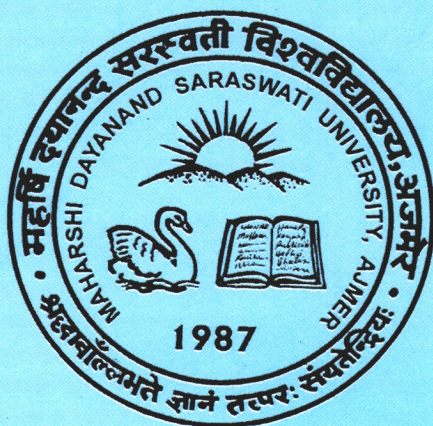


CONSTITUTION



STUDENTS' UNION

Maharshi Dayanand Saraswati University
AJMER

Patron : Prof. Bhagirath Singh
Vice-Chancellor

Constitution Drafting Committee :

Prof. K.K. Sharma	- Convener
Prof. S.N. Singh	- Member
Prof. Gulraj K. Kohli	- Member
Prof. B.P. Saraswat	- Member
Dr. Shiv Prasad	- Member
Dr. Praveen Mathur	- Member Secretary

Prepared as per the Letter No. P.3 (54) Edu-4/2002
Dated 25.06.2010 received from the Principal Secretary,
Government of Rajasthan.

&

Approved by the Board of Management (BOM) meeting dated 5 Aug. 2010.

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**CONSTITUTION OF THE
MAHARSHI DAYANAND SARASWATI UNIVERSITY, AJMER
FOR THE ELECTIONS OF THE STUDENTS' UNION**

Clause 1: Title

The name of this Union shall be "Maharshi Dayanand Saraswati University Students' Union, Ajmer".

Definition

(a) Student : "Student" means a person who is on the rolls of a minimum one year regular course of study being run in the University Campus.

(b) Research Scholar : "Research Scholar" means any person who is admitted to pursue full time research work in the university campus for the Ph.D. degree

Clause 2: Commencement

The date of Commencement of this constitution is 5th August 2010.

Clause 3: Office

The office of the Union will be located within the Maharshi Dayanand Saraswati University premises, Ajmer.

Clause 4: Scope

This shall apply to all the regular students of the University Campus and also to registered Research Scholars who have deposited the Registration Fees and the Tuition Fees to the University.

Clause 5: Composition of the Students' Union

The Composition of the Students' Union shall be as under :

I. Members

All the regular students of the University Campus as per the list provided to the Dean Students' Welfare (DSW) by the

respective Heads/ Incharges of the respective Departments / Centers etc.

II. The Cabinet : This will consist of the following Office Bearers:

- (i) President
- (ii) Vice President
- (iii) General Secretary
- (iv) Joint Secretary
- (v) Treasurer
- (vi) Sports Secretary
- (vii) Cultural Secretary
- (viii) Literary Secretary
- (ix) Spokesperson

III. General Body : This will consist of the following:

- (i) The members of the Cabinet
- (ii) Four Professors nominated by the Vice - Chancellor
- (iii) Class representatives
- (iv) Research scholars' Representative (RR)
- (v) Dean Students' Welfare and ADSW

The meeting of the General Body shall be called by the President. The quorum for the meeting shall be one third of the total strength of the General Body. Business transacted or decisions taken in such meetings without the requisite quorum will not be considered valid.

IV Patron of the Union

The Vice-Chancellor shall be the Patron of the Students Union

V Function of the Union

- (a) The MDS University Ajmer Students' Union shall undertake such activities as may be conducive to the interest,

prestige, honour, health, traditions and peaceful life in the University.

- (b) **Take Steps for creating consciousness in the students' community of their duties, obligations and responsibilities towards the society and the country in general and to the under-privileged sections of the people in particular.**
- (c) **Concern itself with such matters as are related to the interest, well being and all round development of the students of the University.**
- (d) **Cordinate and organise co-curricular and extra curricular activities in the University Campus.**

Clause 6: Eligibility for Election

a. For President; Vice President

Any student of the University Campus studying in the Post Graduate Degree course shall be eligible to contest for the position of the President and Vice President subject to fulfillment of the qualifications laid down in Clause 7.

b. For General Secretary; Joint Secretary

Any student of the University Campus studying in any of the undergraduate and Post Graduate degree course shall be eligible to contest for the position of the General Secretary and Joint Secretary subject to fulfillment of the qualifications laid down in Clause 7.

c. For Class Representative

There shall be a Class Representative from each regular class, elected from the members of the respective class. All regular students on the rolls of the University shall be eligible to contest election for the Class Representative subject to the fulfillment of the qualifications laid down in clause 7.

d. Research Scholar Representative

There shall be one Representative of the Research Scholars elected from all the registered Research Scholar members in the University Campus.

Research scholar means and includes only those who have deposited the registration fee and tuition fee.

Such list shall be provided by the Head of the Department to the DSW Office.

The upper age limit is 28 years for Research Scholars.

Clause 7 : Qualifications

- a. **Admission :** The candidate must be a regular student of the University and the candidate shall be enrolled in a full time course, of at least one year duration. Students of the terminal semester/year, awaiting their final result shall not be eligible to vote/contest. A student admitted to a Course prior to the date of Notification of the students Union election, shall be allowed to participate in the election process of Maharshi Dayanand Saraswati University Students Union in any given Academic Session.
- b. **Age:** The age of the contesting student contesting for the elections on the day of nomination shall be as follows
 - 1) For Under Graduate students the age limit to contest an election shall be between 17 and 22 years.
 - 2) For Post Graduate students the maximum age limit to contest an election shall be 25 years.
- c. **No Academic Arrears :** The candidate in no case shall have any academic arrears i.e. (due paper, Supplementary, ATKT (Allowed to Keep Term), Unfair Means (UM) case in the year of contesting election. He should not be a failure in the preceding year/semester.
- d. **Shortage of Attendance :** The candidate detained to appear in examination of the preceding year/Semester due to shortage of attendance shall not be eligible to contest the election.

- e. **Opportunity to contest :** The candidate shall have one opportunity to contest for the post of office bearers including the position of the President and the other opportunity to contest for the position of Class Representative.
- f. **Criminal Record :** The candidate should not have been convicted for any criminal offence in the past.
- g. **Disciplinary Proceeding :** The candidate shall also not have been subjected to any disciplinary action by the University competent authority i.e. the Head of the Department, Chief Proctor or Proctorial Board of the University.
- h. **Position at a time :** No student shall hold more than one elected office/position at a time.
- i. **In Service Students :** Student in service shall not be eligible to contest election.
- j. **Limit to Hold Office :** No student shall hold the office of the University President for two consecutive terms as defined in Clause 8-i. The nomination of such candidates in contravention of the above shall be rejected.

Clause 8: Election

- a) **Election Officer :** The Dean, Students Welfare shall be the Election Officer for the election of the Students Union of the University.
- b) **Notification :** A notification for the election shall be issued under the signature of the Election Officer 10 days before the election (inclusive of the date of election).
- c) **Electoral Body**
 - I. **For the election of President, Vice-President, General Secretary and Joint Secretary :**
The Electoral body shall consist of the members as defined in clause 5 (1) of the Constitution.

II. For Class Representative :

The Electoral Body shall consist of all the Students of a class of each course running in the University Campus.

III. For Research Scholar Representative :

The Electoral Body shall consist of all the registered Research Scholar members in the University Campus, who have deposited the Registration and Tuition fee to the University within the prescribed time.

d) Returning Officer

The Vice-Chancellor shall appoint the Returning Officer for the election of the Students Union from amongst the Professors of the University. However for election of class representatives the respective Head of the Department/Director of Centre/Incharge shall ipso facto be the Returning Officer.

e) Filing of the Nomination

Nomination shall be entertained by the Returning Officer only if the same is filed on a prescribed application form as per the **Annexure I and Ia** of the Constitution duly proposed and seconded by a valid proposer and seconder. Nomination must bear the written consent of the candidate filing the nomination.

f) Security Deposit

The candidate filing nomination in prescribed application form for contesting any election shall deposit security as under:

S No	Post	Amount
1.	For the President, Vice President, General Secretary and Joint Secretary	Rs 1,000/-
2.	For the Member as Class Representative	Rs 200/-

3. For Research Scholar Representative Rs 200/-

Security deposit shall be forfeited if the candidate secures less than 1/6 of the total votes polled for the office contested.

g) Scrutiny of the Nomination

Nominations filed for various posts up to the prescribed date and time will be scrutinized by the scrutineers appointed by the Returning Officer. The name of the qualified contestants shall be notified by the Returning Officer in alphabetical order on the notice board of the office of the Election Officer of the University.

h) Observers

The Election Officer shall appoint observers and display a notification on the Notice Board of the Office of the Election Officer. If the candidate has any specific complaint or problem regarding the conduct of the elections, he/she may bring the same to the notice of the observer.

i) Term of Office

The term of office of the President, the Vice-President, all the Members of the Cabinet and the Class Representatives shall be from the date of his/her election until the last day of the Academic session as per the University calendar.

Clause 9 : Election Procedure

- (a) All elections shall be held on the date and as per the programme fixed and notified by the Election Officer.
- (b) Elections shall be held at **specified polling booth** by simple majority vote and by means of secret ballot. In case of a tie in any election, the result will be declared on the basis of draw of lots.

- (c) The returning officer shall make adequate arrangements for counting of ballots.
- (d) The result shall be declared by the Returning Officer and provide a certified copy to the Election Officer.
- (e) The Heads of all the Departments/Incharges/Director concerned shall provide all such assistance as may be needed by the Election Officer for conducting the elections.
- (f) It shall be the responsibility of all the Heads of the Departments/ Incharges/Director to ensure free and fair elections in his/her Unit.
- (g) The names of the elected Class Representatives shall be notified by the Heads of the Departments/ Incharges/ Director in the prescribed Performa (**Annexure II**) to the Election Officer.

Clause 10: Model Code of Conduct

The Model Code of Conduct will be implemented one month before the date of election by the the Office of the Dean Students' Welfare.

Clause 11 : Code of Conduct

The code of conduct shall be as follows. It will be issued by the Election Officer along with the notification of the election and shall be binding on all candidates and students of the University:

- a. Candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of other candidates or supporters of such other candidates.
- b. No appeal to caste or communal feelings shall be made for securing votes.
- c. The places of worship within or outside the campus shall not be used for election propaganda.

- d. 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 the use of propaganda within 200 meters of polling stations, holding public meetings during the period of 24 hours ending with the hour fixed for the close of the poll, and providing transport and conveyance of voters to and from polling stations.
- e. **No candidate shall be permitted to make use of printed posters, printed pamphlets, or any other printed material for the purpose of canvassing.** Candidates must utilize hand-made posters for the purpose of canvassing, provided that such hand-made posters are procured within the set expenditure limit (Clause 13). Candidates shall only utilize hand-made posters at certain places in the campus, notified in advance by the election officer.
- f. No candidate shall be permitted to carry out processions, or public meetings, or canvass or distribute pamphlets/handouts outside the University campus. During the election period, the candidates shall not in any manner, disturb the classes and other academic and co-curricular activities of the University.
- g. Neither candidate, nor his /her supporters shall deface or cause any destruction to any property of the University.
- h. The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be banned and prohibited.
- i. On the day of polling candidates shall -
 - a. Co-operate with officers on election duty to ensure peaceful and orderly polling so that voters can exercise their franchise fearlessly.

- b. Shall not serve and distribute eatables, or other solid and liquid consumables, except water on polling day.
- c. Shall not distribute handouts and indulge in any propaganda on polling day.
- j. Except the voters, none without a valid pass issued by Election Officer of the election shall enter the polling booths.

Clause 12 : Election Grievance Redressal Mechanism

There shall be a Election Grievance Redressal Committee appointed by the Vice-Chancellor.

Clause 13: Election Expenditure and Financial Accountability

- a. The maximum permitted expenditure limit for an individual candidate will be Rs. 5000/- i.e. no candidate shall be allowed to spend more than this amount for the purpose of contesting the election.
- b. Each candidate shall, within two weeks of the declaration of the result, submit complete and certified accounts to the office of the Dean Students' Welfare (DSW). The office of the DSW shall publish such certified accounts, within two days of the submission of such accounts on the Notice Board.
- c. The election of the candidate will be nullified in the event of any non-compliance or in the event of any excessive expenditure.
- d. Any other expenditure such as welcome expenditure etc. done by the contestant at the beginning of the session shall be included in the prescribed limit of expenditure.
- e. Collection of donation by any means by the contestant or member of the union is strictly prohibited. Violation

of this can lead to the forfeiture of the candidature of such candidates/contestants. A complaint in this regard will only be considered as genuine/authentic after it has been duly proved/ verified.

Clause 14: Oath of Office

The Vice-Chancellor shall administer the oath to office bearer of the Students' Union and RR (**Annexure III**).

Clause 15: Meeting of the Cabinet

- (a) The President shall nominate the Treasurer, Sports Secretary, Cultural Secretary, Literary Secretary and Spokesperson from among the Class Representatives of the Union.
- (b) The meeting of the Cabinet shall be called and presided by the President.
- (c) The Special meeting of the Cabinet can be called by the President on the written request made by any ten Class Representatives.
- (d) The President or in his/her absence, the Vice-President of the Students' Union shall preside over the meetings of the Cabinet. The quorum for the meeting shall be one third of the total strength of the Cabinet. Business transacted or decisions taken in such meetings without the requisite quorum will not be considered valid.
- (e) The Cabinet shall recommend to the General Body the Annual Plan and the Budget proposed by the President by simple majority in its first meeting.
- (f) The President shall submit the Annual Report duly passed by the cabinet to the Dean Students' Welfare Office at the end of his/her term
- (g) The General Secretary shall record the proceedings of the meetings and carry out the day-to-day work

of the Cabinet. The General Secretary shall keep a record of the minutes and shall publish the same from time to time.

Clause 16 : Succession

In case the office of the President falls vacant due to any reason, the Vice-President shall succeed him/her and in case the office of the Vice-President is also vacant, the elected members of the Cabinet shall make a President from amongst themselves for the residuary term.

Clause 17 : Amendments to the Constitution

No proposal/ Motion for amendment in the Constitution shall be brought by the Union unless the same is recommended by the Patron and approved by the Board of Management.

Clause 18: Patron of the University Students' Union and his Powers

The Vice-Chancellor of the University shall be the Patron of the University Students' Union. In case of any emergency the Patron shall be the sole Judge, he/she may stop the process of election at any point of time or suspend, dissolve the Union or may take any other action which he/she deems to be fit and his/her decision shall be binding on all concerned and shall not be challenged in the court of Law. This provision will not be amendable by any process.

Clause 19: Power to interpret

The power to interpret any of the provision of the Constitution will vest with the Vice-Chancellor and his/her interpretation will be final.

महर्षि दयानन्द सरस्वती विश्वविद्यालय

छात्रसंघ चुनाव

आचार-संहिता

प्रत्येक छात्रसंघ चुनाव के दौरान विभिन्न पदों के प्रत्याशियों, उनके समर्थकों एवं समस्त विद्यार्थियों द्वारा निम्नलिखित आचार-संहिता का पालन अनिवार्य है :

1. प्रत्याशी, उनके समर्थक तथा अन्य विद्यार्थी माननीय कुलपति, प्राध्यापकों, विश्वविद्यालय अधिकारियों, कर्मचारियों तथा अन्य छात्र व छात्राओं के साथ शिष्टाचार का व्यवहार करेंगे।
2. प्रत्याशी तथा उनके समर्थकों द्वारा विश्वविद्यालय की किसी भी सम्पत्ति को कोई हानि नहीं पहुँचाई जायेगी।
3. प्रत्याशी तथा उनके समर्थक विश्वविद्यालय के प्रांगण, दीवारों, भवनों, स्तम्भों, वाहन-स्थलों, कक्षाओं, शौचालयों, कॉमन रूम, पुस्तकालयों, कैन्टीन, छात्रावासों तथा गैलरी आदि का चुनाव-प्रचार हेतु प्रयोग नहीं करेंगे अर्थात् उन स्थानों पर नारे लिखना, पोस्टर चिपकाना, संकेत अथवा चित्र बनाना सर्वथा वर्जित है। प्रत्याशी अन्य सार्वजनिक व निजी दीवारों पर अपना लेखन-प्रचार नहीं करेगा। दोषी व्यक्तियों के खिलाफ कानूनी कार्यवाही की जा सकेगी। अलग से निर्धारित स्थान पर ही प्रचार-प्रसार हो सकेगा।
4. विश्वविद्यालय परिसर में प्रत्याशी व उनके समर्थकों द्वारा किसी भी प्रकार के ध्वनि-प्रसारण यंत्रों का प्रयोग नहीं किया जायेगा।
5. प्रत्याशी तथा उनके समर्थक, मतदाताओं पर किसी भी प्रकार का दबाव नहीं डालेंगे तथा अनुचित साधनों का प्रयोग नहीं करेंगे। कोई भी प्रत्याशी, समर्थक अथवा कोई भी छात्र किसी भी प्रकार के आग्नेयास्त्र, विस्फोटक पदार्थ, हथियार, अस्त्र, लाठी, चाकू, लोहे की छड़, हॉकी स्टिक आदि के साथ विश्वविद्यालय परिसर में प्रवेश नहीं करेगा।
6. प्रत्येक प्रत्याशी, उसके समर्थक तथा अन्य छात्र एवं छात्राएं अपना परिचय-पत्र सदैव साथ रखेंगे तथा प्राध्यापकों एवं अधिकारियों द्वारा मांगने पर उसे तुरन्त दिखायेंगे। मतदान के लिए परिचय-पत्र अनिवार्य है।
7. प्रत्याशी एवं उनके समर्थक विश्वविद्यालय प्रशासन द्वारा चुनाव को निष्पक्ष एवं निर्विघ्न संचालन में पूर्ण सहयोग करेंगे तथा विश्वविद्यालय प्रशासन द्वारा समय-समय पर दिये गये निर्देशों का पालन करेंगे।

8. प्रत्याशी एवं विद्यार्थियों से यह अपेक्षा है कि वे जिला प्रशासन द्वारा नियुक्त कर्मचारियों एवं अधिकारियों को पूर्ण सहयोग करेंगे।
9. कोई भी प्रत्याशी तथा उनके समर्थक चुनाव सम्पन्न होने तक विश्वविद्यालय प्रांगण में बाहरी व्यक्तियों को नहीं लायेंगे।
10. विश्वविद्यालय के अध्यक्ष एवं उपाध्यक्ष के चुनाव खर्च के लिए तथा अन्य पदाधिकारियों के लिए 5000/- की सीमा तय की गयी है, इस सीमा में उम्मीदवार व उसके समर्थकों द्वारा किए गए खर्चे शामिल हैं। इससे अधिक किया गया खर्च अवैध होगा।
11. उम्मीदवारों को अपने खर्चे का हिसाब चुनाव परिणाम के 14 दिन की अवधि में पेश करना होगा अन्यथा उसे 3 वर्ष की अवधि के लिए चुनाव लड़ने के अयोग्य घोषित कर दिया जायेगा।
12. प्रत्याशी व उसके समर्थक या संगठन जनता से किसी प्रकार का कोई चन्दा नहीं उगाहेगा तथा ऐसा करने पर उसे चुनाव लड़ने से 3 वर्ष के लिए अयोग्य घोषित किया जा सकेगा।
13. खुला प्रचार चुनाव की तिथि के एक दिन पहले दोपहर 3 बजे से बंद हो जायेगा।

उपर्युक्त आचार-सहिता के उल्लंघन के दोषी प्रत्याशियों का नामांकन अंतिम चुनाव तक निरस्त किया जा सकेगा। ऐसे दोषी विद्यार्थियों के विरुद्ध कठोर अनुशासनात्मक कार्यवाही भी पृथक से की जावेगी। चुनाव कार्यक्रम के दौरान किसी भी विवाद की स्थिति में विश्वविद्यालय के कुलपति का निर्णय ही मान्य होगा।