

CHANAKYA NATIONAL LAW UNIVERSITY

Nyaya Nagar, Mithapur
Patna 800 001 (BIHAR)

Office of the Registrar

Office Memo

Letter No.:CNLU/45(a)/2025-539

Date: 12.07.2025

CNLU Proctorial Board

In exercise of the powers conferred upon him under Section 30 of the CNLU Act, 2006, read with Section 19, Clause 2, Sub-clause 6, and in continuation of Letter No. CNLU/45(a)/2025-1627, the Vice Chancellor has reconstituted the CNLU Proctorial Board and revised the penalties for violations of university discipline.

1. Constitution of the Proctorial Board

The Proctorial Board consisting of following members:

- a. Dr. Shivani Mohan, Assistant Professor
- b. Dr. Amit Jain, Assistant Professor
- c. Mr. Shree Rahul, Assistant Professor
- d. Mr. Vishwam Prakash, Assistant Professor

is committed to:

- Maintaining discipline and decorum on campus.
- Ensuring a safe, inclusive, and respectful academic environment.
- Addressing student grievances fairly and transparently.
- Promoting peer-led dispute resolution mechanisms to reduce reliance on strict punitive measures.
- Upholding academic integrity and ethical behavior among students.

The Proctorial Board is an **oversight body**, intervening in cases requiring formal disciplinary action, while day-to-day discipline is handled by wardens and the Student Proctorial Team.

2. Governance Structure

- **Equal Authority:** There is no hierarchy among board members. All members hold equal standing.
- **Decision-Making by Consensus:** No unilateral decisions. All actions must be agreed upon collectively.
- **Oversight Role:** The Board does not handle minor infractions directly; instead, it supervises the Student Proctorial Team.
- **Escalation Process:** Cases only reach the Board when student-led mechanisms fail or in serious violations requiring formal intervention.
- **Tenure:** The tenure of the members of the Board, including the Proctor, shall be one year. The Proctor and Members shall be eligible for re-appointment.
- **Quorum Requirement:** For any Board meeting to occur, a quorum of three members must be reached.
 - If two or more members recuse themselves, the Vice Chancellor shall appoint temporary members to fill the vacancies.
 - If female board members recuse themselves and no woman remains on the Board, the Vice Chancellor shall appoint a temporary female member irrespective of the quorum.

Student Proctorial Team (SPT)

To delegate minor disciplinary matters and promote student leadership, a Student Proctorial Team (SPT) will be formed under the supervision of the Proctorial Board. The members of the SPT shall be nominated by the Board.

Duties of the Student Proctorial Team:

Assist in maintaining campus discipline/Report violations of university rules/Support faculty and administration during investigations/Promote awareness of code of conduct among students/Act as liaison between students and Proctorial Board.

Regular Disciplinary Review & Compliance Monitoring

- The Proctorial Board will meet at regular intervals to review campus discipline trends and refine policies.
- Routine hostel inspections will be conducted to ensure compliance with university regulations.
- Regular periodic CCTV system reviews for improved security and privacy balance.
- Reevaluation of university academic and disciplinary rules with revisions to ensure gender neutrality and fairness.

Prohibited Acts and Penalties

S.No	Prohibited Act	1st Offense	2nd Offense	3rd Offense & Beyond
1	Ragging in any form	As mandated by State Legislation / Internal Complaints Committee	–	–
2	Possession, cultivation, sale &/or consumption of narcotic drugs	As per Narcotic Drugs & Psychotropic Substances Act, 1985	–	–
3	Campus Violence	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		
4	Violence/Serious Misbehavior (against faculty/staff)/Intimidation or Damage to Property to Intimidate University Staff/Spreading or Disseminating Defamatory or Disparaging Content about Faculty or Staff on social media (even if on private forums)	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		
5	Damage to University Property	Fine equal to 2× damage caused	Fine equal to 5× damage caused + Suspension (1 Semester)	Recommend Expulsion from University
6	Misrepresentation (wrong entry in register/identity issues)	Fine of Rs. 500	Fine of Rs. 2,000	Fine of Rs. 5,000
7	Late Reporting to Campus	Fine of Rs. 500	Fine of Rs. 1,000 + Written notice to parents	Fine of Rs. 5,000 + Written notice to parents

8	Returning to Campus in an Inebriated State / Alcohol Consumption	As mandated by State Legislation		
9	Possession of Liquor	As mandated by State Legislation		
10	Bullying / Use of Physical Force against fellow students	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		
11	Trespassing into Boys'/Girls' Hostel Premises	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		
12	Unauthorized Parking/Entry of Vehicles on Campus/Main Gate	Fine of Rs. 1,000	Fine of Rs. 5000	Suspension from Hostel
13	Forging Authorized Signatures	Fine of Rs. 2,000	Suspension from Hostels for 1 Month	Suspension from Hostels for 1 Semester
14	Derogatory Remarks (caste/community/religion/sexual orientation) including comments on social media against any fellow student or staff/faculty member	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		
15	Noise Pollution/Loud Music in Hostel Rooms	Suspension from Hostel for a period of 1 week	Suspension from hostel accommodation for such period as the Board may consider fit	
16	Disturbance to the peace, tranquility, or general well-being of the campus and its residents	Suspension pending Proctorial Board proceedings, which may lead to expulsion from the University		

Note: The Board may recommend interim measures during pending cases, such as:

- Restraint orders against the respondent from approaching the complainant or committee members.
- Prohibitory orders against the respondent from entering the campus or specific areas during the pendency of the complaint.


3. Oversight & Review Mechanisms

- The Proctorial Board will convene every week to review disciplinary cases and university policies.
- A formal appellate mechanism shall allow students to contest decisions before the Vice Chancellor.
- In case of ambiguity in rule interpretation, the Vice Chancellor's interpretation shall be final.
- All provisions of these rules shall be subject to the **CNLU Act 2006**, as amended from time to time.



Prof. (Dr.) S. P. Singh
Registrar

Copy to: **i)** Controller of Examinations, **ii)** Academic Coordinator, **iii)** Finance Officer, **iv)** All Board Members, **v)** PS to Vice-Chancellor, **vi)** P. A. to Registrar, **vii)** Warden, Boys' Hostel, **viii)** Warden, Girls' Hostel for kind information and necessary action.



Registrar