

Decisions of the Committee formed to devise a structure for the Student Government at DA-IICT

The following is the Final Document prepared by the Committee that was appointed to devise a structure for the Student Government. The document lists the Committees to be formed, the method of election, the number of representatives from various batches on the various Committees, some details about each of the Committees, some other decisions of relevance, and the composition of the Committee that came up with this structure. Appendix I, at the end of this document, describes the Preferential Voting System, which will be used in the elections. After the Appendix are a few questions that the Committee did not find the time to answer, and are left for the Student Government to resolve.

Committees:

It was decided that the following committees will be formed as part of the Student Government:

1. Academic Committee
2. Annual Festival Committee
3. Cafeteria Committee
4. Cultural Committee
5. Hostel Management Committee
6. Sports Committee
7. (Student members on) Placement Committee

Election Procedure

- Annual Elections will be held preferably in February/March.
- The current 1st, 2nd and 3rd year B.Tech batches will take part in the elections. In case some of the elected members from the 3rd year go out for their B Tech projects (during their one-year term of service), the respective committees may co-opt (i.e. appoint) new members so as to maintain the total strength of the committee.
- First year M.Tech., MS-IT, MS-ITA and M.Des. students will participate in the elections.
- In case of MS-IT students, their membership will be valid as long as they are on campus. There will not be any replacement when they leave for their internships.
- Elections for all Committees will be done using a Preferential Voting system: For a Committee with 'n' members from a constituency, every voter in that constituency will vote for 'n' persons, specifying these names in order of preference. In case of only one member from a constituency, the mode will automatically become a simple majority vote. The Preferential Voting system is described in Appendix I at the end of this document.
- A person can contest in elections for the next term while holding a post in the current term, as long as he/she satisfies the respective eligibility criteria.
- A person cannot hold more than one post in a term. Therefore, a person can stand for only one post in an election.
- Anyone who is **not** on either academic or disciplinary probation will be eligible for contesting in elections for all the committees, except for the academic committee (which

has additional criteria listed below).

Representation on Various Committees:

The following table shows the distribution of membership for the different Committees:

Committee	B.Tech.			MS-IT, MS-ITA, M.Des	M.Tech., Ph.D.
	1st	2nd	3rd		
Academic	2	2	2	1	1
Annual Festival	5	5	2	3	
Cafeteria	5 members nominated by the HMC + 2 (off-campus) elected members				
Cultural	3	3	3	2	
Hostel Management	Wing-wise (1 per floor per wing)				
Placement	3	3	0	2	1
Sports	2	2	2	1	1

Some Details about Committees

1. Academic Committee

The Academic Committee will act as an interface between the student community and the faculty for academic issues. All suggestions regarding academic issues will be brought to this Committee, which, after consultation within itself, will pass on the suggestions to the appropriate Institute Committee.

The student representation on the Institute academic committees will be as follows:

Undergraduate Committee (UGC) - 2 Members (1 2nd year, 1 3rd year)

Post-graduate Committee (PGC)- 2 Members (1 from MS-IT + MS-ITA + MDes and 1 from M Tech + Ph.D.)

Resource Centre Committee (RCC) - 1 Member

- To be eligible for election to the Academic Committee, the student must satisfy the following CPI criteria:
Undergraduates Minimum C.P.I. of 7.0
Post-graduates Minimum C.P.I. of 8.0
- The representatives should not have secured an 'F' Grade in any course.

2. Annual Festival Committee

- The Committee will be responsible for the organization of the Annual Festival(s) of the Institute.
- The committee will be elected as a single body. The division into sub-committees will be

left to the elected Committee.

- All contestants for the committee will be asked to mention their one/two specialized fields of interest (such as event management, sponsorship, etc.) and also state their willingness to work on any sub-committee.

3. Cultural Committee

Roles:

- To organize cultural events and competitions on campus.
- To oversee the forming of team(s) from DA-IICT for participation in other college fests and other external events. It would be the cultural committee that students would approach, when they wish to participate in cultural festivals of other colleges.

One girl member will be co-opted to the Committee in case none gets selected through the election process.

4. Cafeteria Committee

- The Cafeteria Committee will be responsible for all functions related to the Cafeteria, which will include: decisions regarding menus and prices, maintenance of health and hygiene in the kitchens as well as the eating areas; etc.
- Though partially nominated by the HMC, the Cafeteria Committee will be a completely autonomous body.
- The Cafeteria Committee may possibly include 1-2 members from the faculty and non-teaching staff, in addition to the student members mentioned in the table given above.

5. Sports Committee

Role:

- To organize various sports related activities and competitions on campus.
- To collaborate with external entities to promote sports in DA-IICT and our relations with other colleges.

One girl member will be co-opted to the Committee in case none gets selected through the election procedure.

6. Placement Committee

The details of this Committee are described in the Addenda below.

7. Hostel Management Committee:

Roles:

- Enriching hostel life, ensuring proper residential facilities in the hostel, reporting all maintenance-related complaints to appropriate personnel, and following up on these

complaints until the work is satisfactorily completed.

- The HMC will also have the authority to make decisions relating to hostel life, and ensure their implementation on behalf of the residents of the hostel.

8. Student Government

- The Student Government will comprise of all the elected members of all the committees.
- It will elect a speaker for itself so as to co-ordinate its meetings and other activities.
- It will meet in its entirety to decide the budget and approve the calendar for the year.
- All the committees will submit their activity reports and financial statements to the Co-ordination Committee at least once every semester (?)
- It will be responsible for resolving any inter- or intra- committee conflict.
- It will be empowered to take up responsibilities which it feels are not being addressed by any other committee.
- It will act as a forum where students will be able to put forward their suggestions and complaints regarding the student government.
- It will provide checks and balances for all committees.
- The Student Government will form a **Core Committee** consisting of the conveners of all committees.
- The Core Committee will meet frequently to ensure proper co-ordination of the activities of all the committees. It will have the responsibility of preparing the overall annual budget and the annual calendar for all student activities, and presenting it to the Coordination Committee, for the latter's approval.

Other decisions

- It will be recommended to the Director that two members of the Academic Committee be appointed as student representatives to the Website Management Committee.
- A Disciplinary Committee should be appointed for handling discipline issues among the student body. It was felt that this body should not be an elected body. The exact method of formation of this Committee was not discussed, and is left to the Director of the Institute.
- Student Clubs will maintain an independent status. But they will be registered with the Student Government, and provide a mandate and statement of purpose to the latter.
- There was a proposal to form a General Affairs Committee that would handle certain miscellaneous jobs (such as publicity, external affairs, etc.). Finally, though, the idea was not approved, as its responsibilities could not be clearly defined. It is left to the Student Government to revisit the idea of forming a General Affairs Committee sometime in the future, if and when it feels the need.

Appendix I

Preferential Voting Scheme

Let the number of members to be elected from a constituency be n and let the total number of candidates standing for these n positions be x . Each person of that constituency will vote

for a maximum of n out of these x candidates, specifying the order of preference among the candidates voted for. Counting will be done as follows:

Make a table with x columns – corresponding to the number of candidates

Count the number of first preference votes received by each candidate and enter them in the first row.

$p=x$

$r=1$

While ($p>n$) {

(Let the m^{th} candidate be the one who has received the least number of votes in row number r)

Remove the m^{th} candidate

$r = r + 1$

Count the next preferences of those who had voted for the m^{th} candidate, add these votes in the remaining ($p-1$) columns and enter the sum in the r^{th} row.

$p = p - 1$

}

The n candidates remaining at the end of the above process are the elected candidates.

ADDENDA

1. Student Representatives' role on the Placement Committee

Developing a Placement Policy

Students' inputs through their Representatives to decisions regarding placement policies & procedures.

Students' inputs in structure of the Institutes placement committee .

Information Cell

1. Collecting and collating information for dissemination to potential employers of their interest (about the different core & elective courses offered in different institute programs).
2. Maintaining the database of the companies [website search / directories etc.]
3. Which companies should be newly targeted and which have to be followed up for coming placement session.
4. Gathering information about these companies about their work areas/ projects and what skill –set these companies would like to have in the students of the institute.
5. Maintain website of placement activities.
6. Regularly informing all placement related info. to all the concerned students by e-mails / phone call .
7. Maintaining database of Alumni.

Logistic Management

1. Help making telephone calls to the companies while contacting them.

2. Arrangements of seminar room / class room / LT for PPT.
3. Arrangement of things like LCD etc. and testing it beforehand .
4. Escorting the industry people from gate.
5. Providing help in test process like invigilation, paper distribution.

2. The Preferential Voting system

Many students have expressed concern about the workings, and the impartiality, of the preferential voting system. A lot of thought went into deciding on this system of voting, and in the opinion of the Committee that made this decision, this system is the most impartial, while still maintaining the democratic spirit of the election process. So let us adhere to this process, and see how it works. If there is widespread unhappiness about it (which, I think there will not be), then we can re-consider this system for next year.

3. The Cultural & Sports Committees

Questions were also asked about the need of the Cultural and Sports Committees.

The Cultural Committee is envisaged to organize cultural events on campus throughout the year, and therefore it has a vital role to play in creating a culturally rich atmosphere on the DA-IICT campus. It may also become active in facilitating participation of DA-IICT in other collegiate cultural festivals.

The roles of the Sports Committee have blurred somewhat with the flourishing of various sports clubs. The relationship between the Committee and the clubs will have to be worked out by the newly elected Committee, in consultation with the clubs, and the involved faculty. (The same perhaps goes for the Cultural Committee). Yet, the Sports Committee is certainly going to play a key role on the campus.

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Some questions to be answered at a later time:

- What are the necessary checks and balances to be put in place?
 - What would the procedure be for formalizing mechanisms for the amendment of the constitution of the student government in future?
 - How much will the proposed model depend on “volunteers” and what will be the incentive for them to work?
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