



National Institute of Social Development Students' Union By-Law

By Law: Students Union By-Law

By law Number: 02

Functional Area: All Academic Staff, Non-academic staff and Students

Effective Date: 11.07.2024

Approving Authority: The Governing Council

2.1. Rationale & Purpose:

The Students Union of the National Institute of Social Development (NISD) serves as the representative body for students, dedicated to promoting their welfare, interests, and rights within the institute. This By-Law outlines the structure, functions, responsibilities, and conduct expected of the Students Union to ensure effective governance and advocacy on behalf of the student body.

Article 1: Name and Scope

1.1 Name: The official name of the student governing body shall be the "Students Union of the National Institute of Social Development (NISD)".

1.2 Scope: This By-Law applies to all elected members, activities, and functions of the Students Union operating within NISD.

Article 2: Objectives

2.1 Representation: The Students Union shall represent the interests and concerns of all registered students of NISD in academic, social, and extracurricular matters.

2.2 Advocacy: To advocate for student rights, welfare, and well-being within the institute and in external forums as deemed necessary.

2.3 Engagement: Foster a sense of community and encourage active student participation in institute activities and decision-making processes.

Article 3: Structure and Membership

3.1 Composition: The Students Union shall consist of elected representatives from various academic programs or designated constituencies within NISD.

3.2 Executive Committee: The Executive Committee shall comprise elected officers including President, Vice President, Secretary, Treasurer, and other positions as determined by the Union's constitution.

3.3 Elections: Elections for Union positions shall be conducted annually or as per the Union's constitution, ensuring fair representation and democratic principles.

3.4 Membership: All internal students of NISD are considered members of the Students Union, with the right to participate in Union activities and initiatives.

Article 4: Functions and Responsibilities

4.1 Governance: Develop and enforce policies, programs, and initiatives that benefit the student body and align with the mission of NISD.

4.2 Communication: Serve as a liaison between students, faculty, staff, administration, and external stakeholders on matters affecting student interests and concerns.

4.3 Events and Activities: Organize and oversee social, cultural, educational, and recreational events for the benefit of the student community.

4.4 Welfare: Provide support services and resources to promote student welfare, including academic support, counseling, and advocacy.

4.5 Financial Management: Manage Union funds responsibly and transparently, ensuring compliance with financial regulations and reporting requirements.

Article 5: Conduct and Ethics

5.1 Integrity: Conduct Union affairs with honesty, transparency, and accountability, adhering to ethical standards and NISD policies.

5.2 Respect: Treat all members of the NISD community with respect, tolerance, and inclusivity, fostering a positive and supportive environment.

5.3 Compliance: Uphold and abide by the laws, regulations, and policies of NISD, including those governing student conduct and behavior.

Article 6: Amendments

6.1 Amendments: This By-Law may be amended by a majority vote of the Students Union members, subject to approval by the NISD administration.

6.2 Review: Regularly review and update the By-Law to reflect changes in student needs, institute policies, or regulatory requirements.

Article 7: Dissolution

7.1 Dissolution: In the event of dissolution of the Students Union, all remaining assets shall be transferred to NISD for the benefit of the student body, as determined by the Union's constitution.

Article 8: Ratification

8.1 Ratification: This By-Law shall be ratified by the Students Union and approved by the NISD faculty board, academic affairs board and Governing Council administration to take effect.

2.2. Sample Constitution for Student Societies

2.2.1. Rationale & Purpose:

We, the members of (Name of Student Society), established under the auspices of the National Institute of Social Development (NISD), hereby adopt this Constitution to govern the operations, activities, and governance of our society. This Constitution aims to promote unity, leadership, and the pursuit of common interests among our members.

Article I: Name and Purpose

Section 1: Name The official name of this organization shall be (Name of Student Society).

Section 2: Purpose The purpose of (Name of Student Society) shall be:

1. To provide a platform for students interested in (Field/Area of Interest) to engage, collaborate, and pursue their interests collectively.
2. To organize and promote activities, events, and initiatives related to (Field/Area of Interest) within the NISD community.
3. To foster leadership skills, personal development, and networking opportunities among

members.

4. To uphold the values and mission of NISD through responsible and constructive engagement.

Article II: Membership

Section 1: Eligibility Membership in (Name of Student Society) shall be open to all currently enrolled students of NISD who express an interest in (Field/Area of Interest) and agree to abide by the Constitution and policies of the society.

Section 2: Rights of Members

1. All members shall have the right to participate in society activities, events, and discussions.
2. Members shall have the right to vote in elections and referendums held by the society.
3. Members shall have access to society resources and opportunities for leadership and personal growth and development.

Section 3: Responsibilities of Members

1. Members are expected to uphold the values and objectives of the society.
2. Members must contribute positively to the activities and initiatives of the society.
3. Members are required to attend meetings and participate actively in society events, when possible.

Article III: Leadership and Governance

Section 1: Executive Committee

1. The Executive Committee shall serve as the governing body of [Name of Student Society] and shall consist of the following elected officers: President, Vice President, Secretary, Treasurer, and any other positions deemed necessary.
2. Executive Committee members must be active members of the society and enrolled students of NISD.

Section 2: Duties of Officers

1. The President shall preside over meetings, represent the society in official capacities, and oversee the execution of society activities.
2. The Vice President shall assist the President and assume their duties in their absence.
3. The Secretary shall maintain records, correspondence, and minutes of meetings.
4. The Treasurer shall manage society funds, maintain financial records, and prepare budgets.

Section 3: Elections

1. Elections for the Executive Committee shall be held annually, during [Month], following nominations from the membership.
2. Voting shall be conducted by (Method of Voting), and candidates receiving a majority vote shall be elected.

Article IV: Meetings

Section 1: General Meetings

1. General meetings of the society shall be held [Frequency of Meetings], unless otherwise decided by the Executive Committee.
2. A quorum consisting of (Number) % of active members must be present to conduct official business.

Section 2: Executive Committee Meetings

1. The Executive Committee shall meet (Frequency of Meetings) to discuss society matters and plan activities.
2. Special meetings may be called by the President or upon request by (Number) % of the Executive Committee members.

Article V: Finances

Section 1: Funding

1. [Name of Student Society] may seek funding through (Source of Funding) to support approved activities and initiatives.
2. All financial transactions shall be handled transparently and in accordance with NISD policies.

Section 2: Budget

1. The Treasurer shall prepare an annual budget for approval by the Executive Committee.
2. The budget shall outline projected expenses and funding sources for the fiscal year.

Article VI: Amendments

Section 1: Amendment Process

1. Proposed amendments to this Constitution may be submitted by any active member of (Name of Student Society).
2. Amendments must be approved by a (Percentage) % vote of the active members present at a general meeting.

Article VII: Dissolution

Section 1: Dissolution

1. In the event of dissolution, all remaining assets shall be transferred to (Recipient Organization), as determined by a majority vote of active members.
2. The decision to dissolve (Name of Student Society) must be approved by a (Percentage) % vote of active members present at a general meeting.

Article VIII: Ratification

Section 1: Ratification This Constitution shall be ratified upon approval by a (Percentage) % vote of active members present at a general meeting.