

## CHAPTER XII

পরিশিষ্ট — ৬০

### CONSTITUTIONS OF THE 'RAJSHAHI UNIVERSITY CENTRAL STUDENTS' UNION (RUCSU)' AND THE HALL STUDENTS' UNIONS

1. "RAJSHAHI UNIVERSITY CENTRAL STUDENTS' UNION (RUCSU)" shall mean the central association of the students under the University of Rajshahi. It shall include those students who fulfill the membership requirements (refer to the Section-3 of this Constitution) of RUCSU.

#### 2. AIMS AND OBJECTIVES

[As approved by the Syndicate 62 (A) held on 15.12.62 Res. No. 6]

In accordance with the Vision and Mission of the University of Rajshahi, "RAJSHAHI UNIVERSITY CENTRAL STUDENTS' UNION (RUCSU)" shall be a fervent platform for the students of all disciplines, and shall play a participatory role in this campus, and shall work for the betterment of the students as well as contribute to the academic and administrative policy and actions taken by the authority of the University of Rajshahi.

The aims and objectives of the Union are the following:

- (i) To promote and organize a congenial campus life amongst the students in order to prepare them as visionary and proactive leaders of the society and the nation;
- (ii) To foster fellow feelings, mutual understanding and amity amongst the students of the University and the other educational institutions in Bangladesh and abroad;
- (iii) To stimulate interest in developing skills of speaking, writing, debating etc. among students and to enable them to reap maximum benefit from the University life.

AND TO THESE ENDS, "RAJSHAHI UNIVERSITY CENTRAL STUDENTS' UNION (RUCSU)" shall be committed to

- (a) organize various social events and cultural activities;
- (b) publish students' journal/magazine at least once a year;
- (c) engage in humanitarian and social work;
- (d) arrange debates and lectures on various issues;
- (e) organize cultural and sports competitions at least once a year;
- (f) send representatives to inter-university competitions and educational conferences, and invite representatives from other universities and institutions for the same purpose;
- (g) organize such other co-curricular and extra-curricular activities as the President may assign or approve from time to time.



### 3. MEMBERSHIP

- (a) All regular students of the University under the established Departments/Institutions who have been admitted in this University through the admission test of undergraduate program with Honor's or Bachelor's degree, enrolled in Master's degree programs as regular students, residents in and/or attached to the Halls, and have paid all fees prescribed by the University shall be eligible members of RUCSU.
- (b) The age limit of the students will be 30 (Thirty) for candidacy in the RUCSU election. Students above the age of 30 shall not be eligible for candidacy in the election even though they are enrolled in any of the regular program of Bachelor's degree or Master's degree of the University.
- (c) Students, who have been suspended from the academic programs for being accused and convicted of unlawful and subversive conducts against the University or the state, will not be eligible for membership.

### 4. RIGHTS OF MEMBERS

All members shall have the right to enjoy all facilities and participate in all activities provided by the Union.

### 5. CESSATION OF MEMBERSHIP

A student, whose name has been suspended, struck off or whose registration has been cancelled by the University shall cease to be a member of the Union. The Vice-President may, with the prior approval of the President, allow a student to continue as a member for a period not exceeding 30 days in relaxation of this rule.

### 6. EXECUTIVE COMMITTEE

(A) There shall be an Executive Committee consisting of the following office bearers:

- |                                           |                                                       |
|-------------------------------------------|-------------------------------------------------------|
| (1) President                             | 12) Secretary, Information and Research               |
| (2) Treasurer                             | 13) Assistant Secretary, Information and Research     |
| (3) Vice-President (VP)                   | 14) Secretary, Media & Publication                    |
| (4) General Secretary(GS)                 | 15) Assistant Secretary, Media & Publication          |
| (5) Assistant General Secretary(AGS)      | 16) Secretary, Science and Technology                 |
| (6) Secretary, Games and Sports           | 17) Assistant Secretary, Science and Technology       |
| (7) Assistant Secretary, Games and Sports | 18) Secretary, Debate & Literary Affairs              |
| (8) Secretary, Cultural Affairs           | 19) Assistant Secretary, Debate & Literary Affairs    |
| (9) Assistant Secretary, Cultural Affairs | 20) Secretary, Environment & Social Welfare           |
| (10) Secretary, Women's Affairs           | 21) Assistant Secretary, Environment & Social Welfare |
| (11) Assistant Secretary, Women's Affairs | 22) Executive Member-1                                |





(23) Executive Member-2

(25) Executive Member-4

(24) Executive Member-3

- (B) The tenure of the elected Executive Committee will be one year from the day of holding charge.
- (C) The Executive Committee shall be responsible for the management and execution of the affairs of the Union.

## 7. AUTHORITY AND FUNCTIONS OF THE OFFICE - BEARERS

### (1) The President

- (a) The Vice-Chancellor of the University of Rajshahi shall be the ex-officio President of the Union and shall preside over all meetings held under its auspices, including meetings of the Executive Committee and other Committees and Sub-Committees if there be any. S/he will also (i) see that the Union is functioning in accordance with the Rules and Regulations set out therein, and (ii) take such steps as he deems fit to ensure proper working of the Union in case of any emergency, dead-lock or breakdown of the Constitution, and (iii) shall interpret all these rules and her/his interpretations shall be final.
- (b) If the Vice-Chancellor is out of station, the person who will remain in charge of the office of the Vice Chancellor shall act on his/her behalf.
- (c) The President shall have the power, at any time, in the best interests of the Union, to dismiss any office bearer or member of the Executive Committee or to dissolve the Executive Committee as a whole and call a fresh election or take such other actions as s/he deems fit for the running of the Union.
- (d) The President shall have the authority to suspend the Union for such a period as s/he thinks fit, subject to the approval of the Syndicate of the University.
- (e) No decision taken by the Executive Committee or by the Union at its general meeting shall be valid without the approval of the President.

### (2) The Treasurer

- (a) The Treasurer shall be appointed by the President from amongst the teachers of the University for the period of one year.
- (b) S/he shall be in charge of the funds of the Union and shall see that all expenditure is incurred in accordance with the provisions of the budget.
- (c) S/he shall advance money to the General Secretary and the Secretaries concerned within the limits of the budget and shall check the Account Books maintained by them.
- (d) S/he shall pass bills and shall see that all expenditure is supported by vouchers.

### **(3) Vice-President (VP)**

The Vice-President shall preside over a meeting in the absence of the President upon His/hers approval.

### **(4) General Secretary (GS)**

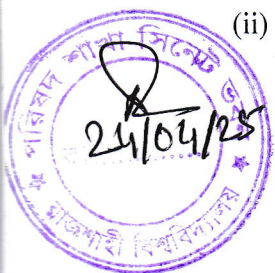
- (i) The General Secretary shall call meetings of the Executive Committee and of the Union and prepare the agenda and publish with the prior approval of the President.
- (ii) S/he shall record and maintain proceedings of all meetings of the Executive Committee and of the Union and shall submit them for confirmation at the next meeting of the Executive Committee or of the Union, as the case may be.
- (iii) S/he shall conduct correspondence of the Union.
- (iv) S/he shall be in charge of the properties of the Union. S/He shall maintain accounts of the Union under the guidance of the Treasurer. With the consent of the Vice-President s/he may obtain money from the Treasurer to meet the monthly expenses of the Union and shall keep vouchers thereof.
- (v) S/he shall carry out such functions as may be authorized by the President or the Executive Committee.

### **(6) Secretary, Games & Sports**

- (i) The Secretary, Games and Sports shall organize games, sports and hold competitions as authorized or approved by the Standing Committee of Games, Sports and Athletics as constituted in Appendix-A.
- (ii) S/he shall prepare a program of activities and a budget for the games, sports, athletic section under the guidance of the Treasurer and with the assistance of the Captains of sectional games as (elected in Appendix-A) and shall place it before the Standing Games, Sports and Athletic Committee for approval. The program and the budget then shall be submitted by her/him to the Executive Committee for incorporation in the general program and budget of the Union.
- (iii) S/he shall maintain accounts of the games, sports and athletic section and shall keep vouchers of all expenditure. S/he shall receive fund from the Treasurer for meeting the various expenses of the games, sports and athletic section within the limits of the budget.
- (iv) S/he shall act as Member-Secretary to the Standing Committee of Games, Sports and Athletics.
- (v) S/he shall have such other power and function as may be assigned to him by the Standing Committee of games, sports and athletics.

### **(8) Secretary, Cultural Affairs**

S/he shall play the role of entertainments and amusements of the whole student community through organizing drama, street drama, film shows or festivals, music concerts, playwrights





hounding, exhibition of national-culture-enriching documentaries and any other events delegated to him/her by the Executive Committee from time to time.

**(10) Secretary, Women's Affairs**

She shall be responsible for the wellbeing of female students with the focus on ensuing that the campus life shall be safe, risk-free and congenial for either gender. She shall arrange women rights and awareness building program through organizing talks, round-table discussion, and exhibition marking the lives and works of glorious women of the nation or any other events assigned to her by the Executive Committee from time to time.

**(12) Secretary, Information and Research**

S/he shall be given the charges of providing various information about campus life and shall be responsible for the progress in academic fits and talents of the student. S/he shall organize events like showcasing glorious achievements of the University of Rajshahi, exhibition of student's research works/research fair, organizing academic seminar/conference and information providing role for the outsiders especially for the admission seeker-students during admission test in the campus or any other events delegated to him/her by the Executive Committee from time to time.

**(14) Secretary, Media & Publication**

S/he shall be in charge of journals, bulletins, magazines or papers and shall arrange for the publication of at least two(one in Bengali & one in English)such journals, bulletins, magazines or papers with the assistance of an Editorial Board as constituted in Appendix-B. S/he shall be responsible for conveying all sorts of information as deemed necessary to the print and electronic media with the prior approval of the General Secretary.

**(16) Secretary, Science and Technology**

The Secretary, Science and Technology shall hold scientific seminars, symposiums, workshops (on technological aspect) or science fair as desired by the student community to nurture their scientific pursuit and thoughts at least once in the tenure.

**(18) Secretary, Debate & Literary Affairs**

S/he shall be in charge of literary activities such as literary talks, book exhibitions, book fair, debates (inter-departments, inter-halls and inter-universities, if possible) and other events of the Union and shall organize various literary competitions assigned by the Executive Committee from time to time.

**(20) Secretary, Environment & Social Welfare**

S/he shall be responsible for the welfare services of the student community such as community harmony programs, awareness building among students in campus life, conservation and

preservation of environment, sculpture, monuments and heritages of the University of Rajshahi. S/he shall organize campaign, rally, exhibition, observing of national and international day(s) and the like entrusted to him/her by the Executive Committee from time to time.

**\* Assistant Secretaries**

All the Assistant Secretaries as mentioned under Section 6 (Executive Committee) shall ordinarily assist the Secretary of the respective affairs and shall discharge all duties of the Secretaries in their absence and in addition to their own duties, render such assistance to the General Secretary as s/he may require from time to time. They shall also do any other duties that may be assigned to them by the President or the Executive Committee.

**\*Executive Members**

The elected Executive Members under Section 6 (Executive Committee) shall be the parts of Executive Committee and shall remain present in the Executive Committee meetings and work according to the desire of Executive Committee. They may be given the membership of various secretarial sub-committees, charges of actions and functions which are not earmarked with any secretarial posts, or any other activities given by the Executive Committee from time to time.

**8. MEETINGS AND QUORUM**

(a) There shall be two kinds of meetings of the Union:

(1) General meeting of the Union (2) Executive committee meeting.

(b) (1) One-third of the members of the Executive Committee shall form a quorum of a meeting provided that for the budget meeting the quorum shall be formed by at least 50% of the total number of the members of the Union. No quorum shall be necessary for adjourned meetings.

(2) At least 3 days' notice must be given for the meeting of the Executive Committee and seven days clear notice for general meeting of the Union. This Rule shall not apply to Emergency meetings.

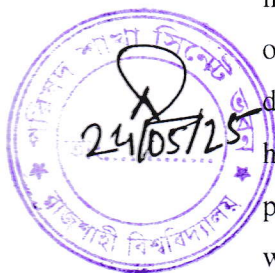
(3) A requisition for holding a meeting of the Union may be sent to the President provided it is signed by at least one-tenth of the members of the Union and President shall direct the General Secretary to notify about such meeting at least two days prior to the date of the meeting.

(4) If any member absents her/himself from 3 consecutive meetings of the Executive Committee without valid reasons, s/he shall forfeit her/his seat in the Executive Committee.



## 9. RULES OF DISCUSSION IN A MEETING

- (1) Every motion must be seconded, otherwise it will drop.
- (2) A motion standing in the name of a member, who is absent from the meeting may be proposed by any other member with the permission of the Chairman.
- (3) The President has the same right as any other member of proposing or seconding a motion or amendment, and of addressing the meeting.
- (4) Any member may, at any time in the course of a discussion, rise and call the attention of the President to a point of order. If a point of order be raised by a member in the course of a speech by another, the speaker shall stop until the President has decided it. The President shall be the sole judge of any point of order and may at her/his own instance or at the instance of any member call the member who is speaking to order. If the member so called to order, disregards such order, the President may direct her/him to sit down. If the member so directed disobeys such order, the President may declare the member offending and suspend her/him as a member of the meeting. Such member shall immediately withdraw from the premises of the meeting. But any member may demand in writing any ruling of the President which, if the member so desires, may submit to the President for consideration and revision.
- (5) On putting a motion or amendment to vote the President shall call for the expression of the opinion of the meeting by a show of hands and shall declare the result thereof.
- (6) The President shall have the right to vote and in case of a tie, shall have a casting vote.
- (7) When a discussion is prolonged the President may limit the length of speeches, having regard to the feeling of the House. S/he may also close the discussion and call on the mover to reply, or adjourn it to a further meeting.



## 10. ELECTION COMMISSION & ITS DUTIES

- (1) A Seven member Election Commission shall be composed of with a Chief Election Commissioner and Six other members among the teachers of the University. This election commission shall be appointed by the president of RUCSU with the approval of syndicate.
- (2) The Chief Election Commissioner, in consultation with other members, shall notify the date, time and place for holding the election and for scrutiny of nomination papers.
- (3) The Commission shall examine the nomination papers and shall give decision on all objections and may reject any nomination paper on the ground that it is not valid under the rules. Such decision shall be endorsed by the Commission on the nomination paper and the reason for rejection shall be noted in writing.
- (4) During the scrutiny of the ballot papers the candidates for election may be present either in person or through an authorized agent.

- (5) Any objection with regard to the election may be filed addressing the President within three days of the publication of the results and the President's decision shall be final.
- (6) The Election Commission shall appoint the Returning Officer and requisite other officers for conducting the election. The Returning Officer shall be responsible for holding election and s/he shall take the necessary actions relevant for election.

#### **11. ELECTION RULES**

- (1) Every bonafide member (Section 3) of the Union shall have the right to vote in electing members of the Executive Committee and to contest for membership of the said Committee (except for the offices of the President and the Treasurer).
- (2) Each candidate shall submit an individual nomination paper and it must be proposed by one student-member and seconded by another in writing.
- (3) Every candidate shall, at the time of nomination, either personally or by an agent (authorized in writing) give her/his consent in writing.
- (4) Every nomination paper shall be submitted to the Returning Officer within the date and time notified by her/him.
- (5) A candidate who has been duly nominated for election may withdraw her/his candidature by a written and properly signed application delivered to the Returning Officer as per election schedule.

#### **12. ELECTION OF OFFICE-BEARERS**

All office-bearers except the President and the Treasurer shall be directly elected by members of the Union on a date fixed by the Election Commission and duly notified.

#### **13. FILLING UP OF VACANCIES**

In case any member of the Executive Committee tenders resignation or dies or is removed from office, the vacancy shall be filled up for the remaining period of his incumbency by election as recommended by the Executive Committee.

#### **14. VOTE OF NO CONFIDENCE**

A vote of no-confidence for neglect of duties or infringement of rules may be passed against any office bearer, except the President and the Treasurer or against an elected member of the Executive Committee or against the Executive Committee as a whole (excluding the President and the Treasurer). The motion for no-confidence shall not be proposed except at the written request signed by at least half the members of the Union. Such a motion shall be considered in a general meeting of the Union attended by at least half the members of the Union, and the motion shall be taken as carried only when it is passed by two-third majority of the members present in the meeting. In the event of such a motion being passed, the individual or individuals concerned



shall resign her/his or their office or membership of the Executive Committee immediately and the usual procedure of filling up the vacancy or vacancies shall be followed. A notice of at least 10 days must be given for proposing a no-confidence motion.

#### **15. AUDIT BOARD**

The accounts shall be audited twice a year by an Audit Board consisting of two teachers of the University chosen by the President and the Director of Accounts of the University. The General Secretary of the Union shall act as the Secretary of the Committee but s/he shall not be a member of the Committee. The Secretary of the Executive Committee may, by a resolution, call a meeting of the Audit Board. The report of the Audit Board shall be placed by the Secretary of the Committee before the Executive Committee for discussion and action.

#### **16. AMENDMENT OF THE CONSTITUTION**

(1) A Notice for amendment of the Constitution or any part thereof shall be placed by the President of the Union before the general meeting of the Union, provided the notice is signed by half the members of the Union. An amendment proposed shall be considered as accepted if two third of the members present in the general meeting cast their votes in favor of such amendment or amendments.

(2) 75% of the members of the Union shall have to be present in any such meeting to fulfill a quorum.

#### **APPENDIX-A**

##### **STANDING GAME, SPORTS AND ATHLETIC COMMITTEE**

- |                 |   |                                                                                                                                                         |
|-----------------|---|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| (i) President   | - | President of the Union (ex-officio)                                                                                                                     |
| (ii) Treasurer  | - | Treasurer of the Union (ex-officio)                                                                                                                     |
| (iii) Secretary | - | Secretary, Games and Sports of the Union (ex-officio)                                                                                                   |
| (iv) Members    | - | (1) Vice-President of the Union<br>(2) Assistant Secretary, Games and Sports of the Union<br>(3) Director of Physical Education, University of Rajshahi |

#### **APPENDIX-B**

##### **EDITORIAL BOARD**

- |                                                               |                                                       |                                     |
|---------------------------------------------------------------|-------------------------------------------------------|-------------------------------------|
| (i) Chairman                                                  | -                                                     | President of the Union (ex-officio) |
| Three teachers of the University (Appointed by the President) |                                                       |                                     |
| (ii) Teacher-1                                                |                                                       |                                     |
| (iii) Teacher-2                                               |                                                       |                                     |
| (iv) Teacher-3                                                |                                                       |                                     |
| (v) Editor                                                    | (Appointed by the members of the Executive Committee) |                                     |
| (vi) Assistant Editor/Editors                                 | (Appointed by the members of the Executive Committee) |                                     |
| (vii) Secretary - Magazine Secretary                          | (ex-officio)                                          |                                     |