தூய மரியன்னை தமிழ் கழகம்

சட்ட அமைப்பு



The Constitution of St Mary's Tamil Academy

Papal Seminary,

Pune 411 014

கழகப்பண்

அன்பும் அறிவும் உன் விருது - 2 அதை

என்றும் வளர்ப்பது என் பொறுப்பு

அன்பும் அறிவும் உன் விருது

அன்னை உந்தன் மடி தவழ்ந்த

சின்னொரு குழந்தை எனைத்தழுவி - 2

கன்னல் தமிழில் அழுதீந்து - 2

என்னை அள்ளி அரவணைத்தாய்

THE 1983 REVISED CONSTITUTION OF THE ACADEMY
HAS BEEN RE-REVISED DURING THE ACADEMY
SEMINAR IN OCTOBER 1989 BEFORE IT
GOT APPROVED BY FR. RECTOR
IN MARCH 1990

Rector	Animator	President
Phadavanalay	Lorenzo Fernando	Usai Alangaram
6-3-1990	16/3/90	6/3/90

THE CONSTITUTION OF ST. MARY'S TAMIL ACADEMY

I. PATRONESS:-

The students of Papal Seminary, studying for Tamil Dioceses have formed for themselves the Tamil Academy under the patronage have of **Our Lady, the Blessed Virgin Mary** whose birthday is celebrated on September 8th every year.

II. MOTTO:-

"Anbilum Arivilum Valara"

(To Grow in Love and Wisdom)

III. OBJECTIVES:-

St. Mary's Tamil Academy, as an organization, is meant to help the members to equip themselves suitably for their future ministry as priests through an all-round formation in Tamil culture and language and develop leadership qualities and praxis pasto- ral activities. In particular it is meant to promote proficiency in the use of Tamil Language for writing and speaking.

IV. STRUCTURES:-

A.1. Members:-

a) All the students studying for the Tamil Dioceses are **'ipso facto'** members of the Academy.
b) All the Tamil brothers of non-Tamil Dioceses, may join the Academy, provided Fr. Rector is duly informed.
c) Anyone belonging to another Academy, cannot become the member of the Tamil Academy. However, he is welcome to attend the meetings after informing the President. He will not have voting rights.

2. Their Dutiés:-

a) All members are obliged to attend all the meetings of the Academy except the IV-year Theologians, M. Ph., M. Th., and Doctorate students who may also attend the meetings. However, it is left to them to take up any office.
b) Anyone who would like to absent himself from any of the activities (Mass, meetings etc.) must get the permission of the Animator and inform the President.
c) Every member is expected to participate actively (e.g. giving a speech, presenting a paper), at least in one of the meetings.
d) All are encouraged to contribute articles, drawings, sketches, etc.. to the annual Tamil Magazine "Engal Muyarchi"

B. Office Bearers:-

I. All the office bearers constitute the 'Executive Committee'
II. They are expected to keep the record of things and events pertaining to their office.
III. Except the President the other officials are elected by a single majority.

1. PRESIDENT:-

a) The President is elected, by secret ballot, from among the Theologians, preferably a third year Theologian, by a two-third majority of votes. However, at the third ballot a simple majority vote will suffice. In case of a tie, the reigning President will decide the election by casting a vote.

b) **His Duties:**

I. The President will keep Fr. Rector informed of the working of the Academy and keep in regular touch with the Animator and inform him well in advance of all important meetings or other functions.
II. After the inaugural speech at the beginning of the year he reads out the main articles of the constitution

III. After consultation with the executive committee at the first meeting of his term office, he prepares the work-ing plan of the Academy to be approved by the members.

IV. He consults the members in all important matters relating to the Academy and gets their approval. In case of emergency however, decisions can be taken by the executive committee and the President shall inform the members of the same by putting up a notice. What is an important not, will be judged by the usual practice of the matter or Academy. When there is doubt or difference of opinion bet- ween the President and the Executive Committee-members on any matter, the case should be referred to the animator for settlement.

V. For extra-ordinary meetings, on behalf of the members, he welcomes the other Tamilians who do not study for Tamil Dioceses. He also sends greetings to the Tamil members of the other houses on the campus on their feast days and invites them for the extra-ordinary meetings and feast days of the Academy.

VI. He is in-charge of the correspondence which pertains specifically to his office. However, correspondence pertaining to the other offices, will be attended by the respective office-bearers in consultation with the President. He is ultimately responsible for all the correspondence relating to the Academy.

VII. He arranges get-togethers and/or Masses, when the former members of the Academy visit the Seminary. However, he may also arrange meetings and/or Mass when the other Tamil priests visit the Seminary.

~~VIII. With the help of the executive committee, he coordinates the Tamil Ministry, mainly the Sunday sermons and the other Pastoral activities, in\different parishes of Pune.~~

IX. He conducts the election of the Office-Bearers for the next academic year.

X. At the last meetings of his term of office he submits for the approval of the members the consolidated annual report of all the meetings including the Executive Committee meetings, extra-ordinary meetings and emergency meetings and all the activities.

XI. He hands over the files to the new President at the final meeting of the Academy (in the presence of the Animator) with a note to that effect.

2. SECRETARY:-

a) He shall be elected from among the Philosophers along with the office-bearers, by a simple majority of votes.

b) **His Duties:-**

I. He collaborates with the President in all that pertains to the Academy.
II. He publishes the programme of every meeting to take place, in advance.
III. He sees to the arrangement of the hall where the meeting is to be held.
IV. He keeps a report of all the literary meetings, extra- ordinary meetings, emergency meetings and the Executive Committee meetings. The minutes of the literary meetings and emergency meetings will be read in the subsequent meeting by the Secretary and it will have to be passed by the members and signed by the Chairman of the meeting.
V. In the absence of the President due to serious reasons, he calls for meetings and conducts the elections, with the approval of the members and informs the Animator or, in his absence, Fr. Rector.

3. TREASURER:-

a) He is in-charge of the finance of the Academy and he keeps regular accounts and submits the over-all accounts twice a year at the end of each semester. (with all the month details).
b) All the expenses and income shall be forwarded to him through the President.
c) He collects the Annual subscription from the members, at the request of the President.

4. CHOIR MASTER:-

a) He fosters love for Tamil music in all the members and arrangements for singing practices at least twice a month are made by him.
b) He is in-charge of all the liturgical singing of the Academy.

c) All the musical instruments, records and hymn books of the Academy, are under his care. He is fully responsible for them.
d) He intones the Academy Anthem at the end of all the meetings.

5. LITURGY IN-CHARGE:-

a) He is in-charge of all the liturgical services of the Academy.
b) He arranges Mass at least twice a month, preferably in the context of Tamil culture. He takes care of all the liturgical books, articles, etc.

6. LIBRARIANS:-

a) There shall be two librarians, preferably one each from the Theologate and the Philosophate.
b) They are in-charge of the books and periodicals in the 1ibrary.
c) Once a year, before their term of office is over, they shall check the list of books and periodicals as maintained in the Library catalogue.
d) They shall do all the correspondence regarding magazines etc.. at the request of the President.
e) Every year during the minor holidays they with the cooperation of the members, collect important articles, short stories etc., from the periodicals and bind them.

7. ENTERTAINMENT IN-CHARGE:-

He is in-charge of organizing the supervising entertainments on behalf of the Academy.

8. EDITORS OF_THE ANNUAL MAGAZINE:-

There shell be two Editors preferably one each from the Theologate and the Philosophate and they shall bring out the handwritten magazine ‘Engal Muyarchi’ and whenever possible, the magazine ‘Vennila’.

9. ANIMATOR:-

The animator is chosen for one year from among the staff and M. Th., or M. Ph., student-priests and the Rector is duely in-formed of the choice. He helps the proper functioning of the Academy and, if needed, enables the members to plan out and to coordinate the regular meetings. All activities are under taken in consultation with him.

V. ACTIVITIES:-

A. **Plan of Action:-**

In the Inaugural Meeting at the beginning of the academic year, the Plan of Action for the whole year, is formulated at the Executive Committee meeting and presented by the President to the members for their approval.

B. **Ordinary Meetings:-**

1. There shall be one Literary meeting a month, conducted on a convenient day, at a convenient time lasting for an hour.
2. The manner of conducting the meetings is left to the organizers.
3. At the end of every academy meeting, the President may conduct discussions on any of the issues of the Academy.

C. **Extra-ordinary Meetings:-**

1. The Inaugural Meeting conducted by the President will be held at the beginning of the academic year, at which he will present the Plan of Action for the scholastic year, to be approved by the members.
2. In the beginning of the academic year, the newcomers are welcomed to the Academy.
3. The Academy Feast which falls on 8th, September, is celebrated grand scale, with on get-together.
4. The Academy stages a public programme every year either at the time of Pongal or at any other feasible time. The manner of the celebration will be decided by the members each year.
5. A special meeting is arranged to felicitate the New Priests and the Deacons.

6. A Valedictory meeting is arranged to bid fare-well to the Regents and the out-going members of the Academy. At this meeting the out-going office bearers hand over the files to the newly elected ones

D. **Engal Muyarchi:-**

'Engal Muyarchi' is an annual magazine which fosters the literary and artistic talents of the members. (Refer also No. IV. B.8)

E. **Seminar:-**

During the October holidays, a seminar of minimum three days is arranged in Tamil, to discuss relevant topics

F. **Tamil Mass:-**

Refer IV. B.5.

G. **Tamil Toni Class:-**

There shall be Tamil sermon practices for the Theologians and Toni-classes for Philosophers in groups, every month. Sermons delivered at different parishes, are also considered part of the Toni-class.

H. **Ministries:-**

All the members are expected to devote some time for ministry. as one of the main activities of the Academy. (Refer also No. IV. B.1-b.viii).

VI. LIBRARY:-

A. The Academy places at the disposal of its members a Tamil Library containing books of spiritual, classical, biographical and fictional value.

B. **Library Rules:-**

1. The members are allowed to take books on the appointed days and hours of the library.

2. The members shall register their names and names of the books while borrowing, and cross them out in the register when they return the books.
3. The members are not allowed to lend the library books to the non-members without the permission of the librarian or President.
4. The Periodicals shall not be taken to the private rooms from the reading room.
5. If the books/periodicals are damaged or lost, compensation has to be paid.

VII. RESIGNATION AND REMOVAL:-

A. A member can tender his resignation from the Academy through the President, giving adequate reasons and it will be made known to the members by the President.
B. If any Office Bearer wishes to resign from his office (and not from the Academy) he has to submit his Letter of Resig-nation to the members, giving his reason for resignation. If the members accept it, he will be relieved of his office after consulting the Animator.
C. All the resignations are to be submitted in writing and Fr. Rector is informed of the same through the Animator.
D. If two-thirds of the Academy, find that a particular office-bearer is inefficient, a memorandum is submitted to the President and after a discussion on that, such an office-bearer can be requested to submit his resignation. Only after his resignation a fresh election is conducted for his office.

VIII. AMENDMENTS OF THE CONSTITUTION-

A. Any clause or statute or a complete revision of the Constitution can be made, if a majority of two-thirds of the Academy consent to the need.
B. For a valid decision, the quorum for such meeting shall be 60% of the members of the Academy.
C. The amended Constitution needs the approval of Fr. Rector.
