



**Office of the Dean of Students Welfare**  
**Indian Institute of Engineering Science and Technology, Shibpur**  
**(Formerly BESU, Shibpur, Estd. In 1856)**

No. DSW/Int/124/ 24

Dated : 18.10.2024

**NOTICE**

This is for information of all concerned that the election of the members of the Executive Committees of the Students' Academic Societies, Student Societies of Creative Expressions and Students' Clubs related to the Student Senate Election for the academic year 2024-25 will be held on **29 October 2024** (10 am to 3 pm). The last date for submission of nomination by the students to the concerned faculty-in-charge (FIC) will be 21-22<sup>nd</sup> October, 2024 (on or before 3 pm).

Every student registered with the institute is a member of Students/Academic Society of the concerned academic units. There will be one constituency from each year of undergraduate and postgraduate program. In case of doctoral program there will be one constituency of the academic units.

Every engineering department, Department of Architecture and Planning, every science department, Schools/Centre and the Department of HSS shall have 7, 8, 3, 3 and 1 constituencies respectively. Each constituency will elect one representative to the student's academic society.

The FIC on each academic unit will send the final list of nomination (based on the allotted no. of constituency of respective academic units) by 23<sup>rd</sup> October, 2024 (on or before 3 pm) to the office of the Dean (SW) in a sealed envelope addressing to the Chairman, Student Senate Election Committee. In case of more than one nomination for each constituency, FIC will be responsible for conducting the election and send the name of the elected member.

The student eligible for the above-mentioned posts should have minimum 75% class attendance throughout the program. The candidate should not have any academic arrears (backlog).

The Executive Committees of the Student's Academic Society of Engineering or Architecture & Planning Departments shall comprise of

- |                                      |   |                      |
|--------------------------------------|---|----------------------|
| • Mentor/FIC [nominated by the Head] | - | 1 post               |
| • Secretary                          | - | 1 post               |
| • Assistant Secretary                | - | 1 post               |
| • Treasurer                          | - | 1 post               |
| • Members                            | - | 4/5 (A&P Dept) posts |

The Executive Committees of the Student's Academic Society of the Science Departments and Schools/Centre shall comprise of

- |                                      |   |        |
|--------------------------------------|---|--------|
| • Mentor/FIC [nominated by the Head] | - | 1 post |
| • Secretary                          | - | 1 post |
| • Assistant Secretary                | - | 1 post |
| • Treasurer                          | - | 1 post |

The Executive Committees of the Student's Academic Society of the HSS Department shall comprise of

- |                                      |   |        |
|--------------------------------------|---|--------|
| • Mentor/FIC [nominated by the Head] | - | 1 post |
| • Secretary                          | - | 1 post |

The Secretary, Assistant Secretary and the Treasurer shall be elected by the members of the executive committees of the respective societies. The election for these posts shall be held on 29.10.2024 under the supervision of the FIC.

The Executive Committee of a Student Societies of Creative Expressions and Students' Clubs will comprise of the following Office Bearers as per the Constitution of the Student's Senate.

- Mentor/FIC - 1 post
- Secretary - 1 post
- Treasurer - 1 post

The nomination for the post of Secretary and Treasurer shall reach to the office of the Dean (SW) in a sealed envelope addressing to the Chairman, Student Senate Election Committee by 23<sup>rd</sup> October, 2024 (on or before 3 pm). The election shall be held on 29<sup>th</sup> October 2024

The student eligible for the above-mentioned posts should have minimum 75% class attendance throughout the program. The students who have joined the clubs/societies till last academic year (AY 2023-24) will be the eligible voters and provide their names only.

The names of the elected members of Student's academic society should be sent to the Office of Dean (S/W) in the proper format (to be intimated by the Chairman Election Committee) by 29<sup>th</sup> October 2024 (on or before 3.00 pm).

It may be noted that the Mentor/FIC does not have any voting right.

We kindly ask for your cooperation in submitting the required documents by the specified dates. All details will be communicated through the respective email addresses of the faculty-in-charge by the Chairman of the Student Senate Election Committee, 2024.

Sd/-  
( Prof. Sudipta Mukhopadhyay )  
Dean of Students Welfare, IEST Shibpur

Copy to :

- 1) All Deans/Associate Deans, IEST Shibpur
- 2) All Heads of Departments/Schools/Centers, IEST Shibpur
- 3) The Registrar, IEST Shibpur
- 4) Faculty in-charge of Clubs/Societies, , IEST Shibpur
- 5) Prof. Sudip Kumar Roy, IEST Shibpur
- 6) Mr. Rupen Basu Mallick, IEST Shibpur
- 7) Dr. Nityananda Nandi, IEST Shibpur
- 8) Dr. Ayan Banerjee, IEST Shibpur
- 9) Dr. Ananya Barui, IEST Shibpur
- 10) The Chief Warden – with a request to circulate among all Hostel Wardens
- 11) Prof. Debasis Datta, President, Students' Senate (2023-24)
- 12) P.S. to Director, IEST Shibpur – for information
- 13) GS.(Acting), Students' Senate, IEST, Shibpur
- 14) Institute Website
- 15) Office Copy.

  
( Prof. Sudipta Mukhopadhyay )  
Dean of Students Welfare, IEST Shibpur