



SANT BABA BHAG SINGH UNIVERSITY
UNIVERSITY INSITUTE OF LAW
Village, Khiala, P.O Padhiana, Distt Jalandhar-144030

Ref No .- UIL/LAW/25/45A

Date:12/10/2025

Student Mental Health Monitoring Committee (SMHMC) Policy

University institute of Law
Sant Baba Bhag Singh University (SBBSU)
Village: Khiala, P.O.: Padhiana, Distt.: Jalandhar – 144030

(In compliance with the Hon'ble Supreme Court Judgment dated 14 February 2024 and Order dated 24 March 2025)

1. Preamble

Sant Baba Bhag Singh University (SBBSU) recognises mental health as an integral component of overall student well-being and academic success.

In compliance with the directions of the Hon'ble Supreme Court of India and in alignment with the National Task Force on Mental Health Concerns of Students, this policy establishes a comprehensive institutional framework to promote psychological wellness, ensure timely support, and prevent incidents of self-harm or suicide among students.

2. Objectives

The objectives of this policy, in compliance with the Supreme Court's binding guidelines under Articles 32 and 141 of the Constitution, are as follows:

1. To ensure a safe, inclusive, and supportive environment for all students.
2. To promote awareness and literacy about mental health.
3. To establish professional counselling and support mechanisms.
4. To implement preventive, responsive, and monitoring systems for student mental health, well-being, and suicide prevention

3. Scope

This policy applies to:

1. All students enrolled in the University.
2. All teaching, non-teaching, administrative, and hostel staff.
3. All institutes of the University.

4. Institutional Mental Health Framework

A **University Mental Health Monitoring Committee** shall be established to ensure implementation of the policy on **Student Mental Health, Well-being, and Suicide Prevention**.

4.1 Student Mental Health Monitoring Committee (SMHMC)

Composition

- **Dean Students' Welfare — Chairperson**
- **Director/Head, Health & Wellness Centre — Member Secretary**
- **One Senior Faculty Member** from each School/College
- **University Medical Officer**
- **Warden Representative**
- **Student Representative** (nominated annually)
- **Civil Society Mental Health Expert** (External Member)
- **Deputy Director, Youth Welfare**

Functions of the SMHMC

1. Formulate and update the **University Mental Health Policy** annually.
2. Supervise **counsellors, wellness programs, and reporting systems**.
3. Coordinate with **District Monitoring Committee and State authorities**.
4. Submit an **Annual Wellness Report** to the **Vice-Chancellor and UGC/AICTE**, as required.

5. Guidelines for Implementation

5.1 Mental Health Policy and Accessibility

The University shall adopt and display a **Uniform Mental Health Policy**, drawing from:

- **UMMEED Draft Guidelines**
- **MANODARPAN Initiative**
- **National Suicide Prevention Strategy**

The policy shall be available on:

- **University website**
- **Notice boards**
- **Student handbooks**

It will be **reviewed annually** by the SMHMC.

5.2 Appointment of Counsellors

The University shall appoint **qualified counsellors or psychologists** with:

- **Minimum Master's Degree in Psychology or Social Work**
- **Specialisation in Counselling**

5.3 Student-Counsellor Ratio and Mentorship

Each department shall designate **Faculty Mentors** for small student groups.

- **15–20 students per mentor**
- **Allocation issued by Office of the Dean Academics**
- **Mentors shall conduct periodic wellness check-ins, especially before and during examinations**

5.4 Academic Environment

Faculty must promote:

- **Peer support**
- **Balanced evaluation**
- **Holistic academic growth**

The following are strictly prohibited:

- **Batch segregation**
- **Ranking-based shaming**
- **Coercive performance targets**

5.5 Emergency & Referral Protocols

Protocols for **crisis response and suicide prevention** shall be followed.

The following **helplines must be displayed** in hostels, classrooms, and the website:

- **Tele-MANAS: 14416**
- **AASRA: +91-9820466726**
- **Snehi: +91-9582208181**

Immediate referral to **local hospitals or trained professionals** shall be ensured in cases of psychological distress.

5.6 Staff Training

All teaching and non-teaching staff shall undergo **mandatory training twice a year** by certified mental health professionals.

Training includes:

1. **Psychological first aid**
2. **Identification of warning signs**
3. **Referral and emergency protocols**
4. **Sensitisation towards vulnerable groups**

5.7 Sensitivity and Inclusivity

Staff shall be sensitised to engage empathetically with students from:

- Socially or economically disadvantaged backgrounds
- Disabled students
- Other marginalised groups

Strict confidentiality and non-discrimination shall be maintained.

5.8 Grievance, Harassment and Bullying Prevention

The University shall maintain zero tolerance towards:

- Ragging
- Harassment
- Caste or gender discrimination
- Bullying

The Internal Complaints Committee (ICC) and Anti-Ragging Committee shall ensure:

- Immediate redressal
- Psycho-social support for victims

Failure to act promptly may attract institutional accountability.

5.9 Parental Sensitisation

The University shall conduct biannual orientation sessions for parents and guardians on:

1. Recognising distress signs
2. Avoiding academic pressure
3. Supporting student mental well-being

5.10 Record and Reporting

The University shall maintain anonymised records of:

- Counselling sessions
- Wellness programs
- Referrals
- Training activities

These records shall be maintained by the Director/Head, Health & Wellness Centre.

An Annual Mental Health and Wellness Report shall be submitted to UGC and made available on the University website when required.

5.11 Extracurricular and Personality Development

Equal emphasis shall be given to:

- Sports
- Arts
- Community service
- Cultural activities

Counselling centres shall conduct sessions on:

- Career guidance
- Academic planning
- Stress management

5.12 Hostel and Campus Safety

1. Hostels shall remain free from bullying, substance abuse, or harassment.
2. Tamper-proof ceiling fans or equivalent safety devices shall be installed.
3. Access to rooftops, balconies, or high-risk areas shall be restricted.
4. Wardens shall be trained in mental health awareness and crisis response.

6. Monitoring and Compliance

1. The University shall cooperate with the District Monitoring Committee chaired by the District Magistrate.
2. Periodic internal audits shall be conducted by the SMHMC.
3. Any negligence contributing to a student's self-harm or suicide shall attract disciplinary and legal action.

7. Review and Amendment

This policy shall be reviewed annually, or earlier if required by regulatory directions or university needs.

8. Effective Date

This policy shall come into effect with immediate effect upon approval by the Office of
Dean, University Institute of Law
Sant Baba Bhag Singh University,
Village Khiala, P.O. Padhiana,
Distt. Jalandhar-144030 (PB).

Dean/UIL
[Signature]
Dean
University Institute of Law
Sant Baba Bhag Singh University (SBBSU)

ANNEXURE – I

Crisis Response Protocol

(For Student Mental Health Emergencies and Suicide Prevention)

1. Purpose

This protocol establishes a **structured and immediate response mechanism** for handling cases where a student is experiencing severe psychological distress, suicidal ideation, or any mental health crisis within the university campus.

The protocol aims to ensure:

- Immediate safety of the student
- Professional psychological intervention
- Institutional accountability
- Confidential and humane handling of sensitive cases

2. Definition of Mental Health Crisis

A **Mental Health Crisis** may include situations where a student:

1. Expresses **suicidal thoughts or intentions.**
2. Attempts **self-harm or suicide.**
3. Shows **severe emotional distress, panic, or breakdown.**
4. Exhibits **sudden withdrawal, extreme behavioral changes, or aggression.**
5. Reports **harassment, bullying, ragging, or discrimination causing mental trauma.**

3. Crisis Identification

Early warning signs may include:

- Persistent sadness or hopelessness
- Sudden drop in academic performance
- Isolation from peers or activities
- Talking about death or suicide
- Giving away personal belongings
- Sudden personality or behavioral change

Faculty mentors, wardens, peers, and staff must **immediately report such signs.**

4. Immediate Response Procedure

Step 1: Ensure Immediate Safety

- Do not leave the student alone.
- Remove any potentially harmful objects.

- Stay calm and speak empathetically and non-judgmentally.

Step 2: Inform Responsible Authorities

The following persons must be informed immediately:

1. Faculty Mentor / Class Advisor
2. Warden (if hostel student)
3. University Counselor
4. Dean Students' Welfare
5. Health & Wellness Centre

Step 3: Psychological First Aid

Trained personnel shall:

- Provide emotional support
- Listen without judgment
- Encourage the student to seek professional counselling

Step 4: Professional Intervention

The student shall be referred to:

- University Counsellor / Psychologist
- University Medical Officer
- External mental health specialist, if required

In severe cases, the student shall be immediately referred to a hospital or psychiatric facility.

Step 5: Emergency Helpline Support

Students may be connected with national mental health help lines such as:

- Tele-MANAS Helpline – 14416
- AASRA Suicide Prevention Helpline – 9820466726
- Snehi Emotional Support – 9582208181

Step 6: Informing Parents/Guardians

Where necessary and in the best interest of the student, parents or guardians may be informed by:

- Dean Students' Welfare
- Head of the Institute

This must be done with sensitivity and confidentiality.

5. Post-Crisis Support

Following crisis intervention, the university shall ensure:

1. **Regular counseling sessions** for the student.
2. **Academic flexibility**, where required.
3. **Peer support systems** through mentors or support groups.
4. Monitoring by the **Student Mental Health Monitoring Committee (SMHMC)**.

6. Documentation and Confidentiality

All crisis cases must be recorded in a **confidential mental health record** maintained by the **Health & Wellness Centre**.

Records must include:

- Date and time of incident
- Nature of distress
- Action taken
- Referral details
- Follow-up plan

Strict confidentiality and privacy of the student must be maintained.

7. Institutional Review

Every crisis case shall be reviewed by the **Student Mental Health Monitoring Committee (SMHMC)** to:

- Identify systemic issues
- Improve prevention strategies
- Strengthen mental health support services

ANNEXURE – II

Student Mental Health Monitoring Committee (SMHMC) Reporting Format under the aegis of Counselling & Wellness Centre

1. Basic Information

Particulars	Details
University Name	Sant Baba Bhag Singh University
Reporting Period	
Academic Year	
Date of Submission	
Submitted By	Dr. Pooja Bali, Chairperson, SMHMC

2. Composition of SMHMC

Sr. No.	Name	Designation	Role in Committee
1	Dr. Pooja Bali	Dean & Professor UIL/SBBSU	Chairperson
2	Dr. Manpreet kaur	Assistant professor	Member Secretary
3	Ms. Manjot kaur	Assistant Professor	Member
4	Dr. Girija Nand	Assistant professor	Member
5	Dr. Sween Saini	Psychologist, Hoshiarpur, Punjab	External Expert

3. Counselling and Wellness Activities

Sr. No.	Activity Conducted	Date	Resource Person	Number of Students Benefited
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Examples of activities:

- Stress management workshops
- Mental health awareness programs
- Peer counselling sessions
- Examination stress management sessions

4. Counselling Services Data

Particulars	Number
Total counselling sessions conducted	
Individual counselling cases	
Group counselling sessions	
Students referred to external professionals	

(Only anonymised data should be reported.)

5. Crisis Intervention Cases

Sr. No. Nature of Case Action Taken Referral Made Follow-up Status

(Student identity must remain confidential.)

6. Training and Capacity Building

Sr. No. Training Program Date Participants Resource Person

Examples:

- Mental health awareness for faculty
- Psychological first aid training
- Suicide prevention awareness

7. Collaboration with External Agencies

Sr. No. Agency Nature of Collaboration Outcome

Examples:

- Hospitals
- Mental health NGOs
- Government helplines

8. Observations and Key Challenges

The SMHMC may report:

- Major mental health concerns observed among students
- Institutional challenges
- Infrastructure or staffing requirements

9. Recommendations

The Committee may recommend:

1. Additional counsellors
2. Student support programs
3. Policy improvements
4. Awareness initiatives

10. Certification

This is to certify that the above report has been reviewed and approved by the **Student Mental Health Monitoring Committee**.

Name	Designation	Signature
Dr. Pooja Bali	Dean & Professor UIL/SBBSU	
Dr. Manpreet kaur	Assistant professor	