

Regulation

Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.)

**Guru Ghasidas Vishwavidyalaya Students' Council Regulation-2011
(Refer Statue 36 of the Second Schedule of The Central Universities Act,
2009 (25 of 2009))**

1. **Short title, commencement and applicability**
 - (i) These Regulations may be called the **Guru Ghasidas Vishwavidyalaya Students' Council Regulation-2011**
 - (ii) It shall come into force on the date of its notification.
2. **Definitions:** For the purposes of these Regulations:-
 - 2.1 "University" means Guru Ghasidas Vishwavidyalaya, a University established under the Central University Act, 2009 (25 of 2009).
 - 2.2 "Department", "School of Studies" shall have the same meaning as that defined in the Central Universities Act 2009 (25 of 2009).
 - 2.3 "Student" means a regular, full time student of any department /school on the University campus.
3. **Objectives of the Council:**

The objectives of the Council shall be to serve the student community in following ways:

 - 3.1. To foster fellow feeling and disciplined way of life among the students of the University.
 - 3.2. To promote intellectual and cultural life awareness, mental and physical health and building of character.
 - 3.3. To maintain such an atmosphere in the University, that the activities of the University are carried on peacefully and uninterruptedly .
 - 3.4. To encourage students to participate in various activities of the University.
 - 3.5. To associate itself with national and international issues of human interest.
 - 3.6. To work for equality, secularism and socio-economic progress
 - 3.7. To cooperate in making the educational system more responsive to the urges of the youth in order to meet the challenge of time.
 - 3.8. To groom personality so as to make responsible citizens dedicated to the development of the nation as a whole.
 - 3.9. To undertake any such activity which may be deemed beneficial for enriching the overall life of the students of the University?

4. Functions & Activities of the Council:

- 4.1. The functions of the Students' Council shall be to make suggestions to the appropriate authorities of the University in regard to the programs of studies, students' welfare and other matters of importance, in regard to the working of the University in general and such suggestions shall be made on the basis of consensus of opinion.
- 4.2. The Council shall frame its policies and programs and shall perform such other activities as would further the objectives of the Council. The following specific activities, besides other activities, as deemed fit, shall be undertaken by the Council:
 - 4.2.1. **Academic** - The Council will suggest from time to time ideas to improve the academic atmosphere of the University. For this purpose, it will organize debates, quiz, essay competitions, poem writing, extempore presentation, and other extra curricular activities at the school and University level
 - 4.2.2. **Students Welfare** - The Council will suggest ways and means for providing financial assistance, special library facilities and hostel accommodation to the needy students.
 - 4.2.3. **Hostel Development** - With a view to create a family atmosphere in the hostels, the Council shall prepare proposals for any notification or improvement, which is reasonably suitable improvement of the basic facilities and plans for the creation of proper living conditions in the hostel.
 - 4.2.4. **Law and Discipline** - The Council shall take steps to maintain discipline among the students. It will consider and attempt to resolve the grievances of the students.'
 - 4.2.5. **Health &Hygiene** The Council will take care of the medical facilities and address to the grievances for the betterment of the health and hygiene conditions of the students.
 - 4.2.6. **Social Activities** - The Council may suggest ways and means to promote various social activities by the students in and around the campus, such as literacy, cleanliness, health & hygiene and other such activities which may be deemed appropriate from time to time.
 - 4.2.7. **Cultural Activities** - The Council shall help in organizing cultural activities at the school as well as University level. The Council will motivate the students to participate in different cultural activities.
 - 4.2.8. **Sports** - The Council may suggest the facilities to be provided to the students to improve sports and games

activities. The Council will motivate the students to participate in different sports activities. Any grievance from students pertaining to sports and games may also be looked into by the Council for its quick redressal.

5. Constitution:

- 5.1 The Students' Council shall be the apex body for students' affairs and shall function under the patron ship of the Vice-chancellor and Chairmanship of the Dean of Students' Welfare of the University.
- 5.2 Twenty students shall be nominated by the academic council on the basis of merit in studies, sports and extra-curricular activities in the prescribed manner.
- 5.3 Twenty students to be elected by the students as their representatives in the prescribed manner.
- 5.4 The university student council shall have an executive committee. The executive committee shall be elected by simple majority votes from amongst its members. The following shall be office bearers of the university student council.
 - a. The President
 - b. The Vice President
 - c. The Secretary
 - d. The Joint Secretary

The Patron and Chairman of the Council shall be the Ex-officio as defined in Clause.

6. Conduction of Election

- 6.1. University shall ordinarily conduct elections for the appointment of students to student representative bodies. These elections may be conducted in the manner prescribed.
- 6.2. Whenever, the atmosphere is adverse to the conduct of peaceful, free and fair elections, the University authorities shall initiate a system of student representation based on nominations. In cases where elections are not being held, or when the nomination model prevails as prescribed by the University authorities, the nomination model should be allowed to continue for a transitory period. The University shall over a period of 5 years, convert from the nomination model to a structured election model.
- 6.3. The University shall conduct a review of the student representation mechanism. The first review may be conducted after a period of 2 years of the implementation of the mechanism detailed above, and the second review may be conducted after the 3rd or the 4th year

of implementation. The primary objective of these reviews will be to ascertain the success of the representation and election mechanism, so as to decide whether or not to implement a full-fledged election structure. Needless to say these reviews will be based on a consideration of the views and suggestions of all stakeholders, such as students, faculty, administration, student bodies, and parents.

- 6.4. The University shall, as a primary objective, subject to the pertinent issue of discipline on campus, seek to implement a structured system of student elections by conclusion of a period of 5 years from the date of the notification of this Regulation.
- 6.5. The representative body so elected/ nominated shall only comprise of regular students on the rolls of the departments/ school of studies established on the campus.

7. Disassociation of Student Elections and Student Representation from Political Parties.

During the period of the elections no person, who is not a student on the rolls of the departments/ school of studies established on the campus, shall be permitted to take part in the election process in any capacity. The students elections and students representations shall be completely desiccative from the political parties. Any person, candidate, or member of the student organization, violating this rule shall be subject to the disciplinary proceedings.

8. Frequency and Duration of Election Process

- 8.1. The entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period, shall not exceed 10 days.
- 8.2. The elections shall be held on a yearly basis between 6 to 8 weeks from the date of commencement of the academic session.

9. Eligibility Criteria for Candidates

- 9.1. Under graduate students between the age of 17 and 22 shall be eligible to contest elections. For Post Graduate Students the maximum age limit to legitimately contest for election shall be between the ages of 22-25 years. Research scholars may however be allowed to contest up to a age of 28 years. For the professional courses the upper age limit shall be modified depending on the duration of the course. For example, an undergraduate professional course of four years duration, the upper age limit shall be 23 years. The age shall be reckoned on the date of commencement of concerned academic session.
- 9.2. The candidate shall in no event have any academic arrears in the year of contesting the election. He should have paid due to him/her.

- 9.3. The candidate shall have attained the minimum percentage of attendance (i.e. 75%) or as prescribed by the university from time to time, whichever is higher.
- 9.4. The candidate shall have one opportunity to contest for the post of office bearer, and two opportunities to contest for the post of an executive member.
- 9.5. The candidate should not have a previous criminal record, that is to say he/she shall not have been tried and/or convicted of any criminal offence or misdemeanor. The candidate should also not have been subjected to any disciplinary action leading to suspension/expulsion/rustication by the University authorities. He should never be punished for any act of violence, assaults and use of unfair means in the examination.
- 9.6. The candidate shall be a regular, full time student of any department /school on the University campus. That is to say that students studying through distance/ continuing mode/ part time courses / evening classes, etc. shall not be eligible.

10. Election – Related Expenditure and Financial Accountability.

- 10.1. The maximum permitted expenditure per candidate shall be Rs.5000/-
- 10.2. Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the University. University shall publish such audited accounts within 2 days of submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.
- 10.3. The election of the candidate shall be nullified in the event of any non-compliance or in the event of any excessive expenditure.
- 10.4. The candidates shall be barred from utilizing funds from any political party or any other sources.

11. Code of conduct for Candidates and Elections Administrators.

- 11.1. No canvassing in any form other than that notified by the University Authorities or Any designated authority for the conduct of elections, shall be allowed.
- 11.2. No candidate shall indulge in, nor shall abet, any activity, which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic, or between any group(s) of students.
- 11.3. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the other candidates or supporters of such other candidates. Criticism of other candidates, or their supporters based on unverified allegations or distortion

shall be avoided. Criticism shall be confined to policies, programmes, past record and work.

- 11.4. There shall be no appeal to caste or communal feelings for securing votes. Places of worship, within or without the campus shall not be used for election propaganda.
- 11.5. All candidates shall be prohibited from indulging or abetting, all activities which are considered to be "corrupt practices" and offences, such as, bribing of voters, intimidation of voters, impersonation of voters canvassing or the use of propaganda within 100 meters of polling stations, holding public meetings during the period of 24 hours ending with the hour fixed for the close of the poll, and the transport and conveyance of voters to and from polling station.
- 11.6. No candidate shall be permitted to make use of printed posters; printed pamphlets or any other printed material for the purpose of canvassing, candidates may only utilize hand-made posters for the purpose of canvassing, provided that such hand-made posters are procured within the expenditure limit set out herein above.
- 11.7. Candidates shall only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the election commission /University authority.
- 11.8. No candidate shall be permitted to carry out processions, or public meetings, or in any way canvass or distribute propaganda outside the University campus.
- 12.9. No candidate shall, nor shall his/her supporters, deface or cause any destruction to any property of the University for any purpose whatsoever. All candidates shall be held jointly and severally liable for any destruction/defacing of any University property.
- 11.10. During the election period the candidates may hold processions and /or public meetings, provided that such processions and/or public meetings do not, in any manner, disturb the classes and other academic and co-curricular activities of the University. Further, such procession/public meeting may not be held without the prior written permission of the University authorities /any designated authority for the conduct of elections.
- 11.11. The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be prohibited, except by the prior written permission of the University authorities /Any designated authority for the conduct of elections.
- 11.12. On the day of polling, student organizations and candidates shall (i) Co-operate with the officers on election duty to ensure peaceful and orderly polling and complete freedom to the voters to exercise their franchise without being subjected to any annoyance or obstruction:

- (ii) not serve or distribute any eatables, or other solid and liquid consumables, except water on polling day; (iii) not hand out any propaganda on the polling day. Excepting the voters, no one without a valid pass/letters of authority from the University authorities /Any designated authority for the conduct of elections shall enter the polling booths.
- 11.13. The University authorities may appoint impartial observers. If the candidates have any specific complaint or problem regarding the conduct of the elections they may bring the same to the notice of the observer. Observers shall also be appointed to oversee the process of nomination of students in institutions that are following the nominations model of student representation.
- 11.14. All candidates shall be jointly responsible for ensuring the cleaning up of the polling area within 48 hours of the conclusion of polling.
- 11.15. Any contravention of any of the above recommendations may make the candidate liable to be stripped of his candidature, or his elected post, as the case may be. The Election Commission /University authorities may also take appropriate disciplinary action against such a violator.
- 11.16. In addition to the above-mentioned code of conduct, certain provisions of the Indian Penal Code, 1860 (Section 153-A and Chapter IX-A – “Offences Relating to Election”), will be applicable to the student elections.

12. Grievances Redressal Mechanism.

- 12.1. A Grievances Redressal Cell shall be constituted with the Dean (Student Welfare) /teacher in charge of student affairs as its chairman, one senior faculty member, one senior administrative officer and two final year students – one boy and one girl (till the election results declared, students can be nominated on the basis of merit and/or participation in the co-curricular activities in the previous year). The grievance cell shall be mandated with the redressal of election-related grievance, including, but not limited to breaches of the code of conduct of elections and complaints relating to election-related expenditure. This cell would be the regular unit of the institution.
- 12.2. In pursuit of its duties, the grievance cell shall prosecute violators of any aspect of the code of conduct or the rulings of the grievance cell. The grievance cell shall serve as the court of original jurisdiction. The institutional head shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising out of the conduct of the elections in which the grievance cell has issued a final decision. Upon review, the institutional head may revoke or modify the sanctions imposed by the grievance cell.

- 12.3. In carrying out the duties of the office, the Grievance cell shall conduct proceedings and hearing necessary to fulfill those duties. In executing those duties they shall have the authority: (i) to issue a writ of subpoena to compel candidates, agents, and workers and to request students to appear and give testimony, as well as produce necessary records; and (ii) to inspect the financial reports of any candidate and make these records available for public scrutiny upon request.
- 12.4. Members of the Grievance cell are prohibited from filing complaints. Any other student may file a complaint with the Grievance cell, within a period of 3 weeks from the date of declaration of results. All complaints shall be filed under the name of the student filing the complaint. The Grievance cell shall act on all complaints within 24 hours after they are received by either dismissing them or calling a hearing.
- 12.5. The Grievance cell may dismiss a complaint if (i) The complaint was not filed within the time frame prescribed; (ii) the complaint fails to state a cause of action for which relief may be granted. (iii) the complainant has not and/or likely will not suffer injury or damage.
- 12.6. If a complaint is not dismissed, then a hearing shall be held. The Grievance cell shall inform, in writing, or via e-mail, the complaining party and individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.
14.7. The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described above, unless all parties agree to waive the 24 hour time constraint.
- 12.7. At the time, notice of hearing is issued, the Grievance Cell, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Grievance Cell is announced after the hearing or until rescinded by the Grievance Cell.
- 12.8. All Grievance Cell hearing, proceedings, and meetings shall be open to the public, if circumstances so warrant. However, this will be subject to the approval of the competent authorities of the University.
- 12.9. All parties of the Grievance Cell hearing shall present them at the hearing may be accompanied by any other student (on roll on the campus) from which they can receive counsel, and have the option to be represented by that counsel.

- 12.10 For any hearing, a majority of sitting Grievance Cell members shall be in attendance with the Chair of the Grievance Cell presiding. In the absence of the Chair, the responsibility to preside shall fall to an Grievance Cell member designated by the Chair.
- 12.11 The Grievance cell shall determine the format for the hearing, but shall require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules shall prevail at all hearings:
- (i) Complaining parties shall be allowed no more than two witnesses, however, the Grievance cell shall call witnesses as required. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Grievance Cell Chair for the purpose of testifying by proxy.
 - (ii) All questions and discussions by the parties in dispute shall be directed to the Grievance Cell.
 - (iii) There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings.
 - (iv) Reasonable time limits shall be set by the Grievance Cell provided they give fare and equal treatment to both sides.
 - (v) The complaining party shall bear the burden of proof.
 - (vi) Decisions, orders and rulings of the Grievance Cell shall be concurred to by a majority of the Grievance Cell present and shall be announced as soon as possible after the hearing. The Grievance cell shall issue a written opinion of the ruling within 12 hours of announcement of the decision. The written opinion shall set forth the findings of fact by the Grievance Cell and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Grievance Cell ruling, and shall guide the Grievance Cell in its proceedings. Upon consideration of prior written opinions, the grievance cell may negate the decision, but shall provide written documentation of reasons for doing so.
 - (vii) If the decision of the Grievance Cell is appealed to the institutional head, the Grievance Cell shall immediately submit its ruling to the commission.
 - (viii) The Grievance Cell shall select the remedy or sanction most appropriate to both the type and severity of the infraction, as

well as the stand of mind or intent of the violator as determined by the Grievance Cell. Possible remedies and sanctions include, but are not limited to, fines, suspension of campaigning privileges, and disqualification from the election.

- (ix) Any fine or total account of fines against a candidate in an election cycle may not exceed the spending limit as defined herein above.
- (x) If, after a hearing, the Grievance Cell finds that provisions of this Code were violated by a candidate, or a candidate's agent or workers, the Grievance Cell may restrict the candidate, or the candidates agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining period, it shall take effect immediately so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.
- (xi) If, after a hearing, the Grievance Cell finds that provisions of either this Code or decisions, opinions, orders, or ruling of the Grievance Cell have been willfully and blatantly violated by a candidate, or a candidate's agents or workers, the Grievance Cell may disqualify the candidate.
- (xii) Any party adversely affected by a decision of the Grievance Cell may file an appeal with the institutional head within twenty four (24) hours after the adverse decision is announced. The institutional head shall have discretionary appellate jurisdiction over the Grievance Cell in all cases in which error on the part of the Grievance Cell is changed.
- (xiii) The decision of the Grievance cell shall stand and shall have full effect until the appeal is heard and decided by the institutional head.
- (xiv) The institutional head shall hear appeals of Grievance Cell rulings as soon as possible, but not within twenty four (24) hours after the Grievance cell delivers to the Appellant and the institutional head a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the institutional head agrees to accept the waiver.
- (xv) The institutional head can issue suitable orders to suspend or halt the operation of the ruling issued by the Grievance Cell until the appeals are decided.
- (xvi) The institutional head shall review findings of the Grievance cell when appealed. The institutional head may affirm or

overturn the decision of the Grievance cell, or modify the sanctions imposed.

13. Maintaining Law and Order on the Campus during the Election Process.

Any instance of acute lawlessness or the commission of a criminal offence shall be reported to the police by University authorities as soon as possible, but not later than 12 hours after the alleged commission of the offence.

14. Election Officers

14.1 Appointment of Election Officers

The Vice chancellor shall appoint chief election officer who shall be the proctor or the senior faculty member (normally not the member of the Grievance Redressal Committee). Election Officers, as may be required, shall also be appointed by the Vice-chancellor on the recommendation of Chief Election Officer.

14.2 Powers and Responsibilities of Chief Election Officer

It shall be the responsibility of the chief election officer to conduct the election in smooth, fair and transparent manner.

15. Election Programme

The Chief election officer shall by notice published by affixing a copy thereof on the office notice board of university, departments and such as suitable places.

Whenever it is necessary to hold election he may declare the list of the eligible students, fix up the place, time and last date for receiving consent for the desirous candidates, fix up the place, date and time for scrutiny of their consent, fix up the last date and time for withdrawal of their consent, fix up the place date and hours for casting the votes and fix up the place, date and time with hour for counting the votes and declare the result in the prescribed manner and on the prescribed format. The elected members shall be elected by simple majority votes. In the event of two or more candidates for the same post poll the same number of votes, then the tie will be decided in the following manner.

That the candidate so interlocked by polling the same number of votes their tie will be decided by declaring elected a candidate who has obtained the higher percentage of marks in the last qualifying examination.

That the candidate so interlocked by polling the same number of votes and same percentage of marks in the last qualifying examination their tie will be decided by declaring elected a candidate who is senior in age.

16. Nominated Members to the Students Council

The academic council shall nominate members to the student council in the following manner.

16.1 Students' Representative on the basis of merit: Total 10

16.1.1 The nomination under this category will be held at school level. One representative shall be nominated from each school. The merit will be decided on the basis of marks obtained by the student in the academic session just preceding. Merit will be the aggregate marks in all semesters.

16.1.2 Dean of the school shall submit the Panel of students first in the merit in each course offered by the departments under the school. The panel shall be submitted to the Academic council through Dean, Students' Welfare.

16.1.3 One representative shall be from among the total research students (excluding those in teacher's category) who have cleared the course work and obtained the highest marks among all the research scholars within campus.

16.1.4 In case number of schools is less than the number of representatives to be nominated, the remaining seats will be nominated on the basis of the Extra-curricular activities, excluding the seats represented by research scholars.

16.2. Students' Representative on the basis of Extra-curricular activities:

16.2.1 Total five representatives shall be nominated from this category on the basis of merit as prescribed below in Table 1.

Nominations shall be from the disciplines viz. singing, dance, instrumental, public oration, writing/ editing, painting, drama & sculpture.

Table-I

Level	I-Position	II-Position	III-Position	Participation	Max. Marks in each category
Institution level	03	02	01	-	15
Inter-Institutional Level	04	03	02	-	15
National level	06	04	03	02	20
International level	10	08	06	04	25
Public performance Radio, TV, Art Gallery, Magazine	08	06	04	02	15
Degree/ Diploma from any recognized board / University in any of the field covered under Extra- curricular activities	06 (first division)	04 (second division)	-	-	10
Total					100 Max.

16.2.2 Any seat vacant in Academic category as described in clause 16.1.4 shall also be filled by this category.

16.2.3 The applications shall be invited from interested students from amongst the students on the rolls of various departments on campus to be considered under this category as student representatives on the student's council by the Dean Student's Welfare.

16.2.4 A committee constituted by the approval of the Vice-chancellor shall prepare the merit list as per the norms

prescribed in Table-I and submit the panel of maximum 10 students as per the merit to the academic council.

16.2.5 In case of equal marks in merit, the student having higher academic merit shall be nominated.

16.3 Students Representative on the basis of Sports achievements:

16.3.1 Total five representatives shall be nominated from this category on the basis of merit prepared in sports & Games achievements as prescribed in Table -II.

Level	I- Position	II- Position	III- Position	Participation	Max. Marks in each category
Represented India in any game/ sports sponsored by Indian Olympic Association/ Fedretion	15	10	08	05	30
Inter-state championship organized by Association/ Fedration	10	08	06	04	25
All India Inter University competitions/other national competitions organized by Association/ Federation	10	08	06	04	25
Inter faculty/ Inter College competitions organized by University or Government Institutions	08	06	04	-	20
Total					100 Max.

16.3.1.1 Nominations shall be from all those Games which are listed with Association of Indian Universities (AIU).

16.3.1.2 The merit in marks shall be prepared as per the above scheme

16.3.2 The applications shall be invited from interested students from amongst the students on the rolls of various departments on campus to be considered under this category as student representatives on the student's council by the Dean Student's Welfare.

16.3.3 A committee constituted by the approval of the Vice-chancellor shall prepare the merit list as per the norms prescribed in Table-II and submit the panel of maximum 10 students as per the merit to the Academic Council.

16.3.4 In case of equal marks in merit, the student having higher academic merit shall be nominated.

17. Election of the Office Bearers to the Council

The forty members (twenty so elected and twenty so nominated) shall elect office bearers from amongst them. The chief election officer shall also be responsible for conduct of election of office bearers of student council.

18. TENURE:

The student members of the Council shall hold the office from the date of formation of the Council till the last working day of the academic calendar.

19. FUNCTIONS & POWERS OF THE OFFICE BEARERS OF THE COUNCIL:

19.1. Patron

19.1.1 The Vice- Chancellor shall be the Patron of the Council In the absence of the Vice-Chancellor, the Pro-Vice-Chancellor or the person discharging the duties of the Vice-Chancellor for the time being shall act as Patron.

19.1.2 The Patron or his nominee shall address the first meeting of the Council and shall have the right to speak at any subsequent meeting of the Council.

19.1.3 The Patron may, from time to time, appoint such person(s) as he deems fit to be the extraordinary members of the Council.

19.1.4 The Patron also has the power to modify the bylaws and restructure the composition of the Council as and when such change(s) may be deemed necessary.

19.1.5 In case of any difficulty arising out of functioning of the Guru Ghasidas Vishwavidyalaya Students' Council or in

case of doubt about the interpretation of any of the provisions of the constitution, the decision of the Patron shall be final and binding.

- 19.1.6 The Patron has the power to dissolve the Guru Ghasidas Vishwavidyalaya - Students' Council if deems fit

19.2. Chairman:

- 19.2.1 The Chairman shall be the guiding force of the Council and he/she shall preside over the meetings of the Council whenever present. However, when Patron is present, he shall preside over the meetings.
- 19.2.2 The Chairman shall guide the Council and shall discharge such functions as are entrusted to him/her by the Patron.
- 19.2.3 Every year at the commencement of new Academic session, generally in the month of June-July, the Chairman shall initiate the process to constitute the council.
- 19.2.4 The Chairman shall normally be present in the meetings of the Students Council.
- 19.2.5 To exercise the general supervision over the affairs of the Council.
- 19.2.6 To bring to the notice of the Patron any resolution or proceedings or act of any of the committees or Office bearers of the council which in violation of the provisions of the regulation or is likely to be prejudicial to the interest of the University.

19.3 PRESIDENT

- 19.3.1 The President shall be the Executive Head of the Council and he/she shall preside over the meetings of the Council.
- 19.3.2 In the absence of President, the Vice-president shall discharge all the functions of President.
- 19.3.3 The President shall be responsible to the Council and shall preside discharge such functions as are entrusted to him or her by the council.
- 19.3.4 All the decisions of the council shall be on majority votes. President in general shall not cast the vote, however, in case of divided opinion with equal votes, president shall cast his vote.
- 19.3.5 President shall ensure discipline at the council's meeting and the provisions of the regulation are faithfully observed.

19.4 Vice-President

- 19.4.1. The Vice-president shall assist the President in the management of the activities of the council and shall discharge the legitimate duties in consultation with the President.

19.5 Secretary

- 19.5.1 The Secretary shall be responsible for planning, organizing and executing the overall activities of the Council.
- 19.5.2 The secretary shall prepare and maintain the minutes of the meetings of the council.
- 19.5.3 He shall conduct the correspondence on behalf of the council and keep All records thereof.

19.6. Joint Secretary

- 19.6.1 The Joint Secretary in the absence of Secretary discharge the legitimate duties of the Secretary.

20. Filling of the Vacancy created

In the event of the office of any major post of office bearers falling vacant within two months of elections, re-elections should be conducted; otherwise the Vice President may be promoted to the post of President and Joint Secretary to the post of Secretary, as the case may be.

21. CASUAL VACANCY

Casual Vacancy among the Office Bearer of the Council shall be filled as under:

- 21.1 The Joint Secretary of the Council shall take over as Secretary in case the Secretary is not in a position to discharge his/her duties.
- 21.2 The post of Joint Secretary shall be filled up by a member of the Council nominated by the Chairman.
- 21.3 The vacant post of member of the Students' Council shall not be filled in the same year.
- 21.4 The existence of a casual vacancy shall not invalidate any action or proceeding of the Council.

22. MEETINGS OF THE COUNCIL

- 22.1. The students council shall meet at least twice in every academic year and the first meeting council be held in the beginning of the academic session
- 22.2. In case of exigency the Secretary can call a Council Meeting with due permission of the Chairman.

22.3. There shall be a notice of at least 72 hours for the requisitioned meeting.

23. QUORUM

The quorum of all the Council shall be one third of the strength of the Council and the agenda for the adjourned meeting shall remain the same.

24. SPECIAL INVITEES

The Council shall not invite any person who is not on the staff of the University, to speak under the auspices of the Council without a prior approval by the Chairman of the Council.

25. CONDUCT OF BUSINESS DURING MEETING

25.1 Due decorum shall be maintained and respect to the chair shall be paid by all in the meetings of the Council.

25.2. A member wishing to take part in the discussion shall rise in his place and address himself to the Chair and , if allowed, shall address himself to the chair.

26. Repeals, savings and Residuary powers:

26.1 This regulation repeals and replaces any earlier regulation/ordinance / statues/ notifications, if any , governing the elections/ nominations for the constitution of student union or council or any representative body of students.

26.2 If any question arises related to the matters not covered in this regulation, the relevant provisions made in appropriate Act/ statues/ ordinances/ regulations / rules shall prevail. Any matter of interpretation of the provisions shall be referred to the Vice-chancellor whose decision thereon shall be final.

26.3 Notwithstanding anything described or said in this regulation, Vice-chancellor shall have the final authority and his decision shall be final and binding to all. No suit/ other legal proceedings shall lie against his decision.