

# **SURENDERA DENTAL COLLEGE AND RESEARCH INSTITUTE**

His Highness Gardens, Sri Ganganagar, Rajasthan 335001

## **STUDENTS COUNCIL CONSTITUTION**

It's commonly understood that college is more than classrooms and textbooks. It's a time for discovery – personally, socially and globally. Within that context, a strong student union must be more than brick and mortar. The Student Councils of Surendera Dental College & Research institute is an elected representation of the student community. The purpose of student council is to represent fellow students. It strives to identify student related issues and help resolve them, thus building a healthy environment in the institute.

## **Objectives**

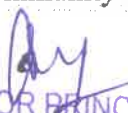
- To generate a sense of pride among the student community of being a part of the S.D.C. family
- To encourage a sense of unity and mutual respect between students from different backgrounds (social, cultural, ethnic and economic)
- To Introduce students to life-long involvement in organized dentistry and providing service, information, education, representation and advocacy
- To enhance communication between students, management, staff and parents
- To promote an environment conducive to educational and personal development
- To support the management and staff in the development of the institution
- To represent the views of the students on matters of general concern to them

## **Tenure**

The student representatives on the Council hold office for a period of one year.

## **The Student Union & Activities will provide:**

- A state of the art facility for the use of the campus
- Programs and services that meet the daily needs of our constituents
- Educational and entertainment activities to the campus community

  
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## **Organizational Principles**

The student Council shall:

- Selection of council is based on faculty preference and filter students
- Be in continuous touch with the students and the administration and act as a feedback system.
- Act as a policy making body
- If any member of student council is found defaulter in any way, he/she may be debarred from student council.


## **FUNCTIONS STUDENTS COUNCIL PRESIDENT**

1. To officially represent all the students in the Institute.
2. To identify and help solve problems encountered by 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.
5. To act as official spokesperson for the council in its relations with the students and the Institute administration.
6. To call meetings of the council and to prepare the agendas.
7. To supervise the tasks of the council members.
8. To take part in all special committees formed by the councilors.

  
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## Job Description:

<b>General Secretary and vice General secretary</b>	The role of the general secretary is to convey all the important decisions and specific messages to the heads of the committee and inculcate the rules accordingly.
<b>Cultural Head and vice cultural head</b>	He represents the various affairs related to the cultural activity in student council and help for their smooth conduction.
<b>Academic in-charge</b>	Assists in managing schedule, student payroll, rooms, and instructional supplies for workshops and other study programs. Develop and manage comprehensive academic support programs.
<b>Sports Head and sports secretary</b>	He represents the various sport related activity in the council and helps in smooth conduction of sport event.
<b>Ladies Representative</b>	She represents the various events related to women's development in the student council and help for smooth conduction of it in the institute.
<b>Literary Head</b>	He is responsible for identifying recognize encourage, develop the academic and literary skills of the students and to guide and prepare the talented students to take part in the various intercollegiate events.
<b>CreativityHead</b>	The person responsibility to build an environment for the creative team to work in and overseeing their ideas and projects.
<b>Hospitality Head</b>	He is responsible for supervising and overseeing the arrangement for guest or audience or participants.
<b>Media Head</b>	The person responsible for managing photographs of all the events, college calendars and prospectus.
<b>Social Head</b>	He is responsible for giving a boost to a student for involvement in various social activities through regular activities and winter camps.
<b>CR(8)</b>	These students represent their class in student council. These students are prime channel for communicating all students with teachers.
<b>Institutional Editor</b>	Establishing and defining policies on conflicts of interest for all involved in the publication process, including editors, staff, authors, and reviewers.
<b>Editorial Secretary</b>	He is responsible for filing, photocopying and other routine administrative tasks.
<b>Treasurer</b>	He is responsible for handling receipt, banking and protection of company funds, securities and financial products.

  
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