

# 19 The Post Graduate School Students' Union

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## Article 1. Name

The Union will be called "The Post Graduate School Students' Union" (hereafter referred to as PGSSU) after the name of the institution, the Post Graduate School of the Indian Agricultural Research Institute, New Delhi.

## Article 2. Aims

The following are the aims and objectives of the PGSSU:

1. To inculcate a spirit of fellow-feeling and a mutual contact among the members.
2. To promote the social and cultural welfare of the members and to raise the tempo of athletic activities in the Post Graduate School.
3. To encourage the intellectual development of the members.
4. To arouse among the members a spirit of social service.
5. To provide an opportunity to the members to train themselves in the art of self-government and group leadership.
6. To promote the consciousness of the members regarding the aims and working of various national and international student organisations and to represent the Post Graduate School students' body on the national as well as international plane.
7. To find out immediate solution for all such problems as may jeopardise the common interest of the members by meetings, discussions and making suggestions, if necessary, to the concerned authorities.

8. To promote the establishment of close relations between the students and faculty of the Post Graduate School.

9. To maintain contacts with the *ex-alumni* of the Post Graduate School and Associates of the IARI, New Delhi.

## Article 3. Activities

The above mentioned objectives shall be met by organising various literary and cultural activities, such as debates, film shows, essay writing competitions, educational trips, sports and games and any other items consistent with the objectives, provided that such subjects, which are likely to offend any member on religious and moral grounds and result in national and emotional disintegration or which have been disallowed by Patron shall not be discussed during the activities of the PGSSU.

## Article 4. Clubs within PGSSU

With the concurrence of the General Body Meeting special groups like photography, drama, music clubs, etc. may be organised.

## Article 5. Patron

The Director of the Indian Agricultural Research Institute, New Delhi shall be the Chief Patron and the Dean and Joint Director (Education) shall be the Patron of the PGSSU.

## Article 6. Membership

1. Any person who is admitted to the Post Graduate School as an M.Sc./M.Tech. or Ph.D. student will automatically become a member of the PGSSU. "Departmental" students of the Institute are also eligible for the membership of the PGSSU.

2. Associate member: Any member of the staff of the Indian Agricultural Research Institute, New Delhi would be eligible as an associate member. Associate member shall not have the right to vote.

No person who is not a full member or an associate member of the PGSSU shall make use of the recreational and other amenities in the Post Graduate Students' Hostel.

### **Article 7. Subscription**

Each member shall pay a sum of ₹ 300/- and each associate member a sum of ₹ 40/- as annual subscription (subject to revision). For this purpose the year shall be the same as the academic year of the Post Graduate School. Full subscription shall be payable for an academic year.

### **Article 8. General Body**

The members and the associate members of the Union shall constitute the General Body of the Union. The General Body shall be the supreme governing body of the Union.

### **Article 9. Executive Committee**

The Executive Committee of the PGSSU will comprise the following elected officers:

- (i) President
- (ii) Vice-President (Girl)
- (iii) General Secretary
- (iv) Games and Sports Secretary
- (v) Finance Secretary
- (vi) Social and Cultural Secretary
- (vii) The Student Representative to Academic Council will act as the ex-officio member and attend all the Executive Committee meetings as ex-officio member.
- (viii) Five Class Representatives: One each from first and second year. M.Sc. students and one each from the first, second and third year Ph.D. students.
- (ix) Literary Secretary (Girl)
- (x) Alumni Secretary

- (xi) Career Counseling and Placement Secretary

The President will, in addition, have the discretion to co-opt a maximum of two students on the Executive Committee, but the co-opted members shall not have right to vote.

The Executive Committee will function in collective manner with the members being responsible to the President in all matters. The General Secretary will function as the Principal Executive of the Committee in day-to-day management of the Union affairs. The duties assigned to the office bearers by the Executive Committee will be placed on record in the Union office for guidance.

### **Article 10. Functions of the General Body**

1. Every member of the General Body, subject to article 9, shall have the right to vote at elections of the Union Executive and in all meetings where a vote is called for.
2. Every member of the Union shall have the right to contest elections for the Union subject to Article 6.
3. Every member of the Union shall have the right to examine the accounts, the minute books and record of the Union provided that he/she gives three days notice of his/her intention to do so to the General Secretary.
4. Every member shall have the right to ask questions in writing on any matter connected with Union and receive reply from the Union Executive.

All such questions shall be addressed to the General Secretary.

### **Article 11. Functions of the Executive Committee**

The duties of the Executive Committee shall include :

- (i) Preparation of programmes for the year, trimester-wise and to ensure their proper execution.
- (ii) The programmes will be finalised after consideration of proposals made by individual

office bearers pertaining to their specific charges to pass the budget for these activities. The budget should be placed and passed in a special General Body Meeting by the simple majority of the members present. This special General Body Meeting will be called with at least three days notice.

- (iii) To appoint Sub-Committee whenever necessary to help the Secretaries in the execution of their duties particularly on occasions of special importance.
- (iv) To appoint delegations for representing the PGSSU in various national and international students activities.
- (v) To assist the President in taking decisions on various matters so as to further strengthen the cause of the PGSSU.

### **Article 12. Defalcation of the Funds and the Union Property**

In case a member of the Executive Committee is alleged to have committed a breach of the constitution or is charged with a serious offence, such as defalcation of funds or misappropriation of the Union property, the Union Executive shall, after investigation and with its own findings and option, forward the case to the Patron through MoHR for such action as he/she may deem fit. The member so accused will be given full opportunity to defend himself/herself. The decision of the Patron shall be the final.

### **Article 13. Election**

1. The members of PGSSU shall elect the office bearers from among themselves for the term of a year as provided in Article 9.
2. The votes shall be non-transferable and each member will have the right to cast single vote. Associate members will have no right to vote.
3. The Patron will appoint an Election Committee headed by the Chairman (MOHR) which will conduct elections under the supervision of the Patron. The Chairman of the Election Committee shall issue notice inviting nominations at least 72 hours before the last date of accepting nomination papers.

Each nomination shall be duly proposed and seconded by two separate members. The Election Committee may co-opt members to help them in the conduct of elections.

4. Only the Ph.D. students may be permitted to contest in the Election exclusively for the posts of President, Vice President and General Secretary of the PGSSU. The candidates for offices of the President and General Secretary will be students of at least one year standing in the preceding year.
5. The Chairman of the Election Committee may arrange a meeting to provide an opportunity to all the contestants to express their views before the general body. Those desirous of speaking should convey their wish in writing to the Chairman of the Election Committee at least 48 hours before the polling commences.
6. The Chairman of the Election Committee shall notify along with the date, time and place for polling, the names of the qualified candidates for the various offices as mentioned in Article 9 at least 48 hours but not more than 72 hours before the polling commences.
7. The Election shall be by secret ballot system and the candidates shall be elected by an ordinary majority. In case of a tie the decision will be made by a toss/lot.
8. The election shall be over within one month of the start of the academic session.
9. Any conflicts regarding the election shall be resolved by the Election Committee whose decision will be final.
11. After discussions, the Academic Council resolved that if no nomination is filed for any of the positions notified for PGSSU election, the Chief Patron is authorised to nominate, on the recommendation of the Dean, a student for that position in order to avoid supplementary election and for making PGSSU functional.
12. Any office falling vacant within the first trimester shall be filled on the same lines as the regular election.

13. After the first trimester if any office falls vacant the following procedure will be adopted.
    - (i) In case of the office of the President, the Vice-President will automatically take over as President.
    - (ii) For the rest of the offices of the Executive Committee, the Executive Committee shall fill up the vacancy by appointing one of the class representatives. The vacancy of class representative shall, however, be filled up by re-election from that particular class.
  14. The Executive Committee shall hand over the complete charge of PGSSU accounts, goods and record to the new Executive Committee on the expiry of its tenure.
  15. If no nomination is filed for any of the position of the PGSSU, the Patron is authorised to nominate on recommendation of the MoHR for their position in order to avoid supplementary election and for making PGSSU functional.
4. All the members of the Executive Committee shall be present in all its meetings and in the meetings of General Body of the PGSSU. If they have to be unavoidably absent, they shall always inform the President in writing before the commencement of a meeting. If a member absents himself from two successive meetings of the Executive Committee without informing the President in writing he/she shall cease to be a member of the Committee.
  5. Any member shall have the right to ask questions about any matter concerning the PGSSU during the General Body meeting. All questions shall be addressed to the President who may refer them to the officers concerned. If need be, the President may demand time to give answer to any particular question in the next meeting.
  6. Any member of the Executive Committee shall be free to ask questions in the Executive Committee meetings and the questions shall be addressed to the President
  7. A motion, if allowed by the President, shall be carried by simple majority vote.

#### **Article 14. Meetings**

1. A meeting of the Executive committee shall be called by the President at least once a month and 33% of the membership on this Committee shall constitute the quorum, provided that the date, time and place of such meetings are notified to each member at least three days in advance.
2. An extraordinary meeting of the Executive Committee can be called at any time if at least 33% of members of this Committee give requisition for the same to the President. The quorum of such a meeting shall be 50% of the total membership of the Executive Committee.
3. A General Body meeting of PGSSU may be called if at least 25% of the members send a requisition to the President to that effect, who will call such a meeting within a week of the receipt of such a requisition. The quorum for ordinary general body meeting shall be constituted by 40% of the membership.

#### **Article 15. Finance and Audit**

1. The Students' Union fees paid annually by the members, associate members and any occasional donations shall contribute towards the finances of the PGSSU. The subscription shall be payable to the Dean's Office, Post Graduate School towards the PGSSU funds.
2. The money shall be drawn by the Finance Secretary for making payments for the approved items of expenditure only when the withdrawal order is counter signed by the President or any other member of the Executive Committee appointed by the President for this purpose.
3. The President shall be entitled to incur, at a time, an expenditure of ₹ 2,000/- under extra-ordinary circumstances without the prior approval of the Executive Committee which will be absolutely essential for any expenditure exceeding the sums mentioned

above. The expenditure so incurred should be regularised by the Executive.

4. The account of the annual expenditure of the PGSSU shall be audited by a Chartered Accountant at the request of the Executive Committee towards the end of the term.
5. The Chartered Accountant shall not question the budget allocations approved by the Executive Committee.
6. The Chartered Accountant shall hand over the audit report to the Executive Committee. It shall be displayed on the notice board and published in the Post Graduate School Journal.

## **Article 16. General Provisions**

### **1. Adjournment Motion**

Any adjournment motion can be moved at any time and, if duly seconded, it shall be immediately put to vote. If such a motion is duly carried, the meeting shall be adjourned.

### **2. Vote of No Confidence**

- (i) A vote of no confidence may be brought against any member of the Executive Committee (except class representatives) for violation of constitutional provisions, neglect of duty or unbecoming conduct if 20% of the members of PGSSU requisition for the same to the Patron and if the latter agrees to the validity of the grounds on which the requisition is based, he shall allow it to be

moved. It shall be considered effective only when a simple majority of the members present in the General Body of the PGSSU approve it in an extraordinary meeting. The notice for such a motion shall be issued at least a week in advance of the meeting of the General Body of the PGSSU.

- (ii) In case of class representatives, lack of confidence may be expressed by the class itself. In such a case at least 25% of the students of that class shall be required to send a requisition to the Patron intimating their desire for the recall of the representative. If the Patron agrees to its validity and allows the motion, he will arrange to call a class meeting and decide the issue by a simple majority vote. At least three-fourths of the members of that class shall constitute the quorum of such a meeting.

### **3. Amendments**

The provisions of this Constitution may be amended in an extraordinary meeting of the General Body of the PGSSU by the simple majority of the members present.

### **4. Interpretation of the Constitution**

Any dispute relating to the interpretation of the constitution shall be settled by the Chief Patron whose decision shall be final.

*(Adopted in the General Body Meeting of the Post Graduate School Students' Union held on the 19th September, 1964 and amendments made from time to time)*