

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

The Student Council is the representative body of the students. The Institute provides a platform for the active participation of the students in the various academic & administrative bodies including other activities. This inspires the students in achieving leadership qualities, rules, regulations and execution skills. The Council makes the students participate in the development of the institute as well as in the process of developing their personality and career through interactive programs with the faculty, administration and society. The goal of the student council is to provide a common platform to students for co-curricular and extra-curricular activities. The council is responsible to look after for all the major technical, cultural, literary and sports activities organized in the college premises.

Composition, Duties and Responsibilities of the Council:

Sl. No	Name of the Position	Responsibilities
1.	President	Spearheading the council activities and planning
2.	Vice-President	Looks after Planning and feasibility measures
3.	Secretary	Executing and monitoring the calendar of activities across the academic year.
4.	Joint Secretary	Executing and monitoring the calendar of activities across the academic year.
5.	Treasurer	To plan the budget for the various events handled by the student council, manage the Disbursement of funds allocated to the council and prompt preparation of statement of accounts.
6.	Cultural Secretary	To organize intra and inter collegiate Cultural Festival; members of the committee will have responsibilities such as choosing the talent for the events, coming up with an interesting relevant theme that unifies people, advertising events, and recruiting volunteers; also create awareness of

		participation in these events both inside and outside the campus
7.	Sports Secretary	To spread awareness of sports in the campus through intra and inter collegiate as well as university level sports participation and organization of such events.
8.	Editor	Spreads the news about the events and generates report to the newspapers and magazines. Overall looking after publicity of collegiate and intra collegiate events.
9.	Placement Coordinator	To assist in placement activities with placement officer in the college and with pool campus activities
10	Envision Organising Secretary Envision Organising Joint - Secretary	To organize intra and inter collegiate Technical Festival; members of the committee will have responsibilities such as choosing the talent for the events, coming up with an interesting relevant theme that unifies people, advertising events, and recruiting volunteer; also create awareness of participation in these events both inside and outside the campus.
11	Cultural Events Organising Secretary	To organize intra and inter collegiate Cultural Festival; members of the committee will have responsibilities such as choosing the talent for the events, coming up with an interesting relevant theme that unifies people, advertising events, and recruiting volunteers; also create awareness of participation in these events both inside and outside the campus
12	Sports Day Organising Secretary	To spread awareness of sports in the campus through intra and inter collegiate as well as university level sports participation and organization of such events.

