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MARONDERA UNIVERSITY  
OF AGRICULTURAL SCIENCES AND TECHNOLOGY

## **STUDENT CONDUCT ORDINANCE 5**

ordinance 05/27



# MUA

MARONDERA UNIVERSITY  
OF AGRICULTURAL SCIENCES AND TECHNOLOGY

<b>TITLE</b>	<b>MARONDERA UNIVERSITY OF AGRICULTURAL SCIENCES AND TECHNOLOGY STUDENT CONDUCT ORDINANCE 5</b>
<b>COMPILED BY</b>	<b>STUDENT AFFAIRS DEPARTMENT</b>
<b>APPROVED BY</b>	
<b>DATE</b>	

3. In terms of Section 27(4) of the University Act, the Student Disciplinary Committee hereby delegates to the officials referred to in the Rules of Student Conduct and Discipline the power of investigating and exercising disciplinary authority in respect of misconduct by any student to the extent and in the manner set out in the Rules of Student Conduct and Discipline.
4. In terms of the Section 27(6)(c) of the University Act, the Student Disciplinary Committee may order a student to pay the University the amount of any financial loss caused to the University by such a student's conduct (commission or omission)
  - 4.1 After reference to the Vice Chancellor, the Student Disciplinary Committee may impose any penalty on a student which in the circumstances of a particular case it deems appropriate.
  - 4.2 The Vice Chancellor may accept the Student Disciplinary Committee recommendations or aver his own penalty as the case may be.

## **1.0 SCHEDULE**

### **Definition of Terms**

#### **1.1 INTERPRETATION**

In interpreting any word, phrase or sentence in this Ordinance, University officers charged with the administration of these rules must:

1.1.1 Assign any such meaning as assigned to the word, phrase or sentence by the University Act.

1.1.2 Thrive at all times, to promote the spirit and letter of the University Act and seek to implement the letter and spirit of the University Act and will in particular have regard to the following principles:

1.1.2.1 The University is a society in which high communal life must be established and maintained for the benefit of both present and future members of the University.

1.1.2.2 A high level of personal integrity and a developed sense of responsibility towards others are as important to the University as outstanding scholastic achievement.

1.1.2.3 A proper concern for the reputation of the University and what it ought to stand for makes it incumbent upon its members to live decent and orderly lives.

Meeting, whether it is School or Committee Meeting, lecture, teaching session, the function of any University society or day-to-day administrative activity in Halls of Residence, Dining Hall, inclusive of sports and entertainment/events.

3.2.3 Seeking to prevent a speaker invited by any section of the University Community from lawfully expressing his/her views.

3.3.0 Students are informed that:

If a group of students forms a common intention to commit certain acts and to assist each other in their conduct, and in due course a breach of these rules is committed by one or some of the group, then each member of the group may be held to have committed that breach of rules, who foresaw that the breach would occur, or who must, in the view of the Student Disciplinary Committee, have foreseen that it would occur.

3.3.1 A member of such a group can avoid this by taking clear and unequivocal steps before such a breach is committed to show that he/she dissociates himself/herself from the acts of the group with whom he/she has so far been associating;

3.3.2 Where a number of students have committed a breach of these rules and only one or more of these students can be identified, the University will not hesitate to take disciplinary action against those students who can be identified and against whom there is sufficient evidence to warrant investigation and disciplinary proceedings.

3.3.3 In the event that a contravention of these rules is conducted by members of a recognized society or club of students, its chairperson/ president or secretary will be held accountable.

3.3.4 Where a student commits an act which is both an offence according to the laws of the country and one which after investigation appears to be a breach of the disciplinary rules of the University, the university may punish such a student notwithstanding that he/she is prosecuted and / or punished by the courts of the country.

3.3.5 A student shall obey any rules made from time to time by the Vice Chancellor and shall further obey all instructions given by the Vice Chancellor, the Proctors, and all those persons

payment or other benefits whether it is performed by a male or female student.

3.6.1. No student shall, on or off campus, engage in any activities which amounts to prostitution.

### **3.7 INDECENT ASSAULT AND SEXUAL HARASSMENT**

3.7.1 No student shall, by act or threats, unlawfully assault or attempt to assault, any person in a manner calculated or intended to achieve sexual intercourse, or any other form of sexual gratification regardless of the degree or nature thereof;

3.7.2 indecently touch or assault any male or female person;

3.7.3 commit in respect of or upon the person of any other person, any act of physical indecency, or by words, conduct or writing, threaten to perform any act of physical indecency upon such a person;

3.7.4 by words, conduct or writing, propose, suggest or imply to another student, visitor, official or member of the University staff, any activity of a sexual nature if the student knows, or foresees, that the other person would consider such proposal, suggestion or implication is by reason of its sexual nature, offensive, demeaning or intimidating to the person to whom it is addressed.

### **3.8 GAMBLING**

3.8.1 No student shall, whilst on campus or any premises owned or controlled by the University, participate actively or otherwise, in any activity that constitutes or can be viewed as constituting gambling.

### **3.9 ALCOHOL AND DRUGS**

3.9.1 No student shall bring, possess, manufacture, use or supply any intoxicating substance, controlled substance or dangerous drugs whether on or off campus or any premise owned or controlled by the University.

3.9.2 A student contravening this provision shall be liable to a penalty of a fine not exceeding RTGS\$250, a suspension or expulsion.

### **3.10 DANGEROUS OBJECTS AND WEAPONS**

exposure of one's body to the public and is usually contrary to the acceptable norms and values of the society. Indecent dressing shall not be allowed on campus. In certain laboratories, student dress will be expected to meet safety requirements.

#### **4.0 ACADEMIC INTEGRITY**

**4.1** The rules contained hereunder must be read in conjunction with the General Academic Regulations and the Assessment Policy.

#### **4.2 CHEATING**

The University takes cheating very seriously as it is considered as an attempt to deceive the examiners into gaining higher marks than you may have normally achieved.

**4.2.1** For purposes of this Ordinance, examination includes every examination or test or assessment of a student's knowledge or performance that may be organized by the University or any department of the University or any member of the academic staff of the University.

**4.2.2** No student shall cheat in any University examination or assessment task.

**4.2.3** The regulations give the following examples:

**4.2.3.1** Obtaining advance knowledge of the content of an examination;

**4.2.3.2** Getting illegal access to information about the examination;

**4.2.3.3** Copying from the examination script of another candidate;

**4.2.3.4** Helping and assisting another candidate during an examination;

**4.2.3.5** Impersonating another candidate or allowing yourself to be impersonated in an examination

**4.2.3.6** Having notes, text or programmable calculators or any other information during the examination;

**4.2.3.7** Having in the examination room any gadget containing information on the examination;

**4.2.3.8** Any candidate found in possession of any material related to the subject in the University examination room will be asked to write a report at the end of the examination.

Agricultural Sciences and Technology upholds academic honesty and integrity.

4.4.5 A student must not knowingly assist any other student in cheating or plagiarism. This includes working together on a single draft of a piece of work unless expressly required to do so in group work or passing a partly or fully completed piece of work to a fellow student.

4.4.5.1 All assignments, dissertations and theses produced at Marondera University of Agricultural Sciences and Technology will be run through the anti-plagiarism software;

4.4.5.2 The permissible percentage of plagiarism is ten percent (10%) for Marondera University of Agricultural Sciences and Technology;

4.4.5.3 Any research with a percentage plagiarism of the respective percentages as above would be questionable and would need thorough scrutiny before being recommended for assessment or otherwise.

#### **4.5 PENALTIES OF PLAGIARISM**

This section should be read in conjunction with Examination Rules and Regulations on cheating.

4.5.1 In the case of plagiarism being discovered in a piece of work such as an essay, a laboratory report or dissertation the student shall get a Chairperson's warning but shall be given an opportunity to re-do and resubmit an acceptable piece of work which shall be given a mark of not more than 50%.

4.5.2 In the case of plagiarism being discovered in a piece of work as indicated in 4.5.1 for the second time and after a re-submission, the student shall get the Dean/Director's warning and shall be awarded a mark of 0%.

4.5.3 The Senate shall take disciplinary measures such as suspension or expulsion of the student who would have been awarded a mark of 0% for the offence.

4.5.4 In the case of more than the permissible percentage of plagiarism being discovered in a project at the end of the semester, that candidate shall be denied the opportunity to resubmit the project within that semester.

- 6.1.4 To recommend to the Registrar that a student be summoned to appear before the Student Disciplinary Committee to answer a charge or complaint against him/her or to answer questions with regard to any matter under investigation by the Student Disciplinary Committee or Proctors;
- 6.1.5 To reprimand a student and keep a record;
- 6.1.6 To impose a fine on a student not exceeding RTGS\$50.00 and to order the student to pay such fine to the University;
- 6.1.7 To order a student to pay a fine as compensation, any amount of any financial loss caused to the University by such student;
- 6.1.8 To withdraw an existing student privilege, other than residence, for a period not exceeding 1 (one) academic semester;
- 6.1.9 When a resident of a Hall of Residence makes a report to a proctor of alleged misconduct, the Proctor shall communicate such a report to the Warden of the Hall of Residence concerned before taking action against the student resident.

## **7.0 POWERS OF WARDENS**

- 7.1 A Warden shall have the power to investigate any breach of rules of Halls of Residence by a student and to make any of the following orders in respect of such student adjusted by him/her to have committed a breach of these rules:
  - 7.1.1 To reprimand a student;
  - 7.1.2 To withdraw any existing resident student's privilege;
  - 7.1.3 To impose a fine not exceeding RTGS\$10;
  - 7.1.4 To order a student to pay the university the amount of any financial loss caused to the university;
    - 7.1.4.1 Such an order may be made on the person or persons who caused the loss; or
    - 7.1.4.2 Where identity cannot be established, such an order may be made on members of the residence in which the loss was sustained.
- 7.2 Where a Warden wishes to impose 7.1.4.1 or 7.1.4.2 above, he/she shall first furnish the Senior Proctor with a full report

caused to a student's room shall be presumed to have been caused by the resident to whom such a room has been allocated unless the contrary is proved.

#### **8.4 FIRE AND ARSON**

A resident having knowledge of the outbreak of fire or arson in or adjacent to Hall premises shall as soon as possible;

8.4.1 Inform the Chief Security Officer, the Warden, or the Sub-warden;

8.4.2 The Chief Security Officer shall summon the Municipal fire brigade;

8.4.3 Inform the Director of Works and Estates;

#### **8.5 VACATION RESIDENCE**

A resident may not occupy a room during the University vacation saves with the prior written authority of the accommodation officer on the recommendation of the Dean/Chairman of appropriate Faculty/Department and the Warden. A resident granted leave to reside in a hall of residence during vacation who no longer wishes to avail himself/herself of this privilege shall furnish the Director of On and Off-Campus Life and Student Development Programmes with at least 3 (three) days written notice of such a fact. Omission to do so will render such a resident liable to monetary penalty.

#### **8.6 VISITORS**

8.6.1 Resident students' visitors may visit them in their rooms. Male students may be entertained in rooms in female halls and female students may be entertained in male halls between the following hours:

Monday to Friday:	1200 to 2230 hours
Saturday:	1200 to 0000 hours
Sunday:	1030 to 2230 hours

8.6.1 Outside the prescribed visiting hours above, all parts to the halls are out of bounds to all visitors. Special arrangements may be made by application to the Warden of the hall concerned. These provisions apply to all students, both undergraduate and postgraduate.

8.10.1 A student who is ill shall, so far as he/she is able, ensure that his/her illness is reported to the University Student Health Services.

## **9.0 RULES FOR THE USE OF VEHICLES**

9.1 A student wishing to keep or use a vehicle including a motor cycle, motor scooter or motorized bicycle within the boundaries of the University site shall previously notify the Registrar in writing on the prescribed form.

9.2 Save with the prior written permission of the Registrar, a student shall not within university grounds:

9.2.1 Park a vehicle in a parking place marked or allocated to staff;

9.2.2 Park a vehicle in any place at which parking by any persons has been prohibited;

9.2.3 Bring a vehicle within any University building;

9.2.4 Ride or drive a vehicle on any part other than roads, tracks or parking places;

9.2.5 Leave a vehicle in an unusable condition for period longer than is reasonably required to effect necessary repairs;

9.2.6 Whenever a vehicle registered within the University is driven, hidden or parked in contravention of the rules set out in section 9.2, it shall be presumed that it was so driven, hidden or parked by the person in whose name the vehicle has been registered with the University unless the contrary is proved.

## **10.0 RULES OF PROCEDURE IN DISCIPLINARY PROCEEDINGS BEFORE THE STUDENT DISCIPLINARY COMMITTEE**

10.1 A student who is accused of having committed any act which violated the rules of student conduct and discipline is brought before the Warden(s) and the Proctor who shall conduct any proceedings in accordance with rules contained herein save for the matters governed under section 27(3) of the University Act.

- (e) His/her right to call a witness to attend and give any relevant testimony on his/her behalf before the Committee;
- (f) His/her right to be accompanied and represented before the committee by a legal practitioner of his/her own choice at his/her own expense;
- (g) His/her duty to furnish to the proctors in advance of the investigation any information which he/she deems relevant to the investigation and which he/she wishes to be given due consideration.

10.4 Before the Student Disciplinary Committee, the Chairperson of the Committee shall regulate proceedings in a manner which is as simple and flexible as possible:

- 10.4.1 The proceedings of the Committee shall be conducted in an informal manner, according to the rules and principles of natural justice;
- 10.4.2 No accused student shall suffer any disadvantage or prejudice by reason of any failure or omission on the part of the said accused student or his/her representative to comply with any technical rules, including rules of evidence, as may be applied in ordinary courts;
- 10.4.3 More particularly, a student charged with breach of the rules of student conduct and his/her legal representative shall be informed of the charges as referred to in 10.3.4.b.
- 10.4.4 In conducting any investigation into the alleged violation of any rules stipulated in this Ordinance, the Disciplinary Committee observe any rules and procedures including convening to deliberate on the appropriate;
- 10.4.5 The proceedings of the Committee shall not derogate from the provisions of section 27(3) of the University Act requiring the student to be furnished with a full and fair opportunity to meet such allegations if he/she so desires.

10.5 The proceedings of the Committee shall thrive to promote justice and fairness by, *inter alia*:

- 10.5.1 Presuming that the accused student is innocent until proven guilty;

a date of hearing within 30 days of the occurrence of the alleged violation.

**11.0 PENALTIES FOR VIOLATION OF RULES OF STUDENT DISCIPLINE**

- 11.1 The Committee can only recommend to the Vice Chancellor of its verdict following a hearing.
- 11.2 The Vice Chancellor can confirm, alter or overturn the verdict of the Committee.
- 11.3 In considering the appropriate sentence upon conviction of a student for violation of any rules contained in this Ordinance, the Committee shall have regard to:
  - 11.3.1 The need to uphold justice;
  - 11.3.2 Determine each case upon its own merits having regard to its surrounding circumstances;
  - 11.3.3 Where necessary, base sentencing on precedent, unless circumstances demand a departure from the available precedent.
- 11.4 The following constitute the examples of sentences/ penalties that can be imposed if a student is convicted of violating any rules of discipline in terms of this Ordinance:
  - 11.4.1 a written warning or reprimand;
  - 11.4.2 a fine not exceeding RTGS\$250;
  - 11.4.3 ordering a student to pay a fine as compensation for any financial loss caused to the University;
  - 11.4.4 suspension, expulsion or withdrawal from halls of residence;
  - 11.4.5 suspension from the University for a specified period;
  - 11.4.6 nullification of the student's results of a course or courses;
  - 11.4.7 withdrawal from the programme and/or from the University.

SIGNED: VICE CHANCELLOR, .....



PROF. J. NYAMANGARA

DATE 02/02/25

APPROVED/NOT  
DATE.....

APPROVED: .....  
MINISTER- PROF Dr A. MURWIRA