



Kamdhenu University

Our Motto: Welfare of all living beings

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Read: Resolution No. 17.13 of Minutes of 17th Meeting of the Board of Management held on 12/01/2021 at Vice Chancellor's Chamber, Kamdhenu University, Gandhinagar

NOTIFICATION

It is hereby notified for all concerned that the Board of Management of Kamdhenu University in its Seventeenth Meeting by vide resolution No. 17.13 has resolved as under:

Resolution

"It is hereby resolved that as per recommendation of Academic Council, the Board of Management approves **"Regulations Governing Constitution and bye-laws of the students' representative Council (SRC) for colleges/polytechnics of Kamdhenu University 2020-21"** as placed at Appendix- C"

Director of Students' Welfare

No. KU/DSW/U-5/17-BOM/ 67 /2021

Date: 08.02.2021

CFWCS for information:

1. All members of the Board of Management
2. All officers of the University
3. All Principals of constituent/affiliated institutions/colleges

CC:

1. All Branches of Registrar Section
2. PS to Vice Chancellor
3. Notification / Order file

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1.Regulations governing Constitution and bye-laws of the Students' Representative Council (SRC) for the Colleges/Polytechnics of the Kamdhenu University	Title of the Rules
2. The aims and objectives of the Students' Representative Council shall be as follows:	Aims and Objectives
<ol style="list-style-type: none">1. To promote co-curricular activities leading the students to the intellectual, social, cultural and physical development so as to prepare them as ideal citizens.2. To encourage sentiments of national integration and of international understanding among the students by arranging group discussion and to develop leadership through different activities which encourage dignity of Labor social service, cooperation, mutual respect etc.3. To promote social relation amongst the students as well as with the teachers.4. To augment academic and co-curricular interest among the students by maintaining sports complex, reading room, library, Hostel and other facilities.5. To facilitate the students and enhance the attitude of cooperation through several cooperative activities for community development.6. To develop a sense of discipline and commitment as an educated individual towards the society.	
3. Membership <ol style="list-style-type: none">1. All the diploma, under- graduate and the post-graduate students of the college/polytechnic shall become automatically a member of SRC on payment of prescribed fees to the concern college/polytechnic.	Membership
4. Formation of SRC <ol style="list-style-type: none">1. Selection of SRC shall be held generally within a month of the beginning of the odd semester of the academic year.2. The notification for nomination of SRC body shall be issued by the Principal of the college/polytechnics two weeks prior to the date of formation of SRC.3. The nomination forms for class representative of SRC received, shall be scrutinized by committee appointed by the Principal and final list of the selected candidates shall be notified the next day during office hours.4. If any untoward incidence happens during the formation of SRC which is likely to disturb the peace of the college/polytechnic	Procedure to be adopted for formation of SRC

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<p>campus, the authority shall postpone or cancel the formation of SRC in part or whole. In such an eventuality the programme of formation of SRC will be declared by the authority at the appropriate time.</p> <ol style="list-style-type: none"> 5. If no nomination is received for formation of SRC from the students, Principal shall manage the SRC activities with the help of Chairman and staff advisors. In such a situation, the Principal can appoint five student members. 6. Nomination format SRC is given in the Annexure-I. 7. On scrutiny of the received nomination forms, total points will be calculated considering the points for academic and extra-curricular activities as mentioned in Appendix-II. <p>Note: For the first semester student HSC result will be considered for the points for academic performance while points for participation in games, sports and cultural activates performance at secondary and higher secondary level will be considered.</p>	
<p>5. Students' Representative Council (SRC) in the college/polytechnic shall be formed as under:</p> <ol style="list-style-type: none"> 1. At the beginning of each odd semester (i.e. commencement of I, III, V, VII & IX Semester) SRC shall be formed by nomination for the Academic year. There shall be two Class Representatives nominated form each semester irrespective of number of students in a class. If there are two /three divisions, one Representative shall be nominated from each division. <p>In case of Post graduate students there shall be two Representatives one from first two semester and one from the remaining semester.</p> <p>One additional Representation (For General Secretary) shall be nominated from the pre-final semester. There shall be two additional Lady Representative will be nominated one from the undergraduate and another from the postgraduate girl students.</p> <ol style="list-style-type: none"> 2. Class Representative will be the monitor of the class and he/she shall be responsible to tackle problems and maintain general discipline of the class. 3. A student if failed/ dropped / kept on the academic probation / conduct probation or involved in misbehavior at any time during the entire study shall not be eligible for nomination. 4. Nomination for General Secretary will be invited from the students studying in the pre-final semester of the course. Candidate having highest total score as per nomination rules will become the General Secretary for the Students' Representative Council of the college/polytechnic. In case of equal score, the score of the last two semesters only shall be taken into consideration. 5. The Principal of the College/Polytechnic shall be the President of the Students' Representative Council. 6. The Principal shall nominate one member of the teaching staff as Chairman and Co- chairman with five to eight other members of the 	<p>Constitution & Tenure of SRC</p>

- teaching staff as Advisors to the Students' Representative Council.
7. The Students' Representative Council shall meet periodically
 - (a) To select different Secretaries for different activities
 - (b) To approve the budget and expenditures
 - (c) To review the general policy and working of the SRC.
 - (d) To finalize the various annual activities /programme
 8. The constitution of SRC will be as under:
 1. President (ex-officio) Principal of the College/Polytechnic.
 2. Chairman (One member of the teaching staff as appointed by the Principal)
 3. Co-Chairman (One additional teaching staff as appointed by the Principal)
 4. General Secretary.
 5. Secretary and/ or Joint Secretary as nominated /selected for the activity.
 6. Five to eight teacher advisors nominated by the Principal.
 7. The tenure of Chairman of SRC will be maximum of 3 years while the tenure of SRC will be one academic year

9. The Students' Representative Council shall select the student secretary to carry out various activities as under.

Out Door

- i. Athletics
- ii. Cricket
- iii. Volleyball
- iv. Basketball
- v. Kho-Kho and Kabaddi

Indoor

- vi. Badminton
- vii. Table Tennis
- viii. Weight Lifting
- ix. Chess
- x. Reading Room and TV Room
- xi. Cultural Programmes/competitions & Social Gathering
- xii. Debate, Elocution, Essay other literary competitions
- xiii. Fine Art Competitions
- xiv. Placement and Planning forum etc.

General Secretary will be the In-charge for all the activities and work under the supervision and guidance of the Chairman.

10. The quorum of the meeting shall be half of the number of members.
IF there is no quorum, the meeting shall be adjourned until the date and time when the required numbers of members present.
11. The meeting shall be called by the Chairman in consultation with the President. There shall be at least one meeting of Student Representative Council in each semester.
12. All decision of the SRC must be approved by the President.
13. The Chairman will prepare agenda of the meeting and distribute to the President and members at least 48 hours before the meeting. The minutes of the meeting will be recorded by the teacher advisor as

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Constitution and bye-laws of SRC, Kamdhenu University, Gandhinagar

<p>instructed by the Chairman.</p> <p>14. The President will chair the meeting, but in his absence the Chairman will perform the duty.</p> <p>15. A notice to call the meeting shall be put at least three days before. However, the Chairman has power to call a special meeting giving notice before 24 hours.</p> <p>16. All the proposals put before the Council shall be unanimously decided by the members present in the meeting. The Chairperson presiding the meeting, However, shall have a power to cast vote in the cases of dispute.</p> <p>17. Attendance of the members in a meeting shall be recorded in a Register maintained for that purpose and the minutes of the meeting will also be recorded in same Register by the teacher advisor.</p> <p>18. When a dispute arises regarding any matter and conduct of the meeting, the decision of the Chairperson presiding the meeting shall be final.</p> <p>19. The Chairman shall coordinate the activities of council.</p>	
<p>6. Vacancy in the Students' Representative Council</p> <p>In case there is any vacancy in the Students' Representative Council, it will be filled up by the Principal of the college/polytechnic from the waiting list of nominations received from each class on merit.</p>	<p>Vacancies in the SRC and Committee</p>
<p>7. SRC fund accounts:</p> <p>The President shall nominate any suitable staff of the college/polytechnic as an honorary treasurer of the council. He/She shall be responsible and accountable to the Chairman of the Students' Representative Council.</p>	<p>Account</p>

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Annexure-I
Application form for membership of students' Representative Council

Application for the post of -----

Name of the applicant:-----

Semester:----- Roll No: -----

Registration No.: -----

PHOTO

No.	Item	To be filled by applicant	For office Use
(A)	Academic performance (OGPA) of Last Semester x 5 = x 5= (Max 50 Points)		
(B)	Games Sports, Cultural, Fine Art, Literary etc. activity participation. (Max 30 Points)		
	a) Inter-Collegiate		
	b) Inter-University or state level		
	c) National Level		
	d) International Level		
(C)	N.C.C / N.S.S (Max 10 Points)		
	(1) N.C.C		
	a) Membership for Two Year		
	b) Under Officer		
	c) Certificate-B		
	d) Certificate-C		
	e) Camp for three to six day (each)		
	f) Camp for more than six day (each)		
	OR		
	(2) N.S.S		
	a) Membership for Two Year		
	b) One day Camp / Campaign (each)		
	c) Camp for three to six day (each)		
	d) Camp for more than six day (each)		
(D)	Other Activity (Max 6 Points)		
	a) Basic Rock Climbing		
	b) Advance Rock Climbing		
	c) Tracking Camp (each)		
	d) Training / Other Camp [More than 4 days (each)]		
	E) Training / Other Camp [up to 4 days (each)]		
(E)	SRC Membership (Max 4 Points)		
	(i) Member of SRC for previous year (each)		
	(ii) Other accomplishment recognized by the University		
	Total Points Obtained		
(F)	Conduct Probation / Academic probation (Any time during study in University)	Yes / No	

Note: Attach attested copies of the certificate for each Participation. Only University Authorized Programmes during Study shall be considered.

Date:

Signature of Applicant

Signature

Annexure 'II'

(A) **ACADEMIC ACHIEVEMENT** : (Maximum 50 Points)
OGPA of Last Semester X 5.0

(B) **SPORTS / CULTURAL / FINE ART/ LITERARY etc.** : (Maximum 30 Points)

Sr. No.	Suggested Point for each event	Participation	First Place	Second Place	Third Place
(1)	(2)	(3)	(4)	(5)	(1)
a)	Participation at Inter College / District or equivalent Level	0.5	2.0	1.5	1.0
b)	Participation at SAUs / State or equivalent Level	1.0	3.0	2.0	1.5
c)	Participation at National / All India Agril. / Zone Level	3.0	7.0	6.0	5.0
d)	Participation at International Level	5.0	10.0	8.0	6.0

No.	Name of event	Year of Participation	Type of Tournament	Place / Participation
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

NOTE: 1) Candidate will get Points of higher position for each event at every level / Year.
2) A candidate will get Points for the event only carried out by the university in all the extra-curricular activities.
3) The decision of the assessment committee for the interpretation regarding the allotment of Points will be final and binding to all

(C) **N.C.C. / N.S.S.** (Maximum 10 Points)

(1) N.C.C

(a) Member for two years	:	4.0
(b) Under Officer	:	1.0
(c) Certificate 'B'	:	2.0
(d) Certificate 'C'	:	3.0
(e) Camp for Three to Six days (each)	:	2.0
(f) Camp for more than Six days (each)	:	3.0

Dr. F. K. S.

OR

(2) N.S.S.

(a) Member for two years	:	4.0
(b) One/Two-day camp / Campaign (each)	:	1.0
(c) Camp for Three to Six days (each)	:	2.0
(d) Camp for more Than Six days (each)	:	3.0

(D) Other Activity

(Maximum 6 Points)

(a) Basic Rock Climbing	:	1.0
(b) Advance Rock Climbing	:	2.0
(c) Tracking Camp (each)	:	1.0
(d) Training / Other Camp [More than 4 days (each)]	:	1.0
(e) Training / Other Camp [up to 4 days (each)]	:	0.5

(E) SRC Membership

(Maximum 4 Points)

(i) Member of SRC for previous year (each)	:	1.0
(ii) Other accomplishment recognized by the University	:	2.0

Note:

1. Merit list will be prepared based on the total score obtained by each candidate and will be approved and declared for class representative and General Secretary by the Principal
2. For first semester, HSC result will be considered for the academic points and for other activities, only Govt. authorized activities will be considered at HSC level

-: Certificate :-

I have applied for the class representative for _____ Semester to become a member of the Students' Representative council of the college. I ensure that, I shall follow all the rules & regulation of the SRC and rules of Students discipline as a Student leader for the welfare of students' activities during my tenure.

Date:

Place:

Signature of Candidate

B. B. B.