

BY-LAWS OF PATKAI CHRISTIAN COLLEGE

ARTICLE I

NAME AND PURPOSE

This college, created by the TRUSTEES OF PATKAI CHRISTIAN COLLEGE, shall be known as PATKAI CHRISTIAN COLLEGE, Seithekema-Chumukedima, Nagaland. The purposes of the College shall be as stated in its By-laws, and it shall have all the powers granted by its By-Laws and such others as may now or hereafter be granted to it by the Government of Nagaland, Nagaland University and the University Grants Commission.

Patkai as a Christian liberal arts College firmly believes that education is for the whole man in a framework of moral absolutes. Every Christian College, therefore, has the difficult task of retaining its traditional stance while seeking to make its educational philosophy relevant to the world around it.

Committed to the principle that truth is revealed by God through Christ "in whom are hid all the treasures of wisdom and knowledge" (Col.2:3), Patkai Christian College will seek to relate its instruction to the needs of contemporary society,. The college will consciously seek to place all its activity within the framework of a Biblical perspective on such critical issues as the nature of God, man, nature, and the world.

The central purpose of the College is expressed in its motto : "Lux et veritas: light and truth". This purpose gives meaning to the ideal of Christian Liberal Arts College. The founders of the College maintain that academic excellence and Biblical Christian faith and practice are essential to a meaningful and purposeful life.

Patkai Christian College will consciously seek to aid the student in developing habits which will contribute to his well-being--physical, psychological and spiritual -- and will enable him to participate constructively in community and church life.

ARTICLE II

OFFICES.

The office of the Principal of Patkai Christian College shall be at Seitheke-Chumukedima, Nagaland.

ARTICLE III

STATEMENT OF FAITH.

The educational program of this College shall be based on the following statement of faith:

1. We believe that the sixty-six canonical books of the Bible as originally written were fully inspired by God , hence free from error. They constitute the only infallible guide in faith and practice.
2. We believe in one God , eternally existing in three persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is truly God and truly man.
4. We believe that man was created in the image of God; that he sinned, and thereby incurred, not only physical death, but also spiritual death which is separation from God; and that all human beings are born with a sinful nature, and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed.
5. We believe that the Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the ground of His shed blood.
6. We believe in the resurrection of the crucified body of our Lord, in His ascension into Heaven, and in His present life there for us, as High Priest and Advocate.
7. We believe in "that blessed hope", the personal and imminent return of our Lord and Savior, Jesus Christ.

8. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby become children of God.

9. We believe in the personal existence of Satan.

10. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost.

ARTICLE IV

SPONSORSHIP.

The Nagaland Baptist Church Council and the Manipur Baptist Convention are the two major sponsoring bodies, leaving room for other church bodies which accept the statement of faith to become sponsors for the College.

A major sponsoring church body is entitled to two representatives on the Board; any other sponsoring church body is entitled to one representative.

Primary function of sponsoring bodies is to assist the college financially for the maintenance and expansion of the College's educational program. In addition, moral and prayer backings of sponsoring bodies are essential for the very existence of the college as a Christian institution. The sponsors also must see to it that the College remains a bastion for biblical faith. The interests of sponsoring bodies shall be presented as well as defended by their representatives.

ARTICLE V

THE BOARD OF TRUSTEES.

Section I. General

There shall be duly selected as well as nominated trustees herewith referred to as the Board of Trustees. Included in the trustees are representatives of sponsoring bodies, three members of College Faculty, the Principal being one of them, and one representative of the Nagaland University.

Section 2. Membership

The Board shall consist of fifteen persons, who have the power to co-opt two additional persons from time to time for specific purposes. Duly selected trustees shall serve for a term of three years. One-third of the duly selected trustees shall retire from the board yearly. Re-induction can be done after the lapse of 1 year. Every trustee must retire at age 65 unless the Board unanimously decides otherwise.

Qualifications:

Members of the Board of Trustees shall be:

1. Confessing Christians.
2. In agreement with the College's doctrinal statement.
3. Committed to the enterprise of higher education.

Membership qualifications are not applicable to the nominees of the Nagaland University; however, all other trustees shall subscribe annually to the Statement of Faith contained in Article III. If a Trustee cannot subscribe to the statement of faith, he shall resign or be removed by the Board Trustees.

Vacancies:-

Vacancies caused by death, resignation, retirement, removal or disability shall be filled by the Board of Trustees at a regular or special meeting of the Board.

Section 3. Responsibilities.

The board of trustees shall have authority in reference to (i) amending, altering, or repealing the By-laws; (ii) selecting, appointing or removing any trustee; (iii) appointment, promotion, dismissal of regular faculty and staff, (iv) adopting a plan of merger or consolidation with another institution; (iv) authorizing the sale, lease, exchange or mortgage of all or substantially all of the property and assets of the college; (v) authorizing the voluntary dissolution of the college.

In substance, the Board of Trustees shall determine the policies and final control over the affairs of the College and select its members that are not nominated.

Section 4. Meetings.

The Trustees shall meet at least once during the college year.

Special meetings of the Board may be called by or at the request of the Principal of the College, or the Chairman of the Board. It may also be called upon the written request to the Principal or the Chairman of four trustees, stating the object of the meeting, or at least twelve days prior to the meeting..

Quorum:

Six trustees shall constitute a quorum for the transaction of business. The decision of a majority of the selected trustees present at a meeting at which a quorum is present shall be the act of the Board of Trustees. Any action required to be taken at a meeting of the Board may be taken without a meeting if a consent in writing setting-forth the action to be taken is signed by all of the trustees.

Section 5. Presumption of Assent.

A trustee of the College who is present at a meeting of the Board of Trustees at which action on any corporate matter is taken shall be conclusively presumed to have assented to the action taken unless his dissent shall be entered in the minutes of the meeting.

ARTICLE VI

THE EXECUTIVE COMMITTEE

There shall be Executive Committee.

Section 1. Membership.

The Executive Committee shall consist of not less than six trustees, including the Chairman of the Board, and the Principal of the College. The members of this Committee shall be appointed by the Board of Trustees at its annual meeting. The Chairman of the Board shall also be the Chairman of the Executive Committee, and in his absence the Principal shall sit in his place.

Section 2. Responsibilities.

The Executive Committee shall have and may exercise all of the authority of the Board of Trustees during the interim between regular meetings of the Board provided that such Committee shall not have the authority of the Board of Trustees in reference to areas specified in Section 3, Article V.

Section 3. Meetings.

The Executive Committee shall hold meetings as often as required.

Special meetings may be called by the Principal of the College, or by the Chairman of the Committee by mailing a notice to each member at least seven days prior to the date of the special meeting.

Quorum:-

A majority of the Committee must be present to constitute a quorum, but in no case shall less than four constitute said quorum.

ARTICLE VII

OFFICERS

Section I: Officers of the College

General

The officers of the College shall be the Principal, Chairman of the Board of Trustee, Treasurer and such other officers as the Board of Trustees may from time to time appoint.

Removal

Any officer may be removed by the Board of Trustees whenever in its judgment the best interest of the College would be served thereby.

Principal

The Principal shall be the chief executive officer of the College and shall supervise, control and administer the business and affairs of the College and with the advice of the Board of Trustees he shall ordain, regulate and establish the course and mode of instruction and education to be offered by the College. He may sign as the Secretary, with the Treasurer, or any other officer of the College authorized by the Board of Trustees, any deeds, mortgages, bonds, contracts or other instruments which the Board of Trustees have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Trustees or by these By-Laws to some other officer or agent of the College and in general shall perform all duties incident to the office of the Principal and such other duties as may be prescribed from time to time by the Board of Trustees.

Chairman of the Board

The Chairman of the Board shall preside at all meetings of the Board of Trustees and the Executive Committee. The Principal of the College shall perform all the duties of the Chairman in his absence or disability.

Treasurer and Assistant Treasurer

The Treasurer shall be responsible and report to the Principal and the Board of Trustees. He shall have the right to inspect all funds and securities of the College as well as any account relating to money matters at any time. He shall perform any other duties as from time to time may be assigned to him by the Principal or by the Board of Trustees.

In the absence or disability of the Treasurer, the Assistant Treasurer shall perform the duties and exercise the power of the Treasurer and shall perform such other duties as the Board of Trustees shall prescribe.

Section 2. Officers of the Administration of the College

General

Principal and the Vice-Principal of the college are the officers of Administration of the College. They shall be assisted by the Academic Dean, Dean of Students, Director of Admissions, Controller of Examinations, and such others as the Board of Trustees may appoint.

Removal

Any officers of Administration may be removed by the Board of Trustees when in its judgment the best interest of the College would be served thereby.

Section 3. Recruitment of Personnel

Principal

The Principal, as the chief executive officer of the College, shall be recruited, through a search committee, by the Board from among eligible candidates and his salaries fixed by the Board of Trustees

The Principal shall be appointed for a term of five years, renewable provided the Board of Trustees is satisfied with his performance.

Administrative Officers

Administrative Officers shall be appointed, and their salaries fixed by the Board of Trustees on recommendation of the Principal.

Staff Workers

Staff workers up to the rank of Lower Division Assistant may be appointed by the Principal, and their salaries fixed as per the existing pay structure.

Faculty

All full-time teachers shall be recruited through normal/proper procedures and their salaries fixed as per the existing pay structure.

Section 4. Official Signature

The signature of the Principal or the Acting Principal and the Chairman, of the College shall be necessary and sufficient to execute any business in the name of the College.

ARTICLE VIII

COMMITTEES

The Principal of the College and the Chairman of the Board of Trustees shall be ex-officio members of all committees.

Section 1. Committee Appointments

The Board of Trustees shall nominate members of the Nomination Committee which in turn will recommend to the full Board appointments to the various standing committees.

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| a. Academic Affairs | e. Nominating |
| b. Budget | f. Institutional Advance |
| c. Campus Development | g. Investment |
| d. Finance | h. Student Affairs |

Section 2. Other Committees

The Board of Trustees may from time to time create such other committees temporary or permanent as it from time to time seems necessary.

Section 4. Rules and Quorum

Each committee may adopt rules for its own governance consistent with the By-Laws or with rules adopted by the Board of Trustees.

Unless otherwise provided by a resolution of the Board of Trustees, a majority of the members of any standing committee shall constitute a quorum and the decision of a majority of the members present at the meeting at which a quorum is present shall be the decision of the committee. Any committee may take action without a meeting if a consent in writing setting forth the action to be taken is signed by all of the members of the committee.

ARTICLE 1X

THE FACULTY OF PATKAI CHRISTIAN COLLEGE

The Faculty of Patkai Christian College shall consist of the Principal, Vice-Principal, all heads of departments, and all professors, and all lecturers, in all College instructional departments, and such other persons as with the approval of the Board of Trustees, may be designated in the By-Laws of the Faculty. They shall be entitled and styled "The Faculty of Patkai Christian College", and shall have the power to adopt and to enforce such By-Laws for their own organization, which By-Laws and all amendments thereto shall be submitted to the Board of Trustees, and when approved, shall be enforced until altered, amended, disapproved, or annulled by the Trustees. They shall have the power to adopt and to enforce rules for governing the educational activities of the institution, which rules shall be in force until altered, amended, or disapproved and annulled by the Trustees.

The Principal of the College shall be ex-officio Chairman of the Faculty and ex-officio member of all committees of the Faculty and the College. In his absence, the Vice-Principal of the College shall act as Chairman of the Faculty.

There shall be also elected from and by the Faculty a Secretary of the Faculty and such other officers and committees as may be provided for in the Faculty's Rules and By-Laws. The Secretary of the Faculty shall keep a record of the meetings of the Faculty in a permanent record book, and shall communicate Faculty action to such persons as should be informed with respect to such action.

At all meetings of the Faculty of Patkai Christian College a majority of the members of such Faculty shall constitute a quorum; if less than a majority of the members are present, a majority of members who are present may adjourn the meeting from time to time without further notice. The act of a majority of the members present at a meeting at which a quorum is present shall be the act of the Faculty of Patkai Christian College.

ARTICLE X

CONTRACTS, CHEQUES, DEPOSITS AND FUNDS

Section 1. Contracts

The Board of Trustees may authorize any officer or officers, agent or agents of the College, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and behalf of the College and such authority may be general or confined to specific instances.

Section 2. Cheques, Drafts etc.

All cheques, drafts, or other orders deposited regularly (twice a week in peak season) for the payment of money, notes, or other evidences of indebtedness issued in the name of the College, shall be signed by such officer or officers, agent or agents of the College and in such manner as shall from time to time be determined by resolution of the Board of Trustees; such instruments shall be signed by the treasurer and counter signed by the Principal of the College.

Section 3. Deposits

All funds of the College shall be deposited from time to time to the credit of the College in such banks, trust companies, or other depositories as the Board of Trustees may select.

Section 4. Gifts

The Board of Trustees may accept on behalf of the College any contribution, gift, bequest, or devise for the general purposes or for any specific purpose of the College.

ARTICLE X1

BOOKS AND RECORDS

The College shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of the Board of Trustees and committees having any of the authority of the Board of Trustees. All books and records of the College may be inspected by any member of the Board of Trustees at any reasonable time.

ARTICLE X11

FISCAL YEAR

The fiscal year of the College shall begin on the first day of April and end on the thirty-first day of March in each year. The Treasurer and the Accountant shall close their books on the last day of March and submit a statement of accounts at the next annual meeting.

The College accounts must be audited by a Chartered Accountant.

ARTICLE X111

AMENDMENTS TO BY-LAWS

These By-Laws may be altered, amended or repealed, and new By-Laws may be adopted only at a meeting, regular or special, where two-thirds of the trustees are present and only by a two-thirds vote of these trustees present. At least fifteen days written notice must be given of intention to alter, amend, or repeal, or to adopt new By-Laws at such meetings.
