

THE CONSTITUTION OF THE CULTURAL COMMITTEE

“THE CONSTITUTION OF THE CULTURAL COMMITTEE”

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DR. RAM MANOHAR LOHIYA NATIONAL LAW UNIVERSITY, LUCKNOW

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DR. RAM MANOHAR LOHIYA NATIONAL LAW UNIVERSITY, LUCKNOW

PREAMBLE

THE Constitution is instituted with an aim to regulate, initiate and foster an environment encouraging cultural activities in the University in a fair and just manner, enabling Students to fulfill their true potential in this regard.

EXTENT

This constitution shall extend to all Students and staff Members of Dr. Ram Manohar Lohiya National Law University, Lucknow.

SAVING

Nothing herein contained shall affect the rules and regulations of the University.

DEFINITIONS

“Academic Calendar”

“Academic Year”

“Annual Report” refers to the Report of all events organized by, participated in and coordinated by the Cultural Committee for the Academic Year.

“Chairperson” refers to Member of the Faculty appointed by the Vice Chancellor to monitor the functioning of the Committee.

“Cultural Activities” refer to activities including Dramatics, Music, Dance, Art or a manifestation of any for the purposes of this Constitution.

“Committee” refers to the Cultural Committee of Dr. Ram Manohar Lohiya National Law University, Lucknow.

“Convener(s)” refers to the Student Member(s) elected by the Committee as Representative and Manager of the Committee.

“Dissolution” refers to the disintegration of any tier of the Committee or the Committee in its entirety after a resolution for re-election is passed through a resolution by majority and upon discretion of the Chairperson.

“Election” refers to the process of voting adopted by the Members of the Committee in selecting its Members and Office Bearers.

“Intra Fest” refers to the Intra Varsity Cultural Fest organized by the Committee for the benefit of the University Students only.

“Mandatory Events” refer to the events organized by the Cultural Committee mandatorily including the Republic Day, Independence Day, and other days of importance.

“Meeting” refers to a meeting of the entire Committee after prior notice to the Members of the Committee, to discuss a fixed agenda, minutes of which are recorded.

“Member(s)” refer(s) to the Student(s) selected to represent all the batches of the University as part of the Committee.

“**Notice**” refers to prior intimation of meetings, events and the like through notices on the notice boards, signed by the Convener, Treasurer, Co-conveners or the Secretary.

“**Office Bearer(s)**” refer(s) to any member(s) holding the post of the Convener, Treasurer, or the Secretary.

“**Secretary(s)**” refer(s) to any member(s) elected to manage the affairs of the committee.

“**Semester**” refers to mid academic session.

“**Student**” refers to any person enrolled under the B.A. LL.B (Hons.) course at Dr. Ram Manohar Lohiya National Law University, Lucknow.

“**Suspension**” refers to the temporary removal of a Member after passing a resolution in the Committee.

“**Termination**” refers to the involuntary removal of a Member from the Membership of the Committee.

“**Treasurer**” refers to the Student Member elected by the Committee to assist the Convener for the purposes of managing the funds or revenue of the Committee.

“**University**” unless intended otherwise refers to Dr. Ram Manohar Lohiya National Law University, Lucknow.

“**Voters**” refers to the members of the committee who are eligible to cast a vote.

“**Workshop(s)**” refer(s) to organized event(s) for furthering knowledge or skill in a particular domain for the benefit of the Students of the University, by bringing in specialists in the field.

“**Youth Fest**” refers to the Inter Varsity Fest conducted annually, the Cultural Activities of which are organized by the Committee.

CHAPTER I

THE CULTURAL COMMITTEE

1. Composition of the Committee:

1.1. The Committee shall comprise of the Chairperson, Faculty Advisers and Student Members from every batch as specified under the Constitution, including two Conveners, one Treasurer, and five Secretaries.

2. Number of Student Members:

2.1. The Committee shall comprise as many Members from each batch as the Chairperson of the Committee in consultation with the Faculty Advisors and the Conveners. At no point must the total strength of the committee fall below 21.

2.2. The Convener(s), and the Treasurer shall be the only fourth year Members present in the Committee. However, in exceptional circumstances, if any fourth year Student is willing to work for the Committee, he/she is welcome to do so as an honorary Member and shall have the same voting rights in the decision-making matters of the Committee and needs to abide by all the rules mentioned herein as all the other members of the Committee:

Provided that in event of suspension or termination of any Member, the number may fall below the requisite minimum number of 17.

2.3. In the event of a vacancy, the Committee must take immediate steps to restore the minimum number

3. Eligibility for Student Members:

3.1. All Students of BA.LL.B (Hons.) of Dr. Ram Manohar Lohiya National Law University, Lucknow (Dr. R.M.L.N.L.U.) will be eligible to become Members of the Committee.

4. Selection of the Student Members:

4.1. All Members shall be selected by the existing Members of the Committee in consultation with the Chairperson of the Committee.

4.2. Members of the First year will be inducted after an evaluation of applications and an interview before the entire Committee.

4.3. There shall also be a review of the members of the first years and second years at the end of the academic year done by the senior members of the committee.

4.4. In the event of a vacancy in any batch, applications shall be reviewed, and there shall be an interview before the Chairperson and only the senior Members.

4.5. In the event of a vacancy in the senior most batch of the Committee, applications shall be reviewed and there shall be an interview before the Chairperson and Office Bearers only.

In such cases, the discretion of the Chairperson is final.

- 4.6. Members shall be inducted on the basis of the majority votes as rated by the Members of the committee who are eligible to evaluate the candidate.
- 4.7. Changes to this procedure shall be brought after a resolution is passed within the committee along with an approval from the Chairperson of the Committee.

5. Eligibility of Office Bearers:

- 5.1. All Members of the Fourth Year shall be eligible for the Post of Convener.
- 5.2. All Members of the Fourth Year shall be eligible for the Post of the Treasurer.
- 5.3. *repealed*
- 5.4. *repealed*
- 5.5. All Members of the Third Year shall be eligible for the Post of Secretary.

6. Election of Office Bearers:

- 6.1. Election of Convener(s), Treasurer and Secretary(s) : The conveners shall be elected by the Committee after a vote by all its Members after the candidate explains the goals sought to be achieved in his/her term as the Convener.
- 6.2. A system of faculty screening must be opted for the elections to the office of Convenor(s) and Treasurer.
 - (a) The candidates must register their intention for contesting the polls with outgoing convenor(s), along with the priority of office.
 - (b) The outgoing convenor(s) must cause the registered members to be voted by the total members of the committee excluding the outgoing convenors.
 - (c) The tally of votes along with the recommendation of the outgoing convenor(s) is to be transmitted to the office of the chairperson immediately post the voting.
 - (d) The chairperson and the faculty members shall conduct an interview of all the registered members.
 - (d) The outgoing convenor(s) shall be consulted by the chairperson for work records.
 - (e) The decision of the faculty members should be final and binding on all the members of the committee.
 - (f) The chairperson shall cause the outgoing convenors to release an official notification declaring the results of the elections.
- 6.3. The method of selection will be a single transferrable vote or a system of preferential voting, as decided by the Members.

7. Term of Office Bearers and Members:

7.1. Once elected to the Committee, a Member may serve till the Convener is chosen from his/her batch in the Fourth year, provided the Member himself/herself is not elected as the Convener.

7.2. A Convener may serve a term of a maximum of 1 year and a minimum term of 3 months of the Academic Year.

7.3. A Secretary, Treasurer, may serve a term of a maximum of 1 year and a minimum term of 3 months of the Academic Year:

Provided that this shall not be applicable to the Membership of those who are either

suspended or terminated from the Committee as per the provisions of this Constitution.

8. Suspension of Membership:

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1. The Committee may by itself or by recommendation of its Chairperson suspend the Membership of a particular Member by a resolution to this effect:
Provided that before suspension, the Member shall be given a chance to plead his case before the Committee and the Chairperson.
2. The Membership of a Member shall be suspended by providing a probation letter or mail via official mail of the committee on recommendation of the Chairperson. This letter or mail shall be replied by giving the reason as in why this action should not be taken against the particular member of the committee within 7 working days. After the expiration of this period, the Member must plead his case and accordingly a resolution must be passed by the Committee in consideration of such pleading to either reinstate or terminate such Membership.
3. In case of no reply by the member a second letter will be issued by the committee on recommendation of chairperson which should be replied by the concerned member within 3 working days. In case of no reply again the concerned member's membership shall stand terminated with immediate affect.

9. Grounds of Suspension of Membership:

- 9.1. The Membership of a Student may be suspended by a resolution passed by a majority in the Committee in case the Student violates any of the provisions of this Constitution.
- 9.2. If any incident is reported by an Office Bearer, a motion for suspension may be initiated with immediate effect in the first meeting after such an incident.
- 9.3. Membership may be suspended also in case of absence from more than 3 consecutive meetings or any major events without prior application to the Office Bearer.
- 9.4. Membership may also be suspended in case of mismanagement of funds by any Member.
- 9.5. The power to suspend under this provision may rest with Convener and the Chairperson of the Committee, and a report elaborating the incident must be prepared within a span of one week.

10. Effect of Suspension of Membership:

- 10.1. A suspended Member for the duration of the suspension cannot participate in any activities of the Committee and may not represent the Committee as a member or Office Bearer in any way. Such suspension will be kept on record.

11. Termination of Membership:

- 11.1. The Committee may by itself or on the recommendation of the Chairperson terminate the Membership of any Member through a special resolution.
- 11.2. A motion for termination must be brought to the floor by any of the Office Bearers by explaining the need for such termination.

3. Support of majority of members of the Committee and approval from of the Chairperson is required to pass such a motion.
4. The Member in such a case may be allowed to present his/her case before the Chairperson of the Committee before the final decision is taken.
5. Once terminated from the Committee the Member may no longer carry out any official functions or avail any privileges in the name of the Committee.
6. The Member shall be debarred from Membership to the committee in future, and such termination shall be on record.
7. Resignation after the process of termination shall not be considered.

12. Resignation by Members:

- 12.1.A Member may resign after submitting an application citing reasons for such resignation to the Convener and will be thereafter absolved from his/her duties only after the Chairperson permits so.
2. The resignation must be applied for at least seven days in advance giving sufficient notice to the Committee to consider induction of another Member to fill the vacancy.
3. The Convener may resign in the same manner by submitting such an application to the Chairperson.
4. Resignation from any suspended member of the committee will not be considered valid with respect to the case already going on against the alleged member.

13. Faculty Advisors:

- 13.1. The University shall upon the advice of the Chairperson and as per the requirement appoint Faculty Advisors to the Committee from within the teaching staff of the University. The tenure and powers of the Faculty Advisors shall be specified as per the discretion of the Vice-Chancellor.

14. Chairperson:

- 14.1. The University shall appoint one Chairperson to the Committee from within the teaching staff of the University. His/ Her tenure and powers shall be specified as per the discretion of the Vice-Chancellor.

CHAPTER II

THE FUNCTIONS OF THE CULTURAL COMMITTEE

15. General functions of the Committee

- 15.1. This part shall contain the functions of the committee subject to the rules and regulations issued by the University from time to time.
- 15.2. It Shall be the duty of Convener of the Committee to ensure that all the functions laid

down in this part are performed diligently and efficiently and for this purpose he/she shall enjoy necessary assistance and support from the Members of the Committee and it shall be their duty to abide by the directions of the Convener in this regard.

16. Primary functions:

- 16.1. *Organisation of the Youth Fest:* The Committee shall organize all Cultural Activities in the annually held University fest.
- 16.2. *Organisation of Intra University Fest:* The Committee shall organize an Inter University Fest at a suitable time exclusively for the Students of the University.
- 16.3. *Maintenance of Annual General Report:* The Convener along with the Secretary shall prepare an annual report to be submitted to the Vice- Chancellor stating the performance of the University in various Cultural fests and the working of the committee in general.
- 16.4. *Annual general Meeting:* The Committee will hold an annual general meeting wherein the annual report and annual audit shall be presented to the Student community and faculty. The meeting will be addressed by the Convener. Such meeting must take place in the last month of the academic year.

17. Fiscal functions:

- 17.1. The Treasurer shall at the beginning of the Academic Year prepare a calendar of stipulated events to be organized by the Committee throughout that Academic Year along with a stipulated budget specifying the estimated expenditure which may be incurred for the organization of such events by the Committee, to be presented before the Vice- Chancellor subject to the assent of the Chairperson.
- 17.2. The Treasurer shall at the end of the Academic Year prepare an annual budget of all the actual financial expenses incurred by the Committee during the Academic Year. The records of such expenses will have to be maintained by him/ her. Such records shall be available for public scrutiny on payment of a nominal fee of Rs.100/-

CHAPTER III

THE WORKING OF THE CULTURAL COMMITTEE

18. Meetings of the Committee:

- 18.1. The Committee shall ordinarily conduct a meeting for all Student Members on a bi-weekly basis.
- 18.2. Attendance to such meetings will be compulsory for all Student Members.
- 18.3. *Who may convene the meetings:*
 - 18.3.1. The Chairperson, Faculty Advisors, Convener(s), Treasurer, or the Secretary(s) may convene a meeting for the Student

- 18.4. *Quorum*: The quorum of such meetings shall be no less than 2/3 of the total Students Members of the Committee.
- 18.5. *Procedure*: A clear notice must be issued regarding time, place of the meeting on all notice boards and the committee blog three days prior to the meeting. Members must also be notified of time and place by email, subject to the emergency clauses added to this document.
- 18.6. Every such notice must contain the agenda of the meeting. Members may add their respected issues to the agenda by an application to the Convener.
- 18.7. In case of urgent issues a fresh issue not contained in the agenda may be raised in the meeting only with the prior approval of the Convener. In case such approval is not accepted it shall be put on the agenda for the next meeting.

19. Procedure for resolutions:

- 19.1. Pending resolutions to be discussed at a particular meeting regarding the committee affairs must appear on the agenda for that meeting.
- 19.2. Fresh resolutions may be introduced by any Member with the prior approval of the Convener.
- 19.3. Resolutions must clearly contain the reasons for its introduction and must also contain a comprehensive plan for its implementation.
- 19.4. Resolutions must be discussed by the Committee in detail. Discussion may at the request of simple majority of the total Student Members present be postponed to the next meeting.
- 19.5. Resolution must be passed by a simple majority of all Student Members present and voting.
- 19.6. Each Member shall have one vote which once cast shall be held final.
- 19.7. Voting shall take place by secret ballot.
- 19.8. Abstention from voting will require the prior permission of the Convener and valid reasons must be given in writing.
- 19.9. The Convener shall act as the speaker and moderator at such meetings and shall also count the votes and declare a resolution as passed or failed. In his/her absence the Treasurer shall take charge. In all resolutions the convener can only exercise a casting vote.
- 19.10. Once the votes have been casted they shall be immediately counted at the same meeting by the speaker and he / she shall declare the resolution as passed or failed.

CHAPTER IV

INTRA UNIVERSITY FEST

20. Intra University Fest:

- 20.1. The Committee has the authority to organize the Intra University Fest during any part of the year except during the End-Semester and Mid-Semester Examinations of the University.
- 20.2. The Committee is entitled to frame rules regarding the number of events, eligible Students, mode of determining the winners and any other procedure thereof in furtherance of conducting the fest under Sub Section (1) of this Section.
- 20.3. Auditions will be held for the different events for representing the college in Intra University Fest and a notice of the same will be given to the Students of the University at least one week before the scheduled auditions.

CHAPTER V

THE YOUTH FEST AND INTER UNIVERSITY FESTS

21. Youth Fest:

- 21.1. The Cultural Committee has the sole authority to organize the cultural events of the Youth Fest and is entitled to make necessary rules in furtherance thereof.
- 21.2. The List of cultural events for Youth Fest will be brought to the notice of the Students of the University as and when determined by the Committee.
- 21.3. Auditions will be held for the different events for representing the college in Intra University Fest and a notice of the same will be given to the Students of the University at least two weeks prior to the scheduled auditions.
- 21.4. Experienced Judges will judge the auditions and their decision shall be final and binding.
- 21.5. The number of Students representing college in each of the cultural events of Youth Fest will be determined as per the rules framed under section 15(1).

22. Inter University/ College Fests:

- 22.1. Any Inter University/ College Fest, to which the University is invited, shall be duly notified to the Students of the University as and when such information is received by the Committee:
- Provided* that the Inter University/ College Fest is not scheduled to take place during the End-Semester or Mid-Semester Examinations of the University.
- 22.2. Auditions will be held for representing the University in the Inter University/ College

Fest and a notice for the same will be given to the Students of the University at least fifteen days before the scheduled auditions.

22.3. Experienced Judges will judge the auditions and their decision shall be final and binding.

22.4. The number of Students representing the University in each of the cultural events of the Inter University/College Fest will be determined as per the rules of the University/College hosting the fest.

CHAPTER VI

WORKSHOPS

23. Workshops

23.1. The Committee has the authority to conduct Workshops for any of the cultural events during any part of the year except during the End-Semester and Mid-Semester Examinations of the University.

23.2. The Committee is entitled to frame rules relating to the procedure for applying for the workshops, eligibility of Students for the workshop, the tenure of the workshop and any other rules it deems necessary.

CHAPTER VII

EMERGENCY PROVISIONS

24. Emergency Clause:

CHAPTER VIII

AMENDMENT OF THE CONSTITUTION

25. Procedure for Amendment of the Constitution:

25.1. The present Constitution is subject to any amendment by the Committee as mentioned under following sub-sections of this Section in order to meet the existing needs and demands of the University, keeping in mind the interests of the Students of the University.

25.2. The Constitution should mandatorily reviewed at the end of each tenure.

25.3. The amendment to the Constitution can be proposed by any of the Committee Member in writing and should be tabled before the Committee in its meeting.

25.4. The above proposed amendment will come into effect with its approval by not less than one half of the Student Members present and voting in the above meeting, subject to its final approval by the Chairperson of the Committee.

25.5. Once the amendment is approved by the Chairperson, the constitution shall stand ~~to~~ have been amended accordingly.

CHAPTER IX

ELIGIBLE VOTERS

26. Procedure of voting on resolutions:

26.1 Any member having served a continuous term of 6 months in the committee shall be for the purposes of voting in any resolutions of the committee considered eligible unless disqualified as per the terms of the constitution.

26.2 Only the eligible voters are allowed to vote in the elections of the office bearers.

