

**SOCIETY FOR QUIZ University Institute of Legal Studies Panjab University**

**Chandigarh**

**(2023-24)**

**CHARTER**

**1) Object of the Society**

The Society for Quiz (SFQ) is incorporated to imbibe quizzing culture among students because Quizzing is an art and a test of intellect. The primary objective of the society is to provide exposure to the students as quizzes help us to expand our vision beyond the books and enter into the world of competition and also to amplify the horizons of knowledge.

**2) Extent and Scope of the Charter**

- The Charter confers the exclusive right to conduct quiz in the department (UILS) over the Society for quiz.
- The Charter shall govern the constitution of its members and all the events or competitions under its name from time to time in the department.

**3) Composition of the cell**

**A) ADMINISTARTIVE COMMITTEE**

- **Chairman:** The Director of UILS shall be the ex-officio chairman.
- **The faculty coordinator**

**B) CORE COMMITTEE**

The members of the core committee shall be elected as per the procedure enumerated in Clause 7 and the following are the posts and the minimum eligibility requirement to be fulfilled by the candidate.

- **President-** 4<sup>th</sup> year
- **Convenor-** 4<sup>th</sup> year

- **Co-Convenor**-3<sup>rd</sup> year
- **Treasurer**-3<sup>rd</sup> year

**C) EXECUTIVE COMMITTEE:** There shall be 6 executive members to be chosen from 3<sup>rd</sup> year or above, heading different committees namely:

- Logistics and Support Sub-Committee
- Social media and Advertising Sub-Committee
- Creative and Design Sub-Committee
- Accolades Sub-Committee
- Question Bank Sub-Committee
- Editorial Sub-Committee
- Registration and Verification Sub-Committee

**D) GENERAL COMMITTEE:**

- There shall be 12 general members to be chosen from various years.
- **2 posts** for general member of the committee shall remain **reserved for Persons with Disability**. *In case, the seats remain vacant, the same shall be made open to general candidates.*

**E) ADVISORY COMMITTEE:**

- The members of the previous year's Core and Executive Committee are the ex-officio members of the advisory committee.
- Any other member as per discretion of the Core Committee on prior approval of the Administrative Committee can be appointed.

#### **4) Responsibilities of the Members of the Society**

**A) ADMINISTRATIVE COMMITTEE**

To manage all the administrative matters falling under the domain for the society and total supervision over society and its functions or as they may feel under their jurisdiction.

## **B) CORE COMMITTEE**

<b>Portfolio</b>	<b>Responsibility</b>
<b>President</b>	Supervision of all the matters related to the society and act as a link between the Administrative Committee and other members of the society.
<b>Convenor</b>	Supervision of all the administrative matters of the Core Committee of the society
<b>Co-Convenor</b>	Assisting President and Convenor in supervision of all the administrative matters of the Core-Committee of the society
<b>Treasurer</b>	Supervision of all the financial matters of the society

## **C) EXECUTIVE COMMITTEE**

<b>Portfolio</b>	<b>Responsibility</b>
<b>Logistics and Support head</b>	To provide all sorts of platforms and other technical aid required for the event
<b>Social media and Advertising Head</b>	To publicize the event on all social media websites, official handles of society and university, any other as required
<b>Creative and Design Head</b>	To provide creative aid like designing posters, brochures, etc.
<b>Accolades Head</b>	Responsible for the certificates and all the matters related to the prizes for an event
<b>Question Bank Head</b>	To frame questions for the Quiz Competitions
<b>Registration and Verification Head</b>	Responsible for matters of registration

	and declaration of results of the events
<b>Editorial Head</b>	Responsible for providing content for various events as required by the Core

#### **D) General Committee**

- To follow up the instructions as per directions from their Sub-Committee Heads or a member of Executive Committee with the approval of the President.

#### **E) Advisory Committee**

- To provide all sorts of aid and advice to the society as per requirement or voluntarily

#### **5) Tenure**

The tenure for the society shall be one academic year and it shall be reconstituted on start of session.

#### **6) Selection Criteria for the Members**

- Members shall be selected on the basis of an interview. The prospective members must submit an application containing the statement of purpose.
- Interview: The interview shall be conducted by a panel comprising of 2 teachers of UILS.
- The candidate shall not be a part of committee for more than 3 terms.

#### **7) Selection of Core Committee**

- The selection of post holders of the society shall be based interview.  
**The Interview-** The faculty coordinator(s) has the ultimate power to decide the parameters for the interview.

#### **8) Tie Breaker**

- if there is a tie between the candidates for the post, then the member (s) of the advisory board of the society shall cast their vote(s)

## **9) Primary functions of the Society**

To organize: -

- Two National Level (Online) Quiz competitions (topic as decided thereby);
- Two National Level (Offline) Quiz competitions in the department (topic decided thereby);
- Two Intra-Department (Offline) Quiz competitions within the department (UILS) on different law series like Civil, Criminal, etc.;
- Quiz Competition (Offline) on the Basics of Law and other Foundational Topics of Law especially for 1<sup>st</sup> and 2<sup>nd</sup> year in the department (UILS) and optional for other students.
- Quiz Competition (Offline/Online) open for everyone upon Fundamental Rights and Directive Principles to increase the awareness of Legal Rights among the people.
- Quiz Competition (Offline/Online) especially for the students of the school on the “Basics of Law” to develop the interests of the students in the field of Law and will increase a sense of awareness among them.
- Any other event as society deems fit.

## **10) Procedure for Suspension and Termination of Membership**

**A)** The member of the Society can be suspended from the post in the following cases:

- If one is found indulged in any practice or act that would be against the Constitution of the society.
- If one fails to perform the responsibilities assigned repetitively
- one fails to attend three consecutive meetings of the society

**B)** A proper notice and a chance to negate the guilt shall be given to such person and the suspension of such member shall be subject to the passing of special resolution with the two-third majority vote of the total society.

- C) The procedure of suspension can be invoked by submission of an official complaint against any person either to the administrative committee or core committee.

#### **11) Miscellaneous**

- The Society after prior approval of the administrative committee and core committee can organize other events also.
- The Core Committee with the prior approval of the Administrative Committee can recruit additional members as and when required.
- Any member/committee can be allotted any kind of work not stated in the charter by the Core Committee!
- Any member, who misses 2 consecutive meetings without prior information shall be subject to disciplinary proceedings.
- No member of the committee shall be allowed to participate in any quiz organized by the society throughout the term.

#### **12) Procedure for amendment of the Charter**

- Any provision of the Charter can be amended after the society passes a special resolution with two-third majority vote of the total number of members.
- The discretion for amendment also rests with the faculty coordinator of SFQ as well as the Director of the department.

Prof. (Dr.) Pushpinder Kaur

(Faculty Coordinator)

Prof. (Dr.) Sarbjit Kaur

(Director)

UILS, Chandigarh