

Annexure - I

Councils, Clubs, and Groups *at* IIT Gandhinagar

Last updated on November 3, 2024

Guidelines

The document, Annexure - I, was formally adopted on February 20, 2021. It contains the details of all the Councils, Clubs, and Groups (hereinafter referred to as groups@IITGN) at the Indian Institute of Technology Gandhinagar. The details include the overview, vision, mission, departments, structure, selection procedure, etc. In addition, this document also contains a list of position of responsibilities (POR's) in the groups@IITGN recognized by the Student Senate. Along with it, the procedure to verify the POR's is also mentioned which is applicable to every student and alumni of IIT Gandhinagar.

If a group@IITGN wishes to make changes to the existing structure, they are required to bring a proposal to the Student Senate. Upon due deliberation, the Student Senate may decide whether to pass or reject the proposal.

All the groups@IITGN are free to make changes to the selection procedure, and departments within the group. It is the responsibility of the group@IITGN to update the Convener, Student Senate about the changes/amendments made. In addition, if the changes being made are for longer time period, the Convener, Student Senate will update the document as well.

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1 Councils

1.1 Academic Council

1.1.1 Objective

To ensure proper execution of, and, coordination between various student-driven academic activities under the aegis of the Academic Secretary and the supervision of Dean and Associate Deans of Academic Affairs.

1.1.2 Structure

The Student Academic Council is a body of five coordinators and some additional members. The roles and responsibilities of the coordinators are described as under:

1. Coordinator for Academic Discussion Hours (ADH)
 - (a) Identifying courses requiring these sessions and competent tutors to conduct them.
 - (b) Ensuring regular conduct of these sessions, and timely feedback for improvement of the sessions.
 - (c) Fostering intra and inter-batch discussions on academic topics.
2. Coordinator for Peer Assisted Learning (PAL) and Guided Progress Scheme (GPS)
 - (a) Establishing communication between PAL tutors and ADH tutors.
 - (b) Extending required help to students on GPS.
3. Coordinator for Events and Initiatives
 - (a) Coordinating student-run courses, identifying student requirements and potential tutors for the same.
 - (b) Coordinating with the Technical and IR&P Council to arrange for workshops and competitions.
 - (c) Coordinating events like LaTeX workshop, HackRush, Kya Aap Baarhvi Paas Se Tez Hai? debates, inter- and intra-batch interaction sessions, etc.
4. Coordinator for Class Representatives and Course Feedback
 - (a) Establishing proper communication with all CRs to sense the need and requirements of students, and implementing solutions to address these needs.
 - (b) Ensuring appropriate CR performance on the progress of significant activities including course feedback and regular organizing of field visits.
 - (c) Ensuring that CRs undertake at least one initiative or activity for their discipline's batch.

- (d) Maintaining an archive of minutes of meetings conducted by CRs with their respective batches.
5. Coordinator for Documentation and Outreach
- (a) Ensuring documentation of experiences, projects, etc. of past industrial and research internships undertaken by students.
 - (b) Ensuring documentation of course projects currently being done by students.
 - (c) Arranging for descriptions of courses, write-ups of course content, and (if applicable) experiences of students who have taken the course in the past.
 - (d) Maintaining a platform which would feature interesting stuff in the academic spheres of our life. This would aim to fill the vacuum of recognition/celebration of special academic happenings in the entire community.
6. Special Advisor
- (a) Provide advice and recommendations to the Academic Secretary on academic matters.
 - (b) Responsible for acting as a liaison between the Academic Council and the student body, conveying important academic information and seeking feedback.

The Academic Council also consists of some general members, who assist the coordinators in their work. Additionally, there is a Web-Master who maintains the website of the [Students Academic Council](#). The Web-Master is, by default, a general member of the Council. Academic hobby group representatives are also, by default, members of the Academic Council. The Student Academic Council also has Social Media and Graphic Designers, which are also general members.

1.1.3 Selection Eligibility

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

1.1.4 Selection Procedure

1. Coordinators will be selected through a formal process of nominations and interviews by the Academic Secretary, and the Faculty Advisor¹ of the Academic Council.
2. Selection of general members will also happen through interviews. The panel here would have the Academic Secretary, and the respective coordinator.

¹In case the Faculty Advisor is unavailable, the Academic Secretary will take the interviews.

The above-mentioned selection procedure is for those who apply the nomination form. However, if there is a need for more members or someone wishes to apply later on, one can do so by sending a formal request via email to the Academic Secretary. The selection in this case shall be conducted separately as per 1.1.4.2.



1.2 Cultural Council

1.2.1 Objectives

The Cultural Council is responsible for all the cultural activities that take place in the institute related to the student body.

1.2.2 Structure

The Council consists of the Cultural Secretary, Cultural Event Coordinator, Management Coordinator, Finance Coordinator, Media & Outreach Manager, and the secretaries of all the cultural clubs. The roles and responsibilities are described as under:

1. Cultural Event Coordinator: Work in coordination with the Cultural Secretary to manage the various cultural events, Inter IIT Cultural Meet and coordinate with various clubs in IITGN.
2. Management Coordinator
 - (a) Responsible for following the events roadmap established during the initial council meetings.
 - (b) Facilitate collaboration and resolve logistical challenges by liaising with Club Secretaries and administrative modalities in coordination with the Cultural Secretary.
 - (c) Convene all council meetings in the absence of the Cultural Secretary.
 - (d) committed to following the timelines to ensure the timely execution of tasks and events, contributing to the council's efficiency and success.
3. Finance Coordinator
 - (a) Responsible for budget creation, approval, and securing funding. Addressing the challenge of financial delays, which is vital for timely event execution.
4. Club Secretaries: There are 11 cultural clubs and every club has a secretary who is responsible for the functioning of the club. Various cultural clubs are as follows:
 - (a) Abhinaya
 - (b) Sargam
 - (c) StepUp
 - (d) LitSoc
 - (e) Quizzing Society
 - (f) Orenda
 - (g) Palette
 - (h) Cinematheque

- (i) 16 Pixels
- (j) Vinteo
- (k) Awaam

Refer section ?? for the details of every club.

5. Media & Outreach Manager: Think of marketing strategies for the council's activities and handle the social media accounts (Instagram, Facebook, and YouTube) of the Cultural Council and regularly post updates of cultural events on these platforms (not applicable for clubs). The work also includes creating content for the website and designing posters for the events and activities of the Cultural Council.

1.2.3 Selection Eligibility

1. IITGN students from any program and year of study are eligible to apply and fill the nomination forms for membership to the Cultural Council.
2. The selection eligibility for a club secretary has been mentioned in Appendix ??.

1.2.4 Selection Procedure

1. The Cultural Council Coordinators will be selected through a formal process of interviews by the previous Cultural Secretary and current Cultural Secretary.
2. The selection procedure of a club secretary has been mentioned in Appendix ??.

1.3 Industry Relations & Projects Council

1.3.1 Objective

The IR&P Council would lookout for improving industrial-academia relations, spreading awareness about upcoming industrial competitions, promoting entrepreneurship culture, maintaining official web portal and documenting ongoing and previous activities of the council.

1.3.2 Background

Students at IITGN drive most of the activities in accordance with the institute's philosophy of treating its students as responsible adults. Being a research-oriented institute, the students can benefit from industry-driven research projects. Thus, it is postulated to form a student body dedicated to enabling the students to pursue such projects and promote industry-driven inter-disciplinary research in the institute.

Briefly, the role of this council will be to actively contact and attract various industries for projects that the students may undertake. It will keep a record of them and follow up the progress. It will also work towards managing the existing ones in terms of documentation, publicity and initiation. The council will also provide a platform for the development of entrepreneurial activities in the institute.

1.3.3 Roles and Responsibilities

1. Actively contact and collaborate with industries for projects
2. Encourage students to participate in competitions around the country and the world
3. Spread awareness about the industry's vision and the challenges they face
4. Help solve institute level problems by floating relevant projects to the student body
5. Develop an entrepreneurial ecosystem
6. Provide platforms for the recognition of students' work
7. Documentation of all the previous work done

1.3.4 Structure

The council team will comprise of IR&P Secretary, 2 advisors, 3 coordinators and 8-10 general members. The roles and responsibilities co-ordinators and general members are as follows:

1. IBP and IP Advisors:

- (a) To help the secretary in conducting the IP's and IBP's and to support whenever any guidance or help is required.
 - (b) To ensure that the previous relations made with the companies and professors are judiciously to ensure better further actions.
2. Institute Building Projects (IBP) Coordinator
- (a) Approaching faculties for projects focussed on solving campus-related problems.
 - (b) Collaborating with nearby colleges to solve their problems.
 - (c) Ensuring completion of IBP Projects
3. Industrial Projects (IP) Coordinator
- (a) Managing all the whereabouts of the industrial projects, which comprises the creation of database, contacting and making proper agreements with the collaborators, collecting feedback from the project guides, and finding suitable mentors for the projects.
 - (b) Ensuring proper documentation of all the projects.
4. Events Coordinator
- (a) Responsible for the planning and marketing of various events such as IndustReal, Hackathon, Webinars/Talks by successful industrialist and entrepreneurs.
 - (b) Brainstorming and implementing innovative ideas with the help of the team to promote industrial and entrepreneurial culture among the student body.
5. BIS Coordinator
- (a) Responsible for coordinating all the activities and events by BIS(The Bureau of Indian Standards), being the primary point of contact between the BIS and Student Council.
6. General member
- (a) Assisting the secretary and the coordinators for conducting all the activities of the council.
 - (b) Actively contact and collaborate with industries for projects.
 - (c) Encourage students to participate in competitions around the country and the world.
 - (d) Spread awareness about the industry's vision and the challenges they face.
 - (e) Provide platforms for the recognition of students' work.
 - (f) Documentation of all the previous work done.

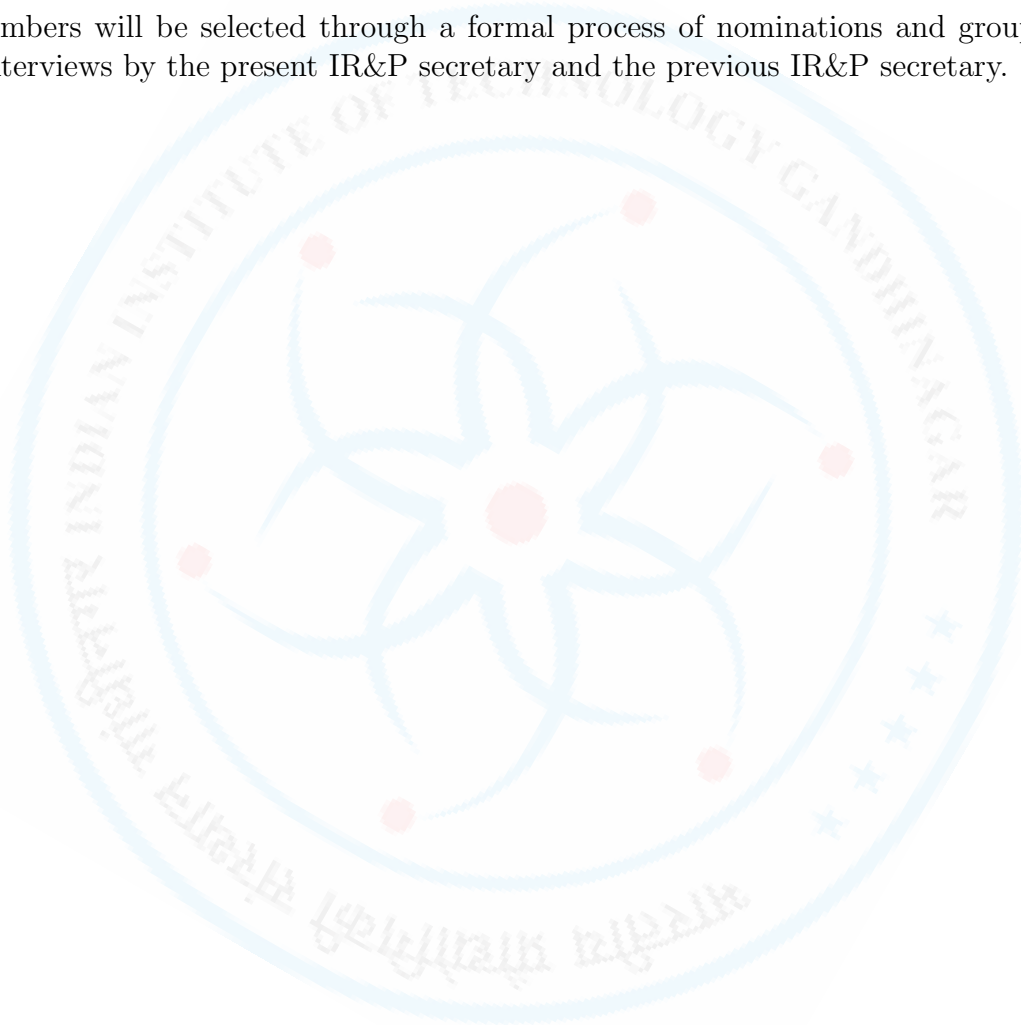
1.3.5 Selection Eligibility

IITGN students from any program and year of study are eligible to apply and fill the nomination form sent to the student community.

Students applying for the post of Special Advisors should have at least one year of experience working with the IR&P council, either as a team member, or a coordinator.

1.3.6 Selection Procedure

The members will be selected through a formal process of nominations and group discussions/interviews by the present IR&P secretary and the previous IR&P secretary.



1.4 Professional Development Council

1.4.1 Objective

To provide the student body with a structured framework for their overall professional development, to spread about it and to create avenues for the same. PDC works on the following principles:

1. To assess the current performance of IITGN students in professional aspects and create a platform in order to improve upon it.
2. To promote a healthy culture among the students of IITGN with regard to professional skill development.
3. To act as a medium of communication between the Career Development Services and the student body. This would help in better communication of the feedback from the companies to the students and to also raise, address the concerns of the students to the CDS.

1.4.2 Background

All the student activities at IITGN are led and driven by students in accordance with the Institute's philosophy of treating its students as responsible adults. Students have shown commendable leadership and decision-making skills during the previous years through various activities and initiatives (Amalthea, Blithchron, NYASA, PAL, etc. to name a few). However, there is a need to expose the students to professionalism and help them develop skills that could cater to their career goals. Thus, it is postulated to form a student body dedicated to looking after the various professional development aspects of student life thereby leading to the overall enrichment of an individual's student life at IITGN.

1.4.3 Potential Activities

1. Creating awareness among the student body regarding their career paths and choices.
2. Organizing relevant professional development activities (e.g. mock tests, interviews, soft skills workshops, etc) based on the needs of the students.
3. Motivating individuals to develop professional skills and guiding them accordingly with the help of experts.
4. Keeping the record of activities conducted and conducting follow-up activities based on the impact.

1.4.4 Structure

The PDC will be a body of three coordinators, a special advisor and some additional members. The roles and responsibilities of the members are described as under:

1. Coordinator for Industrial Training and Preparation
 - (a) Preparing, documenting and compiling the Preparation Material for the Placements and Industrial Internships.
 - (b) Coordinating with the CDS to organize preparatory sessions, mock tests, mock interviews, etc. for Placements and Internships.
2. Coordinator for Career Exposure and Guidance
 - (a) Planning and organizing different events and workshops for the overall exposure and professional development of the students.
 - (b) Coordinating with the Career Guides and ensuring that students get regular career counselling about their career and guidance about various opportunities.
 - (c) Coordinating with the CDS and the faculty to organize industrial visits for all departments.
3. Coordinator for Research and Higher Education
 - (a) Preparing, documenting and compiling the Preparation Material for Academic Internships and Higher Education in Collaboration with the Student Academic Council.
 - (b) Organizing research based events and preparatory workshops for Post-Graduate students.
 - (c) Managing the Focused group Initiatives for preparation of competitive examinations like CAT, UPSC, GATE etc.
4. Special Advisor:
 - (a) The Special Advisor will offer advice and recommendations to the PDC Secretary concerning student career matters.
 - (b) Acting as a bridge between the PDC and the student body, the Special Advisor will communicate important information and gather feedback to ensure effective collaboration.
5. General member
 - (a) Assisting the Secretary and Coordinators in carrying out all the activities of the council.
 - (b) Organise relevant professional development activities and skill development workshops based on needs of students.

- (c) Actively contact seniors and alumni for documenting the preparatory data and conducting events.
- (d) Spreading awareness of the council activities, events, material and career opportunities among the students.
- (e) **Webmaster:** Responsible for keeping the PDC website up-to-date and running.
- (f) **Social Media Manager:** Maintaining the Instagram/Facebook/LinkedIn Social Media Handles, creating content to post for eg. podcasts, talks, etc.

1.4.5 Selection Eligibility

IITGN students from any program and year of study are eligible to apply and fill the nomination form sent to the student community. Only those with a minimum of one year of experience as an active member of the PDC/Annuity/TEDx can apply for the post of Special Advisor.

1.4.6 Selection Procedure

The members will be selected through a formal process of nominations and group discussions/ interviews by the present PDC secretary and the previous PDC secretary.

1.5 Sports Council

1.5.1 Objectives

The Sports Council is responsible for all the sports-related activities that take place in the institute for the student body.

1.5.2 Roles and responsibilities

1. To ensure the conduct of all possible sports/games at IITGN.
2. To make sure that Institute teams practice regularly and participate in different tournaments.
3. Organizing various leagues, tournaments and sports events for the student community.
4. To increase the involvement of the student community in sports and encourage the importance of physical fitness.
5. To ensure that all the required sports equipment is readily available and regularly maintained.
6. To process different admin work required for different games and maintaining logistics.
7. To continuously work towards improving the performance of IITGN in sports tournaments including the Inter IIT Sports Meet.

1.5.3 Structure

The Sports Council shall consist of the Sports Secretary, Sports Management Coordinator, and the captains and secretaries of every sport. The roles and responsibilities are as follows:

1. Sports Management Coordinator: Work in coordination with the Sports Secretary to manage various leagues & tournaments, Inter IIT Sports Meet and coordinate with the captains and secretaries of all the sports being played in IITGN.
2. Captains and secretaries: They are responsible for the activities of their sport. They are required to coordinate with the Sports Secretary and Sports Management Coordinator. Different sports with a captain and a secretary are:
 - (a) Aquatics
 - (b) Athletics
 - (c) Badminton (M&W)
 - (d) Basketball (M&W)
 - (e) Cricket
 - (f) Lawn Tennis

- (g) Volleyball (M&W)
- (h) Table Tennis (M&W)
- (i) Gymnasium
- (j) Carrom
- (k) Chess

1.5.4 Selection Eligibility

IITGN students from any program and year of study are eligible to apply for the Sports Management Coordinator, captain and secretary of any sport. It is recommended that a student with some prior experience should be preferred over others.

1.5.5 Selection Procedure

1. The Sports Management Coordinator will be selected through a formal process of interviews by the former Sports Secretary, former Sports Management Coordinator, and the coaches.
2. Sports captains and secretaries will be selected through a formal process of interviews by Sports Secretary and previous captain based on the recommendation of the coach.

1.6 Technical Council

1.6.1 Objective

Technical Council strives hard to provide the students with a platform to learn and critically understand the technologies that aid innovation and development, along with providing the resources that facilitates it. The Council wishes to create an environment that creates future leaders in technology that make an impact on the world around us and also developing the culture that can facilitate doing so.

1.6.2 Potential Activities

1. Students Summer Technical Projects (SSTP) (for at least 50 days): BTech First Years work on developing their prototypes during the summer vacations
2. Winter Projects (20 days): Utilization of December vacations to gain acquaintance with different skills that will help in later semesters in large scale projects
3. Tech Radio: Series of small talks on projects happening in the college
4. IGNITE: The annual technical fair which brings out the best of technical skills gained by the students around the year
5. Technical Week: An opportunity to come closer to the various domains
6. Participation in External Competitions
7. Pan IIT Initiatives: Tech Board Meetings, Inter IIT Tech Meet
8. Development of institute apps and websites
9. Open Source at IITGN: Student encouragement for FOSS project contributions and building solutions that benefit the wider community

1.6.3 Structure

The Technical Council consists of the Technical Secretary, Coordinators, Club Secretaries, App and Website Manager and General Members. The roles and responsibilities of the various PORs are described as under:

1. Technical Coordinator
 - (a) Ensure the seamless execution and logistics of technical elements and resources in events, projects, and activities.
 - (b) Work closely with various clubs and councils to develop event ideas and brainstorm innovative concepts.

- (c) Collaborate with the Management Coordinator on financial matters, including securing approvals and managing budgets.
 - (d) Prepare reports/documentation on technical aspects of events and projects, collect feedback and assess new technologies for potential benefit to the council
2. Management Coordinator
- (a) Assist the Technical Council in managing and coordinating events, projects, and other collaborative activities.
 - (b) Oversee event logistics, including vendor management, service provider coordination, and handling the finances, to ensure seamless execution.
 - (c) Manage the council's resources, including inventory management, procurement, and maintenance of equipment and materials.
 - (d) Develop and maintain schedules, timelines, and deadlines for events and projects together with the Technical Coordinator.
3. Outreach Coordinator
- (a) Develop and implement outreach strategies to promote the Technical Council's events, projects, and activities, increasing visibility and engagement.
 - (b) Build and maintain relationships with industry partners and sponsors to secure resources and support for council initiatives.
 - (c) Establish and maintain connections with other educational institutions, local communities, and other external stakeholders to foster collaborative projects and knowledge-sharing.
4. Club Secretaries and Other Group Coordinators: There are 6 technical clubs and every club has a secretary who is responsible for the functioning of the club. Various technical clubs are as follows:
- (a) Metis - Coding Club
 - (b) Digis - Digital Sports Club
 - (c) Mean Mechanics - Robotics Club
 - (d) Odyssey - Astronomy Club
 - (e) GRASP - Competitive Programming Group
 - (f) Anveshanam - Research Society
 - (g) Machine Learning Club

Refer section 2.2 for the details of every club.

5. App and Website Manager: Responsible for managing and maintaining the council website and other apps and websites that are rolled out by the Technical Council for the community.
6. General Members
 - (a) Develop and take charge of innovative events and projects that align with the council's objectives, driving growth and impact.
 - (b) Assist in brainstorming event-specific details and execution, translating conceptualised ideas into tangible experiences (especially for the clubs).
 - (c) Contribute to the council's decision-making process and help shape its direction.
 - (d) Provide support to coordinators and ensure smooth event operations, acting as a point of contact during events.

Apart from this, hobby groups that have been working on various genres of projects and activities fall under the Technical Council.

1.6.4 Selection Eligibility

IITGN students from any program and year of study are eligible to apply and fill the nomination form sent to the student community.

1.6.5 Selection Procedure

1. All positions in the council may be selected by various processes such as SOPs, Interviews, Resumes, and so on, by the Technical Secretary, advisably in consultation with the previous members of the council.

1.7 Welfare Council

1.7.1 Objective

Protect and ensure student welfare.

1.7.2 Roles and responsibilities

1. Proper operations of mess and other food outlets in the campus.
2. Proper operations of laundry services.
3. Proper addressal of issues related to (but not limited to) hostel infrastructure and facilities.
4. Regular collection of feedback about all the above facilities.
5. Maintaining proper health facilities in the hostel and academic area.
6. Developing and maintaining proper services/infrastructure/portals based on student needs.
7. Proper documentation of all activities, discussions, mistakes, recommendations and ideas taken by the Welfare Council. General guidelines for the list of things that can be covered in the documentation are:
 - (a) Hostel, Canteens and Mess Complaints
 - (b) Annual Budget (to be prepared at the start of the tenure)
 - (c) Initiatives (with details including number of participants), important dates, people involved in the initiative, etc
 - (d) Any other information/discussion that is relevant to the functioning of the future councils.

1.7.3 Structure

The Student Welfare Council shall consist of the Welfare Secretary, Special Advisor, Mess Secretary, 4 Coordinators, general members and a few senators. The roles and responsibilities of the coordinators are described as under:

1. Advisor to the Welfare Secretary
 - (a) Assist the Secretary on all issues and terms.
 - (b) Reduce the load on the Welfare Secretary.
2. Mess Secretary, Incharge of Mess Operations
 - (a) Responsible for proper operation of mess facilities

- (b) Collect regular feedback (through existing Instant Feedback System or otherwise)
- (c) Ensure highest quality of hygiene is maintained in mess
- (d) Mess allocation is done at a fixed frequency
- (e) The mess menu is regularly updated with sufficient variety

3. Mess Coordinator

- (a) Operating under the Mess Secretary, specifically manage individual mess operations.
- (b) Gathering detailed feedback from students, ensuring hygiene standards maintenance, and promptly addressing any mess-related issues.

4. Outlet Coordinator, Incharge of Commercial Outlets

- (a) Responsible for proper operation of all commercial outlets (including but not limited to canteens, grocery stores, temporary establishments such as food trucks in Student Hostels, Academic Block and Central Arcade)
- (b) Collect regular feedback (through existing QR System or otherwise)
- (c) Ensure highest quality of hygiene and quality of products is maintained in all the outlets
- (d) Survey prices and quality of food served and other items sold around the campus as well as in other colleges (including but not limited to IITs).
- (e) Search for new potential vendors in case existing vendors are discontinuing operations.
- (f) Ensure sufficient variety in food and other items provided in canteens

5. Laundry Coordinator, Incharge of Laundry Operations

- (a) Ensure proper operation of Laundry Services in campus
- (b) Address all issues and complaints related to Laundry in campus
- (c) Ensure that the services provided are of the highest quality
- (d) Organize regular checks to the Laundry Site for inspection

6. Hostel Coordinator, Incharge of Hostel Maintenance

- (a) Address any issues (such as washrooms, room furniture etc) that students have
- (b) Document all issues raised, actions taken on the complaint and required follow-ups taken up by the incharge, staff or complainer.

7. Student Health Coordinator, Incharge of Student Health

- (a) Responsible for proper health facilities for students in campus

- (b) Spreading awareness about health facilities and operating procedure in case of medical emergencies
- (c) Spreading awareness about various health hazards such as during epidemics (eg. Swine Flu, COVID-19).

8. Content Writer

- (a) responsible for creating engaging and informative content that reflects the activities and initiatives of the Welfare Council.
- (b) Writing detailed reports on council activities, and preparing materials for both internal and external communications.

9. Media and Outreach Manager

- (a) Oversee the council's social media platforms, focusing on promoting events organized by the welfare council and managing press releases.

General Members: Dynamic people who will work based on the need for any independent initiatives undertaken by the council or for assisting any of the incharges.

The general members will include:

1. Maximum of 10 members nominated by the selection process below.
2. 2-3 senators nominated by the Convener, Student Senate (ensuring maximum diversity - recommended 1 female member, 1 undergraduate and 1 postgraduate member of the senate).
3. General Secretary will be a default member of the Welfare Council.

1.7.4 Selection Eligibility

IITGN students from any program and year of study are eligible to apply and fill the nomination form sent to the student community.

1.7.5 Selection Procedure

1. Incharges be selected by the newly elected Welfare Secretary from nominations invited from the Student Community and with recommendations from the previous Welfare Secretary, previous General Secretary, and the new General Secretary.
2. General Members (apart from General Secretary and those recommended by the Technical Secretary and Convener) be selected by the new Welfare Secretary and respective incharges, including members who want to start their own initiatives and those who will assist the Incharges.

2 Clubs

2.1 Clubs under Cultural Council

2.1.1 16 Pixels

16 Pixels”, the photography club at IITGN, captures every precious moment and shares it with the IITGN community. IITGN folks are also allowed to pursue their interest in photography. Numerous events, workshops and competitions are conducted to encourage students to learn and build professional photography skills. The club helps students who are interested in both Mobile and DSLR Photography and while taking it to a professional level. The club also covers various events which are conducted in IITGN and captures each and every precious moment of student life in IITGN.

2.1.2 Abhinaya

The drama club aims to bring people with the same co-curricular interests together, become a family, learn about their hobbies from each other, remove fear, gain self-confidence and inculcate a pleasing personality while learning acting.

2.1.3 Awaam

The Awaam Club invites individuals who are interested in understanding the political machinations underlying them. Members could be interested in the civil services, public administration, forming informed opinions, applying their skills to solve genuine problems, and developing critical thinking towards sensationalist narratives spun by media outlets. It aims to be an inclusive space that will actively work towards creating a safe space for discussion and debate. Understanding the importance of diversity, the club invites students from different backgrounds to join in large numbers.

2.1.4 Cinematheque

The club is essentially movie screening and discussion club. The objective is to screen movies of various genres to entertain the IITGN community as well as develop an appreciation of the art of cinema. It also gives enthusiastic cinephiles a medium to express themselves through discussions which are explained in the activities sections.

2.1.5 LitSoc

Promote writing and debating culture amongst students in IIT Gandhinagar. The club also aims to develop argumentation skills and debating practices amongst the members of the club. Further, the club aids students to think rationally and be able to see multiple sides of an event/ topic.

2.1.6 Orenda

The club wants to create an atmosphere in our campus, where several taboo topics should not be considered taboo anymore. We stand for gender equality and that all the sections of the society should not be judged and tortured just because their sexual orientation are different from us.

2.1.7 Palette

The club aim is to promote all forms of art in college and to provide students with equal opportunity to enhance as well as showcase their talent in art by the means of the workshop and annual exhibitions.

2.1.8 Quizzing Society

The Quizzing society of IIT Gandhinagar came into existence in AY 2019-2020 after a need was felt for a separate society to represent IIT Gandhinagar's aspirations. Quizzing has been an integral feature of college life and this is what the Quizzing society stands for. The aim of the club is to foster an environment of competitive quizzing in IIT Gandhinagar. In addition, the Quizzing society aims to impart knowledge about the country and the world at large via the medium of Quizzing.

2.1.9 Sargam

The main objective of Sargam Club is to represent and promote the culture of IIT Gandhinagar through Music. This club is the right place for people who are music enthusiasts, people who want to learn and create good music. We welcome passionate budding musicians to be a part of the Sargam family and spread our culture to every possible corner.

2.1.10 StepUp

Step Up is known as the Dance Society of IITGN. Its main vision is to create a dancing culture in the institute. The club does this by learning dance from the choreographers, students who got some special training before, and from social media.

2.1.11 Vinteo

The Film Making Club is a network of passionate storytellers, moviegoers, directors, story writers, actors, and cinematographers. The club is committed to expand the presence of the film community on campus & across the country in the absence of a formal film production program. This club will also help the growth of our institute on media platforms. The other activities of the club includes promoting IITGN Student Life, create awareness and provide training in the new trends in film making, incite creativity amongst IITGN community, and convey a message and emotions to the viewers.

2.2 Clubs under Technical Council

2.2.1 Anveshanam - Research Society

Objectives

1. Increase General Awareness about Research.
2. Help in learning various software.
3. Inviting Experts for Guest Lectures.
4. Conduct guest interaction sessions with young researchers.
5. Provide Career Counseling for various PhD and PostDoc opportunities.
6. Increase awareness about scholarships and research events.
7. Foster Interaction and Collaboration Abroad.

2.2.2 Digis - Digital Sports Club

Background

DigiS was initially the Digital Sports/Gaming club at IITGN which then evolved into the Game Development Club. It acts as a platform for creative thinkers to turn their imaginations into reality. DigiS provides an opportunity for students from all disciplines irrespective of their coding backgrounds. We want to focus more on creativity before getting to perfection.

Objective

1. To build a culture of game development. Game development is a relatively new career option but it is becoming very popular.
2. To guide students on how to start developing a game.
3. To take human-technology interaction to a whole new level by developing simulations, applications, augmented reality platforms for android and iOS systems.
4. To promote participation from all the batches.

2.2.3 GRASP - Competitive Programming Group

Objectives

Programming, especially competitive programming, is a skill that is in high demand today. Not only does this skill enable students to represent themselves or their colleges in competitions and contests, but also helps them crack interviews. One of the aims of GRASP is to provide a platform for facilitating discussions on programming topics.

2.2.4 Machine Learning Club

Background

The Machine Learning Club focuses on artificial intelligence, machine learning, and data science. It allows students to experiment with algorithms, participate in research projects, and collaborate with industry professionals, helping them develop skills in this cutting-edge field.

Objectives

1. Introduce students to machine learning techniques and tools.
2. Facilitate hands-on projects in AI and data science.
3. Promote collaboration with researchers and industry experts in AI-related fields.

2.2.5 Mean Mechanics - Robotics Club

Objectives

1. To introduce the students with robotics and its applications
2. To provide hands-on experience to the students of IITGN
3. To cultivate technical skills through practicals, events and workshop
4. Through competitions and projects, aiming to develop technical quotient among students

2.2.6 Metis - Coding Club

Background

1. The coding club has supported the idea that all people are to be given a chance to learn equally which we do by keeping the membership of the club open to all.
2. At the same time we do keep a diverse range of workshops of ranging difficulties so that students of higher caliber too can benefit from the club.
3. Although the following are set, due to the small strength of the campus and with only the recent coming of computer science, things haven't been able to grow until now.

Objectives

1. To conduct workshops/sessions which are beneficial for students in terms of software development/machine learning.
2. To mentor students in their projects, thus providing a more personal way of teaching them.
3. To collaborate with other student bodies, professors or the college in the development of technologies, solutions.

2.2.7 Odyssey - Astronomy Club

Background

1. The Astronomy Club of IITGN, called Odyssey, has introduced the campus to the beauty of astronomy.
2. It encourages students across different disciplines and programs to relive their passion to learn about space and the universe as a whole.
3. The club provides students with technical learning and hands on experience on astronomical equipments.
4. The club maintains a group of interested students active in observing the sky and various other sessions.

Objectives

1. To create and nurture interest in the field of astronomy.
2. To deepen knowledge and understanding of outer space.
3. To enhance the technical skills by encouraging to undertake projects to explore the facilities & equipment available.

3 Groups within Councils

3.1 Annuity

3.1.1 Objective

Finance remains one of the few non-core engineering fields that interest students a lot. However, due to the short number of courses available at IIT Gn and the caps that they have, a lot of people fail to explore this field in detail. IIT Gandhinagar community has many finance enthusiasts, however, we lack a platform that would serve as a promoter of these interests and developing curiosity. With a view to establishing a peer-assisted learning environment for learning and exploring different domains of finance, including but not restricted to budgeting, stocks, trading, etc.

3.1.2 Mission

Finance is one of the few sectors of the world that have an impact on every other sector. It is thus necessary to get students acquainted with at least a basic understanding of the subject. We believe we can achieve through the structure of a club, which promotes peer-assisted learning and gaining a taste of the applications of finance in the real world by participating in events and workshops.

3.1.3 Structure

1. Club Secretary
2. Club Coordinator

NOTE:

1. Annuity is associated with the Professional Development Council.

3.2 Entrepreneurship Initiative IITGN

3.2.1 Vision and Mission

EII envisions to support the budding entrepreneurs and assist in building great start-ups not only limited to IITGN community. EII also pledges to plan it's mission and goals such that they are aligned in fulfilling the vision of our institute IIT-Gandhinagar.

EII aims to help students take their ideas to the early stage of incubation, by giving them a chance to interact with entrepreneurs during talks and panel discussions and gain insights from their experiences. The competitions would give them a chance to think them The Entrepreneur way and lay the foundation of the greater things they are trying to achieve.

3.2.2 Departments and Responsibilities

1. Media and Marketing: The team will be responsible to look after the press release and making the IITGn Community as well as increasing the reach of EII. The team would also be responsible to create social media visibility of the various events and updates.
2. Events Team: They shall be responsible for conducting the various events under EII and coming up with ideas and themes about the new events that would lead to a greater understanding of the idea of entrepreneurship in the community and spark an interest in them to take initiatives.
3. Corporate Relations: The corporate relations team would be responsible for the professional engaging of EII by building connections and contacting start-up and entrepreneurs across different domains hence strengthening the contacts of IITGn with the world of Entrepreneurs. The team would also help the events team in organising talks and panel discussion.
4. Web Development: The team is responsible for coming up with the website of EII and putting up all the updates regarding various events and latest happening of EII on the website
5. Design Team: The design team would coordinate with other departments to help them with the design requirements that would include the logo, posters, banners, magazines, etc

3.2.3 Structure

1. Overall Coordinator: The overall coordinator would be responsible to maintain the smooth functioning of EII by taking feedback from the different teams and establishing a good communication of the different teams. Apart from that, the overall coordinator would stay in direct contact with Industry Relation and Projects Secretary and the Faculty advisor. They would be responsible for presenting the report of EII in the Senate.
2. Co-Coordiators: The coordinators would be responsible to divide the tasks among the team and guide them to the required resources and help the team carry out the tasks. They shall monitor the activity of all the team members which would help select the next team coordinator for the next term.
3. Team Members: Along with the team coordinators, they would be responsible for carrying out the assigned tasks on time to help maintain the smooth functioning of EII.

NOTE:

1. EII is associated with the IR&P Council.
2. The maximum number of overall coordinators and coordinators is 2 and 5 respectively.

3.3 HackRush

Annual Hackathon of IIT Gandhinagar.

3.3.1 Departments

1. Events Team : This department will plan the event, including the problem statements and manage all the event logistics. The Events team will be led by a core and will be assisted by a coordinator and general members. The Team consists of:
 - (a) Core
 - (b) Coordinator
 - (c) Problem Stakeholder
2. Sponsorship Team : The Sponsorship department is tasked with collaborating with companies and bringing money for organizing the event. The team will comprise a core and a coordinator and they will be assisted by a group of general members. The Team consists of:
 - (a) Core
 - (b) Coordinator
 - (c) General Members (3-4)
3. Public Relations Team : The PR team would help bridge the general outside audience with the hackathon. The team will be associated with designing posters, social media outreach, content writing and to spread the word and bring participants for the event at IITGN. The Team consists of:
 - (a) Core
 - (b) Coordinator
 - (c) General Members (3-4)
4. Finance Team: The Finance team would basically consist of a core who would look after the finances regarding the event, and drafting budgets. They would also need to ensure timely passing of budgets and proposals, and take overall responsibility for the process.

3.3.2 Responsibilities

1. Cores : They would overall be responsible for their respective departments, ensure their smooth functioning, and would be primarily responsible for planning/structuring out the event. They would also need to coordinate with other departments and ensure effective communication.

2. Coordinators : Assist the cores in their work and ensure execution of work in their respective departments.
3. General Members : Carry out the work of their respective departments, and provide support to the cores and coordinators.
4. Stakeholders : The problem setters of the hackathon; they would design problem statements for various domains.

NOTE:

1. HackRush is associated with the Student Academic Council.

3.4 TEDxIITGandhinagar

The Gandhinagar Chapter of TEDx

3.4.1 Structure

1. Core Members - Including Licensee and Co-Licensee
 - (a) The core team is responsible for the overall event management, in addition to managing their department.
 - (b) There will be four to five leads for the six departments. Each lead will be responsible for handling one or more departments.
 - (c) The work of the cores will be highly inter-departmental.
 - (d) The Licensee and Co-Licensee will also be among the core members and will be responsible for drafting and submitting the application to obtain the TEDx license.
 - (e) They will be responsible for complying with the relevant guidelines published by TED for TEDx events. They are also the point of contact for the TEDx team.
2. Coordinators
 - (a) The coordinators are responsible for assisting the cores in their respective departments, fostering effective communication and transparency among the team.
 - (b) They take charge of their departments' operations (mentioned below), ensuring that all tasks and responsibilities are carried out smoothly.
 - (c) Each department will have one or more coordinators per the team's requirements.
 - (d) The design team will also have a tech coordinator who will coordinate the website app and ensure a smooth registration process with payments.
3. Executives

- (a) Collaborate with leads and coordinator members from various departments, ensuring transparent communication and effective coordination.
- (b) Actively contribute to the team's objectives, executing tasks, supporting initiatives, and delivering high-quality outcomes.

3.4.2 Departments and Responsibilities

1. Finance : Responsible for managing the financial aspects of the event. Responsibilities include revising the budget, financial planning, expense tracking, carrying out reimbursement procedures, and ensuring financial transparency and accountability among the team, student office, and partner companies.
2. Events : Oversees both logistical and technical aspects, as well as the smooth coordination and execution of events. The team handles venue selection, stage setup, audio-visual equipment, videography, photography, lighting, ensuring seamless event flow, speaker coordination, venue decoration, volunteer management, and enhancing the overall attendee experience.
3. Outreach : Responsible for event promotion, community engagement, and maximizing visibility across various platforms. Manages all social media channels and develops strategies to reach a wider audience.
4. Sponsorship : Manages sponsorship relationships, seeks funding opportunities, and secures financial support.
5. Curation : Responsible for curating talks after selecting speakers for TEDxIITGandhinagar, ensuring high-quality content and diverse perspectives. Acts as point of contact with the speaker and helps them prepare for the talk, checks for copyright contents, and cooperates with them.
6. Design: Responsible for creating the event's visual identity and aesthetic components. Includes designing the official TEDxIIT Gandhinagar logo, designing and developing a website for the event, creating marketing materials to promote the event and speakers, designing elements for the event day, creating visuals for social media posts, and editing videos.

NOTE:

1. TEDx is associated with the Professional Development Council.

3.5 Tinkerers' Lab

3.5.1 Overview

Tinkerers' Lab aims to set up a culture where students are not afraid to get their hands dirty, where students gain self-dependency, self-sufficiency and efficiency in experimentation,

a culture where they can approach problems theoretically as well as practically and use the knowledge and experience gained in the process, to come up with something exceptional that could change the course of our future.

3.5.2 Vision and Mission

Tinkerers' Lab gives the students a vent to channel all their creativity, to construct mechanisms, to take systems apart, rebuild them and in the process apply their brains and come up with design-driven and technology-based innovations. This in effect will provide the students with more hands-on experience thereby increasing their employability and also allow them to come up with innovative ideas. It's open to all, completely managed by students and will act as a one-stop-solution for all the technical works of students; be it DIY's hacks, hobby projects, course projects and even repair works.

The lab is equipped with the latest workstations of electrical and mechanical tools with some note-worthy inclusion like laser cutting machines, 3D printers, fabrication facilities, etc. It will provide the freedom and facility to experiment, exercise imaginations, build novel systems and convert concepts and creative ideas to actual engineering products.

3.5.3 Roles and Responsibilities

One of the coordinators handles everything related to the inventory of TL and events & workshops that TL organizes. The other coordinator handles everything related to the maintenance of the lab and looks after the projects that are currently in progress in the TL. The responsibilities of the members vary from each member to member. However, To sum it all up the member's role is to help the coordinators to ensure the Lab is working properly including maintenance of different machines like the Laser Cutter, 3D printer and many more, complete projects and implement it inside the TL or the college, organize events and workshops that could benefit the whole IITGN community and many more.

3.5.4 Structure

1. Coordinators
2. General members

NOTE:

1. TL is associated with the Technical Council.
2. The maximum number of coordinators is 2.

3.6 Torque

3.6.1 Vision

TORQUE, is a student-run Annual Magazine of IIT Gandhinagar. With a mission to feature, showcase and highlight the immensely talented tech community of the institute, TORQUE strives to provide a platform to exhibit and layout the year long activities conducted by the various Technical Clubs and independent projects undertaken by the students. TORQUE is an ode to their hard work, talent, creativity and out-of-the-box thinking. Apart from this, the magazine also features one of the rarest of the rare species/combination found around the world - technocrats who are into creative writing and documentation! Apart from this, the magazine will also feature the campus vibes that appeals to the general audience as well!

3.6.2 Departments and Responsibilities

1. The Editorial Board: This team will be shouldering the responsibility of forming the entire content for the magazine.
2. The Design and Illustration Team: This team will be responsible for designing the magazine, taking care of the layout and illustrations
3. Marketing and Outreach Team: This team is responsible for managing the marketing and public outreach activities for the magazine.
4. Technical Operations Team: This team will look into the various tech operations for uploading the magazine on various platforms, building and maintaining a web page etc.

3.6.3 Structure

1. Convener: Technical Secretary, Student Technical Council, IIT Gandhinagar
 2. Chief Editor(s) (Editorial Team)
 3. Chief Editor(s) (Design and Illustration Team)
- Division for Editorial Board:
 1. Co-Editor (Head for Editorial Team)
 2. Editors
 3. Content Developers
 - Division for Design and Illustration Team:
 1. Creative Head (Head for Design and Illustration Team)
 2. Designers

3. Illustrators

- Division for Media and Outreach Team:
 1. Head for Online Presence
 2. Media and Outreach Executives
- Division for Technical Operations Team:
 1. Head for Technical Operations
 2. Technical Officers

NOTE:

1. Torque is associated with Technical Council.
2. The maximum number of Chief Editors in Editorial team, and Design and Illustration Team is 2 each. The maximum number of Co-Editors and Creative Heads is 3 each. There will be 1 Head for Online presence and 1 Head for Technical Operations.

4 Independent Groups

4.1 AiChE

4.1.1 Overview

The AIChE stands for American Institute of Chemical Engineers. It is a professional organization for chemical engineers aims to facilitate the growth and development of chemical engineering students. AIChE student chapter of IIT Gandhinagar is established in 2014. It serves all chemical engineering students of IIT Gn by guiding them for their careers in the chemical engineering industry and bridges the gap between the AIChE resources and student community.

4.1.2 Mission and Vision

AIChE student chapter was established with a mission to serve as a helping hand for the growth and development of chemical engineering students of IITGN community and enable them to have solid foundation to fulfil their careers in the chemical engineering industry. The student chapter does this through the dissemination of knowledge and experiences of its Alumni to the students, stimulating collaborative efforts between industry and academia and promoting excellence in chemical engineering through projects and competitions.

AIChE student chapter of IITGn always aims to keep the student community of chemical engineers up to date and connected with the real world industry. We organize multiple meetings, competitions, interactive sessions with an aim to prepare students for their career in real-world industry or research by answering all their queries. To bring our best efforts to these endeavours, the AIChE Student chapter of IITGn will need to embrace and encourage the full and equitable participation of all of its members from the student community. In order to achieve this, we keep building our community and keep the spirit of all aspiring chemical engineers alive.

Roles and Responsibilities

1. Provides assistance to the students and connect them to the AIChE community
2. Coordinates activities/competitions for the student community
3. Facilitates Chem-e-car team for inter-college competitions
4. Bridge the gap between student body and faculty by organizing productive interactive session between both.

4.1.3 Structure

1. President

2. Secretary
3. Events Head
4. Industry Relations Head
5. Technical Head
6. Technical Consultant
7. General members

4.2 Amalthea

4.2.1 Overview

Amalthea is the Annual Technical Summit of IIT Gandhinagar. Established in 2010, Amalthea is credited to be India's first student-run Technical Summit.

4.2.2 Vision and Mission

1. To foster innovation and creative thinking by providing a platform for people to share their thoughts and exhibit their ideas.
2. To provide an interface between the industry and academia to connect and discuss pivotal technological prospects.
3. To inspire young minds to ponder upon currently existing problems and look for innovative and feasible solutions

4.2.3 Departments and Responsibilities

Amalthea is primarily divided into the following departments²:

1. Conclave and Symposium: The Conclave team is responsible for conducting talks of prominent speakers across the world. The Symposium team arranges for discussions between experts in a particular field.
2. Events: The Events team is responsible for conducting the set of events at Amalthea. This includes a selected set of online and offline events that are cover a wide range of fields.
3. Tech Expo: The Tech Expo team is responsible for contacting companies to showcase their novel products/ innovations at the Tech Expo at Amalthea.

²These departments are created with the aim to cover the broad scope of event organization. Therefore, these are subject to the requirements of the current team, and thereby are open to modifications.

4. Sponsorship: The Sponsorship team is responsible for contacting companies for a potential collaboration in terms of monetary sponsorship, or an associate sponsor for Events, Conclave, Symposium and Tech Expo among other departments
5. Marketing: The Marketing team is responsible for Online as well as Ground marketing of Amalthea, and making sure that the Summit gains popularity amongst more audience. They play a very important role in ensuring participation in events.
6. Design: The Design team is responsible for handling the designing of posters, online posts, brochures and other material required for marketing Amalthea.
7. Event Management: The Event Management team is responsible for catering the needs of all other departments in terms of logistics, travel, accomodation and ensuring effective communication between other departments.

NOTE: The departments listed here might vary as per the department requirement.

4.2.4 Structure

1. Amalthea shall be organized under the leadership of its Core Committee consisting of 4 members who may take care of one or more of the above-mentioned departments. The Core Committee is responsible for maintaining efficient communication between Amalthea and IITGN. All final decisions pertaining to Amalthea reside in the hands of this Committee.
2. Each department shall have Coordinator(s) who will be primarily responsible for the functioning of the department. All decisions pertaining to the respective departments reside in the hands of the Coordinator, after discussion with the team members and the concerned Core Committee Member.
3. Every department also consists of organizers/members.

NOTE: The maximum number of Core Committee members is 5 and the number of coordinators shall vary as per the requirement.

4.2.5 Selection Procedure

The team for every edition of the summit is selected in two phases. The senior team for the summit is selected by the outgoing team through interviews and the new members are divided into departments and allotted different positions of responsibilities in accordance with their working skills, observed during the previous edition.

The junior team is selected once the new batch joins the institute and is sorted by the existing senior team into different departments based on their interests and qualities seen in the interviews.

4.3 Blithchron

4.3.1 Overview

Blithchron is the Cultural Festival of IIT Gandhinagar.

4.3.2 Structure, Departments and Responsibilities

1. Events

(a) Positions:

- i. Core (1)
- ii. Coordinators (3)

- (b) Responsibilities: The Events Department is responsible for planning, organizing, and executing all events during Blithchron. This includes coordinating with performers, speakers, and other event participants, managing event logistics such as scheduling, venue arrangements, and technical support. Additionally, the department will handle finances and budgeting for all events, ensuring efficient allocation and utilization of resources.

2. Public Relations

(a) Positions:

- i. Core (1)
- ii. Coordinators (4)

- (b) Responsibilities: The PR Department combines the roles of Sponsorships and Marketing to enhance collaboration and streamline efforts. The Sponsorship Coordinators are responsible for identifying and securing sponsorships and partnerships, managing relationships with sponsors, and ensuring their requirements and expectations are met. They will also coordinate sponsor deliverables and promotions. The Marketing and Outreach Coordinator will develop and implement marketing strategies to promote Blithchron, managing social media presence, promotional campaigns, and public relations to maximize visibility and engagement. The Marketing and Content Coordinator will handle content creation, ensuring cohesive branding and communication across all platforms, and support marketing efforts through compelling and consistent messaging.

3. Design

(a) Positions

- i. Core (1)
- ii. Coordinators (3)

- (b) Responsibilities: The Design Department is responsible for creating visual content, including posters, banners, merchandise designs, and digital assets. They manage the overall aesthetic and visual identity of Blithchron, ensuring a cohesive and appealing presentation across all materials. The Design Coordinators collaborate closely with the Events and Public Relations cores to ensure design consistency and support their needs, enhancing the visual impact of promotional and event-related content.

4.3.3 Selection Procedure

1. The core committee is selected through interviews by previous Blithchron core members and coordinators.
2. For the general team members and coordinators, separate interviews were conducted based on the responses received on a form floated by the previous year's team and current year's cores.
3. For the freshers, an orientation is held, and after that, based on the responses received on the interest form, interviews are conducted.

4.4 CDS Student Team

4.4.1 Structure

The CDS Student Team will function under the following structure:

1. Student Placement Manager: The overall head of the CDS Student Team, responsible for managing the team and acting as a liaison between the CDS Student Team and CDS Staff.
2. Internship Coordinator: Assists the SPM in managing internships, including outreach, company logistics, and placement drives.
3. Placement Coordinator: Assists the SPM in managing the placement season, overseeing outreach, company logistics, and communication with students.
4. Social Media Lead: Manages public outreach through social media platforms, such as LinkedIn, and ensures effective communication with students regarding placement updates.
5. Technical Lead: Leads the development and maintenance of CDS web portals and other technical tools required for automating placement processes.
6. Student Representatives: Divided into placement, social media, and technical teams, assisting in the coordination and execution of the team's overall responsibilities.

4.4.2 Roles and Responsibilities

1. Communication & Outreach: Maintain ongoing communication with HR representatives and organizations, ensuring smooth placement and internship coordination.
2. Coordination: Oversee the entire placement process, including pre-placement talks, group discussions, and interviews, while coordinating with students and CDS staff.
3. Technology & Automation: Collaborate with CDS staff to develop and maintain technical tools for placement logistics and databases.
4. Social Media & Publicity: Manage CDS's social media presence, including creating posts and interacting with placed students for feedback and guidance.

4.5 Election Commission

4.5.1 Overview

Student Election Commission IIT Gandhinagar is a formal body to conduct elections for student council, student senate and for the position of class representative. Student Election Commission IIT Gandhinagar is responsible for conducting the election at IIT Gandhinagar without being biased towards any candidates, and maintaining the integrity & upholding the Honor Code of IIT Gandhinagar.

The superintendence, direction, and control of the elections vest in the student election commission.

4.5.2 Structure

1. Chief Election Commissioner (CEC)
 - (a) Coordinates between institute, student senate, and the student election commission
 - (b) Ensures implementation of the Election Code effectively throughout the election process
 - (c) Ensures smooth functioning of the student election commission
2. Election Commissioner(s) (EC)
 - (a) To research and spread awareness amongst voters and candidates about the democratic process
 - (b) To document all the activities related to elections
3. Election Officer(s) (EO)

- (a) To conduct the different activities for increasing awareness likes, social media campaigns, video recording of SOPs during Council Elections, design and regulation of campaigning posters during Council Elections, organizing Open House sessions, etc
- 4. Technical Officer(s) (TO)
 - (a) To innovate new methods or technology to improve the experience of voters and candidates regarding voting system using novel algorithms, keeping security in mind

4.6 Green Club

4.6.1 Background and Objectives

IIT Gandhinagar is one of the most efficient campuses in keeping the benchmark in green development through different initiatives. The Institute has integrated various green initiatives to maximize the use of available space and preserve the campus's biodiversity and aesthetic value. The Green Office initiatives help the student community work towards or even develop innovative startup ideas; however, without community support, the activities of Green Office have a limited impact. Through the creation of a Green Club, we propose to actively engage the students of IIT Gandhinagar to help minimize the impact of the campus on the environment. Students can use this opportunity to share their love for nature, innovate solutions to reduce waste, and decrease the overall carbon footprint of the Institute. The primary objectives of such a club are to:

1. Build awareness in the student and Housing community about climate change and sustainability action through an intersection of society, market, and environmental science.
2. Engage students at an early age in climate action, leading to informed daily choices that continue long after leaving the campus. Such a change is beneficial for the country as a whole.
3. Innovate creative solutions to reduce the impact of the student lifestyle (different options).
4. Encourage assisting local communities in selling sustainable products and services.

4.6.2 Team Structure

1. Design and Development Team : The team acts as a think-tank for brainstorming the development of different prototypes at IIT Gandhinagar.
2. Editorial Team : The team will document the entire activity of the green club. Team members have to document different prototype development, outreach content, and poster content.

3. Marketing and Outreach Team : The main objective is to reach out to the community and other institutions to coordinate different activities. Team members have to find out various current opportunities and develop marketing strategies to sell the designed products from the club. Also, the team has to constantly help the Green Club organize different events such as talks, awareness camps, and workshops.
4. General Member Team : The general members will carry out different on-site activities. The team will coordinate with the entire club in organizing and executing the required activities proposed by the Convenor. The general members currently required are limited to five; however, based on the activities of a particular year, the amendment for an increase in general members can be approved through the Student Senate.

4.6.3 Team Hierarchy

1. Convener : Green Club
2. Chair for Social media.
3. Chair for Marketing and Outreach.
4. Chair for the Editorial Board.
5. Chair for Technical Development.
6. Chair for Product Development and Design.

4.7 Hallabol

4.7.1 Overview

Halla Bol is the annual intra-college sports festival of IIT Gandhinagar. Ever since its inception in 2010, each Halla Bol edition has recorded the highest number of student, faculty and staff participation, as compared to other IIT Gandhinagar intra-college sports festivals.

4.7.2 Vision and Mission

The IIT Gandhinagar student body, represented by the Halla Bol Organizing Committee, wishes to achieve the following set of goals, through Halla Bol '18:

1. Facilitate non-academic inter-disciplinary and inter-program interaction.
2. Encourage IIT Gandhinagar members to participate in sporting events they are un-acquainted with. Halla Bol especially envisions encouraging members who do not regularly participate in any sports activities to participate, interact and enjoy themselves.

3. Improving non-academic interaction between the student body and Faculty and Staff Members.
4. Nurturing fresh undergraduates and graduate students, who haven't had prior exposure to event management, providing them essential life-skills. Halla Bol '18 will pose several challenges to the event management team, forcing them to step out of their comfort zone and face these challenges head first!
5. Build a sustainable model for Halla Bol; cultivating future key members of the organizing committee, establishing a set of rules and guidelines to ensure the smooth functioning of current and future Halla Bol editions and ensuring Halla Bol is viewed as a sports festival promoting equality, sportsmanship, and compassion by IIT Gandhinagar family members.

4.7.3 Structure

1. Convener(s): The most experienced member in the team with prior experience of the team. They are responsible for the selection of the organizing team, leading the team and helping core members to organize the event smoothly. They are the brains of the organizing team.
2. Core Members: They are responsible for conducting the event and manage the resources, decoration and other necessities. They are the heart of the organizing team.
3. Event Coordinators: each event has event coordinator(s) for making the rulebook, scheduling and refereeing the matches. They are in charge of their respective events and are supervised by core members. They are the eyes of the organizing team.
4. Event Organizers: each event has multiple organizers to help coordinators in preparation of the arena, and various small tasks. These are limbs of the team without which the team cannot take action.

NOTE: The maximum number of Convener and Core Committee members is 2 and 6 respectively.

4.8 Hostel Activities Team

Hostel Activities Teams (HATs) are expected to enable hostel residents to conduct academic, technical, cultural and other activities as per their convenience. The aim of the Hostel Activities Team (HAT) is to cultivate a vibrant and interactive hostel environment that encourages students to step away from their mobile devices and engage in meaningful face-to-face interactions. By organizing a diverse range of activities, from social gatherings and sports tournaments to educational workshops and cultural events, HAT will strive to enhance communication, foster networking, and promote personal development among students.

4.8.1 Structure and Responsibilities

1. HAT Convener:

- (a) **Nomination:** Interview Panel consisting of General Secretary, Technical Secretary, Sports Secretary and Cultural Secretary will conduct interviews with interested candidates and select the most suitable individual to serve as the HAT Convener for an academic year.

In case, HAT Convener's performance is found unsatisfactory in a particular semester or if they fail to fulfil the responsibilities, the same Interview Panel has the right to remove the current HAT Convener after a semester, and nominate a new HAT Convener.

- (b) **Responsibilities:** The HAT Convener is responsible for managing and maintaining the funds allocated for hostel activities, gathering and reviewing HAT event proposals and acting as the liaison between the HAT coordinators and the Hostel administration to ensure clear communication.

To ensure the effective functioning of the team, the HAT Convener has the authority to remove any HAT Coordinator mid-tenure if their performance is deemed unsatisfactory or if they fail to fulfil their responsibilities.

2. HAT Hostel Coordinator:

- (a) **Election:** The election process for the HAT Coordinator is overseen by the HAT Convener, who has the discretion to conduct it either online or offline, ensuring fairness and transparency in either mode. Documentation outlining the process shall be shared with the community beforehand to promote clarity and understanding. All registered students residing in a hostel, are eligible to vote for elections of the same hostel, ensuring inclusivity in the decision-making process. Penalties for any misconduct during the election are determined by the HAT Convener to uphold integrity. Following the voting process, the candidate with the majority of votes, after penalties are applied, becomes the HAT Coordinator of the respective hostel. It's mandated that the selected Coordinator must be a resident of the same hostel. The tenure is for one academic year.
- (b) **Responsibilities:** Planning and organising events specific to their hostel, Managing the allocated monthly budget for organising events, coordination with the HAT convener to ensure alignment with HAT's objectives, encouraging participation and gathering feedback.

- 3. Hostel wise HAT members: Assisting in the execution of events and activities, supporting coordinators, and help in event execution.

4.9 Ignite

4.9.1 Overview

Ignite provides students, teaching and non-teaching staff of IIT Gandhinagar, a platform to showcase and share their technical quotient and knowledge through the channels of various events, exhibitions, talks, etc. Over the past 5 years, Ignite has become a “Unique Masterpiece of Technical Extravaganza” with unseen and unprecedented events and competitions.

4.9.2 Vision and Mission

Ignite aims to provide the students with a world-class technical experience, to inspire and inculcate critical thinking among them by enhancing their problem-solving skills, and promote indigenous self-made technology. The motivation behind Ignite is to provide the members of IIT Gandhinagar an exposure to cutting-edge technology and inspire the participants with the will and wish to replicate and reinvent radical innovation in the college itself, at the maximum possible levels. Ignite creates a platform for the members to uplift their technical quotients by promoting more hands-on skills and encourages indigenous self-made technology.

The Ignite logo is inspired by the mystical bird Phoenix which symbolizes the awakening from flames, with renewal and resurrection. This is with the belief that the development of technical temperament in every Indian will renew our society and resurrect the Indian economy and a new India will awaken on the strength of highly skilled technical manpower.

4.9.3 Structure

1. Convener
2. Core Members
3. Team Members

NOTE: The maximum number of Convener is 2 and the number of core members shall vary as per the number of departments and events. There are no coordinators in the team structure. Ignite, although functions as an independent group for the period of event organization and management, it is entirely an initiative of the Technical Council. Therefore, the Technical Council is closely involved and looks after its activities, from team formation to ideation and organization.

4.10 Jashn

4.10.1 Objective

The aim of Jashn is to increase the interaction between the students of different batches and from different disciplines of the IITGN family. It also aims to increase the faculty-student interaction on campus.

4.10.2 Background

Jashn is the intra-college cultural fest of IIT Gandhinagar. It was started in 2011. It is a four-day event and has a new theme every year. Jashn provides a platform for the students to interact with seniors, juniors, peers, faculty, staff as team members/opponents in various competitions, or watch them perform in the events during Jashn, or know them even more closely by working together as the organizers. Some of the flagship Jashn events include Jack of All Trades, Screw'em, Live Foosball, Live Angry Birds, Live Snakes and Ladders, Minefield, Lounge Games, LAN Gaming, Slammer, Fooock quiz, Frame by Frame, Shoot on Site, Labyrinth and many more. Jashn also hosts a variety of stage events like Thump, Decibel and Drishyam.

4.10.3 Structure

1. Convenor(s): They are responsible for the overall coordination of Jashn. They also act as the contact point between the Jashn team and the Institute. They are responsible for the budget and other institute procedures.
2. Core Members: They assist the convenor(s) in managing the events, overall decoration, the crowd, and marketing.
3. Event Co-ordinators: They are generally experienced and have an idea about the event. They are responsible for conducting their events smoothly.
4. Event Organisers: They assist the event coordinators in the set-up and procedure of the events.

NOTE: The maximum number of Convenor and Core Committee members is 2 and 6 respectively.

4.11 Media and PR Cell

4.11.1 Overview

The Media and Public Relations Committee (MAPRC) is a student-run body at IIT Gandhinagar, established to creatively capture and showcase the vibrant student life on campus. Through a blend of photography, videography, and written content, MAPRC covers a wide range of activities, including academic events, cultural fests, and student achievements and college life. By maintaining an active presence on social media and other platforms, MAPRC plays a vital role in enhancing the institute's visibility and engagement, while providing students a platform to hone their creative skills.

4.11.2 Structure

1. Secretary

- (a) Will coordinate with all the heads of the department of the team.
 - (b) Will be the administrator of the 'STUDENT LIFE' page on Instagram, Youtube, Facebook, LinkedIn, and various other platforms.
2. Coordinators
- (a) Will be the head of the department of the respective team.
 - (b) Will coordinate with the secretary and all general members of the respective departments.
3. Content Strategy Team
- (a) Collecting data of the event and making appropriate captions for the posts. Any task related to content writing will be handled by the Content Strategy Team.
 - (b) Will be responsible for building the script of the video and can act as an interviewer.
4. Photography and Film Making Team
- (a) Will capture photos and videos of the events happening in college as per need.
 - (b) Will be responsible for video editing for film/reels production.
5. Design and Illustration Team
- (a) Will illustrate posters and clickbait thumbnails.
 - (b) Will be responsible for editing the photos for final posting.
6. Technical Operations Team
- (a) Will be responsible for design and maintenance of student life website.
 - (b) Will develop web platform of the yearbook for graduating batch.
7. Magazine Department
- (a) Responsible for the development, production, and distribution of the student magazine.
 - (b) Includes overseeing the editorial calendar, managing content creation, and coordinating with writers, designers, and photographers to ensure a cohesive publication.
 - (c) Responsible for quality control, ensuring that all content is well-edited and visually appealing, as well as managing the logistics of printing and distribution.

4.12 Nyasa

4.12.1 Vision

IIT Gandhinagar right from its inception has believed that societal engagement is an integral part and creating a positive impact by engaging with not only those who are formally part of the institute (its students, staff, and faculty) but also with those in the surrounding community.

We as a community strive to improve the surroundings, and our main focus is on the health and education of the kids from neighboring villages and the construction workers, cleaning staff, security and various others engaged in the Institution.

4.12.2 Structure

1. Core Committee: Responsible for all the major decisions, planning, organization, and execution. They lead the student team and acts as representatives of Nyasa for the IITGn community.
2. Organizing Team: Helps the core committee with planning, organization, and execution. They are regular members of the team who play a vital role in the sustainability of the organization.

4.13 Student Leadership Conclave

4.13.1 Overview

IIT system celebrates the pursuit of knowledge, facilitates entrepreneurial thinking, nurtures future leadership, develops skills to address concerns of the future, and incubates scholars, thinkers, and innovators. We believe that a responsible and vibrant student community has been our major strength. Student governance has been a key factor in shaping the holistic education in IITs that we see today. It has emerged out of proactive student leadership, collective commitment, and disruptive thinking.

The Students Leadership Conclave aims to discuss the possibilities and necessity of reimagining student governance in the IIT system. The frameworks of knowledge creation, assimilation and dissemination have gone through radical changes. Diversity in the background of the students joining IITs has posed new dimensions to the challenges. Nonlinear, interactive and collaborative approaches to learning and teaching are changing the culture of educational institutions. The emergence of new culture would mean reimagining the current framework and adopting new ones. It is important for the student leaders of IITs to get engaged in this process and discuss the new trends in student governance. The activities and action plans emerging out of this conclave are expected to be transformative in the role of student governance in IIT education.

The two-day conclave would discuss the following agenda to make student engagement more effective in IITs and to make sure that they are in tune with the emerging cultural changes in educational institutions.

4.13.2 Structure

1. Coordinators
2. General members/executives

NOTE: The maximum number of Coordinators is 2.

4.14 SAE - MOKSHA IITGN

4.14.1 Overview

MOKSHA IITGN is designed to establish a group focused on enhancing practical engineering, design, and project management skills, thereby preparing students for their future professional endeavors. Central to this initiative is the application of theoretical knowledge to real-world scenarios, fostering design proficiency, and developing comprehensive project management skills. It encourages interdisciplinary collaboration, reflecting the professional environment where such teamwork is often essential. This group aims to serve as a platform for technical skill development and also a means to instill universally applicable skills like teamwork and leadership, aligning with IITGN's commitment to multidisciplinary excellence and transformative learning.

4.14.2 Structure, Departments and Responsibilities

1. Team Captain (1)
 - (a) Responsible for every aspect of the team and should be aware of all the progress of the sub-departments.
 - (b) Majorly responsible for overseeing exclusively the technical departments.
 - (c) Represents the team at official events, meetings and functions.
 - (d) Plays a key role in the decision-making process.
2. Team Vice Captain (1)
 - (a) A support hand to ensure the progress and stepping in the absence of the captain or to share the workload with several heads.
 - (b) Majorly responsible for overseeing exclusively the non-technical departments.
 - (c) May also handle some of the administrative duties associated with team management, such as organizing team logistics and events.

3. Technical Department Heads

(a) Chassis Design and Analysis (1)

- i. Responsible for CAD designing and fabrication of the chassis, material selection, all required analysis and ensuring that the design complies with the rules mentioned in the rulebook.

(b) Powertrain (1)

- i. Focus on development, tuning and testing of the electric propulsion system along with other peripheral systems.
- ii. Ensure that all the safeties are installed according to the rules and ensure proper maintenance of all components involved.

(c) Steering and Suspension (2)

- i. Design, test and analyze steering and suspension components, ensuring they meet safety and performance standards as per rulebook.
- ii. Ensure proper fabrication of steering and suspension components as per the design.

(d) Braking (1)

- i. Design and enhance brake systems to ensure higher safety standards in brake functionality and compliance with the criteria mentioned in the rulebook.

4. Inventory Manager

- (a) Maintain accurate and up-to-date records of all inventory and sources, including equipment, tools, and supplies.
- (b) Oversee the procurement process, ensuring timely availability of necessary materials.

5. Finance Manager

- (a) Develop and manage the team's budget, ensuring that all financial operations are within the allocated funding.
- (b) Oversee the allocation of funds across various departments and projects, ensuring optimal use of resources.
- (c) Oversee the bill submission process as per the institute protocols.

6. Sponsorship Head

- (a) Develop and implement a strategy for attracting new sponsors and maintaining relationships with existing ones.
- (b) Negotiate sponsorship deals, ensuring they are beneficial for both the team and the sponsors.

- (c) Ensure all contractual sponsorship obligations are fulfilled, including branding, promotions, and hospitality.
- (d) Reaching out to alumni for gathering funds for the SAE chapter IITGN.

7. External Communications Head

- (a) Oversee the team's presence on social media platforms, ensuring engaging and consistent content that promotes the team's activities and achievements.
- (b) Promote team events, competitions, and appearances to maximize visibility and audience engagement.
- (c) Oversee the design and production of marketing materials such as brochures, event banners, and promotional items.
- (d) Oversee the development, deployment, and maintenance of the team's website. Ensure the website accurately reflects the team's identity and is aligned with its goals.

4.15 Shastrath Socratic Society (SSS)

4.15.1 Overview

The Shastrarth Socratic Society (SSS) is a student organization at IIT Gandhinagar that focuses on the important issues, events and trends of our time. We invite thought leaders from different walks of life from government to entrepreneurship, finance to the arts, science to spirituality to share their knowledge with the audience. Guests participate in a back and forth with the audience in the classic spirit of a Shastrarth or a Socratic dialogue.

4.15.2 Vision and Mission

SSS informs and educates the community including students, faculty and local residents about important issues, events and trends of our time in order to transform them into engaged citizens who act together to improve our future.

4.15.3 Structure

1. Secretary
2. Team members

4.16 Winter Carnation

4.16.1 Overview

Winter Carnations is a unique theme based festival that brings together the entire campus community in a lively, interactive atmosphere where everyone can express themselves and

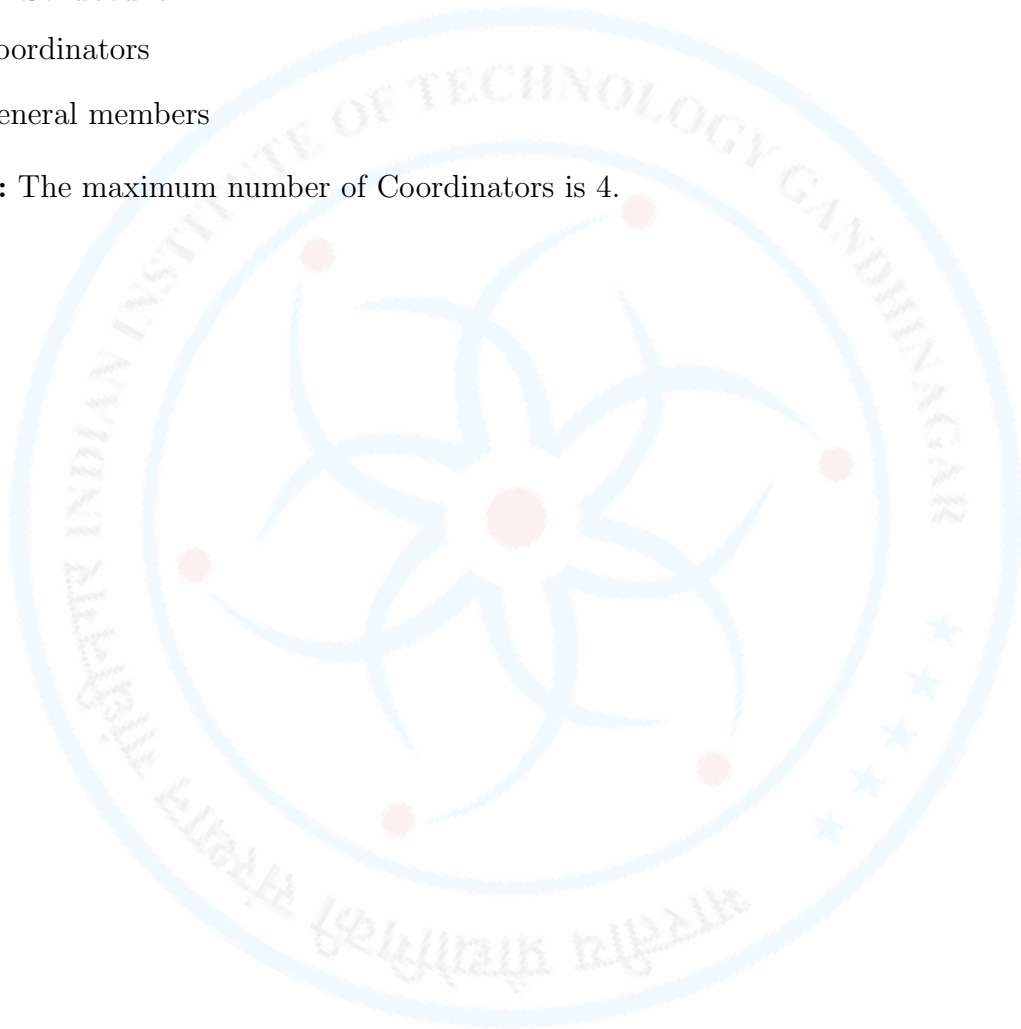
showcase their special talents in the form of a carnival.

It is one of the events where the whole IITGN community participates, including the students, the faculty and the staff members. This event, co-conceptualized by faculty members and students is chiefly organized by the cultural body of the student gymkhana. It is known as the 'IIT Gandhinagar Mela' where the IITGN family collectively enjoys regional food, music, and dance.

4.16.2 Structure

1. Coordinators
2. General members

NOTE: The maximum number of Coordinators is 4.



5 Position of Responsibilities at IIT Gandhinagar

5.1 Verification of POR's

1. The Student Senate has the capacity to verify a Position of Responsibility taken by a student in a group recognised by the Senate.
 - (a) All groups recognised by the Senate must submit the list of students and their positions to the Convener, Student Senate after the team formation. The Convener will record them and present whenever required. Any amendments/additions during the tenure may be accommodated based on decision of the Convener.
 - (b) For the Senate to recognise a Position of Responsibility, the student must hold the Position of Responsibility till the end of his/her tenure and not be removed from the post within the tenure. Voluntary resignations may be considered for recognition based on recommendations of Dean, Student Affairs.
2. In order to request a Verification of Position of Responsibility, the student may write to the Assistant Registrar Student Affairs (ar.sa@iitgn.ac.in) and the Convener, Student Senate (convener.ss@iitgn.ac.in). The Convener will check the records, and cross-verify these claims.

Note: The above mentioned procedure is applicable to the alumni as well.

5.2 List of POR's

5.2.1 Elected Positions

1. Student Council: Convener, Student Senate; General Secretary; Welfare Secretary; Academic Secretary; Cultural Secretary; IR&P Secretary; PDC Secretary; Sports Secretary; Technical Secretary
2. Senators
3. Class Representatives

5.2.2 Positions in Councils

1. Academic Council: Coordinator for Academic Discussion Hours; Coordinator for Peer Assisted Learning; Coordinator for Events and Initiatives; Coordinator for Class Representatives and Course Feedback; Coordinator for Documentation and Outreach; General members (including Web-Master and Advisor to Academic Secretary); Special Advisor.
2. Cultural Council: Events Coordinator; Management Coordinator; Finance Coordinator; Media and Outreach Manager; General Members

3. IR&P Council: IBP Advisor; IP Advisor; IP Coordinator; IBP Coordinator; Events Coordinator; General members
4. PDC Council: Coordinator for Industrial Training and Placement; Coordinator for Career Exposure and Guidance; Coordinator for Research and Higher Education; Special Advisor; General Member
5. Sports Council: Sports Management Coordinator; Captains & Secretaries
6. Technical Council: Technical Coordinator; Management Coordinator; Outreach Coordinator; App and Website Manager; General Members
7. Welfare Council: Advisor to the Welfare Secretary; Mess Secretary; Mess Coordinator; Outlet Coordinator; Laundry Coordinator; Hostel Coordinator; Student Health Coordinator; Content Writer; Media and Outreach Manager; General Members

5.2.3 Positions in Clubs

1. Clubs under Cultural Council
 - (a) 16 Pixels : Secretary
 - (b) Abhinaya : Secretary
 - (c) Awaam : Secretary
 - (d) Cinematheque : Secretary
 - (e) LitSoc : Secretary
 - (f) Orenda : Secretary
 - (g) Palette : Secretary
 - (h) Quizzing Society : Secretary
 - (i) Sargam : Secretary
 - (j) StepUp : Secretary
 - (k) Vinteo : Secretary
2. Clubs Under Technical Council
 - (a) Anveshanam : Secretary, Coordinator
 - (b) DigiS : Secretary
 - (c) GRASP : Secretary
 - (d) Mean Mechanics : Secretary
 - (e) Metis : Secretary
 - (f) Odyssey : Secretary

5.2.4 Positions in Council Groups

1. Annuity: Secretary; Club Coordinator
2. Entrepreneurship Initiative IITGN (EII): Overall Coordinator; Co-Coordiators; Team members
3. HackRush : Cores, Coordinators, General Members, Stakeholders
4. TEDxIITGandhinagar: Cores (including Lincensee and CoLicensee), Coordinators, Team Members
5. Tinkerers' Lab: Coordinators for Tinkerer's Lab
6. Torque: Chief Editor (Editorial Team); Chief Editor (Design and Illustration Team); Co-Editor (Head for Editorial Team); Creative Head (Head for Design and Illustration Team); Head for Online Presence; Head for Technical Operations

5.2.5 Positions in Independent Groups

1. AIChE: President; Secretary; Events Head; Industry Relations Head; Technical Head; Technical Consultant
2. Amalthea: Core members; Coordinators; Team members/executives
3. Blithcron: Core members; Coordinators; Team members/executives
4. Election Commission: Chief Election Commissioner (CEC); Election Commissioner(s) (EC); Election Officer(s) (EO); Technical Officer(s) (TO)
5. Green Club : Convener; Chairs; General Members
6. Hallabol: Convener; Core members
7. HAT : Convener, Hostel Coordinators
8. Ignite: Convener; Core members
9. Jashn: Convener; Core members
10. Media and PR Cell (MAPRC): Secretary; Coordinators; General members
11. Nyasa: Core members; Organizing team members
12. SAE - MOKSHA IITGN : Team Captain; Team Vice Captain; Technical Department Heads; Inventory Manager; Finance Manager; Sponsorship Head; External Communications Head
13. Student Leadership Conclave (SLC): Coordinators; Team members/executives

14. Shastrath Socratic Society (SSS): Secretary
15. Winter Carnations: Coordinators

5.2.6 Other Position of Responsibilities

1. Member of Institute Senate
2. Member of Senate Student Affairs Committee (SSAC)
3. Member of Student Academic Programmes Committee (SAPC)
4. Member of Senate Library Committee (SLC)
5. Member of Senate Academic Performance Evaluation Committee (SAPEC)
6. Student Guide

