

Jaipuria Student Council (Jaipur)

General Guidelines & Selection Procedure

The Council consists of student representatives elected by students and selected by panel of experts after thorough evaluation and interview process. An ideal representative should be willing to move the extra mile and contribute in the success of institute. They should be true representatives of student community and should put forth the issues for the best interest of institute and student community in general. The JSC will be formed through a rigorous process of election and selection. Also each council committee will be mentored by a faculty and staff for continuous support and guidelines.

- 1. Academic Programme & Research Committee**
- 2. Placements and Corporate Relations Committee**
- 3. Conferences & Events Committee**
- 4. Social Responsibility Committee**
- 5. Media Relations Committee**
- 6. Alumni Relation Committee**
- 7. International Relations Committee**
- 8. Extra-Curricular Committee**
- 9. Sports Committee**
- 10. Student Welfare & Disciplinary Committee**
- 11. Hostel Welfare Committee**
- 12. Entrepreneurial & Innovation Cell**
- 13. Decoration Committee**
- 14. Student Training & Development Committee**
- 15. Life After 6 Committee**
- 16. MDP Committee**
- 17. OEO (Online Engagement & Out Reach) Committee**

The Role of Committee Coordinators

- Every Committee will be headed by Committee Coordinator(s) whose responsibility will be plan and execute the various functions of committee with his/her entire team.
- Any leave beyond the Stipulated Academic Leaves as prescribed in the Student Manual has to be prior approved by Dean (Student Affairs)/ Director.

Eligibility Norms for Applying to Council Posts (Coordinators as well as member)

- The student should have secured a minimum of **6.0 CGPA** at the time of last date of Nomination Form Submission for SEC.
- The student should not have been involved in any act of misconduct/indiscipline/**disciplinary action under DC committee** and no punitive action taken in past in the institute.
- No permanent 'F' or 'FA' Grade allotted in any of the course due to academic performance.
- The Council works on generic principle of "One Student- One Position" for Coordinators which means one student can file nomination for only one position.
- For Committee members the student can give 2 preferences based on his/her interest and choice.

Process & Steps for Election of Jaipuria Student Council (JSC)

S. No.	Process & Steps	Date	Time*	Remark
1.	Intimation to Students	February 24, 2022	Afternoon	Through Mail
2.	Briefing to Students	February 24, 2022	12.30 PM	Via Zoom
3.	Submission of Complete Filled Form to Student Affairs Department	March 03, 2022	10 AM	Through mail to Student Affairs Office (studentaffairs.jaipur@jaipuria.ac.in), By Current JSC Coordinators
4.	Whetting and Screening of application forms	March 05, 2022	4 PM	By Current JSC Coordinators
5.	Release of Final/Eligible Candidate	March 07, 2022	4 PM	Through Mail
6.	Voting	March 9, 2022	11 AM – 4 PM	E- Election/Online
8.	Result Declaration of Online Voting	March 10, 2022	5 PM	Through Mail
9.	Personal Interview	March 10-13, 2022	9 AM – 5 PM	Online via Zoom
10.	Final Results	March 21, 2022	4 PM	Through Mail

Important Note:

1. Students will have to fill in an application form within the stipulated time as mentioned on the form.
2. The students from each category will be selected for the voting elections for the council members will be held on specified date and time. The elections shall be conducted through online/E-mode.
3. There will be psychometric test on Moodle (Tentative).
4. A round of Personal Interview will be held. The panel for selection of Coordinators will have Director, all Deans, and other experts. The panel for selection of various committee members will include Faculty Coordinators of the committee and one more faculty members.
5. The final results will be declared to all the students formally by the Dean (Student Affairs) of the institute and each committee will be assigned a faculty and a staff for continuous supervision and working of the committee.
6. One student can cast only one vote for each post.
7. The Institute reserves the right to change any office bearer.
8. Council review meetings will be conducted every Quarter by Dean (Student Affairs) to make minutes for the same.
9. The institute reserves the right to change/modify the Jaipuria Student Council guidelines as deemed appropriate without assigning any reason thereof.
10. In case of any change/discrepancy the decision of the management will be final and binding on JSC.

Termination of Office Bearers of JSC

- Any act of misconduct/indiscipline by the JSC office bearer will lead to immediate suspension till the enquiry is complete. The Enquiry will be completed in 7 days from suspension. In case his guilt is proved he will be terminated immediately. At least 5 Office Bearers/members may also be a part of enquiry committee as and when required depending on the nature of enquiry.
- The members of the committee might pass a no-confidence motion against the selected representative if he/she fails to guide/ provide necessary support or are indulge in unethical and malicious practices or are misusing their positions for pushing their personal and vested interest. In such a case the members have to put a written No-confidence motion against their representative duly signed by more than 2/3 of elected committee members of JSC and submit the same to Dean (Student Affairs). A committee comprising Dean (Student Affairs), Faculty and Staff coordinator of concerned committee will decide on the motion.
- In case of suspension of a JSC officer, another officer will officiate in his/her place and in case of termination fresh election will be sought to fill the vacant position within 15 days from the completion of Enquiry.

Dr. Daneshwar Sharma

Dean (Student Affairs)

