

SIBGA Institute of Advanced Studies (SIAS)

Policy for Managing Student Agitations and Related Grievances

1. Preamble

SIBGA Institute of Advanced Studies (SIAS), affiliated to Kannur University, upholds the values of academic integrity, discipline, and democratic expression. The College recognizes that student agitations may arise due to academic, administrative, or personal grievances. While students have the right to voice their concerns in a responsible manner, the institution has the duty to maintain peace, order, and a conducive environment for learning.

This policy establishes a systematic framework to **prevent**, **manage**, and **resolve** student agitations effectively while ensuring fairness, transparency, and accountability.

2. Objectives

- To establish clear procedures for addressing grievances and managing student agitations.
- To ensure timely and fair hearing of all concerned parties.
- To maintain institutional discipline and protect the rights and safety of all stakeholders.
- To provide for enquiry and disciplinary actions when necessary.
- To promote dialogue, trust, and a culture of mutual respect between students and the administration.

3. Scope

This policy applies to all students, faculty members, administrative staff, and recognized student organizations of SIAS. It covers all forms of student agitations, including strikes, boycotts, protests, sit-ins, or any collective action related to college affairs.

4. Guiding Principles

1. **Dialogue before Agitation** – Students must first attempt to resolve issues through established grievance mechanisms.
2. **Zero Tolerance for Violence** – Any act of physical harm, intimidation, vandalism, or obstruction of college functioning is strictly prohibited.
3. **Natural Justice and Fair Hearing** – All parties will have the opportunity to present their views before any disciplinary decision is made.
4. **Timely and Transparent Action** – All steps in the grievance or agitation management process will be documented and communicated appropriately.

5. Preventive Mechanisms

- **Student Grievance Redressal Cell (SGRC):** Functions as per UGC and Kannur University norms to address academic or administrative grievances promptly.
- **Regular Student–Faculty Meetings:** Department-level meetings will be held periodically to identify and resolve emerging concerns early.
- **Mentorship and Counseling:** Faculty advisors will provide individual and group counseling to reduce misunderstandings and tensions.
- **Awareness and Communication:** Orientation and sensitization programs on conflict resolution and responsible student conduct will be conducted every academic year.

6. Procedure for Managing Student Agitations

6.1. Step 1 – Early Intervention

- When signs of discontent are noticed, the Principal shall immediately call for a **conciliation meeting** involving student representatives, concerned faculty, and relevant administrative officers.
- The purpose will be to identify the root cause, clarify misunderstandings, and resolve the issue amicably before escalation.

6.2. Step 2 – Controlled Expression

- If students wish to demonstrate or protest, they must seek **written permission** from the Principal at least **48 hours in advance**, stating the nature, purpose, and duration of the activity.
- Peaceful expression will be allowed **only in designated areas**, without disruption to classes, property, or normal functioning.
- Sloganeering, blocking entry/exit, or disrupting academic sessions will invite disciplinary action.

6.3. Step 3 – Immediate Disciplinary Action (if required)

- If any agitation becomes **unlawful, violent, or disruptive**, the Principal shall:
 - **Suspend the involved activities/students immediately** and issue written orders to restore order.
 - Take **immediate disciplinary action** against those directly responsible, including temporary suspension from classes or campus.
 - **Inform parents/guardians** of the involved students without delay.
 - Seek assistance from **law enforcement authorities** if the situation poses a threat to safety or property.

6.4. Step 4 – Constitution of Enquiry Committee

- The Principal shall constitute an **Enquiry Committee** within **24 hours** of the incident, comprising:
 - A Senior Faculty (Chairperson)
 - Two senior teachers from different departments
 - A representative from the administrative section (optional)
 - A nominee from the Management (optional)
- The committee will conduct a fair, fact-based enquiry and submit a report within **seven working days**. May be extended to 2 or 3 days on the request of the Convenor.

6.5. Step 5 – Hearing of Stakeholders

- The Enquiry Committee shall:
 - Record statements from all concerned parties — including students, staff, and witnesses.
 - Allow the aggrieved students to explain their position.
 - Review available evidence (written submissions, video recordings, photographs, etc.).
- The committee may hold hearings **in camera** (closed-door) to ensure confidentiality and fairness.
- Minutes of all hearings will be maintained for transparency.

6.6. Step 6 – Report and Action

- The Committee shall submit its findings and recommendations to the College Council, through the Principal.
- Based on the report, the Council may authorize the Principal to take appropriate action. The Principal may
 - Issue a warning notice;
 - Impose suspension for a specified period;
 - Order recovery for damage to property; or
 - Recommend expulsion (in severe cases), with College Council approval.
- The final decision shall be communicated in writing to all stakeholders.

7. Appeal Mechanism

- Any student aggrieved by the disciplinary decision may appeal in writing to the **College Council** within **five working days** of the communication of the decision.
- The College Council's decision shall be **final and binding**.

8. Post-Agitation Review

- A **Post-Incident Review Committee**, chaired by the Principal, will evaluate the cause, handling, and outcome of each agitation.
- Recommendations for preventive or corrective actions will be presented to the **College Council and IQAC** for continuous improvement.

9. Roles and Responsibilities

Authority	Responsibility
Principal	Overall authority to ensure peace, coordinate enquiry, and implement disciplinary measures.
Discipline Committee	Immediate action, coordination with faculty and students, and maintenance of discipline.
Enquiry Committee	Conduct impartial investigation and recommend appropriate action.
Student Grievance Cell	Serve as the first line of mediation and grievance resolution.
Student Representatives	Communicate student concerns responsibly and promote peaceful conduct.

10. Review and Implementation

- This policy shall be reviewed **once every three years** or earlier if warranted by specific incidents or regulatory changes.
- The policy becomes effective upon **approval by the College Council**.

11. Effective Date

Approved and adopted by the **College Council of SIBGA Institute of Advanced Studies (SIAS)** on 14th October 2025

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