

KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR - 680 596

www.kuhs.ac.in

No.2955/Ac-B2/KUHS/2016 (2)

19/03/2016

CIRCULAR

Sub: Constitution of college council by the colleges-Reg

As per the Kerala University of Health Sciences First statutes 2013, Chapter XXI clause 15, one of the condition for granting affiliation is the constitution of college council. Every college shall have a duly constituted college council representing the staff and students to advise the question relating to the internal affairs of the college.

The college council shall consist of the following members:

- a) The Principal who shall be the Chairman;
- b) All Heads of the Departments/ teachers in charge of the Departments;
- c) The Director/Head of the Department of Physical Education;
- d) The chairman of the college Union;
- e) Administrative Officer/ Superintendent/ Head clerk, who is the chief of the office staff;
- f) The Chairman/ President of PTA in the college;
- g) Two representatives of the Teaching staff elected from among themselves.
- h) College council shall elect a secretary who shall be a teacher other than the principal.

The functioning of the college council:

- a) The secretary shall convene the meeting of the council. It shall be competent for the council to remove the Secretary from his office by two-third majority decision.
- b) The college council shall meet atleast twice in an year and the minutes shall be recorded.

- c) The decision of the college council shall be taken by a simple majority and in case of equality of votes, the chairman shall have second or casting votes.
- d) Where the Principal overrules the decisions of the college council, and if the Principal does not report the fact to the Vice Chancellor, the secretary shall report the same to the Vice Chancellor.
- e) The college council shall be reconstituted in every year.

Hence all the colleges are directed to formulate a college council as per the guidelines mentioned above and the details of the college councils should be submitted along with the application of continuation of provisional affiliation and the soft copy of the same may be forwarded to the following email address: academic@kuhs.ac.in.

Yours faithfully,
Sd/-
REGISTRAR

To
The Principals of all affiliated colleges

Copy to
System Manager/SF/FC

Forwarded/ By order


Deputy Registrar