



TEERTHANKER MAHAVEER UNIVERSITY

(Established under Govt. of U. P. Act No. 30, 2008)
Delhi Road, Moradabad (U.P)

Phone No.:	9520966404	Email :	jointregistrar@tmu.ac.in
Ref. No :	TMU/R.O./2024-25/Adm/082	Date:	16/01/2025
SOP No :	24.0	Issued By:	Joint Registrar
Total Pages :	06	Approved By:	Vice Chancellor

Standard Operating Procedure (SOP)

TMU STUDENTS' COUNCIL

Introduction

The TMU Students' Council serves as the cornerstone of student representation and advocacy within the University community. Committed to fostering a vibrant and inclusive campus environment, the Council acts as a bridge between students, faculty, and administration, ensuring that the collective representation student body is heard and valued.

Comprised of selected and appointed students Council promotes active participation in academic, cultural, and social initiatives, creating opportunities for personal growth and development. Its core mission is to enhance the University experience by addressing student needs, organizing events, and spearheading initiatives that reflect the diverse interests and aspirations of the student community.

The Student Council works tirelessly to build a sense of belonging and unity on campus. By organizing enriching programs, from cultural festivals and academic workshops to community service projects, it nurtures a spirit of collaboration, creativity, and civic responsibility.

Vision

"To serve as a dynamic platform that empowers students to actively engage, collaborate, innovate and promote a vibrant campus community that values Inclusivity, Leadership and Holistic Development."

Mission

- To empower students to lead with Integrity, Creativity and Collaboration.
- To foster inclusivity and celebrate diversity to build a united community.
- To organize impactful initiatives for personal, academic, and professional growth.
- To act as a bridge to amplify student voices and address their concerns.
- To drive meaningful change within the university and beyond.

1. Objectives

- 1.1 To represent the collective voice of students ensuring their active involvement in the University activities.
- 1.2 To promote students representation in University Cell / Committees (if required) and ensure active participation in co-curricular and extracurricular activities.
- 1.3 To develop Leadership, Teamwork, and Organizing Skills among students.
- 1.4 To work in collaboration with faculty members, administrations to address students



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concerns and contribute constructively towards University Policies and initiatives.

2. General Instructions for Students Representatives in the Council:

- 2.1 The tenure of all office bearers shall be one academic year.
- 2.2 Students must have a minimum 7.5 CGPA/Equivalent in last two semesters/previous year.
- 2.3 Candidates must not have any disciplinary actions or pending inquiries and not detained from examinations due to shortage of attendance.
- 2.4 Student should be enrolled in a full-time program at TMU.
- 2.5 The adequate representation of female students is encouraged in the Council.
- 2.6 Council members must adhere to the code of conduct of the University and uphold its values.
- 2.7 Misuse of position or unethical behavior will result in removal from the Council.
- 2.8 The office bearers of the Students' Council shall hold a meeting at least once per semester.

3. Structure of the Council

The Council shall include the following positions:

3.1 Faculty Committee:

Faculty Committee would be responsible for the selections of Students Council, Liaison with Students' Clubs, College authorities such as Deans/ Principals/ HODs and University central authorities. It will also guide, mentor and review activities and decision-making processes of the Council. It will collect feedback from students and faculty time to time for continuous improvement of Council activities. (Annexure-01)

The constitution of Faculty Committee would be as under:

Dean Students' Welfare	Chairperson
Dean/ Associate Dean Academics	Member
Dean/Principal – One (Nominated by Vice Chancellor)	Member
Associate/Assistant Dean Students' Welfare	Member Secretary
Any three persons shall form the quorum.	

3.2 The following would be the constitution of Students' Council

1. Captain
2. Vice-Captain
3. General Secretary
4. Joint Secretary
5. Secretary of the each Students' Club- Member Ex officio
6. College Representatives- Member (As per following table):

S. No.	Strength of the College	No. of Nominee Members
1	Up to 500	1
2	501-1500	2
3	More than 1500	3



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(The nominations shall be forwarded by the concern Dean/Principal of the College in prescribed format to the DSW office. The preference shall be given to the topper student of the previous year with maintaining the gender equity). (Annexure 02)

4. Selection Procedure of office Bearers of Students' Council

4.1 The screening/selection of the office bearers (Sr. Number 1 to 4 of 3.2) shall be conducted from the representatives at Sr. Number 5 & 6 of 3.2, by Faculty Committee.

4.2 Final selection shall be based on merit, leadership potential, and an interview performance. (Annexure 03)

5. Roles and Responsibilities of Students' Representatives-

5.1 The Captain in Student Council is to represent, coordinate and lead for the betterment and welfare of the students and University at different platforms.

5.2. The Vice-Captain supports the Captain to ensure smooth functioning of the student Council.

5.3 The General Secretary of the student council manages communications, organizes meetings, ensures policy compliance, and represents student interests to administration.

5.4 The Joint Secretary assists the General Secretary, manages tasks, coordinates events, supports communication, and ensures smooth functioning of the council.

5.5 Members actively participate in Council activities, represent student concerns, assist in planning events, and support in achieving council goals.

6. Dissolution of the Students' Council-

6.1 The Students' Council may be dissolved at the end of its term or earlier, if deemed necessary by University authorities.

6.2 A new Council shall be constituted before the start of the next academic session.

6.3 Upon dissolution, all records and assets shall be transferred to the Dean Students' Welfare office for safe keeping and further distribution.

This is issued with the approval of Hon'ble Vice Chancellor

(Dr. Vaibhav Rastogi)

Joint Registrar
Dr. Vaibhav Rastogi

Joint Registrar
Teerthanker Mahaveer University
Moradabad

Enclosed: -

- Annexure (01 to 03)



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Delhi Road, (146 Kms from Delhi on N.H. 24), Moradabad (U.P.) India
Website : www.tmu.ac.in

Annexure-02(R)

Student Council - Nomination Form Office Bearer

Academic Session: _____

Student Name: _____

College/ Dept.: _____ Prog. Name: _____

Prog. Year/ Sem.: _____ Enroll. No.: _____

Contact Number: _____ Email Id: _____@tmu.ac.in

Academic Details: CGPA: _____ Attendance Percentage: _____
(As per previous year)

Recommendation Letter
(by Dean/ Principal/ HOD)

(Student Signature)

Date: __/__/20__

(HOD Signature)

Date: __/__/20__

(Dean/ Principal Signature with Seal)

Date: __/__/20__



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Annexure-03

Evaluation Sheet for office Bearers of Students' Council

Sr. No.	Name of Student	Enrollment No.	Program	Semester	Marks Awarded					Recommended for the Post of
					CGPA (10)	Other Credentials (10)	Personality (20)	Leadership abilities (10)	Total (50)	
1										
2										
3										
4										
5										
6										
7										

Remarks, (if any)

Signature of Faculty Committee Members:

1.

2.

3.

4.