



APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

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No. KTU/ASST(ACADEMIC)/6243/2020

Thiruvananthapuram

Dated: 31.01.2023

CIRCULAR

Sub:- APJAKTU - Academic - Statutory Activities as per the First Statutes of the University -
Formation of College Councils - Regarding

Ref :- Statute 4, Sub-statute 5 of the First Statutes of the University dated 07/08/2020.

As per the reference cited above, Affiliated colleges/Institutions/Autonomous colleges/Schools of the University and the Academic institutions decided by the Board of Governors of the University, **College Council shall be formed.** The College Council consisting of students and teachers, shall advise /instruct the Principal / Head of the institution on the routine matters pertaining to the Institution. The College Councils shall be constituted within 6 months from the coming into being of the First Statutes of the University. Urgent steps shall be taken for constituting the College Council.

The **College Council** shall consists of :

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- Chairman** - Either the Principal/ Professor in charge of Principal/Head of Institution.
 - Head of Department** of each branch / teacher in charge of the HoD;
 - Teacher** in charge of Physical Education Department;
 - College Union** Chairman/ General Secretary/ Member representing students of the institution;
 - Lady member** of the College Union or Member representing Lady students of the institution;
 - 3 Teachers** selected from among the faculties of the institution, **one** among them being a Lady;
 - Special invitees** : Teacher associated with the concerned matter, and if it is related to Hostel, then the teacher in charge of Men's and Women's Hostel;

Secretary should be elected from among the members of the College Council, and in the absence of elected Secretary, the Chairman should nominate one of the Heads of the Department, as the Secretary

The extract of the First Statutes of the University, as referred above, is attached along with the Circular for **urgent** action in this regard. The details regarding the constitution of College Council in the College shall be informed to the University on or before 10-02-2023, Friday.

Dr. VINU THOMAS *
Dean (Academic)

To

- 1) Principals of all Affiliated colleges.
- 2) PA to Registrar/Dean(Academics)

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

To
N.S.