

# Constitution of the Lucknow University Student Union

## RULES:

1. **Name and Objects:** - The Union shall be called the Lucknow University Student Union (LUSU). Constitution of the Lucknow University Student Union shall be applicable to the Lucknow University only; Associate colleges should get their own Constitution drafted for student bodies.
2. The Objects of the Union shall be
  - (a) to promote the corporate, social and intellectual life of the students;
  - (b) to inculcate democratic traditions among students; and
  - (c) in general, to look after their welfare and interest.
3. The above mentioned objects shall be secured by
  - (a) holding debates, discussions on social and political problem of the day, symposia, declamations, contests, organizing lectures of general interest, study circles, arranging exhibitions and holding social gatherings;
  - (b) maintaining a Library, a Reading Room and a Refreshment Room;
  - (c) organizing indoor games, and providing other amenities of a club;
  - (d) initiating and organizing self-help and social service activities; and
  - (e) making representation to the authorities of the University on any matter affecting the welfare and interest of students.
4. (i) **Membership:** The members of the Union shall be
  - (a) Ordinary members
  - (b) Associate members
  - (c) Honorary members
  - (d) Life members
- (ii) Every student enrolled in the faculties of *Arts, Commerce, Education, Fine Arts, Law, Science and Institute of Management Sciences*, except those belonging to the associated colleges, shall be an ordinary member of the Union and shall pay Rs.75/- per session as membership fee which shall be collected along with his university fees. Accordingly, students of the associated colleges shall not be members of the Lucknow University Student Union.

- (iii) Associate members shall be such other persons connected with the University; the Council shall deem fit to invite through its President, with the previous sanction of the Patron.
  - (iv) Honorary members shall be such other persons of public who may from time to time be elected by the members at a special private business meeting on the recommendation of the Patron and the Council. The invitation to become an honorary member shall be sent by the Patron on behalf of the Union.
  - (v) Life members shall be those ordinary members who have kept up their membership continuously for two years, provided they have ceased to be students of the University and thereafter pay a sum of Rs. 500/-.
  - (vi) At all elections only ordinary members shall exercise the right to vote.
5. **General Body:** The ordinary members of the Union shall constitute the General Body of the Union. The General Body shall be the supreme governing body of the Union.
6. **The Council:** There shall be a Council of the Union consisting of not more than 50 members as following:
- (i) The officers of the Union as provided in clause (i) of Rule 8(B) other than (a), (d) and (f).
  - (ii) Ten representatives of the students from Boys' Halls/Hostels consisting of not more than one representative from each Hall/Hostel who are members of the Union to be elected by the said students from amongst such of themselves as fulfill the Qualifications laid down in Rule 7, by secret ballot.
  - (iii) Five representatives of the female students from Girls' Halls/Hostels consisting of not more than one representative from each Hall/Hostel who are members of the Union to be elected by the said students from amongst such of themselves as fulfill the qualifications laid down in Rule 7 by secret ballot.
  - (iv) One representative from Delegacies to be elected by the students who are members of the Union and are enrolled as members of the Delegation from amongst such of themselves as fulfill the qualifications laid down in Rule 7 by secret ballot.
  - (v) Sixteen representatives of the students who are members of the Union and fulfill the qualifications laid down in Rule 7, to be nominated by the Patron in such manner that
    - (a) Three of the said students are members of the Other Backward Classes;
    - (b) two of the said students are members of the Scheduled Caste or Scheduled Tribe;
    - (c) Five of the said students are women;

- (d) Five of the said students are meritorious;
  - (e) One of the said students is an outstanding sports person.
- (vi) Fourteen representatives of the students who are members of the Union and fulfill the qualifications laid down in Rule 7 shall be elected by the students of their respective faculties in such manner that
- (a) four of the said representatives shall be from Faculty of Arts;
  - (b) three of the said representatives shall be from the Faculty of Science;
  - (c) two of the said representatives shall be from Faculty of Law;
  - (d) two of the said representatives shall be from the Faculty of Commerce;
  - (e) one of the said representative shall be from the Faculty of Education;
  - (f) one of the said representative shall be from Faculty of Fine Arts;
  - (g) one of the said representatives shall be from Institute of Management Sciences.
7. A member of the Union shall be entitled to be elected or nominated as member of the Executive Committee or the Council.
- (a) Such student is on the regular rolls of the University on the date of submitting his nomination form for the election and on the date of his election or on the date of his nomination to the Executive Committee or the Council, as the case may be and is, on the date or dates in question.
  - (b) In the case of elections to the offices of President, Vice-President, General Secretary and Junior Librarian, such student has not held the same post earlier.
- 8(A). Pursuant to the order of the Hon'ble Supreme Court dated 02 December, 2005 the Ministry of Human Resource Development had constituted a committee under Shri I. M. Lyngdoh (former Chief Election Commissioner) to examine and recommend upon certain aspects of the student body and student union election conducted in universities and colleges and other institutions of higher education across India. The committee submitted its report on 26 May, 2006. The Hon'ble Supreme Court in its order dated 22 September, 2006 directed that the recommendations of the Committee be implemented and followed in all Colleges/University elections to be held hereafter. Government of Uttar Pradesh through its order No. 1995/70-1-2007-15(12)(1)/94 dated 07-09-07 had directed all state universities not to conduct student union elections till further notice so as to

improve academic atmosphere and regularize sessions in campuses. Government of Uttar Pradesh through its order No. CM-08/70-1-2012 dated 21 March, 2012 has directed all state universities to inculcate directions of the government at appropriate places in the ordinances of the universities for conduct of student union elections from 2012-13 session according to Lyngdoh Committee recommendations. Executive Council of the University of Lucknow discussed Government order No. CM-08/70-1-2012 dated 21 March, 2012 and passed the Lucknow University Student Union Constitution with amendments through its resolution on agenda item no.10 in the meeting held on 19 July, 2012. Recommendations of the Lyngdoh Committee and Government Order have been incorporated in the Student Union Constitution in Clause 8(B) sub clauses (v) to (xxx).

8(B). The following shall be the officers and members of the Student Union:

- (i) (a) The Patron                      (b) The President                      (c) The Vice-President  
(d) Treasurer                      (e) The Secretary                      (f) The Senior Librarian, and  
(g) The Junior Librarian
- (ii) Officers of (b), (c), (e) and (g) of the preceding clause shall be elected directly by the ordinary members of the Union. Provided that the candidates for (g) must be Post-graduate students.
- (iii) Any student who has held any of these four offices (b), (c) (e) and (g) of clause (i) shall not be eligible for re-election to the same office.
- (iv) The General elections shall be conducted in each academic session by the Senior Librarian who shall be the Returning Officer and in his absence by some teacher appointed by the Vice-Chancellor.
- (v) Students Union Elections shall be held by direct secret ballot. Officials of students union shall be directly elected through secret votes by ordinary members of the Union.
- (vi) During the period of the elections no person, who is not a student on the rolls of the university, shall be permitted to take part in the election process in any capacity.
- (vii) Duration of the Election Process: The entire process of elections, commencing from the date of filing of nomination papers to the date of declaration of results, including the campaign period, should not exceed 10 days.

- (viii) Frequency and Time of the Election Process: Elections should be held on a yearly basis and that the same should be held between 6 to 8 weeks from the date of commencement of the academic session i.e. from the first day of commencement of classes for all students of the university.
- (ix) Eligibility Criteria for Candidates
- a. Under graduate students between the ages of 17 and 22 years may contest elections.
  - b. For Post Graduate Students the maximum age limit to contest an election would be 25 years,
  - c. For research students the maximum age limit to contest an election would be 28 years.
  - d. Permissible age limit to contest elections prescribed above in 9 (a), (b) and (c) shall be calculated as on the date of nomination for election.
- (x) The candidate should have attained the minimum percentage of attendance as prescribed by the university or 75% attendance, whichever is higher.
- (xi) The candidate must not have any academic arrears in the year of contesting election.
- (xii) The candidate shall not have a previous criminal record, that is to say she/he should not have been tried and/or convicted of any criminal offense or misdemeanor. The candidate shall also not have been subject to any disciplinary action by the university authorities.
- (xiii) The candidate must be a regular, full time student of the university and should not be a distance/proximate education student. That is to say that all eligible candidates must be enrolled in a full time course, the course duration being at least one year.
- (xiv) Election-related Expenditure and Financial Accountability:
- (a) The maximum permitted election expenditure per candidate shall be Rs.5000/-.
  - (b) Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the university authorities. The university shall publish such audited

accounts, within 2 days of the submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.

- (c) If, on a complaint being made, it is proved that a candidate has spent more than five thousand rupees as his election expenses; then such an election, if declared will be treated as invalid.
- (d) The election of the candidate will be nullified in the event of any noncompliance or in the event of any excessive expenditure.
- (xv) No candidate shall indulge in, nor shall abet, any activity, which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic, or between any group(s) of students.
- (xvi) Criticism of other candidates, when made, shall be confined to their policies and programs, past record and work. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the other candidates or supporters of such other candidates. Criticism of other candidates, or their supporters based on unverified allegations or distortion shall be avoided.
- (xvii) There shall be no appeal to caste or communal feelings for securing votes. Places of worship, within or outside the campus shall not be used for election propaganda.
- (xviii) All candidates shall be prohibited from indulging or abetting, all activities which are considered to be “corrupt practices” and offences, such as bribing of voters, intimidation of voters, impersonation of voters, canvassing or use of propaganda within 100 meters of polling stations, holding public meetings during the period of 24 hours ending with the hour fixed with the close of the poll, and the transport and conveyance of voters to and from polling stations.
- (xix) No candidate shall be permitted to make use of printed posters, printed pamphlets, or any other printed material for the purpose of canvassing. Candidates may only utilize hand-made posters for the purpose of canvassing, provided that such hand-made posters are procured within the expenditure limit set out herein above.
- (xx) Candidates may only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the university authority.
- (xxi) No candidate shall be permitted to carry out processions, or public meetings, or in *any* way canvass or distribute propaganda items outside the university campus.

- (xxii) No candidate shall, nor shall her/his supporters, deface or cause any destruction to any property of the university campus, for any purpose whatsoever, without the prior written permission of the university authorities. All candidates shall be held jointly and severally liable for any destruction / defacing of any university property.
- (xxiii) During the election period the candidates may hold processions and/or public meetings, provided that such processions and/or public meetings do not, in any manner, disturb the classes and other academic and co- curricular activities of the college / university. Further, such procession /public meeting may not be held without the prior written permission of the university authority.
- (xxiv) On the day of polling, student organizations and candidates shall
- a. co-operate with the officers on election duty to ensure peaceful and orderly polling and complete freedom to the voters to exercise their franchise without being subjected to any annoyance or obstruction;
  - b. not serve or distribute any eatables, or other solid and liquid consumables, except water on polling day;
  - c. not hand out any propaganda item on the polling day.
- (xxv) The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be prohibited.
- (xxvi) Excepting the voters, no one without a valid pass/letter of authority from the election commission or from the university authorities shall enter the polling booths.
- (xxvii) The election commission/university shall appoint impartial observers. If the candidates have any specific complaint or problem regarding the conduct of the elections they may bring the same to the notice of the observer.
- (xxviii) All candidates shall be jointly responsible for ensuring the cleaning up of the polling area within 48 hours of the conclusion of polling.
- (xxix) Any contravention of any of the above recommendations may make the candidate liable to be stripped of his candidature, or his elected post, as the case may be. The election commission/university authorities may also take appropriate disciplinary action against such a violator.

(xxx) In addition to the above-mentioned code of conduct, it is also recommended that certain provisions of Indian Penal Code, 1860 (Section 153A and Chapter IXA-“Offences Relating to Elections”), may also be made applicable to student elections.

9. **The Executive Committee of the Union shall consist of the following:**

- (a) the officers of the Union as provided in clause (i) of Rule 8(B).
- (b) one representative each of the students belonging to the scheduled castes or scheduled tribes and the Other Backward Classes and one female student, to be elected by the members of the Council from amongst themselves by secret ballot.
- (c) one of the members nominated to the Council as meritorious student to be elected by the members of the Council from amongst themselves by the secret ballot.
- (d) the president of the preceding session, provided she/he remains a student of the University, shall be ex-officio member of the Executive Committee.

The Executive Committee shall be the executive authority of the Union. It shall be responsible to the Council.

10. **Powers and duties and period of officers - members of Union**

- (a) Every ordinary member shall have the right to vote at the elections of the Executive and the Council and at all meetings where vote is called for, except where election is indirect;
- (b) Subject to Rule 8 (B) clause (iii), every ordinary member of the Union shall have the right to contest election for the Executive and the Council;
- (c) Every member shall have the right to examine the accounts, the minute books and the records of the Union, provided that she/he gives three days notice of his intention to do so to the Secretary;
- (d) Every member shall have the right to ask question in writing on any matter connected with the Union and to receive a reply from the Executive Committee. All such questions shall be addressed to the Secretary.

11. **The Council:**

- (a) The Council shall function till the end of the academic session;



- (b) It shall consider and pass the budget of the year as presented by the Executive Committee;
- (c) It shall have power to make bye-laws to regulate symposia, declamations and study circles.

12. **Executive Committee:**

- (a) The Executive Committee shall remain in office till the end of the University academic session;
- (b) Besides the duties assigned in the constitution, it shall have the power to allot different duties to its members;
- (c) It shall prepare the Budget and place it before the Council for approval and subsequently before the General Body for ratification;
- (d) In case a member of the executive misbehaves or neglects his duties, it shall call for an explanation and on receipt of such explanation, if it deems necessary, shall warn the member concerned by a resolution;
- (e) In case a member of the executive 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, it shall after investigation and with its own findings and opinion forward the case to the Patron for such action as she/he may deem fit. The member so accused shall be given full opportunity to defend himself.

13. **Patron:**

- (a) The Vice Chancellor of the University shall be the Patron.
- (b) The patron may preside at the meetings of the General Body on special occasions at the request of the Executive Committee.
- (c) The Patron shall have power to see that no action of the Union interferes with the maintenance of discipline in the University and his decision in this connection shall be final. The Patron shall have the power to call for report from any other officer of the Union. The proceedings of the Executive Committee, the Council and the General Body of the Union shall be regularly sent to the Patron as soon as possible. In all cases of interpretation of these rules the decision of the Patron shall be final.

14. **President:**

- (a) The President shall be the Executive Head of the Union and shall preside over all the meetings of the Union except those otherwise specified in this constitution. At a meeting at which lectures are delivered she/he may request a member of the teaching staff or a member of the Executive Committee to preside. She/He shall be the Chairman of the Council and the Executive Committee. She/He shall decide points of order raised at the meeting and his decision thereon shall be final;
- (b) She/He shall prepare the annual report of the Union which after adoption by the Executive shall be submitted to the General Body on its behalf.
- (c) She/He may spend a sum not exceeding Rs. 1000/- in any month in case of emergency. She/He shall submit an account the money so spent by him to the Executive at its next meeting for approval;
- (d) In case of emergency she/he may call a meeting of the Executive Committee, the Council and the General Body.

15. **Vice-President:**

- (a) In the absence of the President, the Vice-President shall preside at the meetings;
- (b) The Vice-President shall carry out the duties of the President when the latter is absent.

16. **Treasurer:**

- (a) The Treasurer shall be a member of the teaching staff and shall be nominated by the Patron. She/He shall hold office at the pleasure of the Patron;
- (b) She/He shall prepare the budget and place it before the Executive;
- (c) She/He shall see that the funds are spent properly according to the budget and in accord with any resolutions passed by the Executive Committee or the Council or the General Body. She/He shall countersign all indents for articles costing Rs. 100/- or more. She/He shall make the necessary disbursements directly after receiving a certificate from the Secretary to the effect that the articles mentioned in the bill have been duly received;
- (d) She/He shall draw and sign cheques drawn on the Union's accounts;
- (e) She/He shall prepare the annual balance-sheet and hand over the same to the President.

**17. Secretary:**

- (a) The Secretary shall call and attend meeting of the Executive Committee, the Council and the General Body in consultation with the President.
- (b) She/He shall keep the minutes of such meeting and shall present them for confirmation at the next meeting of a similar kind.
- (c) She/He shall sign on behalf of the Union all documents except drafts and cheques issued by the Treasurer.
- (d) She/He shall conduct the correspondence of the Union and shall give information concerning meetings to the members of the Union.
- (e) She/He shall keep all the records of the Union, other than those kept by the Treasurer and the Librarian.
- (f) She/He shall keep the detailed account of the funds.
- (g) She/He shall supervise the work of the office.
- (h) She/He shall arrange for the purchase of requisites for the Union.
- (i) She/He is empowered to spend a sum not exceeding Rs.500/- in any month in case of emergency. She/He shall submit account of the money so spent by him to the Executive Committee for approval at its next meeting.
- (j) She/He shall keep the President informed of all matters.

**18. Senior Librarian:**

- (a) The Senior Librarian shall be member of the teaching staff and shall be nominated by the Patron. She/He shall hold office at the pleasure of the Patron.
- (b) She/He shall exercise general supervision over matters pertaining to the Union Library and Reading Room and the use of the Union Building.
- (c) She/He shall conduct all elections in accordance with the Rules.
- (d) At the end of every academic session she/he will receive charge of the offices of the President, Vice-President, Secretary and the Junior Librarian.

**19. Junior Librarian:**

The Junior Librarian shall carry on the work of the Union Library and Reading Room in

accordance with the directions given by the Executive Committee (subject to general supervision of the Senior Librarian).

20. **Assistant Secretary:**

(a) The Secretary may, with the approval of the Executive Committee nominate an Assistant Secretary from among the members of the Council to help in her/his duties, but the Assistant Secretary need not necessarily be a member of the Executive Committee. She/He shall hold office at the pleasure of the Executive Committee.

(b) She/He shall have the right to be present at all meetings of the Executive Committee and the Council.

21. **Meetings: General Body**

Meetings of the General Body of the Union shall be of the three kinds:

- (a) Private business meetings;
- (b) Meetings for debates; and
- (c) Meetings for lectures.

22. (a) Private business meetings shall deal with the affairs of the Union. At private business meetings no non-member shall be allowed to be present. There shall be at least one private business meeting for each term. One hundred members shall form the quorum of such meeting.

- (a) Ordinary debate meetings will be held every fortnight as far as possible;
- (b) At least one prize debate will be held in each term;
- (c) The Executive Committee may, with the approval of the Patron, invite non-members to speak at a debate of the Union.

23. At meetings for debates and lectures non-members may be allowed to be present.

24. No quorum is required in

- (a) debate meetings;
- (b) meetings for lectures; and
- (c) adjourned meetings for want of quorum.

25. **The Council:**

Meetings of the Council may be held whenever necessary. The Secretary shall call these meetings in consultation with or on the direction of the Patron, the President or the Executive

Committee, or at the requisition of 12 members of the Council. Twelve members shall form the quorum. There shall be a meeting of the Council once a term. At least three days notice shall be given to the members for a meeting.

**26. Executive Committee:**

A meeting of the Executive Committee may be held whenever necessary. The Secretary shall call the meeting in consultation with or on the direction of the Patron or the President, or on the requisition of seven members of the Executive Committee. Seven members shall form the quorum. There shall be a meeting of the Executive Committee once every month. At least two days notice shall be given to the members.

**27. Emergent Meetings:**

- (a) An emergent meeting of the General Body may be called at the direction of the Patron, the President or the Executive Committee. At least six days notice shall be given for such a meeting.
- (b) An emergent meeting of the Council may be called at the direction of the Patron, the President or the Executive Committee. At least two days notice shall be given for such a meeting.
- (c) An emergent meeting of the Executive Committee may be called at the direction of the Patron, or the President. At least one day notice shall be given for such a meeting.

28. At the emergent meeting of the General Body or the Council or the Executive Committee, no business other than that for the consideration of which the meeting has been convened shall be considered.

29. In this constitution, "term" means any of the following periods:

- (a) from the first day of the session to the beginning of the Vijayadashmi vacation;
- (b) from the end of the Vijayadashmi vacation to the beginning of the Christmas vacation;
- and
- (c) from the end of the Christmas vacation to the end of the session.

30. **Union funds and property:** The Union premises will be at the disposal of the authorities of the Union for the purpose of the Union as defined in this constitution and shall not be used for any other purposes except with the previous permission of the Vice Chancellor.

31. (a) The Executive Committee shall prepare the budget and send the same to the Council for consideration and approval. It shall be finally sent to the General Body for ratification.
- (b) A private business meeting of the General Body to ratify the budget of the year will be held within one month from the oath taking date of student union.
- (c) The Council may propose changes in the budget. The changes made by the Council shall be placed before the Executive Committee which shall reconsider the budget. In case of difference of opinion between the Council and the Executive Committee the original draft of the budget as prepared by the Executive Committee shall be presented at the meeting of the General Body along with the changes proposed by the Council. The General Body shall be the final authority in regard to the passing of the budget.
32. Out of the Union fee of Rs. 75/- per annum payment at the rates and for the purposes mentioned below shall be made:
- (a) Rs. 14/- per student shall be spent for the conduct of all union elections connected to LUSU;
- (b) Rs. 12/- per student shall be made available to the various departmental associations on the basis of their respective strengths;
- (c) Rs. 12/- per student shall be made available to the Lucknow University dispensary;
- (d) Rs. 12/- per student shall be made available to the Athletic Association.
33. The Executive Committee shall be empowered to spend up to 3% of the total income of the Union at its own discretion, provided such expenditure has not already been disapproved by the General Body. This amount shall be shown in the budget under the Head Union Executive Contingency Fund.
34. No motion, after the budget is passed involving an expenditure of more than Rs.500/- shall be passed by the General Body unless the opinion of the Treasurer has already been read out before the General Body and two-thirds of the members present vote in favor of the motion.
35. One or more auditors may be nominated annually by the Patron to audit the accounts.
36. The following registers shall be maintained:
- (a) a register of members;
- (b) minute-books of the meetings of the General Body, the Council and the Executive Committee;

- (c) a stock-book of the Union's movable property;
- (d) a cash-book;
- (e) a register of purchase;
- (f) a ledger of receipts and expenditure;
- (g) an accession book for the Library;
- (h) a catalogue for the Library; and
- (i) any other book or register prescribed by the Council or the Executive Committee.

37. The Union shall have a regular administrative office, which will be under the control of the Secretary. There shall be a clerk of the Union. His salary shall be paid from the funds of the Union. The clerk shall have custody of the records of the Union. She/He will work under the control of the Senior Librarian during the vacation. At the time of his appointment she/he shall execute a bond for such sum as the Executive Committee, with the concurrence of the Patron, may decide. The Executive Committee may engage such other staff as may be necessary.

The Executive Committee shall appoint, suspend, dismiss, and otherwise punish the menial staff.

38. If any non-member is detected using the property of the Union without the knowledge and permission of the President, her/his name shall be publicly read out by the Chairman at the next meeting of the General Body and if necessary, steps may be taken for the recovery of the property.

39. **Vacancies:** When any member of the Executive Committee leaves office permanently or temporarily, she/he shall hand over the charge of the account books etc and the property of the Union to his successor.

40. If any student office-bearer of the Executive Committee is unable to carry on his duties temporarily for a period of less than three months and duly takes leave from the Executive Committee, the Executive Committee may appoint one of its student-members to carry on his duties during his absence and if she/he is absent for less than 15 days the President shall appoint any member of the Executive Committee to act for him.

41. If any student office-bearer of the Executive Committee who does not attend at least one of its meetings during one term shall cease to be a member unless the Executive Committee

decides otherwise.

42. If during the year a vacancy arises amongst the student office-bearers of the Union; of the members of the Executive Committee elected under Clause 6 rules (ii), (iii), (iv) and (vi) provided the vacancy is not created due to the provisions of Clause 44 (i); the Council shall elect any member of the Council itself to carry on his duties till the next elections.

**43. Popular Control: Vote of No Confidence and the Right of Recall:**

A motion of no confidence for the infringement of constitution, neglect of duties or for unbecoming conduct may be moved and passed against the student members of the Executive Committee and the members of the Council.

44. The following procedure shall be followed:-

- (i) Motion of no-confidence against the student office-bearers of the Union as specified in rule 8(B) (i) (b), (c), (e) and (g) or the members of the Council as specified in *rule 6 clauses (ii), (iii), (iv) and (vi)*; individually or collectively, shall be moved in the General Body meeting.
- (ii) No such motion shall be proposed except on a written request to the Patron of at least 200 ordinary members of the Union.
- (iii) At least 14 days notice shall be given for the consideration of the motion by the General Body.
- (iv) The motion shall be passed by a two-third majority of the members present and voting at the meeting of General body.
- (v) 500 members shall form the quorum for such a meeting.

45. Fresh election will take place within 10 days of the passing of the motion of no-confidence.

**46. Ad hoc Committee**

- (i) On the passing of the motion of no-confidence against the elected members of the Executive Committee as a whole, the General Body shall ordinarily elect an ad hoc Committee of three ordinary members of the Union in the same meeting in which such motion is passed.
- (ii) The Committee shall carry on the work temporarily and can in no case remain in office for more than 30 days after its appointment.

47. (a) The Executive Committee can dismiss any person appointed by itself, by the vote of an



absolute majority of its members.

- (b) The Executive Committee may pass a vote of no-confidence against any student member of the Executive Committee. At least seven days notice shall be given for the consideration of such motion by the Executive Committee. It shall be passed by an absolute majority of the members constituting the Executive Committee.
- (c) If the vote of no confidence is passed by the Executive Committee it shall be referred to the General Body for decision in accordance with clauses (iii), (iv) and (v) of Rule 44.

48. The Council may recall any of the five members of the Executive Committee elected by the former. This motion shall not be proposed except at the written request to the President by at least one-third of the members of the Council. At least 10 days notice shall be given for the consideration of the motion. The motion must be adopted by a two-third majority of the members present and voting at the Council meeting. Half of the members of the Council shall form the quorum for such meeting.

49. Any association or organization affiliated to the Union may also recall any of its representatives to the Council. This motion shall be proposed only at the written request to the Patron of the Association or the Organization by at least one-third of the members thereof. At least seven days notice shall be given for the consideration of the motion. The motion should be adopted by a two-third majority of the members present and voting at the meeting. Fifty percent of the members shall form the quorum for such a meeting.

50. **Change in the Constitution:** Changes in the constitution of the Union and the regulations formed there under can only be made by the Executive Council of the University either : (i) on the motion of the Executive Committee, the Council and the General Body of the Union, or (ii) on their own initiative, after giving notice to the Executive Committee, and taking into consideration any views that the Executive Committee, the Council and the General Body of the Union may express within the time allowed by the Executive Council of the University.

51. The modus operandi for the union election of office-bearers and representatives to the Executive Committee or the Council of the Union have been incorporated in Appendix-A and rules framed for the conduct of the proceedings of the Union or its committees is incorporated in Appendix-B.

## Appendix – A

### Union Elections

1. The Senior Librarian shall be the ex officio Returning Officer for the conduct of student union elections, and in his absence some teacher appointed by the Vice-Chancellor will function as Returning Officer.
2. Nomination papers shall be handed over to the Returning Officer and a receipt obtained for such delivery.
3. Each nomination paper shall be for one office or place only.
4. Each nomination paper shall contain the name of the proposed candidate (with his class in the University), the office for which she/he is nominated, his consent to such nomination, and the names (with their classes) of the students who have proposed and the seconded such nomination.
5. The Returning Officer shall record on the nomination paper the date of receipt and shall verify all the facts mentioned in the nomination paper.
6. A scrutiny shall be held of all nomination papers by the Returning Officer in the presence of the candidates and their proposers and seconders.
7. If the Returning Officer considers a nomination paper irregular or invalid she/he shall bring the matter to the notice of the Patron whose decision as to its validity shall be final.
8. No member of the Union shall propose or second more names than there are vacancies for the particular post or posts. If any member has proposed or seconded more candidates than there are vacancies, all the nomination papers to which she/he has appended his signature shall be declared invalid.
9. The Returning Officer shall paste on the notice-board of the Union the list of all candidates proposed for various offices together with the names of the proposer and the seconder in the following form:

Office	Name of candidate (with Class)	Name of Proposer (with Class)	Name of Seconder (with Class)

.....  
 Signature of the Returning Officer  
 that the nomination is valid

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10. The polling shall be held by means of printed ballot papers or Electronic Voting Machines. Due arrangements for polling shall be made by the Returning Officer so that the secrecy of the ballot shall be maintained. If any day mentioned in these Rules is a holiday the next working day shall be understood instead.
  11. If the voting is done through ballot papers, there shall be different ballot papers for the elections to the offices of :
    - (1) the President; (2) the Vice-President; (3) the Secretary; (4) the Junior Librarian;
    - (5) Representatives of the Faculty of Arts; (6) Representatives of the Faculty of Science; (7) Representatives of the Faculty of Law; (8) Representatives of the Faculty of Commerce; and
    - (9) any other office which may hereafter be created.
  12. Ballot papers shall be serially numbered both on the foil and the counterfoil and the voter shall sign his name on the counterfoil only. The vote shall be invalid if the voting paper is signed or bears any mark for identification.
  13. The ballot paper at general election shall be printed in the following format:

**LUCKNOW UNVIVERSITY**

**20.....-- 20.....**

(Election of ..... )

Name of candidates (in alphabetical order):

- 1.
- 2.
- 3.
- 4.

Notes : (a) The voting paper should not be signed.

(b) Make a cross against the name of the persons for whom you wish to vote.

(c) The voting paper will be invalid if more votes are recorded than there are vacancies or if the voting paper is signed or bears any other mark for identification.

14. The Returning Officer may arrange several polling booths if necessary to enable all voters to vote conveniently and may distribute the names on the electoral roll between these booths, indicating clearly outside the booths the groups of voters who are to vote there.
15. Each polling booth shall be in-charge of a polling officer who shall be provided with a list of the voters who are required to vote there. She/He shall mark on this list the serial number of the ballot paper handed over to each voter and shall require the voter to sign his name on the counterfoil of the ballot paper.
16. The Returning Officer shall exercise general supervision over all the booths and she/he may, if necessary, nominate a polling officer and a certain number of persons to help him in his work as the Returning Officer.
17. The Returning Officer shall fix the hours during which voting shall take place and no voter who has not (received a ballot paper)/(reported for voting) before the close of the time appointed shall be allowed to vote.
18. Every voter shall go to the place for recording his vote immediately on being given the ballot paper, and she/he shall deposit the paper in the box after recording his vote. The paper must be deposited even if the voter does not desire to record his vote for any candidate. No voting paper once given shall be taken away from the polling booth.
19. After the close of the poll, the Polling Officer shall seal each box with seal/signature; any of the candidates may also affix their own seals/signatures to the box in addition if they like.
20. The Polling Officer shall take these boxes into his custody and shall be responsible for their safety.
21. The Returning Officer shall announce the time-on the day after the poll-and place at which the counting of

the votes shall take place. The counting shall be finished within two days of the poll.

22. The Returning Officer shall get the votes counted in the presence of any of the candidates or their agents authorized by the candidates who may wish to be present. Returning Officer may appoint a certain number of persons to help him in counting.
23. During the process of counting of votes the Returning Officer shall decide the validity of votes and in case of doubt on any ballot paper voted his decision shall be final.
24. The result of the count shall be immediately communicated to the Patron, who shall announce the result after allowing twenty-four hours for any complaint.
25. (a) Any complaint against the proper counting of votes must be made to the Patron within twenty-four hours of the conclusion of the count.  
  
(b) If any complaint is made about the count, the Patron shall investigate the matter either personally or through some person appointed by him. The Patron's decision on the matter shall be final.
26. The boxes of voting papers shall again be sealed after the conclusion of the count and shall be in charge of the Returning Officer till the Patron has announced the result of the election, after which the voting papers shall be destroyed according to directions of the Patron.

## **Appendix - B**

### **Procedure and Rules for Meetings:**

1. At private business meetings the business shall be taken in the following order:
  - (a) the proceedings of the preceding private business meeting shall be read and confirmed and signed by the Chairman;
  - (b) notices of motion shall be read;
  - (c) questions to office-bearers and supplementary questions;
  - (d) discussion on resolutions.
2. At private business meeting questions may be asked of the office-bearers of the Union relating to their official duties. Questions to be asked shall be placed on the notice board before 11 A.M. on the day of the meeting. Questions shall not occupy more than twenty minutes and the Chairman may at any time postpone them till after the debate. The Chairman shall have power to rule out any questions which she/he may consider being scandalous or defamatory or which reflect on the conduct of any authority of the University.
3. The business of a meeting for debates shall be conducted in the following order:
  - (a) the proceedings of the preceding meeting for debate shall be read and confirmed and signed by the chairman,
  - (b) debate including voting on the resolution.
4. (a) The subject for debate may be chosen by the Executive Committee and shall be in the form of a resolution. It shall be placed on the Union's notice board at least five days before the date of the meeting.
  - (b) There shall be appointed three judges for the prize debate by the Executive Committee.
  - (c) Subject for the extempore debate shall be given by the judges.
5. (a) The Chairman shall at the commencement of the debate meetings announce the time allotted to each speaker and the procedure of the debate.
  - (b) In a debate no member except the mover shall speak more than once but a member who has already spoken may with the permission of the Chairman, speak again on a motion for adjournment or on a point or order or for purpose of explanation.

- (c) The Chairman's decision on all questions of order shall be final.
  - (d) When discussion is prolonged the Chairman may, at his own discretion or at the request of a member, adjourn the debate. She/He may also close the debate and call on the mover to reply.
  - (e) If the President intends to participate in a debate she/he shall leave the Chair, which will be filled in accordance with Rule 15. After having spoken she/he shall not resume the Chair in the meeting. Similarly if the Secretary intends to participate in a debate she/he shall leave his chair which will be occupied by the Assistant Secretary or in his absence by a student member of the Executive Committee.
6. At lectures the order of business shall be:
- (a) Introduction of the Lecturer by the Chairman;
  - (b) Lecture;
  - (c) Question on the speech of the lecture, if permitted;
  - (d) Chairman's remarks;
  - (e) Vote of thanks.
7. At all meetings of the Union
- (a) theological questions shall not be discussed, nor arguments of a theological nature introduced in debate;
  - (b) no personal or offensive remarks shall be made;
  - (c) the chairman shall call upon any member to explain any expression used by him. If the explanation is not satisfactory the Chairman may call upon the member in Question.
  - (c) the chairman may call upon any member to withdraw or apologize for disorderly behavior or offensive conduct. In case a member does not apologize for his unruly conduct when called upon to do so, the Chairman may order the member concerned to leave the meeting.
8. Every motion or amendment shall be presented or taken down in writing.
9. Every motion or amendment proposed shall be seconded otherwise it shall drop.
10. In proposing any motion and in discussing any question each member shall address the chair.
11. Any member wishing to speak for or against a motion must take the permission of the chair. If more than one member wishes to speak, the Chairman shall decide who is to speak first. If

the discussion is prolonged the Chairman may limit the time.

12. All questions from one member to another relating to the business of the meeting shall be put through the Chairman.
13. Any member who desires to bring forward any motion at any meeting shall give notice of his intention to do so to the Secretary at least two days before the meeting. Such notice shall be put upon the notice board of the Union except in the case of the meeting of the Executive Committee.
14. Any member desiring to move an amendment to such a motion shall give a notice of it to the Secretary at least 24 hours before the time of the meeting. Notice of such amendments shall be put upon the notice board of the Union except in the case of the meetings of the Executive Committee.

No amendment of which notice has not been given shall be moved unless it involves, in the opinion of the Chairman, mere verbal change.

Amendments may be moved after the general discussion; each amendment shall be discussed separately and votes taken. After the amendments, if any, have been dealt with, the amended or the original motion as the case be, will be open, if necessary, for final discussion, After such a discussion, it is held, the Chairman shall put the motion to vote. If the mover accepts the amendment it shall be incorporated in the motion without discussion or vote.

15. No motion or resolution of which due notice has not been given may be moved in a meeting except a motion to:
  - (a) adjourn the meeting;
  - (b) dissolve the meeting;
  - (c) change the order of business;
  - (d) refer any matter under consideration to any authority of the University or to a Committee;
  - (e) pass to the next item of business;
  - (f) propose that the question be now put.

No discussion shall be allowed in regard to any such motion or resolution.

16. When a motion that is in order has been seconded it shall be read from Chair before it is



discussed.

If no member rises to speak on the motion after it has been read from the Chair, the Chairman shall proceed to put the motion to the vote. The House may decide to throw the motion out before it is discussed.

17. The order in which motions or amendments are to be brought forward shall be determined by the Chairman.
18. No amendment shall be proposed which would in effect constitute a direct negative to the motion, and every amendment must be relevant to the motion to which it is moved.  
The mover of an amendment has no right of reply.
19. When the Chairman has ascertained that no other member entitled to address the meeting desires to speak, the mover of the original resolution may reply upon the whole debate. No member shall speak after the mover has entered on his reply.
20. When the debate is concluded, the Chairman shall forthwith put the question to the vote. Voting will be by show of hands and the Chairman shall declare the result thereof according to his opinion.
21. Any 40 members of the General Body may demand a division at a meeting of the General Body and any five members at a meeting of the Council. The Chairman shall thereupon give such directions for effecting the division as she/he shall consider expedient and shall nominate tellers to count the vote.
22. The Chairman shall have the right to vote, and in case the number of votes on either side is the same she/he shall have the right of a second or casting vote.
23. Any member may with the permission of the Chairman rise, even when another is speaking, to explain any expression used by himself which may have been misunderstood by the speaker, but she/he shall confine himself strictly to such explanation.
24. Any member may call the Chairman's attention to a point of order even while another member is addressing the meetings but no speech shall be made on such point of order. If a point of order is raised by any member in the course of a speech, the speaker shall resume his seat or stand silent until the Chairman had decided it.
25. A motion or amendment which is under discussion may be withdrawn by the permission of the House by any member who has moved it, provided that if no opposition is made to such

withdrawal, such permission shall be presumed.

26. A motion or amendment standing in the name of a member who is absent from a meeting may be brought forward by any other member on the written request of the member in whose name such motion or amendment stands.