

CONSTITUTION
of the
Bijni College Students'
Union



Bijni College, Bijni

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Adopted at the General Meeting of the students held on 7th November 1998 and subsequently modified in accordance with the directions of the Hon’ble Supreme Court of India dated 22nd September 2006 and notified by the Office of the Director of Higher Education, Govt. of Assam vide Letter No. PC/HE/CC.13/2006/16 dated 18th November 2006.

Further, pursuant to the proposal initiated by the Bijni College Students’ Union (BCSU) on 25th June 2026, and following its review by the Constitution Review Committee, Bijni College, the proposed revisions to the Constitution were approved by the Principal, Bijni College, on 18th August 2026. Accordingly, the Constitution was revised with effect from 18th August 2026. The revisions were undertaken in keeping with the changing needs and requirements of the students and the institution, with due reference to the 6.1.1 to 6.8.12 recommendations of L.M. Lyngdoh Committee accepted and ordered by the Supreme Court of India on 22nd Sep.2006 to be implemented in universities and colleges.

Date of Publication: 18th August, 2026

PREAMBLE

We the students of Bijni College, expressing our strong and sincere willingness to constitute a Students' Union to Guide, Govern, Control and Manage the activities of the Students' Union of Bijni College, Bijni and to secure to all its members an atmosphere of highly educative and moral value and to promote amongst them all, harmony and the spirit of common brotherhood transcending religious, linguistic and cultural diversities; assuring the freedom and dignity of each and every student, head of the institution, the teaching staff, the officials and other employees of this college, in our General meeting this day of 7th November, 1998 do hereby adopt enact and give to ourselves this constitution.

Constitution Drafting Committee: -

Chairman : Prof. S. K. Ghosh.

Convenor : Prof. M. Sarma.

Members :

- 1. Prof. D. N. Medhi.**
- 2. Prof. P. C. Das.**
- 3. Prof. S. K. Pasayat.**
- 4. Prof. K. Pathak.**
- 5. Prof. K. R. Gurung.**
- 6. Mr. Katiram Narzary, G.S., 1997- 98**
- 7. Mr. Manik Mahanta, V.P., 1997-98**

Constitution of the Bijni College Students' Union

Part - I

Article 1: NAME OF THE BODY

The Students' Union of Bijni College shall be named "**Bijni College Students' Union**".

Article 1 (A): DEFINITIONS¹

- a) **Authority:** Authority means the Principal of Bijni College, Bijni.
- b) **Bijni College Students Union:** The student representative body of Bijni College shall be named as Bijni College Students Union (BCSU) and herein after referred to as "Union".
- c) **Executive Body of the Union:** The Executive Body of the Union shall consist of students of Bijni College who are duly elected or selected by the students to represent their interests and carry out the functions and responsibilities of the Students' Union in accordance with this Constitution.
- d) **Elected/Selected Office Bearers:** The Bijni College Students Union shall have the following elected/selected office bearers:
 - 1. President
 - 2. Vice President
 - 3. General Secretary
 - 4. Assistant General Secretary
 - 5. Secretary for Major Games (Outdoor)
 - 6. Secretary for Minor Games (Indoor)
 - 7. Secretary for Literary Activities
 - 8. Secretary for Fine Arts
 - 9. Secretary for Debate and Symposium
 - 10. Secretary for Social Service
 - 11. Secretary for Boys' Common Room
 - 12. Secretary for Girls Common Room

¹ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

13. Secretary for Cultural Activities

14. Magazine Secretary

e) **General Body:** The General Body shall consist of all the bonfide students of Bijni College.

Article 2: AIMS AND OBJECTIVES OF THE UNION:

- A. The Union shall strive to establish and promote a healthy and moral atmosphere amongst the students.
- B. The Union shall strive to maintain and foster unity, discipline, and a sense of fellow feelings among the students.
- C. The Union shall endeavour to encourage and promote amongst the students healthy competitions in various curricular and extracurricular activities.
- D. The Union shall extend whole hearted to the administration in the general interest of the college as when necessary.
- E. It shall strive to encourage settlement of dispute arising out of any issue concerning the students, the teachers and other employees of the college through mutual understanding and negotiations.
- F. It shall be the obligation of Union to organise different functions such as Freshers' Social, Parting Social, Annual College Week Festival, different cultural functions, Debate and symposia, publication of the college magazine, wall magazine, social service activities and such other functions connected with the welfare and upliftment of the students and the institution as a whole.

Article 3: MEMBERSHIP OF THE UNION

Membership of the union is compulsory. Only a bonafied student of the college shall be a member of the union, provided he/she has paid the union body fees.

Article 4: DISQUALIFICATION OF MEMBERS

The authority is vested with the power to disqualify a member of the union if he/she intentionally violates the provisions of the constitution. Of course, before taking such a step the authority should consult the Executive Body of the Union.

Part - II

Article 5: EXECUTIVE BODY OF THE UNION

The Executive Body of the Union shall be headed by the President of the Bijni College

Students' Union.²

Article 6: COMPOSITION OF THE EXECUTIVE BODY

The Executive Body of the union shall consist of the following:

1. President
2. Vice President³
3. General Secretary
4. Assistant General Secretary
5. Secretary for Major Games (Outdoor)⁴
6. Secretary for Minor Games (Indoor)⁵
7. Secretary for Literary Activities
8. Magazine Secretary
9. Secretary for Cultural Activities
10. Secretary for Fine Arts ⁶
11. Secretary for Debate and Symposium⁷
12. Secretary for Social Service⁸
13. Secretary for Boys' Common Room⁹
14. Secretary for Girls Common Room¹⁰
15. Class Representative for H.S. 1st Year
16. Class Representative for H.S. 2nd Year
17. Class Representative for FYUGP 1st Year
18. Class Representative for FYUGP 2nd Year
19. Class Representative for FYUGP 3rd Year
20. Class Representative for FYUGP 4th Year¹¹
21. Class Representative for Postgraduate (PG) 1st Year¹²
22. Class Representative for Postgraduate (PG) 2nd Year¹³

² Substitution of Art 6 of the 1998 Constitution of the BCSU in accordance with the Lyngdoh Committee Report 2006.

³ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁴ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁵ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁶ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁷ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁸ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

⁹ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

¹⁰ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

¹¹ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

¹² New Insertion introduced under the revision of the Constitution dated 18th August 2026.

¹³ New Insertion introduced under the revision of the Constitution dated 18th August 2026.

Article 6 (A): Provision¹⁴

Eligibility of contestants for the following portfolios under the Executive Body of the Union:

- i. President: FYUGP 3rd Year/ 4th Year/ Postgraduate
- ii. Vice President: FYUGP 2nd Year/ 3rd Year/ 4th Year
- iii. General Secretary: FYUGP 1st Year/ 2nd Year
- iv. Assistant General Secretary: FYUGP 1st Year/ 2nd Year
- v. Secretary for Major Games (Outdoor): FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- vi. Secretary for Minor Games (Indoor): FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- vii. Secretary for Literary Activities: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- viii. Magazine Secretary: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- ix. Secretary for Cultural Activities: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- x. Secretary for Fine Arts: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- xi. Secretary for Debate and Symposium: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- xii. Secretary for Social Service: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- xiii. Secretary for Boys Common Room: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate
- xiv. Secretary for Girls Common Room: FYUGP 1st Year/ 2nd Year/ 3rd Year/ 4th Year/ Postgraduate

Article 6 (B): Prof-in-charge: The Principal shall nominate one Prof-in-charge for each portfolio of office bearers as enumerated in Article 6 above in the Executive Body of the union in its first meeting, who has only the right to suggestions and advice.

Article 6 (C): The President, Vice-President, all the Secretaries and Class Representatives shall be elected by secret ballot directly by the student voters. The Class Representatives shall be elected by the student voters of the respective class.

Article 7: POWER AND FUNCTIONS OF THE EXECUTIVE BODY

7.1: President: The President shall preside over all the meetings of the Executive Body. He/She shall also preside over the meetings of the Freshers' and College Week functions and any other such functions organised/conducted by the Bijni College Students Union. He/ She shall be the signatory to any Activities with any other institutional students' unions in matters of representation.

¹⁴ New Insertion in the provision on the eligibility of candidates for contesting in the Executive Body of the Union introduced under the revision of the Constitution dated 18th August 2026.

7.2: Vice President (VP): In the absence of the President, the Vice-President shall preside over the meetings of the Executive Body of the Union. He/She shall perform such functions and exercise such powers as assigned to him/her by the President of the Union.

7.3: General Secretary (GS):

1. It shall be the responsibility of the General Secretary to convene different meetings of the Executive Body and the General Body meetings of the students as and when necessary with the prior permission of the President. Normally, the members of the Executive Body should meet at least once in a month.
2. He/She shall supervise and Co-ordinate the activities of the different Secretaries from time to time.
3. He/She shall play the key role in managing major functions like Fresher's Social and the Annual College Week Festival.
4. He/She shall maintain the records and proceedings of each meeting.
5. In case of any portfolio/department lying defunct, owing to the negligence or long absence of the secretary concerned or any other causes, the general secretary shall assume to himself all the functions of such department with the prior consultation of the president.
6. He/She shall be the custodian of all assets of the students' union.

7.4: Assistant General Secretary (AGS) - Normally, the Assistant General Secretary shall extend all possible help to the General Secretary for the smooth discharge of his functions. But when the G.S. is unable to discharge his/her functions owing to absence, illness or any other causes, the Asstt. G.S. shall discharge his/her function till the date on which the G.S. resumes his office.

7.5: Secretary for Major Games (Outdoor) – The Secretary for Major Games (Outdoor) shall be responsible for organising competitions in athletics, football, volleyball and any other similar games, especially during college week. Also, he/she shall be responsible for sending the college team to participate in various inter-college tournaments in consultation with the Prof.-in-Charge, subject to the approval of the President in consultation with the Principal.

7.6: Secretary for Minor Games (Indoor) – The Secretary for Minor Games (Indoor) shall organise competitions in various indoor games such as carrom, table tennis, and any other similar games during the college week in consultation with the prof-in-charge.

7.7: Secretary for Literary Activities – The Secretary of Literary Activities shall be responsible for arranging different literary competitions among the students during college week, such as spot writing competitions on story, poem, article, etc. He/She shall also be responsible for sending team for various inter-college/university competitions in consultation with the Prof-in-charge.

7.8: Secretary for Magazine – The Magazine Secretary shall have to take necessary steps for the publication of the annual college magazine, namely “**Bijni College Magazine**” in 4 (four) languages i.e., English, Assamese, Bodo, and Bengali, and also the Wall Magazine from time to time under the direct guidance and control of the concerned Prof.-in-charge.

7.9: Secretary for Cultural Activities – The Secretary for Cultural Activities shall undertake the responsibility of organising cultural programmes in connection with different festivals in the college. But it shall be his special responsibility to hold various competitions such as music, song, drama etc. during the Annual College Week Festival and also he shall make necessary arrangement for sending students representatives to outside competitions in consultation with the Prof-in-charge.

7.10: Secretary for Fine Arts- It shall be the responsibility of the Secretary for Fine Arts to organize and hold Exhibition-cum-Competition on various items of Fine Arts during the College Week in consultation with the Prof-in-charge.

7.11: Secretary for Debate and Symposium- The Secretary for Debate and Symposium shall organize debate, symposium, quiz, extempore speech etc. among the students especially during the college week and also shall take initiative to organize debate, lectures. seminars etc. occasionally subject to the final approval by the authority. He/She shall also be responsible for sending students representatives from the college to take part in the out-side competitions in consultation with the Prof-in-charge concerned.

7.12: Secretary for Social Service: It shall be the first and foremost responsibility of the Secretary for Social Service to beautify the college campus and keep it neat and clean. For that purpose he/she shall have the right to engage students workers as and when necessary" in consultation with the Prof-in-Charge concerned with a special aim to develop a sense of dignity of labour among the students.

He/She shall be responsible for organizing social service activities in connection with the Annual College Week festival.

7.13: Secretary for Boys' Common Room: The Secretary for Boys' Common Room shall identify and bring to the notice of the authority the problems and concerns of the common room and resolve through mutual understanding and negotiations with the authority. In consultation with the authority, the Secretary shall facilitate the provision of newspapers, magazines and other recreational activities to the students using the common room.

7.14: Secretary for Girls' Common Room: The Secretary for Girls' Common Room shall identify and bring to the notice of the appropriate authority the problems and concerns of the common room and resolve through mutual understanding and negotiations with the authority. In consultation with the authority, the Secretary shall provide various newspapers, magazines and

other recreational activities to the students using the common room.

7.15: Class Representatives - The Class Representatives shall provide the leadership for solving the various problems relating to class in consultation with the authority and the Union Body

Part - III

Article 8: POWER AND FUNCTIONS OF THE PRESIDENT

- A. The President of the Union shall preside over the meetings of the Executive Body and the general body meetings of the Union.
- B. All the debatable points and controversial issues at the meetings of the Executive Body shall be put to a vote by the President.
- C. Normally, the President shall not have the right to vote, but he shall have a casting vote in the case of a tie.
- D. On the ground of non-attendance of 3 (three) consecutive meetings of the Executive Body by an executive member without furnishing genuine reasons, the President shall have the right to disqualify such member in consultation with the authority.
- E. In the event of serious irregularities and indiscipline relating to the functioning of the Executive Body, the President shall have the prerogative to suspend or dissolve the Executive Body of the union with the prior approval of the Governing Body.
- F. Resolutions adopted at the meetings of the Executive Body must be countersigned/ passed by the President.

Article 9: POWERS AND FUNCTIONS OF THE PROF-IN-CHARGE

- a. Prof-in-charge of each section of the Executive Body of the union shall advise and guide the respective secretaries in discharging their duties properly.
- b. Amount as earmarked in the Executive Body's meetings shall be realised through the respective Prof-in-charge.
- c. The Secretaries of respective departments shall submit their accounts to the principal with proper vouchers through the Prof-in-charge after the end of each and every function. The accounts supported by proper vouchers must be submitted to the principal within 30 days from the date of function. The failure to submit the accounts within the stipulated period shall be considered as a violation of the constitution.

Article 10: FUNDS OF THE UNION

- A. The Funds of the Union shall be created out of the subscription realised from the students at a rate prescribed by the authority at the time of admission to the college.
- B. The Principal of the college shall be the custodian of the Funds of the Union and shall operate the Funds. Principal shall also finalise the accounts.
- C. The amount to be received by the respective section/deptt. shall be allotted by the Principal.
- D. Allocation of funds for office bearers will be finalized by the Principal with consultation of the Executive Body of the Union in its first meeting.

Article 11: TENURE OF OFFICE:

The tenure of office of the Union Body shall be for one year only.

Explanation: The year of the union shall be counted from the date of taking over charges from the previous Union Body. As soon as the new academic year begins, the election of the Students' Union Body must be held. The entire process of election and the handing over of charge to the new body must be completed between 6 to 8 weeks from the date of commencement of the academic session. In case of any extraordinary situation, the authority can alter the schedule in consultation with the Executive Body.

Article 12: MEETINGS

- a. At least 3 (three) days' notice shall be required for convening meetings of the Executive Body of the Student Union as well as General Body meetings. In case of emergency, 1 (one) day's notice shall be sufficient to hold any such meeting. In such circumstances, the President shall convene the meeting.
- b. At least 3 (three) Executive Body meetings shall be held in a year.¹⁵
- c. At least 1 (one) General Body meeting of the students shall be held in a year.¹⁶

Article 13: QUORUM

One-third of the total members of the Executive Body shall form quorum in an Executive Body meeting, whereas at least one-tenth of the total number of bonafide students of the college shall form the quorum for a General Body meeting.¹⁷

¹⁵ New Insertion introduced under the revision of the BCSU Constitution dated 18th August 2026.

¹⁶ New Insertion introduced under the revision of the BCSU Constitution dated 18th August 2026.

¹⁷ New Insertion introduced under the revision of the BCSU Constitution dated 18th August 2026.

Part - IV

Article 14: CONDUCT OF ELECTION:

- a. The Election Commissioner, who shall be the Principal of the college, shall, through a meeting with the employees of the institution and the Union Body, shall appoint the members of the Election Committee and the Election Observers.
- b. **Formation of Election Committee:** For the purpose of conducting the election to the Union Body, the Principal shall constitute one Election Committee 15 days before the election comprising the following persons: -
- | | | |
|---|---|-----------|
| 1. Election Commissioner | - | Principal |
| 2. One Returning officer (R.O.) from the teaching staff | - | Convenor |
| 3. Four Assistant Returning Officers (A.R.O) | - | Member |
| 4. Vice-Principal | - | Member |
| 5. Four Faculties | - | Member |
| 6. President, BCSU | - | Member |
| 7. General Secretary, BCSU | - | Member |
- c. The Returning Officer shall have to shoulder the responsibility of the entire process of election.
- d. R.O. shall appoint a presiding officer, polling officers, scrutinisers and the counting officers for the smooth conduct of the election from among the staff.
- e. Generally, R.O. shall be guided by the Rules and Regulations enumerated in Article 15 (A) of the Constitution, Lyngdoh Committee and Government order, for the purpose of conducting the election. But R.O. shall have some discretionary powers for ensuing free, fair and peaceful election if the situation so demands.
- f. On all points of disputes and controversies relating to conduct of election, the decision of the Election Committee shall be final and binding.
- g. The election commissioner shall appoint impartial observers. If the candidates have any specific complaint or problem regarding the conduct of the elections, they may bring the same to the notice of the observer. Observers shall also be appointed to oversee the process of nomination of students in the election.¹⁸

¹⁸ Lyngdoh Committee report [lyngdoh_committeemhrd2712.pdf](#)

Article 15 (A): RULES AND REGULATIONS OF THE ELECTION

- i. Election to the Union Body shall have to be held between 6 to 8 weeks from the date of commencement of the academic session. The Principal shall notify the date of election 15 days ahead so that nomination papers are filled and properly scrutinised before the election takes place. The entire process of elections, commencing from the date of filling of nomination papers to the date of declaration of results including the campaign period should not exceed 10 days.
- ii. The contestants, the proposers, the supporters as well as the voters must be the regular students of the college.

Explanation of Regular students: Regular students are those who have duly got themselves admitted to the regular courses (minimum one year in direct learning method) of the college and who have been paying their session fees regularly. Also, a student shall be able to make himself or herself a regular student provided he/she gets admitted to the college at least one week before the filing of nomination papers of the election of the Union Body.

- iii. The voters must produce their current college identity card before the polling officer at the polling booth.
- iv. Voters must cast their votes by putting a cross mark (X) in the space specified against the name of the candidate of his/her choice.
 - i. No student shall be allowed to contest the election under the banner of any political party and organization.
 - ii. Only one polling agent for each candidate in a polling booth shall be allowed at a time. Of course, there shall be the provision for a reliever.
 - iii. No voter shall be allowed to propose and second the name of more than one candidate.
 - iv. Pestering and writing on the wall, etc. inside the college campus are strictly prohibited.
 - v. The date and time of filling up of nomination papers and their withdrawal shall be determined by the Returning Officer.
 - vi. Only one counting agent for each candidate shall be allowed in the counting centre at a time. Of course, there shall be provision for a reliever.
 - vii. Process of voting and counting of votes shall be determined by the Returning Officer in consultation with the election committee.
 - viii. Immediately after the close of poll, the ballot boxes used, duly signed by the presiding officer, polling officers and the polling agents, shall be deposited in the custody of the principal.
 - ix. At the time of filing nomination papers, the candidates, the proposers and supporters must be

physically present and they shall show their current college identity cards to the Returning Officer or other concerned officials.

- x. With regard to withdrawal of nomination papers too, the candidate shall have to be physically present. In the absence of the candidate due to various reasons, proposer or his supporter shall have the right to withdraw the nomination papers subject to the production of a letter of authority before the Returning Officer duly signed by the candidate. In both cases production of the current college identity card by the candidate, proposer and supporter is compulsory.
- xi. Dummy ballots is not allowed inside the booth at the time of voting.
- xii. While filling up nomination papers, everything in detail must be written correctly. Otherwise, the nomination papers may be rejected.

Article-15 (B): VOTER'S LIST:

Voter's list shall be prepared and published 5 (five) working days before the filing of nomination papers. Complaints regarding non- entry of any name into the voter's list shall be entertained in the first 3 days, and in the last 2 days, an additional and final voter's list shall be published.

Article-15 (C): ELIGIBILITY CRITERIA FOR CANDIDATES

- a. Undergraduate students between the ages of 17 and 22 years may contest elections except in the case of class representative for HS classes. For students of FYUGP 4th year, the maximum age limit for contesting elections shall be 23 years.¹⁹
- b. For Post Graduate Students, the maximum age limit to legitimately contest an election would be 24-25 years.
- c. For research students, the maximum age limit to legitimately contest an election would be 28 years.
- d. The candidate should in no event have any academic arrears in the year of contesting the election.
- e. The candidate should have attained the minimum percentage of attendance as prescribed by the University of 75%.
- f. The candidate shall have one opportunity to contest for the post of office bearers, and two opportunities to contest for the post of an executive member.

¹⁹ New insertion: Eligibility of FYUGP 4th year students to contest elections, introduced under the revision of the BCSU Constitution dated 18th August 2026.

- g. The candidate shall not have a previous criminal record, that is to say he/she should not have been tried and/or convicted of any criminal offence or misdemeanor. The candidate shall also not have been subject to any disciplinary action by the University/College authorities.
- h. The candidate must be a regular, full-time student of the college enrolled in a full-time course, the duration being at least one year.

Article 15 (D): ELECTION RELATED EXPENDITURE AND FINANCIAL ACCOUNTABILITY

- a. The maximum permitted expenditure per candidate shall be Rs. 5000/-.
- b. Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the college/university authorities. The college shall publish such audited accounts within 2 days of submission of such accounts.
- 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. With a view to prevent the inflow of funds from political parties into the student election process, the candidates are specially barred from utilizing funds from any other sources than voluntary contributions from the student body.

Article 15 (E): CODE OF CONDUCT FOR CANDIDATES AND ELECTIONS ADMINISTRATORS

- 1. No candidate shall indulge in or shall abet any activity which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic, or between any groups of students.
- 2. Criticism of other candidates, when made, shall be confined to their policies and programmes, past record and work. Candidates shall refrain from criticism of all aspects of private life not connected with the public activities of the other candidates or supporters of such candidates. Criticism of other candidates or their supporters based on unverified allegations or distortion shall be avoided.
- 3. There shall be no appeal to caste or communal feelings for securing votes. Places of worship, within or without the campus, shall not be used for election propaganda.
- 4. All candidates shall be prohibited from indulging or abetting all activities which are considered to be “corrupt practices” and offences, such as bringing of voters, intimidation of voters, impersonation of voters, canvassing or use of propaganda within 100 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 the transport and conveyance of voters to and from polling station.
- 5. No candidate shall be permitted to make use of printed posters, printed pamphlets or any other

printed material for the purpose of canvassing. Candidates may only utilize hand-made posters that are procured within the expenditure limit set out herein above.

6. Candidates may only utilize hand-made posters at certain places in the campus, which shall be notified in advance by the election commission/university authority.
7. No candidate shall be permitted to carry out processions or public meetings or in any way canvass or distribute propaganda outside the university/college campus.
8. No candidate shall, nor shall his/her supporters, deface or cause any destruction to any property of the university/college campus, for any purpose whatsoever, without the prior written permission of the college/university authorities. All candidates shall be held jointly and severally liable for any destruction/ defacing of any university/ college property.
- e. During the election period, the candidate may hold processions and/ or public meetings, provided that such processions and/or public meetings do not in any manner disturb the classes and other academic and co-curricular activities of the college/university. Further, such procession/public meeting may not be held without the prior written permission of the college/university authority.
- f. The use of loudspeakers, vehicles and animals for the purpose of canvassing shall be prohibited.
- g. On the day of polling, student organisations and candidates shall –
 - i. Co-operate with the officers on election duty to ensure peaceful and orderly polling and complete freedom to the voters to exercise their franchise without being subjected to any annoyance or obstruction.
 - ii. Not serve or distribute any eatables, or other solid and liquid consumables, except water on polling day.
 - iii. Not hand out any propaganda on the polling day.
- h. Except for the voters, no one without a valid pass/ letters of authority from the election commission or from the college/university authorities shall enter the polling booths.
- i. All candidates shall be jointly responsible for ensuring the cleaning up of the polling area within 48 hours of the conclusion of polling.
- j. Any contravention of any of the above recommendations may make the candidate liable to be stripped of his candidature, or his elected post, as the case may be. The election committee/college authorities may also take appropriate disciplinary action against such a violator. (Detailed guidelines in this regard shall be issued by the Returning Officer on the eve of election).

Article 15 (F): Grievance Redressal Mechanism²⁰

- i. There shall be a Grievance Redressal Cell to be constituted by the Principal with the teacher-in-charge of student affairs as its chairman. In addition, one senior faculty members, one senior administrative officer and two final year students, one male and one female (till the election results declared, students can be nominated on the basis of merit and/or participation in the co-curricular activities in the previous year). The grievance cell shall be mandated with the redressal of election-related grievances, including, but not limited to breaches of the code of conduct of elections and complaints relating to election related expenditure. This cell would be the regular unit of the institution.
- ii. In pursuit of its duties, the grievance cell may prosecute violators of any aspect of the code of conduct or the rulings of the grievance cell. The grievance cell shall serve as the court of original jurisdiction. The institutional head shall have appellate jurisdiction over issues of law and fact in all cases or controversies arising out of the conduct of the elections in which the grievance cell has issued a final decision. Upon review, the institutional head may revoke or modify the sanctions imposed by the grievance cell.
- iii. In carrying out the duties of the office, the Grievance Cell shall conduct proceedings and hearings necessary to fulfill those duties. In executing those duties, they shall have the authority:
 - (a) to issue a writ of subpoena to compel candidates, agents, and workers, and to request students to appear and give testimony, as well as produce necessary records;
 - (b) and to inspect the financial reports of any candidate and make these records available for public scrutiny upon request.
- iv. Members of the Grievance cell are prohibited from filing complaints. Any other student may file a complaint with the Grievance cell, within a period of 3 weeks from the date of declaration of results. All complaints must be filed under the name of the student filing the complaint. The Grievance cell shall act on all complaints within 24 hours after they are received by either dismissing them or calling a hearing.
- v. The Grievance cell may dismiss a complaint if:
 - (a) the complaint was not filed within the time frame prescribed in Recommendation 8.4 above;
 - (b) the complaint fails to state a cause of action for which relief may be granted;

²⁰ Grievance Redressal Cell in accordance with the Lyngdoh Committee Report [lyngdoh_committeemhrd2712.pdf](#)

(c) the complainant has not and / or likely will not suffer injury or damage.

- vi. If a complaint is not dismissed, then a hearing must be held. The Grievance cell shall inform, in writing, or via e-mail, the complaining party and all individuals or groups named in the complaint of the time and place of the hearing. The parties are not considered notified until they have received a copy of the complaint.
- vii. The hearing shall be held at the earliest possible time, but not within twenty-four (24) hours after receipt of the notice described above, unless all parties agree to waive the 24-hour time constraint.
- viii. At the time notice of a hearing is issued, the Grievance cell, by majority vote, may issue a temporary restraining order, if it determines that such action is necessary to prevent undue or adverse effects on any individual or entity. Any restraining order, once issued, will remain in effect until a decision of the Grievance cell is announced after the hearing or until rescinded by the Grievance cell.
- ix. All Grievance cell hearings, proceedings, and meetings must be open to the public.
- x. All Parties of the Grievance cell hearing shall present themselves at the hearing, may be accompanied by any other student from which they can receive counsel, and have the option to be represented by that counsel.
- xi. For any hearing, a majority of sitting Grievance cell members must be in attendance with the Chair of the Grievance cell presiding. In the absence of the Chair, the responsibility to preside shall fall to a Grievance cell member designated by the Chair.
- xii. The Grievance cell shall determine the format for the hearing, but must require that both the complaining and responding parties appear physically before the board to discuss the issues through a complaint, answered, rebuttal, and rejoinder format. The purpose of the hearing is to gather the information necessary to make a decision, order, or ruling that will resolve an election dispute. To effectuate this purpose, the following rules should prevail at all hearings:
 - Complaining parties shall be allowed no more than two witnesses, however the Grievance cell may call witnesses as required. If said witnesses are unable to appear at the hearing, signed affidavits may be submitted to the Grievance cell Chair for the purpose of testifying by proxy.
 - All questions and discussions by the parties in dispute shall be directed to the Grievance cell.
 - There shall be no direct or cross-examination of any party or witness by complaining

or responding parties during hearings.

- Reasonable time limits may be set by the Grievance cell, provided they give fair and equal treatment to both sides.
- The complaining party shall bear the burden of proof.
- Decisions, orders, and rulings of the Grievance cell must be concurred to by a majority of the Grievance cell present and shall be announced as soon as possible after the hearing. The Grievance cell shall issue a written opinion of the ruling within 12 hours of announcement of the decision. The written opinion must set forth the findings of fact by the Grievance cell and the conclusions of law in support of it. Written opinions shall set a precedent for a time period of three election cycles for Grievance cell rulings, and shall guide the Grievance cell in its proceedings. Upon consideration of prior written opinions, the grievance cell may negate the decision, but must provide written documentation of reasons for doing so.
- If the decision of the Grievance cell is appealed to the institutional head, the Grievance cell must immediately submit its ruling to the commission.
- The Grievance cell shall select the remedy or sanction most appropriate to both the type and severity of the infraction, as well as the state of mind or intent of the violator as determined by the Grievance cell. Possible remedies and sanctions include, but are not limited to, fines, suspension of campaigning privileges, and disqualification from the election.
- Any fine or total amount of fines against a candidate in an election cycle may not exceed the spending limit as defined herein above.
- If, after a hearing, the Grievance cell finds that provisions of this Code were violated by a candidate, or a candidate's agents or workers, the Grievance cell may restrict the candidate, or the candidates agents or workers, from engaging in some or all campaign activities for some or all of the remainder of the campaign. If an order is issued covering only part of the remaining campaign period, it shall take effect immediately so that after its termination, the candidate will have an opportunity to resume campaigning during the days immediately prior to and including the election days.
- If, after a hearing, the Grievance cell finds that provisions of either this Code or decisions, opinions, orders, or rulings of the Grievance cell have been willfully and blatantly violated by a candidate, or a candidate's agents or workers, the Grievance cell

may disqualify the candidate.

- Any party adversely affected by a decision of the Grievance cell may file an appeal with the institutional head within twenty-four (24) hours after the adverse decision is announced. The institutional head shall have discretionary appellate jurisdiction over the Grievance cell in all cases in which error on the part of the Grievance cell is charged.
- The decision of the Grievance cell shall stand and shall have full effect until the appeal is heard and decided by the institutional head.
- The institutional head shall hear appeals of Grievance cell rulings as soon as possible, but not within twenty-four (24) hours after the Grievance cell delivers to the Appellant and the institutional head a copy of its written opinion in the case. Appeal may be heard prior to this time, but only if the Appellant waives the right to a written opinion and the institutional head agrees to accept the waiver.
- The institutional head can issue suitable orders to suspend or halt the operation of the ruling issued by the Grievance cell until the appeals are decided.
- The institutional head shall review findings of the Grievance cell when appealed. The institutional head may affirm or overturn the decision of the Grievance cell, or modify the sanctions imposed.

Article 16: SWEARING IN CEREMONY

Soon after the result of the election is out, a swearing-in cum charge handover ceremony to the Executive Body shall be arranged. The oath shall be administered to the member by the Principal individually either in English or in Assamese, according to one's choice in the following format.

I, Sri/Miss do swear in the name of God that as of Bijni College Students' Union for the session, ... I shall abide by the rules and regulations of the Institution and faithfully discharge my duties assigned to me by virtue of my portfolio with all sincerity, honesty and integrity.

I also swear not to indulge in any activity that may disrupt the sanctity and serenity of the College and not to do anything detrimental to the greater interest of the student community.

মই শ্ৰী/ শ্ৰীমতী

ঈশ্বৰৰ নামত শপত গ্ৰহণ কৰো যে বিজনি মহাবিদ্যালয়ৰ শিক্ষাবৰ্ষৰ বাবে ছাত্ৰ একতা

সভাৰ হিচাপে এই অনুষ্ঠানৰ নিয়ম শৃংখলা মানি চলাৰ লগতে মোৰ
ওপৰত ন্যস্ত কাৰ্য্যসমূহ একাগ্ৰতা, নিষ্ঠা আৰু আন্তৰিকতাৰে পালন কৰিম ।

এই মহাবিদ্যালয়ৰ সামূহিক পবিত্ৰতা ব্যাহত কৰা আৰু বিশেষকৈ ছাত্ৰ সমাজৰ বৃহত্তৰ স্বার্থৰ পৰিপন্থী
কোনো কাৰ্য্যতে নিজকে লিপ্ত নকৰিম ।

আঁ,মুস্লি/থৰায়না.....ইসোৰখৌ সাখি দোননানৈ সমায় লায়োদি.....
.বিজনী সোলোঁসালিমা ইং সোলোঁথাই বোসোৰনি বিজনী সোলোঁসালিমা ফৰায়সা খৌসৈথি আফাদনি.....বিবানখৌ
মোননানৈ,বে ফসংথাননি মাববানি নেম খাখিফোৰখৌ মানিনানৈ সোলিনায়জোঁ লোগোসেনো আঁনি বিবানখৌ
গোথার ফোথায়জাথাবৈ গোসো হোনানৈ আঁনি মাবনাংগৌ হাবাফোৰখৌ মাবলাংগোন। আঁ ইসোৰখৌ সাখি
দোননা সমায় লাৰাবোদি, বিজনী সোলোঁসালিমানি গোথারথিয়ৈ জৌগানায়,নিজোম থাসাৰিফোৰখৌ
ফোজোবস্ৰাংনায় আরো ফৰায়সা সমাজনি গৌজৌ মুলামফানি থাখায় জায়খিজায়া
খহা জাথাব গাঞ্জি খামানিফোৰাব গাবখৌনো নাংথাবনায় নডা

Dated: **18th August 2026**

Pursuant to the proposal initiated by the Bijni College Student Union (BCSU) on 25th June 2026, and following its review by the Constitution Review Committee, Bijni College, the proposed revisions were approved by the Principal, Bijni College, on 18th August 2026. Accordingly, the Constitution of BCSU was revised with effect from 18th August 2026 to include additional portfolios under Article 6 and to incorporate students of the FYUGP 4th year within its scope.

These revisions were undertaken in keeping with the changing needs and requirements of the students and the institution, with due reference to the 6.1.1 to 6.8.12 recommendations of L.M. Lyngdoh Committee accepted and ordered by the Supreme Court of India on 22nd Sep.2006 to be implemented in universities and colleges.

Dr. Birhash Giri Basumatary
Principal,
Bijni College, Bijni
Chirang (BTAD), Assam

Principal
Bijni College, Bijni