

To revise Constitution and Bye Laws of the Students' Representative Council for the College of the Navsari Agricultural University

જાહેરનામું નં. ૫૫૨/૨૦૧૬

આથી સબંધકર્તા સર્વેને જણાવવામાં આવે છે કે, તા. ૧૬/૦૬/૨૦૧૬ના રોજ ગાંધીનગર ખાતે મળેલ સંચાલક મંડળની ૩૫મી બેઠકની કાર્યનોંધના મુદ્દા નંબર- ૩૫.૧૫ થી નીચેની વિગતે ઠરાવ કરેલ છે.

આથી ઠરાવવામાં આવે છે કે, Constitution Bye Laws of the Students' Representative Council for the College of the Navsari Agricultural University, Navsari. "પરિશિષ્ટ-અ" મુજબ વિદ્યાપરિષદની ૩૫મી બેઠકમાં મુદ્દા નં. ૩૫.૧૫ થી થયેલ ભલામણ ધ્યાને લઈ સંચાલક મંડળે મંજૂરી આપેલ છે.

જા.નં.નકૃયુ/નિવિક/સંમં.૩૫.૧૫/ ૨૨૮૭-૨૩૬૭ /૨૦૧૬
તારીખ : ૦૫/૦૭/૨૦૧૬

R.M.
નિયામક

વિદ્યાર્થી કલ્યાણ
નવસારી કૃષિ યુનિવર્સિટી,
નવસારી

નકલ સવિનય રવાના :-

- ૧: સંચાલક મંડળના તમામ સભ્યશ્રીઓ તરફ
- ૨: યુનિવર્સિટીના તમામ અધિકારીશ્રીઓ તરફ
- ૩: તમામ યુનિટ/સબ યુનિટ અધિકારીશ્રીઓ તરફ

નકલ રવાના :

- ૧: કુલસચિવશ્રી વિભાગની બોર્ડ ઓફ મેનેજમેન્ટ શાખા તરફ (૧૦ નકલમાં)
- ૨: કુલપતિશ્રીના રહસ્ય સચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી.
- ૩: કુલસચિવશ્રીના રહસ્ય સચિવશ્રી, નવસારી કૃષિ યુનિવર્સિટી, નવસારી.
- ૪: કુલસચિવશ્રી, નવસારીની એકેડેમીક/પરીક્ષા શાખા તરફ.
- ૫: જાહેરનામા ફાઈલ.

In exercise of the power vested in Section 22(2) (xiv and xv) of the Gujarat Agricultural Universities Act, 2004 (Gujarat Act No.5 of 2004) the Academic Council may approve the following Regulations governing Constitution and bye-laws of the Students' Representative Council for the colleges of the Navsari Agricultural University

<p>1. Regulations governing Constitution and bye-laws of the Students' Representative Council (SRC) for the colleges of the Navsari Agricultural University</p>	<p>Title of the Rules</p>
<p>2. The aims and objective of the Students' Representative Council shall be as follows:</p> <ol style="list-style-type: none"> 1. To promote co-curricular activities leading the students to the intellectual, social, cultural and physical development so as to prepare them as ideal citizens. 2. To encourage sentiments if national integration and of international understanding among the students by arranging group discussion and to develop leadership through different activities which encourage dignity of labour social service, cooperation, mutual respect etc. 3. To promote social relation amongst the students as well as with the teachers. 4. To augment academic and co-curricular interest among the students by maintaining sports complex, reading room, library, hostel and other facilities. 5. To facilitate the students and enhance the attitude of the cooperation through several cooperative activities for community development. 6. To develop a sense of discipline and commitment as an educated individual towards the society. 	<p>Aims and Objectives</p>
<p>3. Membership</p> <ol style="list-style-type: none"> 1. All the under-graduate and the post-graduate students of the college shall become automatically a member of Students' Representative Council on payment of prescribed fees to the college. 	<p>Membership</p>
<p>4. Formation of SRC</p> <ol style="list-style-type: none"> 1. Selection of SRC shall be held generally within a month of the beginning of the odd semester of the academic year. 2. The notification for nomination of SRC body shall be issued by the Principal of the College two weeks prior to the date to formation of SRC. 3. The nomination forms for class representative of SRC received, shall be scrutinized by committee appointed by the Principal and final list of the selected candidates shall be notified the next day during office hours. 4. If any untoward incidence happens during the formation of SRC which is likely to disturb the peace of the college campus, the authority shall postpone or cancel the formation of SRC in part or whole. In such an eventuality the programme of formation of SRC will be declared by the authority at the appropriate time. 5. If no nomination is received for formation of SRC from the student, Principal shall manage the SRC activities with the help of Chairmen and staff advisors. In such a situation, the Principal can appoint five student members. 	<p>Procedure to be adopted for formation of SRC</p>

6. Application format for membership of SRC is given in the Annexure-I.
7. On scrutiny of the received nomination forms, the total points will be calculated considering the points for academic and extracurricular activities as mention in Appendix-II.

Note: For the first semester students, HSC result will be considered for the points for academic performance while points for participation in games, sports and cultural activities performance at secondary and higher secondary level will be considered.

5. Students' Representative Council (SRC) in the college shall be formed as under:

**Constitution &
Tenure of SRC**

1. At the beginning of each odd semester (i.e. commencement of I,III,V, VII, & IX Semester) SRC shall be formed by nomination for the Academic year. There shall be two Class Representatives nominated from each semester irrespective of number of student in a class. If there are two divisions one Representative shall be nominated from each division.
In case of Post graduate students there shall be two Representatives one from first two semester and one from the remaining semester. One additional Representative (For General Secretary) shall be nominated from the final year. There shall be two additional Lady Representative will be nominated one from undergraduate and one from postgraduate girl students.
2. Class Representative will be the monitor of the class and he/she shall be responsible to tackle problems and maintain general discipline of the class.
3. A student if failed /dropped /kept on the academic probation /conduct probation or involved in misbehavior at any time during the entire study shall not be eligible for nomination.
4. Nomination for General Secretary will be invited from the students studying in the final year of the UG course. Candidate having highest total score as per the nomination rules will become the General Secretary for the Students' Representative Council of the college. In case of equal score, the score of the last two semester only shall be taken into consideration.
5. The Principal of the college shall be the President of the Students' Representative Council.
6. The Principal shall nominate one member of the teaching staff as Chairman and Co-Chairman with five to eight other members of the teaching staff as Advisors to the Students' Representative Council.
7. The Students' Representative Council shall meet periodically
 - (a) To Select different Student Secretaries for different activities
 - (b) To approve the budget and expenditures
 - (c) To review the general policy and working of the SRC
 - (d) To finalize the various annual activities /programme
8. The constitution of SRC will be as under:
 - (1) President (ex-officio) Principal of the college
 - (2) Chairman (one member of the teaching staff as appointed by the principal)
 - (3) Co-Chairman (one additional teaching staff as appointed by the principal)

- (4) General Secretary
 - (5) Secretary and /or Joint Secretary as nominated /selected for the activity
 - (6) Five to eight teacher advisors nominated by the Principal
 - (7) The tenure of Chairman of SRC will be maximum of Three years while the tenure SRC will be one academic year
9. The Students' Representative Council shall select the student secretary to carry out various activities as under:
- i. Badminton
 - ii. Table-Tennis
 - iii. Chess
 - iv. Volleyball
 - v. Basketball
 - vi. Kabaddi
 - vii. Kho-Kho
 - viii. Weight Lifting
 - ix. Cricket
 - x. Athletic
 - xi. Cultural / Social Gathering
 - xii. Debate / Essay
 - xiii. Placement & Planning forum
 - xiv. Reading Room and TV Room

General Secretary will be the In-charge for all the activities and work under the supervision and guidance of the Chairman.

- 10. The quorum of the meeting shall be half of the number of members. If there is no quorum, the meeting shall be adjourned until the date and time when the required numbers of members present.
- 11. The meeting shall be called by the Chairman in consultation with the President. There shall be at least one meeting of the Student Representative Council in each semester.
- 12. All decision of the SRC must be approved by the President.
- 13. The Chairman will prepare agenda of the meeting and distribute to the President and members at least 48 hours before the meeting. The minutes of the meeting will be recorded by the teacher advisor as instructed by the Chairman.
- 14. The President will chair the meeting, but in his absence the Chairman will perform the duty.
- 15. A notice to call the meeting shall be put at least three days before. However, the President has power to call a special meeting.
- 16. All the proposals put before the Council shall be unanimously decided by the members present in the meeting. The Chair person presiding the meeting, however, shall have a power to cast vote in cases of dispute.
- 17. Attendance of the members in a meeting shall be recorded in a Register maintained for that purpose and the minutes of the meeting will also be recorded in same Register by the teacher advisor.
- 18. When a dispute arises regarding any matter and conduct of the meeting, the decision of the Chair person shall be final.
- 19. The Chairman shall coordinate the activities of the Council.

6. Vacancy in the Students' Representative Council

**Vacancies in the
SRC and
Committee**

In case there is any vacancy in the Students' Representative Council, it will be filled up by the Principal of the college from the waiting list of nominations received from each class on merit.

7. SRC fund account

Account

The president shall nominate any suitable staff of the college as an honorary treasurer of the council. He shall be responsible and accountable to the Chairman of the Students' Representative Council.

Annexure -I

Application form for membership of Students' Representative Council

Application for the post of _____

Name of the Student : _____

Semester : _____ Roll No.: _____

Registration No.: _____

PHOTO

Sr.No.	Item	To be filled by applicant	For Office Use
i)	Academic Performance (OGPA)	/ 10.00	
ii)	Games sports and cultural activity participation		
	a) Inter-Collegiate		
	b) Inter-University or state level		
	c) ICAR / National Level		
	d)International Level		
iii)	N.C.C.		
	a)Membership for Two Year		
	b) Under Officer		
	c) Certificate - B		
	d) Certificate - C		
	e) Camp for three to six day (each)		
	f) Camp for more than six day (each)		
iv)	N.S.S.		
	a) Membership for Two Year		
	b) One day Camp / Campaign (each)		
	c) Camp for three to six day (each)		
	d) Camp for more than six day (each)		
v)	Other Activity		
	a) Basic Rock Climbing		
	b) Advance Rock Climbing		
	c) Tracking Camp (each)		
	d) Training / Other Camp [More than 4 days (each)]		
	E) Training / Other Camp [up to 4 days (each)]		
vi)	SRC Membership		
vii)	Conduct Probation / Academic probation (Any time during study in NavsariAgri.University)	Yes / No	

Note : Attach attested copies of the certificate for each Participation. Only University Authorized Programmes during Study shall be considered.

Annexure 'II'

(A) **ACADEMIC ACHIEVEMENT** : **(Maximum 50 Points)**

OGPA of Last Semester X 5.0

(B) **SPORTS / CULTURAL / DEBATE / ESSAY etc.** : **(Maximum 30 Points)**

Sr.No.	Suggested Point for each event	Participation	First Place	Second Place	Third Place
1	2	3	4	5	6
(1)	Participation at Inter College / District or equivalent Level	0.5	2.0	1.5	1.0
(2)	Participation at SAUs / State or equivalent Level	1.0	3.0	2.0	1.5
(3)	Participation at National / All India Agril. / Zone Level	3.0	7.0	6.0	5.0
(4)	Participation at Inter-National Level	5.0	10.0	8.0	6.0

Name of event	Year of Participation	Type of Tournament	Place / Participation
1	2	3	4

NOTE :

- i) Candidate will get Points of higher position for each event at every level / Year
- ii) A candidate will get Points for the event only carried out by the university in all the extra curricular activities
- iii) The decision of the assessment committee for the interpretation regarding the allotment of Points will be final and binding to all

(C) **N.C.C. or N.S.S.** : **(Maximum 10 Points)**

(1) **N.C.C**

- | | | |
|--|---|-----|
| (a) Member for two years | : | 1.0 |
| (b) Under Officer | : | 1.0 |
| (c) Certificate 'B' | : | 2.0 |
| (d) Certificate 'C' | : | 3.0 |
| (e) Camp for Three to Six days (each) | : | 1.0 |
| (f) Camp for more than Six days (each) | : | 2.0 |

OR

(2) **N.S.S.**

- | | | |
|--|---|-----|
| (a) Member for two years | : | 1.0 |
| (b) One day camps / Campaign (each) | : | 0.5 |
| (c) Camp for Three to Six days (each) | : | 1.0 |
| (d) Camp for more Than Six days (each) | : | 2.0 |

(D) <u>Other Activity</u>		<u>(Maximum - 6)</u>
(a) Basic Rock Climbing	:	1.0
(b) Advance Rock Climbing	:	2.0
(c) Tracking Camp (each)	:	1.0
(d) Training / Other Camp [More than 4 days (each)]	:	1.0
(e) Training / Other Camp[up to 4 days (each)]	:	0.5

(E) <u>SRC Membership</u>		<u>(Maximum - 4)</u>
(i) Member of SRC for previous year (each)	:	1.0
(ii) Other accomplishment recognized by the University	:	2.0

Note:

1. Merit list will prepared based on the total score obtained by each candidate and will be approved and declared for class representative and General Secretary by the Principal
2. For first semester, HSC result will be considered for the academic points and for other activities, only Govt. authorized activities will be considered at HSC level

:- Certificate :-

I have applied for the class representative for_____ Semester to become a member of the Students' Representative council of the college. I ensure that, I shall follow all the rules & regulation of the SRC and rules of Students discipline as a Student leader for the welfare of students' activities during my tenure.

Date :

Place :

Signature of Candidate