

Student Council Leadership Guidelines

The Student Council Leadership Guidelines provide a robust framework designed to guide the council in its mission to represent the student body effectively, ethically, and inclusively. These guidelines aim to:

1. Define clear roles and responsibilities to ensure student council organizational efficiency.
2. Promote accountability and transparency in all council activities.
3. Facilitate leadership development through training, mentorship, and professional growth opportunities.
4. Ensure adherence to democratic principles through fair and inclusive elections.
5. Create a positive, collaborative campus environment that reflects the aspirations of the student body.

By adhering to these principles, the council upholds the values of the university while fostering a vibrant and engaged student community.

1. **Clear Reporting Structure:**

To ensure effective governance and accountability, the Student Council follows a defined reporting hierarchy:

1. **President:** Reports directly to the university administration.
2. **Senior Vice President:** Reports to the President and oversees daily operations, including student clubs and representative bodies.
3. **Secretary and Treasurer:** Report to the Senior Vice President, managing communication and finances, respectively.
4. **Portfolio-Based Leaders:**
 - **VP Mindfulness and Critical Thinking Officer**
 - **VP Creativity and Innovation Officer**
 - **VP Digital Officer**
 - **VP Global Citizenship Officer**
 - **VP Lifelong Learning Officer**
 - **VP Entrepreneurship Officer**
5. **School Representatives and At-Large Representatives:** Report to the Senior Vice President.
6. **Specialty Leads:** Report to the relevant VP or Senior Vice President.
 1. Lead Food
 2. Lead Infrastructure
 3. Lead Hostel
 4. Lead Security
 5. Lead Animal Welfare
 6. Lead Student Welfare

Student Clubs:

All clubs report to the President and Senior Vice President, with oversight from relevant portfolio-based leaders.

2. Role of the President and Senior Vice President - Professional Development:

The council emphasizes the professional growth of its members through the following initiatives:

1. **Leadership Training:** Comprehensive programs covering communication, conflict resolution, decision-making, and other essential leadership skills.
2. **Technical Skill Workshops:** Focused on financial management, project planning, event organization, and public speaking.
3. **Mentorship Programs:** Pairing experienced council members with new members for guidance and support.
4. **External Training Opportunities:** Encouraging participation in conferences, seminars, and workshops to expand perspectives and skillsets.

3. Executive Board and Portfolio-Based Leadership:

The **Executive Board** is the core leadership team of the Student Council, responsible for overseeing operations and ensuring the council's goals align with the university's mission.

Executive Roles:

1. **President:**
 - Represents the student body and serves as the primary liaison with university administration.
 - Oversees the overall operations of the council.
2. **Senior Vice President:**
 - Assists the President in executing responsibilities.
 - Manages the daily operations of the council, including student clubs and representative bodies.
3. **Secretary:** Maintains records, schedules meetings, and ensures effective communication.
4. **Treasurer:** Manages the council's budget, tracks expenses, and oversees fundraising initiatives.

Portfolio-Based Leadership:

The council includes Vice Presidents responsible for specific areas critical to student development and campus engagement:

- **VP Mindfulness and Critical Thinking:** Promotes mental well-being and cognitive skills.

Responsibilities:

- Promote mindfulness practices and critical thinking skills among students.
 - Organize workshops, seminars, and retreats to enhance students' mental well-being and cognitive abilities.
 - Collaborate with faculty and staff to integrate mindfulness and critical thinking into the curriculum.
 - Advocate for policies that support student mental health and academic success.
- **VP Creativity and Innovation:** Fosters a culture of innovation and supports creative initiatives.

Responsibilities:

- Foster a culture of creativity and innovation on campus.
 - Organize innovation challenges, hackathons, and design thinking workshops.
 - Support student-led initiatives and ventures.
 - Collaborate with industry partners to provide mentorship and resources to aspiring entrepreneurs.
- **VP Digitalization:** Oversees the council's digital presence and promotes digital literacy.

Responsibilities:

- Oversee the council's digital presence, including website, social media, and online platforms.
 - Promote digital literacy and skills among students.
 - Collaborate with IT departments to ensure efficient use of technology on campus.
 - Address cybersecurity concerns and protect student data.
- **VP Global Citizenship:** Encourages intercultural understanding and supports international student events.

Responsibilities:

- Promote intercultural understanding and global citizenship.
 - Organize international student events and cultural exchange programs.
 - Advocate for international students and their rights.
 - Collaborate with international organizations to foster global partnerships.
- **VP Lifelong Learning:** Promotes personal development through workshops and networking opportunities.

Responsibilities:

- Encourage continuous learning and personal development.
- Organize workshops, seminars, and guest lectures on various topics.
- Promote lifelong learning initiatives, such as online courses and certifications.

- Collaborate with alumni to provide mentorship and networking opportunities.
- **VP Entrepreneurship:** Supports student entrepreneurial ventures and organizes competitions.

Responsibilities:

- Support student entrepreneurship by providing resources, mentorship, and funding.
- Organize business plan competitions and pitch events.
- Collaborate with local businesses and incubators to create opportunities for student entrepreneurs.
- Advocate for policies that support student entrepreneurship.

Each VP works with **standing committees** (e.g., Academics, Sustainability, Innovation, and Technology Committees) and **ad-hoc committees** for specific projects.

Committees reporting to the respective VP:

- **Standing Committees:**
 - **Academics Committee:** Focuses on academic policies, curriculum development, and student support services.
 - **Social and Cultural Committee:** Organizes social events, cultural celebrations, and community engagement activities.
 - **Finance Committee:** Manages the council's budget, tracks expenses, and oversees fundraising initiatives.
 - **Sustainability Committee:** Promotes environmental sustainability and social responsibility.
 - **Mindfulness and Well-being Committee:** Organizes mindfulness workshops, meditation sessions, and wellness initiatives.
 - **Innovation and Technology Committee:** Explores innovative technologies and their applications in student life.
 - **Global Citizenship Committee:** Promotes intercultural understanding, international collaboration, and global issues.
 - **Lifelong Learning Committee:** Organizes workshops, seminars, and guest lectures on various topics.
 - **Entrepreneurship Committee:** Supports student entrepreneurship and provides resources for business development.
- **Ad-Hoc Committees:** These are temporary committees formed to address specific issues or projects, such as organizing a major event or conducting a survey.

Student Clubs:

All student clubs report to the President and Senior Vice President, with oversight from relevant portfolio-based leaders.

4. Election Guidelines

The election process ensures transparency, inclusivity, and fairness while promoting active participation.

- Campaign Guidelines

1. Ethical Campaigning:

1. Campaigns must be conducted ethically, respecting the dignity and rights of all candidates.
2. Personal attacks, harassment, or defamation are strictly prohibited.

2. Prohibited Practices:

1. The use of financial incentives, gifts, treats, or any other forms of material bribery to secure votes is not allowed.
2. Campaigners must refrain from any form of corruption, including promising undue advantages in exchange for votes or violence.

3. Respect for University Policies:

1. Campaigning must comply with university rules and regulations, including respecting public spaces and property.

4. Digital Campaigning:

1. Given the nature of online voting, candidates are encouraged to utilize digital platforms responsibly to promote their campaigns.
2. Any form of misinformation or unethical online behaviour is strictly prohibited.
3. Duration: Campaigning will only last for 30 days from the start date.

- Election Oversight

A neutral **Election Committee** of faculty and student representatives will oversee the process, ensuring fairness and resolving disputes.

- Election Process

1. Application for Candidacy:

- Interested students must submit their candidacy applications by the announced deadline.
- A brief manifesto outlining their goals and vision for the council is required.

2. Voter Education:

- The Election Committee formed by the academics team will organize voter education initiatives to inform students about the roles, responsibilities, and importance of the Student Council.

3. Online Voting:

- Voting will take place through a secure online platform to ensure accessibility and transparency.
- Each student is allowed one vote per position.

4. Election Oversight:

- A neutral Election Committee, composed of faculty and student representatives, will oversee the process, ensuring fairness and addressing any disputes.

- Tenure and Eligibility

1. Term of Office:

- The tenure for all elected Student Council members is one academic year.
 - Members may seek re-election for one additional term (maximum of two consecutive terms).
2. **Eligibility to Run:**
- Any currently enrolled student, irrespective of their academic year, degree program, or age, is eligible to run for a position on the Student Council. This candidate shall not have any disciplinary case record under his name.
3. **Eligibility to Vote:**
- All students are eligible to participate in the election as voters.
4. **Voting duration:** 5 days
- **Post-Election Responsibilities**
1. **Handover Period:** Outgoing council members are required to provide a comprehensive handover to newly elected members to ensure a smooth transition. The handover shall be completed by May every year at the latest.
 2. **Accountability:** Elected members must sign a commitment to uphold the principles of transparency, inclusivity, and ethical leadership throughout their tenure.

5. Dispute Resolution

To ensure the integrity of the council and its activities, a transparent process is established for resolving conflicts and addressing grievances:

1. **Grievance Submission**
 - Any complaints or allegations of misconduct must be submitted in writing to the Election Committee.
2. **Investigation Process**
 - The Election Committee will thoroughly investigate all complaints, consulting relevant parties and gathering evidence.
3. **Resolution and Penalties**
 - Based on the findings, appropriate disciplinary actions will be taken, which may include disqualification of candidates or corrective measures for council members and suspension or expulsion, in serious cases.
4. **Appeal Mechanism**
 - In cases of disagreement with the committee's decision, appeals can be made to a designated neutral body within the university.

6. Commitment to Inclusivity

The Student Council is committed to creating a diverse, inclusive, and representative body that reflects the values and aspirations of the entire student community:

1. **Diversity and Representation**

- The election process and council composition aim to include members from various backgrounds, academic programs, and perspectives.
 - 2. **Inclusive Decision-Making**
 - The council will actively seek input from the student body, ensuring that decisions are reflective of their needs and aspirations.
 - 3. **Engagement and Collaboration**
 - Initiatives will foster active participation from all students, promoting an engaged and vibrant campus community.
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- 7. **Regular Reviews:**
 - Annual Performance Review: comprehensive annual review of the council's performance, evaluating its achievements, shortcomings, and overall impact on the student body.
 - Mid-Term Evaluations: mid-term evaluations of council members to assess their performance and provide feedback for improvement.

Disclaimer:

The Student Council is a student-led organization that aims to represent the interests of the student body. While the council has the authority to make decisions and implement initiatives, its power and responsibilities are limited by the university's policies and procedures. The council should always operate within the framework of the university's rules and regulations.

It is important to note that the council's decisions and actions do not necessarily reflect the official position of the university. The university reserves the right to review and approve any decisions made by the council that may have significant implications for the institution.

The council should strive to be transparent and accountable in its actions. It should regularly communicate with the student body and seek their input on important decisions. By working together, the council and the university can create a positive and supportive learning environment for all students.