

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

('A+' Grade, NAAC Accredited)

Endst. No.ACM-1/M.28/23/ 12151-12231 Dated: 9.10.23 .

Copy of the minutes of the Anti-Ragging Committee, duly approved by the Hon'ble Vice-Chancellor is forwarded to the following for information and taking further necessary action on **Top Priority**:

1. All members of the Committee
2. Dean Academic Affairs, KUK
3. Dean Students' Welfare, KUK
4. All Deans of Faculties & all the Chairpersons/Directors of UTDs/ Institutes, KUK
5. Principals, ITT&R/ II&HS, KUK
6. Proctor/Deputy Proctors (Male & Female), KUK
7. Dean of Colleges, KUK
8. Controller of Examinations I & II, KUK
9. Director, Directorate of Distance Education, KUK
10. All Chief Wardens/Dy. Chief Wardens/Wardens (Boys & Girls Hostels)
11. Director Public Relations, KUK
12. Director, Youth & Cultural Affairs, KUK
13. Director, IT Cell to upload the minutes on the University website.
14. Chief Security Officer, KUK
15. Assistant Registrar (General), KUK
16. OSD to the Vice-Chancellor, KUK
17. Assistant Registrar o/o the Registrar (for kind perusal of the Registrar).
18. P.A. to the Vice-Chancellor (for kind perusal of the Hon'ble Vice-Chancellor).


Assistant Registrar (Academic)
for Registrar

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Minutes of the meeting of the committee constituted by the Hon'ble Vice-Chancellor held on 09.09.2023 at 12:30 pm in O/o the Registrar to review and strengthen the measures to curb the menace of ragging in the University and its affiliated Colleges for the session 2023-24: -

Members Present

1. Registrar
2. Dean Academic Affairs
3. Proctor/Dy. Proctors
4. Chief Warden (Boys Hostels)
5. Chief Warden (Girls Hostels)
6. Dean Students' Welfare
7. Dean of Colleges
8. Principal, Institute of Integrated and Honors Studies.
9. Principal, Institute of Teacher Training & Research.
10. Director, University Inst. of Engg. & Tech.
11. Director, Inst. of Mass Comm. & Media Tech.
12. Director, Public Relations
13. Chief Security Officer
14. Assistant Registrar (Academic)

The Proctor apprised the Committee that Ragging is totally prohibited in the University Teaching Depts./Institutes & its affiliated colleges/Institutes of the K.U. Kurukshetra and anyone found guilty of ragging and/or abetting ragging, whether actively or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009 and "The Haryana Prohibition of Ragging in Educational Institution Ordinance, 2012" as well as under the provisions of any penal law for the time being in force. UGC and State Regulations/Ordinance, 2012 alongwith measures to be taken for curbing the menace of ragging were already circulated to all the UTDs/institutes for strict implementation. Instructions in this regard are also issued to all the affiliated Colleges/Institutes by the **Dean of Colleges**.

The Committee reviewed the measures taken during the last year and noted that:

- i. For the session 2023-24 directions regarding curbing the menace of ragging, anti-ragging committee, anti-ragging squads (zone-wise) constituted by the University, toll free anti-ragging helpline numbers and e-mail helpline, self-declaration by the student and his/her parents to the effect that the student will not indulge in ragging, and if found so, will be liable for punishment as per UGC and State regulations, have been included in the Prospectuses of various courses and also in the Hostel Rules & Regulations.

University: E-mail Vice-Chancellor: vc@kuk.ac.in,

Registrar: registrar@kuk.ac.in,

Proctor: proctor@kuk.ac.in,

- ii. Posters as per Clause 6.1 (a) that "the ragging is totally prohibited in the Institution and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with UGC Regulations (www.ugc.ac.in) as well as under the provisions of any penal law for the time being in force" will be got printed and will be pasted by the office of the Dean Students' Welfare at all important places in the University Campus.

The Committee further made the following recommendations for implementation: -

1. **DSW** will arrange to display Flex Boards carrying anti-ragging message along with important Telephone Nos. at various prominent places on the University Campus.
2. **DPR** will take action for wide publicity of the measures which the University takes to curb the menace of ragging from time to time {ref 6.4 (e)}
3. **Dean of Colleges** will make the recommendations to colleges/institutes with reference to Clause 6.1(c), 6.1(f), 6.4(l), 6.4(n), 9.2 of UGC Regulations. (www.ugc.ac.in.)
4. **All Chairpersons, Directors and Principals on the University Campus** will take self declaration from every enrolled students and their parents on the prescribed proforma given in the Prospectus. However, this is not required to be obtained from the promotée students as they have already given it at the time of their admission during the last year.
5. It will be mandatory for a **Chairperson, Director, Principal**, to include the paragraph as to whether the student has been punished for committing or abetting an act of ragging as also displayed persistent violent or aggressive behaviour or any inclination to harm others, during his/her course of study in the institution {with ref. to Clause 6.4(m)} in the character certificate to be issued from the Department/Institution/College last attended. (www.ugc.ac.in.)
6. An induction programme shall be arranged as and when possible in which the Vice-Chancellor alongwith Registrar and other senior functionaries/officers of the University will address to freshers students in the University Auditorium. **Dean Students' Welfare** will arrange to download 'Documentary on Anti Ragging' available on UGC website and display it during this programme and ensure its circulation to the University Teaching Departments/Institutes.
7. **All the Chairpersons/Directors/Principals/Wardens of UTDs/Institutes/Hostels** on the Campus will arrange to show the 'Documentary on Anti Ragging' as stated above at Sr. No. 6 to the Junior & Senior Students. **Dean of Colleges** will issue instructions to all the affiliated Colleges/Institutes in this regard.
8. Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.

As per clause 6.1(o) of the UGC Regulations, following are the panel of the Counselors to whom freshers and other students can approach for counselling purposes during the academic session 2023-24.

1. Dr. Rohtash Singh, Dept. of Psychology
2. Dr. Hardeep Joshi, Dept. of Psychology
3. Dr. Shashi Darolia, IIHS
4. Dr. Ashu Dhawan, Dept. of Psychology
5. Dr. Raj Ratan, Dept. of Psychology
6. Dr. Raksh Pal Sharma, Consultant Psychiatrist, Kurukshetra
7. Dr. Neha Dua Sobti, Consultant Psychiatrist, Kurukshetra

Remuneration to outside consultant at S. No. 6&7 above will be paid at par with consultation rate for the slip issued from the University Health Centre.

9. A leaflet incorporating Telephone Nos. of Anti Ragging Help Line, Anti Ragging Committee and Anti Ragging Squads will be got printed by **DSW** after getting the same from the office of the Proctor and will be circulated to all Chairpersons, Directors and Principals of the Departments/Institutes and they will provide these printed leaflet to every fresh student admitted.

10. As a regular practice, UGC Toll free Anti –Ragging Help line Number 1800-180-5522 and E-mail – helpline@antiragging.in, and the Telephone numbers of University Anti–Ragging Committee, Anti–Ragging Squads, Monitoring Cell, Nodal Officers and Counsellors are displayed on the University Web-site. In addition, official E-mail address of the Vice-Chancellor and Registrar are also displayed on the University Web-site. **(Proctor/Director, IT Cell)**
11. **All the Chairpersons, Directors and Principals of the Departments/Institutes** will arrange Orientation programme/Induction sessions on Anti-Ragging awareness at Department/Institute/College level, within one month of admission {Ref. Clause 6.2(b), (e)} and will include the list of such programmes in the academic calendar (www.ugc.ac.in) for record.
12. **Chief Wardens (Boys & Girls Hostels)** will meet the requirements under Clause 6.1(b), 6.2(e, j, k), 6.4(b, i) or other relevant clauses of the UGC regulations. (www.ugc.ac.in).
13. **All the Chairpersons, Directors and Principals of the Departments/Institutes** will depute teachers one each for a group of 15 to 20 fresh students for interacting with them. These interactions may be held in the tutorial periods or in other classes in the first month at the start of the session {Ref. 6.2(f, h, i)}. (www.ugc.ac.in).
Every Chairperson should ensure that mentor is assigned for the freshers students on priority and the mentor-mentee meetings are held within a week after the start of the classes and be held thereafter frequently after every 15 days initially.
14. **All the Chairpersons, Directors and Principals** will meet requirements under clause 6.1(d, e, f, g, h, n), 6.2(a, b, c, f, g, h, n, & o) & 6.4 (i) (www.ugc.ac.in).
15. **Dean of Colleges** is Nodal Officer for the affiliated Colleges/Institutes. He will take all measures to ensure that steps taken by the University from time to time are also implemented at the level of Affiliated Colleges/Institutes. The Principals/Directors of the Colleges/Institutions affiliated to Kurukshetra University shall submit a weekly report on the status of compliance with anti-ragging measures under these regulations and monthly report on such status thereafter to the Nodal Officer of Kurukshetra University. **All Chairpersons, Directors and Principals of the Departments/Institutes** will submit such reports to the office of Proctor, KUK who is Nodal Officer for Anti-Ragging measures on the University Campus.
16. As per Notification No. ACM-1/M.34/23/9742-9807 dated 17.08.2023, the following small Committee namely 'Anti Ragging Committee' has been constituted to take up the Ragging cases after receiving the same from UGC Helpline, Students, University Administration & any other stake holder and dispose off the ragging matters expeditely:
1. Proctor
 2. Dean Students' Welfare
 3. Chief Wardens (Boys & Girls)
 4. Deputy Proctor(s)
 5. Chief Security Officer
 6. Chairperson/Director/Principal of UTDs/Institutes/Colleges to be invited as special invitee, in case, the Student(s) of their Department/Institute/College is/are involved in Ragging matters.
17. **Anti Ragging Squads** will keep vigilance in Boys Hostels, Girls Hostels and other vulnerable areas of the University. Anti Ragging Squads, constituted for Hostels will also raid the Hostel in the night. On finding any case of ragging, the squad will report the matter to the Anti Ragging Committee.
18. **Anti Ragging Committee** will periodically review the situation and the information supplied by the Anti Ragging Squads and recommend actions as per UGC regulations. Minutes of the meetings of the Anti Ragging Committee will be placed before the Monitoring Cell of the University.

Monitoring Cell will consists the following members:-

- (i) Registrar
 - (ii) Dean, Academic Affairs
 - (iii) Proctor
 - (iv) Dean of Colleges
 - (v) Dean Students' Welfare
19. A close watch should be kept on all outside anti-social elements and it should be ensured that they may not enter the University Campus. For this purpose intensive patrolling on the University Campus should be carried out. The students, whose entry into University Campus has been banned, should not be allowed to enter the University Campus/Hostels. **(CSO)**
20. **The CSO** will ensure that the Gates on the Canal Road should be locked up-to 31st December, 2023 and no entry should be allowed from these gates except from 08.00 a.m. to 10.00 a.m. and from 04.00 p.m. to 06.00 p.m. only for the convenience of employees. No students will be allowed to use this road upto the month of 31st December, 2023.
21. **The CSO** will contact the concerned Police Officer and make necessary arrangements for patrolling on the campus till December 2023. It was decided that during evening hours a few police personnel/security personnel may be deployed on the road leading to the Girls hostels so that the male students be not allowed to stand near the Girls hostels after the visiting hours. **The Warden(s) of the Girls hostels** should take round on the main gates of the hostels.
- Special Vigil be kept over on the students of 5-year Integrated/other professional courses.**
22. As per clause 6.2 (p) of UGC Regulations, the **CSO (Security)** shall also instruct mobile patrolling party to bring to the notice of the University authorities any incident of ragging immediately. No incident of ragging will be hushed up. Even small incident of ragging will have to be reported. The patrolling party will not only keep a close watch on the activities of the students on the University Campus, but also visit Jyotisar, Shekh Chilli Tomb, Brahamsrover, Jindal Park and other nearby picnic-spots and ensure that the students are not indulging in ragging even outside the University Campus. The CSO (Security) will also put some security-men on patrolling duty on the Rose Garden, University Canteens, Open Air Theater etc. who will immediately bring into the notice of Proctor/DSW/Chief Wardens/Deputy Proctors/Registrar/Chairperson/ Director of the concerned Department/Institute if any incident of Ragging comes to their notice. **DSW** will arrange the meeting of the Canteen Contractors/owners and they should be asked to bring the incident of ragging, if any, to the notice of the University authorities.
23. In every **Department/Institute/College** a Committee of a few teachers should be formed which may watch the activities of the students especially during lunch hours/recess and also when they come to the departments/institutes/colleges and go back to their Hostels. If any incident of ragging comes to the notice of any member of above Committee or any other member of the teaching or Non-teaching staff, it should immediately be brought to the notice of the Proctor/DSW/Chief Wardens/Deputy Chief Wardens/Registrar/ Deputy Proctors/ CSO (Security). The Non-teaching staff in every Departments/Institutes/Hostels should also remain alert towards incident of ragging. They should report promptly any case which comes to their notice.

The **Chairpersons/Directors/Principals** shall constitute a Committee under the teachers by involving Senior Students and Freshers to report any act of ragging. Similar committee shall also be constituted by the **Wardens of Hostels (Boys & Girls)** to prevent any act of ragging in the Hostels.

24. **The Chairpersons of University Teaching Departments/Directors/Principals of Institutes** shall convene meetings of teachers & non-teaching staff of their Departments/Institutes and bring to their notice all anti-ragging measures being taken by the University. The teachers of their Departments/Institutes shall further inform the students about the consequences of ragging and ensure that no incident of ragging takes place in their Department/Institute and other vulnerable places. As a regular practice, the teachers will remain present in the Department/Institute from 9.00 a.m. to 5.00 p.m. for two months from the start of classes and the **Chairpersons/Directors/Principals** will ensure compliance.
25. **The Chairpersons/Directors/Principals** shall make all efforts that no class should be left unattended by the teachers and will send weekly attendance report of students on the prescribed proforma (to be devised by the Chairperson/Director/ Principal concerned) for information of the Vice-Chancellor.
26. It was also decided that the students shall not be allowed to hold any party outside the campus. **Proctor** shall write a letter to the **Deputy Commissioner and Superintendent of Police**, Kurukshetra requesting that the owners of Hotels in the city should not allow the students to hold any parties in their Hotels to avoid any untoward incident. In case they suspect any such activity at their premises, they should inform immediately the University authorities or Distt. Administration for further necessary action. A letter in this regard be also written to all the Hotel owners in the city (**Proctor**).
27. **The Chief Wardens** shall convene the meeting of the Deputy Chief Wardens/Wardens of all the Hostels and bring to their notice the necessity of their active involvement in "No Ragging" programme and put them on 24 hours visit to ensure that no incident of ragging takes place on the Campus (**CW**).
28. To avoid any incident of ragging in the Hostels during night hours, it was decided that anti ragging Squads will carry out night patrolling. They would be provided a vehicle by the **General Branch** for this purpose. **The Hostel Supervisor** shall remain present in the hostel from 9.00 p.m. to 12.00 midnight to check the incidents of ragging upto 31st December, 2023. **All the wardens** shall also check their hostels from 9.00 p.m. to 12.00 midnight (**A.R. General/All Wardens/Proctor**)
29. During the first two months of starting of the classes, no guest of the students should be allowed to stay in the Hostels. No student should be allowed to enter in the University Hostel without Hostel identity card. (**All Wardens**)
30. If any fresher student is found in the room of the senior student or any senior student is found in the room of the fresher student during night hours in the Hostel, the senior student will be dealt with penal provisions of UGC regulations. (**All Wardens**).
31. **The Security-personnel** posted at the Hostels should also remain alert and if any incident of ragging in the hostels during night hours comes to their notice, they should immediately inform about the same to the concerned Warden/Chief Warden/Deputy Chief Wardens. They should also keep with them the telephone numbers of all the functionaries. (**CSO**)
32. It was also decided that regular mess of Girls Hostels should be started from the date of start of classes so that the girl students need not to go out from the hostels. Wardens will ensure the proper security of the students. (**Chief Wardens (Girls)**)
33. It was also decided that Ist year students should be kept separately from senior students as far as possible in University Hostels. (**Chief Wardens (Girls & Boys)**)
34. **The Chief Wardens and the CSO** will have periodical meetings with their staff to review the position from time to time and to put the information in the meetings of Anti-Ragging Committee (**Chief Wardens & CSO**).

35. It was also decided that anti-ragging measures taken by the University should be brought to the notice of Principals/Directors of Affiliated Colleges/Institutes to take similar actions in respect of their Colleges/Institutes. **The Dean of Colleges** will issue instructions to the Principals/Directors of affiliated Colleges/Institutes especially to Technical Institutions to ensure that no untoward incident occurs in their College/Institution. The Institution failing to curb ragging or fail to follow the UGC regulations & "The Haryana Prohibitions of Ragging in Educational Institution Ordinance, 2012" in letter and spirit will be dealt severely and stern action, to the extent of disaffiliation of the concerned institution, will be taken. (**Dean of Colleges**)
36. **The Chairpersons/Directors/Principals of Departments/Institutes** will ensure the following: -
- To issue the Temporary ID Cards to fresh admitted students. For permanent PVC ID Card, it may be prepared with the coordination of the Coordinator, IUMS from the firm already notified by the General Branch vide Endst. No. General/G-II/22/3029-3128 dated 22.06.2022 at their own level.
 - To collect ID Card Fee as notified by the University along with Students Information form.
 - To collect self-declaration with regard to not involving in ragging activities signed by the students and his/her Parents.
 - To inform all the Students, Freshers as well as seniors, to keep their ID Cards always with them. It shall be obligatory on the part of **Chairpersons/Directors/ Principals to issue temporary ID Cards** if the permanent PVC ID Card has not been issued to a student. Manager, Printing Press, K.U.K will make arrangements for printing of Temporary ID Cards on card paper to make those available for departments/IIHS/ITTR/UIET. Hostel residents will also keep their hostel ID card with them.
37. **Nodal Officer, Proctor office** may be authorized to facilitate safety & security apps without affecting the privacy of individual students with regard to create the avenues to spread the idea of ragging free campus (Ref. UGC letter No. 1-15/2009 (ARC) pt.III dated 28 may 2018).
38. As per UGC letter No. 1-15/2009(ARC)Pt.3 dated 25.05.2023, the revised procedure for students to file online Anti-Ragging Affidavit is as under:
- The students will file an online Anti-ragging affidavit on designated website i.e. www.antiragging.in. After filing the said affidavit he/she will receive an email with his/her registration/reference no.
 - The student will forward that email to his/her Chairperson/Director/Principal's Email ID.
 - The Chairpersons/Directors/Principals of University Teaching Departments/Institutes will submit the consolidated data in prescribed format in excel sheet by 31st October of each year to the office of the Proctor through email at email id noantiragging@kuk.ac.in

							Data provided by the student concerned after filing the online anti-ragging affidavit		
Class	Sr no	Roll No.	Name of the Student	Father's Name	Year of Admission	Year of Course Completion	Reference No.	Regd. Email Id	Regd. Mobile No.

Note: Please note that the students will not receive pdf affidavits and he/she is not required to print & sign it as it used to be in the earlier case.


REGISTRAR