

# **THE CONSTITUTION OF THE JORHAT LAW COLLEGE STUDENTS' UNION**

## **Preamble**

We the students of Jorhat Law College, having solemnly resolved :-

To do act for the interest of the college

To encourage the creativity of the students as well as cultural development (e.g., games, debate, literature, moot- court, legal aid etc.)

For all- round development and welfare of the students

To assure the dignity of the individual and the unity and integrity of the college

In our Constituent Assembly this 30<sup>th</sup> day of September, 2023, do hereby Adopt, Enact and Give to Ourselves This Constitution

## **Section1: Name**

The name of the Union shall be Jorhat Law College Students Union (JLCSU)

## **Section 2: Office**

The office of the Union shall be housed in the premises allotted to the Union by the **College Authority**. All the meetings of the Union shall be held in its office except when, in an extraordinary situation, the Principal of the college allows an executive meeting of the Union to be held outside the Union Office but within the campus of the college.

## **Section 3: Objectives**

The objectives shall be:

- a. To sensitize the student members about their role and function as students of the college, and also as responsible individual members of the society.
- b. To promote the physical, intellectual and moral well- being of the student members by organizing activities in various fields like games, extension services aimed at reaching out to the society and building a spirit of social responsibility and community service among the students members.
- c. To function as executors of policies and programs developed in consultation with the Principal and three members of the regular teaching faculty whose names shall be submitted by the Union Body in their first meeting.

## **Section 4:Definitions:**

- (i) Principal: Principal of Jorhat Law college, Jorhat.
- (ii) Union Body of J.L.C (JLCSU) : Elected Office bearers and student representatives
- (iii) Advisor – Faculty member nominated by Principal of the college.
- (iv) Executive members: all office bearers including the Ex-Officio members and student members constitute the executive body.

- (v) College Authority: Principal and authorized committee constituted by the Principal of the college.
- (vi) Regular Student: One who is not a defaulter in payment of college dues, not a non-collegiate/ Dis-collegiate or held responsible in breach of discipline of the college by disciplinary committee constituted by the Principal of the college or arrested for heinous crime or involving moral turpitude.
- (vii) Election Committee: It will comprise of the Returning Officer, the Election Officer, the Presiding Officer and the Polling Officer. All will be selected in the meeting of the faculty members.

### **Section 5: Members**

*Clause 1:* Jorhat Law College students of LL.B, Integrated Course & LL.M classes shall be student members of the JLCSU.

*Clause 2:* The teacher in-charge of the various sections of the Union shall be Fraternal Members of the JLCSU.

### **Section 6: The Union Body shall comprise of the following-**

**Clause 1: President:** The President of the Union shall be from 6<sup>th</sup> Semester onwards of integrated course and 2<sup>nd</sup> semester onwards of LL.B. course.

**Clause 2: General Secretary :** For the post of General Secretary, students from 6<sup>th</sup> semester onwards of Integrated Course, 2<sup>nd</sup> Semester onwards LL.B and LL.M 1<sup>st</sup> semester to 2<sup>nd</sup> semester students are eligible to contest the election.

**Clause 3: Vice President-** For the post of Vice President, students from 6<sup>th</sup> Semester onwards of Integrated Course, 2<sup>nd</sup> Semester onwards LL.B and LL.M 1<sup>st</sup> semester to 2<sup>nd</sup> semester students are eligible to contest the election.

**Clause 4: -Assistant General Secretary-**The post of Assistant General Secretary is open to all students of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 5 :-Sports Secretary-**The post of Sports Secretary is open to all students of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 6: - Social service Secretary-**The post of Social Service Secretary is open to all students of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 7: - Legal Aid Secretary--** For the post of Legal Aid Secretary students from 6<sup>th</sup> Semester onwards of Integrated Course, 2<sup>nd</sup> Semester onwards LL.B course and LL.M 1<sup>st</sup> semester to 2<sup>nd</sup> semester students are eligible to contest the election.

**Clause 8: -Cultural Secretary-**The post of Cultural Secretary is open to all students of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 9: - Debate & Symposium Secretary-**The post of Debate & Symposium Secretary is open for all semesters of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 10: -Moot Court Secretary-**For the post of Moot Court Secretary, students from 6<sup>th</sup> semester onwards of Integrated Course, 4<sup>th</sup> semester onwards of LL.B course and LL.M 1<sup>st</sup> semester to 2<sup>nd</sup> semester students are eligible to contest the election.

**Clause 11: - Magazine Secretary-**For the post of Magazine Secretary, students from 6<sup>th</sup> Semester onwards of Integrated Course, and for LL.B course 4<sup>th</sup> semester onwards and LL.M 1<sup>st</sup> semester to 2<sup>nd</sup> semester students are eligible to contest the election

**Clause 12: - Boys' Common Room Secretary-**The post of **Boys' Common Room Secretary** is open to all students of Integrated Course, LL.B course and LL.M students to contest the election.

**Clause 13: -Girls' Common Room Secretary-**The post of **Girls' Common Room Secretary** is open to all students of Integrated Course, LL.B course and LL.M students to contest the election

**Clause 14 :Advisor-** There shall be three advisors of the Union nominated by the Principal from amongst the faculty members of the college.

**Clause 15:Ex-officio Members:** The outgoing General Secretary and the President will be Ex-Officio members of JLCSU

**Section 7: Vacancy:**

- (1) Vacancy/vacancies for the post of Office Bearers can be caused by death, insolvency, resignation, unsound mind, disciplinary action taken by the college, unauthorized non attendance of three Executive Committee Meeting.
- (2) The Vice-President will take over the function of the concerned post subject to the approval of the Principal.

**Section 8: Powers and Functions of the Office Bearers**

- a. The President shall have the final say in all matters of the Union. He shall preside over the Annual Budget Meeting (ABM), the Executive Committee Meeting (ECM) and the General Body Meeting (GBM) of the Union.
- b. The Vice- President shall aid and assist the President and in absence of the President he shall preside over the meetings of the JLCSU.
- c. The General Secretary will work for proper co-ordination among the various sectional Secretaries and their activities. Activities that are not specifically allotted to the sectional secretaries will be the responsibility of the General Secretary. The General Secretary will function in co-operation with the President, and he will brief the President about the various activities/functions of the Union at least once in a month. The General Secretary shall maintain the proceedings of the Executive Body Meeting and General Body Meeting.
- d. The General Secretary may delegate certain responsibilities to the Assistant General Secretary for the smooth functioning of the activities of the Union.
- e. Every member of the executive Committee of JLCSU will individually be responsible for the particular activities which fall under his/her jurisdiction and the executive Committee shall be collectively responsible for the activities of the Union as a whole.

- f. The Magazine Secretary will be responsible for the publication as well as for making the college magazine available to all the students of the college.
- g. The utilization of fund meant for the Union including that of publishing of the college magazine shall be the responsibility of the college authority.

### **Section 9: Elections:**

**Clause 1:** A student member of the JLCSU who wish to contest in the election for the posts mentioned in Section 6, must furnish a certificate of not less than 65% attendance in classes from the college authority and a certificate of good conduct from the Principal of the college. He needs to be a regular student. A student without these documents shall not be allowed to file nomination paper for the election.

**Clause 2:** The Principal will appoint the Returning Officer and the Election officer. The Principal will notify the Date, Place and Time of the election at least fifteen (15) days prior to the date of election.

**Clause 3:** The Returning Officer, the Election Officer, the Presiding Officer and the Polling Officer will jointly comprise the election committee. The Election Committee will be responsible for the entire process of conducting the election. The Committee will frame detailed Rules and Regulations for the conduct of the election including the format of nomination paper, conduct of the election, do's and don'ts of the candidates, counting ballots and declaration of the results.

**Clause 4:(a)** There will be a Grievance Redressal Committee to consider grievances relating to the conduct of election and the results of election. The Committee will be constituted by the Principal with two faculty members and one student who are not contesting the election.

**(b)** Grievance will be submitted within 24 hours of the declaration of the results.

**(c)** The Grievance Redressal Committee will examine the grievance on the same day and give a hearing to the aggrieved party and declare verdict immediately on receipt of the complain.

**(d)** In case the aggrieved student is not satisfied then he or she may prefer an appeal to the Returning Officer. The Returning Officer will examine and conduct hearing of the matter within a day of receipt of the appeal.

**(e)** The decision of the Returning Officer shall be final.

**(f)** The announcement of the result shall be kept in abeyance till the completion of the process of settlement of grievance.

**Clause 5:** Nomination paper in the prescribed form must be invited not less than seven (7) days prior to the date of election.

**Clause 6:** The final list of the candidates shall be notified by the Returning Officer at least five (5) days prior to the date of election.

**Clause 7:** A class representative shall be elected by secret voting from every class which remains unrepresented in the executive body. This shall be done within fifteen (15) days of the commencement of the respective classes.

**Clause 8:** In case of an extraordinary situation when the JLCSU election cannot be held, the Principal shall have the power to extend the term of the Executive Committee to a maximum period of six months or if necessary, constitute an ad-hoc committee.

**Clause 9:** The tenure of the office bearers shall be for one year

### **Section 10: Resignation:**

a) Any Office Bearer may resign from his post giving the cause of resignation in writing. The written resignation letter, must be submitted to the President of the JLCSU. But he must continue his post until his/her resignation is accepted.

b) The President shall advise the Principal about the resignation along with his recommendation for filling up the vacancy. The Principal will convey his approval or otherwise.

### **Section 11: Language:**

The language of JLCSU should be Assamese (Regional Language) or English. Other Indian (Officially recognized) language can be used with the permission of the President of the JLCSU.

### **SECTION 12: Meetings**

**Clause 1:** There shall be at least one general body meeting of the JLCSU in a year. The quorum for the general body meeting shall consist of not less than one fourth ( $1/4^{\text{th}}$ ) of the student members including the class representatives or 100 whichever is higher and one third ( $1/3^{\text{rd}}$ ) of the fraternal members. Notice for the general body meeting shall be issued by the General Secretary after obtaining written permission from the Principal with seven (7) clear days in advance. Postponed meeting will not require quorum.

**Clause 2:** There shall be an Executive Committee of the Union. The Executive Committee shall consist of the President, the Office Bearers of the Union, the class representatives.

**Clause 3:** Executive Committee meeting shall be convened by the General Secretary with due intimation to the Principal, and after giving at least two (2) clear days' notice. The quorum for the Executive Committee shall consist of one third ( $1/3^{\text{rd}}$ ) of the student members, including Class Representatives. Advisors will be permanent invitees of Executive Committee meeting. In case of emergency, notice period may be dispensed with.

**Clause 4:** The Executive Committee shall submit an annual plan of action and a budget to the Principal for approval. The Principal will examine and give his advice. The executive committee will then implement the plan.

### **Section 13: No Confidence Motion**

**Clause 1:** A no-confidence motion can be brought before the General Body meeting only after it is passed by the Executive committee meeting by at least one hundred (100) student members or  $1/4^{\text{th}}$  of the students whichever is higher duly signed and addressed to the President.

**Clause 2:** A no-confidence motion shall be adopted if supported by  $3/4^{\text{th}}$  of the members present in the General body meeting, the quorum for which shall be  $1/10^{\text{th}}$  of the student members and  $1/3^{\text{rd}}$  of the Advisors.

## **Section 14: Funds**

**Clause 1:** The fund of the JLCSU shall be operated by Principal of the college, as per the rules of college.

**Clause 2:** The college authority shall conduct an audit of the Union's accounts

**Clause 3:** The detailed budget must be presented, discussed and passed by the executive body before any amount is released by the college authority.

**Clause 4:** The purchasing of goods such as sports goods shall be done by the college authority duly recommended by the Advisors.

**Clause 5:** The college authority shall maintain a separate contingency fund for the student to be utilized in emergencies such as medical emergencies.

**Clause 6:** In case of a charge of misappropriation of funds by any of the elected members of the union, the Principal shall have the power to initiate an investigation by a three members Committee. If the charge is proved, disciplinary measures, including expulsion from the college shall be taken in accordance with the suggestions of the three members committee.

## **Section 15: Disputes**

Clause A- All disputes between the JLCSU and the college authority shall be settled within the college, if necessary, in a joint meeting of the teachers, college authority and the union.

Clause B- In case the dispute is not settled as mentioned above the JLCSU may approach the Governing Body.

## **Section 16: Amendment**

**Clause 1:** A move to amend the constitution of the JLCSU can be brought before the General Body meeting only after it is passed by the Executive Committee. Such a motion duly signed and addressed to the President, can be initiated in the Executive meeting by at least one hundred student members.

**Clause 2:** A motion of amendment to the constitution shall be adopted if supported by 3/4th of the members present in the General Body meeting, the quorum for which shall be 1/4th of the student's members and 1/3rd of the fraternal members or 100 members.