

**CONSTITUTION OF THE STUDENT COUNCIL OF SARASWAT EDUCATION**  
**SOCIETY'S SRIDORA CACULO COLLEGE OF COMMERCE AND**  
**MANAGEMENT STUDIES**

**STUDENT COUNCIL**

The Student Council is a body constituted by the College consisting of elected students and nominated teachers for the respective academic year. The election of the Student Council's student members shall be held every year, after the commencement of the academic year, on any date as may be decided by College authorities. Such elections shall be conducted at the beginning of the academic year once the admission process is over and the final list of the students is prepared by the College. The Student Council is a platform for the students to showcase their talents and share their views, ideas and interact with each other. Due to the participation of students, it becomes easy for the College administration to conduct various programs like cultural, recreational, sports, awareness and education; and also to provide society commitment services through NSS, NCC and other cells. With the active participation of the Student Council in each and every activity of the College, it is possible to create a healthy atmosphere on the College campus.

**STRUCTURE OF THE STUDENT COUNCIL**

The Student Council of the College will consist as follows;

**PRESIDENT**

The Principal of the College will be the President of the Student Council.

**VICE PRESIDENT**

One senior faculty member will be appointed by the Principal of the College as Vice President of the Student Council. He/she along with other faculty members in the Council co-ordinate with the elected student members in preparing the schedule of activities of the full academic year.

**DUTIES OF VICE PRESIDENT**

- 1) He/she shall be in charge of conducting the elections in the manner prescribed by the Principal of the College.

- 2) He/she shall call the first meeting of the Student Council within a week of declaration of results of elections with the objective of finalising the date of the inauguration of the Student Council.
- 3) All the meetings of the Student Council shall be called by the Vice President of the Student Council on advice of the President of the Council.
- 4) He/she may further call meetings of the Council as and when required and the decisions taken in the meeting so called may be intimated to the President.
- 5) He/she shall take the initiative in finalising the cultural program for the Annual Social gathering.
- 6) He/she shall take initiative in organising the farewell function for outgoing students.
- 7) He/she shall encourage students to participate in various Inter-collegiate activities and to conduct interclass activities.

In addition to the President and Vice President two or three more faculty members shall also be appointed as members of the Student Council who shall be nominated by the President of the Council.

### **STUDENT MEMBERS OF THE COUNCIL**

#### **1) GENERAL SECRETARY**

The General Secretary shall be elected by all the students of the College. Students from all programs shall have the right to vote for the elections for the post of General Secretary including self-finance programs. However, a student who is contesting for the post of General Secretary shall only be from aided program.

### **ESSENTIAL CONDITIONS FOR CONTESTING FOR THE POST OF GENERAL SECRETARY**

- 1) He/she should not have any backlog of papers.
- 2) He/she should have a minimum of 75% attendance during the previous semester.
- 3) He/she should be a bonafide student of the College for at least one year.

#### **2) SPORTS SECRETARY**

The Sports Secretary shall be elected by all the students of the College. Students from all programs shall have the right to vote for the elections for the post of Sports Secretary

including self-finance programs. However, a student who is contesting for the post of Sports Secretary shall only be from aided program.

### **ESSENTIAL CONDITIONS FOR CONTESTING FOR THE POST OF SPORTS SECRETARY**

- 1) He/she should have participated in at least one sports event at the Inter collegiate level or national level.
- 2) He/she should have a minimum 75% of attendance during the previous semester.
- 3) He/she should be a bona fide student of the college for at least one year.
- 4) He/she should not have any backlog of papers.

### **3) CULTURAL SECRETARY**

The Cultural Secretary shall be elected by all the students of the College. Students from all programs shall have the right to vote for the elections for the post of Cultural Secretary including self-finance programs. However, a student who is contesting for the post of Cultural Secretary shall only be from aided program.

### **ESSENTIAL CONDITIONS FOR CONTESTING FOR THE POST OF CULTURAL SECRETARY**

- 1) He/she should have participated in at least one cultural event at the Intercollegiate or national level.
- 2) He/she should have a minimum 75% of attendance during the previous semester.
- 3) He/she should be a bona fide student of the college for at least one year.
- 4) He/ she should not have any backlog of papers.

### **4) DIVISIONAL REPRESENTATIVE**

Students from each division will elect one Division representative from that division. All students from that division will have the right to vote for the post of Divisional Representative. All Programs will appoint one division representative per class including the self-finance programs.

## **5) GIRLS REPRESENTATIVE**

One girl each from First Year, Second Year and Third Year of every aided and self finance programs each shall be elected as Girls Representative. Only girl students shall have the right to vote and contest for this post.

### **Other conditions**

If no candidates are contesting for any post, the post shall be filled by nominations by the President of the Council. No candidate can contest for elections if he has any disciplinary complaint/s pending against him.

Under any circumstances of any post remains vacant then no fresh elections shall be held for the same, instead the President of the Council shall nominate any person of his/her choice in consultation with the other faculty members of the Council for that post.

If any candidate is debarred from the Student Council then the President shall have the right to nominate any person of his/her choice in consultation with the other faculty members for the concerned post and no fresh elections shall be conducted for the same.

If any member of the Council including the General Secretary resigns from the post or is removed from the post during the academic year then the President shall nominate any member of his/her choice in consultation with the other faculty members and no fresh election will be held for the same.

## **CODE OF CONDUCT FOR THE CONTESTING ELECTIONS FOR CANDIDATES**

Students contesting elections can campaign within the College campus only as per the guidelines of the College which will be informed once the election is declared. Students can campaign only during allotted dates by visiting classes as per the schedule and informing the students orally. Sound systems and Posters shall not be allowed on College campus or outside and in case found then the College authority can debar the concerned candidate/s from contesting the elections. The campaign should be limited to the bonafide students of the College only and interference of any outside student/person in the College campus for canvassing is not allowed. Use of threats, unfair means, pressure tactics, bribing, intimidation, and indulgence in communal campaigns may disqualify the candidate if found guilty by the College authorities.

After the declaration of the election results, no rally or procession shall be allowed to be held outside the College. The College shall reserve the right to cancel the election results and debar the candidates involved in conducting processions or rallies outside the College.

The President of the Student Council shall be the final authority in deciding any matter of the Council.