



## **INTRODUCTION TO STUDENT COUNCIL**

Student Council is a Student based civic Organization designed to perform University Spirit & Leadership among student

Students participating in all levels of council will maintain a high standard of personal conduct. Council members will demonstrate leadership qualities by serving as good example of behaviour through their words and actions.

All council members will be expected to participate in approved activities, which will serve to enhance the quality of both physical and behaviour environment of the university

### **The Purpose of Student Council**

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- 1 To develop positive attitude and practice good citizenship
- 2 To promote harmonious relations throughout the entire university
- 3 To improve student/faculty relationship.
- 4 To improve university morale and general welfare
- 5 To provide a forum for student
- 6 To plan Special events & projects

Benefits of being involved in students council Include: opportunity to improve reading and writing skills, gain experience in public speaking, and learn how to make a positive impact on university and community environment. In addition student council will serve as a chance to meet new friends and work with a wide variety of people.

## **FOLLOWING ARE THE POST OF STUDENT'S COUNCIL**

PRESIDENT

VICE PRESIDENT (2) BS & MBA

MARKETING COORDINATOR

INFORMATION TECHNOLOGY COORDINATOR

HUMAN RESOURCE COORDINATOR/HISTORIAN

TREASURER

SPORTS COORDINATOR

SOCIAL ACTIVITY COORDINATOR

EVENT COORDINATOR

COOPERATIVE MEMBERS

VOLUNTEERS

### **BOARD OF ADVISORS**

ARIF DALIA (DIRECTOR)

MUHAMMAD QASIM ( ADMINISTRATOR)

MISBAH UDDIN ZEESHAN ( ADVISOR TO DIRECTOR)

### **ADVISORS**

Advisors are management and faculty members who supervise the councils activities, aiding in the planning & organizing of its activities. Nonetheless, the council is administered as much as possible by the students themselves, with the meeting led by the executive board.

## **PRESIDENT**

President of students council will lead the council, and bridge the gap between the advisors and other council members, he is responsible to control all the council members effectively and efficiently assign tasks, set standards and lead from front.

## **VICE PRESIDENT**

vice president is responsible for all the tasks of the duties when president is not available, record minutes, call meeting and highlight agenda are also some jobs that is the responsibility of vice president.

## **MARKETING COORDINATOR**

Marketing Coordinator is responsible to promote all events internally and externally which is going to be held in SAIMS

## **INFORMATION TECHNOLOGY COORDINATOR**

IT Coordinator is responsible to control all IT related aspects: capture pictures of all events and publish it to social networks, he also works as historian.

## **HUMAN RESOURCE COORDINATOR**

HR COORDINATOR is responsible to evaluate and appraise the performance of all council members and for selecting committee members.

## **TREASURER**

TREASURER is responsible to control all financial matters going to be occur in students' council activities

## **SOCIAL ACTIVITY COORDINATOR**

Social Activity Coordinator is responsible to plan and control all social programs that student council arrange throughout semester.

## **EVENT COORDINATOR**

Event Coordinator is responsible for all the activities that can be occur during the event such as, make event planning, deciding the event duration make a chart of programmes description etc.

## **SPORTS COORDINATOR**

Sports Coordinator is responsible coordinate all the activities, make teams, draw schedule, call external teams etc.

## **COMMITTEES**

- 1 Discipline Committee
- 2 Book Bank Committee
- 3 SAIMS social welfare committee
- 4 Auditorium Control Committee
- 5 Volunteers committee
- 6 Complaint Committee

## **SAIMS SOCIAL WELFARE**

SSW SAIMS SOCIAL WELFARE is social department of students council in which students are responsible to generate funds for the poor & needy people. Students are responsible to raise funds by different campaign such as collect funds from different roads, companies, institutions etc.

## **SERVICES OF SSW**

- 1 Help in education of poor and needy people
- 2 Donate Blood
- 3 Help Flood Victims
- 4 All social services that will possible for student council

## **PERSONS RESPONSIBLE FOR SAIMS SOCIAL WELFARE (SSW)**

There will be 3 members from students council who will be responsible for SSW; they have to make strategies that how to raise Funds by different campaign and then they are responsible to submit report to the president of students council.