

LAHORE UNIVERSITY OF MANAGEMENT SCIENCES



CONSTITUTION OF HALQA-E-DANISH



1. Preliminary:

1. The society will be called Halqa-e-Daanish and will be referred to as ‘the Society’ here onwards. Halqa means a circle or group and Daanish means wisdom/knowledge.
2. The society will be a circle of individuals aiming to discuss ideas, perspectives, history, literature and any relevant topic that can make people think, wonder and observe.
3. It will be dedicated to broadening understanding of the world around us through South Asian Literature.
4. All events, productions and ventures conducted by Halqa-e-Daanish are the sole property of Halqa-e-Daanish until or unless stated otherwise.
5. The society constitution should hold an official stamp, testifying the approval of the Office of Student Affairs, hereafter referred to as by its acronym, OSA, and must be signed by Society Patron.
6. All changes to this constitution must be done through after the approval of Executive Council of Halqa-e-Daanish and should be approved by the President, The Patron of the society and the OSA.

2. Voting:

1. No bill, amendment, decision or motion can be processed without the presence of the executive council.
2. The quorum for all meetings/decisions requiring the involvement of the Executive Council shall consist of the entire Executive Council.
3. All voting done, irrespective of the purpose, shall be kept discrete and the voter’s choice, decision, opinion or consent shall be kept private and confidential.

3. Objectives:

1. The society aims to promote and reinvigorate the South Asian languages, literatures, cultures, poetry, music, religions, and different art forms.
2. The society ensures to present ideas in a manner that leaves room for development of critical thinking skills and observations.
3. The society intends to conduct events that help bridge the gap between the student community and the local art forms.

4. Structure:

1. The society consists of a) The Executive Council b) The Extended Council c) The General Body.
2. The President of the Society, with a simple majority vote of the Executive Council, may make changes to this structure.
3. The General body is placed under the Extended Council while the Extended Council is placed under the Executive Council.
4. One member cannot hold more than one position unless it is an additional charge.
5. The society will not discriminate based on race, religion, sexuality, national origin, gender, age or disability.

5. Executive Council:

1. The Executive Council shall consist of Five (5) officers namely President, Vice President, General Secretary, Treasurer and Masters Coordinator.
2. The President, Vice President, General Secretary, Treasurer and Masters Coordinator all have the equal authority in EC.

3. The Executive Council, hereafter referred to by its acronym 'EC', shall have the right to set-up a commission to amend the constitution given that an absolute majority of the Executive and the Extended Council combined supports the motion.
4. The EC has the right and obligation to protect the Society, and if, in their opinion a certain council member is not working for the best interest of the society, they should, relieve that member of his/her duties.
5. Each position in the EC is valid for a period of 1 year after it shall automatically be vacated and all positions in the EC shall be open to applications.
6. No Position in the EC can be held by more than one person.

6. Extended Council:

1. The Executive Council will be assisted by and will direct a selected Extended Council.
It will consist of Director(s) and Assistant Director(s).
2. The following conditions will apply:
 - a) The structure of the Extended Council is eligible to change - the structure will be and decided by the incoming executive council, after its selection.
 - b) No position in the Extended Council can be held by more than two (2) people at the same time.
 - c) The Extended Council will be selected by the Incoming Council at the end of the academic year
 - d) Upon consensus amongst the Incoming Executive Council Members, the exact responsibilities of the members of the Extended Council must be decided before the positions are opened to the General Body of the society.

3. The Powers and Responsibilities of the Extended Council:

- a) The Extended Council may dispose or hire any general body member into their respective department.
- b) The Extended Council neither can terminate the membership of any member of the society nor can recruit any student into the society.
- c) The Extended Council members may recommend to the Executive Council regarding all termination and recruitment matters.
- d) The Extended Council shall unequivocally assist the Executive Council in discharge of their functions.

7. Membership:

1. Recruitment shall commence at the beginning of Fall Semester.
2. The recruitment procedure shall commence with the recruitment activities originated by the society and directed towards the student body of LUMS for the purpose of encouraging association with the society.
3. Any student who is enrolled in LUMS, whether visiting, full-time or exchange, is eligible to be a member of the society.
4. The recruitment activity is a three-tier process starting from written applications to individual interviews followed by deliberations by the Executive Council.
5. The procedure can be altered and redesigned by a simple majority vote of the Executive Council.
6. The recruitment drive can be repeated during the academic year if there is a simple majority vote of the Executive Council in favor of the motion.

7. Membership of the society shall only be renewed for those members who show interest in remaining associated with the society.

8. Code of Conduct:

1. The society expects its members to uphold and demonstrate following values and ideals:

- a. Honesty in all dealings with others, as foundation of all other values.
- b. Respect for others, as shown by consideration for their beliefs and needs.
- c. Integrity in adherence to moral and ethical principles.
- d. Excellence in all work performed, reflecting ideal of quality as a virtue.
- e. Commitment in demonstrating obligation towards society's vision, decisions & promotion.

9. Conflict Resolution:

1. In case of any conflict in the Executive Council or the society, the problem will be resolved in the presence of the EC.

2. In case the Executive Council is not able to resolve the conflict, the issue will be referred to CCA.

3. In case of harassment and abuse, the society will adopt the following approaches:

- a. In case one member of the society files a complaint against another member of the society, then the complaint will be dealt with-in the society in the presence of EC. If the issue is not resolved by the EC in 7 working days, then the complaint will be forwarded to CCA.
- b. If a member of the society is alleged of harassment or abuse by someone from the student body, s/he will be temporarily suspended, and the case will be forwarded to CCA. CCA will further refer the case to DC committee or Sexual Harassment Committee.

