

# **KRUPANIDHI INTERNATIONAL STUDENTS COUNCIL**



**KRUPANIDHI GROUP OF  
INSTITUTIONS**

12/1, Chikka Bellandur, Carmelaram Post,  
Varthur Hobli, Sarjapur Road,  
Bangalore – 560 035.

## Objectives

1. Empowering international students in using their knowledge and capacities for the benefit of KRUPANIDHI GROUP OF INSTITUTIONS.
2. Providing a forum for International Students of KRUPANIDHI GROUP OF INSTITUTIONS to discuss topics related to individual, education and science to formulate policies from such discussions.
3. Promoting and facilitating professional and scientific exchanges as well as projects and extracurricular training for International students, thereby sensitising them to other cultures and societies and their concerned problems.
4. Providing a link between members, International students' associations and international organisations, and to encourage cooperation between them for the ultimate benefit of KRUPANIDHI GROUP OF INSTITUTIONS.

## Outcomes

1. International students engage in activities and improve leadership quality
2. Service to all the international students of KRUPANIDHI GROUP OF INSTITUTIONS
3. Associate and cooperate with international organizations for the benefit of international students of KRUPANIDHI GROUP OF INSTITUTIONS

## COMMITTEE MEMBERS

- |                          |  |
|--------------------------|--|
| 1. Mrs. GEETHA NAGPAL    | Vice chairperson                       |
| 2. Ms. Neha Nagpal       | Executive director                     |
| 3. Mr. Akash Nagpal      | Executive director                     |
| 4. Dr. Samuel Paul Isaac | Director                               |
| 5. Prof. Karvekar        | Director of Academics (Pharmacy)       |
| 6. Prof. Mallya          | Director of Placement (Pharmacy)       |
| 7. Mr. Narendra          | Registrar                              |
| 8. Dr. Badrunnisa.S      | QMS/ISO/NAAC Coordinator               |
| 9. Ms. Rimpui            | PRO/International students coordinator |
| 10. Riju Pathak          |  |

# Structure of the council

To be able to work together, the International student council has created an organizational structure, which facilitates the flow of ideas and enables the development of activities.

Council composed of International students' Association from 27 different countries, under Krupanidhi International Students Council (KISC). All the activities of KISC are organized by the international students of KISC.

## **Enrolment:**

The international students have to enroll for the KISC with the nominal enrollment fee to be a member of the council, however new students have to pay the enrollment fees during the admission process.

Only Enrolled students have all the right to solve their issues through council and also participate in any of the events organized by KISC

## **Serve as a positive example**

One of the most important duties of an International Student Council member is to serve as an example for members of the student body. Members are usually required to be in good standing in their classes and they must strive to avoid behavioral issues during and after college hours. Generally, they are expected to be helpful, courteous, and positive during college hours.

## **Provide an open forum**

A major duty of student council members is to provide a forum where other students can raise problems and questions about their issues/problems and act as a liaison between the student body and faculty or administration. If a student raises an issue with the student council, members are responsible for discussing the issue, making a recommendation, and bringing the problem and potential solutions to the Management committee.

## **Organize events**

The student council is often responsible for organizing events that promote college spirit and leadership, such as pep rallies, cultural events, intercollegiate competitions, cultural extravaganza of various countries conferences, workshops etc., or college carnivals etc., They must choose a date, find a location, and secure funding. For the event, they must recruit volunteers, set up the area, and run the event, ensuring that everything goes as planned and dealing with problems as they crop up. All such activities must be approved by the management committee.

## **Service**

Members of a student council often participate in service projects. They might volunteer at a local community clean-up, sponsor organization beautification efforts, or organize a food drive at college. It is up to council members to identify the area where they can be of most help and to form a plan to serve other members of the community.

## **Fundraising**

International student councils have the responsibility of raising funds for council activities. During meetings, council members will brainstorm ideas for different fundraisers.

### ***The Student Council and the committee***

1. A committee shall establish and maintain procedures for the purpose of informing students in organization of the activities.
2. A committee in organization shall encourage and help students to set up a Student Council and shall assist a Student Council when established.
3. A committee shall draw up rules for the establishment of a Student Council which shall provide for the election of members and the dissolution of a Council. The rules should be in line with the guidelines issued by the management committee.
4. Finally, a Board will have a role in considering the rules governing meetings of the Student Council, and the conduct of its affairs.

### ***Key functions of Student Councils***

The functions and activities of a Student Council should support the aims and objectives of the Council and promote the development of the organization and the welfare of its students. In planning and undertaking activities during the course of the academic year.

There is a wide range of activities of benefit to the organization community which a Student Council may wish to undertake, some of which are outlined below:

#### ***Representing the views of the student body to the management***

It involves talking and listening to the student body, considering their views and concerns, and discussing these with the management on behalf of the students.

#### ***Promoting good communications within the organization***

Improving communication within the organization is a shared responsibility and a Student Council can contribute to this process. Making presentations at management committee meetings to keep informed of activities, keeping a Student Council notice-board or organizing a regular newsletter are just some ways the Council can communicate with the students of Krupanidhi Group of Institutions, management and staff.

#### ***Supporting the educational development and progress of students***

A Student Council can contribute to the learning environment for students in the organization by, setting up study groups for students helping them to pass the subject/course or various academic and non academic clubs, or organizing activities, such as language clubs.

#### ***Assisting with induction and/or mentoring for new first year students***

Starting any degree course is a challenging new experience for 1st Year students. A mentoring program where senior students help new students to find their feet which can help their integration into the organization community.

#### ***Assisting in sports and cultural activities***

Student Councils can assist in organizing and developing sports and cultural activities within the college/intercollegiate, including, for example, sports days and drama or musical events.

#### ***Assisting with or organizing fund-raising events***

Student Councils can organize events both within the organization and involving the wider community, for the purposes of raising funds for council activities.

# **Establishment and dissolution of Student Councils**

## ***Establishment of the council:***

Management/ committee decided to establish the council and encourage international students for the nominations for the said post, the last date of nomination and the election date is decided by the committee. Further rules, regulations and procedures for the council is set by the committee

## ***Size and Composition of a Student Council***

The council includes president, general secretary and treasurer along with ten executive members. The five executive members will be appointed by various departments of KRUPANIDHI GROUP OF INSTITUTIONS However president, secretary, treasurer and other five executive members will be elected by the international student body.

## ***Constitution***

The Student Council may make rules governing its meetings and the business and conduct of its affairs, but it shall consult with the Board of Management/committee before doing so.

## ***Procedures for filling a vacancy in the Council***

Where a vacancy arises for any reason on the Council, the committee along with the president of the council decides on who will serve as the year representative for the remaining term of office or to hold the election of a candidate.

## ***Removal of a Member***

The Student Council may remove any member or officer of the Council for a continuing failure to attend meetings of the Student Council, or for demonstrated lack of commitment to the purposes of the Student Council, or for stated misconduct. Such a decision will be taken on the basis of a majority vote of the Council. The member or members shall be given adequate notice of the proposal, the reasons therefore and an opportunity to present their case in advance. The Board of Management/ committee on its own initiative may remove a member from the Student Council for stated misconduct.

## ***Dissolution of a Student Council***

The Board of Management/Committee will dissolve a Student Council after the expiry of Council's term or, in exceptional circumstances, before the expiry of term.

Dissolution will happen only in specified circumstances and on grounds of a significantly serious nature, such as:

1. Significant number of the Council members have been involved in a serious breach of the organizational code of behavior.
2. Where serious irregularities have occurred in the election of the Council.
3. Where the activities of the Council have endangered the welfare of staff or students of the organization.
4. Where serious financial irregularities have occurred.
5. Council members will be terminated if he/she violates any of the FRO rules and regulations or his/her visa expired and not renewed or illegally overstayed without renewal of his/her RP (residential permit) or has been served notice from FRO for any of violations.

Prior to making a decision the Board/committee will consider the views of the principal/staff and the international students of the organization. Notice will be given to the Council, and the reasons for the dissolution will be clearly explained. The Student Council will be given the opportunity to appeal the decision to the Board of Management/committee.

## **Work of the student council**

The Student Council as a whole has responsibility for:

- Working with the staff, Board of Management/committee in the organization
- Communicating and consulting with all of the students in the organization
- Involving as many students as possible in the activities of the Council
- Planning and managing the Council's program of activities for the year
- Managing and accounting for any funds raised by the Council

### ***Planning and Managing the Work***

While the Student Council members all have a part to play in the activities of the Council, not all can or need to be involved in organizing the work. It is for this reason that the Council should appoint officers. It may also decide to establish subcommittees.

## ***The role of the Officers***

### **President**

The president is responsible for presiding over meetings of the Council. The president, with the Secretary, prepares the agenda for each meeting and, where necessary, signs the minutes.

### Vice president

- Deals with specific operations of each department or branch
- Makes plans, to make council run smoothly
- Reporting to president
- Reporting ideas from president to general secretary to other members
- They should understand both long term goals of organization as a whole and specific resource of departments

### **Secretary**

The Secretary, with the president, prepares the agenda for each meeting and the Secretary then circulates it to all the members of the Council either in advance of the meeting or at the start of the meeting. This will involve consulting with the other Council officers in order to decide what will be included on the agenda. All agendas should include a provision for '**Any other**'; this allows Council members to raise a matter for discussion in the event that it has not been included on the agenda. The Secretary also keeps a record of Council meetings and any decisions taken by the Council (the minutes). If necessary these minutes can be circulated to all members of the Council either with the agenda for the next meeting or at the start of the next meeting. The Council can be given the opportunity to make any changes to the minutes before they are signed by the president.

### **Treasurer**

The Treasurer is responsible for managing any funds raised by the Student Council and should keep a complete account of all income and expenditure of the Council. Advice and assistance in this regard may be provided by the management committee. The Treasurer should provide the Council with a complete financial report at the end of the year. As a general rule any payments made by the Treasurer should be countersigned or endorsed by another member of the Council and management committee.

### Academic secretary

- Maintain master calendar
- Supervise students worker
- Conduct workshops
- Manage departmental budgets
- Coordinate events and arrange programs by scheduling classrooms and meeting rooms

### Students Relation and Public relation

- Planning publicity strategies and campaigns
- Dealing with enquiries from public and related organization
- Organizing exhibitions, tours and visits
- Staying with people and budget to know ideas from them

### Sports secretary

- Manage courses and events
- Make the lists of events
- Organizing sports for fun and competition
- Make rules for sports
- Form a sports team

### External and Internal secretary

- Monitor planning and ensure that mandatory documents are delivered and forwarded to relevant holders
- Take care of site visit logistics
- Familiar with all institutions
- Support the committee but keep your independent role
- Share relevant information with other secretaries
- Make good bonding within and out of campus

### Information secretary

- Shall responsible for maintaining updated content on students council
- Responsible for publicizing the affairs of students council
- Will work closely with secretary and president to ensure that all meeting and agendas are made public in time

### Cultural secretary

- Will look after organizing various events in the cultural domain for the general students
- Ensure the students to showcase their talents and engagements apart from their academic routine
- Coordinate activities of various students run clubs, such as music club, dance club.
- Responsible towards participation of students intercollegiate events
- Make sure students have avenues for students to have fun and explore their talents
- To plan and schedule cultural events

The joints of various fields, work closely with their secretary and make the plans and events successful, making sure that students feel like they are home though are actually on a foreign land.







