

CONSTITUTION OF THE CALCUTTA UNIVERSITY TEACHERS' ASSOCIATION

Preamble

We, the Teachers of the different faculties of the University of Calcutta,

Determined to develop a community sense among all the Teachers of the University,

'Convinced that the teaching community of the University of Calcutta, speaking with a unified voice and collective wisdom can be an effective organ in putting the University's academic life on an even keel,

Conscious of our duty to do all in our power to restore the academic stature of our University and to cure it of the chronic ills,

Realising that the time has come when the University's teaching community should play an active and creative role in vitalising the academic system, securing and safeguarding the interest of education in general and post-graduate education in particular, and striving to improve the administrative structure of the University,

And to achieve these aims,

Having solemnly resolved to constitute an integrated CALCUTTA UNIVERSITY TEACHERS' ASSOCIATION,

Give to ourselves the twenty-eighth day of April, 1973, this Constitution.

Name, Objectives, Office, Subscription, Year, Membership

Art. 1. The Association shall be known as the Calcutta University Teachers' Association, hereinafter referred to as the CUTA.

Art. 2. The objectives of the Association shall be

- (i) To maintain and develop a healthy academic atmosphere in the University;
- (ii) To safeguard the autonomy of the University so that there is full academic freedom for the teachers;
- (iii) To promote the professional and academic interests of the teachers;
- (iv) To maintain co-ordination and ensure better understanding among the teachers of different faculties of the University;
- (v) To develop healthy relations between the teachers and the students and also between the teaching and the non-teaching staff of the University;
- (vi) To develop and maintain fraternal relations with organisations having similar objectives.

Art. 3. The office of the CUTA shall be situated in the campus from which the General Secretary will be elected.

Art. 4. The year of the CUTA shall begin on January 1 and end on December 31.

Art. 5. All teachers of the University—whole-time, part-time and honorary—shall be members of the CUTA on payment of the prescribed membership fee.

Art. 6. The annual membership fee shall be Rs. 6/- (Rupees six) only. This fee may be changed from time to time through a resolution adopted by a simple majority at a meeting of the CUTA.

Art. 7 (i). The annual membership fee is payable in advance. A defaulter shall lose all rights, including the right of

voting for that year until the membership fee is paid.

- Art. 7 (ii). Membership of the Association shall terminate on grounds of
- (a) resignation, retirement or death ; and
 - (b) non-payment of membership fee.

Office-Bearers

- Art. 8. There shall be One President, Four Vice-Presidents, One General Secretary, One Treasurer and Four Joint Secretaries (not more than one Joint Secretary from each campus).
- Art. 9. All elections shall be by secret ballot.
- Art. 10. All office-bearers shall be elected by the members of the CUTA for a term of two years.
- Art. 11. The office-bearers shall not be eligible for immediate re-election after the expiry of their two-year term.

Executive Council

- Art. 12. There shall be an Executive Council composed of elected and co-opted members. The former shall be elected by the members of the CUTA for a term of two years. These elected members shall co-opt additional members as under Art. 14.
- Art. 13. The number of members of the Executive Council shall be determined on the basis of the following principle of representation:
 There shall be one elected representative in the Executive Council for every 20 members in each campus, subject to a minimum of at least one representative for each campus, irrespective of the number of members in that campus. The excess of over one member beyond the multiple of 20 in each campus shall be regarded as a complete multiple of 20 for the purpose of representation.

'Campus' for this purpose shall mean University premises where some post-graduate teaching department is housed and regular teaching arrangements are made.

- Art. 14. The elected members of the Executive Council at its first meeting convened by the President shall co-opt by a simple majority of votes additional members subject to a maximum of 5 for a term of two years.
- Art. 15. The President of the CUTA shall be the President of the Executive Council also. He/she shall preside over the meetings of the CUTA and of the Executive Council. In the absence of the President, one of the Vice-Presidents present shall preside over all meetings of the CUTA and the Executive Council.
- Art. 16. The President of the CUTA shall have general powers of supervision over the activities of the CUTA and may offer advice and suggestion.
- Art. 17. The President may ask the General Secretary to convene meetings of the CUTA and/or of the Executive Council, if and when found necessary by him/her, and the request shall be complied with by the General Secretary.
- Art. 18. The Vice-Presidents shall preside over the meetings of the CUTA and/or of the Executive Council in the absence of the President. They shall assist the President in the discharge of his/her duties and carry out other functions that may be delegated to them by the President.
- Art. 19. The General Secretary shall be in charge of all the executive functions of the CUTA. He shall be the custodian of all the official papers and records of the CUTA. He shall be in charge of the CUTA office. He is to maintain the corrected up-to-date list of members having voting right and also of members not having voting right in a particular year and specially at the time of election. The list is open to inspection by any member.

- Art. 20. All meetings of the CUTA and the Executive Council shall be convened by the General Secretary in consultation with the President with a minimum notice period of 7 days.
- Art. 21. The Joint Secretaries shall assist the General Secretary in the discharge of his duties and shall do the functions delegated to them by the General Secretary. They shall in particular look after the problems arising in their respective campuses. One of the Joint Secretaries with the President's sanction shall do the work of the General Secretary in case the General Secretary is absent.
- Art. 22. The Treasurer shall be the custodian of the fund of the Association. It will be his duty to keep the accounts of the CUTA in order. He is to take steps for getting the accounts of the CUTA annually audited by some auditing firm or auditor appointed by the Executive Council by a simple majority and to place the audited accounts before the annual general meeting of the CUTA. During temporary absence of the Treasurer, if ever, his duties shall be discharged by the President and the General Secretary.
- Art. 23. The Executive Council shall have the power to discuss all problems of the CUTA and shall advise the General Secretary in all matters connected with the implementation of the objectives of the CUTA. It will have also the general powers of supervision over all the activities of the office-bearers of the CUTA. The Executive Council shall have the powers to constitute sub-committees and *ad hoc* committees, whenever necessary. It may also raise funds for the CUTA from different sources.

Meetings

- Art. 24 (i) Every year there shall be at least two meetings of the members of the

CUTA, of which one shall be the Annual General Meeting to be held within three months of the beginning of the Association year. The meetings shall be convened by the General Secretary in consultation with the President with 15 days' notice.

- Art. 24 (ii). Any other meeting of the members of the CUTA, in addition to that under Art. 24(i) shall be convened, if found necessary, either by the President or the General Secretary, with 15 days' notice.
- Art. 24 (iii). The agenda for all these meetings shall be fixed by the General Secretary in consultation with the President. Other items may be included on request in writing at least 10 days in advance from any member.
- Art. 25. There shall be at least four Executive Council meetings in one year to discuss the general and special problems, if any, of the Association. In addition, the Executive Council may meet as frequently as deemed necessary by the President and the General Secretary. For all ordinary meetings of the Executive Council seven days' notice shall be required. All meetings of the Executive Council shall be convened by the General Secretary in consultation with the President and the agenda shall be fixed by the General Secretary in consultation with the President. Other items may be included on request in writing 7 days in advance from any member.
- Art. 26. Emergency meetings of the members of the CUTA or of the Executive Council may be convened by the President on 48 hours' notice or on even a shorter notice.
- Art. 27. Requisitioned meetings shall be convened by the General Secretary within 14 days of the requisition demand and with three days' notice on request in

writing by one-third of the members of the Executive Council or one-sixth of the members of the CUTA, whose subscriptions are not in arrears stating in all cases the causes thereof.

Quorum

- Art. 28. The quorum for all meetings of the members of the Association shall be one-fifth plus one and the quorum for all meetings of the Executive Council shall be one third plus one.
- Art. 29. All elections shall ordinarily be held at the first week of February every alternate year and the old office-bearers and the old members of the Executive Council shall continue in office till the new office-bearers are elected and take charge and the new Executive Council is constituted.
- Art. 30. For election of the office-bearers the outgoing General Secretary shall invite nominations in the nomination form issued by the Association office. Each name proposed by one member, with the consent of the candidate, shall have to be duly seconded by another member. No member shall propose or second more than one name for each post.
- Art. 31. For election of members of the Executive Council (the number from each campus being announced by the General Secretary on the basis of the principle of representation in Article 13), the outgoing General Secretary shall invite nominations in the nomination form issued from the Association office. Each name proposed by one member, with the consent of the candidate, shall have to be duly seconded by another member. No member shall propose or second more than one name for election to the Executive Council.
- Art. 32. The date of election, the last dates for filing nomination, and for withdrawal shall be announced by the General Secretary in consultation with the President, at least

20 days in advance. The President shall act as the Returning Officer and the General Secretary shall assist him. All disputes about election shall be decided finally by the President.

- Art. 33. The President shall appoint an Election Body for holding the election. Necessary rules for holding the election shall be framed by the said Body.

Association Funds and Operation of Accounts

- Art. 34. Membership subscription shall ordinarily be the primary source of the Fund of the Association. The Executive Council may raise funds, if and when necessary, by other methods.
- Art. 35. The Fund of the Association shall be deposited with any scheduled bank.
- Art. 36. The Accounts of the Association shall be operated jointly by the Treasurer and the General Secretary.

General

- Art. 37. All decisions in all meetings of all bodies shall be made by simple majority of the members present, unless otherwise indicated.
- Art. 38. In case of any difference of opinion among the office-bearers on any issue which cannot ordinarily be settled, the matter shall be referred to the Executive Council by the President of the General Secretary and the decision of the Executive Council on the basis of simple majority shall be final.
- Art. 39. All casual vacancies for any reason in the elected posts or office shall be filled up by the Executive Council as soon as possible. The persons thus elected shall retain office for the remaining period of the term of the persons in whose place they are elected.
- Art. 40. If any office-bearer or a member of the Executive Council resigns it will be effective on being accepted by the

Executive Council by a simple majority. All resignations accepted by the Executive Council shall be reported to the next meeting of the CUTA.

Amendments

- Art. 41. Amendments to the Constitution may be proposed by any 20 members of the CUTA having voting right, whether they are members of the Executive Council or not or by any 10 members of the Executive Council.
- Art. 42. In all case of proposals for amendment the necessary reasons for these proposals shall be specifically stated in writing.
- Art. 43. (i) The amendment proposals to be effective shall have to be supported by a simple majority of the members of the Executive Council and by a simple majority of the members present in a

meeting of the members of the CUTA, to be convened for the purpose by the President or General Secretary within 15 days of the receipt of the amendment motion and with 7 days' notice. The quorum for the meeting for amendment of the constitution shall be one-half of the total number of members of the Association.

- Art. 43. (ii). If the amendment proposals fail to have the majority support of the Executive Council, these proposals, to be effective, shall have to be supported by two-thirds majority of the members present in the meeting of the members of the CUTA, convened for the purpose by the General Secretary or the President within two months, the quorum for the meeting being one-half of the total number of members of the Association.