

# Indian Institute of Technology Gandhinagar



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## Student Academic Council

2023-24

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**Reuben Devanesan**

Academic Secretary

Students' Council

## **Objective**

The Student Academic Council (SAC) exists to enhance students' overall academic experience by promoting the academic welfare and concerns of the student body, creating new programs and initiatives to provide opportunities for growth and interaction, and communicating with the IIT Gandhinagar Administration and Faculty on behalf of students. The SAC will be responsible for the expansion and effective execution of the academic initiatives launched in recent years under the aegis of the Academic Secretary and the supervision of the Dean and Associate Deans of Academic Affairs.

## **Structure**

The SAC will be a body of five coordinators and some additional members. The roles and responsibilities of the coordinators are described as under:

### **1. Coordinator for Events and Initiatives**

- Coordinating student-run courses, identifying student requirements and potential tutors for the same.
- Coordinating with the Technical and IR&P Council to arrange for workshops and competitions.
- Coordinating events like Teachers' Day Celebration, Dexter's Quest, Kya Aap Baarhvi Paas Se Tez Hai? debates, inter- and intra-batch interaction sessions, etc.

### **2. Coordinator for Peer Assisted Learning (PAL)**

- Establishing communication between PAL mentors and ADH tutors.
- Extending required help to students on GPS.

### **3. Coordinator for Academic Discussion Hours (ADH)**

- Identifying courses requiring these sessions and competent tutors to conduct them. - Ensuring regular conduct of these sessions and timely feedback for improvement of the sessions.
- Fostering intra and inter-batch discussions on academic topics.

### **4. Coordinator for Class Representatives and Course Feedback**

- Establishing proper communication with all CRs to sense the need and requirements of students and implementing solutions to address these needs.
- Ensuring appropriate CR performance on the progress of significant activities, including course feedback and regular organizing of field visits.
- Ensuring CRs undertake at least one initiative or activity for their discipline's batch.

- Maintaining an archive of minutes of meetings conducted by CRs with their respective batches.

### **5. Coordinator for Documentation and Outreach**

- Ensuring documentation of experiences, projects, etc., of past industrial and research internships undertaken by students.
- Ensuring documentation of course projects currently being done by students. - Arranging for descriptions of courses, write-ups of course content, and (if applicable) experiences of students who have taken the course in the past.
- Maintaining a platform which would feature exciting stuff in the academic spheres of our life. This would fill the vacuum of recognition/celebration of special academic happenings in the community. Example: reviving and regularly updating the Facebook page, Ranchos of IITGN.

In addition to Coordinators, the Academic Council will have 6-8 general members (including **Special Advisor** to Academic Secretary) who will assist the coordinators in their work. The role of the webmaster would be to keep the Student Academic Council's website up-to-date and running.

## **Selection**

### **1. Eligibility:**

- IITGN students from any programme and year of study are eligible to apply and fill out the nomination form sent to the student community.
- Only those who are or have been the class representative can apply for the post of Coordinator for Class Representatives and Course Feedback.

### **2. Selection Procedure:**

- Coordinators, as well as general members, will be selected through a formal process of nominations and interviews by the current and former Academic Secretary

If there is a need for more members or someone wishes to apply later on during the tenure, one can do so by sending a formal request via email to the Academic Secretary.

In case of any further queries, please feel free to contact me or Revant.

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