



**KERALA UNIVERSITY OF HEALTH SCIENCES
THRISSUR- 680 596**

No. 8747/ AC1/Gen A2/KUHS /2016

Dated ,07.02.2017

CIRCULAR

Sub:- KUHS- Academic- Constitution of College Council- Members – reg
Ref :- Circular of even No dated 03.08.2016.

In continuation of the circular cited, All the Principals of all affiliated colleges is hereby directed to constitute college council consisting of following members, which is mandatory as per Chapter XXI Clause 15 of the Kerala University of Health Sciences First Statute.

- 1) The Principal, who shall be the Chairman;
- 2) All the Heads of departments or teachers in charge of the departments;
- 3) The Director or Head of Department of Physical Education;
- 4) The Chairman of the college union;
- 5) The Administrative Officer/Superintendent /Head clerk who is the chief of the office staff;
- 6) The Chairman/President of the Parent – Teachers Association in the college;
- 7) Two representative of the teaching staff elected by the members of the teaching staff from among themselves. (the procedure for election will be intimated after next meeting of the Governing Council)

The procedure for the conducting of the meetings as follows :-

- a). The College council shall elect a Secretary from among the members who shall be a teacher other than the Principal. The College council shall be reconstituted every year.
- b). The Secretary shall convene the meetings of the council. It shall be competent for the council to remove the Secretary from his office by two-third majority decision.
- c). The College Council shall meet at least twice in an year and the minutes shall be recorded.
- d). The decisions of the college council shall be taken by simple majority and in case of equality of votes , the chairman shall have second or casting vote
- e). If the Principal overrules the decisions of the college council, and if the Principal does not report the fact to the Vice Chancellor, the Secretary shall report the same to the Vice Chancellor .

All colleges affiliated to this University are hereby directed to constitute College Council before 28.02.2017 excluding the representative of teaching staff and should report to the University. Continuation Provisional affiliation for the year 2017-18 will not be granted to those colleges who fail to constitute the College Council.



REGISTRAR

To

The Principals of all the colleges affiliated to the KUHS.

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1. IT Section