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# CONSTITUTION

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OF THE  
**JAMIA TEACHERS' ASSOCIATION (JTA)**



**Jamia Millia Islamia**  
(Central University by an Act of the Parliament)  
New Delhi – 110025, India



### **Description of Logo of the Jamia Teachers' Association (JTA), Jamia Millia Islamia, New Delhi**

1. Describes cooperation and coordination between head and hands; ideas and action.
2. Sky-blue color circle represents the unlimited scope of education, green spikes represent sustainability, and white background represents peace and happiness.
3. Describes the central circle as head of a bee. Bee, that produces honey and also possesses sting, herewith for imparting education and protection of academia and nation.
4. Describes 'dignity', 'unity' and 'parity' for and among teachers and citizens.
5. Represents the open book as knowledge and a head as indicator of wisdom.
6. Represents the 'praying hands' and 'head of humility' to acquire and impart knowledge, courage and honor.
7. Displays acronym of the Association, 'JTA' and year of constitution formation for the first time, 1967.
8. Two parallel white lines in the circle depicts and insists on a path through peace, and that ideas of dissent go hand in hand peacefully.

## **The Constitution of the Jamia Teachers' Association (JTA), Jamia Millia Islamia, New Delhi**

### **1. Name**

The name of the Association shall be the "Jamia Teachers' Association" with Acronym "JTA".

*(The Jamia Teachers' Association is established in accordance with the provision in JMI Act)*

### **2. Office**

#### **Address:**

Office of Jamia Teachers' Association (JTA)  
Khwaja Abdul Hamied House, Jamia Millia Islamia  
Jamia Nagar, New Delhi- 110025

### **3. Definition**

In the context of this Memorandum the Association shall mean the Jamia Teachers' Association.

### **4. The Aims and Objectives**

The aims and objectives of the Association shall be:

- (a) to promote ideals and objectives of Jamia Millia Islamia and to preserve its autonomy and character,
- (b) to safeguard and promote the interests of the members of the Association in particular and the teachers' community in general at all forums,
- (c) to organize academic, cultural and social activities in the university,
- (d) to promote democratic functioning of the University specially in terms of teachers' participation in decision-making processes,
- (e) to raise the voice and extend support for general welfare of the community.

## **5. Membership**

(a) All permanent Directors, Principals, Senior Professors, Professors, Associate Professors, Assistant Professors, Instructors, or any other professional with equivalent designation eligible for classroom teaching and fulfilling the definition of university teacher employed in the institutions of Higher Learning (teaching beyond the senior secondary school) shall be eligible for membership of the Association.

(b) Every member shall pay to the Association the prescribed fee to be laid down by the General Body from time to time.

(c) A member shall cease to be member of the Association in case of:

- (i). Resignation,
- (ii). Non-payment of subscription for one year,
- (iii). Expulsion by General Body.

*It will, however be open for General Body to reinstate such expulsion.*

## **6. Organization**

The Association shall function through the following organization:

- (a) The General Body.
- (b) The Executive Committee.

## **7. The General Body.**

(i) The General Body, consisting of all the members of the Association, shall:

- (a) elect President, Vice-President, Secretary, Joint Secretary, Treasurer and other members of the Executive Committee,
- (b) review the functioning of the Association in the light of its aims and objects,

- (c) formulate the programme and policies of the Association,
- (d) consider and approve the Annual Report of the working of the Association prepared by the Secretary,
- (e) approve the annual budget,
- (f) appoint an auditor.

(ii) The General Body shall meet at least twice a year or as and when convened by the Secretary in consultation Executive Committee.

### **8. The Executive Committee**

(a) The Executive Committee shall consist of the President, the Vice-President, the Secretary, the Joint Secretary, the Treasurer, and Eight other members.

(b) The members of the Executive Committee shall be elected by the General Body from amongst its members.

(c) The Executive Committee shall be the executive authority of the Association and shall:

- (i) device ways and means for the achievement of the aims and objects of the Association,
- (ii) supervise the execution of the decision(s) of the General Body,
- (iii) conduct election,
- (iv) frame the budget and get it approved,
- (v) accept eligible persons as member of the Association,
- (vi) frame necessary rules and regulation for the smooth functioning of the Association and get them approved by the General Body,
- (vii) perform such other functions as may be assigned to it by the General Body from time to time, and
- (viii) appoint sub-committees.

## **9. The President**

The President shall be the head of the Association and shall preside over the meetings of the General body and of the Executive Committee.

## **10. The Vice-President**

- (a) act for the President in his/her absence
- (b) the Vice-President shall assist the President in the discharge of his/her duties and shoulder such other responsibilities as the Executive Committee may assign.

## **11. The Secretary**

The Secretary shall;

- (a) convene meetings of the Executive Committee,
- (b) convene meetings of the General Body in consultation with the Executive Committee,
- (c) execute the decisions of the General Body and the Executive Committee,
- (d) keep the record of the proceedings of the General Body and the Executive Committee,
- (e) be responsible for the safe custody of the records and the property of the Association,
- (f) operate the approved budget with Treasurer in accordance with the decisions of Executive Committee.
- (g) receive gifts, donations and subscriptions on behalf of the association,
- (h) prepare annual report of the Association.
- (i) perform such other functions as may be assigned to him/her by Executive Committee and the General Body from time to time.

## **12. The Joint Secretary**

The Joint Secretary shall:

- (a) act for the Secretary in his/her absence,
- (b) perform such other duties as may be assigned to him/her by the Secretary from time to time.

## **13. The Treasurer**

The Treasurer shall:

- (a) prepare the annual financial report of the Association,
- (b) prepare the Annual Budget for consideration and approval of the Executive Committee and General Body,
- (c) keep the accounts of the Association and present an audit report of the accounts at the annual meeting of the General Body,
- (d) operate the bank account/funds on behalf of the association with Secretary in accordance with the decisions of Executive Committee.
- (e) perform such other functions as may be assigned to him/her by Executive Committee and the General Body from time to time.

## **14. Term**

- (a) The term of the Executive Committee shall begin on 16<sup>th</sup> May.
- (b) The office bearers and the members of the Executive Committee shall hold office for a period of two years which shall be deemed as one term.
- (c) A member of the Executive Committee shall be eligible for re-election for only one more term in continuation on the same position.

### **15. Notice of Meetings**

- (a) All the ordinary business meetings shall be convened on at least seven days prior notice.
- (b) Extra-ordinary meetings may be convened on at least 24 hours prior notice.

### **16. Chairperson of the Meetings**

- (a) The president shall preside over the meetings of the General Body and the Executive Committee.
- (b) In the absence of the President, the Vice-President of the association shall chair for the meeting.
- (c) In the absence of both President and Vice-President, Members present at the meeting of the association or of the Executive Committee shall elect a chairperson for the meeting from amongst the members present at the meeting.

### **17. Quorum**

- (a) One third of the total members of the General Body shall form the quorum for all meetings of the General Body unless otherwise specified in the constitution.
- (b) Seven members including the President/Vice President, the Secretary/Joint Secretary and the Treasurer form the quorum for the meetings of the Executive Committee.
- (c) Proceedings of the meeting will remain valid if the meeting is adjourned.
- (c) Quorum issue can be raised by at least One Third members present.

**18.** All the decisions of the Association shall be taken by the majority of votes of the members present unless otherwise specified in this constitution.



## **19. Requisition of Meeting**

- (a) The Secretary shall be bound to convene a meeting of the General body if she/he receives a written request signed by at least one fourth of the total members of the Association and the meeting shall be convened within 7 days of the receipt of the request.
- (b) Request for such meeting shall specifically mention the purpose of the requisition.
- (c) A meeting of the Executive Committee shall be convened if the requisition is signed by at least five members of the Executive Committee and the meeting shall be convened within 3 days of the receipt of the request.

## **20. Amendments to the Constitution**

- (a) A notice for the motion to amend the constitution shall be submitted to the Secretary in writing either by the Executive Committee or at least one-fourth of the total members of the Association. Through a consultative process the Executive Committee will decide to call a meeting. Thereafter, the Secretary shall issue notice of the meeting to consider the motion and shall call a meeting of the General Body for this purpose at the earliest.
- (b) An Amendment to the Constitution can be made only by two-third majority of the members present at General Body and voting for amendment.

## **21. Motion of No-confidence.**

A motion of No-confidence against the Executive Committee shall be treated in the same way as specified in para 20 (a) and (b) concerning amendment of the Constitution.

## **22. Vacancies.**

Any vacancy in the Executive Committee caused by resignation or any other reason shall be filled as under:

- (a) a fresh election shall be held for the office bearers viz., President, Vice-President, Secretary, Joint Secretary and Treasurer if they have completed less than three fourth of their term. In case an office-bearer has already completed three fourth of his term, the vacancy thus caused shall be filled by the Executive Committee from amongst its members.
- (b) a fresh election shall be held for the members of the Executive Committee other than office-bearers only if they have not completed three fourth of their term.
- (c) no action or proceedings of the Executive Committee shall be invalid or called in question merely by reason of existence of any vacancy or vacancies in its membership.
- (d) If any member of Executive Committee mentioned above does not attend meetings of the Executive Committee for three consecutive meetings, he/she shall be deemed to have vacated his/her seat.

## **Background**

Constitution of Jamia Teachers' Association (JTA) was printed in September 1968 and never been revised since then. It was need of time to modify first version and make it relevant with contemporary system of education. The present, second version is formulated and approved during 2018-2020 JTA tenure.

## **Important Dates and Decision of Committee and GBM**

Date	Activity
Sep 12, 2018	Constitution Amendment Committee (CAC) constituted by GBM
Nov 1, 2018	First Meeting of CAC
Dec 11, 2018	Second Meeting of CAC, report sent to all Members of JTA inviting suggestions/inputs
Feb 10, 2019	Draft was circulated among all JTA Members
Mar 8, 2019	Extended EC Meeting with JTA Members and all those provided suggestions/inputs
Mar 20, 2019	Revised Draft submitted to Secretary, JTA
Apr 29, 2019	Revised Draft presented before GBM, GBM directed for one more extended EC with inputs
Aug 6, 2019	Extended EC Meeting finalized the Draft
Aug 29, 2019	CAC handed over Final Draft to JTA Office
Oct 23, 2019	Final approval by GBM

## **Committee for Revision/Amendment in JTA Constitution**

Prof. Luqman A. Khan

Dr. Mohd. Asad Malik

Dr. Mumtaz Ahmad

Dr. Arif Mohammad (Coordinator)

**Jamia Teachers' Association (JTA)**  
**(2018 – 2020)**

**President**

Professor Amir Azam

**Secretary**

Professor Majid Jamil

**Joint Secretary**

Dr. Mohammad Irfan Qureshi

**Executive Committee Members**

Dr. Nazia Khan

Dr. Arif Mohammad

Dr. Rahisuddin

Dr. Amit Kumar Tamrakar

Mr. Waseemullah Khan

Prof. Asif Husain

**JTA Website:** [www.jta-jmi.com](http://www.jta-jmi.com)

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**JTA Twitter Handle: JamiaJta**



**Facebook: Jamia Teachers' Association Jta**

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