

# **Muslim Majlish Constitution of Muslim Majlish Sabaragamuwa University of Sri Lanka.**

## **CHAPTER 1**

Act 01: Name: - Muslim Majlish, Sabaragamuwa University of Sri Lanka

Act 02: Address: - P.O.Box 02, Belihul Oya, Sri Lanka.

Act 03: Vision: - Work with dedication to build up a strong relationship and awareness about cultural values among the university students such that it doesn't affect the rules and regulations of Sabaragamuwa University of Sri Lanka.

Act 04: Mission: - Maintaining brotherhood and coexistence among Muslims and non- Muslims with in the multi racial committee under a strong condition of Islamic laws and orders.

## **CHAPTER 2**

Act 05: Objectives:-

A: Clearly describes the aims of Muslim Majlish.

B: Maintaining and protecting educational, cultural and deportmental values of Muslim students and identifying their skills and providing necessary facilities to improve them.

C: Using the advantageous privileges stated under the laws of both university and country.

D: identifying the educational state of schools in under developed areas act according to it with the aim of uplifting education mainly by building good schemes.

E: Taking suitable steps to build up a cordial relationship with other religious committees.

F: Identifying the students who are unable to continue their graduation due to poverty or some other reasonable things and helping them by providing a suitable solution or assistance.

G: Training the students on the ways of succeeding the society up liftmen schemes considering the social well being.

H: Helping both the under graduate students and their families in case of sudden accidents or deaths.

I: Fulfilling identified needs in nearby villages, masjids (mosques) and schools.

J: Identifying the problems faced by Muslim students and helping them to solve them.

K: Conducting seminars and speeches on religious topics with the aim of protecting Muslim students from religious destructions.

L: Implementing schemes that are needed according to the current situation prevailing.

## **CHAPTER 3**

Act 06: Membership (Basic Qualifications)

A: Being a student of Sabaragamuwa University of Sri Lanka.

B: Must be able to work under the laws and orders of Muslim Majlish.

Act 07: Loss of membership

A: When loosing the qualification of being a Muslim student of Sabaragamuwa University of Sri Lanka.

B: Acting beyond the laws and orders of Muslim Majlish.

#### Act 08: Executive Committee

A: Must not contain members less than 16.

B: Committee must work for a period of one academic year.

C: Executive committee must assemble at least once a month.

#### Act 09: Change and selection of Executive Committee

A: Special general meeting must be assembled, when majority (51%) of Muslim Majlish students approve and send a proposal.

B: New Executive Committee will be selected when the above mentioned proposal is approved by 2/3 majority resolution.

C: Assumed as dissolved automatically if one academic year finishes.

D: Students from all the faculties must be given membership.

E: There will be separate committee for girls.

F: Approval of students from all the faculties must be there in the selection of executive committee.

G: Senior treasurer and advisor will be a university academic or administrative officer.

H: Selections will be based on seconding a proposal. Selection will be based on voting if there is more than one proposal.

I: Election will be conducted by the existing Executive Committee (old).

#### Act 10: Members of Executive Committee

A: Patron

B: Senior Treasurer

C: President

D: Secretary

E: Vice President

F: Vice Secretary

G: Junior Treasurer

H: Old students Coordinator (alumina)

I: Media and Publication

J: School Development

K: Member form 1<sup>st</sup> year (Boy-1)

L: Lady Members (7)

(Note Ladies: 3<sup>rd</sup> Year – 02, 2<sup>nd</sup> Year - 03, 1<sup>st</sup> Year - 02)

#### Act 11: Senior Treasurer

A: Academic or administrative officer of Muslim Majlish

B: Examining and approving (signing) the budget prepared by junior treasurer.

C: Has the full authority to dismiss any member who acts beyond the laws and orders of Muslim Majlish.

D: Has the authority to question about the members of Muslim Majlish.

#### Act 12: President

- A: Must be a student of Sabaragamuwa University of Sri Lanka. Must be a 3<sup>rd</sup> year student. Favorable to be have knowledge in religious matters. Being fluent in three languages (Tamil, Sinhala, and English) is good.
- B: Should not act beyond the laws and orders of Muslim Majlish and should not have been subjected to any inquiries.
- C: Heading all the general meetings and Executive Committee meetings.
- D: Getting advices and suggestions from secretary.
- E: Examining the budget.
- F: Has the authority to point out mistakes and question regarding them.
- G: Could be dismissed by impeachments. The particular impeachment must be approved by 2/3 majority resolution and be submitted to the General Secretary.
- H: Then, will be dismissed by 2/3 majority resolution in the general meeting.

#### Act 13: General Secretary

- A: A 3<sup>rd</sup> year student from Muslim Majlish will be selected.
- B: Arranging all the meetings with the consultation of President.
- C: Preparing and submitting all the documents in front of Executive Committee and General Body.
- D: Protecting the properties of Muslim Majlish.
- E: Providing advices and suggestions to President.
- F: Signing the all the documents.
- G: Could be dismissed with 2/3 majority resolution.

#### Act 14: Vice President

- A: Must be a 3<sup>rd</sup> year student of Muslim Majlish.
- B: Act as intermediate President in absence of President.
- C: Submitting reports to President.
- D: Being assistance to President.
- E: Arrange Jumma Day Works

#### Act 15: Vice Secretary

- A: Must be a 2<sup>nd</sup> year student of Muslim Majlish.
- B: Act as intermediate Secretary in absence of Secretary.
- C: Submitting reports to the Secretary.
- D: Being assistance to Secretary.
- E: Arrange Cultural Events.

#### Act 16: Junior Treasurer

- A: Must be a 3<sup>rd</sup> year student of Muslim Majlish.
- B: Must be responsible for all financial matters, collecting and spending money.
- C: Must be responsible and protect the properties of Muslim Majlish (getting the advice from Secretary).

#### Act 17: Old students coordinator (Alumina)

- A. Being a 3<sup>rd</sup> Year students Muslim Majlish.

- B. Collect the details of old students.
- C. Make necessary arrangements to hold get together of old students.
- D. Cooperate and give advice to the Executive Committee.
- E. Submit ion of minutes.

#### Act 18: Media and Publication

- A. Being a 3<sup>rd</sup> Year students Muslim Majlish.
- B. Being responsible for media.
- C. Being able to handle internet, E-mail and twitter.
- D. Being responsible for all publications.
- E. Cooperate and give advice to the Executive Committee.
- F. Submit ion of minutes.

#### Act 19: School Development

- A. Being a 2<sup>nd</sup> Year students Muslim Majlish.
- B. Being responsible for all activities related to development of education
- C. Cooperate and give advice to the Executive Committee.
- D. Submit ion of minutes.

#### Act 20: 1<sup>st</sup> year Member

- A. Being a 1<sup>st</sup> year students Muslim Majlish.
- B. Find out the problems faced by the 1<sup>st</sup> year students and inform them to the Executive Committee.

#### Act 21: Lady Members

- A. Members couldn't be less than 7.
- B. These members will be lead and guided by the 3<sup>rd</sup> year students.
- C. Arrange separate meetings for ladies and take advices from the president and secretary.
- D. Find out the problems faced by the Muslim ladies and take steps to solve them or inform to the Executive Committee.
- E. Maintenance of library and find ways to maintain the assets of library.
- F. Ladies being an exemplar and concerning disciplinary behavior and work hard to reinforce the disciplines. Also make arrangements for special events for ladies.

#### Act 22: Joined Members

- A. Previous president of Muslim Majlish will be considered as the joined member.
- B. Has power to give advice to the Executive Committee.

C. Has power to find, point out and question regarding problems.

Act 23: Impeachment against Executive Members and vacation of position

- A. Any member of Muslim Majlish can bring impeachment against Executive Members.
- B. Member will lose the position when the proposal is executed by 2/3 majority in the General Meeting.
- C. The Executive member will automatically lose the position due to the absence for 3 consecutive meeting without any proper reason.
- D. When the Executive member wish to resign the position, could do it by handing over the resignation letter to the secretary. According to the proposal of Majlish members of the particular academic year that vacated position will be filled by the Executive Committee.

#### CHAPTER 4

Act 24: Clearance regarding the finance and bank account arrangements

- A. Link all the financial activities with government or private bank.
- B. Muslim Majlish is not permitted to get loan facilities and buying and selling with any government and private bank.
- C. Among president, secretary and treasurer two of them could sign in order to withdraw money from bank account.
- D. Junior treasurer can hold not more than Rs.10, 000/=.
- E. Particular amount will be collected from Muslim Majlish members during needy situation and junior treasurer will be responsible.
- F. Muslim Majlish is permitted to open an account at any bank according to the situation.
- G. It is must to get permission in the General Meeting in order to carry out any activity that cost more than Rs. 30, 000/=.

#### CHAPTER 5

Act 25: Meetings or Seating

- A.1.a. Majority of members be presented or attended to the meeting.
- A. 2. Executive meetings.
  - a. All the Executive meetings would be informed to the Executive members before one week.
  - b. The Secretary would announce this announcement.
  - c. Holding in Muslim Majlish block are good.
  - d. Could arrange often according to the situation.
- A. 3. General Meeting

- a. General Meetings must be arranged not less than 2 times in an academic year.
  - b. The matters regarding General Meeting would be informed before one week.
  - c. Holding in Muslim Majlish block are good.
- A. 4. Special General Meeting
- a. Special general Meeting will be arranged when the proposal executed by the majority (51%) of Muslim Majlish members is handed over to the secretary requesting to arrange a Special General Meeting.
  - b. A Special General Meeting could be arranged when the president wish to have it at any situation.
  - c. Special General Meeting could be informed to the members before one week.
- A. 5. Annual General Meeting
- a. Informing the Majlish members regarding Annual General Meeting before 2 weeks.
  - b. At the end of the academic year this Annual General Meeting must be held.
  - c. The future Executive Committee selection will also be held.
  - d. Members above 50% must attend.
  - e. Holding in Muslim Majlish block are good.

Act 26: Amendment of constitution

- A. Executive Committee has power to amend the part or full constitution according to the situation.
- B. The amendment of constitution will be executed by the 2/3 majority of the Muslim Majlish members.
- C. All the amendment will be copied and annexed.

NOTE:

- ✓ While selecting the members for executive committee the member should not be under gone any investigation for any mistake and be a good role model for the future generation.
- ✓ Sabaragamuwa University Majlish is an asset which gained due to the hard work of old students Sabaragamuwa University of Sri Lanka. So must take an oath it is the duty and responsibility of all the students of Sabaragamuwa University to protect it.
- ✓ When selecting members to the executive committee members from Sabaragamuwa University for a particular position is appreciated.