

CONSTITUTION OF KARIMGANJ COLLEGE STUDENTS UNION

Whereas it has been considered expedient to form a Union to foster Cultural and Co- Curricular activities in order to inculcate democratic spirit among the students. We the regular students of Kaimganj College do hereby frame, adopt and give to ourselves this constitution.

1. Name :- The name of the Union is "Karimganj College Students' Union "(KCSU)
2. Office:- The Union will have a separate office of it , in the college campus itself.
3. Composition:- The Karimganj College Students' Union will consist of the following office bearer.

3. (i) Presidents: Principal of the college shall be the ex-officio President of the Union.

3.(ii) Following are the post that will be filled by students through direct election or nomination as the case may be:

- a) Vice-President
- b) General Secretary
- c) Secretary, Meetings and Debates (Asstt. General Secretary)
- d) Editor, College Magazine
- e) Secretary, Sports and Athletics
- f) Secretary, Music & Drama
- g) Secretary, Social Service
- h) Secretary, Boys' Common Room (Indoor games)
- i) Secretary, Girls Common Room
- j) Assistant Secretary, Boys' Common Room
- k) Sub-Editor, College Magazine
- l) Assistant Secretary, Social Service
- m) Assistant Secretary, Sports and Athletics
- n) Assistant Secretary, Music & Drama

4. Activates Section:- The activities of the Union shall be divided in following sections:

- i) Meetings and debates
- ii) Games, Sports and Athletics
- iii) College Magazine
- iv) Drama & Music
- v) Boys' Common Room and Indoor games
- vi) Social Service
- vii) Girls Common Room

5. Duties and Responsibilities of

(a) **Vice President:** He / she will preside over the meeting of the Students' Union whenever he / she is asked to do so by the President. He will be in charge of organising exhibition during Annual Festival. The Vice-President will have a look after the overall activities of the Students' Union.

(b) **General Secretary:** He / She will coordinate all activities of the Union. He / She will convene meetings of the Union when necessary with prior permission from President. He / She will represent the students of the College in different public forums. The G.S will be the spokesman of the Union jointly with the Vice President.

(c) **Other office bearers:** They will have to look after the activities of the concerned sections.

6. **Duration of Union and office bearers:** The Union will have a term of one academic session.

a) **Executive Council:** There shall be a Executive Council of KCSU with all office bearers and class representatives.

b) **Class representatives:** Class Representatives are to be elected directly by the students of concerned classes or nominated by the Principal as the case may be. There will be one Class Representative from every 60 or less number of students, subject to minimum of 2 representatives from each classes and that to maximum of 4 representatives per class.

c) **Term:** The Executive Council members will hold office for one academic session. A class representative after promotion to next higher class will continue to be the representative of the next class until the next Students' Union Election is held except the case of TDC first year.

7) **Termination:** Membership of student to the Executive Council or office bearers will automatically stand cancelled or terminated.

- ii. The student is debarred from examination hall for adopting unfair means.
- iii. The student is expelled from College due to act of indiscipline.
- iii. The student fails to be promoted in next higher class.
- iv. The student ceased to be a regular student of the College.

8. **Nomination against vacancy:** The Principal and President of the Union Shall have that right to nominate any student against any vacancy occurring in the Union body.

9. **Quorum:** One third of the total number of members shall form the quorum for the Executive Council meeting and for a general meeting the presence of 10% (Ten Percent) members shall be necessary.

10. **Teachers in Charge:** The President will nominate some teachers for all the sections of the Union as Teacher-in-Charge. They will supervise and guide all activities of the Union. The Teacher-in-Charges are Ex-officio non-voting staff of the Executive Council. Plans and Programmes as well as expenditure of each department shall have to be approved in advance by the Teacher-in-Charges.

11. (i) **Distribution of fund:** The Principal shall be the Ex-officio Treasurer of the Union Fund. Expenditure shall be subject to his sanction and shall have power to modify the estimates of expenditure.

11. (ii) The funds that will be available for the Union shall be distributed by the President among different departments in the following proportions:

1.	Meeting & Debates	5%
2.	Common Room	25%
3.	Sports & Athletics	20%
4.	Magazine	20%
5.	Drama, Music & Socials	20%
6.	Social Service	5%
7.	President's discretionary fund	5%

11. (iii) As soon as possible after the election, such office bearer shall present his detailed plan of work and estimates of expenditure with the approval of the Teachers-in-Charge to the Executive Council. The Executive Council shall have the power to recommend modification which shall become binding if the President approves.

12. **Dissolution:** In case of emergency, the President shall have the power to suspend or dissolve the Union. In case of such an emergency, the day to day work of the various departments shall be carried out by students nominated by the President in consultation with Teachers-in-Charge of various departments.

STATUTES OF ELECTON

13. (i) **Mode of Election:** There will be system of direct election of the office bearers as well as Executive Council Members by the regular students of the College.

13. (ii) Votes: All regular registered students of the College having Fee Card and Identity Card will be the voters for the session. Irrespective of classes, all regular students will vote for the post of office bearers. In case of class representatives, only the students of concerned classes will be the voters.

13. (iii) Time of Election: The election shall be held between 6 to 8 weeks from the last date of admission in second year and third year TDC classes.

13. (iv) Duration of Election Process: The Election process will be started by an official announcement by the College authority in general meeting. No more than 10 days shall elapse between the general meeting and the publication of Election results.

✓ 14. Eligibility criteria for candidates:

14. (i) Except for the posts of Vice-President and General Secretary, a student of any class can contest election for any post.

14. (ii) Only the students of 3rd year and 2nd year Degree classes are eligible to contest for the post of vice President.

14. (iii) For the General Secretary, students of 2nd year and 1st year Degree classes only will be eligible to contest the election (amended).

14. (iv) Age: Regular students between the ages 17 and 22 may contest election.

14. (v) The candidate shall in no event have any arrear subject in the year of contesting elections.

14. (vi) Percentage of attendance: A candidate seeking election to any post of KCSU should have attained atleast 75% attendance.

14. (vii) No. of opportunity: A candidate shall have one opportunity to contest for the post of office bearer and two opportunities to contest for the post of class representatives.

✓ 14. (viii) Participation in campaign: No person except regular registered student of the College shall be permitted to take part in the campaign / election process in any capacity.

15. Code of conduct:

15. (i) No candidate shall indulge in, nor shall abet, any activity, which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic, or between any group(s) of students.

15. (ii) Criticism of other candidates, when made, shall be confined to their policies and programmes, past record and work. Candidates shall refrain from criticism of all aspects of private life, not connected with public activities of the other candidates or supporters of such other candidates. Criticism of other candidates or their supporters based on unverified allegations or distortion shall be avoided.

15. (iii) No candidate shall be permitted to make use of printed festoons or posters.

15. (iv) Candidates may only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the Returning Officer.

15. (v) No candidate shall be permitted to carry out processions or public meetings or in any way canvas or distribute propaganda outside the College campus.

15. (vi) Neither candidate, nor his supporters shall cause any destruction to any property of the college campus.

15. (vii) The use of loudspeaker and vehicles for the purpose of canvassing shall be prohibited.

15. (viii) Any candidate shall :

- (a) Nor serve or distribute any eatables, or other solid and liquid consumables, except water on polling day.
- (b) Not prevent or obstruct any body to cast his/her vote.
- (c) Not distribute any leaflet/hand out on the polling day.
- (d) Not enter in any polling booth during voting and counting.
- (e) Be allowed to appoint one polling agent/counting agent on his/her behalf. Polling agent in a class must be a student of that class only.
- (f) Be permitted to organize meetings processions only inside the college campus during the time specified by the authority.

15. (ix) In addition to above mentioned code of conduct, certain provisions of the IPC 1860 (Section 153-A and Chapter IX-A offences relating to election) shall be applicable to Students Union Election necessary.

16. Accounts of Expenditure.

16. (i) The maximum permitted expenditure per candidate shall not exceed Rs. 5000/-

16. (ii) The candidate shall have to submit the accounts of expenditure made by him/her during the election positively within 15 days from publication of result.

16. (iii) Election of a candidate may be nullified in the event of any excessive expenditure.

16. (iv) The candidates are barred from utilizing funds from any other sources than voluntary contributions from students body.

17. Election Commission.

17. (i) The President or Principal will constitute an Election Commission with members of the teaching staff out of which one (The senior most among them) will be the Returning Officer.

17. (ii) The Returning Officer in consultation with members of the Commission may appoint A. R. O.s other officials if necessary.

17. (iii) The Returning Officer may form another groups of teachers from amongst the teachers as special officers to do the needful as and when necessary in order to ensure smooth running of affairs of the election.

17. (iv) The President of the KCSU will announce the detailed Election schedule and appoint Returning Officer for conduct of election.

17. (v) Election will be in secret Ballot.

17. (vi) Just after polling is over, the same polling team will complete the counting. After completion of counting the polling team shall submit all ballots and counting sheets to the R.O. and R.O. will process the announcements of election result.

17. (vii) The R.O. in consultation with members of the Commission shall resolve/decide in case of any grievance from students/candidates.

17. (viii) The decision of the Returning officer and the Election Commission will be final and binding in case of any dispute.

18. Declaration : This constitution and statutes of Karimganj College Students' Union Election is modified in the above from in compliance with Supreme Court S.L.P.(Civil) No. 24295/2004 and D.H.E.'s letter No. PC/HE/CC13/2006/16 Dated 16-11-2006.