

NANYANG TECHNOLOGICAL UNIVERSITY

REGULATION 6.1: STUDENT DISCIPLINE

A. Overview

1. This Regulation defines the structure for the maintenance of good order and discipline among the students of the University.
2. This Regulation applies to all University programmes and activities, regardless of whether the incident occurs on or off University campus. It includes conduct while the student is on business premises during an internship, or on occasions where the student engages in activities such as project work or community service- related activities, or when the student is overseas on an exchange programme.
3. The student disciplinary framework of the University applies when there is a breach of, alleged or otherwise, or nonconformance with, the University's Statutes, Regulations, policies, procedures, rules, regulations and codes of conduct. The University shall be guided by principles of fairness and proportionality. The framework is part of a broader system of education, prevention, discipline and support for dealing with instances of Misconduct and for the maintenance of good order and discipline among its students holistically.
4. The University adopts the following two-tier disciplinary structure:
 - (a) At the College, School and Department level, the Heads of the Academic Entities and/or the Heads of Administrative Departments shall deal with less serious Misconduct; and
 - (b) At the University level, the Board of Discipline (BOD) shall deal with serious Misconduct, including those where a fine of more than \$1,000, Suspension or Expulsion of the student concerned is deemed to be the appropriate sanction.
5. The disciplinary proceedings and sanctions meted out at the University, College, School and Department levels, shall consider the rehabilitation and reformation of the offender while balancing the aim of specific and general deterrence. In addition, the safety, security and wellbeing of victims as well as the larger University community on campus are of paramount importance.

B. Disciplinary Proceedings

1. All Misconduct shall be dealt with by the Heads of the Academic Entities, Heads of Administrative Departments, and Senior Faculty-in-Residence of the University in accordance with the prevailing Student Discipline Policy and Procedures.
2. References shall be made to the Student Academic Integrity Policy and Procedures, and the Research Integrity Policy and Procedures for academic and research Misconduct respectively. The University may, where appropriate, also refer to applicable law or regulation and other University Statutes, Regulations, policies, procedures and Codes of Conduct.

C. Preliminary Inquiry (PI)

Preliminary inquiry (PI) will be carried out by the Head of the Academic Entity/Administrative Department or their nominee (s) to establish the facts.

D. Committee of Inquiry (COI)

1. The membership of the COI shall comprise:
 - (a) The respective Head of the Academic Entity/Administrative Department where the alleged Misconduct occurred or the nominee (who shall be a senior faculty member or senior officer) shall be the Chair.
 - (b) Two committee members, who could be the student's supervisor or academic mentor or Assistant Chair or relevant senior officer, shall be appointed by the respective Head of the Academic Entity/Administrative Department.
 - (c) The respective Head of the Academic Entity/Administrative Department or the nominee may at their discretion invite student representatives to join the COI as observers. The number of student representatives shall not be more than two.

E. NTU Disciplinary Panel

1. The University President shall appoint the following personnel to the NTU Disciplinary Panel:
 - (a) a senior management appointment holder as Chair;
 - (b) up to two (2) senior management appointment holders who are involved in undergraduate or graduate student matters as Deputy Chairs; and
 - (c) two (2) senior faculty members, who preferably shall be full professors from each of the Colleges or the Autonomous Institutes.

Members referred to in (a), and (b) above are appointed on an ex-officio basis. Members referred to in (c) above are appointed for a term of three (3) years and may be reappointed for a subsequent term of three (3) years.

2. In addition, the Chair of the NTU Disciplinary Panel shall appoint the following student representatives to the NTU Disciplinary Panel:
 - (a) 4 members of the Executive Committee of the NTU Students' Union (NTUSU), including its President and Vice-President; and
 - (b) 4 members of the Executive Committee of the NTU Graduate Students' Association (NTUGSA), including its President and Vice-President.

The student representatives shall be appointed for a term of one (1) year and may be reappointed for subsequent term of one (1) year.

3. The Registrar, or in the Registrar's absence, the Deputy Registrar shall be the Secretary of the NTU Disciplinary Panel.

F. Board of Discipline (BOD)

1. Each Misconduct case shall be heard by a BOD comprising at least five (5) members drawn from the NTU Disciplinary Panel which shall include:
 - (a) Chair of the NTU Disciplinary Panel or in their absence one of the Deputy Chairs shall be BOD Chair;
 - (b) at least one (1) senior faculty member from the Colleges or Autonomous Institutes;
 - (c) for cases involving undergraduate students, at least one (1) and up to two (2) student representatives shall be from the NTUSU; for cases involving graduate students, at least one (1) and up to two (2) student representatives shall be from the NTUGSA; and
 - (d) Chair of the School to which the student belongs (or in the case of the Autonomous Institutes, their Dean or Director) or their nominee, as a co-opted member of the BOD.
2. Decisions made by the BOD are by majority of those present. In the case of an equality of votes, the Chair of the BOD, as the case may be, shall have a casting vote.

G. Appeal Committee

1. The Appeal Committee Chair¹ shall be appointed by the Board of Trustees (BOT). The Appeal Committee shall comprise two other members, namely a College Dean that is not from the student's College of origin, and the Chief Legal Officer (or their nominee). The Appeal Committee shall hear appeals against decisions, rulings or any other courses of action rendered by the BOD.
2. Pending the outcome of an appeal, any sanction rendered by the BOD shall be deemed final and binding.
3. The decision of the Appeal Committee is final and binding with no further right of appeal.

H. Criminal Offences

1. Students who become aware that they are being investigated, charged or convicted of any criminal offence shall notify the Registrar immediately and supply all available supporting documents and background information. Failure to notify the University will subject the student to disciplinary inquiry.
2. Any University employee or student who becomes aware of a student being investigated, charged or convicted of any criminal offences shall notify the Registrar immediately and supply all available supporting documents and information.
3. The University may, but is not obliged to, institute formal disciplinary proceedings, or postpone it, until the earlier of:

¹ In the event of conflict of interest and the Appeal Committee Chair needs to be recused, a replacement Chair would be appointed from the BOT by the BOT Chair.

- (a) The completion of the government authorities', including the Police's investigations and rendering of their decision or finding; or
 - (b) a judgment is rendered against the offender in legal proceedings (if any).
- 4. Any decision to postpone investigations or proceedings shall not affect the University's ability to impose any interim measures for the safety, security and wellbeing of its community.

I. Imposition of Restriction

- 1. The University may impose restrictions on a student's activities if the student is assessed to pose a threat to themselves or to others around them in the University.
- 2. The University reserves the right to impose any restrictions with immediate effect. Any restrictions imposed shall remain in place until the University directs otherwise in writing.