



STANDARD OPERATING PROCEDURE
FOR STUDENT COUNCIL

Introduction:

The Student Council serves as a platform for students to cultivate leadership skills through the coordination and execution of college activities and service initiatives. Beyond orchestrating events that foster college spirit and benefit the community, the student council acts as the representative voice of the student body. They play a crucial role in spotlighting any ideas, interests, or concerns within the student community. Collaborating with the faculty supervisor, they work towards developing solutions and translating students' ideas and interests into tangible realities.

Objectives of the Committee:

The following are the objectives of the committee:

1. **Leadership Development:** Cultivate and enhance leadership skills among student members by providing opportunities for them to take on responsibilities, lead initiatives, and make decisions.
2. **Community Building:** Organize and facilitate events, activities, and programs that contribute to a sense of community and spirit, fostering a positive and inclusive environment.
3. **Communication and Advocacy:** Establish effective communication channels between students, faculty, and administration.
4. **Academic Support:** Collaborate with the administration to implement initiatives that support academic success.
5. **Safety and Well-being:** Address and promote the safety and well-being of students by working on initiatives related to mental health, physical health, and overall student welfare.
6. **Celebrating Diversity:** Encourage and celebrate the diverse backgrounds, cultures, and perspectives within the student body, fostering an inclusive and accepting environment.
7. **Student Recognition:** Acknowledge and celebrate the achievements and contributions of students, whether in academics, sports, arts, or community service.

Tenure of the Committee:

- Tenure of the committee: Three years

Responsibilities of the Coordinator:

- The Coordinator of the committee is expected to convene the meetings and set an agenda for the discussion.
- The Coordinator of the committee is responsible in ensuring that each member has submitted and has maintained the documents.
- To solve any disputes between council members and to be the final decider in cases where a unanimous decision cannot be made.



**AHMEDABAD MUNICIPAL CORPORATION
MEDICAL EDUCATION TRUST - (A.M.C.MET)**

AMC DENTAL COLLEGE

General Working Rules:

- Decide the date of event.
- Allotment of the work.
- Circular for the students mentioning the event, date, time and venue.
- Conduct the event.
- Prepare the report of the event.

Schedule of the meeting:

- The committee meeting should be held once a year, on a day decided unanimously by the entire committee.
- However, the committee will meet and attend to any case as per the need or in a situation of emergency, apart from the regularly scheduled meetings.

DP Patel

Dean
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