

POLICY ON NUST STUDENT FORUM (NSF)
(Copy for Commandant/Principal)

Policy on NUST Student Forum (NSF)

1. Background

NUST is evolving as a world class centre of excellence among higher education institutions. To achieve this NUST empowers its students to develop their leadership potential and act as instruments of change. NUST has provided its students with a forum named NSF, to improve systems and processes through participatory decision-making. The NUST Student Forum (NSF) is a platform for students to address their collective issues. At this forum, representatives from undergraduate and postgraduate programmes can share their views/suggestions regarding academic and administrative matters. The purpose is to improve the academic environment of the university while developing students into socially active and responsible citizens.

In addition to NSF, a Student Grievance Committee (SGC) has been established in every school to address an individual student's concerns. A separate policy document on the committee can be consulted.

2. The NUST Student Forum

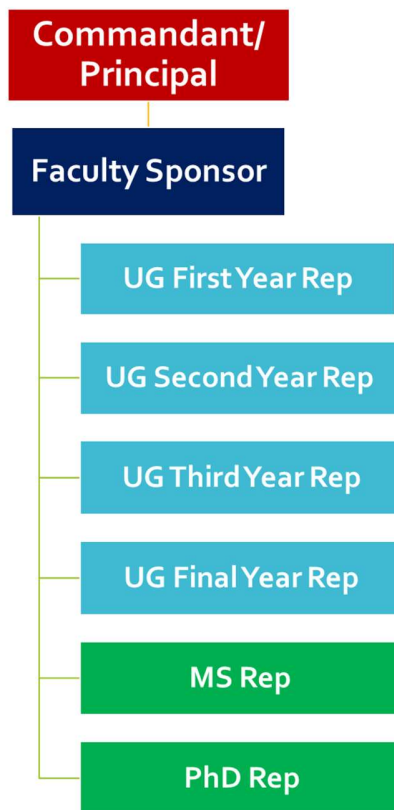
Aim

The prime objective of the NUST Student Forum is to provide students an opportunity to exercise leadership and address collective academic/administrative issues (such as timetable, course offering, fees, transport, cafes, hostels, general maintenance etc.). The purpose is to improve NUST's overall environment and educational system.

Scope

Each school is to establish its own chapter of NSF, managed by student representatives from all undergraduate and postgraduate batches. This forum will extend necessary assistance to school management in the planning and execution of events and activities at school level.

3. Organogram



4. The Composition and Selection Criteria

- A minimum of 6 students will form the Forum at School level.
- The forum will be gender balanced with adequate representation of hostelites and day scholars.
- Members of the forum must not be on probation/deferment/suspension.
- Members may be selected from students who are already performing or have performed the duties of CR and GR. However, the school management may select any other student considered suitable for the role.
- The duration of forum membership will be one academic year. On commendable contribution during the entire year, each member of the forum will be awarded a Certificate of Appreciation.
- The selected members should be mature, responsible and acceptable to their fellow students.
- The Faculty Sponsor should be carefully selected. The individual should be mature, easily approachable by the students and have served NUST for a minimum of 4 years.

- **The name and email address of the Faculty Sponsor should be shared with the students by 2nd March 2020.**

5. Procedure

- A meeting of the Student Forum with the Faculty Sponsor will be organized once a month during Fall and Spring Semesters.
- The forum will meet the Commandant/Principal twice a semester. The date/time of the scheduled meeting will be communicated to all concerned at least one week in advance. However, a special meeting may be arranged to address any urgent issues as and when required.
- In case NSF member(s) highlights a concern which is outside the school's domain, the matter will be reported to the relevant Director in the Main Office along with copies to the Rector's office and the concerned Pro-Rector.
- The brief minutes (max 2 pages) of the meeting with Commandant/Principal will be generated and disseminated to all concerned for timely action/confirmation. A copy of minutes will also be shared with the Rector and Pro Rector (Acad) on a regular basis.

6. Meeting with Rector

All chapters of NSF at school level will meet the Rector at least once in a semester. The Student Affairs Directorate will organize the meeting.

7. Special Note

This document should be disseminated through CMS and Emails to all faculty. For Students, a separate policy document is being forwarded through the Students Affairs Directorate.