

## CONSTITUTION OF THE SPORTS COUNCIL

1. There shall be a Kurukshetra University Sports Council hereinafter referred to as “Sports Council” constituted as follows:-

- (a) The Registrar, Kurukshetra University
- (b) Dean, Academic Affairs
- (c) Dean, Students’ Welfare
- (d) Dean of Colleges
- (e) Two nominees of the Vice-Chancellor (out of the two, one to be nominated for the Executive Board).
- (f) Chief Warden (Male & Female)
- (g) Controller(s) of Examination
- (h) Finance Officer
- (i) Chairperson, Department of Physical Education
- (j) Duly approved Principals/Directors of all the affiliated/maintained Colleges/Institutions for Men & Women.
- (k) Duly approved Lecturers in Physical Education of all the affiliated/maintained Colleges/Institutions for Men & Women. In case the number of Lecturers in Physical Education are more than one in a College/Institution then the Principal/Director will nominate one amongst them every year by rotation, according to seniority.

### Note for 1(j) and (k)

- i) It is mandatory for all the Principal/Director of the Colleges/Institutions to forward the names of approved Principal/Director & Lecturer in Physical Education to the Secretary, Sports Council/Presiding Officer of the election of KUSC, to prepare the Electoral Roll.
- ii) The voters will have to produce identity of their eligibility during the election.
- iii) All voters will be treated as on duty for participating in the election of the KUSC.
- (l) One Teacher of Physical Education Department, K.U.K. to be nominated by the Vice-Chancellor, every year, by rotation, according to seniority.
- (m) All regular University Coaches of Sports Department, K.U.K.
- (n) Assistant Director/Deputy Director Sports (Male), K.U.K. shall be ex-officio Assistant Secretary/Deputy Secretary and Member of the Sports Council.
- (o) Assistant Director/Deputy Director Sports (Female), K.U.K. shall be ex-officio Assistant Secretary/Deputy Secretary and Member of the Sports Council.
- (p) Director, Physical Education & Sports, K.U.K. who shall be ex-officio Secretary and Member of the Sports Council.

2. The aims and objects of the Sports Council shall be:-

- (a) to organize and regulate sports activities within the territorial jurisdiction of the University;
- (b) to promote the best type of sportsmanship and team spirit among the alumni of the University;
- (c) to conduct Annual Tournaments in various Sports Events for Men and Women students of all the Colleges recognized by the University, in accordance with the rules specially made in that behalf by the Council;
- (d) to foster a University spirit among the Colleges and for the purpose, to organize and control Kurukshetra University Sports Clubs;
- (e) to develop Inter-University fellowship by organising or taking part in Inter-University Contests, State Tournaments, and National Level Tournaments.

3. The functions and powers of the Sports Council shall be:-

- (a) to make rules for the organization, conduct and control of the Kurukshetra University Sports Tournaments;
- (b) to interpret and enforce its rules and to give decisions and rulings on any point not covered by those rules;
- (c) to frame bye-laws consistent with its rules and to appoint sub-committee(s), if and when necessary, and fix their terms of reference;
- (d) to elect, once a year, the President and Vice-President of Sports Council (both from amongst the members of Sports Council),

Provided that the President and the Vice-President, Sports Council shall be from Men and Women Colleges;

Provided further that in case the office of the President and/or Vice-President, Kurukshetra University Sports Council, falls vacant then the senior most (in total length of service) Member of the Executive Board shall act as President and the next senior most shall be the Vice-President, Kurukshetra University Sports Council for the remaining period.

- (e) to consider and pass the Annual Budget on the General Fixtures List proposed and recommended by the Executive Board;
- (f) to consider and adopt the Annual Reports and Audited Statements of Accounts of the Sports Council and the various University Clubs; and
- (g) to take such other action as may be deemed necessary and proper for the furtherance or achievements of the aims and objects specified above.

4.1 Management (Executive Board):- The affairs of the Sports Council shall be managed by an Executive Board consisting of:-

- (a) the President, Sports Council, who shall be ex-officio President of the Executive Board;
- (b) the Vice-President, Sports Council;
- (c) the Registrar, Kurukshetra University;
- (d) Dean, Students' Welfare;
- (e) One nominee of the Vice-Chancellor (out of the two nominated in the Sports Council);
- (f) Chairperson, Department of Physical Education;
- (g) One Principal from professional Colleges (Technical/Educational/Medical etc.), to be nominated by the Vice-Chancellor;
- (h) Four Principals/Directors and four Lecturers in Physical Education of the affiliated/maintained Colleges/Institutions to be nominated by the President, KUSC. from amongst the members of the Sports Council as per criteria given below:-

| <u>Zone</u>                       | <u>Principal</u> | <u>Lecturer in Physical Edu.</u> |
|-----------------------------------|------------------|----------------------------------|
| Ambala, Panchkula & Kalka         | 1                | 1                                |
| Yamunanagar & Barwala (Panchkula) | 1                | 1                                |
| Kurukshetra & Kaithal             | 1                | 1                                |
| Karnal & Panipat                  | 1                | 1                                |

Note:

- i) There shall be at least two women (one Principal & one Lecturer in Physical Education) to be nominated on the Executive Board.

- ii Principals and Lecturers in Physical Education will be nominated on the Executive Board, keeping in view their contribution for the promotion of sports i.e. their College/Institution has won at least a third position in any team game in the Inter Collegiate Tournament (individual position will not be considered) or at least one player must have represented the Kurukshetra University in any Inter University Tournament, in the preceding year. The Secretary, Sports Council, will prepare list of such Colleges/Institutions.
- (i) Principals of the Colleges having won First and Second positions in over all Inter Collegiate General Championship in the Men & Women sections in the preceding year.
- (j) One University Coach to be nominated by the Vice-Chancellor, every year, by rotation, according to seniority.
- (k) Assistant Secretary/Deputy Secretary (Male) of Sports Council who shall be ex-officio Assistant Secretary/Deputy Secretary of the Executive Board.
- (l) Assistant Secretary/Deputy Secretary (Female) of Sports Council who shall be ex-officio Assistant Secretary/Deputy Secretary of the Executive Board.
- (m) The Secretary, Sports Council, who shall be ex-officio Secretary of the Executive Board.

Provided further that no two members of the Executive Board shall belong to the same College/Institution.

4.2 Meetings of the Executive Board shall be convened by the Secretary, with the permission of the President as often as may be necessary. Ordinarily, seven days' notice shall be given for such meetings, but in emergent cases the President may call a meeting at a shorter notice, if necessary.

4.3 The quorum for a meeting of the Executive Board shall be seven.

5. The functions and powers of the Executive Board shall be:-

- (a) to organize, conduct and control the Kurukshetra University Sports Tournaments, the various University Sports Clubs and all other sports activities in which the Sports Council participates, in accordance with the rules framed in that behalf by the Sports Council;
- (b) to raise and spend funds of the Sports Council in accordance with the Budget Estimates sanctioned by the general body, to write off irrecoverable dues, items of stock and to condone delay in the submission of entries;
- (c) to frame bye-laws to meet any emergency that may arise in the bonafide discharge of its duties, provided that such action is duly reported to the next general meeting of the Sports Council.
- (d) to consider and recommend, for adoption by the Annual General Meeting with the appropriate comments, the Annual Report of the Secretary on the year's activities, the Audited Statement of Accounts for the year, the Reports and Statement of Accounts of the various Sports Clubs, the Annual Budget Estimates and the General Fixtures List for the ensuing year; and
- (e) to sanction expenditure where the amount exceeds Rs. 15,000/- for an individual item, and to follow re-appropriation of funds from one budget head to another;

6. The duties and powers of the President shall be as follows:-

- (i) to preside over all meetings of the Sports Council and its Executive Board and to discharge such functions as may be assigned to him in that capacity by the Sports Council/Executive Board. In case of equality of votes, the President shall have a casting vote;
- (ii) to sanction expenditure upto Rs. 15,000/- for an individual item; and
- (iii) to take decisions to meet the situation in anticipation of the approval of the Executive Board but such decisions shall be placed before the next meeting of the Executive Board for confirmation.
- (iv) to fill up any vacancy occurring among its nominated Members of the Executive Board or among the Members of any Club, for the unexpired term pertaining thereto;

7. The Vice-President shall function as President in the absence of the latter, and shall exercise the powers vested in him.

8. The Secretary shall:-

- (a) carry on correspondence on behalf of the Sports Council and give effect to the resolutions of the Council as its Executive Officer;
- (b) issue notices of meetings and record minutes of the same and be responsible for their maintenance;
- (c) be responsible for the maintenance of other records and registers as well as the custody of all property of the Sports Council;
- (d) carry out other duties which may be entrusted to him from time to time.
- (e) have an imprest of Rs. 5,000/- to meet petty expenditure and also have another imprest of Rs. 5,000/- specially to meet petty expenses on Mini Bus (Station Wagon) of the Kurukshetra University Sports Council to be recouped from time to time;
- (f) have the power to incur an expenditure upto Rs. 10,000/- on an item at a time;
- (g) be in-charge of the finances of the Sports Council;
- (h) issue receipts for all sums received;
- (i) make payments in accordance with the rules prescribed by the Sports Council;
- (j) maintain accounts of the Sports Council funds and present a statement of accounts duly audited by the University Auditors;
- (k) to operate upon the accounts of the Sports Council and sign all cheques for all expenditure duly sanctioned and pre-audited; and
- (l) to take decisions to meet the emergent situation in anticipation of the approval of the President/Executive Board but such decisions shall be placed before the President and in the next meeting of the Executive Board for confirmation.

9. Subject to the approval of the Vice-Chancellor, the Assistant Secretary / Assistant Secretaries shall discharge such duties as may be assigned by the Secretary. The senior-most Assistant Secretary shall function as Secretary in the absence of the latter.

10.1 General Meetings:-

- (a) The Annual General Meeting of the Sports Council shall be convened once every year in the month of July/August or as soon thereafter as may be possible. The Secretary, KUSC. shall determine the date, venue and time of the meeting. A notice of 15 days shall be given for the meeting.

The business at this meeting shall include:-

- (i) election of President and Vice-President;
- (ii) the adoption of the Annual Reports and the Audited Statements of Accounts of the Sports Council and the various University Sports Clubs, as presented by the Executive Board under Rule 5(e) above;
- (iii) the Budget Estimates and the General Fixtures List for the ensuing year;
- (iv) the amendment of rules or enactment of new rules or bye-laws and
- (v) the proposals or resolution brought up before the meeting by any one of its members provided that a written notice of the same is given to the President or the Secretary by end of March, preceding the Annual General Meeting; all such proposals and resolutions shall be considered by the Executive Board in the first instance and placed on the Agenda of the Annual General Meeting with such recommendations as may be made by the Board.

Provided that if no General Meeting is held as recommended in this clause, or if the Annual General Meeting fails to elect a new Executive

Board, the Executive Board already in office shall continue to function until such time as the New Executive Board is duly elected.

- (b) The President may, at his discretion, call one or more General Meeting of the Sports Council to transact the unfinished business of the Annual General Meeting or such other business as may be considered necessary in the course of the year.
- (c) Should at least one-third of the members of the Sports Council consider and extra-ordinary General Meeting of the Council necessary, they shall in a joint requisition inform the Executive Board intimating the specific purpose for which such meeting is deemed to be necessary. The Executive Board shall call a meeting of the Sports Council within twenty days of the receipt of such a requisition. Only the specific business for which the extra-ordinary meeting is called shall be considered at such a meeting.

10.2 The quorum for a General Meeting shall be fifty.

10.3 All decision shall be taken by a simple majority vote of the members present and, in the case of a tie, the Chairman shall have a casting vote.

11. The travelling and halting allowances for attendance at the General Meetings shall be borne by the Colleges concerned in the case of Principals/Members of their staff, by the University in the case of Chief Warden/Nominees of the Vice-Chancellor and the Registrar; and by the Sports Council in the case of Secretary and his staff.

12. The accounts of the Sports Council shall be pre-audited by the Resident Auditors in the Kurukshetra University and the report of the Secretary, together with the annual audit note of the Resident Auditors shall be submitted to the Executive Council of the Kurukshetra University after they have been considered and duly adopted at the Annual General Meeting of the Sports Council.

13. The Executive Council of the Kurukshetra University shall exercise general supervision and control over the Kurukshetra University Sports Council and shall decide constitutional changes that are considered necessary. The Vice-Chancellor will have the power to take decision where the constitution is silent or in case of an emergent situation.

14.1 The procedure for holding election of the President and Vice-President, Sports Council:-

- (a) The candidate seeking election for the post of President, Vice-President shall only be eligible if their College/Institution has won at least a third position in any team game in the Inter Collegiate Tournament (individual position will not be considered) or at least one player must have represented the Kurukshetra University in any Inter University Tournament, in the preceding year. A list of such Colleges/Institutions will be prepared by the Secretary, Sports Council.
- (b) Nominee of the Vice-Chancellor in the Executive Board shall also act as Returning Officer and Secretary, Sports Council shall act as Presiding Officer for the election of KUSC.
- (c) All correspondence relating to the election will be made by the Presiding Officer (Secretary, Sports Council) in consultation with the Returning Officer.
- (d) The notice of the meeting of the Kurukshetra University Sports Council and the election of the KUSC. shall also specify the dates for the following purposes:
  - i) Last date for the receipt of names of the approved Principals/Directors and Lecturers in Physical Education on a prescribed proforma (to be sent by the office of the Secretary, Sports Council) for inclusion of names in the Preliminary Electoral Roll.
  - ii) Last date of receipt of objections with the Returning Officer against entries in the Preliminary Electoral Roll.
  - iii) The date for filling objections with the Registrar, KUK against the decision of Returning Officer.
  - iv) Date to finalize the final Electoral Roll and display on the notice Board of the Sports Department, KUK.
  - v) Date of receiving nominations (on a proforma to be sent by the Secretary, Sports Council/Returning Officer).

Note: The name of the Proposer and the Seconder must be in the Electoral Roll.

- vi) Date, time and venue of the scrutiny of the nomination papers and display of the list of the candidates (on the notice Board of Sports Department, K.U.K.), whose papers have been found valid.
- vii) The date for withdrawal of candidature.
- viii) The date of election. The election will be held after the completion of the Annual General Meeting of the Sports Council.

Note: The Annual General Meeting of the Sports Council can however be attended by the Principals/Directors, Lecturers in Physical Education who may not otherwise be eligible for being included in the Electoral Roll.

- (e) The nomination papers shall be scrutinized by the Returning Officer on the date prescribed for the purpose. A nomination paper shall be declared invalid.
    - i) if the entries in the nomination paper are not duly and correctly filled in;
    - ii) if a proposer or seconder has signed nomination paper of more candidates than the number of vacancies as the proposer and seconder are not duly on the electoral roll.
    - iii) If the nomination paper is not signed by the candidate or by the proposer or by the seconder;
    - iv) If the paper does not reach the Returning Officer/Presiding Officer (Secretary, Sports Council), by name, under a registered cover or is not delivered to him personally and receipt obtained from him by the date and hours notified;
    - v) If the candidate has ceased to hold the requisite eligibility by virtue of clause 14.1(a) of the constitution.
  - (f) The procedure of issue of Ballot papers:-
    - i) Each Ballet Paper shall bear the signature of the Returning/Presiding Officer;
    - ii) Depositing the Ballot Paper in the Ballet Box.
  - (g) The Returning Officer shall decide whether a Ballot Paper is valid or is invalid. The Ballot Paper shall be invalid:
    - i) if a cross mark 'x' has been put opposite the names of more candidates the vacancies or if no cross mark 'x' has been put opposite the name of any candidate.
    - ii) if a cross mark 'x' has been put in a way in which it is difficult to decide conclusively the candidate for which a vote has been cast;
    - iii) if it bears any mark of identification or any writing other than the cross mark;
    - iv) if it does not bear the signature of the Returning Officer.
  - (h) The candidate or an Agent must be a voter authorized by him (candidate shall be allowed to be present at the time of counting of Ballot Papers.
- 14.2 Objection, if any, to the decision of Returning Officer on the validity or otherwise of a Ballot Paper shall be made forthwith in writing i.e. when the Ballot Papers are counted.
- 14.3 Any objection pertaining to the polling shall be made to the Returning Officer in writing on the date and during the time of polling.
- 14.4 The objections under clause 14.2 and 14.3 shall be heard by a Committee appointed by the Vice-Chancellor. The Committee may summon suo moto and examine any person whose evidence appears to it to be material. At the conclusion of its proceedings the Committee shall make an order:
- (a) dismissing the election petition; or
  - (b) declaring the election of all or any of the returned candidates to be void.

If the Committee is unanimous, its decision shall be final. If there is any difference of opinion amongst the members of the Committee, the matter shall be placed before the Vice-Chancellor whose decision shall be final.

15. After the votes have been duly counted, the name of the candidate securing the highest number of votes shall be declared by the Returning Officer as elected. In case more than one candidates obtain the highest number of votes, the matter shall be decided by lots.