

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Student's Council in SIBACA

SIBACA has its student's council where in there are student representatives from MBA 1st year as well MBA 2nd year, under the name of SIBACA Student's Council (SSC). The student representative actively takes part, suggests and contribute in administrative work of the institute by means of developing an effective communication between students and the institute.

Members of SIBACA Student's Council generally have

- 1) HOD Admin
- 2) HOD Academic
- 3) Office Superintendent
- 4) Activity Coordinator Faculty
- 5) Student Representative Members (Sports, Cultural, IV, Activity coordinator, ICC, CDC, Hostel & Mess Committee, Class Representatives etc.)

The new student representatives are elected unanimously among the MBA first year students, while the second year representatives are continued from first year representatives group. The SSC comprise of 6 student members (3 each from first & second year) selected based on following criteria;

- 1) Good communication skills (verbal and written)
- 2) Planning & Organizational skills
- 3) Problem solving & Reasoning skills
- 4) Interpersonal skills
- 5) Ability to give constructive suggestions and appropriate solutions

Objectives of the SSC members:

- 1) Organizing and participating in the meetings along with the faculty members from the council, at least once in a month preferably 3rd Wednesday
- 2) To work as a conduit between students and college administrators
- 3) To serve as liaison in bringing any issues/suggestions/feedback to the administration at meetings

- 4) To relay key messages from the administration to the students (College also forward such important messages through formed whatsapp group as well as through official email)
- 5) To bring to the notice any administrative related issues, activity related issues or infrastructure related issues to the institute administrative body.
- 6) To suggest, develop and implement solutions to problems related to campus life.
- 7) To collaborate with students to coordinate events to enhance students communication opportunities

Role & Responsibilities of Institute:

- 1) Active participation of students and the representatives for organizing and conducting the activities at institute, campus level and providing the necessary support.
- 2) To bring to the notice of the council through class representatives any issues related to academics or resources within classroom, for smooth conduction of classes.
- 3) The members shall bring the ideas, interests, and concerns of his/her classmates to the meetings, so that such ideas can be incorporated for fullest participation of students in academic as well administrative activities.
- 4) The council members will also participate in formulation of a framework for implementation of the Council's policy in a way that is encouraging to its objectives benefiting to the students as well as the institute.
- 5) The council members will also encouraged to submit proposal of an action plan for activities of the Students Council covering cultural, social, co-curricular, sports, and other management events.
- 6) The council members are also responsible for consideration of student issues and proposal of appropriate solutions and submittal of the same to the authority of the institute through the council members.