

INDIAN INSTITUTE OF TECHNOLOGY GOA



Students' Panchayat Constitution

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1. Drafting Committee

This constitution has been drafted in August 2020 by the following members: -

- Dr. Sachin D. Kore Dean, Academic Programme & Student Affairs
- Dr. Rishikesh Narayan Faculty Coordinator, Student & Cultural Affairs
- Dr. Raja Mitra Faculty Advisor, Sports Affairs
- Dr. Amaldev Manuel Faculty Advisor, Technical Affairs
- Dr. Anirudha Ambekar Warden, Boys Hostel
- Dr. Kuntal Deka Warden, Boys Hostel
- Dr. Shiv Prasad Warden, Boys Hostel
- Dr. Sabiha Hashami Warden, Girls Hostel
- Dr. Neha Karanjkar Warden, Girls Hostel
- Mr. Harshil Choudhary General Secretary, Cultural Affairs
- Mr. Meghej Khandelwal General Secretary, Academic Affairs
- Mr. Tapan Lokhande General Secretary, Hostel Affairs
- Mr. Animesh Sharma General Secretary, Sports Affairs
- Mr. Pranav Yeola General Secretary, Technical Affairs

2. Objective of the Student Panchayat

The Students' Panchayat is an organization that will meet the following objectives:-

- To foster and develop all student activities in the Institute.
- To promote and develop organizational abilities in students.
- Identify student issues, promote discussions on them.
- To develop a well-informed, articulate and participative student community life, and increase social awareness.
- To offer clerical and office support for all recognized student activities.

3. Objective of the Constitution

- Defining precisely the responsibilities and powers of the elected and appointed representatives of the Student Panchayat.
- Describing the working of the Student Panchayat as a whole.
- Defining the structure of the Student Panchayat.



- To spread awareness among students about the functions and structure of the Student Panchayat.

4. Tenure of the Student Panchayat

The tenure of the Student Panchayat starts at the beginning of the Autumn Semester succeeding elections and ends right before the start of the Autumn Semester of the next academic year. This duration may be increased or decreased in case of any extraordinary events.

5. Definitions

The following expressions shall have the meaning as specified below, unless specified otherwise: -

- Institution, Institute or IIT refers to Indian Institute of Technology Goa.
- Panchayat refers to the Students' Panchayat of IIT Goa.
- Constitution refers to the IIT Goa Student Panchayat constitution.
- Director refers to the Director of IIT Goa.
- Dean refers to the Dean (SA, AP) of IIT Goa.
- Faculty In-charge refers to the Faculty assigned to oversee the proceedings of their Panchayat Office.
- GS refers to the General Secretary of the respective Panchayat Office.
- Bona fide students refer to all students who have valid roll numbers and are enrolled in an academic programme in IIT Goa in the academic year under consideration. In any case of doubt, the decision of the Academic Office will be final.
- Student Office Bearers refers to the representatives elected through general Elections.
- FA refers to the Faculty Advisor of the respective Panchayat Office.
- Staff refers to the Administrative staff of IIT Goa.
- SAC refers to the Student Academic Council.
- SSAC refers to the Senate Students Advisory Committee.



6. Student Office Bearers

- For all Student Office Bearers, the elections will be conducted by the Election Committee.
- The General Secretaries are the highest Office Bearers of the Student Panchayat.

a) Academic Council Office Bearers (4 members):

- General Secretary Academic Affairs
- Branch Representative, Computer Science and Mathematics & Computing
- Branch Representative, Electrical Engineering
- Branch Representative, Mechanical Engineering

b) Hostel Council Office Bearers (6 members):

- General Secretary Hostel Affairs
- Maintenance Secretary I
- Maintenance Secretary II
- Mess Secretary
- Student Medical Representative
- Hostel Secretary (Girls)

c) Cultural Council Office Bearers (4 members):

- General Secretary Cultural Affairs
- Arts Secretary
- Literary Secretary
- Media Secretary

d) Sports Council Office Bearers (5 members):

- General Secretary Sports Affairs
- Outdoor Sports Secretary (Football, Volleyball, Basketball)
- Outdoor Sports Secretary (Cricket, Athletics, Aquatics, Tennis)
- Indoor Sports Secretary
- Sports Secretary (Girls)

e) Technical Council Office Bearers (3 members):

- General Secretary Technical Affairs
- Electronics and Robotics Secretary
- Coding and IT Clubs Secretary

f) Student Post-Graduate (PG) Representative



7. Eligibility of Student Office Bearers

- A student can only hold one position among all the positions listed in the above section.
- A student can contest the elections if and only if he/she has a CPI 6.5 or above as per their latest transcript.
- To contest for the position of GS, a student must have completed at least three semesters (for UG) or one semester (for PG) in the Institute.
- To contest for any position other than GS, a student must have completed at least one semester in the Institute.
- A student who has an active backlog (FR or DX) or a dropped core course shall not be allowed to contest for any post for that academic year.
- A student who has been awarded any penalty by the SSAC may not be allowed to contest the elections in the respective academic years. The decision of the SSAC or any other higher institute authority shall be deemed final in all such cases.
- The decision of the election committee or any other higher institute authority shall be binding in all cases of disputes and exceptions in these rules.
- Final year UG students are not encouraged to contest elections for any post.
- PhD students are not encouraged to contest elections for any post except for PG representative.

8. Elections

- Elections shall be conducted towards the end of a spring semester as decided by the election faculty coordinator.
- The Student Election Committee shall be appointed by the election faculty coordinator.
- All bona fide students shall vote for all posts of the Student Panchayat except for the following: -
 - i) Only girls shall vote for any Girls Representative/Secretary positions
 - ii) Only PG students shall vote for the Student PG Representative position.
 - iii) Only students of the concerned branch/stream shall vote for the Branch Representative positions.
- Eligibility of the candidates shall be in accordance with the Eligibility criteria mentioned in Section 7.
- The decision of the election committee or any other higher institute authority shall be binding in all cases of disputes and exceptions in these rules.



9. Amendments

- Any amendment to this constitution can be proposed by the General Secretaries or Faculty Advisors anytime during their tenure.
- A meeting of all General Secretaries and Faculty Advisors shall be called for the discussion and approval of the proposed amendment.
- All approved amendments shall be mentioned in the amendments' history page (Section 14) with their date of approval and the proposer.

10. Academic Council

1. DRAFTING COMMITTEE

- Faculty In-charged. Sachin D Kore (Dean, Academic Programme & Student Affairs, IIT Goa)
- Drafted By - Mr. Meghej Khandelwal (General Secretary Academic Affairs, IIT Goa, 2019-2020)

2. STUDENT OFFICE BEARERS

- General Secretary Academic Affairs (GSAA): 1 post
- Branch Representative (BR): 1 post each branch
- Class Representative (CR): 1 post each branch in each year

3. SELECTION PROCEDURE OF THE COUNCIL

- The GSAA will be elected in the Institute Elections. The electorate for GSAA consists of all UG students of IIT Goa (B.Tech., Dual Degree and 5 years MSc programme.)
- Nominations would be called for all other posts under this council.
- Electorate for Branch Representatives will comprise of all the students from 1st year to 4th year from respective branches only (that means a BR of Branch A will be elected only by students from branch A only).
- Electorate for Class Representatives will comprise of all the students from respective branches and year only (that means a CR of Branch A, year B will be elected only by students from branch A and year B only). The election of Class Representatives will be conducted outside the student panchayat elections; the GSAA will conduct these elections.



- The electorate for remaining all positions will be the whole student community at IIT Goa.
- GSAA (UG) can be impeached as per the procedure laid down in the constitution. All the other members of SAC are answerable to the GSAA (UG) and can be impeached or terminated in consultation with dean academic and student affairs.

4. ELIGIBILITY CRITERIA

The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.

5. BASIC RESPONSIBILITIES OF THE OFFICE BEARERS

5.1 GENERAL SECRETARY ACADEMIC AFFAIRS

- He/she shall supervise all the working of the SAC.
- He/she shall act as a student representative in all matters relating to undergraduate academic affairs of the institute. These include, but are not limited to the academic programme, the curriculum, the academic office and administration, technical activities and undergraduate research.
- He/she shall chair the UG Department General Secretaries Committee (DGSC) (UG) shall chair the Joint Department General Secretaries Committee (DGSC) and will convene it at least once a semester.
- He/she shall strive to increase awareness among the student community on academic issues and to address their queries and grievances.
- He/she shall be updated about the issues faced by students related to academic affairs from the Class Representatives and he can contact the faculty members directly, politely mentioning the issues faced by students and providing suggestions.
- He/she must consider the student's opinion wherever required and possible and should keep the identity as well as data of survey completely anonymous.
- If a valid request is delivered to him/her via some student(s) then the identity must be kept hidden unless the student agrees
- Any valid issue from the students must be discussed in SAC if required and then shall be discussed further with the dean of academic affairs.
- He/she shall be allowed to contact any faculty or dean or director to discuss urgent issues related to academic affairs.
- He/she must be a part of meetings related to major changes in the curriculum and he may also ask the BR of the respective branch to join the meeting.
- All the formal meetings conducted by GSAA will be recorded in MoM by SAC and they shall make their own basic set of rules and regulations for conducting the meetings.



5.2 BRANCH REPRESENTATIVES

- He/she shall be the responsible person to be approached for any department related issues and can conduct official/unofficial meetings with the CRs or students whenever required.
- He/she can contact and report to HODs of respective department for any academic related issues.
- He/she shall supervise the CRs and shall report to GSAA for any issues.
- Being a part of SUGC any course related updates shall be delivered to the students by the Branch Representatives and in the meetings, they shall represent student's issues/requests/suggestions with best of his/her efforts.
- For any branch related decisions, he/she must be informed a priori and he/she must be a part of the deciding meetings.

5.3 CLASS REPRESENTATIVES

- Class Representatives are the first line of Communication between the instructors and the students and shall be responsible for smooth working of academic activities.
- Class Representatives shall be responsible for conveying the concerns of the class to the instructors directly or through e-mails. They may also use instant messaging platforms or phone calls if the instructor prefers it so.
- Class Representatives shall follow proper etiquettes when writing emails. In case of novices, they may approach senior Class Representatives for their help in this regard.
- He/she shall report to BR, keeping in loop the GSAA, for any issues related to the class activities if the solution is not coming after discussing with faculties.
- All the CRs will be a part of SAC and hence if called for a meeting, then they must be present and shall perform the task assigned by GSAA/BRs related to academic activities.
- For any decision, wherever required and possible, student's opinion must be taken and must be informed to the faculties along with the personal opinion if asked.
- Class Representatives shall be allowed to book free classrooms through the room booking system to conduct supplementary classes when directed by the instructors. Class Representatives shall be allowed to give suggestions/request (of the class) regarding scheduling of quizzes, examination, laboratory sessions, lectures or assignment deadlines.



11. Hostel Council

The Hostel Council (HC) aims to make the stay of all the students in the institute hostel comfortable and fruitful. The HC shall be responsible for making decisions consistent with the policies set by the institute in regards to the hostels. The HC shall be in continuous touch with the general body of the hostels.

1. DRAFTING COMMITTEE

- Faculties In-charge: -
 - Dr. Anirudha Ambekar (Warden, Boys Hostel)
 - Dr. Kuntal Deka (Warden, Boys Hostel)
 - Dr. Shiv Prasad (Warden, Boys Hostel)
 - Dr. Sabiha Hashami (Warden, Girls Hostel)
 - Dr. Neha Karanjkar (Warden, Girls Hostel)
- Drafted By – Mr. Tapan Lokhande (General Secretary Hostel Affairs, IIT Goa, 2019-2020)

2. STUDENT OFFICE BEARERS

2.1 ELECTED MEMBERS

- General Secretary, Hostel Affairs
- Maintenance Secretaries
- Mess Secretary
- Students' Medical Representative
- Girls Representative

2.2 APPOINTED MEMBERS

- Wing Representatives
- Members of the Web Team
- Members of the Mess Council

3. SELECTION PROCEDURE OF THE COUNCIL

3.1 ELECTED MEMBERS

- All the elected members will be elected in the Institute General Elections. The electorate for them comprises of all students of IIT Goa enrolled in the institute during the respective Institute General Election.



3.2 APPOINTED MEMBERS

Wing Representatives

- All wing representatives will be elected for a particular hostel wing through an informal election conducted by the General Secretary, Hostel Affairs.
- The electorate for the aforementioned election will consist of all the students of the respective wing.

Members of the Web Team

- Web Team Head will be appointed by the General Secretary, Hostel Affairs.
- Other members will be appointed by the General Secretary, Hostel Affairs and the Web Team Head.
- Appointments will be made by conducting interviews or by direct nominations, as seen fit.

Members of the Mess Council

- Members will be appointed by the General Secretary, Hostel Affairs and the Mess Secretary.
- Appointments will be made by conducting interviews or by direct nominations, as seen fit.

4. ELIGIBILITY CRITERIA FOR THE OFFICE BEARERS

4.1 ELECTED MEMBERS

General Secretary, Hostel Affairs

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 3 semesters (for UG student) or 1 semester (PG student) in the institution.

Maintenance Secretaries

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 1 semester (for either UG or PG student) in the institution.

Mess Secretary

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 1 semester (for either UG or PG student) in the institution.

**Students' Medical Representative**

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 1 semester (for either UG or PG student) in the institution.

Girls' Representative

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 3 semesters (for either UG or PG student) in the institution.

4.2 APPOINTED MEMBERS**Wing Representative**

- The student must be a resident of the wing in which he/she is contesting.

Members of the Web Team

- The student must have previous experience in web/app development.
- The student must have completed at least 1 semester (for either UG or PG student) in the institution.

Members of the Mess Council

- The student must have completed at least 1 semester (for either UG or PG student) in the institution.

5. REMOVAL OF APPOINTED MEMBERS**5.1 REMOVAL CRITERIA**

An appointed member may only be removed from their posts on one or more than one of the following grounds: -

- Non-cooperation with other Council members.
- Inability to carry out their responsibilities.
- Prolonged absence from campus.
- Health issues.
- Any other reason deemed fit by the HC.

5.2 REMOVAL PROCEDURE

The member will be removed via a discussion among the General Secretary, Hostel Affairs and the Wardens.

5.3 REMOVAL AFTERMATH

The concerned member shall be replaced by a new member following the procedure mentioned in section 11.4.2.



6. BASIC RESPONSIBILITIES OF THE OFFICE BEARERS

6.1 GENERAL SECRETARY, HOSTEL AFFAIRS

- Shall convene the Hostel Council (HC) meetings with a minimum periodicity of at least once a month.
- Shall fulfil his/her duties as a member of various Institute Committees (Eg. Transport Committee).
- Shall ensure that the HC works to the best of its abilities.
- Shall take necessary steps to ensure proper conduct of any hostel referendum.
- Shall act as a representative of the students in all matters relating to the hostels as well as other facilities within the institute.
- Shall act as a secretary of the HC and shall record and circulate the minutes of every HC meeting among the students.
- Shall coordinate with the maintenance secretaries in activities related to maintenance and development of hostel infrastructure.
- Shall look into working of the mess council and participate in the functioning of the mess council.
- Shall convene the Institute General Body Meeting as and when required.
- Shall work along with the girls' representative in addressing girls' specific issues.

6.2 MAINTENANCE SECRETARIES

- They shall manage day-to-day maintenance activities of all the hostels.
- They shall consolidate all the complaints received from the students and forward them to the Hall Office.
- They shall coordinate with the wing representatives for follow up of the complaints.
- They shall be responsible for providing the necessary infrastructure required for conducting an event in their domain.
- They shall report to the General Secretary on a weekly basis regarding issues related to maintenance or any other developments in the hostels.
- They shall assist the General Secretary in rendering his/her basic responsibilities.



6.3 MESS COUNCIL

- The General Secretary along with the mess secretary, shall form Mess Monitoring Committee among the mess council members
- The Mess Monitoring Committee will inspect the mess regularly to ensure that good quality materials (in accordance with the tender) are used and report any malpractices to the General Secretary.
- Mess secretary shall be responsible for arranging food requirements, if necessary, during the organization of social events in the hostel.
- Shall form the mess menu after taking suggestions from the general student body, and shall keep updating it in such a way that caters the needs of all the students.

6.4 STUDENTS' MEDICAL REPRESENTATIVE

- Shall make students aware of the medical emergency protocols via online portals, posters etc.
- Shall keep a record of medical utilities (steam inhalers, kettles etc.) which are issued to the students as per requirement.
- Shall apprise the General Secretary about students who are hospitalized or have a serious medical condition.
- Shall help the students who are facing any difficulty in availing medical services.
- Shall be aware of general conditions of hygiene in the hostels and report any infringements to the General Secretary.

6.5 WEB TEAM

- Shall be responsible for design and maintenance of Hostel Affairs website.
- Shall assist the General Secretary in increasing awareness among students about online presence of hostel council.

6.6 GIRLS' REPRESENTATIVE

- Shall represent girls in all matters pertaining to hostel affairs council alongside the General Secretary.
- Shall report maintenance related issues in the girls' hostel to the maintenance secretaries.
- Shall coordinate with medical secretary/dispensary in case of any medical issues.
- May approach the Girls' hostel warden directly in girls' specific issues.



12. Cultural Council

The Cultural Council is an integral part of the student panchayat at IIT Goa. Primarily, the council has the role of providing platforms for students of the institute to showcase their talents by conducting various cultural events and competitions at intra and inter- institute level in accordance with the expectations of the institute. The council shall aspire to promote the student participation in the cultural events by putting in place the best practices.

1. DRAFTING COMMITTEE

- Faculty In-charge – Dr. Rishikesh Narayan (Faculty Coordinator, Student & Cultural Affairs)
- Drafted By –Mr. Harshil Choudhary (General Secretary Cultural Affairs, IIT Goa, 2019-2020)

2. STUDENT OFFICE BEARERS

2.1 ELECTED MEMBERS

2.1.1 General Secretary, Cultural Affairs

2.1.2 Cultural Secretaries

- Secretary of Arts
- Literary Secretary
- Media Secretary

2.2 APPOINTED MEMBERS

2.2.1 Members under Secretary of Arts

- Music Club (Orion) Head
- Dance Club (Meraki) Head
- Fine Arts Club (Eunoia) Head

2.2.2 Members under Literary Secretary

- Drama Club (Mukhota) Head
- Oratory Club (Panache) Head
- Literature Club (Qalam) Head

2.2.3 Members under Film and Media Secretary

- Film and Photography Club (Originals) Head
- Student Design Team Head

2.2.4 Events Management Team

- Events Management Head
- Junior Events Manager (Under Events Management Head)



3. SELECTION PROCEDURE OF THE COUNCIL

3.1 ELECTED MEMBERS

All the elected members will be elected in the Student Panchayat Elections. The electorate for them consists of all bona fide students of IIT Goa.

3.2 APPOINTED MEMBERS

Club Heads

- All Club Heads will be appointed by the General Secretary, Cultural Affairs and the Secretary for the respective club in consultation with the faculty advisor.
- Appointments will be made by conducting interviews or by direct nominations, as deemed fit.
- The respective Cultural Secretary may serve as the Club Head of only one of the clubs under his/her domain.

Events Management Team

- Events Management Head will be appointed by the General Secretary, Cultural Affairs in consultation with the faculty advisor.
- Jr. Events Manager will be appointed by the General Secretary, Cultural Affairs and the Events Management Head.
- Appointments will be made by conducting interviews or by direct nominations, as seen fit.

4. ELIGIBILITY CRITERIA FOR THE OFFICE BEARERS

4.1 ELECTED MEMBERS

General Secretary, Cultural Affairs

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 3 semesters (for UG student) or 1 semester (PG student) in the institution.

Cultural Secretaries

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 1 semester in the institution.

4.2 APPOINTED MEMBERS

Club Heads

- The student must be an existing member and should have had demonstrated active participation in the club activities. And/or in addition, previous organizational/management experience in the respective club will be viewed favourably.
- The student must have completed at least 1 semester in the institution.



Events Management Head

- The student must have previous management experience.
- The student must have completed at least 3 semesters (for UG student) or 1 semester (PG student) in the institution.

Jr. Events Manager

- The student must have completed at least 1 semester in the institution.

5. REMOVAL OF APPOINTED MEMBERS

5.1 REMOVAL CRITERIA

All the members of the cultural council, both elected as well as appointed are expected to demonstrate exemplary behaviour at all times during the period of their appointment. However, an appointed member may only be removed from their posts on one or more than one of the following grounds: -

- Proven act of indiscipline such as penalty awarded by any institute level committee etc.
- Non-cooperation with other Council members.
- Inability to carry out their responsibilities.
- Prolonged absence from campus.
- Health issues.
- Any other reason deemed fit by the General Secretary in consultation with the FA

5.2 REMOVAL PROCEDURE

- The process for removal of any appointed member will be initiated only after permission from the FA.
- The member will be removed via a discussion and voting among the council/club core members.
- The General Secretary, Cultural affairs shall have 2 votes and the rest of the council/club core members shall have 1 vote each.
- The decision of the majority (more than 50% votes) shall prevail.
- In case of a tie, the decision of the General Secretary shall be deemed final.

5.3 REMOVAL AFTERMATH

The concerned member shall be replaced by a new member following the procedure mentioned in section 12.3.2.



6. BASIC RESPONSIBILITIES OF THE OFFICE BEARERS

6.1 GENERAL SECRETARY, CULTURAL AFFAIRS

- Shall be responsible for the overall functioning of the cultural council.
- Shall convene the Cultural Council meetings with a minimum periodicity of at least once a month.
- Shall ensure that institute protocol especially with respect to financial approval, advance clearance as well as reimbursements is followed by the organizing committee for any event
- Shall ensure that the Cultural Council works to the best of its abilities.
- Shall coordinate the planning of all cultural events both at the Institute and Inter-institute level
- Shall be the Co-Overall Coordinator of the annual techno-cultural festival “CultRang” along with the General Secretary Technical Affairs and shall make all decisions pertaining to the cultural aspect of the festival in consultation with the organizing committee.
- Shall nominate contingent leaders for inter-college cultural festivals in consultation with the Cultural Secretaries.
- Shall assist the council in maintaining the rooms allotted for Cultural activities (Music room, Dance room etc.)

6.2 CULTURAL SECRETARIES

- They shall manage all clubs under their domain and supervise their respective Club Heads in consultation with the General Secretary
- They shall schedule all events in their domain in consultation with the Cultural Council at the start of the year.
- They shall be responsible for providing the necessary infrastructure required for conducting an event in their domain.
- They shall assist the General Secretary in the rendering of their basic duties.
- They shall draw up the contingent for intercollegiate festivals in consultation with the General Secretary and the contingent leader.
- They shall take over the duties of the General Secretary Cultural Affairs in his/her absence.



6.3 CLUB HEADS

- They shall manage the day-to-day infrastructure, social media accounts and running of their respective clubs in consultation with their respective Secretaries.
- They shall appoint Core Members of their respective clubs in consultation with their respective Secretaries.
- They shall manage the events of their respective clubs in consultation with their respective Secretaries.
- They shall be responsible for the development of their clubs.

6.4 EVENTS MANAGEMENT TEAM

- They shall plan and manage, in consultation with the General Secretary and the concerned Secretaries, the events which involve more than one club or do not depend on any specific clubs.

13. Sports Council

The Sports Council has the role of providing platforms for students of the institute to showcase their talents by conducting various events and competitions at intra and inter-institute level. It shall also plan all the Sports events to be conducted in the academic year as well as facilitate participation of students in various sports fests conducted as well the Inter-IIT.

1. DRAFTING COMMITTEE

- Faculty In-charge – Dr. Raja Mitra (Faculty Advisor, Sports Affairs)
- Drafted By – Mr. Animesh Sharma (General Secretary Sports Affairs, IIT Goa, 2019-2020)

2. STUDENT OFFICE BEARERS

2.1 ELECTED MEMBERS

2.1.1 General Secretary, Sports Affairs

2.1.2 Sports Secretaries

- Outdoor Sports Secretary (Football, Volleyball, Basketball)
- Outdoor Sports Secretary (Cricket, Athletics, Aquatics, Tennis)
- Indoor Sports Secretary

2.1.2 Sports Representative (Girls)



2.2 APPOINTED MEMBERS

- Chakravayuh Events Head
- Social Media Manager
- Football Sub-Secretary
- Basketball Sub-Secretary
- Volleyball Sub-Secretary
- Cricket Sub-Secretary
- Athletics Sub-Secretary
- Gym Sub-Secretary
- Aquatics Sub-Secretary
- Badminton Sub-Secretary
- Tennis Sub-Secretary
- Table Tennis Sub-Secretary
- Chess Sub-Secretary

New posts may be created as seen fit as per circumstances by the General Secretary.

3. SELECTION PROCEDURE OF THE COUNCIL

3.1 ELECTED MEMBERS

All the elected members will be elected in the Institute General Elections. The electorate for them consists of all students of IIT Goa currently enrolled in the institute.

3.2 APPOINTED MEMBERS

Sub-Secretary

- All Club Heads will be appointed by the General Secretary, Sports and the Secretary for the respective club.
- Appointments will be made by conducting interviews or by direct nominations, as seen fit.

Chakravayuh Team

- Chakravayuh events head will be appointed by the General Secretary, Sports Affairs.
- The rest of the team will be appointed by the General Secretary, Sports Affairs and the Chakravayuh Events head.
- Appointments will be made by conducting interviews or by direct nominations, as seen fit.

4. ELIGIBILITY CRITERIA FOR THE OFFICE BEARERS

4.1 ELECTED MEMBERS

General Secretary, Sports Affairs

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.



- The student must have completed at least 3 semesters (for UG student) or 1 semester (PG student) in the institution.

Sports Secretaries

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 1 semester in the institution.

4.2 APPOINTED MEMBERS

Sub-secretaries

- The student must have had active participation and/or previous management experience in the respective club.
- The student must have completed at least 1 semester in the institution.

Chakravyuh Team

- The student must have previous management experience.
- The student must have completed at least 3 semesters (for UG student) or 1 semester (PG student) in the institution.

5. REMOVAL OF APPOINTED MEMBERS

5.1 REMOVAL CRITERIA

An appointed member may only be removed from their posts on one or more than one of the following grounds: -

- Non-cooperation with other Council members.
- Inability to carry out their responsibilities.
- Prolonged absence from campus.
- Health issues.
- Any other reason deemed fit by the General Secretary.

5.2 REMOVAL PROCEDURE

- The member will be removed via a discussion and voting among the Council members.
- The General Secretary, Sports affairs shall have 2 votes and the rest of the council shall have 1 vote each.
- The decision of the majority (more than 50% votes) shall prevail.

5.3 REMOVAL AFTERMATH

- The concerned member shall be replaced by a new member following the procedure mentioned in section 13.3.2.



6. BASIC RESPONSIBILITIES OF THE OFFICE BEARERS

6.1 GENERAL SECRETARY, SPORTS

- Shall convene the Sports Council meetings with a minimum periodicity of at least once a month.
- Shall ensure that the Sports Council works to the best of its abilities.
- Shall supervise the planning of all sports events both at the Institute and Inter-institute level.
- Shall be the Overall Coordinator of the annual Sports fest “Chakravyuh”.
- Shall nominate contingent leaders for inter-college sports festivals in consultation with the Sports Secretaries.
- Shall assist the council in maintaining the Sports facilities.
- He/she is a member of the Inter IIT Sports Board, along with the Chairman (Sports) and the SAC In-charge.

6.2 SPORTS SECRETARIES

- They shall manage all clubs under their domain and supervise their respective Club Heads.
- They shall schedule all events in their domain in consultation with the Sports Council at the start of the year.
- They shall be responsible for providing the necessary infrastructure required for conducting an event in their domain.
- They shall assist the General Secretary in the rendering of their basic duties.
- They shall draw up the contingent for intercollegiate festivals in consultation with the General Secretary and the contingent leader.
- They shall take over the duties of the General Secretary, Sports in his/her absence.

6.3 CLUB HEADS

- They shall manage the day-to-day infrastructure and running of their respective clubs in consultation with their respective Secretaries.
- They shall manage the events of their respective clubs in consultation with their respective Secretaries.
- They shall be responsible for the development of their clubs.

6.4 GIRL’S NOMINEE

- She shall assist the General Secretary, Sports, Sports Secretaries and the Club heads in all events pertaining to the participation of girls.
- Represent the girl’s interests in the Sports council.

6.5 CHAKRAYUH TEAM

- They shall plan and manage, in consultation with the General Secretary and the concerned Secretaries the annual sports fest, “Chakravyuh”



14. Technical Council

The Technical Council aims to increase the technical culture of the Institute. It organizes various technical events in the institute. It supports and guides student technical activities in the institute. It also supports students to participate in college Techfest and other national or international competitions.

1. DRAFTING COMMITTEE

- Faculty In-charge – Dr. Amaldev Manuel (Faculty Advisor, Technical Affairs)
- Drafted By – Mr. Pranav Yeola (General Secretary Technical Affairs, IIT Goa, 2019-2020)

2. STUDENT OFFICE BEARERS

2.1 ELECTED MEMBERS

2.1.2 General Secretary, Technical Affairs

2.1.2 Technical Secretaries

- Electronics and Robotics Secretary
- Coding and IT clubs Secretary

2.2 APPOINTED MEMBERS

2.2.1 Members under Electronics and Robotics Secretary

- Robotics club Head
- Inventory/Tinkerer's Lab Manager
- Team Steel X Head

2.2.2 Members under Coding and IT clubs Secretary

- GoMyno Club Head
- DSC Head
- INFOSEC Club Head
- Web and App development (Architects) Head

2.2.3 Members directly under the General Secretary.

- M – DASH Club Head
- Motorsports team Head



3. SELECTION PROCEDURE OF THE COUNCIL

3.1 ELECTED MEMBERS

- The General Secretary, Technical Affairs and the Technical secretaries will be elected in the Institutes General Elections.
- The electorate for them consists of all students of IIT Goa currently enrolled in the institute.

3.2 APPOINTED MEMBERS

- All the Club Managers will be appointed by the General Secretary, Technical Affairs and the technical secretaries of respective domain.
- The appointments will be made by conducting interviews or by direct nominations, as seen fit.
- The Team Heads will be appointed by the General Secretary, Technical Affairs in discussion with the corresponding Technical Secretary and the core members of the team.

4. ELIGIBILITY CRITERIA FOR THE OFFICE BEARERS

4.1 ELECTED MEMBERS

General Secretaries, Technical Affairs

- The Eligibility criteria mentioned in Section 7 for serving as a Student Panchayat Office Bearer shall apply.
- The student must have completed at least 3 semesters (for UG student) or 1 semester (for PG student) in the institution.
- He/she must be an active member in technical activities.

Technical Secretaries

- The student must have completed at least 1 semester (for UG or PG student) in the institution.
- He/she must be an active member of that department.

4.2 APPOINTED MEMBERS

Club Managers

- The student must have completed at least 1 semester (for UG or PG student) in the institution.
- He/she must be an active member of that club

Team Heads/Captains

- The student must be an active member of the team.
- He/she should have represented IIT Goa at college fests outside IIT Goa as a team member.



5. REMOVAL OF APPOINTED MEMBERS

5.1 REMOVAL CRITERIA

An appointed member may only be removed from their posts on one or more than one of the following grounds:

- Non-cooperation with other Council members.
- Inability to carry out their responsibilities.
- Prolonged absence from campus.
- Health issues.
- Any other reason deemed fit by the General Secretary.

5.2 REMOVAL PROCEDURE

- The member will be removed via a discussion and voting among the Council members.
- The General Secretary, Technical affairs shall have 2 votes and the rest of the council shall have 1 vote each.
- The decision of the majority (more than 50% votes) shall prevail.

5.3 REMOVAL AFTERMATH

The concerned member shall be replaced by a new member following the procedure mentioned in section 4.3.

6. BASIC RESPONSIBILITIES OF THE OFFICE BEARERS

6.1 GENERAL SECRETARY, TECHNICAL AFFAIRS

- Ensure that Institute Technical council works to the best of its abilities.
- Convene the Technical council meetings with a minimum periodicity of at least twice a semester.
- Supervise the Technical Council to plan all the Technical events at the Institute level.
- Be the Co-Overall Coordinator of the annual techno-cultural festival “CultRang” along with the General Secretary, Cultural Affairs and shall make all decisions pertaining to the Technical aspect of the festival.
- Nominate contingent leaders for inter-college Tech events in consultation with the Technical Secretaries.
- Supervise all the Institute level events which involves participation of students outside IIT Goa.



6.2 TECHNICAL SECRETARIES

- Manage all the clubs/teams under their domain and supervise their respective club/team head
- Schedule all events in their domain in consultation with the Technical Council at the start of the year.
- They shall be responsible for providing the necessary infrastructure required for conducting an event in their domain.
- Assist the General Secretary in the rendering of their basic duties.
- Draw up the contingent for inter college tech competitions in consultation with the General Secretary and the contingent leader.
- Take over the duties of the General Secretary, Cultural Affairs in his/her absence.

6.3 CLUB/TEAM HEADS

- Manage the day-to-day infrastructure and running of their respective clubs in consultation with their respective Secretaries.
- Manage the events of their respective clubs in consultation with their respective Secretaries.
- They shall be responsible for the development of their clubs/team.



15. Amendments' History
