

The Governing by-laws
Students' Meetings, Functions and Celebrations
Faculty of Arts, of the UoJ

(Given below are the By-Laws prepared by Faculty Board of the FoA of the UoJ under the University Act No.16 of 1978 as amended by Acts No.7 of 1985 and No. 26 of 1988, UGC Circular, No. 20 of 1998, No. 919 of 15th January 2010 and No. 902 of 1st December 2008)

Preamble

University of Jaffna sanctions as a basic principle of University life, the concept of responsible student freedom. The basic idea concerning student freedom is that, individual freedom is a right of all students but also a responsible freedom to be and to become.

The University encourages students to conduct themselves as mature men and women, to abide by local, state and natural laws, as well as by generally accepted moral standards. Reason and responsibility characterize student conduct in all the places and at all events.

The following by-laws are drafted to promote the growth of ethically responsible students and future professionals, through adherence to the highest standards of academic integrity and overall ethical conduct.

General Guidelines

Universities are higher education centers which concentrate not only in the academic activity. The purpose of the university is to create a multifaceted environment for the students to form themselves as integral human beings. The students in the universities are therefore expected and encouraged to take part in the extra curricular activities which provide them an integral formation and for this reason, students' meetings, gatherings, functions and celebrations are made as part and parcel of university life.

While encouraging students' meetings, gatherings, functions and celebrations as part of the university life and recognizing the student freedom that should prevail in the university, the university is cautious also regarding the students' meetings, gatherings,

functions and celebrations which should serve their purpose of the integral formation of the students while enjoying a responsible freedom. Therefore certain by-laws are prescribed basing on the University Acts issued by the UGC circulars.

The Faculty of Arts of the UoJ is therefore prescribing these by-laws to promote student discipline and thereby to assure the smooth functioning of the students' meetings, gatherings, functions and celebrations and to properly achieve their purpose.

(The following set of by-laws is a continuation of the by-laws issued by the University of Jaffna relating to 'Conditions of Students and Discipline of Students' which came into force on the 1st of May, 1986. These by-laws may be cited as 'by-laws relating to students' meetings, functions and celebrations'.

1. No Union or any other Association of students shall operate within the University unless registered with the University, as provided for in the Universities Act No. 16 of 1978 as amended later.
2. No meetings, functions, celebrations may be held within the University premises by any student or students, union or society, or other association of students of the Faculty of Arts, except with the written approval of the Dean. Permission shall be obtained in a prescribed manner. Where the written approval of the Dean has been granted, it is subject to the terms and conditions relating to the venue, date, time, duration and any other matter as may be deemed to be necessary in the circumstances. The meetings, functions, celebrations must be held in conformity with all such terms and conditions. Any student or association or union who / which organizes any meetings, functions and celebrations other than in the manner prescribed above shall be guilty of an offense and indiscipline, and shall be liable for punishment under the provisions of these by-laws. Acts of indiscipline and offence under an unauthorized organization of meetings, functions and celebrations include the displaying of posters, banners, cut-outs or any other media of communication connected with such meetings, functions and celebrations.
3. Improper collection of funds: Unless the prior written consent of the Dean and the Senior Treasurer of the student body has been duly obtained no subscription or funds may be raised or collected from among the students, staff of the University or the general public by any student or office-bearer of any union, society or association. (However, that the provision of this paragraph shall not apply to the annual

subscription or any other due contribution collected by a registered union, society or association in accordance with its constitution.)

4. Funds can be collected from the students as decided in the general meetings and endorsed by the Senior Treasurer.
5. All funds received / collected by the student unions / associations shall be credited to the respective fund in the bank and all payments made and on behalf of the union / association shall be met from the fund. All financial documents should be handed over to the internal audit of the University for examination.
6. Student unions / association which are authorized to collect funds for purposes of meetings, functions and celebrations should within two weeks of the permitted day of collection submit to the Senior Treasurer and AR Welfare a Statement of accounts and shall also immediately deposit the funds collected in an authorized bank account. Failure to comply with such requirement shall be considered a punishable offence. In this connection, the student/s under whose name the application for permission was sought will be held responsible and made liable for punishment. This also includes the collection of funds by the student/s through the sale of raffle tickets, flags, T-shirts, etc.
7. The preparatory works for the meetings, functions and celebrations shall be distributed to different batch of students. Those appointed students are responsible to do the needed preparations. Others should not interfere in the allocated responsibilities. The preparatory must be carried out within the stipulated time. The time limit for preparation for the meetings, functions and celebrations are to be clearly indicated in the written application.
8. The students are required to be properly attired in an acceptable manner to the academic environment during their meetings, functions and celebrations.
9. Equal rights for all the students to perform their activities and showcase their talents must be given during their meetings, functions and celebrations.
10. Supply of same standard of food for all the participants must be maintained during the meetings, functions and celebrations of the students. No discrimination shall be shown in the quality of food provided (high quality food for seniors and low quality food for juniors).
11. No discrimination shall be shown with regard to gender with regard to the allocation of offices and in other activities in the meetings, functions and celebrations.

12. Use of respective language during the preparation and occurrence of the entire meetings, functions and celebrations is expected.
13. Use or supply of alcohol during the meetings, functions and celebrations of the students are categorically prohibited.
14. Respecting and promoting the good name of the UoJ, Faculty of Arts, Departments and Units during the meetings, functions and celebrations is necessary. No infringement on the rights or conflict of interest shall be made on any individuals, society or religion or ethnic group.
15. Respecting the time allocation is obligatory. The meetings, functions and celebrations are to be completed within the permitted time.
16. Damaging the properties and disfiguring the environment are totally prohibited. The students are expected to behave as responsible citizen during the meetings, functions and celebrations. If the properties are damaged or the environment is disfigured the students those who obtained permission are responsible for the restoration.
17. The participants of the meetings, functions and celebrations should not engage in any form of violent activity. Physical assault or aggression on anybody during the meetings, functions and celebrations will lead to disciplinary measures.
18. Solicitation for a particular political party or business enterprises or favouring any organization is not permitted during the meetings, functions and celebrations organized by students or student association. There can be an exception for the sponsoring business enterprises.
19. Any student, students' union or organization or associations shall not make any official communication about any issues concerning the integrity and respect of the University to any external agency, press, electronic or social media.
20. The student counselors shall be present during the entire meetings, functions, gatherings of the students. The presence of the student counselors shall be according to the proportionate of the students gathered. They shall monitor whether the aforesaid provisions are obeyed and the perpetrators against the by-laws will be identified by them for prosecution.
21. It is strongly admonished that the students behave responsibly within the University premises when taking photos and making videos of the events and particularly focusing on individual. They have to respect the law of privacy of each individual when taking photos and making videos.

22. The organizers and participants of the meetings, functions and celebrations must respect the media ethics and be aware that taking photos and making videos without the consent of the one being photographed or videoed can be considered as intrusion on the right to privacy.

NB:

- The provisions prescribed in this by-law are subject to revision from time to time. Any amendment to the by-law shall be effective only after the approval of the Faculty Board.
- These set of by-laws are drafted basing on the Universities Act No:16 of 1978 as amended subsequently and on the 'Conditions of Students and Discipline of Students' of the University of Jaffna which came into effect on the 1st of May, 1986. The by-laws on student discipline of the University of Moratuwa and Peradeniya are also consulted.

Faculty Board 274th meeting held on 09.12.2020 recommended and approved by the Senate on its 457th Meeting held on 17. 08. 2021.