving certificates and character certificates, issued by the previous institution/university to the admission aspirants to any of the University College/Course shall be carefully verified for any adverse entry relating to the student's involvement in "ragging related activities at the time of registration for admission. Such students shall be denied admission in the University
- ii) Migration certificate issued by the University to the students should have an entry apart from general conduct and behavior, whether the student indulged in and punished for "ragging".

(B) Wide Dissemination of Anti-Ragging Policy

(1) Prospectus and Admission Forms

- a) Prospectus should contain a specific caution that ragging is banned in all constituents of the University, and anyone found indulging in ragging, is to be punished appropriately which may include expulsion from the Departments/University. While providing a gist of the 'Anti-Ragging Policy



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

of the University, and also the likely punishments for indulging in such activities, the prospectus for admission to any College of the University shall also mention the number of cases of 'ragging in the previous academic year/session and the punishment awarded to the guilty. The same shall be made available on the University website.

- b) A specific declaration to be signed by the student seeking admission would be obtained at the time of admission to any course of the University. Admission form without such declaration is liable to be rejected. Declaration form is given in the attached Annexure 'A'.

(2) Undertaking from Existing Students and their Parents/Guardians

An undertaking given in Annexure- A will also be taken from the existing students and their parents/guardians. Such an undertaking should be obtained, before commencement of the next academic session, failing which registration would be denied.

(3) Printed leaflets for new entrants

There is a high level of anxiety amongst the students when they enter the new environment specially the hostel. It is therefore important that efforts be made to promote and raise confidence and to address natural anxiety among fresher's. Each new entrant to any of the college of the University, at the time of registration, should be provided a printed leaflet indicating do's and don'ts to prevent them from any likely incident of ragging which should also include a brief on the 'Anti Ragging Policy', of the University. Such leaflet should also contain names, addresses and contact number of such persons, to whom, and when, students need to turn for information, help and guidance relating to ragging.

(4) Erection of Hoardings/Bill Boards/Banners

Each Departments of the University shall erect suitable hoardings/bill boards/banners in front of the Department as also the entrance of the Department and prominent places within the campus of the University to exhort students to prevent, or not to indulge in ragging, also mentioning the names of the officials and their contact numbers, to be contacted in case of 'ragging".

The names in ease of the University shall include the name and mobile number of:

1. Registrar



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

2. Directors/Principals/Head of the Departments
3. Dean Student Welfare
4. Hostel Warden(s)
5. Medical superintendent of Dispensary.

**III. PREVENTIVE AND MONITORING ASPECTS UNIVERSITY LEVEL OF AT
UNIVERSITY LEVEL**

A monitoring cell shall be constituted at University level, directly functioning under the 'Registrar' to coordinate with the constituents of the University. The cell shall call for reports from the Directors/Heads of the Department in regard to the activities of the 'Anti-Ragging Committees', and the compliance with instructions on various ragging preventive measures, incidents and the manner in which the same are dealt with. The constitution of the cell is as under

- i) Dean Students' Welfare (DSW)
- ii) One Director nominated by the Vice Chancellor
- iii) Chief Warden or one warden nominated by the Vice Chancellor
- iv) Registrar-Member Secretary

At least one member of the committee shall be a female member.

The first three months of Dr. C.V. Raman University in each academic session are very critical for '**ragging**' and hence anonymous random surveys, across first year students shall be carried out at regular intervals, during first three months to verify and check, whether the campus is indeed free from '**ragging**'

The **Anti-Ragging Committee of CVRU** should also keep itself abreast of the decisions of Hon'ble Courts, Centre and State Governments, regulatory bodies in the higher education etc. on anti-ragging measures. Fortnightly meeting of the committee with the Heads of departments shall be held during the first three months and thereafter as when needed to ensure strict compliance of the orders issued.

All academic departments at the entrance point shall also have complaint cum suggestion boxes which shall be opened by the Head of the department on a daily basis for the



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

first three months after admission and thereafter at regular intervals for any complaint/suggestion received.

IV. PROCEDURAL AND PUNITIVE ASPECTS OF 'RAGGING'

(A) First Information Persons (FIPS)

- i) Each Department of the University should nominate, First Information Persons' (FIPs) at beginning of each academic year. These persons should provide first instance intervention in case of any complaint of '**ragging**'. The FIP shall be the Registrar in case of the overall information of the University and the admission coordinator/director in case of the department-wise information/cases. The constitution of the Anti-ragging committee is as under

University Level Committee:

1. Dean Students' Welfare
2. One Director nominated by the Vice Chancellor
3. Chief Warden or one warden nominated by the Vice Chancellor.
4. Registrar-Member Secretary and FIP

Department Level Committee:

1. Director/Principal/Head of the Department
 2. Three Heads of Departments/Coordinators/Senior Faculty members by rotation nominated by the Director with approval from the Vice Chancellor,
 3. Admission Coordinator/director - Member Secretary.
- ii) FIPS will also need to co-ordinate the preventive aspects of ragging, under guidance of the Director/Principal/Head of the Department of the University aiming to create a 'ragging free environment'
- iii) FIPs will be responsible for taking steps to ensure that cases of 'ragging' within their departments are brought to the notice of the Registrar, while simultaneously



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

informing the Faculty Deans, who in turn will ensure that the information given to the Vice Chancellor.

- iv) IPS will be empowered to deal with informal complaints of 'ragging' and/or take sub-moto cognizance of any of such an incident.
- v) In case of ragging in Hostels the student shall have the option of either complaining to the FIP of the concerned department or the Registrar and also the Hostel warden.

(B) Ragging Reporting Procedure

- (i) If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, shall have the option to file a complaint with the Registrar or nominated FIP at the college. This may be done in writing or orally. However, written complaint is preferable.
- (ii) FIPs or member/s of the 'Enquiry Committee' will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.
- (iii) All formal/Informal complaints of 'ragging' may be made to the FIP within the college or directly to Registrar as stated above.
- (iv) Immediately, the police shall be informed and FIR lodged against the person involved. The Registrar of the university shall be the sole authority to file the FIR with the due approval of the Vice Chancellor. The Vice Chancellor office will update the Chancellor office for all cases of ragging where FIR has been filed.

(C) Enquiry Committee (EC)

Committee, above (of which one will be a female member) will investigate all reported cases of ragging, in such a way, so as to maintain confidentiality to the extent practicable under the circumstances. All cases related to ragging involving students of a particular college only, shall be investigated by the college level committee. In case students of different Departments are involved, the matter shall be investigated by the central committee. The investigations should start within three days of reporting the incident and reports finalized by the "Enquiry Committee pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the Registrar of the University within a period of two weeks. In exceptional circumstances, the Vice



DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)

Chancellor may grant extension to the time limit under information to the complainant and the accused.

Since delay in taking action can frustrate the complainant and there is a need for taking urgent action. In such cases if the authorities are primacies satisfied about the errant act of any student, they can in appropriate cases pending final decision suspend the student from the Department/university and the hostel if any after giving reasonable opportunity of being heard.

(D) Punishment/Penalties for ragging

Based on the findings of the enquiry, the 'Enquiry Committee, shall recommend to the Vice Chancellor of the University (CVRU) to impose any of the punishment/(s) listed below or any other kind of punishment, which they may consider to be appropriate:

- i) Withholding of scholarships or other benefits
- ii) Debarring from representation in events
- iii) Withholding of result
- iv) Expulsion from hostel/mess
- v) Debarring from appearing in examination/s
- vi) Denying admission to any of the colleges
- vii) Suspension from the college or class for a limited period
- viii) Fine with public apology
- ix) Prosecuting for criminal offences
- x) Filing FIR with the local police
- xi) Cancellation of admission/expulsion from the Departments/University
- xii) Collective punishment in case the individual/(s) committing or abetting 'ragging are not identified.

(E) Appeal

Appeal with regards to any action taken against the accused at any level and/or against the punishment awarded under this policy, shall lie with the Vice Chancellor of the University, which should be filed within a period of two weeks from the award of punishment.



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

V. SAVING AND REPEAL CLAUSE

Vice Chancellor of the University will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time. He will also possess powers to exercise his discretion with respect to any or all of the clauses of this policy.

ON NON-JUDICIAL STAMP PAPER OF Rs. 10.00 DULY REGISTERED

DECLARATION BY CANDIDATE

UNDER TAKING BY STUDENT SEEKING ADMISSION IN DR. C.V. RAMAN UNIVERSITY

Name of the studentName of the Parent/guardian

Course..... Enrolment No.

DepartmentAdmission year.....

Is/dof do hereby undertake

1. That I will not be involved in any ragging during my stay in the University.
2. That I will follow all rules and regulations established in the University.
3. I will not involve myself in any activity which may cause mental or physical harassment to any student in the campus.
4. That I will not use any word written or spoken, email which may cause public insult or humiliation to another student.



**DR. C. V. RAMAN UNIVERSITY
KARGI ROAD KOTA BILASPUR (C.G.)**

5. I will remain disciplined at all times whether inside or outside the campus and would also continue to motivate junior students to be disciplined at all times.

I also undertake that if I am found indulging/involved in any activity which constitutes the act of ragging as defined in the Anti Ragging Policy of the University as detailed in the website www.cvrु.ac.in, the University can take any action as deemed fit and University Anti Ragging Policy, available its website which includes rustication from on Department/university, withholding of scholarship or other benefits, debarring from representation in events, expulsion from hostel, debarring from appearing in examination(s) and any other punishment that the enquiry committee may recommend.

Further, I have also read the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, carefully and fully understood the provisions contained in the said Regulations (available on the University as well as UGC Website).

Date:

Signature of the student

UNDERTAKING BY THE PARENT/GUARDIAN OF THE STUDENT

Ihereby undertake that if my ward who is my,..... is found indulging in ragging or any indecent activity which is not permitted as per the rules and regulations of the University, as applicable from time to time, the University may take any action as deemed fit.

Date:

Signature of the Guardian