



KALASALINGAM
ACADEMY OF RESEARCH & EDUCATION
(DEEMED TO BE UNIVERSITY)
Under sec. 3 of UGC Act 1956. Accredited by NAAC with "A" Grade



THE Impact Ranking 2026



16.2.2 Students' union

The establishment of student unions is acknowledged and facilitated by KARE

Director student affairs supervises the democratic process of Student Council elections in every year. The faculty representatives are determined by the representatives elected by each department. From the faculty representatives, the Student Council's elected chairperson is selected. KARE recognises the autonomy of students to establish student unions.

Creating a Students' Union (Peace, Justice, and Strong Institutions) in a university setting is an excellent initiative. It focuses on promoting peace, justice, and inclusive institutions, and a university student union dedicated to this goal can be an effective platform for advocacy, education, and action.

- The **hostel management committee**, comprising student members plays an active role in formulating various hostel policies leading to the comfort of inmates.
- **Class committee** comprising student members and faculty helps the department in efficient deployment and utilization of its resources and time. Students' Council further strengthens the process of decision making by providing timely suggestions.
- **Alumni Association** contributes its might in various policy making committees such as curriculum review, placement training, IQAC etc.,
- All the departments are having the practice of conducting the **parent teacher meetings** once in a semester. The feedback from parents will take into account for improving teaching learning process.

- Various statutory and non-statutory committees such as **Board of studies, Anti-ragging, Grievance redressal, Gender equity cell, Library committee, Women empowerment cell**, etc., contribute towards framing of policies and **SoPs** as prescribed by AICTE/UGC.

Student Council Standard Operating Procedure:

POLICY ON STUDENT COUNCIL

(SCP-2015-V1)

KARE/ SCP/ 2023/ 02



**KALASALINGAM ACADEMY OF RESEARCH AND
EDUCATION**

Under Sec.3 of UGC Act 1956

Anand Nagar, Krishnankoil-626 126, Srivilliputtur (Via), Tamilnadu, India

**KALASALINGAM ACADEMY OF RESEARCH AND
EDUCATION**


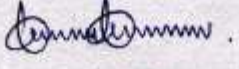
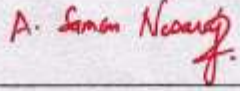
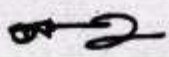
Under Sec.3 of UGC Act 1956

Anand Nagar, Krishnankoil-626 126, Srivilliputtur (Via), Tamilnadu, India

Policy CreatedYear :2015

RevisedYear :2023

Policy Preparation and Verification Team

Prepared by	Mr. S. J. Kabilan Asst. Prof. / Biotech	
Reviewed by	Dr.S.P.Balakannan Asso. Prof. / IT	
Recommended by	Dr. A. Samson Nesaraj Director – Student Affairs	
Approved by	Vice Chancellor	

2. The roles and responsibilities of student council are:

- 2.1. Managing and governing student needs at different levels of the institution.
- 2.2. Advising the students on the progress of academic programs and student-learning experiences to express their opinion to the administrative bodies of the Institution.
- 2.3. To organize co-curricular, extra-curricular and recreational activities for students.
- 2.4. To organize an activity or an event to recognize the efforts of students involved in organizing Institute activities.
- 2.5. To put forward activities to the Institute management that would improve the quality in the campus.
- 2.6. Student council has to ensure pleasurable impression for smooth conduction of academic activities in the Institute premises.
- 2.7. To actively take part in the activities like Technical and skills development programs, assessments, Group Discussions and Mock Interviews that helps them to get placed in reputed corporate companies.
- 2.8. To engage actively in extra-curricular activities like outreach programs, community development, Sports and Cultural events.
- 2.9. To assist the faculty members for personal counselling that help the students to identify their problems in the academics.
- 2.10. To promote energetic participation of students in achieving ragging-free, plastic-free campus.
- 2.11. To ensure the residential student's academic, health and safety.

3. Members of the Students' Council would be encouraged to actively participate in the following committees:

- 3.1. Green Army
- 3.2. Library Committee
- 3.3. Sports Committee
- 3.4. Internal Quality Assurance Cell (IQAC)
- 3.5. Anti-Ragging Committee
- 3.6. Internal Complaints Committee
- 3.7. Grievance & Redressal Committee
- 3.8. Innovation and Entrepreneur Development Cell (IEDC)

- 3.9. Hostel Committees
- a) Sports committee
 - b) Library committee
 - c) Mess committee
 - d) Discipline committee
 - e) Maintenance committee
 - f) Audio & Video committee

4. Role of the President of the Students Council:

- 4.1. Presides over the Council and Executive meetings.
- 4.2. Ensure that the council members are fulfilling their duties.
- 4.3. Represent the student council at National and International events and other meetings. Promote and maintain good relationship with other members as well as representatives.
- 4.4. To call meetings of the Council and to develop the agenda.

5. Role of the Vice President of the Students Council:

- 5.1. Coordinate all the activities for obtaining Inputs and suggest extra inputs in consultation with the students.
- 5.2. Submit the feedback of the students' committees to the Vice Chancellor through the Dean-Student Affairs.
- 5.3. Handle student issues and concerns-both academic and non-academic.
- 5.4. Chair the Clubs Committee meetings.

6. Role of the Student Secretary of the Students Council:

- 6.1. Communicate ideas from the student body to the Council.
- 6.2. Distribute minutes of meetings to all the classes about the results of Council action.
- 6.3. Prepare and maintain the student body files.

STANDARD OPERATING PROCEDURE

1. The Student Council would be headed by President, Vice President and Secretary.
2. President, Vice President and Secretary would be selected by the members of Student Council.
3. All the heads of Students Council will address the council members during the committee meeting.
4. Student Council members will be the representatives from each class by the selection.
5. In Student Council, One Teaching and one Non-Teaching faculty member also will be the members. These Teaching and one Non-Teaching faculty member will be selected by the Dean, Student Affairs.
6. The council meets twice in a year. All the council members will be informed to attend the meeting to discuss mainly about Academic, Infrastructure, Residential and General.



Vice-Chancellor

Name: Dr. S. Narayanan

Dr. S. NARAYANAN

Vice - Chancellor

Kalasalingam Academy of Research and Education

(Deemed to be University)
Anand Nagar, Krishnankoil - 626 126.

Copy submitted to the Chancellor & Vice Presidents - for the favour of information

CC to: Registrar, Controller of Examinations, Directors and Deans

CC to: All HoDs with request to circulate among Faculty members and Web Admin

Sample Recruitment circular for Club Coordinators:



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School of Computing

Department of Computer Science and Engineering

DATE:13/12/2023

Circular

Recruitment of OWASP KARE & CyberNerds Board Members

Dear Students,

We are pleased to inform you that our institute is a part of the OWASP Local Chapter. OWASP Local Chapters build community for application security professionals around the world and Joining the OWASP Kare and Cyber Nerds College Club offers students hands-on learning, skill development, networking opportunities, industry exposure, and a collaborative environment to enhance their cybersecurity knowledge and career prospects.

We are looking for enthusiastic and dedicated individuals in 2nd year who are interested in taking on a leadership role within the chapter. The ideal candidates should have excellent communication skills, be able to work collaboratively with others, and have a strong interest in technologies.

The Available Roles are as follows:

- | | |
|--|----------------------|
| 1. Secretary | 5. Web Development |
| 2. Treasurer | 6. Social Media Lead |
| 3. Event Coordinator | 7. Technical Lead |
| 4. Public Relations and Communications | 8. Content Creator |

Please submit your details through the Google Form before 15-12-2023, 6:00PM. All applications will be reviewed by the OWASP KARE Club & CyberNerds Committee And shortlisted candidates will be invited to an interview.

For Further Details Contact:

Faculty Coordinator:

Dr. K. Vivekrabinson

Mr. K. Venkatesh

Student Coordinators:

Nipun Negi (+91 80822 20238)

Faizan Manzoor Mir (+91 60052 65141)

Praveen Kumar A (+91 9646475449)



Scan to register

<https://forms.gle/2frp5PRk6NmKoZ1Y7>

Dr. K. Vivekrabinson
13/12/23

K. Venkatesh
13/12/23

HOD(CSE)
14/12/23

