

**Bye-Laws for the Governance
of
Jesus and Mary College, New Delhi**

1. Name: The name of the College is "Jesus and Mary College, New Delhi". Being a constituent College of the University of Delhi, established in 1968, it is being administered as a Christian Minority Educational Institution by the Provincial Society, Delhi (Congregation of Jesus & Mary), with rights and privileges enshrined under Articles 29 and 30 of the Constitution of India.

2. Vision: Partnering in the Vision of Christ, the College seeks to make its contribution to the creation of a just, humane and inclusive society through providing transformative education for women students, primarily those belonging to the Catholic faith.

3. Mission: Imbued with Christian values, the College mentors its students so that they develop as women of competence, compassion and conscience, and are empowered with ignited minds and hearts, to pursue the goal of transformation of our society.

4. Objectives:

- i. To bring up and educate students in an atmosphere congenial to the culture and values of the Catholic Christian Community and Faith.
- ii. Enable its students to realize their potential and self-worth so that they evolve as leaders and transforming agents who make significant contributions in all spheres of national life, promoting Christian values.
- iii. Nurture a community of learners motivated by a quest for social justice consistent with Christian values and academic excellence.
- iv. Equip its students with the latest technological and soft skills as well as other learning resources available so that they have the confidence to cope with the emerging demands from time to time.
- v. In pursuit of an inclusive development model, create and maintain an institutional ethos for multi-cultural thinking, freedom to learn, experiment, question, and innovate by developing critical and cognitive faculties.
- vi. Emerge as a path-breaker in the realm of education.

5. Admissions: Subject to special preference to members of the Catholic Christian community, admission to the College is open to all irrespective of religion, race, caste or community.

6. Management: The religious and moral instruction of the students of the College and all matters affecting its religious character as a Catholic Christian College of the Congregation of Jesus and Mary, along with the final administrative and financial authority, shall be under the control of the Provincial Society Delhi (Congregation of Jesus & Mary) who shall be the Management of the College, consisting of the following members of the Society, all of whom must be members of the Religious Congregation of Jesus and Mary, New Delhi:

- (a) The President of "Provincial Society Delhi"
- (b) The Vice-President of "Provincial Society Delhi"
- (c) The Treasurer of "Provincial Society Delhi"
- (d) The Secretary of "Provincial Society Delhi"
- (e) Three members of the Governing Body of the "Provincial Society Delhi" to be nominated by the president.

Subject to compliance by the Society with the terms and conditions laid down by the Government for grant-in-aid to the constituent Colleges of the University of Delhi, and with the relevant Statutes, Ordinances and Regulations thereof, in so far as and subject to they not affecting the Christian character of the College and the constitutional rights as a Christian Minority Educational Institution and subject further to the control of the Management in matters here-in-before and after set out, and to the powers conferred in this Bye-Laws upon the parent body, the College shall be a self-governed institution and shall have, and exercise, control over its own affairs, its own property, funds and finances under the overall supervision and control of "Provincial Society Delhi (Congregation of Jesus & Mary)".

7. Appointment of the Principal:

The Management shall have the sole right to appoint the Principal of the College. The Principal shall be a member of any Episcopal Christian community preferably a Sister from the Congregation of Jesus and Mary or any other Catholic religious Congregation of Sisters or a communicant female member of the Catholic community. In appointing the Principal, the Management may be guided by the regulations of the UGC from time to time so long as they do not violate the minority character and rights of the College granted by Articles 29 and 30 of the Constitution of India.

A Selection Committee consisting of the following members shall be nominated by the Management to evaluate the applicants and recommend a panel for the appointment of the Principal:

- i. The President of the "Provincial Society Delhi" will be the Chairperson of the panel.
- ii. Two members of the "Provincial Society Delhi" to be nominated by the Chairperson, of whom one shall be an expert in academic administration
- iii. One nominee of the Chairperson, who shall be a higher education expert preferably from the Catholic Christian Community.

- iv. Three higher education experts, consisting of the Principal of a College, a Professor and an accomplished educationist not below the rank of a Professor, all from the Christian community, to be nominated by the "Provincial Society Delhi."
- v. Two academic administrators from the Christian community not connected with the College to be nominated by the Chairperson.

Five members, including the Chairperson and two higher education experts nominated by the Provincial Society, shall constitute the quorum.

8. Powers and Functions of the Principal

- a) Subject to the overall supervision and control of the Governing Body, the Principal shall be responsible for the day-to-day running of the College and the discipline and general regulation of the College including academic matters.
- b) The Principal shall be responsible for convening the meetings of the Governing Body, issue of notices, agenda, and maintain attendance and minutes of all the meetings. She shall also deal with the UGC and University of Delhi and maintain all correspondence with them.
- c) The Principal of the College may be an invitee to the meetings of the Management. At the annual meeting of the Management, the Principal of the College shall submit a copy of the Minutes of the College Governing Body Meetings along with the Audited Statement of Accounts of the College for final endorsement. She shall also report all matters affecting the religious and moral instruction of the students of the College and any matter affecting its religious character as a Catholic Christian College of the "Provincial Society Delhi (Congregation of Jesus & Mary)".

9. College Governing Body

The Governing Body of the College shall consist of 15 members:

- i. The President of "Provincial Society Delhi (Congregation of Jesus & Mary)" shall be ex-officio, the Chairperson of the Governing Body.
- ii. Three members from the "Provincial Society Delhi (Congregation of Jesus & Mary)" one of whom shall serve as Vice-Chairperson and one as Treasurer, nominated by the President of "Provincial Society Delhi (Congregation of Jesus & Mary)."
- iii. The Principal of the College shall be the Member Secretary
- iv. Six members representing the field of education, social service, medicine, law, management, administration, and theology etc. nominated by the Chairperson of the Governing Body.
- v. Two teachers from the College, one above ten years' service and one below ten years' service based on the principle of seniority and rotation
- vi. Two representatives nominated by the University of Delhi, who shall be academicians.

All nominated members shall serve on the Governing Body for a period of one year, which may be renewed.

10. Functions of the Governing Body:

- a) Subject to the overall supervision and control of the parent body and Management, the Governing Body shall:
 - i. Exercise its authority over all administrative matters of the College which includes appointment of the teaching and non-teaching staff under the guidance of the Management and in accordance with the regulations of the UGC and the University of Delhi so long as they do not affect the minority character of the College.
 - ii. Sanction the annual Budget of the College, and pass the Annual Accounts and Balance Sheet.
 - iii. Decide all questions of capital expenditure and loans.
 - iv. Sanction salaries to the Principal and to the Teaching as well as Non-Teaching staff in accordance with scales approved by the University of Delhi.
 - v. On the recommendation of the Principal, grant increments to the Teaching as well as Non-Teaching staff, it being understood that increments shall not be withheld without the consent of the University.
 - vi. Decide on any matter which the "Provincial Society Delhi (Congregation of Jesus & Mary)" deems fit.
- b) The Governing Body shall meet at least three times a year, the gap between two meetings being not more than six months. The Chairperson of the Governing Body may at any time summon a meeting. In her absence, all such meetings shall be chaired by the Vice Chairperson and in the absence of both of them or if they are not willing to Chair a meeting, then the Treasurer shall Chair the meeting of the Governing Body or the Chairperson shall nominate another member of the Governing Body to chair such meeting. The Governing Body shall maintain its own records and proceedings.
- c) The quorum for any meeting of the Governing Body of Jesus and Mary College shall be seven members including the Chairperson or Vice Chairperson and the Principal.
- d) Fifteen days may be given for convening such a meeting of the Governing Body. However, a shorter notice is permissible with the approval of the Chairperson. The notice shall be sent to the Governing Body members, as the case maybe, either by email, fax or post, at the address registered with the College. This notice shall specify the day, date, time and venue of the meeting along with the agenda.
- e) Approval(s) of the Governing Body members, if required, may be taken by circulation of resolution(s), where a meeting cannot be immediately held. Such approval(s) by email or fax is also permissible with the consent of the Chairperson.
- f) If in the opinion of the Chairperson there exists an urgency, it will be given to the Chairperson to take a decision, subject to ratification of the same by the Governing Body in its next meeting.
- g) No act or proceeding of the Governing Body shall be invalid merely by reason of the existence of a vacancy or vacancies among its members or any defect in its constitution.

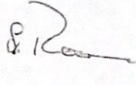
11. Maintenance of Accounts


The Treasurer shall ensure that all financial compliances are undertaken and that the funds of the College are invested in banks and as permitted by the UGC, University of Delhi, and under the Income Tax Act 1961.

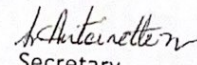
Unless otherwise specified, the bank accounts, post office accounts, fixed deposit accounts, demat accounts, mutual fund accounts shall be jointly operated by the Principal and the Bursar of the College.

The College shall maintain separate accounts of the Grant in aid, fees, donation etc. receipts and expenditures for the purpose of the UGC, Delhi University and Income Tax. For the said purposes, the College shall be treated as a separate body/ entity.

12. Disposal of Assets: If the College ceases to exist with the consent of the University, the right to dispose of its assets shall rest only with "Provincial Society Delhi (Congregation of Jesus & Mary)" and the Government of India.


President




Secretary