

**DEPARTMENT OF LINGUISTICS  
(CENTRE FOR ADVANCED STUDIES IN LINGUISTICS)**

**HANDBOOK OF INFORMATION**

**for**

**Admission to Post M.A. Diploma in Linguistics and Advanced Diploma in Applied  
Linguistics**

**(2017-2018)**



**UNIVERSITY OF DELHI  
DELHI-110007**



## **GENERAL INFORMATION**

### **Postal Address**

Department of Linguistics  
Room No.217, I<sup>st</sup> Floor,  
Arts Faculty Extension Building  
University of Delhi  
Delhi-110007

### **Telephones**

Head of the Department  
Office

27666390/27666676 Extn. 102  
27666390/27666676 Extn. 101

Office Hours  
(Public Dealings)

9.00 A.M. to 5.30 P.M.  
9.30 A.M. to 3.00 P.M.

### **IMPORTANT DATES FOR SESSION 2017-2018**

- **Date of start of distribution of forms for admission to**  
Tuesday, July 04, 2017
- **Last date for receiving forms for admission to:**
  - (i) Post M.A. Diploma/Advanced Diploma in Linguistics:  
Friday, July 21, 2017
- **Date & Venue of Interview for Post M.A. Diploma in Linguistics:**
  - Date of Interviews:** July 25, 2017 from 11:00 a.m. onwards
  - Venue:** Department of Linguistics, First Floor, Arts Faculty Extension Building, University of Delhi, Delhi-110007
- **Admission to Advanced Diploma in Applied Linguistics will be based on performance in the Post M.A. Diploma in Linguistics.**

**Note:** Application forms may also be downloaded from the University website and the filled up forms may be submitted by post or by hand at the address mentioned above. These forms must reach the office on or before the last date of submission of the forms.

## **CONTENTS**

1. Department of Linguistics : A Brief Profile
2. Staff
3. Admission requirements for :
  - (i) Post M.A. Diploma in Linguistics
  - (ii) Advanced Diploma in Applied Linguistics
4. Ordinance XV-B
5. Ordinance XV-C
6. Ordinance XV-D
7. Application Form

## **University of Delhi**

### **Procedure for seeking information under the Right to Information Act, 2005**

Ms. Meenakshi Sahai, Dy. Registrar and CPIO, New Administrative Block, University of Delhi Delhi-110007 Phone No.011-27001189 Information Section: 011-27662658	Shri Jay Chanda, Joint Registrar and 1 <sup>st</sup> Appellate Authority, New Administrative Block, University of Delhi Delhi-110007 Phone No. - 011-27667623 Fax No. – 011-27667524
---	--

1. An application for obtaining information under the Right to Information Act, 2005 is required to be made to the Central Public Information Officer of the University.
2. The prescribed fees for filing the application is Rs.10/- by way of cash against proper receipt or by way of bank demand draft or banker's cheque or Indian Postal Order payable to the Registrar, University of Delhi at Delhi.
3. An Appeal can be preferred before the Joint Registrar & First Appellate Authority against the decision of the Central Public Information Officer of the University

## **DEPARTMENT OF LINGUISTICS**

### **A BRIEF PROFILE**

The Department of Linguistics was started in 1963 with Dr. Chandrasekhar as its head. Only a diploma course in Linguistics was offered in the beginning. The Master's and Doctoral programmes were later introduced in 1966 when the then noted Indian linguist Professor P.B. Pandit joined the Department. Dr. R.N. Srivastava joined the Department as a Professor in 1976 and subsequently an advanced diploma course in Applied Linguistics, and the M.Phil. programme, in place of the earlier M.Litt. programme were introduced in 1978 and 1979, respectively.

Recognizing its strength in its teaching programmes as well as in research, particularly in the areas of theoretical linguistics and applied linguistics, the Department has been accorded the status of Centre for Advanced Studies in Linguistics by the University Grants Commission w.e.f. 2010-11. The department has been fortunate in attracting linguists trained in excellent academic institutions located in India and abroad. The significant number of international scholars from prestigious academic institutions seeking academic affiliation with the Department and the number of students admitted to the Department from various countries, indicate the international academic recognition that the department enjoys. The fact that a number of students of the Department have been selected by premier Universities in the US and Europe in the last few years for pursuing doctoral research further speaks of the academic reputation of the Department.

The Department has had the privilege of having Professors like K.V.Subbarao, (Late) Prem Singh, A.K. Sinha and R.K. Agnihotri who superannuated from the Department after long distinguished service. Other Eminent Indian linguists who have taught at the Department include Prof. B.G. Mishra (ex-Director of the Central Institute of Hindi, Agra), Prof. C.J. Daswami, and Prof. C. Ramarao. In addition, many linguists of international repute have over the years been associated with the Department in various capacities. These include : Professors Gordon Fairbanks, Rober B. Lees, Gerald Kelly, Jame D McCawley, Jean Aitchison, Charles Kisseberth, Frankin C. Southworth, Richard Mckee, Yamuna Kachru, George Lakoff, Peter Trudgill, Alice Davison, Peter Hook, Hans Hock, J.D. Singh, H.S. Ananthanarayana, Rajendra Singh, Kashi Wali, K.S. Yadurajan, J.P.S. Oberoi, Andre Beteille, Sisir Kumar Das, B. Jernudd and J.Neustupny. The Department has also had the privilege of inviting eminent scholars such as Noam Chomsky, M.A.K. Halliday, John Gumperz, Andre Martinet, David Abercormbie, George Cardona, Ashok Kelkar, Eric Hamp, Peter Ladefoged, G.Nickel, R.M.W. Dixon, R. Posner, Braj B. Kachru and Y. Kachru.

The Department also had the honour of organizing the golden jubilee celebrations of the Linguistics society of India and the Decennial celebrations of the Dravidian Linguistics Association in addition to several summer institutes, seminars and conferences.

**STAFF:**

<b>I</b>	<b>Faculty</b>	<b>Designation</b>	<b>Field of Specialization</b>
1	Prof. Ramesh Chand Sharma	Professor & Head	Psycholinguistics, Neurolinguistics, Phonetics, Philosophy of Language, Applied Linguistics, Hindi as a Foreign Language
2	Prof. Tista Bagchi	Professor	Semantics, Theoretical Syntax, Historical Linguistics
3	Dr. Shobha Satyanath	Associate Professor	Sociolinguistics, Pidgins and Creoles, Acoustic Phonetics, Historical Linguistics
4	Dr. Tanmoy Bhattacharya	Associate Professor	Minimalist Syntax, Sign Linguistics, Psycholinguistics
5	Dr. Gail Coelho	Associate Professor	Language Documentation, Discourse Analysis, Morphology, Phonology.
6	Ms. Mamta	Assistant Professor	Neurolinguistics, Psycholinguistics
<b>II Administrative Staff</b>			
1	Mr. Bhim Singh	Personal Assistant	
2	Mr. Ram Lal	Senior Assistant	
3	Mr. Vishal Kumar	Junior Assistant	
4	Ms. Bhawana (On Contract)	Office Attendant	
<b>III Laboratory Staff</b>			
1	Mr. Joginder (On Contract)	Laboratory Attendant	
<b>IV Library Staff</b>			
1	Ms. Kusum Kumari	Library Attendant	



## **I Admission requirements for One Year Post M.A. Diploma Course in Linguistics (Part-Time)**

1. Every candidate seeking admission to the Post-M.A. Diploma Course in Linguistics must have passed the Master's Degree examination of the University of Delhi or an examination recognized as equivalent thereto with 40% marks or above in the aggregate and possess such qualification if any, as may be prescribed by the Regulations.
2. All admissions under the reserved categories, namely Schedule Caste (SC), Schedule Tribe (ST), Other Backward Classes (OBC), Person With Disabilities (PWD), Children/Widows of the eligible Armed Forces Personnel (CW), Foreign Students (FS), Sports/ECA Person Etc. will be done as per the latest Notification issued by the University.

### **PROGRAMME STRUCTURE**

The Post M.A. Diploma Programme consists of two Semesters to be known as Semester-I and Semester-II.

Semester-I	Semester-II
------------	-------------

The schedule of papers prescribed for various semesters shall be as follows:

#### **Semester – I Compulsory Courses**

Paper L-1	Introduction to Linguistics
Paper L-2	Phonetics
Paper L-3	Phonology
Paper L-4	Morphology

#### **Semester – II Compulsory Courses**

Paper L-5	Introductory Transformational Generative Syntax
Paper L-6	Aspects of Linguistic Behaviour
Paper L-7	Applied Linguistics
Paper L-10	Interdisciplinary Course-I

### **SCHEME OF EXAMINATIONS**

1. English shall be the medium of instruction and examination.
2. Examinations shall be conducted at the end of each Semester as per the Academic Calendar notified by the University of Delhi.
3. The system of evaluation shall be as follows:
  - 3.1 Each course will carry 100 marks, of which 30 marks shall be reserved for internal assessment based on classroom participation, seminars, term courses, tests, viva-voce, practical and laboratory work and attendance. The weightage given to each of these components shall be decided and announced at the beginning of the semester by the

individual teacher responsible for the course. Any student who fails to participate in classes, seminars, term courses, tests, viva-voce, practical and laboratory work will be debarred from appearing in the end-semester examination in the specific course and no Internal Assessment marks will be awarded.

3.2 The remaining 70 marks in each paper shall be awarded on the basis of a written examination at the end of each semester. The duration of the written examination for each paper shall be three hours.

Examinations for courses shall be conducted at the end of every semester as per the Scheme of Examinations.

### **PASS PERCENTAGE**

Minimum marks for passing the examination in each semester shall be 50% in each paper and 50% in aggregate of a semester.

However, a candidate who has secured the minimum marks to pass in each paper but has not secured the minimum marks to pass in aggregate may reappear in any of the paper/s of her/his choice in the concerned semester in order to be able to secure the minimum marks prescribed to pass the semester in aggregate.

### **PROMOTION CRITERIA**

**SEMESTER TO SEMESTER:** Students shall be required to fulfill the Promotion Criteria. Students shall be allowed to be promoted from Semester-I to Semester-II, provided she/he has passed all the courses of the current semester with at least 50% marks in each paper.

### **DIVISION CRITERIA**

Successful candidates will be classified on the basis of the result of Semester-I and Semester-II examinations as follows:

Candidates securing 60% and above	:	I <sup>st</sup> Division
Candidates securing between 50.00 and 59.99%	:	II <sup>nd</sup> Division

### **SPAN PERIOD**

No student shall be admitted as a candidate for the examination for any of the Semesters after the lapse of ONE year from the date of admission to the Semester-I of the Post Graduate Diploma in Linguistics Programme.

### **CREDIT STRUCTURE**

Each semester will consist of four courses where each course will have four credits. Total credits per semester shall be 16 and the total number of credits over two semesters shall be 32.

## **ATTENDANCE REQUIREMENT**

No student shall be considered to have pursued a regular course of study unless he/she has attended the course as per University rules.

## **II Admission requirements for One year Advanced Diploma Course in Applied Linguistics (Part-Time)**

Every candidate seeking admission to the Advanced Diploma Course in Applied Linguistics must have passed the Master's Degree Examination of the University of Delhi or an examination recognized as equivalent thereto along with the Diploma in Linguistics and possess such other qualification, as may be prescribed by the Regulations.

### **PROGRAMME STRUCTURE**

The Advanced Diploma in Applied Linguistics Programme consists of two Semesters to be known as Semester-I and Semester-II.

Semester-I	Semester-II
------------	-------------

The schedule of papers prescribed for various semesters shall be as follows:

#### **Semester – I Compulsory Courses**

Paper L-8	Language and Mind
Paper L-12	Semantics

Two Optional Papers to be selected out of the Papers from the \*List given below (whichever is offered by the Department):

#### **Semester –II Compulsory Courses**

Paper L-9(b)	Applied Field Methods
Paper L-11	Historical Linguistics
Paper L-35	Interdisciplinary Course-II

One optional paper other than the one offered in Semester-I out of the \*list given below (whichever is offered by the Department):

\*List given below:

L-13	Intermediate Syntax
L-14	Advanced Syntax
L-15	Language Typology
L-16	Linguistic Logic & Structural Semantics
L-18	Generative Phonology (Linear)
L-19	Generative Phonology (Non-linear)
L-20	Linguistic Stylistics
L-21	Translation Theory and Practice
L-22	Computational Linguistics
L-24	Neurolinguistics
L-25	Multilingualism
L-26	Second Language Acquisition
L-27	Language Testing
L-28	Structure of Language
L-29	Lexicography

L-30	Language Planning
L-31	Language and Education
L-32	Advanced Historical Linguistics
L-33	History of Linguistics
L-34	Seminar Course
L-35	Interdisciplinary Course II

## **SCHEME OF EXAMINATIONS**

1. English shall be the medium of instruction and examination.
2. Examinations shall be conducted at the end of each Semester as per the Academic Calendar notified by the University of Delhi.
3. The system of evaluation shall be as follows:
  - 3.1 Each course will carry 100 marks, of which 30 marks shall be reserved for internal assessment based on classroom participation, seminars, term courses, tests, viva-voce, practical and laboratory work and attendance. The weightage given to each of these components shall be decided and announced at the beginning of the semester by the individual teacher responsible for the course. Any student who fails to participate in classes, seminars, term courses, tests, viva-voce, practical and laboratory work will be debarred from appearing in the end-semester examination in the specific course and no Internal Assessment marks will be awarded.
  - 3.2 The remaining 70 marks in each paper shall be awarded on the basis of a written examination at the end of each semester. The duration of the written examination at the end of each semester for each paper shall be three hours.
  - 3.3 As regards Field Methods (Paper-L-9b), the scheme of evaluation shall be as follows:
    - 3.3.1 Field Work dissertations shall begin at the end of the Semester-II, and shall be submitted at the end of Semester-II.
  - 3.4 Courses 'Developmental Psycholinguistics' (L-23) and 'Neurolinguistics' (L-24) will consist of a final exam component of 50 marks and an internal assessment component of 50 marks.
4. Examinations for courses shall be conducted only at the end of each semester.

## **PASS PERCENTAGE**

Minimum marks for passing the examinations in each semester shall be 50% in each paper and 50% in aggregate of a semester.

## **PROMOTION CRITERIA**

**SEMESTER TO SEMESTER:** Students shall be required to fulfill the Promotion Criteria. Students shall be allowed to be promoted from a Semester-I to Semester-II, provided she/he has passed all the courses of the current semester with at least 50% marks in each paper.

## **DIVISION CRITERIA**

Successful candidates will be classified on the basis of the results of Semester-I and Semester-II examinations as follows:

Candidates securing 60% and above	:	I <sup>st</sup> Division
Candidates securing between 50.00 and 59.99%	:	II <sup>nd</sup> Division

## **SPAN PERIOD**

No student shall be admitted as a candidate for the examination for any of the Semesters after the lapse of ONE year from the date of admission to the Semester-I of the Advanced Diploma in Applied Linguistics Programme.

## **CREDIT STRUCTURE**

Each semester will consist of four courses where each course will have four credits. Total credits per semester shall be 16 and the total number of credits over two semesters shall be 32.

## **ATTENDANCE REQUIREMENT**

No student shall be considered to have pursued a regular course of study unless he/she has attended the course as per University rules.

N.B. 1 Attested copies of the following certificates should be attached to the application:

- (a) Matriculation Certificate for verification of date of birth.
- (b) Degree or Provisional Certificate of Examinations passed, viz, B.A./B.Sc., Diploma in Linguistics/Language, M.A./M.Sc. etc.
- (c) In the case of a student coming from another University a migration certification from that University.
- (d) A certificate showing marks obtained in all the subjects at the last examination B.A./B.Sc./M.A./M.Sc., Diploma in Linguistics/ Language etc. as the case may be.
- (e) A certificate showing that the candidate belongs to the SC/ST/OBC (if applicable).
- (f) Any other relevant certificates as per the regulations of the University.

- 2 All dues must be paid in cash immediately after the names have been notified on the notice board. If dues are not paid within the prescribed time, admission is liable to be cancelled.

## **Ordinance XV-B**

### **“Maintenance of Discipline among students of the University”**

1. All powers relating to discipline and disciplinary action are vested with the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers he/she deems proper to the Proctor and to such other persons he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the Ordinance, the following shall amount to acts of gross indiscipline :
  - (a) Physical assault, or threat to use physical force, against any member of teaching and non-teaching staff of any Institution/Department and against any student within the University of Delhi;
  - (b) Carrying of, use of or threat to use any weapons;
  - (c) Any violation of the provisions of the Civil Rights protection Act, 1976;
  - (d) Violation of the status, dignity and honour of students belonging to the scheduled caste and tribes;
  - (e) Any practice whether verbal or otherwise derogatory of women;
  - (f) Any attempt at bribing or corruption in any manner;
  - (g) Willful destruction of institutional property;
  - (h) Creating ill-will or intolerance on religious or communal grounds;
  - (i) Causing disruption in any manner of the academic functioning of the University system;
  - (j) Ragging as per Ordinance XV-C.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest maintaining of discipline as may seem to him appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any student or students -
  - (a) Be expelled;
  - (b) Be, for a stated period rusticated;
  - (c) Be not for a stated period, admitted to a course or course of studies in a college, department or institution of the University;
  - (d) Be fined with a sum of rupees that may be specified;
  - (e) Be debarred from taking a University or College or Department Examination or Examinations for one or more years;
  - (f) That the result of the student or students concerned in the Examination or Examinations in which he/she or they have appeared be cancelled.
5. The Principles of the Colleges, Head of the Halls, Dean of the Faculties, Heads of Teaching of Departments in the University, Director, School of Open Learning shall have authority to exercise all such disciplinary powers over students in their respective colleges, institutions, faculties and Teaching Departments in the University as may be necessary for the proper conduct of the Institutions, Halls and Teaching in the concerned Departments. They may

exercise their authority through, or delegate authority to such of the teacher in their Colleges, Institutions or Departments as they may specify for these purposes.

6. Without prejudice the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary by the Principals of Colleges, Head of Halls, Dean of Faculties and Heads of Teaching Departments in this University. Each Student shall be expected to provide himself/herself with a copy of these rules.
7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several other authorities of the University who may be vested with the authority in exercise discipline under the Acts, the Statues, the Ordinances and the rules that have been framed thereunder by the University.

#### **Ordinance XV-C**

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice or ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purpose of this ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts of practices which :
  - (a) Involve physical assault or threat or use of physical force :
  - (b) Violate the status dignity and honour of women students.
  - (c) Violate the status, dignity and honour of students belonging to the Scheduled Caste and Scheduled Tribes.
  - (d) Expose students to ridicule and contempt and affect their self-esteem;
  - (e) Entail verbal abuse and aggression, indecent features and obscene behavior.
4. The Principal of College, the Head of the Department of the Institution, the authorities of the College or University Hostels or Halls of Residence shall take immediate action on any information about the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Proctor may also *suo- motu* enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.



7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3 (a), (b), the Vice-Chancellor shall direct or order rustication of a student for a specified number of years.
10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students expelled or be not for a stated period, admitted to a course of study in a college, department examination in which they appeared be cancelled.
11. In case of any students who have obtained degree of University of Delhi are found under this Ordinance committing under statute 15 to appropriate action for withdrawal of degrees conferred by the University.
12. For the purpose of this Ordinance, abetment to ragging will also amount to ragging.
13. All Institutions within the University of Delhi system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

## **Ordinance XV-D**

### **Sexual Harassment**

#### **1. Short Title and Extent**

The present Ordinance is based on the Policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the Delhi University. The Ordinance will also apply to outsiders and residents, on the Delhi University campus, to the extent specified herein these rules and procedures.

#### **2. Definition :**

- i. "Students" includes regular students as well as current ex-students of Delhi University.
- ii. "Teaching Staff" include any person on the staff of the Delhi University or any colleges or institution affiliated to it, who is appointed to a teaching and/or research post, whether full time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation and shall also include employees employed on a casual or project basis.

- iii. "Non-Teaching Staff" includes any person on the staff of the Delhi University or of any colleges or institutions affiliated to it, who is not included in the teaching staff. It includes employees who are full-time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation, and employees employed on a casual or project basis.
- iv. "Member of the University" includes all those included in categories (i)-(iii) above.
- v. "Resident" includes any person who is a temporary or permanent resident of any of the accommodations or premises allotted to an employee by the University of Delhi or by any of its affiliated colleges or institutions.
- vi. "Outsider" includes any person who is not a member of the University or a resident. It also includes, but is not limited to, any private person offering residential, food and other facilities to students, teaching staff or non-teaching staff of the Delhi University or any college or institution affiliated to Delhi University.
- vii. "Campus" includes all places of work and residence in the Delhi University or any college or institution affiliated to the Delhi University. It includes all places of instruction, research and administration, as well as hostel, health centres, sports grounds, staff quarters and public places (including shopping centres, eating places, parks, streets and lanes) on the Delhi University campus or the campus of any college or institution affiliated to the Delhi University.
- viii. "Sexual Harassment" includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

**Explanation:** "Sexual Harassment" shall include, but will not be confined to the following:

- a. When submission to unwelcome sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature are made, either implicitly or explicitly, a ground for any decision relating to employment, academic performance, extracurricular activities, or entitlement to services or opportunities at the Delhi University.
- b. When unwelcome sexual advances, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mail, gestures, exhibition pornography, lurid stares, physical contact, stalking, sounds or display of a derogatory nature have the purpose and/or effect of interfering with an individual's performance or of creating an intimidating, hostile, or offensive environment.
- c. When a person uses, with a sexual purpose, the body or any part of it or any object as an extension of the body in relating to another person without the latter's consent or against the person's will, such conduct will amount to sexual assault.
- d. When deprecatory comments, conduct or any such behaviour is based on the gender identity/sexual orientation of the person and/or when the classroom or other public

forum of the University is used to denigrate/discriminate against a person or create a hostile environment on the basis of a person's gender identity/sexual orientation.

### **SCOPE OF THE ORDINANCE:**

This Ordinance shall be applicable to all complaints of sexual harassment made:

- i. By a member of the University against any other member of the University irrespective of whether the harassment is alleged to have taken place within or outside the campus.
- ii. By a resident against a member of the University or by a member against a resident irrespective of whether the sexual harassment is alleged to have taken place within or outside the campus.
- iii. By an outsider against a member of the University or by a member of the University against an outsider if the sexual harassment is alleged to have taken place within the campus.
- iv. By a member of the University, against an outsider if the sexual harassment is alleged to have taken place outside the campus. In such cases the Committee shall recommend that the University/ College authorities initiate action by making a complaint with the appropriate authority. Further the Committee will actively assist and provide available resources to the complainant in pursuing the complaint.

### **Complaint Mechanism:**

Implementation of the University policy against sexual harassment shall be achieved through:

- i. The Apex Complaints Committee (ACC), which shall be an apex regulatory and appellate body of the University of Delhi for redressal and resolution of complaints.
- ii. University Units Complaints Committees (UUCC), which shall be set up in clusters of University Departments/Centres as complaints and redressal bodies.
- iii. College Complaints Committees (CCC), which shall be set up in each College of the University of Delhi as complaints and redressal bodies.
- iv. Central Pool Complaints Committees (CPCC), which shall be complaints and redressal bodies (one each for the North and South Campus) for those units that are not affiliated to any College/Department/Institution and have not been included in either CCC or UUCC.

### **Redressal:**

- i. UUCC/CCC/CPCC/ACC may ask the College/University to suspend the alleged harasser from an administrative post/class if his/her presence is likely to interfere with the enquiry.
- ii. The victim of sexual harassment shall have the option to seek transfer of the perpetrator or her/his own transfer where applicable.

iii. Notwithstanding the contents of any other Ordinance relating to service conditions etc. the Head of the Institution upon receipt of the enquiry report, shall refer the same to the Governing Body/ Executive Council (EC) and take disciplinary action on the basis of recommendations of the Complaint Committees provided that in the case of termination of service the existing rules of the University will also be forwarded.

iv. The disciplinary action shall be commensurate with the nature of the violation.

A. In the case of University/College employees; disciplinary action may be in the form of:

- i. Warning
- ii. Written apology
- iii. Bond of good behaviour
- iv. Adverse remarks in the Confidential Report
- v. Debarring from supervisory duties
- vi. Denial of membership of statutory bodies
- vii. Denial of re-employment
- viii. Stopping of increments/promotion
- ix. Reverting, demotion
- x. Suspension
- xi. Dismissal
- xii. Any other relevant mechanism.

B. In case of students, disciplinary action may be in the form of:

Warning

- i. Written apology
- ii. Bond of good behaviour
- iii. Debarring entry into a hostel/campus
- iv. Withholding results
- v. Debarring from exams
- vi. Debarring from contesting elections
- vii. Debarring from holding posts
- viii. Expulsion
- ix. Denial of admission
- x. Declaring the harasser as "persona non grata" for a stipulated period of time.
- xi. Any other relevant mechanism.

C. In the case of third party harassment, the University/College authorities shall initiate action by making a complaint with the appropriate authority.

**Note:** The composition of the Committees, mode of election/nomination powers, duties and procedure to be followed is outlined in the Appendix to Ordinance XV-D in the University Booklet entitled 'Policy on Sexual Harassment', which will be read as part and parcel of Ordinance XV-D.