



MAHILA MAHAVIDYALAYA AMRAVATI

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AQAR 2023-24

Criterion VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1.1: The governance of the institution is reflective and in tune with the vision and mission of the institution.

◆ **Nootan Vidarbha Shikshan Mandal : Constitution, Bylaws** ◆



**THE NATIONAL ASSESSMENT
AND ACCREDITATION COUNCIL**

। आदानं हि विसर्गाय ।

**NOOTAN VIDARBHA SHIKSHAN MANDAL,
AMRAVATI**



CONSTITUTION

Memorandum of Association

Registered under the Bombay Public Trusts Act, 1950,
(BOM. XXIX of 1950). Number in Register of Public
Trusts F/136, Amravati (30-10-1972)

Governing Body of the

Nootan Vidarbha Shikshan Mandal

(As on 1st September, 1975)

President

Rao Bahadur Shri R. M. Khare

Vice Presidents

Shri L. S. Alaspurkar, Advocate

Shri S. N. Laddha, Advocate

Secretary

Shri P. M. Nimdeo

Head-master, New High School (Belpura)

Joint Secretaries

Shri P. H. Deodhar

Head-master, New High School (Main)

Shri R. S. Padhye, Advocate

Heads of Institutions

Smt. Maniktai Patil,

Principal, Mahila Mahavidyalaya

Shri G. G. Dawande

Head-master, Nootan Kanya Shala

Life members

Smt. Mayadevi Ganu

Members

Shri W. R. Bhondu,

Shri E. M. Joshi

Representatives of Staff

Shri N. M. Deshpande

Smt. Saroj Gupte

**Nootan Vidarbha Shikshan Mandal,
Amravati.**

CONSTITUTION

Memorandum of Association

* * *

- (1) The name of the Association is "Nootan Vidarbha Shikshan Mandal", Amravati.

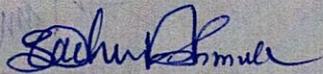
Note :—The Mandal means all the members of the general body.

- (2) **The aims and objects of the Mandal are:—**

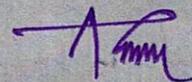
- (a) To impart generally to the rising generations of Bharat, an efficient Primary, Secondary and University education, embodying literary, scientific, legal, technical, commercial, industrial, medical and like subjects.
- (b) To arrange for facilities for the training of teachers.
- (c) To establish a printing press, to undertake publication of books, to run a shop or shops for their sale and that of stationery, and
- (d) to establish institutions at Amravati and other places, as the circumstances may permit, for the achievement of the above-said aims and object of the Mandal.

Head Office

- (3) The Head Office of the Mandal shall be at **Amravati.**



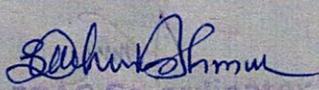
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Amravati**

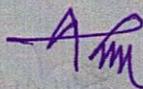


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Membership

- (4) The membership of the Mandal shall be open to all persons, who agree to contribute to the fund of the Mandal and to abide by the rules and regulations of the Mandal as further provided in clause 7 below.
- (5) Members of the Mandal shall be as follows :—
- Viz. (a) **Patrons** consisting of persons who contribute Rs. 1,000/- (One thousand) or more to the fund of the Mandal in one lump-sum;
- (b) **Fellows** consisting of persons who contribute Rs. 500/- or more in one lump-sum;
- (c) **Associates**, consisting of persons, who contribute Rs. 250/- or more in one lump-sum;
- (d) All Heads of Educational Institutions run by the Mandal, during their tenure of office.
- (e) Life-member teachers enrolled under the clause 19.
- (6) (a) Patrons, fellows and associates, on admission by the Governing Body, shall be regarded as members of the Mandal for their life.
- (b) All the present members of Berar Education Society and New Education Society (whose list is annexed herewith) will be deemed to be members of the Mandal for their life, by virtue of amalgamation of these two societies.
- (7) (a) A person desiring to be a member of the said Mandal shall apply in writing to the Governing Body of the Mandal in a form prescribed by the Mandal for the purpose.
- (b) On receipt of such application, the Governing Body of the Mandal may accept or reject the same. In case of rejection the Governing Body will be under no obligation to disclose any reasons for such rejection

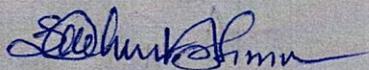

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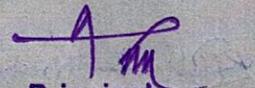
- (8) (a) No resignation of the membership of the Mandal shall be effective, until it is accepted by the Governing Body.
- (b) In case of failure of the Governing Body to decide the application for resignation of the said member, within six months, from the date of its receipt, it shall be deemed to have been accepted, on the expiry of the said period.
- (9) The Mandal shall function through :—
- (i) **The General Body**, and
- (ii) **The Governing Body**.

Office-bearers

- (10) The Mandal shall have the following office-bearers viz. :
- (a) The President
- (b) Two or more Vice-Presidents
- (c) One Secretary and two Joint Secretaries, out of whom the Secretary shall be a life-member teacher.
- (11) (a) The President, Vice-Presidents, the Secretary or Joint Secretaries shall be elected by the members of the Mandal, from amongst themselves at a General Meeting convened for the purpose by the Mandal.
- (b) The President, Vice-Presidents, the Secretary and the Joint Secretaries so elected under sub-clause (a) above, shall be the President, Vice-Presidents, Secretary and Joint Secretaries of the Governing Body.
- (c) The General Body shall decide from time to time the number of Vice-Presidents. The President shall nominate one of the Vice-Presidents as a senior Vice-President.



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- (12) The office-bearers mentioned in clause 10 above shall hold office for three years from the date of their election.

Functions of the General Body

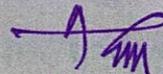
- (13) The General Body shall have final authority in all matters. The functions of the General Body shall be to strive for achievement of aims and objects mentioned in clause (2) above, and to manage and run all the institutions and properties of the Mandal in best possible manner.

Governing Body

- (14) The Governing Body shall consist of :—
- (i) The President,
 - (ii) Two Vice-presidents or more,
 - (iii) One Secretary and two Joint Secretaries provided that the Secretary shall be a life-member teacher.
 - (iv) Senior-most life-members not exceeding two; from amongst the life-members of the Mandal excluding those who are ex-officio members.
 - (v) Three Heads of educational institutions elected by the Heads of such institutions of the Mandal provided that one of these shall be the Head of a College.
 - (vi) Two representatives of the permanent teachers excluding life-members, elected by the body of permanent teachers, from amongst themselves out of whom one shall be a lady teacher from amongst girls' institutions.
 - (vii) Two representatives elected from amongst the members of the Mandal excluding life-members, heads of educational institutions and teachers; at its Annual General Meeting.



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(viii) The life members elected under sub-clauses (iii) and (iv), heads of institutions elected under sub-clause (v) and representatives of teachers elected under sub-clause (vi) shall cease to be the members of the Governing Body, after they cease to hold the capacity in which they were elected.

(15) The Governing Body shall be in-charge of the administration of the Mandal.

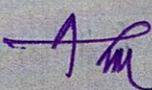
First Office-bearers

(16) The Office-bearers and members of the first Governing Body shall be as follows :—

- | | |
|-----------------------------|---|
| (i) Shri R. M. Khare — | President |
| (ii) „ L. S. Alaspurkar } — | Vice-presidents |
| (iii) „ S. N. Laddha } | |
| (iv) „ R. G. Zadgaonkar — | Secretary |
| (v) „ R. S. Padhye — | Joint Secretary |
| (vi) „ P. M. Nimdeo — | Joint Secretary |
| (vii) Smt. M. Ganu } | Life-members under sub-clause (iv) of clause 14. |
| (viii) Shri P. H. Deodhar } | |
| (ix) „ G. V. Joshi } | Heads of institutions — under sub-clause (v) of clause 14. |
| (x) „ G. G. Dawande } | |
| (xi) Smt. M. Patil } | |
| (xii) Shri V. R. Rajwade } | From members under — sub-clause (vii) of clause 14. |
| (xiii) „ W. R. Bhondu } | |
| (xiv) Smt. K. Maideo } | From amongst permanent teachers under sub-clause (vi) of clause 14. |
| (xv) Shri P. S. Kulkarni } | |

(17) The first office-bearers and the members of the Governing Body shall hold office for one year with effect from the date from which this constitution takes effect, before the expiry of which period fresh elec-


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tions will be held. The old Body will continue in office until the successor Governing Body is constituted after the election.

- (18) The President shall be the executive head of the Mandal. The Property of the Mandal and the funds belonging to it, shall be held in the name of the President as such, and all proceedings, by or against, the Mandal shall be taken in the name of the President. He shall preside at all meetings of the Mandal and of the Governing Body.

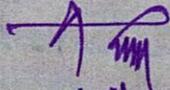
In the absence of the President, the senior Vice-President shall preside at the Meetings of the Mandal and the Governing Body.

In the absence of both of them, members present at the Meeting shall elect a chairman for that particular meeting.

Functions of the Governing Body

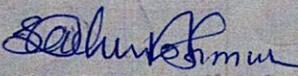
- (19) (a) The Governing Body shall meet as often as necessary. The quorum for the meeting of the Governing Body shall be **five**. Quorum shall not be necessary for the meeting adjourned for want of quorum.
- (b) The Governing Body shall be in charge of the affairs of the Mandal and in particular shall:—
- (i) decide applications for membership of the Mandal,
 - (ii) shall have power to settle conditions of agreements to be taken from or to be executed in favour of teacher, who is to be taken up as a life-member,
 - (iii) shall frame Rules and Bye-laws for the efficient administration of the Mandal, and for any other purposes for carrying-out the work, duties and functions of this Mandal,
 - (iv) shall have power to contract and purchase, take on lease or in exchange, hire or other-

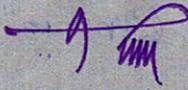

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wise acquire any moveable or immoveable property and sell or otherwise deal with the same,

- (v) shall have power to enter into agreements or, contracts generally,
- (vi) shall have power to acquire money by loan, donations or otherwise in such manner as may be considered fit by the Governing Body,
- (vii) Constitute College Councils and School Committees for respective Colleges and Schools and any other Committee as may be necessary for any other educational institution that may be started by the Mandal, under its control in consonance with the departmental rules and regulations. (Prescribed under the School and College Codes, and other regulations, respectively),
- (viii) (a) prepare and submit to the Mandal an annual report of its working, its balance-sheet and a budget of income and expenditure for the next year (beginning from 1st April of each year),
 - (b) consider the budgets of income and expenditure of the institutions of the Mandal, submitted by the Committees and Councils in charge of the said institutions,
 - (c) consider the needs of the institutions of the Mandal,
- (ix) appoint sub-committees with power for the disposal of any business of the Mandal,
- (x) fill up casual vacancies caused by death, resignation or otherwise in the office-bearers and the members of the Governing Body of the Mandal and other Committees as the case may be,

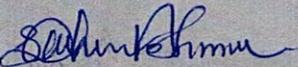

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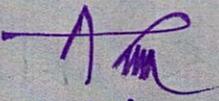

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- (xi) employ such staff as may be required on such terms and conditions of service with provisions for Provident Fund and gratuity as may be prescribed by the Mandal, provided the funds of the Mandal so permit,
- (xii) and generally do all such other acts and take such measures as may be deemed necessary or desirable for efficient administration and furthering the aims and objects of the Mandal.
- (20) **The Secretary** shall be in charge of the office of the Mandal, shall carry on all correspondance of the Mandal in the name of the President, maintain minutes of proceedings of Meetings of the General and Governing Bodies of the Mandal, shall carry out all resolutions of the General and Governing Bodies. He shall also maintain accurate accounts of the income and expenditure of the Mandal and submit the audited statements of accounts to the General Body at its Annual General Meeting. He shall also attend to all Court-work and instruct the Counsel in that behalf, as per orders of the President or the resolutions of the Body and report the progress of the litigation from time to time.

Funds

- (21) (a) The funds of the Mandal shall be held in Banks approved by the Governing Body, in the name of the President and Secretary. The accounts in the Bank or Banks shall be operated upon jointly by the President and the Secretary. In the absence of the President, the senior Vice-President and Secretary named above will have power to operate upon the accounts jointly.
- (b) The funds of the Institutions under the control of the Mandal shall be held in Banks approved by the Governing Body in the name of the President and the head of the respective Institution jointly


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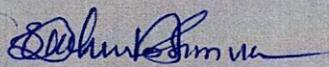
and all accounts in the Bank or Banks shall be operated upon by the President and the Head of the Institution jointly. In the absence of the President; the senior Vice-President and the Head of the respective Institution, will have power to operate the same jointly.

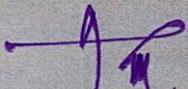
School-Committees/College-Councils

- (22) The School Committee; College Councils and other committees shall be formed in accordance with the Departmental Rules and Regulations and shall have such powers as are conferred on them by these rules and regulations.

Annual Meetings

- (23) An annual **Meeting** of the Mandal shall be held once a year in the month of October or as soon thereafter as the President may direct. The quorum for the transaction of business at any General Meeting of the Mandal will be **Nine**. Quorum shall not be necessary for a meeting adjourned for want of quorum.
- (24) Notice of the General Meeting of the Mandal shall be served on the members by post or otherwise as the President may direct and the notice shall specify the date, the place and the hour of the meeting and the Agenda to be transacted. A week's clear notice will be deemed to be sufficient.
- (25) The **President** may call a General Meeting of the Mandal as often as he deems necessary, and on the requisition signed by one—third of the total number of members on the register. The President shall be bound to convene a General Meeting of the Mandal within a month from the date of the receipt of the requisition.
- (26) All questions arising at a General Meeting shall be decided by a majority of votes. The chairman of the Meeting will decide the method of voting at each


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meeting. In case of an equal division of votes, the Chairman of the Meeting shall have a casting vote in addition to his ordinary vote.

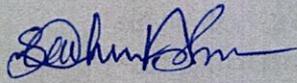
Removal of a member of the Mandal

- (27) Members of the Mandal whose conduct is considered by the Governing Body to be detrimental to the interest of the Mandal, may be removed from membership of the Mandal by a special resolution of the General Body, passed by a majority of not less than the three-fifths of the members present.

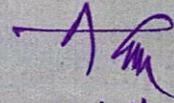
Amendments

- (28) These rules may be amended, altered, abrogated or added to by resolutions of the General Body passed in a Meeting specially called for the purpose by a majority of not less than two-thirds of the members present and after 15 day's clear notice to all members of the Mandal in a manner to be prescribed by the rules to be framed hereafter.

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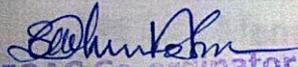
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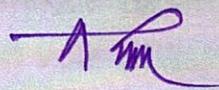
BY-LAWS AND RULES

(1)

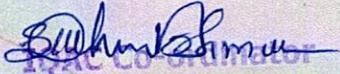
Definition :-

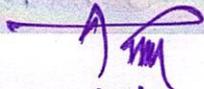
1. **'Mandal'** means the Nootan Vidarbha Shikshan Mandal .
2. **"Governing Body"** means, the Governing Body of the Nootan Vidarbha Shikshan mandal.
3. **"Life-Member"** means Life Member teacher referred to in Clause 5 (e) and enrolled in pursuance of these by laws framed With reference to Clause 19 here under.
4. **"School"** shall include the following schools namely :-
 - i) New High School (Main)
 - ii) Nootan Kanya Shala
 - iii) New High School Belpura-branchThese schools mentioned above, are also ranked above in their seniority, in accordance with the age of the school as well as the strength of the students.
5. **"College"** shall mean "Mahila Maha Vidyalaya" and any other college that may be opened hereafter.
6. **"Teacher"** includes Head-master, Assistant Head-master, supervisor, Asst. teachers, Lecturers in Junior College in the new-pattern.
7. **"College-Lecturer"** shall include Principal, Professors Assistant professors, Senior Lecturers under the New Pattern.
8. **"Other Teaching Staff"** Other teaching staff of the college includes tutors and demonstrators.


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9. **“Non-Teaching” Staff** means the Staff Which is not entrusted with the teaching duties.
10. **‘Law Committee’** Shall mean the Committee appointed by the Governing Body to advise and guide it in matters legal, constitutional, administrative or matters Concerning property of the Mandal on points referred to it.
11. **“Life Members Teacher”** means the category of teacher referred to in clause 5 (e) read with 19 (b) (iii) of the Constitution the Mandal, to be enrolled under these rules from the School Teachers and College Lecturers. The qualification for enrolment of the “Life Member Teacher”, shall be as mentioned hereunder.-
 - i) He must be a graduate of a recognised University.
 - ii) He must have put in not less than 10 years Service in schools run by the Mandal or not less than 8 years service as a lecturer in the college of the Mandal respectively.
 - iii) He must Confirmed in the service that is, he must be permanent teacher in the staff in the school or the college.
 - iv) These conditions may be relaxed in case of teacher or college lecturer holding high academic qualification as a special case.
 - v. The total number of the Life Members shall not exceed ten, out of which, not less than two shall be taken from the “College Lecturers” and the rest from teachers from the schools of the Mandal.

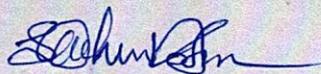

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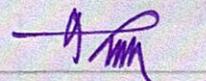
The conditions for the enrolment of the Life Member-teachers:-

The teacher of the College Lecturer who applies for his enrolment as a Life Member Teacher, shall be required to abide by the following conditions:-

- i) He shall agree in writing to serve the Institution run by the Mandal during the tenure of his service, honestly and faithfully, and serve to carry out the objects of the Mandal and Institutions. He shall work and abide by the rules and regulations and the by-laws of the Mandal. He shall obey and submit to the orders of the President, the Mandal or the Governing Body or the Local Managing Committee of the college or Co-ordination Committee of the school. These conditions will apply mutatis mutandis both to the school teachers and the college lecturers, In case of his disobedience or breach of any of these conditions apart from other disciplinary action resulting in punishment, his membership as a Life member Teacher shall be liable to be cancelled.
- ii) He shall not be entitled to get any special allowance or pay because of his status as a life member teacher.
- iii) He shall automatically cease to be a member of the Mandal, as soon as he ceases to be the Life-Member Teacher on whatever account.
- v) If, it appears to the Governing Body, that a Life Member Teacher appears to be unfit, to serve as a Life Member, on the report of the Secretary or otherwise, it may, after hearing the Life Member Teacher concerned by the vote of 3/4th of



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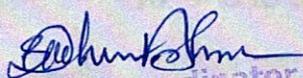


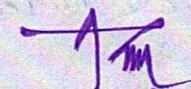
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the total number of members of the Governing Body present cancel his enrolment as a Life Member Teacher, whereon he shall cease to be Life Member and lose all rights and privileges available to him, before such cancellation; while voting is done the Life Member Teacher concerned if present shall not be entitled to vote on this item of Agenda and if voted invalidly in contravention his vote shall not be taken into account.

The Mode of Enrolment

- i) Any teacher or college lecturer who fulfills the requisite qualifications prescribed above and desires to be exrolled as a "Life Member Teacher" shall apply in writing to the Mandal, to enroll him. He shall state, in his said applicaton that he accepts all the conditions laid down in these Bylaws in regard to the enrolment.
- ii) The application so received by the Mandal shall be forwarded to the Governing Body for consideration. The Governing Body has full discretion to accept or reject the application without assigning any reason there to for. The decision of the Governing Body so made shall be final.
- iii) In case of a vacancy of the Life Member Teacher, if no application in that behalf has been received by the Mandal from the elegible person, the Governing Body may invite applications and after considering the same fill up the vacancy in its discretion.
- iv) The Life Member Teachers shall meet once a month during the academic session and shall keep a record of their deliberations In such meet, they shall consider the


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(5)

general work of the institution, of the previous month and consider the problems and difficulties experienced in the academic matters and suggest the ways and means for the smooth working of the institution and submit the record in this behalf with report to the Governing body through the Secretary. They should also the condition of the building, and discipline of the students.

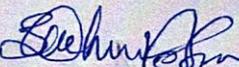
In the meeting of the Life Member Teachers the senior most Life Member shall preside.

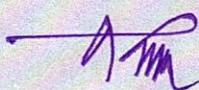
On receipt of such record and report the secretary at an earliest date shall put up the said report with record before the Governing Body.

Transfers

Every teacher and college lecturer is liable to be transferred from time to time. The Governing Body of the Mandal, in the best interest of the institution concerned shall be entitled to effect transfers of Heads of the schools and colleges. While effecting these transfers the Governing Body may consider the length and the present tenure of his service as well as his seniority and the seniority of the institution. However, whenever the expediency demands, in exceptional cases, the above rule may be relaxed only as a special case.

The Secretary of the Mandal shall, every three months submit the report regarding the financial matters and movable and immovable property of the Mandal. He shall appraise the Governing Body through the President


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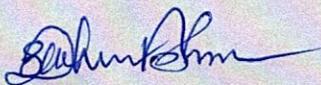

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regarding any legal action contemplated to be taken or any thing where financial or property loss is expected.

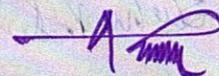
In case he anticipates any litigation or otherwise, he shall submit his report immediately to the Law Committee and obtain report on the matter involved and submit the President for desired suitable action.

In view of the amalgamation and consequent formation of Nootan Vidarbha Shikshan Mandal new constitution therefore has come into force with effect from 30th October 1972.

However the rules and by-laws contemplated under the constitution, remained to be framed. Hence whatever decision or actions in various respects concerning the various institutions of the Mandal and the Mandal, if an taken in pursuance of the old By-laws and by various resolutions. All such actions, deliberations, resolutions. All such actions and pending matters in pursuance of old by-law or other wise, shall be deemed to have been taken validly and correctly and they shall be deemed to have been accepted and approved for continuance of matter pending and shall be continued further and acted upon in a same manner shall also be deemed to have been taken under these rules and by-laws. All these matters referred to above are ratified hereby and they shall not be liable for any challenger or question as not done, under the concerned provision of these by laws and rules or otherwise.



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