



I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY
(Office of Dean, Student Welfare)

Prof. (Dr.) Neel Kanth Grover
(Dean, Student Welfare)

Contact : 01822-282506
Email : deanswoffice@ptu.ac.in

Ref. No.: IKGPTU/SW/DO/148

Dated: 23.12.2021

NOTIFICATION

Sub: Constitution of Student Council in the IKGPTU Main Campus, Kapurthala.

Following Student Council is hereby constituted in the IKGPTU Main Campus, Kapurthala:

Post	Candidate Name	Contact No.	Program (Branch)
President	Rachit Kumar	70093-79245	B.Tech.(ECE)
Vice President (Academic and Mentoring)	Anchal Rai	88720-55003	B.Tech. (CSE)
Vice President (Discipline)	Rohit Kumar	84276-71036	MBA
Vice President (Events)	Siddharath	87007-61921	B.Tech. (ME)
Vice President (Alumni)	Nijman Jha	77038-51806	B.Tech. (CSE)
Vice-President (Physical Fitness and CSR)	Harmanpreet Kaur	70098-59135	B.Tech.(ECE)

(Prof. Neel Kanth Grover)
Dean (Student Welfare)
Dean,
Student Welfare
I.K. Gujral Punjab Technical University
Jalandhar

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2. All HODs (Teaching and Non Teaching)
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NOTIFICATION

Sub: Roles and Responsibilities of Student Council in the IKGPTU Main Campus, Kapurthala.


Following roles and responsibilities of the student council in the IKGPTU Main Campus, Kapurthala are hereby notified:

Roles of the Student Council

1. To officially represent all the students in the institute.
2. To identify and help in solving problems encountered by the students in the Institute.
3. To communicate its opinion to the Institute administration on any subject that concerns students and on which the council wishes to be consulted.
4. To promote and encourage the involvement of students in organizing Institute activities.

Responsibilities of the Student Council

1. To promote the interests of students among the institute administration, staff and parents.
2. To inform students about any subject that concerns them.
3. To consult fellow students on any issue of importance.
5. To organize educational and recreational activities for students.
6. To participate in developing the Institute Educational Projects and to promote it among students.
7. To organize an event to recognize the efforts of students involved in organizing student activities.
8. To propose activities to the institute administration that would improve the quality of life of students in the institute.
9. To maintain good relations, out of mutual respect, with the Institute staff (the Director, teaching and non-teaching personnel) and parents.


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Roles of the Members of the Student Council

(i) President

1. Act as an official spokesperson for the council on behalf of students while interacting with the Institute administration.
2. Call meetings of the council and prepare the agenda.
3. Chair the meetings of the council.
4. Supervise the tasks of the council members.
5. Take part in all special committees formed by the council or send a representative to such committees.
6. Represent the students on official occasions.

(ii) Vice President (Academics & Mentoring)

1. Coordinate and plan activities in consultation with students for extra inputs required.
2. Communicate timely, documented, and true feedback of the students regarding extra inputs required to the management.

(iii) Vice President (Discipline)

1. Monitor and review the attendance in the class as well as when the students attend functions and programmes in the Institute and outside the Institute.
2. Ensure that the students adhere to the disciplinary policies of the Institute at all times.

(iv) Vice President (Events)

1. Arrange Intra-College events and ensure participation of students in Intra-college and Inter-college events.

(v) Vice President (Alumni & E-cell)

1. Establish a network with the alumni through various activities conducted by the institute and interact with the alumni at various forums and always maintain an updated database of the alumni.
2. Host various workshops, speaker sessions, innovative games, competitions for aspiring entrepreneurs and support them by providing necessary resources such as mentoring, consultancy and networking.



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(vi) Vice President (Physical Fitness and CSR)

1. Encourage students to get involved in some kind of physical activity like yoga, aerobics, gym, and other outdoor games, etc.
2. Arrange sports day in the Institute.
3. Involve the students in CSR activities viz. arranging Blood donation camps, helping the affected during natural calamities, etc.

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