PONDICHERRY UNIVERSITY

पांडिच्चेरी विश्वविद्यालय புதுவைப் பல்கலைக்கழகம்

(A Central University established Under Act No.53 of 1985)



PONDICHERRY UNIVERSITY

STUDENTS' COUNCIL REGULATIONS - 2025

PUSCR - 2025

(The Schedule (Statute No.40 (1) of the Pondicherry University Act, 1985)

OFFICE OF THE DEAN - STUDENTS' WELFARE

STUDENTS SERVICE CENTRE

PONDICHERRY UNIVERSITY

R. V. Nagar Kalapet,

Puducherry - 605 014, India

www.pondiuni.edu.in

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Pondicherry University Students' Council Regulations - 2025

These Regulations are framed in accordance with the recommendations of the Lyngdoh Committee (MHRD, 2006) and the unique operational requirements of Pondicherry University, which comprises the Main Campus, Off-Campuses, and Community Colleges.

The objective of these Regulations is to ensure free, fair, and transparent elections to the Pondicherry University Students' Council (PUSC), while fostering student participation, accountability, and good governance.

CHAPTER – I

1. Short title, Commencement and Applicability

i) These Regulations may be called the ***"Pondicherry University Students' Council Regulations"*** hereinafter referred to as the Council.

ii) It shall come into force on the date of its notification.

2. Definitions: For the purposes of these Regulations

2.1 "University" means Pondicherry University, a university established under the Act, of Parliament in the month of October, 1985, Government of India

2.2 "Schools/Department/Centre/Community Colleges/Satellite Campuses", shall have the same meaning as that defined in the Act & Statutes of Pondicherry University.

2.3 "Student/scholar" means a regular, full-time student of any Department/ Centre/ School/Community Colleges/Satellite Campuses.

2.4 "Electoral College" means – A representative body elected members of Schools, Departments, and Off-Campus Centres

2.5 "Meeting Room**"** means a meeting room for the Students' Council is located in association with the Office of the Students Welfare in the main University Campus. It shall also be its official address.

03. Aim and Objectives of the Council

Following are the aim and the objectives of the Council to serve the students community:

3.1 To promote mutual contact, a democratic outlook and a spirit of oneness, fellow feeling and disciplined way of life among the students of the Pondicherry University;

3.2 To promote the social, cultural and intellectual development of the students of the University;

3.3 To encourage students to participate in various curriculum and extra-curriculum activities of the University;

3.4 To promote harmonious relations among all sections of the University Community.

3.5 To meet, discuss and make representations to the University authorities on matters concerning common interests of the students;

3.6 To undertake any such activity which may be deemed beneficial for enriching the overall life of the students of the University and;

3.7 To groom personality so as to make responsible citizens dedicated to the development of the nation as a whole

04. Functions and Activities of the Council

4.1 The functions of the Council shall be to make suggestions to the appropriate authorities of the University with regard to the programs of studies, students' welfare and other matters of importance.

4.2 The Council shall plan programs and perform such activities as would further the objectives of the Council. The following specific activities shall be undertaken by the Council through the Office of the Dean – Students' Welfare:

4.2.1 ***Academic*** – The Council will suggest from time-to-time ideas to improve the academic atmosphere of the University. For this purpose, it will organize debates, quiz, essay competitions, poem writing, Ex tempo presentations, and other extracurricular activities at the Schools/Departments/Centre/Satellite Campuses/Community Colleges and University level.

4.2.2 ***Students' Welfare*** **–** The Council will suggest ways and means for providing financial assistance, special literary facilities and hostel accommodation to the needy students.

4.2.3 ***Discipline and Honour Codes of the University*** – The Council shall take steps to maintain discipline among the students. It will consider and attempt to resolve the grievances of the students.

4.2.4 ***Health, Wellness & Hygiene*** – The Council will address the grievances for the betterment of the health and hygiene conditions of the students.

4.2.5 ***Social Service Activities*** – The Council may suggest ways and means to promote various social activities by the students in and around the campuses, such as literary, cleanliness, health, wellness and hygiene and other such activities which may be deemed appropriate from time to time.

4.2.6 ***Cultural Activities*** – The Council shall assist in organizing cultural activities at the school level and University level annual cultural fest. The Council will motivate the students to participate in different cultural activities.

4.2.7 ***Sports*** – The Council may suggest the facilities to be provided to the students to improve sports and games activities. The Council will motivate the students to participate in different Sports activities. Any grievance from students pertaining to Sports and games may also be looked into by the Council for its quick redressal.

4.2.8 ***Publication Activity*** – The Council may propose and publish 'PU-Students' Council Souvenir" to encourage creativity and writing/drawing skill and publish such literary work in the format of Souvenir.

4.2.9 ***Cooperative Society*** – The Council may establish and manage a cooperative society to provide necessary stationery with essential things to the students at fair price.

4.2.10 ***Student Fund & Book Bank*** – The Council may create a Students Fund & Book Bank to support needy students by maintaining separate bank account on the name of "Pondicherry University Students' Council" and which is jointly operated by the elected General Secretary and Treasure.

CHAPTER – II

5. Constitution of Students' Council

5.1 Patron - The Students' Council shall be the apex body for students' affairs and shall function under the Patronship of the Vice-Chancellor. The Patron shall take all necessary steps to ensure that the Students' Council functions in accordance with this Regulations.

5.2 Chairperson – The Students' Council shall function under the Chairmanship of the Dean – Students' Welfare of the University.

5.3 School Representatives (SR)– Elected by the Class Representatives at each School on Campus/ Off-Campuses, Centre/ Community Colleges as per the prescribed manner.

5.4 Executive Committee – The Students' Council shall have an executive committee. The executive committee shall be elected by simple majority voters from amongst its members. The following shall be the composition of office bearers of the University Students' Council.

a) The President (One)
b) Vice-President (Two-one male and one female)
c) Secretary (One)
d) Joint Secretary (One)
e) Executive Members (5 Females and 5 Males)

6. Mode of Election

6.1 University shall ordinarily conduct elections for the appointment of students to student representative bodies. This model ensures inclusive representation, transparent electoral practices, and manageable administrative implementation across the main campus/off-campus/centers/community colleges. These elections may be conducted in the manner prescribed.

6.2 Whenever, the atmosphere is averse to the conduct of peaceful, free and fair elections, the University authorities shall initiate a system of student representation based on direct, indirect and nominations.

6.3 The Students' Council shall be formed out of elections conducted in two levels. Students shall directly elect representatives at School/Off-campus/Centre/Community College level. The elected Representatives at School/Off-campus/Centre/Community College shall form an Electoral College, which elects the University-level Students' Council Office Bearers.

6.4 In the case of each five-year integrated programme, the fourth- and fifth-year integrated Students shall be considered as part of Post Graduate program offered by the respective Departments.

6.5 There shall be two steps in election process: a) School level/Off- Campus level/Community College's level and b) University level. The number of representatives in each step is given below.

6.5.1 ***Phase 1: Election at School/Off-Campuses/Centre/Community College to elect School Representatives (SRs):*** The SR shall be elected by Three-years Under Graduate (UG), Four-year Under Graduate (UG), Integrated Post Graduate (PG) and Two-years Post Graduate (PG) programmes shall have one representative, irrespective of the number of Students.

6.5.2 In the case of each five-year integrated programme, the fourth- and fifth-year integrated Students shall be considered as part of Post Graduate program offered by the respective Departments.

School/Centre/Off-Campus/ Community Colleges Level Students and Scholar Representatives	
Student Strength	***No. of SRs***
Up to 400	2 (one male & one female)
401 to 800	4 (two male & two female)
801 to 1200	6 (three male & three female)
1201 to 1600	8 (four male & four female)
≥ 1600	10 (five male & five female)
Scholar Strength	***No. of SRs.***
Up to 100	2 (one male and one female)
101 to 200	4 (two male and two female)
201 to 300	6 (three male and three female)
301 to 400	8 (four male and four female)
≥ 400	10 (five male and five female)

6.5.3 Formation of Electoral College*:* The elected School/Centre / Community College student and scholar representatives form **Electoral College**.

6.5.4 ***Phase 2: Election at University Level to elect the Office Bearers of Council:*** The Electoral College shall elect eighteen members of Office Bearers to constitute University level Council.

7. Dissociation of student elections and student representation from political parties and political particles associated Students outfits

7.1. During the period of the elections no person who is not a student on the admitted roll of the Department/Centre/School/Community Colleges of studies established on the campuses shall be permitted to take part in the election process in any capacity.

7.2. The students' elections, students' representations and office bearers shall be completely disassociated from the political parties and political parties associated student outfits. Any person, candidate, or member of the student organization, violating this rule shall be subject to the disciplinary proceedings as per the Norms of the University.

8. Frequency and duration of Election Process

8.1 The entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period, shall not exceed 10 working days.

8.2 The elections shall be held on a yearly basis between 6 to 8 weeks from the date of commencement of the academic session or after completion of all admission of the academic year.

9. Eligibility Criteria for the candidates to contest in the Council Election

9.1 Students admitted into the two-year full-time program of various Departments, Schools, Centres, Off-Campuses and Community Colleges shall be eligible to vote and contest for the Students' Council election.

9.2 Students admitted into the five-year integrated program of various Departments, Schools, Centres, Off-Campuses and Community Colleges shall be eligible to vote and contest for the Students' Council election.

9.3 Students admitted into the four-year Under Graduate full time program of University, Centres, Off-Campuses and Community College shall be eligible to vote and contest for the Students' Council election.

9.4 Students admitted into the three years Under Graduate full time program of Community College is eligible to vote and contest for the Students' Council election.

9.5 Students on roll of the two-year full-time program of the University on the day of notification of election shall be eligible to participate in the election.

9.6 The maximum age limit for Under Graduate/ Integrated students, to legitimately contest the Students' Council election is 22 years (Not attained the age of 23 years on the date of election notification).

9.7 Students of various professional courses, the upper age limit shall be modified depending on the duration of the course. For example, an undergraduate professional course of four years' duration, the upper age limit shall be 23 years.

9.8 The maximum age limit for postgraduate students to legitimately contest the Students' Council election is 25 years (Not attained the age of 26 years on the date of election notification).

9.9 The maximum age limit for Ph.D. scholars to legitimately contest the Students' Council election is 28 years (Not attained the age of 29 years). All the Ph.D. scholars who have not completed four years from the date of Ph.D. registration will be **eligible** to contest/participate in the election. The candidate who has made Pre- Ph.D. Synopsis presentation either within four years from the date of registration or on or before the nomination date is **not eligible** to contest/participate in the election.

9.10 The candidate should not have any academic arrears/backlogs at the time of nomination for contesting the Students' Council election.

9.11 The candidate should have attained the minimum of 75% of attendance in the current semester as on the date of notification of the Students' Council election. In case of First year integrated/ First year PG the attendance percentage shall be calculated from the date of admission/the commencement of classes conducted, whichever is later. The certificate has to be produced in this regard from the concerned Head/Dean.

9.12 The candidate shall have only one opportunity to contest for the post of Office-bearer.

9.13 The candidate shall not have a previous criminal record, that is to say he/she/shall not have been tried and/or convicted of any criminal offence or misdemeanor.

9.14 The candidate shall not have been subjected to any disciplinary action by the University authorities. The student never be punished for any act of violence, assaults and use of unfair means in the examinations.

9.15 (No pending disciplinary action or criminal record; self-declaration affidavit required)

9.16 The candidate shall be a regular, full-time student of any department /school on the University campus. That is to say that students studying through distance/ continuing mode/ part time courses / evening classes, etc. shall not be eligible.

9.17 The date of election notification is considered as the age for eligibility.

10. Election related expenditure and financial accountability

10.1 The maximum permitted expenditure per candidate shall be Rs. 5000/-

10.2 Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the University. University shall publish such audited accounts within 2 days of submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.

10.3 The election of the candidate shall be nullified in the event of any non-compliance or in the event of any excessive expenditure.

10.4 The candidates shall be barred from utilizing funds from any political party or any other sources.

10.5 The candidates are specially barred from utilising funds from any other sources other than voluntary contribution from the student body.

11. Code of conduct for Candidates and Election Administrators

11.1 No canvassing in any form other than that notified by the University Authorities or any designated authority for the conduct of elections, shall be allowed.

11.2 No candidate shall indulge in, nor shall abet any activity which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic or between any group(s) of students.

11.3 Criticism of other candidates, when made, shall be confined to their policies and programs, past record and work. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the other candidates or supporter of such other candidates. Criticism of other candidates or their supporters, based on unverified allegations or distortion, shall be avoided.

11.4 There shall be no appeal to caste or communal feelings for securing vote. Places of worship within or outside the campus shall not be used for election propaganda.

11.5 All candidates shall be prohibited from indulging or abetting all activities which are considered to be corrupt practices and offences, such as bribing of voters, intimidation of voters, impersonation of voters, canvassing or the use of propaganda within 100 meters of polling stations, holding public meetings during the period of 24 hours ending with the hours fixed for the close of the poll, and the transport and conveyance of voters to and from polling station.

11.6 Providing transport and conveyance of voters to and from polling stations is prohibited.

11.7 No candidate shall be permitted to make use of printed posters, printed pamphlet or any other printed material for the purpose of canvassing. Candidates may only utilize handmade posters for the purpose of canvassing, provided that such handmade posters are incurred within the expenditure limit set out. Bulk SMS, WhatsApp forwarding or third party promotional tools are strictly prohibited.

11.8 Candidates may only utilize handmade posters at certain places in the campus, which shall be notified in advance by the Election Commission of Pondicherry University.

11.9 No candidate shall be permitted to carry out procession, or public meetings, or in any way canvass or distribute propaganda outside the University.

11.10 No candidate shall, nor shall his/her supporters, deface or cause any destruction to any property of the University campus, for any purpose whatsoever. All candidates shall be held jointly and severally liable for destruction/defacing of any University property.

11.11 The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be prohibited.

11.12 On the day of polling, the candidates shall cooperate with the officers on election duty to ensure a peaceful and orderly polling and allow complete freedom to voters to exercise their franchise without being subjected to any annoyance or obstruction.

11.13 On the day of polling, the candidates shall not serve or distribute any eatable or other solid and liquid consumables, except water on polling day.

11.14 On the day of polling, the candidates shall not circulate/distribute propaganda both hard and electronic material.

11.15 Except the voter, no one without a valid pass/letter of authority from the Election Commission shall enter the polling booths.

11.16 All candidates shall be jointly responsible for ensuring the cleaning of the polling area within 48 hours of the conclusion of polling.

11.17 Contravention of any of the above recommendation shall make the candidate liable to be stripped off his/her candidature, or his/her elected post, as the case may be. The Election Commission/University authorities may also take appropriate disciplinary action against such violator.

11.18 Election Officers/Observers/Flying Squad and any faculty/officers who are responsible for conducting elections in different capacities shall perform the given duties and responsibilities of students' council election in a fair and unbiased manner. If any one of these officials either directly or indirectly indulging in the unfair practices, action will be taken as per the University Norms.

11.19 The University authorities may appoint impartial observers. If the candidates have any specific complaint or problem regarding the conduct of the elections, they may bring the same to the notice of the observer. Observers shall also be appointed to oversee the process of nomination of students in institutions that are following the nominations model of student representation.

11.20 In addition to the above-mentioned code of conduct, certain provisions of the Chapter IX of BNS, 2023, IPC is also applicable to the Students' Council election.

12. Election related grievances redressal mechanism

12.1 A Grievances Redressal Cell shall be constituted with one senior faculty member, one senior administrative officer and two final year students – one boy and one girl (till the election results declared, students can be nominated on the basis of merit and/or participation in the co-curricular activities in the previous year). The grievance cell shall be mandated with the redressal of election-related grievance,

including, but not limited to breaches of the code of conduct of elections and complaints relating to election-related expenditure.

12.2 This grievance redressal cell shall work with the University Proctorial Board.

12.3 In pursuit of its duties, the grievance cell shall prosecute violators of any aspect of the code of conduct or the rulings of the grievance cell. The grievance cell shall serve as the court of original jurisdiction. The institutional head shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising out of the conduct of the elections in which the grievance cell has issued a final decision. Upon review, the institutional head may revoke or modify the sanctions imposed by the grievance cell.

12.4 In carrying out the duties of the office, the Grievance cell shall conduct proceedings and hearing necessary to fulfill those duties. In executing those duties they shall have the authority: (i) to issue a writ of subpoena to compel candidates, agents, and workers and to request students to appear and give testimony, as well as produce necessary records; and (ii) to inspect the financial reports of any candidate and make these records available for public scrutiny upon request.

12.5 Members of the Grievance cell are prohibited from filing complaints. Any other student may file a complaint with the Grievance cell, within a period of 3 weeks from the date of declaration of results. All complaints shall be filed under the name of the student filing the complaint. The Grievance cell shall act on all complaints within 24 hours after they are received by either dismissing them or calling a hearing.

12.6 The Grievance cell may dismiss a complaint if (i) The complaint was not filed within the time frame prescribed; (ii) the complaint fails to state a cause of action for which relief may be granted. (iii) the complainant has not and/or likely will not suffer injury or damage.

12.7 If a complaint is not dismissed, then a hearing shall be held. The Grievance cell shall inform, in writing, or via e-mail, the complaining party and individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint. The hearing shall be held at the earliest possible time, but not within twenty- four (24) hours after receipt of the notice described above, unless all parties agree to waive the 24-hour time constraint.

12.8 At the time, notice of hearing is issued, the Grievance Cell, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Grievance Cell is announced after the hearing or until rescinded by the Grievance Cell.

12.9 All Grievance Cell hearing, proceedings, and meetings shall be open to the public, if circumstances so warrant. However, this will be subject to the approval of the competent authorities of the University.

12.10 All parties of the Grievance Cell hearing shall present them at the hearing may be accompanied by any other student (on roll on the campus) from which they can receive counsel, and have the option to be represented by that counsel.

12.11 For any hearing, a majority of sitting Grievance Cell members shall be in attendance with the Chair of the Grievance Cell presiding. In the absence of the Chair, the responsibility to preside shall fall to a Grievance Cell member designated by the Chair.

12.12 The Grievance cell shall determine the format for the hearing, but shall require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules shall prevail at all hearings:

12.12.1 Complaining parties shall be allowed no more than two witnesses, however, the Grievance cell shall call witnesses as required. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Grievance Cell Chair for the purpose of testifying by proxy.

12.12.2 All questions and discussions by the parties in dispute shall be directed to the Grievance Cell.

12.12.3 There shall be no direct or cross-examination of any party or witness by complaining or responding parties during hearings.

12.12.4 Reasonable time limits shall be set by the Grievance Cell provided they give fair and equal treatment to both sides.

12.12.5 The complaining party shall bear the burden of proof.

12.12.6 Decisions, orders and rulings of the Grievance Cell shall be concurred to by a majority of the Grievance Cell present and shall be announced as soon as possible after the hearing. The Grievance cell shall issue a written opinion of the ruling within 12 hours of announcement of the decision. The written opinion shall set forth the findings of fact by the Grievance Cell and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Grievance Cell ruling, and shall guide the Grievance Cell in its proceedings. Upon consideration of prior written opinions, the grievance cell may negate the decision, but shall provide written documentation of reasons for doing so.

12.12.7 If the decision of the Grievance Cell is appealed to the institutional head, the Grievance Cell shall immediately submit its ruling to the commission.

12.12.8 The Grievance Cell shall select the remedy or sanction most appropriate to both the type and severity of the infraction, as well as the stand of mind or intent of the violator as determined by the Grievance Cell. Possible remedies and sanctions include, but are not limited to, fines, suspension of campaigning privileges, and disqualification from the election.

12.12.9 Any fine or total account of fines against a candidate in an election cycle may not exceed the spending limit as defined herein above.

12.12.10 If, after a hearing, the Grievance Cell finds that provisions of this Code were violated by a candidate, or a candidate's agent or workers, the Grievance Cell may restrict the candidate, or the candidates' agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining period, it shall take effect immediately so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.

12.12.11 If, after a hearing, the Grievance Cell finds that provisions of either this Code or decisions, opinions, orders, or ruling of the Grievance Cell have been willfully and blatantly violated by a candidate, or a candidate's agents or workers, the Grievance Cell may disqualify the candidate.

12.12.12 Any party adversely affected by a decision of the Grievance Cell may file an appeal with the institutional head within twenty-four (24) hours after the adverse decision is announced. The institutional head shall have discretionary appellate jurisdiction over the Grievance Cell in all cases in which error on the part of the Grievance Cell is changed.

12.12.13 The decision of the Grievance cell shall stand and shall have full effect until the appeal is head and decided by the institutional heard.

12.12.14 The institutional head shall hear appeals of Grievance Cell rulings as soon as possible, but not within twenty-four (24) hours after the Grievance cell delivers to the Appellant and the institutional head a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the institutional head agrees to accept the waver.

12.12.15 The institutional head can issue suitable orders to suspend or halt the operation of the ruling issued by the Grievance Cell until the appeals are decided.

12.12.16 The institutional head shall review findings of the Grievance cell when appealed. The institutional head may affirm or overturn the decision of the Grievance cell, or modify the sanctions imposed.

13. Maintaining law and order during the election process

Any instance of acute lawlessness or the commission of a criminal offence shall be reported to the police by university authorities as soon as possible, but not later than 12 hours after the alleged commission of the offence.

CHAPTER – III

14. Election of the Office Bearers to the Council

14.1 The Electoral College (elected school/centre/off-campus/community college representatives) shall elect 18 nos. of office-bearers of the Students' Council:

a) President (One)
b) Vice-President (Two-one male and one female)
c) Secretary (One)
d) Joint Secretary (One)
e) Executive Members (5 Female and 5 Male)

14.2 There is No e-voting (voting through e-mail) option for Phase – I election (direct election).

14.3 E-voting facility may be given to the eligible members of electoral college during Office Bearers Election after the submission of the documents duly authorized by the HoD/Dean/Centre Head/Principal. It is applicable to only to those who are on duty for attending approved academic/research work.

14.4 The elected members of the Office Bearers list shall be displayed on the University website. Also, the final list of contested candidates and relevant election result shall be displayed in the notice board of the Office of DSW.

14.5 All the office-bearers of the Council will function within the frame work of the policies laid down by the University and under the collective decision of all the Office Bearers.

14.6 Delegation of powers, if any, to the office bearers will have to be specifically provided for by a resolution of the students' council for a specific duration of time, but not exceeding one month.

14.7 All resolutions passed by the Students' Council will be valid for 30 days from the date of passing the resolution, unless otherwise ratified by the Executive Committee.

14.8 The office-bearers of the Council shall be responsible for the smooth and orderly functioning of the council.

15. Tenure

The student members of the Council shall hold the office form the date formation of the Council till the last working day of the academic calendar year.

16. Disqualification of elected office-bearers/representatives of departments/center/ off-campuses/community colleges

No elected Office-bearer/Departmental/Centre representative shall be a member of the Students' Council, if any elected member.

16.1 Has been convicted of a criminal offence, including moral turpitude; or has been found guilty by the University for indulging in Ragging/ Sexual Harassment/hurting religious or community sentiment of other students and any other such activities.

16.2 Has been punished by the University for an act of indiscipline or any act of coercive in nature and endangering the human life and University property;

16.3 Has been found guilty and punished for the use of unfair means in any of the examinations of university.

16.4 Has been found indulging in any act of extortion of money/funds from any suppliers/service providers to the University.

16.5 Has been found non-compliant, or has indulged in any excessive expenditure.

17. Handling vacancy in Office Bearers positions

In the event of the office of any major post of office bearer falling vacant within two months of elections, re-elections should be conducted; otherwise, the Vice President may be promoted to the post of President and Joint Secretary to the post of Secretary, as the case may be.

18. Members of Students' Council.

There shall be a Students' council which shall consist of the following:

18.1 All the office – bearers of the Council elected under this Regulation.

18.2 Representative of School/off-campuses/ community colleges/ centre elected under this Regulation.

18.3 The students' council shall function within the framework of the policies laid down in accordance with this Regulation.

18.4 The students' council shall be responsible to the University.

19. Quorum & statement of Accounts

19.1 The Quorum shall be one-third of the Office bearers and fifty percent of the elected representatives of the Departments/School/Off-Campuses/Centres.

10.1 The students' council should submit the audited statement of accounts before 10 days of the last working day of that academic year by the General Secretary and Treasurer of the Council.

CHAPTER – V

20. Election Authorities

20.1 ***Election Commission:*** The Election Commission shall be constituted by the Vice-Chancellor & Patron which shall organise and conduct the Students' Council election of that year. The Commission has the powers to conduct as per Regulations and assign the election duties and responsibilities to any faculty member, officers and staff. The faculty members, officers and staff shall fairly and orderly conduct elections by taking it as a top most priority.

20.2 ***Appointment of Chief Election officers:*** The Vice-Chancellor & Patron shall appoint Chief Election Officer.

20.3 ***Powers and Responsibilities of Chief Election Officer:*** It shall be the responsibility of the chief election officer to conduct the election in smooth, Fair and transparent manner.

20.4 ***Election Observers:*** The Chairman of the Election Commission shall create a team of Election Observers. Two observers shall be nominated to each Department, School. Centre, Off-Campuses and Community Colleges.

20.5 ***Flying Squad:*** The Chairman of the Election Commission shall create required number of flying squad to make surprise visits to various locations of the elections.

20.6 ***Grievance Redressal Cell***: The Chairman of the Election Commission shall create Grievance Redressal Cell with any one of the Proctors of Proctorial Board as a Chairman. Students shall submit election related grievances within 3 weeks of result declaration. Hearings shall be conducted promptly and decisions are binding.

20.7 ***Election Officer***: The Dean or nominated a senior faculty of a particular School shall act as the Election Officer for conducting elections to elect School level representatives as per this Regulations.

20.8 ***Polling Officer***: The Head of the Departments/Centers shall act as the Polling Officer of that Department and shall conduct election for electing school representatives as per this Regulations.

20.9 ***Election Officers at Centre, and Community Colleges***: In case of Centres, Off-Campuses and Community Colleges at Pondicherry and Mahe, Heads of those off-campus units shall act as the Election Officer and conduct the Students' Council election as per this Regulations.

20.10 ***Election Officers at Off-Campuses***: In case of Pondicherry University campuses at Port Blair and Karaikal, the Head of the respective Departments shall act as Election Officers.

20.11 ***All Head of the Departments, Centre Heads, Deans and Principals*** shall facilitate the smooth conduct of the Students' Council election.

CHAPTER – V

21. Functions of the Office Bearers of the Council

21.1 Patron:

21.1.1 The Vice-Chancellor shall be the Patron of the Council. In the absence of the Vice-Chancellor, the Director, Directorate of Studies, Educational Innovation and Rural Reconstruction or the person discharging the duties of the Vice-Chancellor for the time being shall act as Patron.

21.1.2 The Patron or his nominee shall address the first meeting of the Council and shall have the right to speak at any subsequent meeting of the Council.

21.1.3 The Patron may, from time to time, appoint such person(s) as he/she deems fit to be the extraordinary members of the Council.

21.1.4 The Patron also has the power to modify the Regulation and restructure the composition of the Council as and when such change (s) may be deemed necessary.

21.1.5 In case of any difficulty arising out of functioning of the Pondicherry University Students' Council or in case of doubt about the interpretation of any of the provisions of the constitution, the decision of the Patron shall be final and binding.

22.1.6 The Patron has the power to dissolve the Pondicherry University Students' Council if deems fit.

21.2 Chairman:

21.2.1 The Dean-Students' Welfare is the Chairman of the Council. The Chairman shall be the guiding force of the Council and he/she shall preside over the meetings of the Council whenever present. However, when Patron is present, he shall preside over the meetings.

21.2.2 The Chairman shall guide the Council and shall discharge such functions as are entrusted to him/her by the Patron.

21.2.3 Every year at the commencement of new Academic session, generally in the month of July - August, the Chairman shall initiate the process to constitute the council.

21.2.4 The Chairman shall normally be present in the meetings of the Students Council.

21.2.5 To exercise the general supervision over the affairs of the Council. To bring to the notice of the Patron any resolution or proceedings or act of any of the committees or Office bearers of the council which in violation of the provisions of the regulation or is likely to be prejudicial to the interest of the University.

21.3 President:

21.3.1 The President shall be the Executive Head of the Council and he/she shall preside over the meetings of the Council.

21.3.2 In the absence of President, the Vice-president shall discharge all the functions of President.

21.3.3 The President shall be responsible to the Council and shall preside discharge such functions as in accordance with this Regulation.

21.3.4 All the decisions of the council shall be on majority votes. President in general shall not cast the vote, however, in case of divided opinion with equal votes, president shall cast his vote.

21.3.5 President shall ensure discipline at the council's meeting and the provisions of the Regulation are faithfully observed.

21.4 Vice-President:

21.4.1 The Vice-presidents (one female and one male) shall assist the President in the management of the activities of the council and shall discharge the legitimate duties in consultation with the President.

21.5 Secretary:

21.5.1 The Secretary shall be responsible for planning, organizing and execute overall activities of the Council.

21.5.2 The Secretary shall prepare and maintain the minutes of the meetings of the council.

21.5.3 The Secretary shall conduct correspondence on behalf of the council and keep all records thereof.

21.6 Joint Secretary:

21.6.1 The Joint Secretary in the absence of Secretary discharge the legitimate duties of the Secretary.

21.7 Executive Members:

21.7.1 The executive members (five females and five males) shall assist President, Vice-presidents, Secretary, Joint Secretary and support the council for its smooth function and appropriate representation of the entire student community.

21.7.2 In association with other Office Bearers, the executive members shall take up various responsibilities to fulfil the aim and objectives of the Council, such as sports, cultural, welfare including mental well-being, souvenir publication and so on.

22. Meetings of Council

22.1 The Students' Council will meet as when required, but at least once in a Semester.

22.2 The meetings of the students' council will be convened by the Secretary of the Students' Council by giving at least 7 days' notice.

22.3 An Emergency meeting of the students' council shall be convened either by the President or by the Secretary on the request made by not less than 50% of the members of Executive Committee.

22.4 The Emergency Students' Council meeting shall be convened by issuing 24 hours' notice.

22.5 All the meetings of the Students' Council shall be held at the Council office.

22.6 An agenda of the meeting will be issued along with the notice of the meeting, except for an emergency meeting.

22.7 The notice of a meeting and a copy of the agenda (except for an emergency meeting) for the meeting will be duly served on all the members. The notice of the meeting would be served as either by conventional post or by electronic mode and the record for which should be maintained.

22.8 All communications should be addressed to the Secretary of the Students' Council.

22.9 The attendance and the minutes of the meetings of the students' council shall be confirmed in the subsequent meeting. A copy of the confirmed minutes shall be maintained by the Secretary of Students' Council.

22.10 A register of attendance of the members at the meetings of the students' council shall be maintained by the Secretary.

23. Vote of No-confidence

23.1 Not less than one-third of the students' council may move a resolution of no-confidence against any of the elected office bearers and Departmental/Centre representative.

23.2 In case a no-confidence motion is directed against the President, the Vice President / Secretary of Students' Council shall preside at the meeting.

23.3 In the event of any office bearer position falling vacant no re-election will be conducted for residual period.

CHAPTER – VI

24. Council Functions and Governance

24.1 Quorum shall consist of one-third office bearers and 50% of elected representatives. Nominated members shall not be counted.

24.2 A no-confidence motion requires written notice by at least one-third members, passed by a two-thirds majority of present members, through secret ballot.

24.3 Council accounts shall operate under a dual signatory system (Treasurer + General Secretary), with oversight from DSW. Unspent funds shall revert to university accounts after audit.

25. Budget and accounts of the Council activities

25.1 A meeting of the Students' Council shall be convened within two weeks of the formation of the Students' Council and the budget estimates approved by the Students' Council shall be placed before the Patron for consideration. The Patron shall act upon it based on rationality of the requirement.

25.2 A copy of the budget as approved by the Council shall be filed with the Patron within 2 days after its approval.

26. Funds for the Council

26.1 Funds of the Students' Council will be utilised for the welfare of the students in accordance with the approved budget.

26.2 No expenses out of the Students' Council funds will be incurred unless provision with regard to them is made under a specific head of the duly approved budget.

26.3 Each item of expenses of more than Rs 500/- will be made only after it is duly authorised by a specific resolution of the Students' Council.

26.4 All expenses out of the Students' Council fund will be incurred in accordance with the rules made in this regard.

26.5 The Treasurer will regulate the disbursement of the Council funds in accordance with the rules framed in this regard from time to time.

26.6 The Accounts of the Students' Council shall be subject to audit by the Internal Auditor of the University as well as the Chartered Accountant approved by the University.

26.7 Unspent balance of the Students' Council funds of a year should be returned to the University before ten days to the last working day of that Academic Year.

CHAPTER – VII

27. Rule making

The patron may appoint a committee for framing such rules as may be necessary for the working of the Constitution. The rules so framed will come into effect from a date to be notified by the Patron.

28. Interpretation of the Regulations, removal of doubts and difficulties

If any question arises relating to the interpretation of this Constitution or any rules framed thereunder, it shall be referred to the Patron whose decision thereon shall be final.

29. Office of Dean, Students' Welfare

The Office of the Dean, Students' Welfare, will liaise between the Patron and the Students' Council.

30. Emergency Power

In extraordinary situations requiring immediate intervention, the Patron (Vice-Chancellor) may take necessary measures to safeguard the interests of the University. Such actions shall be reported to the Executive Council.

31. Commencement of the Regulations

This Constitution shall come into force with effect from a date to be approved by the Patron.

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