

# CAMPUS LIFE RULES

REGULATION  
BOGOR AGRICULTURAL INSTITUTE RECTOR  
NUMBER 13 / IT3 / KM / 2015  
ABOUT  
CAMPUS LIFE RULES  
FOR STUDENTS IN BOGOR AGRICULTURAL INSTITUTE  
BOGOR AGRICULTURAL INSTITUTE RECTOR,

Considering : that to implement the provisions of Article 80 paragraph (2), paragraph (3) and paragraph (4) Government Regulation Number 66 Year 2013 concerning the Statute of the Bogor Agricultural University, then it is necessary to establish a Rector's Regulation concerning Campus Life Rules for Institute Students Bogor Agriculture;

In View of : 1. Law Number 1 of 1965 concerning Misuse and / or Blasphemy of Religion (State Gazette of the Republic of Indonesia of 1965 Number 3, Additional State Gazette of the Republic of Indonesia Number 2726);  
2. Law Number 5 of 1997 concerning Psychotropic (State Gazette of the Republic of Indonesia 1997 Number 10, Supplement to the State Gazette Republic of Indonesia Number 3671);  
3. Law Number 35 of 2009 concerning Narcotics (State Gazette of the Republic of Indonesia 2009 Number 143, Supplementary Gazette Republic of Indonesia Number 5062);  
4. Law Number 17 of 2013 concerning Community Organization (State Gazette Republic of Indonesia Year 2013 Number 116, Additional State Gazette of the Republic of Indonesia Number 5430);  
5. Law Number 20 of 2003 concerning National Education System (State Gazette Republic of Indonesia Year 2003 Number 78, Additional State Gazette of the Republic of Indonesia Number 4301);  
6. Law Number 11 Year 2008 concerning Information and Electronic Transactions (Sheets Republic of Indonesia Year 2005 Number 58, Additional State Gazette of the Republic of Indonesia Number 4843);  
7. Law Number 14 of 2005 concerning Teachers and Lecturers (State Gazette of the Republic of Indonesia Year 2005 Number 157, Supplement Republic of Indonesia State Gazette Number 4586);  
8. Law Number 44 of 2008 concerning Pornography (State Gazette of the Republic of Indonesia 2008 Number 181, Supplementary Gazette Republic of Indonesia Number 4928);  
9. Government Regulation Number 66 Year 2013 concerning the Statute of the Bogor Agricultural University (Gazette Republic of Indonesia Year 2013 Number 164, Additional State Gazette of the Republic of Indonesia Number 5453);  
10. Government Regulation Number 4 of 2014 concerning Implementation Education High and Management of Higher Education (State Gazette Republic of Indonesia Year 2014 Number 16, Additional State Gazette of the Republic of Indonesia Number 5500);  
11. Presidential Decree Number 279 of 1965 concerning Ratification of the State Institute in Bogor such as that intended in the Minister of Education Decree Higher Education and Science Number 91 Year 1963;  
12. Decree of the Minister of Higher Education and Science Knowledge Number 91 of 1963 concerning Establishment of the Institute of Agriculture in Bogor;  
13. Decree of the Board of Trustees of the Agricultural Institute Bogor Number 119 / MWA-IPB / 2012 concerning Appointment of Chancellor of Bogor Agricultural University 2012 - 2017 period;  
14. Regulation of the Board of Trustees of the Agricultural Institute Bogor Number 08 / MWA-IPB / 2014 concerning Organization and Work Procedure of Bogor Agricultural University;

DECIDES:

To stipulate : REGULATION OF BOGOR AGRICULTURAL INSTITUTE CONCERNING CAMPUS LIFE  
RULES FOR CAMPUS STUDENTS IN BOGOR AGRICULTURAL INSTITUTE.

## CHAPTER I

### GENERAL REQUIREMENTS

#### First Part

#### Definitions

#### Article 1

In this regulation what is meant by:

1. The rules of campus life are provisions regarding rules, norms, and campus life ethics for students.
2. A rule is a set of provisions needed for efficiency in pursuit of a goal.
3. Norms are the standard of right and wrong of a person's behavior applicable.
4. Ethics is a rule regarding moral values and principles guidelines for the community in behaving.
5. Campus life is all activities carried out by students on campus or outside the campus area that uses campus name and / or attribute.
6. The campus environment is a territorial area that is legally below management of IPB.
7. A student is someone who is legally registered as a participant students at IPB.
8. Curricular activities are academic activities which include lectures, small group meetings (seminars, discussions, responses), guidance research, independent assignments, independent learning, co-consistency, research, practice field or professional skills, Real Job Lecture (KKN) or Lecture Professional Work (KKP), and internships.
9. Co-curricular activities are supporting student activities curricular activities.
10. Extracurricular activities are student activities which include interest, talent, reasoning, and community service.
11. Student Disciplinary Commission is a team appointed and appointed by Leaders in each work unit (Head of Department or Dean) or the Chancellor with the duty and authority to examine, investigate, and provide suggestions or recommendations for resolution of violations to the provisions of the campus life rules as regulated in this regulation.
12. Illicit drugs are types of psychotropic drugs as included List of Psychotropic Groups III and IV in the Attachment of the Law Number 5 of 1997.
13. Narcotics are materials as regulated in the Act Number 35 of 2009 concerning Narcotics.
14. Cigarettes are tobacco products that are made to be burned later smoked and / or inhaled the smoke, including clove cigarettes, white cigarettes, cigars or other forms produced from the *Nicotiana* plant *tabacco*, *Nicotiana rustica* and other species or its synthesis the smoke contains nicotine and tar, with or without additives as referred to in Article 1 point 3 of Government Regulation No 109 in 2012.
15. Liquor is a drink containing alcohol as referred to on Regulation Minister Health RI No. 86 / Men. Kes / PER / IV / 77 concerning Liquor.
16. Gambling is a game which generally is likely to get luck depends on sheer luck as referred to in Article 303 paragraph (3) of the Criminal Law Code.
17. Weapons are tools that can be used to harm and life threatening and the safety of others according to which defined by the police.
18. Immoral acts are acts of sexual harassment and violations, including pornography.
19. Sexual harassment and violation are all acts and actions which causes people to suffer physical and mental pain, disturbed feelings and honor in the form of pronunciation of words and actions indecent, sexually abusing someone, and raping, having sex outside of marriage, having same-sex sex, and commit other immoral acts.
20. Pornography is sexuality material created by humans within form of images, sketches, illustrations, photographs, writing, sound, sound, pictures moving, animation, cartoons, poetry, conversation, gestures, or shapes other communication messages through various forms of communication media and / or public performance, which can arouse desire sexual and / or violating the values of decency in society as stated in Act Number 44 of 2008 about pornography.

21. Political activities are activities carried out by students who in the name of a political party or organization to be disseminated on campuses are like invitations to enter certain political organizations and installing political organization attributes in the campus environment.
22. Political organizations are organizations or groups that have an interest or involved in a political process on behalf of the party.
23. Prohibited religious activities are religious activities which prohibited as stated in Law Number 1 Year 1965 concerning Prevention of Abuse and / or Blasphemy of Religion.
24. Social organization, hereinafter referred to as Ormas, is organizations that are founded and formed by the community voluntarily based on shared aspirations, wants, needs, interests, activities, and goals to participate in development for the sake of achievement of the objectives of the Unitary Republic of Indonesia based on Pancasila.
25. Criminal acts are acts against the law that are related with crime and criminal offenses referred to in Criminal Code, includes the use of weapons to harm others or self, theft, gambling, and fraud both inside and outside campus.
26. Forbidden Ideology is an ideology that is contrary to Ideology Republic of Indonesia.
27. Minutes of Examination (BAP) are records or written documents authentic, made in a particular form by investigators / investigators maid for the oath of office, given date and signed by the investigator / assistant investigator and the suspect, witness or expert statement, contains description of criminal offenses that fulfill elements of a crime which are allegedly stating time, the place and condition at the time the crime was committed, identity examiner and examiners, information examined, notes regarding the deed and / or object as well as anything deemed necessary for the purpose of resolving criminal cases.
28. Campus Security Unit (UKK) is a work unit at IPB that provides professional security services so as to create a safe situation that is sustainable.
29. Student Identity Card (KTM) is a student identity card shows that someone is a true student of IPB.
30. *Divination* is the act of violating the rules in an exam in a way replace someone else's obligations or be replaced by someone else in academic activities.
31. Plagiarism or plagiarism is the act of **intentionally** or **unintentionally** in obtaining or trying to obtain credit or value for a scientific work, by quoting part or all of the work and or scientific work of other parties recognized as scientific work, without state the source correctly and adequately as stated in the Republic of Indonesia's Minister of Education Regulation Number 17 of 2010.
32. Cheating is cheating in a test to get answers from other people and materials that are not allowed used in the test.

## The Second Part

### Purpose

### Article 2

This regulation was made with the aim of:

- a. Be a guide for students as members of the scientific community and campus residents to behave and behave in everyday life day.
- b. Ensure the maintenance of a supportive campus life tridharma implementation of higher education and its supporting activities nicely.
- c. Provide a legal basis in providing sanctions for violations against the conditions set.

## CHAPTER II OBLIGATIONS AND PROHIBITIONS

### First Part

#### The obligation

#### Section 3

Every student must:

- a. Behave, look and be polite and maintain dignity Institute and nation.
- b. Neatly dressed, polite and appropriate, carry a Student Identity Card (KTM), and shoes in accordance with applicable norms.
- c. Creating a healthy, safe and orderly atmosphere to support smooth teaching and learning process.

- d. Maintain cleanliness, beauty, and serenity of the environment in order support the smooth teaching and learning process.
- e. Maintaining all facilities owned by IPB and maintaining the smooth process learn how to teach.
- f. Maintain academic life that prioritizes truth and honesty.

## The Second Part

### Prohibitions

#### Article 4

In every student's dress and appearance are prohibited:

- a. Dress disrespectfully and improperly in learning activities teaching or other activities carried out in the campus environment IPB.
- b. Dress disrespectfully and inappropriately as intended in paragraph (1) of this article, among others, is tightly dressed, transparent, wearing a *t-shirt*, *tank top*, *hipste*, *you can see*, miniskirts, *backless*, shorts, pants three-fourths, *legging*, models torn pants / clothes, sandals, sandals in the campus environment.
- c. Every male student is prohibited from having neat hair, longish ie the length of her hair past the eyebrows at the front, ears at the side or touch the collar at the neck.
- d. Every student is prohibited from hair with a *punk* model and / or *skinned* .

#### Article 5

For the sake of campus order, every student is prohibited from:

- a. Conducting activities on campus between 22:00 to by 06.00 WIB.
- b. Doing activities that can cause a scene or noise.
- c. Conduct mobilization and / or mass organizing causing the disruption of campus order, public order and / or damage to campus facilities.
- d. Prohibitions as referred to in letter a of this article are exempt for special activities related to religion, research, preparation Student activity *events*, and performing arts activities with permission Director in charge of Student Affairs.

#### Article 6

In order to enforce academic provisions, every student is prohibited from:

- a. Conducting violations of the academic rules and regulations in the form violations of the discipline of lectures and examinations, such as doing falsifying attendance and cheating.
- b. Take action in the form of falsification of academic documents, making fake sick letter, falsification of signature and / or stamp, plagiarism or recognition of other people's work as their own; and falsification of data research.
- c. Conducting *jockey* activities both on campus and outside campus.

#### Article 7

In order to enforce traffic order, every student banned:

- a. Violating the rules and traffic signs on campus environment.
- b. Park the vehicle not at the place specified in campus environment.

#### Article 8

In the context of maintaining campus facilities and environments, every student restricted to :

- a. Perform actions that are destructive and / or ignorant the cleanliness and beauty of IPB's facilities, such as taking out the trash in its place, drawing and / or writing out of place, pasting of writing and drawing out of place, as well as action other vandalism.
- b. Carry out activities that can damage or eliminate facilities and the environment owned by IPB including buildings, vehicles, machinery, office and laboratory equipment, library materials, and other facilities.
- c. Using lecture facilities (lectures and practicum) for other activities without the permission of the Head of Department, Faculty, School or Institute.

- d. Doing damage / disturbance to the environment (including animals and plants) within the campus of IPB except for legal education and research purposes.

#### Article 9

In order to maintain comfort and order together, every student banned :

- a. Smoking or trading cigarettes and the like inside campus environment.
- b. Consume, make, carry, store, trade, and circulating liquor both on and off campus.
- c. Owning, making, carrying, storing, trading and trafficking drugs both on and off campus.
- d. Using illegal drugs for himself or others except for the benefit of legal treatment.
- e. Owning, carrying, storing, making, trading and distributing drugs both on and off campus.
- f. Use drugs for himself or others, except for legitimate medical interests.

#### Article 10

To prevent immoral acts, every student is prohibited from:

- a. Commit or facilitate acts of harassment and violation sexually on campus or off campus.
- b. Conduct prostitution both directly and indirectly directly.
- c. Create, save, intentionally access, use, distribute or facilitate access to printed matter, audio visual, and / or information / electronic documents containing pornography.

#### Article 11

In terms of religious, political, and normal activities, every student banned:

- a. Doing religious activities that are against the rules and current regulation.
- b. Conducting political activities in the campus environment, except activities scientific political discussion that can be held with permission Chancellor / Vice Chancellor in charge of student affairs.
- c. Disseminating ideologies that are contrary to state ideology in campus environment, except scientific ideological discussions that can held by permission of the Chancellor / Vice Chancellor who handles the field student affairs.
- d. Carrying out activities including forming, recruiting, use attributes, and propagate mass organizations in the form anything in the campus environment of IPB.

#### Article 12

To prevent criminal acts and / or violence, each students are prohibited from:

- a. Committing theft or robbery.
- b. Gambling or helping gambling.
- c. Incite, deceive, blackmail, influence or try influence others by persuading, promising and / or give a gift for committing a crime.
- d. Own, carry, store, use and trade firearms, sharp weapons, and the like.
- e. Harm, threaten or endanger the safety of others herself.
- f. Committing rape, beating, fighting, and assault, and / or are involved in physical abuse of others.
- g. Commit verbal abuse (harassment / *bullying*), intentionally to hurt or harm another person or group of people directly or indirectly through print or electronic media.

#### Article 13

In order to maintain the good name of the institution, every student is prohibited from:

- a. Perform acts that are destructive and / or defamatory the good name of other parties and institutions.
- b. Perform actions that are inhibiting and / or disruptive official activities that will or are being carried out by IPB.
- c. Using or entering institutional facilities, belonging to another person without permission including accessing computers and / or electronic systems in a manner and any purpose.

### **CHAPTER III CLASSIFICATION OF VIOLATIONS**

#### **Article 14**

- (1) Violation of the provisions of Article 4 letter a, letter c, letter d, Article 5 letter a, Article 7 letter a, letter b, Article 8 letter a, letter c, Article 9 letter a these are classified as minor violations.
- (2) If a minor violation as referred to in paragraph (1) of this Article carried out 3 (three) times the classification of violations is increased be a moderate offense.
- (3) Violations of the provisions of Article 5 letter b, letter c, Article 6 letter a, letter b, Article 8 letter b, letter d, Article 13 letter a, letter b, letter c thereof these are classified as moderate violations.
- (4) If the violation is being referred to in paragraph (3) of this Article 3 (three) times have been carried out, the classification of the violation increased to a serious offense.
- (5) Violations of the provisions of Article 6 letter c, Article 9 letter b, letter c, letter d, letter e, letter f, Article 10 paragraph letter a, letter b, letter c, Article 12 paragraph letter a, letter b, letter c, letter d, letter e, letter f, letter g these are classified as serious violations.

### **CHAPTER IV TYPES OF SANCTIONS**

#### **Article 15**

- (1) Violations of the Campus Life Rules at the Institute, are met sanctions in the form of:
  - a. Light Sanctions:
  - b. Medium Sanctions:
  - c. Severe sanctions.
- (2) Sanctions for minor violations committed by students in the form of:
  1. Verbal rebuke.
  2. Written warning.
  3. Perform special assignments.
  4. Perform social service assignments.
- (3) Sanctions for moderate violations committed by students in the form of:
  1. Not getting academic or administrative services.
  2. Subject to compensation or replacement of objects sort of.
  3. Subject to postponement of the proposal exam, seminar, thesis, or thesis dissertation for a certain period of time.
  4. Given the value of E in the course.
  5. Cancellation of all courses taken in the semester walk.
  6. Lost the right to obtain the title of graduation greatly satisfying or with praise (*cum laude*).
- (4) Sanctions for serious violations committed by students in the form of:
  1. Disabled (suspension) no later than two semesters.
  2. Dismissed as a student.

### **CHAPTER V DISCIPLINE COMMISSION**

#### **Article 16**

- (1) Violations of the provisions of this regulation are handled by the Commission Student Discipline formed at department, faculty, School and Institute.
- (2) The Student Disciplinary Commission is a team that is appointed and appointed by the Chairperson in each work unit (Head of Department and Dean), and the Chancellor with the duty and authority to examine and gives suggestions or recommendations for resolution of violations of the provisions of the campus life code as regulated in this regulation.

## Article 17

The IPB Student Disciplinary Commission has the duty and authority as following:

- a. Oversee, call, examine, investigate IPB students who should be suspected of violating the rules of procedure campus life, and provide suggestions or recommendations for completion for violations that have been committed.
- b. Prepare a written report and submit the results of the inspection has been done to the Head of work unit and the Chancellor accompanied by suggestions or recommendations for resolution.

## Article 18

In carrying out their duties and authority, the Student Disciplinary Commission can ask for help from other parties from within or outside the IPB environment that is considered have competencies relevant to the case being handled.

## **CHAPTER VI PROCEDURE FOR INVESTIGATION AND EXAMINATION**

## Article 19

- (1) Investigation and examination by the disciplinary commission on students who allegedly violated the Campus Life Rules, based on the principles of honesty, objectivity, fairness, similarities and responsibilities recorded in the Minutes Inspection (BAP).
- (2) Mechanisms and procedures for examination by faculty or disciplinary commissions The departments are as follows:
  - a. If there is a known violation of the Rules of Life Campus, the lecturers, education staff, UKK staff or students with special assignments the right to take KTP / SIM / KTM or other identification from the student violator. Lecturer, energy education, UKK staff or students with special assignments the person has the right to take pictures as proof of violation;
  - b. Student offenders fill out News Event (BA) already provided by the KTU Faculty / Department or in the UKK with signed by offenders and witnesses;
  - c. Minutes, KTM, and other evidence (if any) from students offenders are submitted to the departmental Disciplinary Commission, faculty, or institute to be followed up;
  - d. Higher education leaders receive complaints, or reports written about the alleged violation of the Rules of Life Campus;
  - e. The leadership of the college examines and considers the report the violation is to be followed up;
  - f. Based on the disposition of the Chair of the Department or the Dean, the Disciplinary Commission conduct an investigation and inspection by calling the reporter, the reported, and witnesses;
  - g. The examination is carried out in a meeting chaired by the Chairperson of the Commission Faculty or institute level discipline and / or team leader examiner, by first checking the reporter, then witnesses as well as evidence of other violations, and subsequently commit examination of violators / reported, and or done in a manner together;
  - h. The results of the examination shall be made in a minimum BAP load:
    1. Identity of reported and reported, the time and place of the incident, testimony of witnesses, other evidence;
    2. Types of violations committed;
    3. Articles of violated rules;
    4. The examiner's conclusions;
    5. Identity of examiner.
  - i. The results of the examination are discussed in a disciplinary commission plenary meeting, for determine the right type of sanctions imposed on the reported party;
  - j. The disciplinary commission proposes to the Dean or Chancellor about sanctions recommended to the violator, with attach the BAP and the results of the disciplinary commission plenary meeting;
  - k. If the sanctions recommendation submitted by the disciplinary commission is light sanctions as provided for in Article 15 paragraph (2), then the decision to impose sanctions can be issued directly by Disciplinary Commission, and its copy delivered to the Dean, Chancellor and Deputy Chancellor who handles Student Affairs;

- l. If the sanctions recommendation submitted by the disciplinary commission is moderate sanctions as regulated in Article 15 paragraph (3), then the decision to impose sanctions was issued by the Dean, and the copy is conveyed to the Chancellor and Deputy Chancellor handle Student Affairs;
- m. If the sanctions recommendation submitted by the disciplinary commission is severe sanctions as provided for in Article 15 paragraph (4), the Chairperson The Disciplinary Commission of IPB or the Dean continues the proposal of imposing sanctions said to the Chancellor for his decision to be issued.

## **CHAPTER VII CLOSSING**

### Article 20

- (1) With the stipulation of this regulation, the provisions as stipulated in IPB Rector's Decree Number 09 / I3 / KM / 2010 and other regulations that is contrary to this regulation is considered to be no longer valid.
- (2) Other matters that are needed and that have not been regulated in this regulation will be further stipulated in a separate rule.
- (3) This regulation shall come into force as from the date of stipulation.

Stipulated in Bogor

On April 27, 2015

BOGOR AGRICULTURAL INSTITUTE RECTOR,

signed

PROF. DR. IR. HERRY SUHARDIYANTO, M.Sc. ID: 19590910 198503 1 003