



COTTON UNIVERSITY

Panbazar, Guwahati-781001, Assam, India

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Ref. No.: CU/REGOFF/2017/017/ 4838

Date: 07th May, 2022

NOTIFICATION

The 24th Executive Council in its meeting held on 1st May, 2022 vide Res. No. EC/2022/24/04 has accepted and approved the **“Rules/Guidelines for electing students members from each Faculty to the Students’ Advisory Council”** of CU.

It is notified for general information that “Rules/Guidelines for electing students members from each Faculty to the Students’ Advisory Council” will comes into force with immediate effect.

[Signature]
7/5/22
Registrar

Memo. No.: CU/REGOFF/2017/017/ 4839-43

Date: 07th May, 2022

Copy for information to:

1. PS to VC for kind information of Hon’ble Vice Chancellor, CU.
2. All Deans/ Officers/ HoDs/ Section Heads for information.
3. CSM to upload the notice in CU Website with the rules/guidelines.
4. Notice Board
5. Office File

Cotton University

Rules/Guidelines for electing student members from each Faculty to Students' Advisory Council:

(Approved by EC vide Res. No. EC/2022/24/04)

Preamble: In the exercise of the power conferred by the Section 27 of the First Statutes of Cotton University (vide Sections 35 and 36 of the Cotton University Act, 2017), the following rules have been framed for electing student members **from each teaching Faculty to Students' Advisory Council**, Cotton university.

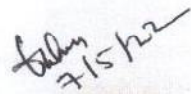
Title: These rules shall be called "The Cotton University Students' Advisory Council Election Rules for Student Members, 2022.

Commencement: These shall come into force from the date of Notification.

Application: These shall be applicable to student member election to the Student' Advisory Council (SAC) as per the provision of the First Statutes of Cotton University and as amended from time to time.

Definitions:

- (i) The University means Cotton University, Guwahati, Assam
- (ii) SAC means Students' Advisory Council, Cotton University
- (iii) The Statutes mean the First Statutes of Cotton University or as amended from time to time.
- (iv) The State means the State of Assam.
- (v) The Faculty means the Faculty of the teaching Departments/Centres of Cotton University as defined in the First Statutes or as amended from time to time.
- (vi) Faculty PCM means Faculty of Physical, Chemical and Mathematical Sciences.
Faculty ESC means Faculty of Earth Sciences
Faculty HSS means Faculty of Human and Social Sciences
Faculty LSC means Faculty of Life Sciences
Faculty LLL means Faculty of Languages, Literature and Linguistics
- (vii) CR means Class Representative.
- (viii) FEB means Faculty Electoral Body


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1. Number of Members and their Eligibility Criteria:

Five student members (one student from each teaching faculty) are to be elected by the students of the University from amongst themselves:

- (i) Provided that a student to be elected must have been a student of the University for at least one year prior to her/his election;
- (ii) Provided further that **no** student who has taken more than one year in excess of the period prescribed for the programme of which s/he is a student, would be eligible for such election;
- (iii) A student member shall cease to be the member of SAC if s/he fails to pass at the next University examination.

2. Election Procedure:

2.1 Election of a student member from each teaching Faculty to Students' Advisory Council (SAC) shall be conducted in the following **two-step** procedure:

2.2 Election/Selection/Nomination of Class Representative (CR):

- (a) The respective Heads of Departments (HoD) shall notify a date as per guidelines/notification from the Office of the Registrar to elect/select/nominate a CR. This process shall be conducted with the help of his/her colleagues.
- (b) One regular student per Semester (PG degree/Core Subject in case of UG degree) from each Department shall be nominated as a Class Representative by the regular students of aforesaid Semester of the aforesaid Department to which the nominee should belong.
- (c) Such nominee should not be an elected member of the current CUSU /The Court of CU.
- (d) Nominee should not have any financial liabilities to the University.
- (e) The nominee is expected to be a consensus candidate of the class. If the class cannot come to a consensus then the HoD shall adopt the procedure of taking votes on slips keeping secrecy.

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2.3 Election of the Members to the Students' Advisory Council (SAC):

- (1) All Class Representatives (CR) of UG and PG classes of a teaching Faculty shall constitute a Faculty Electoral Body (FEB). eg., FEB(PCM), FEB(ESC), FEB(HSS), FEB(LSC), FEB(LLL).
- (2) Respective FEBs shall elect a member for each FEB from amongst themselves to SAC. The member should satisfy the following criteria:
 - (a) He/she should be a regular student in the 2nd/3rd year of the Program.
 - (b) His/her age should not exceed 24 years on the date of the Notification for election.
 - (c) S/he should not have any academic arrears. The academic arrear shall include the students who have dropped from any end semester examination or are required to clear any back paper. The CGPA of his/her previous semesters should be 8.00 or above in core subject /all subjects.
 - (d) The candidate shall not have any previous criminal record and/or s/he should not have been subject to any disciplinary action by the University.
- (3) The respective FEBs shall cease to function automatically once the respective members are elected to SEC.

3. Tie Break: Tie in election among contesting candidates shall be broken by the following criteria in sequence:

- (a) Candidate having the highest percentage with three decimal points in HS Final or equivalent examination shall be the winner.
 - (b) After application of (a) if a tie still exists, candidate having highest percentage with three decimal points shall be the winner.
 - (c) After application of (a) and (b), if a tie still exists, then the candidate whose Date of Birth is the earliest, shall be the winner.
4. **Term of Office:** One year from the date of his/her membership certificate or till the date of his/her final examination whichever is earlier.
5. **Removal of difficulties:** For any discrepancies, ambiguities, disputes, the decision of the Hon'ble VC of Cotton University shall be final and binding on all concerned.

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Subam 7/15/22
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