



MINISTRY OF EDUCATION, CULTURE,
RESEARCH AND TECHNOLOGY
INDONESIAN INSTITUTE OF THE ARTS PADANGPANJANG
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**REGULATION OF RECTOR
INDONESIAN INSTITUTE OF THE ART PADANGPANJANG
NUMBER 38 of 2023**

CONCERNING

**REGULATIONS OF STUDENTS LIFE ON CAMPUS
INDONESIAN INSTITUTE OF THE ART PADANGPANJANG**

BY THE GRACE OF GOD ALMIGHTY,

RECTOR OF INDONESIAN INSTITUTE OF THE ART PADANGPANJANG

Considering : a. that Indonesian Institute of the Art Padangpanjang students should reflect a scientific, orderly, polite, and commendable attitude in accordance with academic norms and ethics as well as campus life in order to achieve national education goals;
b. that in order to create campus life conditions as referred to in letter a, Indonesian Institute of the Art Padangpanjang must have provisions on the Rules of Student Life on Campus;
c. that the guidelines on student rights, obligations and prohibitions in the academic handbook need to be refined in line with developments in campus life;
d. that based on the considerations as referred to in letters a, b, and c above, it is necessary to stipulate the Regulation of Student Life on Campus through the Decree of the Rector

Recalling : 1. Law Number 5 of 1997 concerning Psychotropics;
2. Law Number 22 of 1997 concerning Narcotics;
3. Law Number 9 of 1998 concerning Freedom;
4. Law Number 20 of 2003 concerning the National Education System;
5. Law Number 12 of 2012 concerning Higher Education;
6. Law Number 18 of 2008 concerning Waste Management;
7. Government Regulation Number 60 of 1999 concerning Higher Education;
8. Presidential Regulation Number 60 of 2009 concerning the Establishment of Indonesian Institute of the Arts Padangpanjang;
9. Decree of the Minister of Education and Culture of the Republic of Indonesia Number 155/U/1998 concerning General Guidelines for Student Organizations in Higher Education;
10. Regulation of the Minister of Education, Culture, Research, and Technology Number 10 of 2022 concerning the Organization and Work Procedures of Indonesian Institute of the Art Padangpanjang;

11. Regulation of the Minister of Education, Culture, Research, and Technology Number 51 of 2022 concerning the Statute of the Indonesian Institute of the Arts Padangpanjang;
12. Decree of the Minister of Finance Number 243/KMK.05/2022 concerning the Determination of the Indonesian Institute of the Arts Padangpanjang and Manado University in the Ministry of Education, Culture, Research and Technology as Government Agencies Implementing the Public Service Agency Financial Pattern;
13. Decree of the Minister of Education, Culture, Research and Technology Number 73739/MPK.A/KP.06.02/2022 dated December 15, 2022 concerning the Appointment of the Rector of the Indonesian Institute of the Arts Padangpanjang for the period 2022-2026;

DECIDED:

Determine : **REGULATION OF RECTOR CONCERNING REGULATIONS OF STUDENTS LIFE ON CAMPUS INDONESIAN INSTITUTE OF THE ART PADANGPANJANG**

CHAPTER I

GENERAL CONDITIONS

Article 1

In this Decree, the following terms are defined:

1. Campus Life is the actualization of all activities of the extended family at Andalas University that interact with each other in implementing the tridharma activities of higher education;
2. Student activities are the learning process, both curricular, co-curricular and extracurricular, which include reasoning, interests and talents, student welfare and social service for the community, which are the implementation of the tridharma of higher education;
3. The Disciplinary Commission is a Commission formed by the Rector/Dean to provide considerations and suggestions for the granting of awards and/or the imposition of sanctions on students who violate the rules and regulations of student life on campus;
4. The Institute Disciplinary Commission is a Commission formed by the Rector to provide considerations and suggestions for the granting of awards and/or the imposition of sanctions on students who violate the rules and regulations of student life on campus based on the Dean's proposal;
5. The Faculty Disciplinary Commission is a Commission formed by the Dean to provide considerations and suggestions for the granting of awards and/or imposition of sanctions on students who violate the rules and regulations of student life on campus based on proposals from the Study Program;
6. Expression of opinions is a forum or means that can be used by students to express opinions on a problem, either verbally or in writing, related to policies that will be, are being, and have been taken by the University, Faculty, Department or Section, and Study Program related to the implementation of the Tridharma at Andalas University;
7. Narcotics and psychotropic drugs are narcotics and psychotropic drugs as intended by Law Number 5 of 1997 and Law Number 22 of 1997;

8. Institute is the Indonesian Institute of the Arts Padangpanjang;
9. Campus is the Campus of the Indonesian Institute of the Arts Padangpanjang;
10. Faculty is the Faculty within the Indonesian Institute of the Arts Padangpanjang;
11. Study Program is a Study Program within the Indonesian Institute of the Arts Padangpanjang;
12. Rector is the Rector of the Indonesian Institute of the Arts Padangpanjang;
13. Dean is the Dean of the Faculty within the Indonesian Institute of the Arts Padangpanjang;
14. Head of Study Program is the Head of Study Program within the Indonesian Institute of the Arts Padangpanjang;
15. Lecturers are teaching staff of the Indonesian Institute of the Arts Padangpanjang who are appointed with the main task of implementing the Tridharma of Higher Education;
16. Education Personnel are members of the community who dedicate themselves and are appointed for the Implementation of Education;
17. Students are learners who are registered and meet the administrative requirements set by the Indonesian Institute of the Arts Padangpanjang;
18. The extended family of the Indonesian Institute of the Arts Padangpanjang is lecturers, students and education staff;
19. Student Organizations hereinafter referred to as Ormawa are organizations established based on the decision of the Rector/Dean of the Indonesian Institute of the Arts Padangpanjang;
20. Other Student Organizations are organizations within the campus environment based on the Rector's permission;
21. Academic Norms and Ethics are provisions relating to the implementation of the tridharma of higher education.

CHAPTER II PURPOSE AND OBJECTIVE

Article 2

- (1) The Code of Conduct for Student Life on Campus is intended to be a guideline for students in implementing the tridharma of higher education;
- (2) The Code of Conduct for Student Life on Campus aims to:
 - a. The proper implementation of tridharma activities of higher education in a conducive atmosphere;
 - b. The realization of an orderly and dynamic campus life in supporting student progress

CHAPTER III SCOPE

Article 3

The Student Life Code of Conduct on Campus regulates student behavior in the implementation of the Tridharma of higher education, for example: the implementation of the teaching and learning process, the use of institute facilities and infrastructure, and procedures for expressing opinions.

CHAPTER IV
IMPLEMENTATION OF THE TRIDHARMA OF HIGHER EDUCATION
PART ONE
General
Article 4

- (1) The implementation of the Tridharma of Higher Education (Education; Research; and Community Service) is the responsibility of the Rector, Deans, Study Programs, and Lecturers;
- (2) Lecturers are responsible for planning, implementing the learning process, as well as assessing and evaluating learning outcomes in accordance with rights and obligations;
- (3) The rights, obligations and authorities as referred to in paragraph (3) are determined based on the academic regulations of each Education program, as well as applicable laws and regulations;
- (4) Students have the responsibility and obligation to actively participate in the teaching and learning process;

PART TWO
Student Rights
Article 5

Every student has the right to:

1. Use academic freedom responsibly to study science in accordance with academic norms and ethics;
2. Receive the best possible academic and administrative teaching and services, in accordance with their interests, talents, hobbies and abilities;
3. Receive guidance from the lecturer responsible for the study program they are taking in completing their studies;
4. Receive information services about their learning outcomes related to the study program they are taking;
5. Complete their studies earlier than the schedule set in accordance with the applicable requirements;
6. Receive welfare services in accordance with the applicable provisions;
7. Utilize university, faculty, department, or section resources, either personally or through representatives or student organizations, for the benefit of their learning;
8. Participate in student organization activities and other student organizations at the Institute, Faculty, Study Program levels in accordance with applicable provisions;
9. Receive awards from the Institute and Faculty in accordance with academic achievements obtained;
10. Every student has the right to receive guidance and counseling services.

Article 6
Student Obligations

Every student is obliged to:

1. Study diligently and earnestly in order to achieve high achievement;
2. Participate in maintaining facilities and infrastructure as well as cleanliness, order and security in the campus environment;
3. Respect the principles of science, technology, and/or art;
4. Participate in maintaining a conducive academic atmosphere;
5. Be actively involved in student activities;

6. Maintain the good name, image and honor of the university;
7. Share in the costs of organizing education, except for students who are exempted from this obligation in accordance with applicable regulations.
8. Dress and appear neatly, politely, and appropriately in accordance with applicable provisions;
9. Students are required to bring their Student Identity Card (KTM) in every campus life activity;
10. Uphold the customs, manners and ethics that apply;
11. Participate in maintaining and preventing the campus from practical political activities;
12. Comply with the obligations imposed in accordance with applicable laws;
13. Students are required to join organizations at the Padangpanjang Indonesian Institute of the Arts;

CHAPTER V

Prohibition

Article 7

Every student is prohibited from:

1. Obstructing and/or disrupting the smooth implementation of the teaching and learning process and other activities, whether in the department or section, faculty or university;
2. Forging documents and letters related to academic activities for personal or group interests;
3. Carrying out activities that result in damage to campus facilities and infrastructure;
4. Students are prohibited from burning garbage carelessly because eliminating garbage instantly by burning it will cause new problems;
5. Bringing and misusing sharp weapons and firearms to the campus environment;
6. Wearing sandals and shorts on campus during working hours and official events;
7. Wearing t-shirts when dealing with administration, theory lectures, and official events (campus activities);
8. Smoking in class, laboratories, offices and places where smoking is prohibited;
9. Accessing immoral content and uploading content that is contrary to SARA and moral values to digital media;
10. Holding demonstrations or demonstrations and expressing opinions in public on campus to express oral or written thoughts without prior written notification to the Study Program, Faculty, and Institute;
11. Carrying out other actions and attitudes that are contrary to religious values, customs, norms and ethics that apply in the campus environment and society in general;
12. Staying overnight on campus unless there is written permission from the Rector/Dean at official lodgings and certain activities;
13. Carrying out activities and events past 22.00 WIB.
14. Carrying out student activities in the name of the Institute outside the campus, unless there is written permission from the Rector or Dean upon the proposal of the Head of Study Program;
15. Committing immoral acts;
16. Carrying out activities that fulfill the elements of a criminal act such as:
 - a. Drinking alcoholic beverages and addictive substances;
 - b. Gambling;
 - c. Committing physical violence, extortion and sexual violence;

- d. Carrying out activities related to the abuse of narcotics and psychotropic drugs;
 - e. Involved in theft;
 - f. Joking
17. Scratching, tearing, damaging, removing, embezzling, and/or taking all or part of the facilities and infrastructure and inventory of the institute, faculty, study program, other units and other individual ownership.
 18. Triggering and/or inciting fights and brawls, creating chaos, being involved in brawls, carrying out beatings, fighting, assault and/or murder.

CHAPTER VI
ORGANIZATION OF STUDENT ACTIVITIES
Article 8

1. Every student has the right to organize and participate in student activities;
2. The implementation of student activities as referred to in paragraph (1) above may not interfere with teaching and learning activities and other administrative activities;
3. The implementation of activities as referred to in Article 7 paragraph 13, students are given time to leave the campus no later than 22.30 WIB.
4. Student activities may be carried out as long as they use the name or attributes of the institute, faculty, study program, with the permission of the Rector, Dean, Head of Study Program in accordance with the scope of their activities;

CHAPTER VII
USE OF FACILITIES AND INFRASTRUCTURE
Article 9

1. Every student has the right to use all existing facilities and infrastructure in accordance with their intended use for the smooth running of the Tridharma of higher education;
2. The use of facilities and infrastructure as referred to in paragraph (1) is guided by the applicable provisions and in certain cases must be known and approved by the Rector, Dean, Head of Study Program;
3. Every user of facilities and infrastructure must be responsible for cleanliness, security, damage and other matters in accordance with the applicable provisions;

CHAPTER VII
SUBMITTING OPINIONS
Article 10

1. Every student has the right to submit opinions on campus, both verbally and in writing;
2. Submitting opinions as referred to in paragraph (1) may not disrupt the tridharma activities of higher education and other activities at the institute, faculty and study program levels;

Article 11

1. Every submission of an opinion as referred to in Article 10 paragraph (1) must be notified in writing to the Rector, Dean, Head of Study Program according to their level, no later than 2 x 24 hours before the submission of the opinion is carried out;
2. Students who will submit an opinion must state:
 - a. Implementing organization/group
 - b. Person in charge of implementation and field coordinator;
 - c. To whom it is addressed;
 - b. Place and time of submission of the opinion;
 - c. Substance of the problem;
 - d. Facilities used;
 - e. Estimated number of participants;

Article 12

1. The Rector, Dean, Head of Study Program as the intended party, must respond to the party submitting the opinion in accordance with the notification that has been submitted;
2. Decision-making regarding demands submitted in the submission of opinions as referred to in Article 12 paragraph (1) above is carried out in such a way, as long as it does not conflict with the rules and norms applicable at the institute;

Article 13

Students who express their opinions must behave politely, orderly, not damage campus facilities and infrastructure, as well as other public facilities and infrastructure while maintaining the good name of the institute;

CHAPTER IX

AWARDS

Article 14

1. Every student has the right to receive awards from the institute, faculty and study program in accordance with the achievements they have attained;
2. The forms of awards as referred to in paragraph (1) include certificates, prizes, priority to receive scholarships, and other facilities.

CHAPTER X

SANCTIONS PROVISIONS

Article 15

1. In the event that a student intentionally due to his/her negligence commits a violation of the provisions as referred to in this decision, sanctions may be imposed;
2. The sanctions as referred to in paragraph (1) above, may be in the form of light, medium, and heavy sanctions, as well as other forms of sanctions in accordance with applicable laws and regulations;
3. Those included in light sanctions include those in Article 6, Article 7 paragraphs 11 and 12;
4. Those included in medium sanctions include those in Article 7 paragraphs 1,3,5,6,7,8,9, 10 and 13
5. Those included in heavy sanctions include those in Article 7 paragraphs 2,3,14,15,16,17, and 18

Article 16

1. Light Sanctions, in the form of;
 - a. Verbal warning 3 (three) times
 - b. Written warning 2 (two) times
 - c. If the sanctions are not heeded, then moderate sanctions will be imposed;
2. Moderate sanctions as referred to in Article 15 paragraph (4) can be in the form of;
 - d. Being subject to a reduction of two to six semester credit units (SKS) for the following semester; or
 - e. Not being allowed to take the final semester exam, of course one to two courses for the current semester; or
 - f. Having their right to obtain certain facilities revoked, such as scholarships; or
 - g. Having their rights revoked in various student activities; or
 - f. Not being allowed to take lectures and final semester exams for all courses taken by the student for a period of 1 (one) to 4 (four) semesters; or
 - g. Not being allowed to obtain thesis writing and examination services for a period of 1 (one) to 2 (two) semesters
 - h. If moderate sanctions have been given 2 (two) times and are not heeded, then severe sanctions will be imposed.
3. Severe sanctions, as referred to in Article 15 paragraph (5), may be in the form of being dishonorably dismissed as a student at the Padangpanjang Indonesian Institute of the Arts.
4. In certain cases, the imposition of moderate, severe and severe sanctions must be considered by the Faculty or Institute Disciplinary Commission.

Article 17

In the event that a student is proven to have committed a general crime, with a sentence of up to 1 (one) year in prison, an additional penalty will also be given in the form of dismissal as a student at the Padangpanjang Indonesian Institute of the Arts.

Part two Authority to Impose Sanctions

Article 18

1. In the case of imposing sanctions on students such as;
 - a. Light sanctions are given by lecturers, head of study programs.
 - b. Medium sanctions are given by the Dean.
 - c. Heavy sanctions are given by the Rector.
2. In certain cases, regarding the implementation of the authority to impose medium and heavy sanctions as referred to in paragraph (1) Letters Bb and C, it is given after receiving consideration from the Disciplinary Commission, Faculty and/or Institute.

PART TWO Authority to Object

Article 19

Students who are given moderate sanctions can submit written objections to the Rector within a period of 14 (fourteen) working days, calculated from the date of receiving the sanction decision by stating the reasons.

CHAPTER XI

Discipline Commission

Article 20

1. In giving awards and imposing sanctions, the Rector, Dean, Head of Study Program may request consideration from the Discipline Commission
2. The Discipline Commission referred to in paragraph (1) may be at the Institute or Faculty level, the composition of whose membership is determined by the Rector and Dean;
3. The authority to impose light and moderate sanctions is given by the faculty discipline commission and heavy sanctions are given by the Institute discipline commission.
4. The Discipline Commission has the right to request information and input from related parties, then provide considerations and suggestions to the Rector and Dean, who will give awards or impose sanctions.

CHAPTER XII

TYPES, FIELDS AND ACTIVITIES OF STUDENT ORGANIZATIONS

Article 21

1. All activities carried out by Student Organizations at the study program/department/faculty and Institute levels must have permission from the person in charge of the Student Organization, which is known by the Dean or Rector in accordance with the Student Organization level;
2. All activities carried out by Student Organizations must be carried out by:
 - a. Complying with applicable legal rules and norms;
 - b. Upholding the dignity and honor of humanity based on religious values, morals, Pancasila and national culture;
 - c. Educational purposes; and
 - b. Ensuring the safety and security of all students, the community and other parties involved

Article 22

All Student Organization activities are carried out with the following principles:

1. Transparency, both in terms of financing, material/substance of activities, various information on time and place of implementation of activities;
2. democratic, namely based on equality of all parties, by respecting the rights and obligations of each party involved in the activity;
3. inclusiveness, namely being open to all parties, and
4. humanist, namely based on just and civilized human values, and the principles of brotherhood and anti-violence.

Article 23

Types of Activities

1. Types of Student Organization activities can be coaching and/or competitive;
2. The types of activities as referred to in paragraph (1) can be grouped into 2 (two), namely: Student Organization as the implementer and Student Organization as the participant;
3. Student Organization as the implementer of activities is tasked with designing/planning, implementing, monitoring, evaluating and reporting activities.
4. Student Organization as a participant can be involved by agencies, both in coaching activities and competitions at the local, provincial, regional, national and international levels.

Article 24

Field of Activities

Fields of student organization activities include:

- a. Development of interests and talents, which aims to develop and hone student achievements in the fields of sports, arts and culture, and other fields of interest to students;
- b. Activities to develop reasoning and creativity, which aims to build a scientific culture and foster critical, creative, innovative and productive thinking skills, both in the context of coaching and through competitive activities;
- c. Community service activities, which aim to increase social awareness, empathy, love for all, and strengthen human and national solidarity through the application of science, technology, arts and culture and various other productive activities carried out by students for and with the community;
- b. Activities to develop student welfare and entrepreneurship, which aims to foster and foster the spirit, perspective, competence and entrepreneurial behavior of students in order to improve the welfare of students and the community, by applying the science, knowledge and technology learned and/or mastered by students;
- c. Organizational development activities, which aim to develop leadership, management, and organizational competencies that are integrated, creative, democratic, dynamic and prioritize intellectuality and commendable behavior of an educated, intelligent and responsible society;
- d. Mental spiritual and national defense development activities, which aim to increase faith, develop spiritual mentality, tolerance, and a sense of love for the country of students so that students can have national insight that encourages them to uphold the unity, unity and dignity of the nation;
- e. International student activities, which aim to build students' abilities to develop themselves so that they are ready to become global citizens, side by side and compete with students from other countries

Article 25

Forms of Activities

1. The forms of activities carried out by Student Organizations are activities that are in accordance with applicable laws and regulations, in line with the vision and mission of ISI Padangpanjang, and meet the provisions and internal regulations of ISI Padangpanjang;
2. The forms of Student Organization activities can include:

- a. Seminars, conferences, and/or public lectures;
- b. Education, training and/or workshops
- c. Deliberations and/or discussions:
- d. Competitions/competencies:
- e. Exhibitions, festivals, performances and/or expos;
- f. Expeditions;
- g. Community service; and
- h. Other activities organized by Student Organizations that have received approval from the Student Organization Supervisor and permission from the Rector or Dean.

CHAPTER XIII

RISK MANAGEMENT OF STUDENT ORGANIZATION ACTIVITIES

Article 24

1. Universities and Student Organizations that will carry out student activities must carry out careful risk management;
2. The implementation of activities must be able to determine the classification of activity risks into light, medium, and/or heavy risks, in accordance with the applicable provisions/risk description guidelines;

Article 27

Risks Related to Types, Fields, and Forms of Activities

1. The implementation of student organization activities must determine the agenda, scenario and sequence of events before the activity is carried out;
2. The implementation of student organization activities must design the time, interaction pattern, communication pattern and mode, and the mode of transportation to be used;
3. The implementation of activities must anticipate risks related to the types, fields and forms of activities aimed at ensuring the safety and security of students implementing and participating in activities and all parties involved in student organization activities.
4. The implementation of activities must ensure that student organization activities:
 - a. Are in line with the goals of national higher education;
 - b. Meet the provisions of applicable laws in the territory of the Republic of Indonesia
 - c. Are physically and psychologically safe
 - b. Are free from practical political interests;
 - c. Free from an atmosphere or acts of intolerance, bullying, physical violence, psychological violence, and/or sexual violence.

Article 28

Risks Related to Venue

1. The venue for implementing Student Organization activities can be implemented inside or outside the university after obtaining permission from the person in charge of the Student Organization, which is known by the Dean or Rector according to the Student Organization level;
2. Implementation of activities must carry out a risk assessment related to the location of the activity;

3. Risk assessments related to the location of implementation include at least but are not limited to risks due to: a. natural disasters; b. natural conditions (landscape, topography, etc.); c. weather; d. disasters due to negligence including fire; and e. accessibility/isolation.

CHAPTER XIV CLOSING PROVISIONS

Article 29

1. This decision may only be changed in a special Senate meeting of the Institute held for that purpose;
2. The decision to change will only be declared valid if approved by at least more than half (50+1) of the members of the Senate of the Institute present;

Article 30

1. With the enactment of this decision, the provisions on the rights, obligations and prohibitions for students of the Indonesian Institute of the Arts Padangpanjang in the academic guidebook remain in effect as long as they do not conflict with this decision.
2. When this Rector's Regulation comes into effect, Rector's Regulation Number 0339/IT7/KM/2015 concerning the rules of student life on campus is revoked and declared invalid.
3. This decision comes into effect from the date of its stipulation.

Enacted in Padangpanjang
On July 31, 2023



FEBRI YULIKA

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