

# Students' Union

## Draft Constitution

### 1. Objectives:-

The objectives of the Union shall be

- (a) to train the students of the college in the duties, responsibilities and rights of citizenship,
- (b) to promote opportunities for the development of character, leadership, efficiency, knowledge and spirit of service among students,
- (c) to organise debates, seminars, industrial visits, work squads, touring parties and such other functions,
- (d) to encourage sports, arts and other cultural, educational, social or recreational activities that are incidental and conducive to the above objects.
- (e) To help the students enjoy their democratic rights and empower them by creating spaces for debate and discourse regarding the administration of the College.
- (f) To ensure student participation in the administration of the College
- (g) To aid the faculty in dissemination of knowledge in a constructive and student-friendly manner
- (h) To facilitate
- (i) To promote advanced research in the areas of Mechanical Engineering, Civil Engineering, Electronics and Communication Engineering, Electrical and Electronics Engineering, and Computer Science and provide appropriate inputs for creating an active scholastic environment by engaging the academic community, engineers and other stakeholders.

### 2. Membership :-

All the students enrolled in the college shall be members of the Union. They shall have the right to vote and contest in all the elections to the college Union according to the rules and regulations of the Kerala Technical University, Calicut University and any other laws in effect in the Country.

### 3. Term:-

The tenure of office of the College Union shall be one academic year.

## 4. Funds:-

- (a) The College shall institute a 'College Union Fund'. It shall collect the prescribed fees from students towards Union activities along with the first instalment of tuition fees at the beginning of each academic year and shall credit the same to the College Union Fund.
- (b) The Executive Committee shall have the power to recommend the College a change in the amount collected for this purpose, considering the needs of the Union.

## 5. Associations:-

- (a) The College may have one or more associations subordinated to the College Union according to different engineering subjects and languages taught at the College, or as necessitated by the circumstances in the College and a student can be a member of one or more associations.
- (b) The College Union may also organise various forums or clubs like Social Service League, Planning Forum, etc.

## 6. Executive Committee:-

The College Union shall have an Executive Committee consisting of:-

1. The Chairman.
2. The Vice-Chairman.
3. The General Secretary.
4. The Councillor(s) to the University Union.
5. The Editor of the College Magazine.
6. The Arts Club Secretary.
7. The Secretary for Sports.
8. One member representing the students of each year of the Graduate and Post-Graduate Courses, elected by the students of the respective semesters elected from among themselves in which two shall be girls.
9. One member representing the students belonging to the Scheduled Castes or Scheduled Tribes to be nominated by the Executive Committee in case none of the elected members of the committee belong to S.C./S.T.
10. The Honorary Treasurer and Patron (Ex-Officio)
11. The Staff Adviser

## 7. The Chairman:-

- (a) The Chairman shall be elected by and from among the students of the College.
- (b) The Chairman shall preside over all meetings and other functions of the Union and regulate and control the meetings. In the absence of the Chairman, the Vice-Chairman shall preside at the meeting. If both the Chairman and Vice-Chairman are absent, the members present shall elect one from among themselves as the Chairman for the meeting.<sup>1</sup>

## 8. The Vice-Chairman:-

- (a) The Vice-Chairman shall be elected by and from among the students of the College. The Vice-Chairman shall be a lady student.
- (b) The Vice-Chairman shall perform the duties of the Chairman in his absence or as per the request of the Chairman.

## 9. General Secretary:-

- (a) The General Secretary shall be elected directly by and from among the students of the College.
- (b) He shall issue notices for meetings and functions of the Union and keep the minutes and he shall generally be in charge of the conduct of all Union activities.
- (c) The General Secretary shall take steps to carry out the decisions of the Executive Committee and shall be the custodian of all records relating to the Union.

## 10. The Editor:-

- (a) The Editor of the College Magazine shall be elected directly by and from among the students of the College.
- (b) The Editor shall be responsible for the publication of the College Magazine, with the support of the students union.

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<sup>1</sup> The Chairman as a member of the Executive Committee has a normal vote at the meetings of the Committee. In addition to this he has a casting vote under Clause (18) (b) of the Constitution for College Unions. The Casting Vote is to be exercised by the Chairman only when the members of the Committee are equally divided on any particular issue and the Chairman is inclined to take a decision on the question. Casting Vote may be exercised openly by the Chairman.

(c) There shall be an Editorial Board to help the Editor in the discharge of his duties. The Editorial Board shall consist of:-

- (1) The Principal.
- (1) The Editor (Convenor)
- (2) The Chairman of the College Union.
- (3) The General Secretary of the College Union.
- (4) Three student members to be nominated by the Executive Committee, and
- (5) Two Staff members to be nominated by the Principal.

## 11. The Arts Club Secretary:-

- (a) The Arts Club Secretary shall be elected directly by and from among the students of the College.
- (b) It shall be his duty to organise activities for promoting the artistic talents of the students of the College including Naadham, the annual cultural fest, with the support of the students union.

## 12. The Secretary for Sports:-

- (a) The Secretary for Sports shall be nominated by the Executive Committee from among the Students of the College.
- (b) He shall organise activities in the field of sports and games, with the help and co-operation of the Students Union.

## 13. Secretaries of Associations:-

- (a) Each Association shall have a secretary elected by the members of the Association from among themselves who shall organise its activities.
- (b) The Head of the Department concerned shall be the President of the Association.

## 14. Elections:-

- (a) The elections to the College Union be conducted in accordance with the Calicut University Rules of Election
- (b) If any of the elected office bearers of the College Union, other than the Councillor to the University Union, fails to execute his duties, a member of the Executive Committee shall

be nominated by the Principal on the recommendation of the Executive Committee to act in his place.

## 15. The Honorary Treasurer:-

- (a) The Principal of the College shall be the Patron and Honorary Treasurer of the College Union.
- (b) He can depute a staff member to perform his duties in his absence or if he so desires.
- (c) The Honorary Treasurer shall be an ex-officio member of the College Union Executive Committee without voting power.

## 16. The Staff Adviser:-

- (a) The principal shall nominate a senior member of the teaching staff of the College as the Staff Adviser of the College Union.
- (b) The Staff Adviser shall be an ex-officio member of the Executive Committee without voting power.
- (c) The executive committee shall have the power of requesting the principal to reconsider his nomination if the council feels that it is required in the best interests of the College and the College Union.

## 17. Accounts:-

- (a) The funds of the College Union shall be held by the Honorary Treasurer.
- (b) Expenses of the Union activities shall be met from this fund with the prior sanction of the Executive Committee, except on occasions of emergency.
- (c) The Honorary Treasurer shall cause to keep regular accounts of the income and expenditure of the Union.

## 18. Meetings:-

- (a) The Executive Committee shall meet at least once in two months. For all ordinary Meetings, there shall be a notice of three clear days. Quorum for the meeting shall be not less than one half of the total number of members of the committee.

- (b) The Executive Committee shall take decisions by simple majority at its meetings and the Chairman shall have a casting vote.

## 19. Functioning:-

- (a) The College Union Executive Committee shall formulate the general policy and also guide the activities of the Union. It shall prepare at the beginning of each academic year, an annual financial estimate for all activities of the Union and subordinate Associations or Clubs.
- (b) The College Union shall endeavour to organise a student centre to promote club activities like indoor games, photographic clubs, hobby clubs and so on. The College Union Office shall also be housed here. Where a separate building is not available, the Principal may allocate separate space for this purpose.
- (c) In all matters connected with the College Union, the final decision rests with the Union Executive Committee, but an appeal shall lie to the Patron, when there is a dispute.

## 20. Amendments to the Constitution

- (a) This Constitution may be amended as and when it is necessitated in the best interest of the Union and the College by a two-third majority of the Executive Council
- (a) Such amendment shall come into force once it is passed by the Executive Committee and signed by the Patron