



Ref. No. KU/2024/Reg./NH/131

Dated 25.08.2024

OFFICE ORDER

Subject: Implementation of Policy for Students' Council at Kalinga University

With the objective of promoting **student participation, leadership development, representation, communication, responsibility, and constructive engagement in institutional activities**, the **Policy for Students' Council of Kalinga University** is hereby approved for implementation with effect from the date of issuance of this Office Order.

The Students' Council shall provide an appropriate platform for students to participate in academic, cultural, sports, technical, social, and student-welfare activities and to communicate legitimate suggestions and concerns to the appropriate University authorities.

Accordingly, the following directions are hereby issued:

- 1. Constitution of Students' Council:** The Students' Council shall be constituted through election, nomination, selection, or a combination thereof, as approved by the competent authority, with appropriate student representation.
- 2. Eligibility and Representation:** Student representatives shall fulfil the eligibility criteria prescribed by the University, including satisfactory academic standing, attendance, conduct, discipline, and other applicable requirements.
- 3. Functions and Responsibilities:** The Council shall facilitate student participation in academic, cultural, sports, technical, social, sustainability, community-service, and other co-curricular activities and communicate constructive student suggestions to the appropriate authorities.
- 4. Meetings and Communication:** The Students' Council shall conduct meetings periodically and maintain appropriate records, including notices, agendas, attendance, minutes, suggestions, and follow-up/action-taken records.
- 5. Student Welfare and Grievances:** The Council may facilitate communication of genuine student concerns to the appropriate University authority. Formal grievances and sensitive matters shall be referred to the designated Grievance Redressal Mechanism, statutory committee, or competent authority, as applicable.



KALINGA UNIVERSITY

Established under Chhattisgarh Private Universities (Establishment and Operation) Act, 2005

Kotni, Near Mantralaya, Naya Raipur, Chhattisgarh, INDIA – 492101
Mob: 9303097043, Email- registrar@kalingauniversity.ac.in

6. **Code of Conduct:** All Council members shall maintain discipline, dignity, inclusiveness, mutual respect, and responsible conduct and shall comply with all University rules, policies, and applicable regulations.
7. **Faculty Coordination and Monitoring:** A Faculty Advisor/Student Council Coordinator may be designated to guide the Council, coordinate its activities, ensure compliance with University procedures, and maintain relevant records. The functioning of the Council shall be periodically reviewed by the designated authority.
8. **Activities, Finance and Review:** All activities of the Students' Council shall require prior approval from the appropriate University authority. Any expenditure shall follow approved financial procedures. The University may review and modify the structure, activities, and functioning of the Council as required.

All Deans, Heads of Departments, Faculty Advisors, Student Council Coordinator, faculty members, administrative officials, and students are directed to extend necessary cooperation for the effective implementation of the **Policy for Students' Council**.

This Office Order shall come into force with **immediate effect** and shall remain applicable until amended or superseded by the competent authority.

REGISTRAR
KALINGA UNIVERSITY
KOTNI, NEAR MANTRALAYA,
RAIPUR (CHHATTISGARH)
Dr. Sandeep Gandhi
Registrar

Copy to :

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2. Hon'ble Chancellor – For Kind Information
3. Hon'ble Vice-Chancellor – For Kind Information *for Assem*
4. Hon'ble Director General – For Kind Information *for Procmnt*
5. DAA & COE – For Information. *Di.*
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10. Chief Proctor – For Information. *for LS*
11. DSW – For Information. *for*
12. SDG Cell – For Information. *for*
13. All Teaching & Non-Teaching Staff – For Information.
14. Research Cell – For Information. *for*
15. Administrative Officer & Chief Warden/Hostel Wardens – For Information. *for*
16. Admission Department – For Information. *for*
17. University Coordinator – For Information. *for*