Constitution of Indian Sociological Society

Registered under the Societies Registration Act (XXI of 1860), Bombay, December 11, 1951, N. 2735 of 1951-52.

Part I. Description of the Society

1. Name:

The name of the Society shall be “Indian Sociological Society.”

2. Office of the Society:

The Office of the Society, initially located in Mumbai, is now permanently located in Delhi. The Society shall maintain its registered Office at its present address:

Flat C-1046, Sector-C, Pocket-1, Vasant Kunj, New Delhi – 110070, Email: Societyinsoso@gmail.com**;** Phone: 011-49875204

a) The office premises, includes the Transit Researcher’s Flat. These facilities shall be maintained by the Society and shall be used for the purposes of the Society and for the benefit of its Life members.

b) Any change to the registered office, or any transfer, sale, lease, disposal, or significant change in how the office premises are used, must be passed by the Managing Committee and approved by the General Body.

c) All the provisions of the Societies' Registration Act (XXI of 1860) (Punjab, Amendment Act, 1957) as applicable to the Union Territory of Delhi shall apply to the Society.

3**.** The purposes of the Society:

a) To pursue and promote the study of sociology and the sociological understanding of Society, social institutions, social processes, and social transformations to educational institutions including schools, colleges,

universities and research institutions and to the public at large with the goal to disseminate sociological knowledge for public interest

b) To circulate knowledge through lectures, seminars, conferences, workshops, publications, digital platforms, online, offline and hybrid academic programmes;

c) To publish, in print and/or electronic form, journals, newsletters, e-newsletters, Special Issues, edited volumes, books and other academic publications of the Society, including the Sociological Bulletin, Bharatiya Samajshastra Sameeksha, Explorations (E-journal), E-Newsletters and such other publications as shall be approved by the Managing Committee from time to time;

d) To hold conferences, including the All-India Sociological Conferences, sessions of Research Committees, seminars, workshops, memorial lectures and other academic programmes, in physical, online or hybrid modes in various fields of sociology and related areas.

e) To promote and strengthen academic cooperation, affiliation and association with Regional Sociological Associations, the International Sociological Association (ISA), affiliated social-science associations, university departments, research institutions, and other national and international academic bodies; and to facilitate the exchange of news, reports, publications, conferences, seminars, workshops, collaborative initiatives, and other academic activities between the Society and such bodies.

Part II. Membership, Fees and Rights of Members

A. Membership Categories:

i) Life Members;

ii) Ordinary Members;

iii) Student Members;

iv) Institutional Members;

v) Regional Sociological Associations/Societies.

1. The Managing Committee shall frame guidelines regarding the documents required, the procedure for scrutiny of applications, and the criteria for determining academic interest in sociology or sociological research in the case of applicants from allied disciplines

2. Life Membership:

a) A person holding a Ph.D. degree in Sociology, or in any allied social-science discipline with a demonstrable academic interest in sociology or sociological research, shall be admitted as a Life Member of the Society, subject to the submission of appropriate documentary proof and approval by two-thirds of the members of the Managing Committee;

OR

b) An ordinary member with a postgraduate degree in sociology or any allied social-science discipline having three years of membership in the Society and who has attended at least three annual conferences of the Society shall be eligible for life membership.

2. Ordinary Membership:

a) A person holding a postgraduate degree or any higher qualification in sociology or in any allied social science discipline shall be admitted as an Ordinary Member of the Society on payment of the prescribed annual subscription, subject to approval by the Managing Committee;

b) The Ordinary Membership fee shall be prescribed and revised by the Managing Committee from time to time.

3. Student Members:

a) A person enrolled as a regular student in Sociology or in any allied social-science discipline in a recognised Indian university, college or research institution shall be admitted as a Student Member of the Society on payment of the prescribed annual subscription as decided by the Managing Committee;

b) A person enrolled as a regular student in Sociology or in any allied social-science discipline in a foreign university college or research institution shall be admitted as a Student Foreign Member of the Society on payment of the prescribed annual subscription as decided by the Managing Committee;

c) For this purpose, valid proof of student status shall include a current institutional identity card or a bona fide certificate, or an enrolment certificate, or any other equivalent document issued by the institution concerned valid for the relevant period.

4. Institutional Members:

a) Any university department, research institute or research centre may be admitted as an Institutional Member upon payment of a prescribed fee, as determined by the Managing Committee, and approved by the Managing Committee;

b) An institutional member shall be entitled to:

i) Submit academic news, reports, announcements and information about academic activities for possible inclusion in the Society's newsletter or other official communication platforms; and

ii) Participate in the academic proceedings and discussions of the Conference, without voting rights.

5. Regional Sociological Associations/Societies:

a) The Managing Committee shall affiliate Regional Sociological Associations and other social-science associations/societies after approving the same;

b) Regional Sociological Associations shall be recognised as important academic partners of the Society in promoting sociology across the regions of India;

c) An affiliated regional association shall be entitled to:

i) Share reports of their conferences, seminars, workshops, publications and other academic activities for possible inclusion in the Society's newsletter or official communication platforms; and

ii) Participate in the academic proceedings and discussions of the Conference, without voting rights.

d) The Managing Committee shall frame guidelines for affiliation, renewal, coordination, reporting and academic cooperation with Regional Sociological Associations, the International Sociological Association.

6. Research Committee Membership

a) A Life Member/Ordinary Member/Student can become a member of Research Committees after paying fees for the same;

b) A student/ordinary member shall have to renew such membership in the research committee beyond one year;

c) A Life Member/Student Member/Ordinary Member can be a member of maximum 3 Research Committees/Working Groups.

B. Payment of Fees:

1. All Ordinary, Student, Regional Sociological Associations and Research Committee members shall pay annual membership fees of one calendar year starting on 1st January and ending on 31st December. These annual membership fees shall be renewed for each successive calendar year.

2. The Regional and Institutional Membership fee is a one-time fee and shall be such amount as shall be prescribed and revised by the Managing Committee from time to time.

3. All membership fees, including, affiliation fees, institutional membership dues, research committee fees, conference registration costs, donations, and other Society-related payments, shall be payable online. The specific online modes of payment shall be determined by the Managing Committee as and when required.

4. The Managing Committee shall establish detailed rules for online payments, including payment deadlines, renewal processes, arrear management, membership or affiliation restoration, and access to publications and other related facilities.

5. If any annual and affiliation fee or other recurring payment is overdue beyond the period set by the Managing Committee, the concerned member shall be informed.

6. All fees applicable to persons residing within SAARC countries and outside these, shall be prescribed and revised by the Managing Committee from time to time;

C. Rights of Members:

1. All Life Members shall be entitled to receive online access to the journals, e-journals, e-newsletters and other digital academic publications of the Society, subject to publication agreements and access policies.

2. Institutional Members and affiliated Regional Sociological Associations shall be given online access to the journals, e-journals, e-newsletters and other digital academic publications of the Society through their offices in accordance with the rules framed by the Managing Committee and subject to publication agreements and access policies.

3. Only Life Members shall be entitled to vote in elections and other formal business of the Society, provided they have been on the register of the Society as a Life Member for not less than three years.

4. Ordinary members, student members, institutional members and regional association representatives do not have the right to vote.

5. Eligibility to contest elections shall be distinct from the right to vote and shall be subject to the academic, institutional, cooling-period, conflict-of-interest and other criteria prescribed in the Constitution and election rules of the Society.

6. The Transit Researcher's Flat and any other facilities maintained by the Society shall be available to Life Members on such terms and conditions as shall be prescribed by the Managing Committee from time to time.

Part III. Eligibility, Roles, and Duties of the Office Bearers and of the Management Committee

A. The Office Bearers:

1. The following are the Office Bearers of the Society:

a) The President, Secretary and Treasurer;

b) The members of the Managing Committee;

c) The Convenors of the Research Committees;

d) The Editor-in-Chief of the journals;

e) Members of committees, sub-committees, boards or bodies constituted under the Constitution, rules, regulations or guidelines of the Society.

2. The office bearers and functionaries of the Society shall discharge their duties in accordance with the Constitution, the rules and regulations of the Society, and the decisions of the Managing Committee and the General Body.

B. <u>The President and Secretary: Eligibility, Role and Duties:</u>

1. Eligibility:

a) A person contesting for Presidentship shall be a Life Member of the Society for 15 years;

b) S/he needs to have demonstrated sustained academic engagement with the Society, including participation in its annual conferences, academic activities and Research Committees;

c) Hold, or have held, a regular teaching and/or research position for at least 15 years in a recognised Indian university/ college/ research institution;

d) Should not be below the rank of Associate Professor;

e) Not hold any other position in the Society that would create a conflict of interest under the principle of one member, one position;

f) Self-Declaration: A Candidate shall submit a declaration stating that s/he/they is not a member of or affiliated with any political party.

2. The President’s Role and Duties:

a) The President serves as the constitutional and academic leader of the Society, presiding over meetings of both the Managing Committee and the General Body;

b) The President must ensure that the Society's affairs are managed in accordance with the Constitution, rules, regulations, and decisions of the Managing Committee and the General Body;

c) The President shall oversee the Society's academic and institutional goals, serve as its representative in relevant forums, and actively promote sociology and sociological research;

d) The President shall act in consultation with the Secretary, the Treasurer and the Managing Committee. In all matters requiring approval under the Constitution, rules or guidelines, the decision shall be taken by the Managing Committee in accordance with the prescribed procedure;

e) In urgent matters and emergency situations, expenditure may be jointly authorised by the President and Secretary in consultation with the Treasurer subject to subsequent reporting and ratification by the Managing Committee;

f) In the event of a dispute, complaint, contestation or matter requiring institutional examination, the President, in consultation with the Secretary and with the approval of the Managing Committee, shall constitute an appropriate Inquiry committee with clear terms of reference. Such a committee shall function in accordance with the principles of fairness, confidentiality, natural justice, and under the rules framed by the Society.

3. The Secretary’s Role and Duties:

a) The Secretary shall coordinate and oversee the day-to-day administration and functioning of the Society in accordance to the Constitution, rules and regulation and decisions made by the managing committee and the general body;

b) The Secretary shall conduct correspondence on behalf of the Society, issue meeting notices, prepare agendas, maintain minutes and records, preserve official documents, and ensure the implementation of decisions of the managing committee and the general body;

c) The Secretary shall coordinate with the President, the Treasurer, the Managing Committee, the Research Council, the Research Committees, Editor-in-Chief and the editorial bodies, regional sociological associations, International Sociological Association, institutional members, and other committees or bodies of the Society;

d) The Secretary shall supervise the administrative staff of the Society, subject to the decisions and rules approved by the Managing Committee.

e) The Secretary will notify the MC and GB Meetings

f) S/he will present the Secretary's Report during the MC and GB Meetings updating the activities of the ISS during the said period.

g) The Secretary shall be the Editor of the ISS E-Newsletter.

4. The Treasurer:

a) The Treasurer shall be elected by the Managing Committee from among the five members of the Managing Committee constituting the senior-most serving cohort, that is, the cohort in the final two years of its six-year term, in accordance with the procedure prescribed by the Managing Committee;

b) Eligible members of the senior-most serving cohort may express their willingness in writing. The President, in consultation with the Managing Committee, shall conduct the election of the Treasurer from among the willing and eligible members. Where no member of the senior-most serving cohort is willing or eligible, the Managing Committee may elect the Treasurer from among the remaining members of the Managing Committee;

c) The President and the Secretary shall ordinarily not vote in the election of the Treasurer. In the event of a tie, the Secretary shall have a casting vote;

d) The Treasurer, with the assistance of the Accountant and the Society's office, shall be responsible for maintaining the accounts, financial records, receipts, payments, bank records and other financial documents of the Society. The Treasurer shall ensure that all financial transactions are carried

out in accordance with the Constitution, the financial rules of the Society, applicable law and the decisions of the Managing Committee;

e) The Treasurer shall work in coordination with the President, the Secretary and the Internal Audit Committee and shall be accountable to the Managing Committee in matters relating to financial reporting, compliance and transparency;

f) The Treasurer shall prepare and present periodic financial statements to the Managing Committee, coordinate with the auditor, place the audited accounts before the Managing Committee and thereafter before the General Body for approval, and ensure that separate records are maintained for the General Fund, Endowment Fund and any conference, grant, donation, endowment, award or other fund of the Society. The Internal Audit Committee shall periodically review the financial statements and records and may submit its observations and recommendations to the Managing Committee.

C. The Managing Committee: Eligibility and Roles:

1. Composition and Eligibility:

a) The Managing Committee shall be composed of the President, the Secretary and not more than fifteen other members, all of whom shall be elected by Life Members of the Society;

b) The Treasurer shall be elected by the Managing Committee from among its members in accordance with the above procedure prescribed in Part III, 4 (a) (b) & (c);

c) The Editor-in Chief of the journals shall be part of the Managing Committee meeting with the right to express opinions, share comments and advice without having voting rights on resolutions of the MC.

d) A member contesting as member of the Managing Committee shall:

i) Be a Life Member of the Society for ten years;

ii) Have demonstrated sustained academic engagement with the Society; including participation in its annual conferences, academic activities or committees;

iii) Hold, or have held, a regular teaching and/or research position not below the rank of Associate Professor with ten years of experience in a recognised Indian university/college/ research institute in Sociology or allied social sciences;

iv) Not hold any other position in the Society that would create a conflict of interest under the principle of one member, one position;

v) Self-Declaration: A candidate shall submit a declaration stating that s/he/they is not a member of or affiliated with any political party.

2. Role and Functions of the Managing Committee:

a) The Managing Committee shall be the principal elected body responsible for the governance, administration and institutional functioning of the Society. The Managing Committee shall frame rules, guidelines and procedures for:

i) Conducting elections to the offices of President, Secretary and members of the Managing Committee;

ii) Holding conferences, seminars, workshops, memorial lectures and other academic events;

iii) Implementing, the recommendations of the Research Council and other committees constituted by the Society;

iv) Administering academic awards, including Lifetime Achievement Awards, book awards, memorial awards, young-scholar awards and other recognitions instituted by the Society;

v) Defining and regulating relations with Regional Sociological Associations, International Associations, Institutional Members and affiliated academic bodies;

vi) Prescribing and revising membership fees, affiliation fees, institutional membership fees, conference fees, Research Committee fees and other fees payable to the Society;

vii) Constituting committees, sub-committees, search-cum-selection committees, award committees, inquiry committees and other bodies with clearly defined terms of reference;

viii) Considering matters relating to journals and publications of the Society in accordance with the provisions on editorial governance and editorial autonomy;

ix) Supervising the maintenance of records, accounts, funds, office premises, Transit Researcher's Flat and other institutional assets of the Society; and

x) Performing such other functions as shall be necessary for the effective functioning of the Society in accordance with the Constitution;

xi) Prescribing rates for stay and guidelines for the use of the Society's Transit Researcher's Flat.

D. Rules regarding Managing Committee Meetings:

1. Meetings of the Managing Committee shall take place at such time and place, including in physical, online or hybrid mode, as shall be decided by the President and the Secretary in consultation with the Managing Committee members. The quorum for the meetings will be one-third;

2. In addition to need-based meetings, the Managing Committee shall ordinarily meet at least once every three months. The first meeting of the Managing Committee in a calendar year shall ordinarily be held on or before March, so that the annual budget, calendar of activities, conference-related matters and other institutional priorities shall be considered in good time;

3. The annual calendar of meetings shall, as far as practicable, ensure that matters relating to the budget, conferences, elections, reports, accounts, minutes and the General Body Meeting are considered within the tenure of the outgoing Office Bearers and Managing Committee;

4. In urgent or extraordinary circumstances, a special meeting of the Managing Committee shall be requisitioned by two-thirds of MC members. The requisition shall state the matter requiring urgent consideration, and the meeting shall be held in physical, online or hybrid mode;

5. Meetings of Editorial Boards, Research Committees, the Research Council, Award Committees and other committees or bodies of the Society shall be governed by their respective terms of reference. Minutes or reports of important decisions shall be submitted to the Managing Committee for record.

E. Rules regarding filling up vacancies:

1. Any casual vacancy arising in the Managing Committee due to death, resignation, disqualification, inability to continue, or any other reason shall be placed before the Managing Committee.

2. Where the remaining term of the vacancy exceeds six months, the vacancy shall ordinarily be filled from the same cohort or batch in which the vacancy has arisen. The next unelected candidate from that cohort or batch who secured the highest number of votes in the last election shall be invited to serve for the remaining term, subject to eligibility, willingness and absence of conflict of interest.

3. Where no such candidate is available, willing or eligible, the Managing Committee shall decide an appropriate procedure for filling the vacancy, consistent with the Constitution and election rules of the Society.

4. Where the remaining term is six months or less, the Managing Committee shall leave the vacancy unfilled, provided that the quorum and effective functioning of the Managing Committee are not affected.

5. As Treasurer is elected from among the Managing Committee members, clauses Part III, E 1, 2, 3, & 4 (a), (b), (c) shall apply to a vacancy in case of the Treasurer.

6. A casual vacancy in an editorial position shall be filled in accordance with the procedure prescribed for editorial appointments under the provisions relating to Journals and Editorial Governance.

7. If the President/Secretary resigns/goes on long leave, dies in office, becomes unable to continue, or is otherwise unable to discharge the duties of office for the remainder of the term, the Managing Committee shall elect an Officiating President/Secretary from among its members for the remaining

period of the term. If the remaining term is more than 6 months, the Managing Committee shall appoint an election committee to elect a new President/Secretary.

F. Office Staff and Administrative Support:

1. The Society shall appoint an Administrative Officer, Office Assistant, Accountant, Caretaker and such other staff or support personnel as shall be required for the effective functioning of its office, transit flat, membership records, correspondence, accounts support, conference coordination, publication-related communication and maintenance of official records.

2. Appointments shall be made through a transparent procedure by a selection committee consisting of the President, the Secretary, the Treasurer and two MC members nominated/elected by the MC.

3. The selection committee shall make its recommendation to the managing committee. The appointment, remuneration, honorarium, term, extension, renewal, or termination of such staff shall be subject to approval by the Managing Committee. The appointment letter shall specify the duties, term, remuneration or honorarium, reporting authority, conditions of extension or renewal, and grounds for termination.

4. The appointment term is initially three years, usually extendable to five years, and with the possibility of further renewal(s) subject to a performance review and approval by the Managing Committee. All payments, extensions, renewals, or salary revisions shall be documented in the Society's accounts.

5. The administrative officer and other staff shall not possess any constitutional powers granted to the President, Secretary, Treasurer, Managing Committee, or any elected or appointed body of the Society. Their role is limited to providing administrative support, working under the guidance of the President and the Secretary and following the decisions made by the Managing Committee.

G. One Member, One Position and Conflict of Interest:

1. To give effect to the principle of one member, one position and to avoid conflict of interest, no member shall simultaneously hold more than one substantive position in the Society.

2. For this purpose, substantive positions shall include President, Secretary, Treasurer, member of the Managing Committee, Editor-in-Chief, Research Committee Convener and Research Committee Co-Convener.

3. Where any doubt arises as to whether a particular position creates a conflict of interest, the matter shall be placed before the Managing Committee for decision and asked to adjudicate in accordance with the Constitution and the rules of the Society.

4. Any Life Member will be elected only once as President, Secretary and member of the Managing Committee in their lifetime.

5. The President, Secretary and member of the Managing Committee shall not be eligible for Research Convenorship and Working Group Convenorship.

6. The President, Secretary and members of the Managing Committee shall not contest for a position that is lower than what they hold in their lifetime.

Part IV. Rules Governing Accounts, Funds and Internal Audit Committee

A. Funds of the Society:

1. The Society shall maintain a General Fund, an Endowment Fund, and such other funds as shall be created and named by the Managing Committee from time to time.

2. The General Fund of the Society shall consist of the Society and Research membership fees, affiliation fees, institutional membership fees, conference fees, donations, grants, contributions and such other receipts as are not specifically earmarked for any other fund.

3. The Endowment Fund shall consist of donations, grants, contributions or other receipts specifically earmarked for endowments, memorial awards,

lectures, fellowships, scholarships, academic awards or other purposes approved by the Managing Committee.

4. The formation, composition, purpose, administration and utilisation of any other fund shall be laid down by the Managing Committee at the time of its creation.

5. All funds of the Society shall be maintained, utilised, recorded and audited in accordance of the financial rules of the Society and to be decided by the Managing Committee and applicable law.

B. Accounts:

1. The accounts of the Society shall be maintained by the Treasurer and the Internal Audit Committee in accordance with the Constitution, the financial rules of the Society, decisions of the Managing Committee and applicable law.

2. The bank accounts of the Society shall be operated by any two of the three Office Bearers — the President, the Secretary and the Treasurer — in accordance with the financial rules approved by the Managing Committee.

3. The President shall appoint an auditor for the annual audit of the accounts of the Society, subject to reporting of this matter to the Managing Committee. The auditor's fees shall be paid out of the General Fund of the Society or such other fund as may be approved by the Managing Committee.

4. The Treasurer shall make available to the auditor all accounts, vouchers, receipts, registers, bank statements, records, papers and information required for the audit.

5. The audited accounts, duly signed by the President, the Secretary, the Treasurer and the auditor, shall be placed before the Managing Committee for approval and thereafter before the General Body for approval.

6. The Treasurer with the aid of the Internal Audit Committee shall submit periodic financial statements to the Managing Committee at such intervals as shall be prescribed by the Managing Committee. Such statements shall include details of receipts, expenditure, bank balances, fund-wise utilisation, pending liabilities, conference accounts, publication accounts, award funds,

endowment funds and any other financial matter requiring review. It shall submit observations or recommendations to the Managing Committee.

7. All financial records, audited statements and decisions relating to accounts shall be properly recorded and preserved in the official records of the Society.

C. Internal Audit Committee:

1. A three-member Internal Audit Committee shall be constituted from among the members of the Managing Committee to assist in internal financial oversight. The Society's accountant shall be the ex-officio member of the Internal Audit Committee without voting rights.

2. The members of the Internal Audit Committee shall be elected in such a manner as shall be decided by the Managing Committee.

3. The Treasurer shall place periodic financial statements before the Internal Audit Committee and share all matters relating to financial records, internal review, fund utilisation and compliance with the Committee.

4. The Internal Audit Committee shall not replace the statutory auditor or the formal audit process prescribed under the Constitution and applicable law. Its role shall be internal, advisory and supportive of financial transparency.

Part V. Rules Governing Elections of President, Secretary and Members of the Managing Committee

A Rules regarding appointment of the Election Committee:

1. The Managing Committee shall appoint a three-member Election Committee, one of who shall be designated as Convenor, for the conduct of elections. The names of the Election Committee and the Convenor shall be proposed by the President in consultation with the Secretary and approved by the Managing Committee.

2. The members of the Election Committee shall be a senior academic and shall preferably be a former President, former Secretary, former Editor, former Managing Committee member, former RC Convenor, or other senior member of recognised standing in the Society.

3. The members of the Election Committee shall not be candidates in the election and shall not hold any conflicting office or position during the election process.

C. Rules regarding conduct of the Election:

1. All elections to the offices of President, Secretary and members of the Managing Committee shall be conducted online.

2. The election committee shall schedule the election of office bearers of the Society every two years in the month of December.

3. The schedule of the election shall be organised in such a way that voting is completed before the annual conference and the results are declared after the conclusion of the annual conference and in any case on or before 31st December. The new elected officers shall assume duty on 1st January every two years.

4. This schedule allows the outgoing Office Bearers and Managing Committee to complete their constitutional responsibilities, including the presentation and approval of reports, accounts, minutes and other pending institutional matters, before the incoming Office Bearers and Managing Committee assume office.

C Powers and Responsibilities of the Election Committee:

1 Preparing and notifying the election schedule;

2 Preparing and verifying the electoral roll;

3 Inviting nominations;

4 Scrutinizing nominations in accordance with the eligibility criteria prescribed in the Constitution and election rules;

5 Publishing the list of valid nominations;

6 Permitting withdrawals of nominations within the notified period;

7 Publishing the final list of candidates;

8 Conducting the online voting process in a fair, confidential, secure and transparent manner;

9 Ensuring that the secrecy of the vote is maintained;

10 Counting and declaring the results;

11 Submitting an election report to the Managing Committee;

12 Preserving election records for such period as shall be prescribed; and

13 Dealing with procedural objections in accordance with the election rules framed by the Managing Committee.

D Rules regarding Complaints and Irregularities of the Election Process

1. When the Election Committee identifies any material procedural irregularity, technical failure, breach of confidentiality, issues of eligibility, or other circumstance that may affect the fairness, integrity or validity of the election, it may, for reasons recorded in writing, pause the election process, withhold the declaration of results, or refer the matter to the Managing Committee for appropriate decision.

2. Where an election-related complaint, objection or challenge requires factual examination, the Election Committee shall investigate the matter and submit its report for appropriate action to the President and the Managing Committee.

3. The President in consultation with the Secretary and the Managing Committee may appoint an Inquiry Committee to further investigate the matter. Any candidate found, after an inquiry to have committed professional misconduct, violated electoral rules and procedures, or engaged in electoral malpractice, or any other such misconduct under the Constitution or rules of the Society, then such a candidate shall be subject to disciplinary action. The Managing Committee shall, having considered the findings of this committee impose one or more of the following disciplinary actions: disqualification from holding office, debarment from contesting elections, suspension of membership, or permanent termination of membership.

4. Where a complaint concerns the conduct, impartiality or functioning of the Election Committee or any of its members, the matter shall be referred to the President who in consultation with the Secretary and the Managing

Committee may constitute an independent Inquiry Committee or take such other appropriate action as may be required.

Part VI. Rules governing Research Committees and Research Council

A. Working Groups and Research Committees:

1. The Society shall have two categories of research bodies: working groups and research committees.

2. Working groups shall function as preliminary academic research groups to be recognised for a limited period to assess the academic potential, membership base, thematic relevance and organisational capacity of an emerging area of sociological inquiry. These groups shall organise academic activities in accordance with guidelines framed by the Research Council, and shall submit periodic activity reports for review.

3. A working group shall not automatically become a research committee. Its continuation, discontinuation, or upgradation shall depend on its academic performance, regularity of activities, membership strength, and relevance to sociology, subject to review by the Research Council and ratification by the Managing Committee.

4. Research committees shall function as established academic bodies of the Society, dedicated to promoting research, discussion, publications, panels, conference sessions and other scholarly activities in specialised fields of sociology and related areas.

5. Each Working Group and Research Committee shall have a Convener and, where required, one or more Co-Conveners, elected in accordance with the guidelines framed by the Research Council and ratified by the Managing Committee.

6. Each Working Group/Research Committee should have at least 10 Life Members to be eligible for recognition.

7. Eligibility Criteria for a Working Group and Research Committee Convener:

a) A working group convener shall be a Life Member of the Society for more than 5 years;

b) A Research Committee Convenor needs to have three years membership of the research committee concerned and at least 5 years of Society's Life membership to become a Convenor;

c) A Research committee/ Working group convenor should have academic competence and substantial academic work in the field or area of the Working/Research Committee and have contributed a sustained involvement in the activities of the Society;

d) A Working/Research group convenor need to hold or have held, a position of Assistant Professorship or its equivalent in an Indian college/university/research institute and have had at least 5 years of teaching and/or research experience in Sociology or allied social sciences;

e) Not hold any other position in the Society that would create a conflict of interest under the principle of one member, one position.

8. Co-Conveners shall include younger scholars who are Life Members of the Society and who have demonstrable academic work in the field concerned, subject to guidelines framed by the Managing Committee.

9. A Life Member who has completed two terms as Convener of a particular Research Committee, shall not be eligible to serve again as a Convener of the same Research Committee even after observing the prescribed cooling period.

10. A Life Member who has completed two terms as Convenor of a Research Committee shall observe a cooling period of 1 term (2 years) before becoming Convenor of another Research Committee/Working Group or establishing a new Working Group.

B. <u>The Research Council:</u>

1. A Research Council shall be constituted every two years. It shall function as an academic and advisory body of the Society to review, coordinate and strengthen the work of the Research Committees.

2. The President and the Secretary of the Society shall be the President and Secretary of the Research Council and conduct the meeting.

3. The Research Council shall consist of elected seven members of the Managing Committee and may include if needed two special invitees of Life Members whose names will be suggested by the Managing Committee.

4. The Research Council shall meet at least once every three months, in physical, online or hybrid mode. It shall maintain minutes of its meetings and submit its minutes, reports and recommendations to the Managing Committee for consideration and record.

5. The Research Council shall perform the following functions:

a) Formulate procedures for the creation, recognition and renewal of Working Groups and Research Committees;

b) Recommend procedures for the upgradation of Working Groups into Research Committees;

c) Recommend minimum and maximum numbers for the Research Committee and Working groups to ensure effective functioning of its activities. It will also decide the minimum and maximum number of members needed for each RC & WG and for the appointment of Co-conveners

d) Evaluate the academic performance of Working Groups and Research Committees, including through expert committees where required, on the basis of specific parameters to be devised by the research council;

e) Undertake periodic academic review or academic audit of Research Committees and submit its report to the Managing Committee;

f) Recommend further eligibility norms, duties and procedures for Conveners and Co-Conveners of Research Committees;

g) Review inactive or non-performing Research Committees and recommend their renewal, restructuring, merger or discontinuation;

h) Submit recommendations to the Managing Committee on the formation, renewal, restructuring, merger or discontinuation of Research Committees;

i) The Research Council shall ensure that every Working Group/Research Committee would advertise the schedule of its panels and meetings a fortnight in advance of the Annual Conference; It will organize an Academic Calendar to be followed by all Research Committees and Working Groups;

j) The Research Council shall maintain an updated record of the terms of office of all Research Committee Conveners and Co-Conveners and shall identify in advance the Working Group/Research Committee where elections have to take place.

k) The elections for Convenor and Co-Convenors shall be held every two years during the Business Meeting of the Working Group/Research Committee and will be conducted by the outgoing Convenor. It shall be organised on the second day of the Annual Conference with the date and names of candidates to be announced one month in advance on its website;

l) The Research Council shall appoint an Election Officer as an observer from among the members of the Managing Committee or from members of Research Council for the conduct of the elections. The results of the same shall be put up on the website immediately.

5. The final decision on the formation, renewal, restructuring, merger or discontinuation of Research Committees shall rest with the Managing Committee.

Part VII. Rules Governing Management of Journals and Social Media

A. General Rules:

1. The journals and publications of the Society shall be governed in a manner that protects academic quality, editorial independence, peer review, ethical standards and the credibility of the Society.

2.The journals of the Society shall have a clearly identified editorial structure appropriate to its language, scope, readership, academic orientation and publication requirements.

3. Each journal of the Society will outline its objective and policy statement with the help of the Editorial Board. Such a structure shall include

a) An Editor-in-Chief;

b) A Deputy Editor, Associate Editor(s), Book Review Editor or other editorial functionaries, wherever required;

c) An Editorial Board; and

d) An Editorial Advisory Board.

4. The Editorial Board, Editorial Advisory Board shall be constituted separately for each journal.

5. The term of office of the Editorial Board and Editorial Advisory Board would be of 5 years and co-terminus with the term of the Editor-in-Chief. The President and the Secretary will be ex-officio members of the Editorial and the Editorial Advisory Boards

6. There will be an at least one offline Editorial Board meeting of each of the journals of the Society once a year preferably coinciding with the annual conference.

7.Proposals for edited volumes with original articles/papers shall be considered through a Screening Committee constituted of a committee made up of the Editor-in-Chief of the *Sociological Bulletin/Bharatiya Samajshastra Sameeksha*, and 2 senior scholars who are not current Office Bearers or members of the Managing Committee or Conveners of Research Committee to avoid any conflicts of interest. The President and Secretary will be ex-officio members of this committee.

8. The Society shall formulate a social media policy after due consideration of issues regarding ethics before it is implemented.

B. Appointment of the Editor:

1. The Editor-in-Chief shall be a scholar of recognised academic standing in Sociology or allied social sciences, with a strong publication record, research experience and familiarity with academic peer-review and publication processes.

2. A person shall be eligible for appointment as Editor in Chief if s/he/they:

a) Is a Life Member of the Society;

b) Is an established scholar in Sociology or allied social sciences;

c) Has significant peer-reviewed publications;

d) Has experience in academic editing, reviewing, research supervision or publication management;

e) Does not hold an elected position in the Society at the time of appointment; and

f) Has no conflict of interest under the principle of one member, one position.

3. The Editor-in-Chief shall be appointed by the Managing Committee on the recommendation of a Search-cum-Selection Committee constituted for the journal concerned.

4. The term of the Editor-in-Chief shall ordinarily be five years and shall be renewed for one or more terms, subject to satisfactory performance review and approval by the Managing Committee.

5. The President and Secretary with the outgoing Editor shall nominate the Search-cum-Selection Committee for the appointment of the new Editor-in-Chief of each journal of the Society. The Committee shall ordinarily consist of:

a) The President;

b) The Secretary;

c) Two former Editors of the journal concerned and

d) One eminent senior academic in Sociology or allied social sciences.

6. Where a former Editor-in-Chiefs of the journal concerned is not available, the Committee shall include two eminent senior academics.

7. The Search-cum-Selection Committee shall record brief reasons for its endorsement and place the recommendation before the Managing Committee for consideration and approval.

C. Editorial Autonomy and Editorial Bodies:

1. The Editor-in-Chief, in consultation with the editorial team, shall propose the names of the Deputy Editor, Associate Editor(s), Book Review Editor,

members of the Editorial Board and Editorial Advisory Board and any other Board as shall be required for the journal.

2. Such names shall be placed by the President before the Managing Committee for formal approval. The Managing Committee shall suggest names or raise objections on grounds of eligibility, conflict of interest, violation of the Society's rules, or other recorded institutional reasons. However, the final academic recommendation regarding the editorial team, Editorial Board and Editorial Advisory Board shall ordinarily rest with the Editor-in-Chief and the editorial team.

3. The Editorial Board and the Editorial Advisory Board shall assist the Editor-in-Chief in matters relating to peer review, publication policy, academic quality, ethical standards, Special Issues, book reviews, relations with publishers and the wider visibility of the journal. In case of complaints regarding plagiarism and other unethical practices, the Editor-in-Chief in consultation with the President, the Secretary and the Editorial Board can set up a committee to inquire the matter.

4. The editorial bodies shall incur expenditure relating to the material, publication, production, distribution and dissemination of the journals, in accordance with the budget, publication agreements and financial rules approved by the Managing Committee. Such expenditure shall be met the General Fund as shall be approved by the Managing Committee, and shall be audited in the same manner as other disbursements of the Society.

Part VIII. Rules Governing the Management of Awards

A. General Rules:

1. The Society shall institute and confer academic awards, memorial awards, book awards, young-scholar's awards, lifetime achievement awards and such other recognitions as shall be approved by the Managing Committee from time to time, in order to promote excellence in sociology and allied areas of sociological inquiry.

2. All awards shall be administered in accordance with the rules framed by the Managing Committee, and the specific guidelines prescribed for each award. Such guidelines shall ordinarily specify the purpose of the award,

eligibility, nomination procedure, documents required, composition of the selection committee, criteria for evaluation, conflict-of-interest norms, and the procedure for approval and announcement.

3. Scholars will receive awards at the Society's annual conference.

B. Lifetime Achievement Award:

1. The Lifetime Achievement Award shall be conferred on eminent sociologists who have made outstanding, sustained and widely recognised contributions to the discipline.

2. A nominee for the Lifetime Achievement Award shall ordinarily:

a) Be not less than sixty-five years of age;

b) Have made significant contributions to sociology through teaching, research, publications, institution-building, public sociology, disciplinary leadership or related academic work; and

c) Not hold any elected or substantive office in the Society at the time of nomination.

3. The maximum number of Lifetime Achievement Awards conferred every year shall be two. If no suitable name is recommended by the Academic Awards Committee, there can be no Lifetime Awards for any individual year.

4. The nominations by the Managing Committee members shall be invited through a formal notice issued by the Secretary.

5. Life Members can recommend names for Lifetime Achievement awards to members to Managing Committee and each Managing Committee member can nominate only one scholar for the Lifetime Achievement Award.

6. Each nomination shall include:

a) A detailed curriculum vitae of the nominee;

b) A brief citation of the nominee's contribution to sociology;

c) A list of major publications;

d) Evidence of institution-building, contribution to public sociology, disciplinary leadership or other academic contribution, where applicable; and

e) The names and signatures of the proposers, as prescribed in the award guidelines.

7. Self-nomination shall not be accepted.

8.The Managing Committee shall screen nominations for completeness and eligibility, but the academic assessment and final recommendation shall rest with the Academic Awards Committee.

9. Posthumous conferment shall be considered only in exceptional cases where the nominee had been formally nominated before death, or where the Academic Awards Committee records special reasons for such consideration.

C. Academic Awards Committee:

1. The President and the Secretary in consultation with the Managing Committee shall propose names for the Academic Awards Committee every year before the annual conference.

2. The academic award committee shall consist of three members of recognised academic standing. It shall ordinarily include:

a) One past Presidents of the Society

b) One previous recipient of the Lifetime Achievement Awardee and

c) One eminent sociologists or scholars of recognised standing in sociology or allied social sciences

3. Members of the Academic Awards Committee shall not be members of the current Managing Committee and shall not be candidates for any award under consideration by the Committee.

4. The President and Secretary of the Society shall be an ex-officio member of the Academic Awards Committee, without voting rights, and shall assist the Committee in procedural and administrative matters.

5. The Academic Awards Committee shall evaluate nominations on the basis of academic achievement, contribution to sociology and other social sciences, institution-building, publications, disciplinary leadership, public sociology and service to the discipline.

6. A member of the Committee shall recuse herself or himself from consideration of any nomination involving a close relative, direct student, supervisor, close collaborator, institutional subordinate, co-author within the preceding five years, or any other relationship that shall reasonably create an actual or perceived conflict of interest.

7. No current President, Secretary, Treasurer, member of the Managing Committee, Research Committee Convener, Research Committee Co-Convener, or member of the Academic Awards Committee shall be considered for an award administered by that Committee during her or his term of office.

8. All recommendations of the Academic Awards Committee shall be recorded with brief reasons and placed before the Managing Committee for formal approval.

D. Best Book Award for Young Scholars:

1. The Society shall institute a 'Best Book Award' for Young Scholars to recognise an original book-length contribution to sociology or allied social sciences of significant sociological relevance.

2. The value, form and periodicity of the award, including any cash component, shall be determined and revised by the Managing Committee from time to time.

3. The nominee for the Best Book Award shall be below forty years of age on the last date of nomination.

4. The evaluation of nominated books shall take into account originality, sociological significance, methodological rigour, theoretical contribution, quality of writing, contribution to Indian and global sociology, and contribution to sociological knowledge more broadly.

5. Self-nomination shall not be accepted.

6. Nominations shall be made by university departments, recognised research institutions, publishers, Life Members, Regional Sociological Associations.

7. The Best Book Award shall be evaluated by a separate Book Award Committee constituted by the Managing Committee. The President in consultation with the Secretary shall propose names for the Academic Awards Committee every year before the annual conference.

8. The Committee shall consist of a minimum of three and a maximum of five senior scholars of recognised standing in Sociology, with a good track record of publishing in peer-reviewed journals and experience in research, publication, reviewing or book evaluation.

9. If no suitable name is recommended by the Book Award Committee, there shall be no Book Award for any individual year.

10. Members of the Book Award Committee shall not be authors, editors, publishers, supervisors, close collaborators, institutional subordinates, or recent co-authors of any nominee. They shall follow the same conflict-of-interest and recusal norms as prescribed for the Academic Awards Committee.

11. The President and Secretary of the Society shall be an ex-officio member of the Book Award Committee, without voting rights, and shall assist the Committee in procedural and administrative matters.

12. All recommendations of the Book Award Committee shall be recorded with brief reasons and placed before the Managing Committee for formal approval.

Part IX. Rules Governing General Body Meetings and changes in the Constitution

A. General Body Meetings:

1. The General Body Meeting shall ordinarily be held physically, preferably during the Annual Conference of the Society. The date, time, venue and agenda of the meeting shall be decided by the Managing Committee in accordance with the Constitution, applicable law and the rules of the Society.

2. Only Life Members eligible to vote as suggested by clause Part II, C 3 shall be entitled to attend and participate in the General Body Meeting. The

President and Secretary with the coordination of Managing Committee shall create appropriate mechanisms to ensure for verification of eligibility and admission to the meeting

3. An online or hybrid General Body Meeting may be held only in exceptional circumstances, such as a pandemic, natural disaster, public emergency, government restriction, serious disruption of travel, or any other comparable circumstance that makes a physical meeting impracticable. The decision to hold an online or hybrid meeting shall be taken by the President in consultation with the Secretary and the Managing Committee, with reasons recorded in writing.

4. Not less than one month's clear notice shall be given to all Life members eligible to vote for a meeting of the General Body of the Society. The notice shall specify the date, time, venue, agenda and mode of the meeting together with the url of the online access of documents required for consideration by Life Members.

5. The quorum for a meeting of the General Body shall be one hundred Life Members.

6. Any resolution placed before the General Body Meeting, shall be decided by a majority of Life Members present and eligible to vote, unless a different procedure is prescribed and agreed upon by the General Body.

7. Resolutions other than constitutional amendments may, where considered appropriate, be decided by circulation, including through an online or electronic voting process. The procedure for such voting shall be approved by the Managing Committee and shall ensure verification of voter eligibility, confidentiality and integrity of the voting process. The resolutions so circulated through electronic means will be considered approved by a simple majority of Life Members eligible to vote.

8.. The proceedings, decisions and resolutions of the General Body including the results of any voting conducted by circulation or electronic means shall be duly recorded and preserved in the official records of the Society

B. Changes in the Constitution:

1. The Constitution, including the Rules and Regulations of the Society, may be amended from time-to-time by a simple majority of the Life Members eligible to vote who are present and voting.

2. Every proposed amendment shall be circulated to the members with not less than one month's clear notice. The notice shall include:

a) The existing clause proposed to be amended;

b) The proposed amended clause or proposed new clause;

c) A brief rationale or explanatory note;

d) The name or names of the proposer or proposers; and

e) The date mode and procedure for voting and consideration.

3. Voting on constitutional amendments shall ordinarily be conducted at an offline General Body Meeting except in extraordinary circumstances as mentioned in clause Part IX A 4. A majority decision by Life Members eligible to vote shall be accepted.

4. Notwithstanding the foregoing provisions, where a proposed amendment seeks to alter, extend or abridge the objects or purposes of the Society, the procedure and majority prescribed under Section 12 of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi, shall apply. Any other amendment for which applicable law prescribes a special procedure or majority shall likewise be governed by such statutory requirement.

5. The result of voting on constitutional amendments shall be recorded and preserved in the official records of the Society.

Part X. Professional Conduct, Harassment and Redressal

1. The Indian Sociological Society shall uphold a professional, respectful, inclusive, and harassment-free environment across all activities, including conferences, elections, meetings, committees, research, publications, online platforms, and communications.

2. Harassment, bullying, intimidation, verbal abuse, humiliation, coercion, discrimination, abuse of power, retaliation, or any conduct undermining members' dignity, safety, participation, or academic freedom shall not be tolerated.

3. The Managing Committee shall develop a Code of Professional Conduct and procedures for handling complaints related to harassment, discrimination, abuse of position, or misconduct within the Society's activities or spaces.

4. Such procedure shall be guided by confidentiality, natural justice, fairness, impartiality, non-retaliation, reasonable opportunity of hearing, and timely disposal.

5. For complaints about sexual harassment, gender-based harassment, caste discrimination, disability harassment, religious discrimination, or other legal misconduct, the Society shall follow the applicable law. The Managing Committee shall form an Internal Complaints Committee according to the guidelines laid down by the Government of India

6. The composition, powers, procedure and reporting obligations of such committee or forum shall be prescribed by rules framed by the Managing Committee.

7. Any member found guilty of professional misconduct, following a due inquiry by the Inquiry Committee appointed by the President in consultation with the Secretary and the Managing Committee, shall be subject to one or more of the following disciplinary actions by the Managing Committee: disqualification from holding office, debarment from contesting elections, suspension of membership, or permanent cancellation of membership.

8. No liquor shall be served, stored or consumed in the Transit Researchers Flat or in any other premises of the Society.

Part XI. Dissolution of the Society and Adjustment of its Affairs:

1. The Society may be dissolved in accordance with Section 13 of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi. A resolution for dissolution shall require the approval of not less than three-fifths of the Life Members of the Society, in the manner prescribed under the applicable law. Upon dissolution and after fulfilment of all debts and liabilities of the Society, any property or non-tangible assets remaining shall be transferred or otherwise disposed of in accordance with Section 14 of the Societies Registration Act, 1860 as applicable to the National Capital Territory of Delhi and any other applicable law.

2. Suits by and Against the Society: The Society may sue or be sued in the name of such office-bearer or other person as may be authorised for the purpose by the Managing Committee, in accordance with Section 6 of the Societies Registration Act, 1860, as applicable to the National Capital Territory of Delhi. Any office-bearer or person so authorised shall act in a representative capacity on behalf of the Society.