

*Indian Institute
Of
Education*

CONSTITUTION

2001



Indian Institute of Education

J. P. Naik Path, 128/2, Kothrud, Pune - 411 029

Indian Institute of Education, Pune

J. P. Naik Path, 128/2, Kothrud,
Pune - 411 029

[Registration Nos. : (1) Societies Reg. Act 1860 : No. 1620
(2) Public Trust Act 1950 : No. F - 1852 (Pune)]

CONSTITUTION

INTRODUCTION

This Constitution comes into force from 3rd January, 2001, i.e. from the date on which it was approved and certified by the Charity Commissioner, on the basis of the Change Report submitted by the Institute.

During the course of the implementation of the Institute's past Constitution, it was found that some amendments would be necessary in view of three main considerations, viz.

1. The Marathi name of the Institute i.e. (भारतीय शिक्षण संस्था) had to be included in the Constitution so as to prevent its unauthorised use by anyone
2. The scope of the Institute's programmes had to be widened in order to respond positively to the growing challenges of technological and socio-economic changes worldwide
3. Further facilitation of the Institute's management as a Trust of which the dominant intention is public service through education.

The amendments proposed to the Constitution were got legally examined and thereafter placed before the General Body for its consideration and approval in the meeting held on 21st August, 1999 and subsequently before the Special General Body Meeting held on 25th September, 1999. This Constitution which has been certified by the Charity Commissioner on 3rd January, 2001, comes into effect from that date.

Indian Institute of Education

Constitution

1. Name :

The name of the Society shall be 'Indian Institute of Education', hereinafter referred to as the 'Institute' in English and 'Bharatiya Shikshan Sanstha' in Marathi.

2. Registered Address :

The head office of the Institute shall be located in its premises at 128/2, Kothrud, Karve Road, Pune-411 029. The Board of Trustees shall, however, have the authority to locate it at any other place in Pune or in Bombay.

3. Aims and Objects :

The aims and objects of the Institute shall be :

- (1) to foster conceptual and empirical research, action-research, and extension programmes in education, concerning the relationship between education and society and education and development with focus on education for all;
- (2) to encourage comparative studies in relation to national and international educational problems within and outside the education system;
- (3) to offer training programmes in education, especially at the post-graduate level, with emphasis on social science inputs;
- (4) to bring out journals and books and other communication material in English, Hindi, Marathi and other Indian languages as may be necessary for encouraging the study of education among workers within the educational system as well as among the general public;
- (5) to arrange conferences, seminars, workshops and lectures on educational and related problems;
- (6) to help organize in different parts of the country such projects/centre/schemes as are in accord with the objectives of the Institute; and to function as channelizing agency for the funding of such projects wherever necessary;
- (7) to arrange to provide consultancy and guidance to governments, institutions and individuals for the development of education;
- (8) to foster international contacts and collaborative arrangements for the study of education especially in the developing countries and to collect information about innovations and experiments in the field of education and development so as to disseminate the information to interested organizations and individuals;

- (9) to cooperate with other organizations and centres for furtherance of education and development on mutually beneficial terms to subserve the objectives of the Institute;
- (10) generally to arrange and participate in activities for developing education as an important instrument of social transformation, and to link it more meaningfully with the life, needs and aspirations of the people;
- (11) to foster the cultivation of scientific temper and non-formal science education among the underprivileged groups in particular, with a view to developing their productivity and encouraging research in this context;
- (12) to endeavour to develop the resources of the Institute so as to enable it to carry out its aims and objects with due independence and effectiveness.

4. Programmes :

The Institute shall strive to function at four levels (international, national, state and local) to achieve its aims and objects.

- (1) At the international level the Institute will strive to keep in touch with the latest educational thought in the world, maintain contacts with leading educational thinkers and develop collaborative links with important centres of educational studies abroad.
- (2) At the national level the Institute will help organize educational discussions and collaborative studies in education and development, establish links with leading educationists and social scientists in different parts of the country, evolve academic links with major centres of research and educational experiments, and organize consultancy services to state governments, in response to requests.
- (3) At the State level the Institute will encourage programmes of (a) studies of the state educational system, (b) publications related to research, training and extension for non-formal education, (c) allied activities such as lectures, discussions and seminars, (d) consultancy services and field-level experimentation and innovation, especially in formal and non-formal elementary, post-elementary, and adult education.
- (4) At the local level, the Institute will encourage experiments, especially in elementary and non-formal education, and try to keep in touch with institutions and individuals doing similar work in the state.

5. Membership :

The membership of the Institute shall be of three categories : Life-members, Honorary members, and Institutional members.

(1) Life-Members : Life-members of the Institute shall be persons who have paid Rs. 1,000 and who are admitted to such membership by the Board of Trustees.

Provided, however, that all life-members of the Institute who were enrolled on or before 31st March 1979 on payment of Rs. 100/- shall continue to be life-members during their life-time.

(2) **Honorary Members** : Honorary members of the Institute shall be persons who have rendered distinguished service to the cause of education and development and who are so elected by the Board of Trustees. An honorary member shall continue to be a member for life.

(3) **Institutional Members** : An institution which pays a one-time fee of Rs. 5,000/- and is admitted to such membership by the Board of Trustees, shall be an institutional life-member. An institution can acquire annual institutional membership on payment of Rs. 1,000/- annually and be admitted as such by the Board of Trustees.

Provided, however, that all institutions which were enrolled as members on or before 31st March, 1979, on payment of Rs. 100/- shall continue to be institutional members.

6. Authorities and Offices of the Institute :

(1) The authorities of the Institute shall be

- (i) The Board of Trustees
- (ii) The Executive Committee

(2) The Board of Trustees may create such other authorities and offices of the Institute as may be deemed to be necessary for the administration of the Institute from time to time and determine their powers and responsibilities. The Board may also abolish such authorities or offices.

7. The Institute shall have an Executive Committee :

(1) The Executive Committee shall consist of the following members :

1. Member-Secretary, Board of Trustees, Chairman
2. Jt. Member-Secretary, Board of Trustees, Vice-Chairman
3. Three trustees nominated by the Board of Trustees
4. Director-General of the Institute.

The Director-General shall act as Member-Secretary of the Executive Committee.

(2) The Jt. Member-Secretary, BoT shall act the Chairman of the Executive Committee in the absence of the Chairman.

(3) The Executive Committee shall meet as often as necessary, but not less than four times in a year. Three members present at the meeting shall form a quorum.

(4) In immediate and urgent cases, the Chairman/Member-Secretary may take decisions. All such decisions shall be recorded in writing and reported to the next meeting of the Executive Committee.

(5) The Executive Committee shall have powers :

1. To consider the audited annual accounts of the Institute and to recommend them to the Board of Trustees for adoption.
2. To consider the annual budget estimates of the Institute.
3. To consider the annual budget estimates of such of its centres or projects where it is necessary to recommend them to the Board of Trustees for advice/information/approval, as the case may be.

4. To consider the Annual Report of the Institute and to recommend it to the Board of Trustees for approval.
5. To utilise the funds of the Institute other than grants earmarked for different projects, for purposes appropriate to its (i) activities and programmes and (ii) its assets and equipment for augmenting its resources.

8. The Board of Trustees :

- (1) The Institute shall have a Board of Trustees.
- (2) The Board of Trustees shall consist of not less than seven and not more than fifteen persons from among life-members or honorary members of the Institute.
- (3) In addition, the Board of Trustees may invite a representative of the Government of India, State Government, ICSSR, or other grant giving agencies, as the Board of Trustees may find necessary or obligatory under the rules of the agency from which funds are provided in support of projects/centres/activities governed by the objectives of the Trust, whenever the presence of such representative invitee is required in connection with any project/centre/activity funded by the organization he/she represents.
- (4) The Board of Trustees shall have the power to appoint any life-member or honorary member of the Institute as a trustee.
- (5) The Board of Trustees as constituted on the date on which this constitution comes into force shall continue in office for a period of five years.
- (6) Thereafter one-third members of the Board, as determined by lots, shall retire every year and the vacancies so caused shall be filled by co-optation by the remaining trustees for a period of five years. A retiring member of the Board of Trustees shall be eligible for co-optation for another term of five years. But no person shall be co-opted as a member of the Board of Trustees for more than two consecutive terms.
- (7) A member of the Board of Trustees shall cease to be a member of the Board of Trustees if he/she resigns by a letter addressed to the Member-Secretary or absents himself/herself for three consecutive meetings of the Board of Trustees without leave of absence or without any reasonable ground.
- (8) The Board may take decisions by circulation.
- (9) In immediate and urgent cases, the Chairperson/Vice-Chairperson may take decisions. All such decisions shall be recorded in writing and reported in the next meeting of the Board of Trustees.
- (10) The Board of Trustees shall hold the assets and property of the Institute and shall be responsible for the proper conduct of the Institute in accordance with the Constitution and in keeping with the aims and objects as set forth herein. In particular and without affecting the generality of the foregoing provision, the Board of Trustees shall have the powers
 - (a) to appoint officers of the Institute,
 - (b) to admit or remove life-members, institutional members, and to nominate honorary members of the Institute;

- (c) to lay down broad directives of policy for the conduct of the Institute and programmes fostered under the objectives;
- (d) to acquire by gift, purchase, lease or otherwise any property, movable or immovable, which may be necessary or convenient for the purposes of the Institute and to construct, alter and maintain any building or buildings for the purposes of the Institute;
- (e) to invest the funds of the Institute as may from time to time be directed by Government and determined by the Board of Trustees of the Institute and, from time to time, to sell, reinvest or transfer such investments;
- (f) to take over and acquire by purchase, gift or otherwise from central or state governments and other public bodies or individuals, movable and immovable properties or other funds together with any attendant obligations and engagements and consistent with the objects of the Institute;
- (g) to sell, transfer, lease or otherwise dispose of any movable or immovable property of the Institute;
- (h) to raise loans and advances for the purpose of the Institute on such terms and conditions as may be agreed upon in each particular case from time to time;
- (i) to enter into arrangements with the Government of India, State Governments and other public or private organizations or individuals for furtherance of the objects of the Institute, for facilitating implementation of programmes and for securing and accepting endowments, grants-in-aid, donations or gifts on mutually agreed terms and conditions;
- (j) to take any legal step in any matter concerning the Institute and to authorise the Member-Secretary of the Board of Trustees, and/or designated officer of the Institute, to represent the Institute in any matter in any court or other office and to incur necessary and incidental expenses;
- (k) to appoint such Committees as are necessary for the efficient conduct of the Institute and to delegate to these Committees or to any other authority of the Institute such of its powers as it considers necessary;
- (l) to approve the audited annual accounts of the Institute;
- (m) to approve the budget of the Institute;
- (n) to approve the budget of the centres/projects/activities where required under rules.

The Board of Trustees exists for the special purpose of fostering the educational activities of the Institute in the light of its objects. In all matters relating to policy and management its powers shall be absolute.

9. Chairperson and Vice-Chairperson of the Board of Trustees :

- (1) The Board of Trustees shall nominate by consensus its Chairperson and Vice-Chairperson from amongst its members. Their tenure will be five years from the date of nomination. They will continue to hold office during the period of five years from the date of nomination so long as they are members of the Board of Trustees.

- (2) The Chairperson of the Board of Trustees shall preside over the meeting of the Board of Trustees as also over the meeting of the General Body of the Institute. He or she shall have the right to exercise a casting vote in case the Board of Trustees or the General Body is equally divided on an issue before it.
- (3) There shall be a Vice-Chairperson of the Board of Trustees. He or she will act for the Chairperson in his/her absence and shall exercise such powers and duties as the Chairperson may delegate to him/her from time to time.

10. Secretary of the Board of Trustees :

- (1) The Board of Trustees shall nominate one of the trustees as Member-Secretary and another as Jt. Member-Secretary.
- (2) It shall be the duty of the Member-Secretary:
 - (i) to convene the meeting of the Board of Trustees and of the General Body of the Institute as directed by the Board of Trustees or its Chairperson;
 - (ii) to implement the decisions of the Board of Trustees;
 - (iii) to correspond under the direction of and for the Board of Trustees;
 - (iv) to sign and verify plaints, written statements, appeals, memos or applications of any kind on behalf of the Institute, to engage pleaders, advocates or solicitors and to do such other things as are necessary for prosecuting the proceedings in any court-civil, criminal or revenue – and any other office of the Government or local authority or in any other office.

11. Director General : *may be*

The Director-General shall be appointed by the Board of Trustees to be the Chief Executive Officer of the Institute. His/her duties, responsibilities and powers shall be determined by the Board of Trustees from time to time. The Board of Trustees may also delegate any of the their powers to him/her.

12. Annual General Meeting :

- (1) The General Body of the Institute shall consist of all members of the Board of Trustees and life and honorary members of the Institute.
- (2) The Member-Secretary shall convene an annual meeting of the General Body, as directed by the Board of Trustees or its Chairperson, to transact the following business:
 - (a) to consider the annual report and accounts of the Institute for the preceding financial year (1st April to 31st March), and
 - (b) to appoint auditors of the Institute.

Ten members shall form a quorum for the General Body meeting. If there is no quorum the meeting shall be adjourned for half an hour. The members present shall then meet at the same place and transact the business of the meeting.

13. Funds :

The funds of the Institute shall be deposited in such bank or banks and shall be operated upon in such manner as the Board of Trustees may decide from time to time.

14. Committees :

The Board of Trustees may constitute such Councils or Committees as it may deem to be necessary for administrative purposes and furtherance of the objectives of the Institute from time to time and determine their composition, term of office, powers, responsibilities and procedures. The Board of Trustees may also abolish such Councils or Committees.

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15. Regulations :

The Board of Trustees may frame regulations not inconsistent with the Constitution of the Institute.

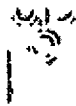
16. Amendments :

On a motion made by the Board of Trustees, these rules may be deleted, amended or added to at a meeting of the General Body by the votes of three-fifths of the members present and voting. One month's clear notice will have to be given for all such meetings of the General Body.

17. Dissolution :

Any number not less than three-fifths of the members of the Institute may determine that the Institute shall stand dissolved, and thereupon, it shall be dissolved forthwith or at the time then agreed upon, and all necessary steps shall be taken for the disposal and settlement of the property of the Institute, its claims and liabilities. The Institute, however, shall not be dissolved unless three-fifths of the members have expressed a wish for such dissolution by their votes delivered in person at a general meeting convened for the purpose.

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