

## **Constitution of the Student Council**

### **Shaheed Sukhdev College of Business Studies (University of Delhi)**

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#### **Article 1: Name**

The organization shall be known as the “Student Council of SSCBS,” hereinafter referred to as the "Council."

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#### **Article 2: Composition of the Council**

The Council shall comprise the following members:

1. All Class Representatives.
  2. The holders of Positions of Responsibility (POR) from any Society, Chapter, Cell, Club, or student unit recognized by the Staff Council or the Principal of the college.
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#### **Article 3: Eligibility Criteria for Office Bearers**

A candidate for any office within the Student Council must meet the following conditions:

1. The candidate must be a Class Representative and/or hold a recognized position within a Society, Chapter, or Cell, etc.
  2. The candidate must not have been subject to any past disciplinary action.
  3. The candidate must maintain a cumulative attendance of no less than 67%.
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#### **Article 4: Vision**

The objectives of the Council shall be as follows:

1. To promote democratic participation and unity among the student body.
2. To maintain a robust communication network between students, faculty, and administration.
3. To advocate for student interests and intervene where appropriate.

4. To promote harmonious relations between all stakeholders of the institution.
  5. To ensure that students follow rules and regulations of the college.
  6. To assist authorities in resolving student disputes.
  7. To meet with and make representations to college authorities on matters concerning student welfare.
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### **Article 5: Mission**

The Council shall strive to:

1. Collect, present, and resolve student grievances.
  2. Release a monthly Report detailing the Council's activities.
  3. Coordinate events organized by college societies.
  4. Lead the organization of *Crescendo*, the college's annual cultural festival.
  5. Oversee the orientation of new students, freshers welcome and the farewell of graduating students.
  6. Act as a liaison between the student body and college authorities.
  7. Maintain active participation in student affairs and uphold the legacy of the college.
  8. Publish an "Annual General Work Report" at the end of each term.
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### **Article 6: Patron**

The principal of the college shall serve as the Patron of the Council and shall ensure that the Council operates by this Constitution. In cases of urgency, the principal is empowered to make any necessary decisions to safeguard the interests of the Council and the college. Any such decisions taken by the principal shall be reported to the Staff Council within six months for review and further action, if necessary.

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## **Article 7: Teacher in Charge (TiC)**

The principal shall appoint one or more faculty members as the Teacher in Charge (TiC) to supervise the daily operations of the Student Council. The TiC shall serve as the primary liaison between the Student Council and the college administration, providing oversight and ensuring that all Council activities align with the institution's policies and objectives.

### **Duties and Responsibilities of the TiC:**

1. Oversee the activities of the Student Council and ensure compliance with institutional guidelines.
  2. Provide necessary approvals for Council activities, including financial and non- financial matters, if deemed appropriate and in line with college policies.
  3. Appoint additional team members to assist the Student Council, based on the recommendation of the Council President.
  4. Intervene, when necessary, in both financial and non-financial matters to ensure the smooth functioning of the Student Council and safeguard the interests of the college.
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## **Article 8: Positions and Roles Of Office Bearers**

### **1. President (Third-Year Student)**

The President, elected by the student body, shall:

- a. Represent the interests of the student body and uphold the welfare of the institution.
- b. Act as an intermediary between the management, faculty, and student body.
- c. Delegate tasks and monitor the progress of the Council.
- d. Lead student council activities and events.
- e. Make decisions regarding financial and non-financial matters in consultation with the elected Council members and submit applications to the Teacher in Charge (TiCs) for final approval.
- f. Sign all official documents of the Council.
- g. The president may recommend removing of any non-elected student from the team for non-performance or any misconduct after discussing elected members and approval from TiCs.

### **2. Vice President (Third-Year Student)**

The Vice President, elected by the student body, shall:

- a. Assume the duties of the President in their absence or upon request.

- b. Assist the President in preparing budgets and managing administrative tasks.
- c. Facilitate meetings with students to address their concerns and report them to the President.

**3. Treasurer (Third-Year Student)**

The Treasurer, elected by the student body, shall:

- a. Oversee the Council's financial matters.
- b. Approve and sign financial documents.
- c. Provide continuous financial updates and advice to the President.

**4. General Secretary (Second-Year Student)**

The General Secretary, elected by the student body, shall:

- a. Prepare agendas and maintain the minutes of Council meetings.
- b. Manage documentation and reports of the Council.

**5. Organizing Secretary (Second-Year Student)**

The Organizing Secretary, elected by the student body, shall:

- a. Organize all Council events.
- b. Advise the Council on event organization.
- c. Perform any tasks assigned by the President.

**6. In addition to the elected members the council will also include the following positions**

- a) Public Relation Officer (second year student)
- b) Media Head (second year student)
- c) Technical Head (Second /third year student)
- d) Five executive members (first year students)

These will be selected on the basis of recommendation of the President and approval of the Teachers in charge.

**7. Class Representatives**

Two class representatives of every class who will be elected by their respective classes on the basis of majority votes of the members present and voting. They shall act as a communication link between the class and the Council and address the grievances of the class.

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### **Article 9: Student Council Elections**

1. Elections shall be conducted for the offices of President, Vice President, Treasurer, General Secretary, and Organizing Secretary.
2. The General Secretary shall assume leadership of the Council after the third-year students' final examination until the election is held.
3. The election schedule shall be determined by the principal, upon recommendation by the Teacher in Charge, and shall include key dates for nominations, withdrawals, scrutiny, polling, vote counting, and declaration of results.
4. Canvassing by candidates will be allowed only through digital means. Use of paper, posters / flexes/pamphlets /standees/ banners etc will not be allowed. Candidates found to be using these means will be disqualified.
5. Candidates shall present speeches and participate in a question-and-answer session on the day of the election, followed by a paper ballot vote.
6. The Returning Officer, in the presence of the Teacher in Charge (TiCs) and one representative of the contested candidates, shall count the votes.
7. The candidate receiving the majority of the members present and voting for each position shall be declared the winner.
8. In the event of a tie, the decision shall be made by a coin toss, conducted by the Teacher in Charge (TiC).
9. A swearing-in ceremony shall follow the election.

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### **Article 10: Impeachment of Elected Members**

1. Elected members may be removed from office for misbehavior or incapacity by a vote of the student body.
2. A minimum of 20% of the student body (students with voting rights to elect such member) must submit a written application to the Teacher in Charge.
3. On the recommendation of TiCs and if the principal is satisfied with the grounds for removal, the impeachment process shall proceed.
4. A motion for impeachment shall require a two-thirds majority of the members present and voting. Additionally, the number of votes in favor of the impeachment must exceed 50%

of the total eligible voting members, following which it will be sent to the principal for final approval.

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**Article 11: Constitutional Amendments**

Amendments to the Constitution may be made at the end of each academic year upon review. Any amendment proposed by student council must be approved by the Teacher in Charge and the Staff Council before being enforced.

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This document shall govern the operation of the Student Council of SSCBS, subject to the approval of college authorities.