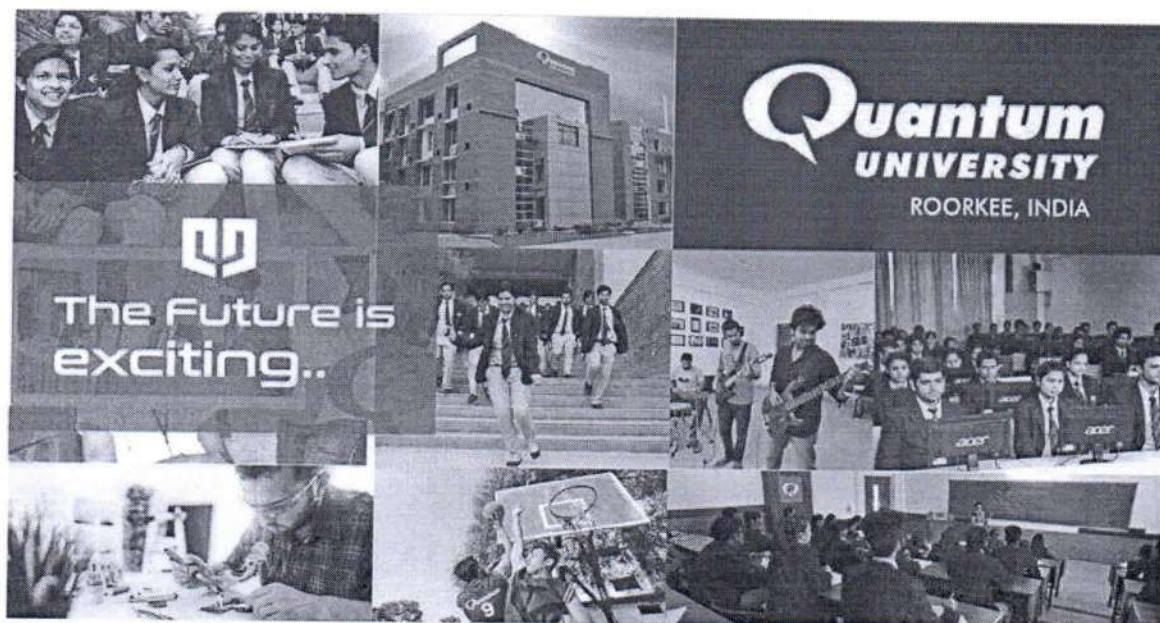


# Quantum University Policy Student Council

(As approved by 1<sup>st</sup> Meeting of BOM dated 23<sup>rd</sup> June 2018)



Office of Dean Student Welfare  
Quantum University, Roorkee



  
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Quantum University

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# Chapter 1. Policy for Quantum University Student Council

## 1.1 Introduction

The Student Council is a non legal, apolitical, nominated representative body of students selected by their competent to serve for the student within a University. It plays a crucial role in fostering a positive and inclusive university environment, promoting student welfare, ensuring smooth and safe induction of freshers and organizing various events and activities.

The main purpose of the Student Council is to facilitate students to express their opinions, suggestions, and feedback on various university matters. The council acts as a liaison between students and the university staff, helping to bridge the gap and ensure that students' issues and grievances are amicably resolved.

## 1.2 Objective of the council

- **Academic Engagement Objective:** To actively promote and enhance the academic environment by coordinating and facilitating a variety of educational and extracurricular activities, such as debates, quizzes, cultural events, and sports, to foster student participation and intellectual growth.
- **Student Well-being Objective:** To improve student living conditions, health, and community integration by managing hostel development, addressing health and hygiene concerns, and implementing mentorship and orientation programs that ensure a supportive and comfortable experience for all students.

  
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## Chapter 2. Student Council Governance

Student Council Governance encompasses rules, processes, and structures governing university representation, fostering inclusivity and positive campus environments through transparent communication and collaboration

### 2.1 Student Council Constitution

The Central Student council shall be formed by selecting students from the various Clubs and Committees that would be formed at the lower levels. These organizations play essential roles in campus life, cater to diverse student interests and promote engagement beyond academics.

The selection at the central level will be done as follows:

### 2.2 Procedure

The Students' Council responsible for overseeing student welfare for the student community. Under the chairmanship of the Dean of Students' Welfare, the council receives valuable guidance and support in fulfilling its responsibilities.

The vice chancellor shall select students to be a part of the council. These students are chosen from various clubs, societies, and committees within Quantum University, comprising the presidents and vice presidents of these student organizations but not limited to them.

The breakup of the selection to the central student council shall be as follows:-

S.no.	Member From	Forwarded by	Number of Member
1	Departmental Representative	HOD desk (One among the CR's)	14
2	Student Convener	Clubs ( One from each)	12
3	Student Representative CRC	DEEPRO	2
4	Student Representative PROPS	Props Nodal Officer	2
5	Student Representative QUIC	Genesis	2
6	Student Representative Hostel Committee	Chief Warden	2
7	Student Representative Mess Committee	Chief Warden	2
8	Gender Champion	Chief Convener Gender Sensitization Cell	2
9	Campus Ambassador	Dean Academics	2

By involving student leaders from diverse clubs and committees, the Students' Council promotes collaboration and collective decision-making. This inclusive approach empowers the council to effectively address student concerns, organize events, and create a positive and welcoming campus environment.

The Students' Council plays a central role in championing student interests and fostering a thriving university community at Quantum University, making it a cohesive and vibrant University for all of its members

## 2.3 Eligibility and Selection Criteria

The clubs and committees will be managed by student bodies of their respective clubs. The student bodies would consist of :

1. Club President
2. Club Vice President
3. Club Secretary
4. Club Treasurer

These students will be selected by the coordinating faculty / director and shall be chosen as per the following criteris:

- **Academic (60%):** Academic performance holds the highest weightage in the selection process, accounting for 60% of the total evaluation. This includes a student's grades, overall academic achievements, and involvement in academic activities.
- **General Proficiency (20%):** General proficiency encompasses a student's overall competence and skills of academics. It may include achievements in co-curricular activities, leadership qualities, communication skills, and other personal attributes.
- **PROPS (20%):** The Passion Program carries a weightage of 20% and focuses on a student's active participation and achievements in their chosen passion or interest area. Students are encouraged to pursue their passions while studying at Quantum University and the PROPS evaluation recognizes their dedication and excellence in these fields.

By considering these well-defined criteria, the Student Council is likely to comprise a diverse and talented group of students, representing various academic disciplines and showcasing a wide range of skills and interests. This balanced representation ensures that the council can effectively address student concerns, foster an inclusive campus environment, and contribute to the overall growth and development of Quantum University's student community.



## Chapter 3. The Student Council Handbook

The Student Council Handbook at Quantum University outlines the Council's roles, responsibilities, and procedures. It introduces the leadership structure, decision-making processes, and committees. The handbook emphasizes inclusivity and transparent communication with the student body. It provides guidelines for organizing events, managing finances, and fostering an environment of continuous evaluation and improvement. The ethics ensure ethical behavior and professionalism among Council members. Through this comprehensive guidebook, the Student Council aims to effectively represent student interests, promote a positive campus environment, and enhance the overall university experience for all students.

### 3.1 The Role of Student Council

The Student Council's roles encompass:

- **Academic and Campus Enhancement:** This involves coordinating academic activities, promoting extracurricular events, and suggesting improvements to the academic environment. Additionally, the council fosters community within hostels and supports students' health and well-being.
- **Student Engagement and Support:** The council focuses on encouraging social activities, planning cultural and sports events, and ensuring a smooth transition for newcomers through orientation programs and a mentorship initiative led by senior students.

### 3.2 Office Bearers and Responsibilities

Student Council Handbook outlines the roles and responsibilities of the office bearers within the council. The office bearers are the key leadership positions responsible for managing and overseeing various aspects of the council's functioning. The section provides a detailed description of each position and the specific duties associated with it.

- **President:** The President is the head of the Student Council and holds the overall responsibility for its functioning. Their duties include presiding over council meetings, setting the agenda, representing the council at official events and collaborating with university administration and student organizations.
- **Vice President:** The Vice President supports the President in their role and acts as the President's deputy in their absence. They may oversee specific committees or initiatives and assist in decision-making processes.

- **Secretary:** The Secretary of the student council call meetings and collect all reports of clubs and societies
- **Treasurer:** The Treasurer manages the financial affairs of the council, including budget allocation, expense tracking and financial reporting. They work closely with the finance committee and ensure responsible handling of funds for council initiatives.

By clearly defining the roles and responsibilities of the office bearers, this section ensures efficient and effective governance within the Student Council. Each office bearer contributes to the overall success of the council's initiatives and works together to enhance the student experience at Quantum University

### 3.3 Working Guidelines for Student Council

It appears you've provided a set of guidelines and rules for a Student Council. These rules outline how the Student Council operates, its structure, and decision-making processes. Let's break down each point:

- **External Mentor:** The Dean of Student Welfare would serve as the Student Council's external mentor. This suggests that the Dean of Student Welfare plays a supportive and advisory role in guiding the Student Council.
- **Meeting Frequency:** At least once a semester, the Student Council Cell must convene. The Student Council's meetings are scheduled by the President. This specifies how often the council should meet and assigns the responsibility for scheduling to the President.
- **Quorum Requirement:** Half of the Student Council's membership must be present for meetings to be quorate. All Student Council participants are expected to attend meetings. Additionally, it is suggested that such matters not be discussed in the absence of any Student Council representatives. This indicates the minimum attendance required for a valid meeting and emphasizes the importance of participation.
- **Inviting Guests:** With the approval of the President, on their behalf, and after consulting the Dean of Student Welfare (DSW), a student council member may invite anybody to a meeting for a particular agenda item. This outlines the process for inviting guests to meetings and the need for approval from the President and consultation with the DSW.

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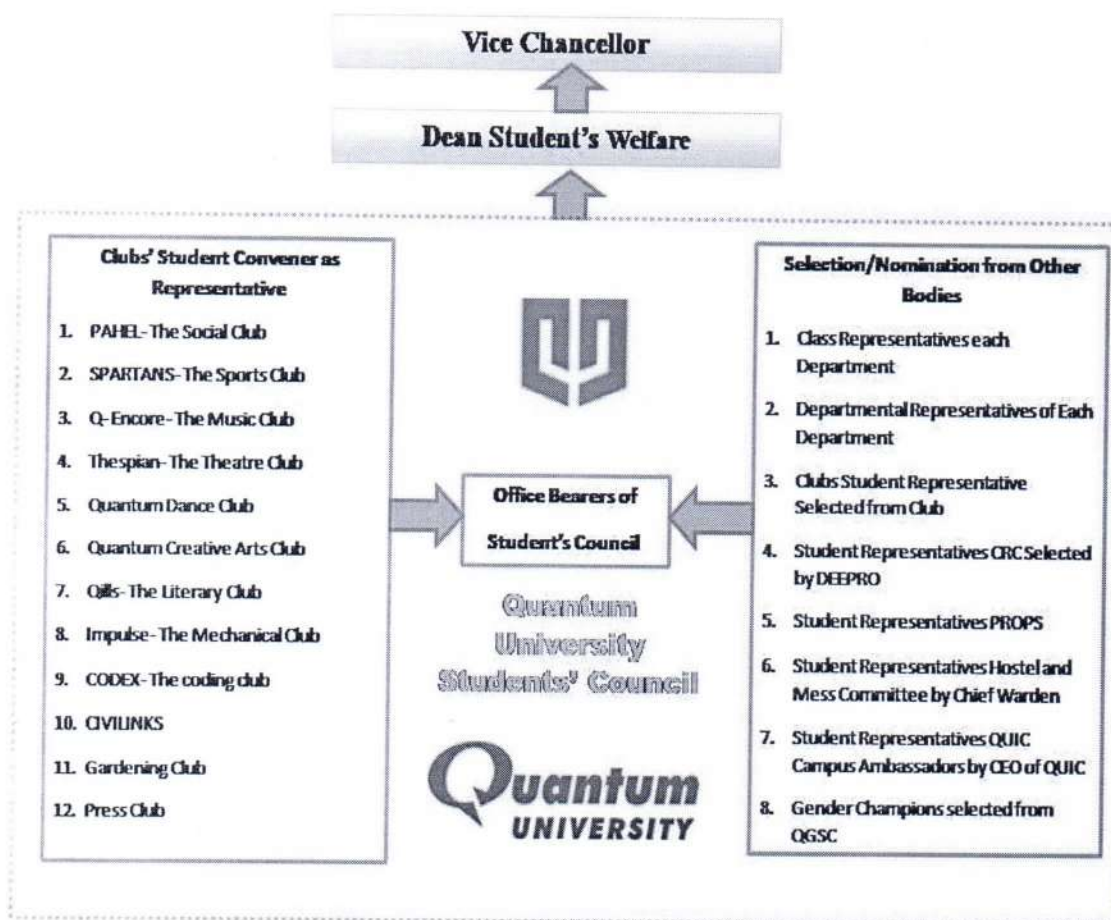


- **Decision-Making:** The Student Council must reach consensus before making a decision. This implies that decisions should be made through the Vice Chancellor and Dean Student Welfare consensus rather than by majority vote.
- **Meeting Notes:** The President must take notes at every meeting and provide them to all committee members. The Vice Chancellor and Dean Student Welfare may alter the Student Council's structure after consulting with the members. This highlights the importance of documenting meeting discussions and allows for potential adjustments to the council's structure with member consensus.



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## Chapter 4. Reporting and Dissolution of the Council

The process for reporting and reviewing the activities of club societies and other member bodies within the student council can be summarized in the following two points:

- **Annual Reporting and Compilation:** Each convener of club societies and other member bodies is responsible for preparing an annual report detailing their activities. These reports are then compiled at the student council level.
- **Submission and Review:** The secretary of the student council compiles and submits the consolidated report to the Dean of Student Welfare. The Dean of Student Welfare presents this consolidated report to the Board of Management (BOM) for final approval.

In addition to this reporting process, the University's Quality Assurance Cell (IQAC) reviews the functioning of the student council and its business functions, ensuring that they meet the

required standards and effectively contribute to the overall quality of student life and activities within the University.

### **Review of Report for IQAC**

The annual report submitted by Student Council will be reviewed on following Quality Parameters

- **Engagement and Impact:** This encompasses the assessment of how well the Student Council represents student interests to the university administration and their effectiveness in engaging with the student body and broader community. It also includes evaluating the impact of their initiatives on leadership development, event planning, community engagement, academic support, policy and governance, student services, and oversight of student organizations.
- **Communication and Feedback:** This point focuses on evaluating the Student Council's role as a communication channel between students and the university administration. It assesses their ability to collect feedback, address concerns, and ensure transparent and effective communication of crucial information, fostering a positive and collaborative relationship between students and the University.

**Dissolution of the Council:** The Vice Chancellor has the authority to dissolve the Student Council without prior notice; the handbook underscores the importance of accountability and adherence to university rules. The section aims to create an environment where the council operates with transparency and responsibility while providing avenues for recourse in case of disputes or misunderstandings.

### **Tenure:**

The student representatives on the Student Council shall hold office from 1st September of the ensuing year, for a period of 1 year.

  
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