

**THE CONSTITUTION OF THE KOLASIB COLLEGE STUDENTS' UNION
KOLASIB, MIZORAM**

Article - I. Name and Short Title.

1. To represent all students of Kolasib College there shall be a students' association known as the 'KOLASIB COLLEGE STUDENTS' UNION' which shall hereafter be referred to as 'the Union' in the Constitution.

Article - II. Jurisdiction.

1. The jurisdiction of the Union shall be confined to the Kolasib College.

Article - III. Aims & Objectives.

1. To explore and promote talents of the students upto the maximum level.
2. To look after the welfare and interests of the students and the college.
3. To create and develop academic atmosphere of the college.
4. To foster unity, mutual understanding and assistance among the students.
5. To organize co-curricular activities and to maintain good relations with the public.

Article - IV. Membership.

1. Every student of Kolasib College is a member of the Union on payment of Rs. 20/- as membership fee unless otherwise amended by the General Body from time to time.

Article - V. Office Bearers and Executive Body.

1. The Executive Body of the Union shall consist of —
(a) President (b) Vice-President (c) General Secretary (d) Assistant General Secretary (e) Cultural Secretary (f) Games & Sports Secretary (g) Indoor Games Secretary (Common Room) (h) Debating Secretary (i) Editor (j) Assistant Cultural Secretary (k) Assistant Games & Sports Secretary (l) Assistant Indoor Games Secretary (Common Room) (m) Debating Secretary (n) Assistant Editor (o) Class Representatives — two from each Section/ Class
2. There will be one Professor-in-Charge in each department.
3. The Principal shall be an ex-officio President of the Union.

Article - VI. Term and Tenure of the Executive Body.

1. The term and tenure of the Executive Body shall be one academic year.
2. The Office Bearers should not hold the same post for more than two consecutive terms.
3. The term of the existing Executive Body shall come to an end from the date of announcement of the election. All Union properties must be submitted to the Principal within 7 (seven) days of announcement of the election.

Article - VII. Election.

1. The Office Bearers mentioned in Article - V.1 (b-i) shall be elected by the General Body convened for the purpose by secret ballot and persons securing the highest votes shall be declared elected.

The Assistants of the same Article (j-h) shall be appointed by the President in consultation with the elected Office Bearers.

2. Class representatives shall be elected by the students of respective classes by secret ballot within 7 (seven) days of the General Election.
3. Professor-in-Charge of various departments shall be appointed by the Principal.
4. Election shall be conducted within 30 (thirty) days from the date of having Students' Fresher Social or any convenient date fixed by the President.
5. The President shall appoint the Returning Officer and Polling Officers to conduct the General Election.

Article - VIII. Qualifications for the Office Bearers.

1. He/She must be a bonafide student of Kolasib College.
2. A student seeking election for the post of Vice-President and General Secretary must have completed at least one academic session in Kolasib College.
3. To be a member of the Executive body a student must have passed his/her last Promotion/Final examination.

Article - IX. Powers and Functions of the General Body.

1. The General Body is the highest authority of the Union.
2. The meeting of the General Body shall be convened at least once in a year.
3. 1/3 (one-third) of the total members shall form quorum of the General Body Meeting.

Article - X. Powers and Functions of the Executive Body.

1. The Executive Body must meet at least once in every two months.
2. The Executive Body shall have the power to make policy, resolutions, and decisions for the Union.
3. It has authority over financial matters of the Union and it has power and authority to collect funds and donations in the name of the Union.
4. It shall appoint Auditors to audit the accounts of the Union.
5. The decisions of the Executive Body are binding on the Union.
6. Simple majority is required for decision of the Executive Body and in case of a tie, the President shall exercise a casting vote to resolve the deadlock.
7. 1/3 (one-third) of the total members of the Executive Body shall form the quorum.

Article - XI. Powers and Functions of the Office Bearers.

A. President

- 1. The President is the head of the Union.*
- 2. The President shall have power to summon meeting of the Executive Body and General Body and he/she shall preside over such meetings.*
- 3. He shall hand over charge to the newly elected Office Bearers within 7 (seven) days from the date of the election.*
- 4. The President shall have the power to advise any members of the Union in the discharge of their functions and duties.*
- 5. The President shall have the power to deal with other Organizations in the name of the Union.*
- 6. The President can dissolve the Executive Body earlier before the expiry of its normal term if he/she is dissatisfied with the activities of the Executive Body.*
- 7. After the dissolution of the Executive Body, the President will conduct new elections within 60 (sixty) days in consultation with Professors-in-Charge of respective departments.*

B. Vice-President

- 1. The Vice-President shall assist the President in the execution of his/her duties.*
- 2. In absence of the President, the Vice-President shall discharge the functions and duties of the President.*
- 3. He shall supervise the activities of various departments in general and render necessary help.*

C. General Secretary

- 1. The Secretary shall call the meeting of the Executive Body and the General Body at the discretion of the President.*
- 2. He shall make and maintain records of all the meetings and proceedings of the Union.*
- 3. He/She shall maintain and look after the Union's Office.*
- 4. He/She shall give annual reports in the General Body's meetings.*
- 5. He/She shall guide and coordinate activities of various departments.*
- 6. He/She shall represent the Union outside the College.*

D. Assistant General Secretary

- 1. He/She shall assist the General Secretary in the execution of his/her duties and responsibilities.*
- 2. In the absence of the General Secretary he/she shall discharge the duties and responsibilities of the General Secretary.*

E. Cultural Secretary

1. He/She shall organize all the activities relating to culture.
2. He/She shall perform other allied cultural activities.

F. Games and Sports Secretary

1. He/She shall look after all activities pertaining to games and sports and organize Union's games and sports' teams.
2. He/She shall be responsible for keeping games and sports' materials in proper condition.

G. Debating Secretary

1. He/She shall be responsible for organizing activities relating to debate, symposium, essay, competition, quiz, and other allied subjects.

H. Indoor Games Secretary

1. He/She shall be responsible to organize indoor games within the Union. He/She shall also be responsible to form the Union's teams in these games.
2. He/She shall be responsible in looking after indoor games' articles.

I. Editor

1. He/She shall be responsible for collecting materials and publishing the College Magazine.

J. Assistants

1. Assistant Secretaries/ Assistant Editor shall perform such functions and duties in assisting the Secretaries/ Editor concerned.
2. In the absence of the concerned Secretaries, they shall be held responsible for the functions of the Secretaries.

K. Professors-in-Charge

1. He/She shall advise, guide, and supervise the department in which he/she is in charge.
2. He/She shall chair the meetings of Sub-Committee of his/her department.
3. In the event of the differences of opinion among the members of the Committee, he/she shall have the right to cast his/her vote for removing the deadlock.

Article - XII. Financial Provisions.

1. Students' Union Fund shall be collected from the students in the form of Students' Union Fees.
2. The President shall be the highest authority regarding income and expenditure of the Fund.
3. The Union Fund shall be drawn by the concerned Secretaries through the Professors-in-Charge. Expenditure statements and supported vouchers have to be submitted to the President.

4. *The financial accounts of the Union shall be audited annually.*
5. *The financial accounts of the Union may be audited at any time, if need arises.*
6. *The audit report must be submitted to the Executive Body within 4 (four) days of the audit.*

Article - XIII. Termination of Office.

Every member of the Executive Body shall be terminated from Office —

1. *if he/she submits his/her resignation addressing to the President and approved by the Executive Body.*
2. *if he/she leaves the College.*
3. *if the executive Body is satisfied that his/her activities are detrimental to the Union and the College as well.*

Article - XIV. Records.

Every Secretary shall maintain records of his/her department in a proper book.

Article - XV. Amendment.

The Constitution may be amended by two-thirds (2/3) majority of the members present and voting in a General Body Meeting specially called for the purpose.

This Constitution is adopted and enforced in the Kolasib College by the General Body of the Kolasib College Students' Union today, the 4th July 1984 at 12 noon.

PUC I Sd/-
Lalliansanga

PUC II Sd/-
Liankunga

BA I Sd/-
H. Lalremfiana

BA II Sd/-
Lalrinawma

Sd/-
T.B.C. Liandala
President,

*On behalf of the Members of the Kolasib
College Students' Union, Kolasib.*