



Ref: MU/REG/CIR-(T)

Date: May 25, 2017

CIRCULAR

Sub: Policy on Prevention of Academic Harassment

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In anticipation of approval of the Executive Committee, the University has framed a **Policy on Prevention of Academic Harassment**.

The detail note on the policy is enclosed with this circular for your information, records and to be notified to all concerned. This will come into force with immediate effect

Dr. Narayana Sabhahit
Registrar

To:

✉ Heads of Institutions | Centres of Excellence | Teaching Departments under Manipal University

Copy to:

- ✉ Deputy Registrar – Academics (Health Sciences | Technical), MU, Manipal
- ✉ Director Student Affairs, MU, Manipal
- ✉ Deputy Director(s) – HR | Legal, MU, Manipal

Copy for information to:

- ✉ Pro Chancellor | Vice Chancellor | Pro Vice Chancellors, MU
- ✉ Registrar – Evaluation, MU, Manipal
- ✉ Director(s) – Research (Health Science | Technical) | Quality & Compliance, MU, Manipal
- ✉ EC file

Encl: as above



Policy on Prevention of Academic Harassment

Academic harassment is the act of continued/unwanted/hostile or prejudicial remarks or actions by persons in supervisory roles, unfairly taking advantage of their positions to hinder, abuse or discriminate those pursuing research or higher education.

1) Purpose:

The policy on Prevention of Academic Harassment is designed as part of Manipal University's ongoing effort to nurture a conducive environment for research work and education.

2) Applicability:

The policy is applicable to PhD scholars, research fellows, post-graduates and staff researchers of Manipal University.

3) Awareness:

As part of the student and faculty support framework, the Academic Harassment Redressal Committee will take appropriate steps to work towards resolution of complaints in the context of the university's academic regulations, guidelines and support services. Every effort will be made by the University to prevent and eliminate academic harassment by informing the University community about the policy and assisting them to deal with any problems arising from harassment, promptly and appropriately. Assisting newly appointed faculty and staff in having a basic understanding of the policy and clarification of the expected roles in these matters and creating an awareness of the established Committee and Policy at Manipal University, will also be a part of this initiative.

4) Description of Academic Harassment:

Academic Harassment may manifest in any of the following ways, but not restricted to:

- 4.1) Verbal abuse, intimidating remarks or premature judgment resulting in loss of personal academic freedom for the victim, exemplified by forced research topics, limiting the scope of their research, failure to award credits/degrees, demanding undeserved authorships and jeopardizing their professional opportunities.
- 4.2) Unjustified denial of research funding, access to research equipment or laboratories, or the opportunity for research-related travel.
- 4.3) Forceful fabrication, or plagiarism of another's research results or any other conduct that interferes with or jeopardizes the dissertation process.
- 4.4) In the work environment, academic harassment includes the use of power to make unreasonable demands beyond the boundaries of one's job description. This includes the insinuation or implication of a promotion/demotion or any actual unfair treatment of one university employee by another.

5) The Academic Harassment Redressal Committee:

Head of Institution nominated by the Vice Chancellor	– Chairperson
Director, Student Affairs	– Member
Deputy Registrar-Academics (Health Sciences)	– Member
Deputy Registrar-Academics (Technical)	– Member
Deputy Director, HR	– Member
Deputy Director, Legal	– Member
Deputy Registrar-Academics (HS/Tech)	– Convener

The Committee will conduct the enquiry and, after going through the documents and other materials, submit the report to the Management with appropriate recommendations.

6) Procedure for initiating a formal complaint:

The complainant has to give a descriptive written narration with specific details of the alleged harassment to one of the Deputy Registrars – Academics (Health Sciences or Technical).

This policy will be applicable to all constituent institutions of Manipal University, Manipal with immediate effect.

This policy may be amended from time to time as when the need arises.

