

# CONSTITUTION



## STUDENTS UNION OF MAHARAJA AGRASEN COLLEGE

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### MAHARAJA AGRASEN COLLEGE

#### **1. Name**

The Union will be called, 'Students Union of Maharaja Agrasen College", hereinafter referred to as the Union.

#### **2. Office**

The office of the Union will be located in Maharaja Agrasen College. It shall also be its official address.

#### **3. Aims and Activities**

The following will be the aims and activities of the Union

(i) To promote mutual cooperation, a democratic, scientific, and secular outlook and a spirit of oneness among the students of the Maharaja Agrasen College.

(ii) To promote the social, cultural and intellectual development of the students of the Maharaja Agrasen College, and support the committees of the Staff Council for organizing activities in this regard.

(iii) To promote consciousness among the students about the world around them with a view to better equipping them as educated and law-abiding citizens of the country.

(iv) To promote among the students of the Maharaja Agrasen College a sense of service to the people and duty towards the state as enshrined in the Constitution of India.

(v) To promote harmonious relations among all sections of the college community.

(vi) To promote the welfare of students from backward categories and women.

(vii) To meet, discuss and make reasoned representations to the college authorities on matters concerning educational interests of the students, particularly the interests of students mentioned in clause vi above.

## **CHAPTER-II**

### **4. Patron**

The Principal of Maharaja Agrasen College shall be the Patron of the Union. The Patron, in consultation with Staff Council, shall take all necessary steps to ensure that the Union functions in accordance with this Constitution.

### **5. Membership of the Union**

Students of Maharaja Agrasen College duly recognised by or admitted to the privileges of the University of Delhi shall be the members of the Union.

### **6. Funds**

Every member of Union shall pay Rs 100 as annual subscription to Union funds which will be collected along with the fees collected at the time of admission by the college. These funds may be used by the Union for the benefit of the students in accordance with the policy of the Central Council and after duly approved by the Advisor, Student Union.

## **CHAPTER-III**

### **7. Office Bearers of the Union**

(1) There shall be the following office bearers of the Union: \_

- (i) President**
- (ii) General Secretary**
- (iii) Secretary - Women Development**
- (iv) Secretary - Social Welfare Secretary**
- (v) Vice-President**
- (vi) Joint-Secretary**

(2) All the office-bearers of the Union will be directly elected by and from amongst the members of the Union by a simple majority vote in accordance with this Constitution and the rules framed there under by the Election Officers.

(3) The students from 2<sup>nd</sup> and 3<sup>rd</sup> year of the college only can contest for the Post of President and General Secretary. No final year student can contest for the Post of Vice-President and Joint-Secretary. However, students from all three years shall vote and elect all office-bearers.

(4) All the office-bearers of the Union will function within the frame work of the policies laid down by the Central Council in the performance of their day-to-day work.

Delegation of powers, if any, to the office bearers will have to be specifically provided for by a resolution of the council for a specific duration of time but not exceeding one month.

(5) All the office-bearers of the Union shall be responsible to the Executive Committee and to the Central Council and will function strictly in accordance with the provisions of this Constitution.

(6) The office-bearers of the Union shall be responsible for the smooth and orderly functioning of the Union.

(7) Any violation of provisions or spirit of the constitution will invite disciplinary action. The patron of the Union can act against the violators in accordance with the University Ordinance including removal from CC/SU/holding any Official position and rustication from the college.

## **8. Functions of the Office Bearers of the Union**

(i) The President of the Union will be the Chief Executive head of the Union and will function in all matters relating to the Union in accordance with this Constitution. The President of the Union shall preside at the meetings of the Central Council and it shall be his duty to conduct these meetings in an orderly and peaceful manner in accordance with this Constitution to promote the educational interests of all students.

(ii) The General Secretary of the Union will act in consultation with the President and will function in all matters relating to the Union in accordance with this Constitution. It shall be the duty of the General Secretary of the Union to prepare the minutes of all the meetings of the Central Council and to keep the records of these meetings properly and in safe custody. The General Secretary of the Union will also carry on correspondence on behalf of the Union and will keep and maintain all records.

(iii) The Social Welfare Secretary shall be from backward category and shall look after the interests of the weaker sections of students and the measures taken to protect and promote their interests.

(iv) The Secretary for Women Development shall be from women and shall look after the interests of women and the measures to protect and promote their interests.

(v) In the absence of the President the Vice-President of the Union will perform all the functions of the President in accordance with this Constitution:

(vi) In the absence of the President and the Vice-President, the General Secretary will discharge the functions of the President in addition to his duties as the Secretary of the Union.

(vii) In the absence of the Secretary the Joint Secretary of the Union will perform all the functions of the General Secretary in accordance with this Constitution.

## **9. The Central Council**

(1) There shall be a Central Council of the Union which shall consist of the following :-

- (i) The President of the Union
- (ii) One member directly elected by simple majority vote from each class in the college.
- (iii) One member nominated by the Teacher-In-charge / Convenor from each class in the college
- (iv) All the office-bearers of the Union elected under this Constitution.
- (v) The Staff Adviser of the Union.
- (vi) The Treasurer of the Union and
- (vii) The outgoing President of the Union, provided he continues to be on the rolls of the College.

(2) The Central Council will be the supreme authority of the Union and shall carry on the activities of the Union in accordance with this Constitution.

(3) Subject to the provisions of the Constitution, the Central Council shall have the power to give such directions to the Office-bearers of the Union as it may consider necessary.

## **10. Meetings of the Central Council**

- (i) The Central Council will meet at least thrice a year;
- (ii) The meetings of the Central Council will be convened by the General Secretary of the Union by giving at least 7 days notice.
- (iii) A copy of the confirmed minutes shall be furnished to the Staff Adviser immediately thereafter.
- (iv) A register of attendance of the members at the meetings of the Central Council shall be maintained by the Secretary and signed by the Staff Adviser or in his absence by the Treasurer at each meeting.

## **11. Quorum**

In all ordinary as well as emergency meetings of the Central Council one-third of the total membership of the body will constitute the quorum.

## **12. Vote of No-confidence**

- (i) Not less than one third members of the Central Council of the Union may move a resolution of no confidence against any of the elected office-bearers :

(ii) A notice of a minimum of 15 days will be required for such a resolution to be moved.  
(iii) Such a resolution in order to be effective will be required to have been passed by a majority of not less than two thirds of the total membership of the Central Council. In case no-confidence motion is directed against the President of the Union the Staff Adviser shall preside at the meeting.

### **13. Disqualifications for Office Bearers and Members of Central Council**

No member of the Union shall be entitled to contest for or hold any post of office-bearer and Central Council, if,

- (i) He has not attained a minimum percentage of 60% marks in aggregate in the preceding academic year, and has any academic arrears in the year of contesting the election.
- (ii) He has not attained the minimum percentage of 75% attendance in the preceding academic year.
- (iii) He has exceeded the age of 22 years on the 16th August of the year in which he wishes to seek election.
- (iv) He has been convicted of a criminal offence including moral turpitude.
- (v) He has been held guilty by the College for any of the following acts of gross indiscipline:
  - a. Physical assault, or threat to use physical force, against any person within the college;
  - b. Violation of the status, dignity and honour of women, and students belonging to the scheduled castes and tribes
  - c. Willful destruction of institutional property
  - d. Causing disruption in any manner of the academic and administrative functioning of the college
- (vi) He has been found guilty of using unfair means in any examination of the college or University of Delhi

(2) No elected office-bearer shall be entitled to hold the any office twice

### **14. Staff Adviser of the Union:**

There shall be a Staff Adviser of the Union who shall be appointed by the Patron.

### **15. Treasurer of the Union**

There shall be a Treasurer of the Union who shall be appointed by the Patron.

## **CHAPTER- IV**

### **16. Official Year and Tenure**

- (i) The official year of the Union will be from the date of election (declaration of result) to the end of that academic session.
- (ii) The election of the office-bearers and Central Council will be held together and should ordinarily be completed by the end of eight weeks from the start of the annual academic session.
- (iii) An office-bearer of the Union or the Central Council may in writing, addressed and delivered to the Patron resign his office before the expiry of the term.
- (v) A student shall cease to be a member of the Union when he ceases to be a student.

### **17. Election**

- (i) The Patron will appoint every year an Election Committee which shall arrange to conduct the elections of the office-bearers and the members of the Central Council of the Union for that year in the college.
- (ii) The Election Committee shall frame specific rules for the conduct of free and fair elections for Students Union without disrupting the academic and administrative functioning of the college in any manner.
- (iii) the patron shall also appoint election officer(s) / for conducting the election of the student union and central council.

## **CHAPTER-V**

### **18. Budget and Accounts**

A meeting of the Central Council shall be convened within two weeks of the election and the budget estimates shall be placed before the Central Council for consideration and approval. A copy of the budget as approved by the Central Council shall be filed with the Patron within 2 days for sanction.

### **19. Funds**

Funds of the Union will be utilized for the welfare of the students in accordance with the approved budget. No expense out of the Union funds will be incurred unless provision with regard to them is made under a specific head of the duly approved budget. All expenses out of the Union fund will be incurred in accordance with the rules made in

this regard by the college and in accordance with the General Financial Rules of the Govt. of India.

The Treasurer will regulate the disbursement of Union funds in accordance with the GFR and rules framed in this regard from time to time. The accounts of the Union shall be subject to audit by the Internal Auditor of the college as well as the Auditor of the Govt. of Delhi. The accounts of Union will be audited twice in a year at half yearly intervals.

Unspent balance of the Union funds of a year, if any, will be credited to a special fund of the Union. The money under this fund may be spent for student welfare purposes in accordance with the rules framed by the college in this regard.

## **CHAPTER-VI**

### **20. Amendment of the Constitution**

A provision of this Constitution may be amended if such amendment is agreed to and passed by a majority of the total membership of the Central Council at the beginning of the year and by a majority of not less than two-thirds of the members of the Central Council present and voting in meeting specially called for this purpose by giving at least one month notice in advance, provided that no such amendment shall come into force unless it has been approved by the Staff Council of the college.

## **CHAPTER-VII**

### **21. Rule Making**

The patron may appoint a Committee of the Staff Council for framing such rules and regulations as may be necessary for the working of the Constitution. The rules so framed will come into effect from a date to be notified by the Patron.

### **22. Interpretation of the Constitution,**

If any question arises relating to the interpretation of this Constitution or any rules framed there under, it shall be referred to the Patron whose decision thereon shall be final.



### **23. Appointment of a Tribunal**

The Patron may, if he considers it necessary, refer any matter concerning the Union to a Tribunal consisting of one or more persons to be appointed by the Staff Council of the college. The decision of the Tribunal shall be final.