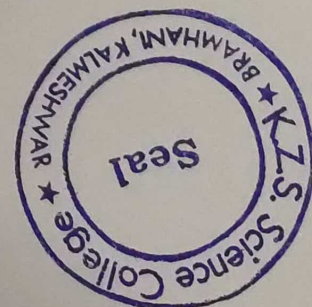


Student Council

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K. Z. S. Science College, Bramhani – Kalmeshwar

Saoner Road, Bramhani-Kalmeshwar

Student Council

Date: 1/07/2016

Policy of Student Welfare and Counselling Committee

Preamble:

The College administration is very much keen in the welfare of the students. To solve the student's problems, a Student's Redressal cell (Student Welfare and Counselling Committee) is formed in the college. This mechanism is more effective to understand the difficulties of students.

The student Council helps the student's academic pursuit process to advance their academic as well as personal abilities. It helps the students to clear obstacles if any in the student's learning process so that they can be qualified professionally according to National and International standards. The student Council is responsible for solving all the student's grievances, as well as the general well-being of students. The committee works for the overall welfare of the student in terms of student development which consists of student development process through mentoring, counselling and involvement in community activities.

Methodology and Strategy:

For effective implementation following strategy is adapted as a policy in the college-

1. The committee consisting of various authorities such as, Principal of the College as chairman, a senior faculties, staff coordinator, In-charge, NSS Program officer, Director of Physical education, All Class representatives and representatives of Cultural committee.
2. The committee will reinforce the existing system to look after the welfare of the students.
3. The representation of various issues once brought to the notice of the committee, shall be dealt with utmost seriousness and priorities till it's redressed.
4. The committee organises various cultural programs and sports events through NSS and sports departments respectively.

Roll of the committee

1. To supervises the overall welfare activities of the students.



2. To nurture students mental, physical, cultural growth through various activities to improve their overall personality development.
3. To organize motivational seminars and programs for empowering students with skill of psycho-social wellbeing.
4. To discover and boost the students skills through proper social, cultural and sports activities.
5. And to know them their *Duties, Responsibilities and Rights*.



Principal
K.Z.S. Science College
Bramhani-Kalmeshwar

RASHTRASANT TUKDOJI MAHARAJ NAGPUR UNIVERSITY

Direction No. 39 of 2017

CONSTITUTION AND FUNCTIONS OF UNIVERSITY DEPARTMENT STUDENTS'
COUNCIL AND STUDENTS' COUNCIL FOR CONDUCTED COLLEGES,
INSTITUTIONS AND AFFILIATED COLLEGES OF THE UNIVERSITY,
DIRECTION

Whereas, the Maharashtra Public Universities Act (VI of 2017) (hereinafter the 'Act') has come in to force in the State of Maharashtra, with effect from 1st March 2017, repealing the Maharashtra Universities Act, 1994;

AND

Whereas, Maharashtra Public Universities (Amendment) Ordinance, 2017 (Mah. Ordinance XXVIII of 2017) (hereinafter the Ordinance), has been promulgated by the Governor of Maharashtra and the same has been published in the extraordinary Gazette No. 157 dated 28th November 2017;

AND

Whereas, Section 99 A has been inserted in the Act, by the Mah. Ordinance XXVIII of 2017, providing for the constitution and function of the University Students' Council, University Departments Students' Council and the Students' Council for Conducted Colleges, Institutions of the University and the affiliated colleges of the University for the academic year 2017-18;

AND

Whereas, the Rashtrasant Tukadoji Maharaj Nagpur University (hereinafter the 'University'), hitherto governed by the Maharashtra Universities Act, 1994, is now being governed by the Act (VI of 2017), as amended by the Mah. Ordinance No. XXVIII of 2017;

AND

Whereas, the Government of Maharashtra, in exercise of its powers under sub section (10) of section 72 read with sub section (13) of section 71 and section 67 of the Act has issued the Uniform Statute No. 1 of 2017 (Maharashtra Public Universities)(Procedure for conduct of elections to various Authorities and Bodies of the University), notified in No. Misc-2016/C.R.347/Desk-Vishi-3 dated 17th May 2017, prescribing the procedure for conduct of elections to various Authorities and Bodies of the University;

AND

Whereas, the Uniform Statute No. 1 of 2017 does not address some of the aspects relating to constitution and functioning of the University Departments Students' Council and the Students' Council for Conducted Colleges,



Institutions and the affiliated colleges of the University, necessitating framing of the Statute by the University;

AND

Whereas, there is no Statute of the University prescribing the procedure for constitution and functioning of the University Departments Students' Council and the Students' Council for the conducted colleges, institutions of the University and the affiliated colleges of the University, through the process of nomination and election, but the making of the Statute is a time consuming process and there is an urgency in constitution of the various Students' Council;

Now, therefore, I, Dr. Siddharthvinayak P. Kane, Vice-Chancellor, Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, in exercise of the powers vested in me under Section 12(8) of the Act (VI of 2017), do hereby issue the following Directions:-

1. This Direction may be called "**Constitution and functions of University Department Students' Council and Students' Council for Conducted Colleges, Institutions and Affiliated Colleges of the University, Direction, 2017**".

2. This Direction shall come into force from the date of its issuance.

3. In this Direction, unless the context otherwise requires -

- i) 'Act' means the Maharashtra Public Universities Act, (VI of 2017).
- ii) 'Class' means a body of students undergoing a course of instruction leading to the term end University examination.
- iii) 'Academic merit' means the aggregate marks obtained by a student in the qualifying degree examination, held in the preceding academic year. It also means the aggregate marks obtained by a student in the examination of the previous class/classes (the marks obtained in both the semesters of the preceding academic year, wherever the semester pattern has been introduced) in the preceding academic year.
- iv) 'Affiliated college' means a college which has been granted affiliation by the University as per the existing norms of affiliation.
- v) 'Conducted college' means a college maintained and managed by the University.
- vi) 'Department' means a Post Graduate Teaching Department established and maintained by the University.
- vii) 'Examination of the preceding year' means the term end examination of the preceding academic year (examinations of both the semesters of the preceding academic year wherever the semester pattern has been introduced).
- viii) 'Institution' means an institute established and maintained by the University.



- ix) 'Preceding degree examination', means the degree examination on the basis of which the student in question has been admitted to the Post Graduate course in a particular department.
- x) "University" means Rashtrasant Tukdoji Maharaj Nagpur University.
4. This Direction shall govern the constitution and functions of the University Department Students' Council and Students' Council for Conducted Colleges, Institutions of the University and Affiliated Colleges of the Rashtrasant Tukdoji Maharaj Nagpur University for the academic year 2017-18.
5. There shall be University Department Students' Council for the Departments of the University and Students' Council for each conducted College, institution and affiliated college of the University as provided in sub-section (1) of section 99A of the Act.
6. The University Department Students' Council shall consist of the following members, namely:-
- Vice-Chancellor- President;
 - Director of Students' Development;
 - Director of Sports and Physical Education;
 - Director of National Service Scheme;
 - One student from each University Department who has shown academic merit at the preceding degree examination and is engaged in full time studies in the University, institution or department or conducted college, nominated by the Vice-Chancellor;
 - Two lady students nominated by the Pro-Vice-Chancellor.

- ✓ 7. The Students' Council for each conducted college, institution and affiliated colleges of the University shall consist of the following:-
- Director/Principal---Chairman; ✓
 - One lecturer, nominated by the Principal;
 - Teacher in-charge of National Cadet Corps;
 - National Service Scheme Programme Officer;
 - One student from each class, who has shown academic merit at the examination held in the preceding year and who is engaged in full -time studies in the college/institution, nominated by the Principal/Director;
 - Director of Sports and Physical Education, if any;
 - One student from each of the following activities, who has shown outstanding performance, nominated by the Principal/Director, namely:-
- Sports;
 - National Service Scheme and Adult Education;
 - National Cadet Corps;
 - Cultural Activities;

Explanation:-



- (i) for nominating a Student mentioned under the head "(1) Sports" a student shall have represented the college in the previous year or years, in one or more of the competition or tournaments or meets conducted by the Nagpur University. The students shall produce a certificate to that effect from the Director, Physical Education, Rashtrasant Tukadoji Maharaj Nagpur University or District Sports Officer or recognized equivalent Officer therto or Principal or Head of the Institution as the case may be.
- (ii) For nominating a student under the head "(ii) National service Scheme and Adult Education" a student shall be a member of N.S. for at least one academic year and who has attended at least one Inter-Collegiate camp, or a student who has participated in Adult Education programme conducted by the Institute/Conducted/Affiliated College. He shall produce a certificate to that effect from the National Service Scheme officer OR a student who has participated in Adult Education programme conducted by the college or the Principal or Head of the Institution as the case may be.
- (iii) For nominating under the Head "(iii) National Cadet Corps " a student shall be a member of N.C.C. for at least one academic year. He shall produce a certificate to that effect from the competent authority or Principal or the Institution as the case may be.
- (iv) For nominating under the Head "(iv) Cultural Activities", a student who has represented the College and who has shown proficiency in the Inter-Collegiate competition conducted by the Government or University or a College in one or more of the following activities, namely; Debate, Elocution, Drama, Dance and Music or similar activities.
- (v) Two lady students nominated by the Principal/Director

Provided that two of the students from the categories (vii) and (viii) shall be those belonging to the Scheduled Castes or Scheduled Tribes or De notified Tribes (Vimukta Jatis) or Nomadic Tribes or Other Backward Classes;

Provided further that in case of a multi faculty college the nominees under clause (viii) shall be representative of the different faculties in the college.

8. A student who has passed his qualifying examination in the preceding summer examination (in case of semester pattern, the preceding summer and winter examinations) alone shall be eligible for nomination as a student member of the Students' Councils under this Direction.
9. The Director of Students Development of the University shall notify the schedule of nomination by the Vice-Chancellor and Pro Vice-Chancellor, for the purpose of constitution of the University Department Students'



- Council and the schedule of nomination by the Director of Institution, Principal of conducted or affiliated colleges, for the purpose of constitution of the Students Council for the institution, conducted college / affiliated college.
10. The student members of the University Department Students' Council and the Students' Council for the institution, conducted college / affiliated college shall elect from amongst themselves the Secretary of their respective Council, in its first meeting.
 11. (a) The Director of Students' Development, on instructions from the Vice-Chancellor, shall issue the notice for the first meeting of the University Departments Students' Council, within three days from its formation;
 (b) The Chairman of Students' Council for the conducted colleges, institutions and affiliated colleges of the University issue the notice for the first meeting of the Students' Council within three days from its formation;
 (c) The first meeting of the Students' Council (University Department Students' Council and the Students' Council for the institutions / conducted colleges / affiliated colleges) shall be held on or before the 7th day from the date of its formation. However, in exceptional cases the Vice-Chancellor may permit two more days for holding the first meeting, on an application from the concerned returning officer.
 12. The Director Students Development shall notify the schedule of election of the Secretary of the University Department Students Council and also the Students Council for the institution, conducted and affiliated colleges of the university.
 13. The Director of Students Development of the University shall be the returning officer for the University Department Students' Council and the Director of the Institution and Principal of the college (conducted and affiliated) shall respectively be the returning officer for the purpose of conduct of election under this Direction.
 14. The election of Secretary of the Students' Council shall be by simple majority and through the secret ballot, in the prescribed form. For the purpose of election of the Secretary of the University Department Students' Council the Director Students Development and for the institution / college level the Director of Institute / Principal of College shall take steps to prepare the ballot paper and ensure smooth conduct of election, counting of votes and declaration of results. For this purpose they may appoint an election officer.
 15. The returning officers under this Direction shall be responsible for communicating the names of the Secretaries of the respective students' Council to the University on or before the last date notified for this



purpose. The returning officer shall send the details of the elected secretary in the prescribed form along with the duly attested photographs, certificate of date of birth to the Director of the Students' Development.

16. The Director of Students' Development shall notify the names of the Secretaries duly elected, representing the respective University Departments' Council and Students' Council for each conducted college, institution and affiliated colleges of the University within 10 days from the date of issuance of the notification for holding the first meeting and election of the Secretary.
17. In exceptional circumstances, the Vice-Chancellor may, by notification, modify the schedule for constitution of the Students' Councils notified by the Director of Students' Development.
18. If any dispute arises out of election of a secretary, it shall be decided by a committee comprising three members of the Management Council, with Director of Students' Development as its Secretary, constituted by the Vice-Chancellor and notified by the Director of Students' Development. The committee shall decide the disputes referred to it by the Vice-Chancellor within three days. The decision of the committee shall be final and binding.
19. One third of the members of the Council shall constitute the quorum.
20. The Council shall meet at least once in every three months.
21. The term of the office of the nominated student member shall begin with effect from the date of nomination and shall extend up to the last date of the said academic year, unless he has, in the meantime, incurred any of the disqualifications specified by or under the Act.
22. No student shall be eligible to be, or continue to be, a student member of the respective Students' Council unless he is enrolled as a full time student of Rashtrasant Tukadoji Maharaj Nagpur University. Therefore, if a student member discontinues his studies before the expiry of the period of the Students' Council, he shall automatically cease to be its member. If such vacancy occurs during the academic year it shall be filled up for that academic year, in accordance with the procedure of nomination prescribed in this Direction.
23. The returning officer for the election of each council shall perform following duties for formation of the council.
 - I) Declaration and display of preliminary electoral roll of the council on the notice board of the university/institute/college.
 - II) Deal with objections of the students, if any, on the preliminary electoral of the council. If the objection pertains to nomination of a student to the University Departments Students Council the Director of Students' Development shall put up the objection before the Vice-Chancellor who shall take an appropriate decision in the matter.
 - III) Declaration and display of final electoral roll of the respective council on the notice board of the university or college.

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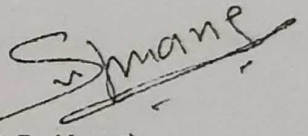


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- IV) Date for organizing the first meeting of the respective council.
24. Following business shall be transacted in the first meeting of the council:-
- i) Calling nominations from the student members of the council for the post of secretary of the respective council (Annexure-I to this Direction).
 - ii) Scrutinee of nomination papers received from the student members of the council.
 - iii) Declaration of the name/s of the validly nominated candidate/s.
 - iv) Time to be provided for submitting notice of withdrawal of candidature from the election of the secretary of the respective council (Annexure-II to this Direction).
 - v) If there is only one candidate, he/she shall be declared elected secretary of the respective council.
 - vi) If there are more than one candidates, ballot shall be distributed amongst them (Annexure-III to this direction).
 - vii) Counting of votes for deciding :- 1) Total votes polled 2) Number of invalid votes 3) Number of valid votes and their division amongst the candidates.
 - viii) Declaration of the name of winning candidate on the basis of majority of valid votes.
25. The functions of the Students' Council shall be to look after the welfare of the students and to promote and co-ordinate the extra-curricular activities of different Students' Association for better corporate life. The Council shall not engage in political activities.

Nagpur.

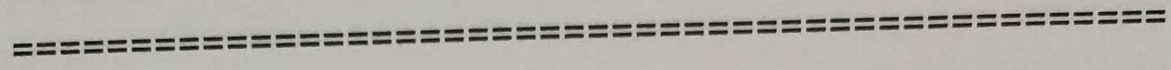
Date:- 22/12/2017


(Dr. S.P. Kane)
Vice-Chancellor





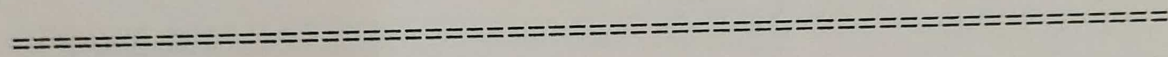
**PROFORMA FOR THE COMMUNICATION OF RESULT OF ELECTION OF CHAIRMAN / SECRETARY
OF STUDENTS COUNCIL**



To,
The Director of Students Development
RTM Nagpur University, Nagpur

Sir, this is to inform you that, Shri/Shrimati/Kumari _____ is a bonafied student of this College studying in the class _____ in the academic session _____ has been duly elected as _____ of students council formed at the election held on dated _____.

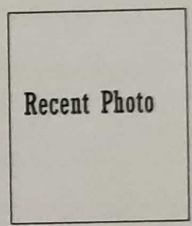
Information in respect of his/her sex, age, residential address, telephone number, educational qualification, sports and extra-curricular activities etc. are given below.



1. NAME IN FULL: _____

2. SEX: 1. Male 2. Female

3. ADDRESS: _____



4. PHONE/MOBILE NO: _____ ; 5. DATE OF BIRTH: _____

6. CATEGORY: Open/OBC/SC/ST/NT/VJ/SBC etc. (enclose certificate)

7. EDUCATIONAL BACKGROUND (of last preceding examinations / years):

Examination	Board/University	Year of Passing Exam	Marks obtained	Class/Division	Rank/Merit if any
B. Sc. SEM -I					
B. Sc. SEM -II					
B. Sc. SEM -III					
B. Sc. SEM -IV					



8. EXTRA- CURRICULAR ACTIVITIES (enclose certificates):

(Participation in intercollegiate / University/State/National/International activities)

i. NCC:

ii. NSS:

iii. Cultural Activities:

iv. Adult Education:

v. Other (if any):

9. SPORTS: (Participation in intercollegiate / University/State/National/International Tournaments)

10. ANY OTHER ACTIVITIES/ACHIEVEMENTS:

Signature of Elected Chairman/Secretary

Date: _____

(Signed in presence of Principal/Incharge of St. Council/Director/Dean)

I certify that, the election of Chairman/Secretary of student's council was held as per procedure laid down in a direction of Hon'ble Vice-Chancellor issued in accordance with the provision of Maharashtra University Act-2016.

I further certify that, the details given above are true and correct.

PLACE: _____

DATE: _____

Signature of Principal/Dean/Director

Principal
K.Z.S. Science College
Bramhani-Kalmeshwar

