

College of Engineering Adoor

Order

B2/251/23/CEA

Dated 6/10/2023

Election to executive committee of college senate – Notification issued

Ref : No. KTU/ASST1 (STUDENT AFFAIRS)/1849/2023 Dated: 05.10.2023

With ref to the letter referred above the procedure and schedule for the Election of Executive members in college senate is issued as follows. The election to these posts will be held as per university prescribed schedule

- | | | |
|--------|---|--------------------------------|
| (i) | Chairperson | One Post |
| (ii) | Vice Chairperson | one post |
| (iii) | General Secretary | one post |
| (iv) | Magazine Editor | one post |
| (v) | Arts Club Secretary | one post |
| (vi) | The Councilors elected to the General Council of the University Union | Two posts |
| (vii) | One Student representing each degree course | - one each from CS/ME/CO/EE/EC |
| (viii) | The representatives of girl students | Two posts |

1. As per the decision of College Council, the election will be held in parliamentary mode by electing two representatives from each class (out of which one shall be girl student if any girl student is on the rolls of the class concerned)
2. **Class representative election will be held on 9th October 2023 at 1.30pm at the respective classes.**
3. As per the university norms the contesting students are bound to have attained 75% attendance in the previous semester and no active back papers among the available results.
4. Election of executive members will be held from the representatives as per the schedule and procedure announced by University.
5. Both University/ college norms/ Supreme Court directives will be followed for the conduction of elections.
6. Prof Santhosh T , APME is appointed as Returning officer of Election at this college. A team of staff members (to be separately announced) will assist the returning officer for conducting the poll in fair manner.


Principal



To NB/ OC/Returning officer / HODS /Website /Student groups by whats aap

PRINCIPAL
College of Engineering
Manakala P.O., Adoor - 691551

SCHEDULE OF EVENTS FOR COLLEGE UNION ELECTION 2023-2024			
Sl. No	Programme / Item	Date	Time
1.	Date of Notification	06.10.2023	
2.	Date of publication of Electoral Roll	06.10.2023	1.00 pm
3.	Last Date and hour for filing complaints regarding Electoral Roll	09.10.2023	11.00 am
4.	Publication of the final Electoral Roll	09.10.2023	4.00 pm
5.	Last date and hour for receipt of nomination	10.10.2023	02.00 pm
6.	Scrutiny of nomination	10.10.2023	02.05 pm Onwards
7.	Publication of the list of valid nominations	10.10.2023	06.00 pm
8.	Withdrawal of Candidature / Nomination	11.10.2023	11.00 am
9.	Publication of Final list of candidates	11.10.2023	04.00 pm
10.	Polling	18.10.2023	10.00 am to 01.00 pm
11.	Scrutiny and counting of votes	18.10.2023	2.00 pm
12.	Declaration of results	18.10.2023	within 1 hour of finishing counting of votes



Handwritten signature in green ink
PRINCIPAL
 College of Engineering
 Manakala P.O., Adoor-691551



GUIDELINES FOR THE CONDUCT OF COLLEGE UNION ELECTIONS
2023-24 IN AFFILIATED COLLEGES OF APJ ABDUL KALAM
TECHNOLOGICAL UNIVERSITY

1. The guidelines for students' elections in colleges framed by the J M Lyngdoh Committee as approved by the Hon'ble Supreme Court of India shall be strictly followed.
2. The provisions contained in the Election Manual except to the extent provided hereunder shall be strictly followed by the Principal/Head of the Institution/Teacher in charge of the College/Institution in the conduct of College Union Elections.
3. The upper age limit for contesting College Union Elections in the case of Under Graduate and Post Graduate students shall not exceed 27 years as on the date of notification for nomination of candidates for the College Union Elections.
4. Subject to the provisions contained in clause 15 of Chapter 2 of the Election Manual, the Returning Officer shall prepare an Electoral Roll of all students of each class and a consolidated Electoral Roll of all students of the college belonging to all classes.
5. Where the College/ Institution decides to conduct college union elections in Parliamentary mode or hybrid mode it shall be ensured by Principal/Head of the institution/Teacher in charge of the College/Institution that all students of each class included in the Electoral Roll of the students of the respective classes participate in the election of class representatives of the respective classes.
6. It is hereby clarified that the condition prescribed by the J M Lyngdoh Committee that a student contesting the elections should in no event have any academic arrears in the year of contesting election is that he/she shall have passed all the subjects of the completed semesters of the course whose final results have been declared by the University as on the date of filing the nomination as a candidate.
7. It is hereby clarified that the condition prescribed by the J M Lyngdoh Committee that a student contesting the elections should have attained



the minimum percentage of attendance as prescribed by the University or 75 % attendance, whichever is higher, shall be that, if the contesting student is a male, he should have attained a minimum of 75% of attendance in the completed semester of the course to which he was admitted and if the contesting student is a female, she should have attained, a minimum of 73% of attendance in the completed semester of the course to which she was admitted. The above referred 75%/73% of attendance may be attained by enjoying the eligible condonation of attendance. The above condition would also be applicable to the proposer and the seconder of the candidate contesting the election.

8. The proposer and the seconder of students representing female students' constituencies shall only be female students representing the respective constituencies and for the purpose, separate Electoral Roll of female students shall be prepared for the respective constituencies.
9. Where elections are conducted in Parliamentary Mode or Hybrid Mode, the proposer and the seconder of students contesting as candidates of class representatives shall belong to the Electoral Roll of the same class. Where elections are conducted for election of representatives of each course (UG/PG) the proposer and the seconder of students contesting as candidates shall belong to the same course.




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