



# BY LAWS OF THE MALANKARA CATHOLIC YOUTH MOVEMENT (MCYM)

## CHAPTER I

1. **Name :** The name of the organization of the youth of the Malankara Catholic Church, shall be **Malankara Catholic Youth Movement**, in short **MCYM**. Within the diocesan territory name of the respective diocese shall be included.
2. **Emblem :** This shall be the official emblem of the Organization. The emblem exhorts the youth, who are the continuation of the salvific mission of Jesus Christ to be aware of the responsibility they have received from the power of Holy Cross and Holy Bible to spread out the light on earth.
3. **Flag :** The colours of the flag of the organization shall be red, white and yellow respectively from the top. All three shall be of identical size. The length and width of the flag shall be in the ratio of 3:2. The white piece in the centre shall display the emblem of the Organization. The red colour of the flag symbolizes the integral transformation to be realized by the Youth through Christ who, with His Blood, initiated a new age; the white colour represents the mission to extend the peace and tranquillity realized by the Malankara Church through re-union to the communities outside the church, the yellow stands for the fellowship and communion in the one, holy, catholic apostolic church....
4. **Extension:** The field of activity of the organization shall extend to all the Archdiocese/ Dioceses of the Malankara Catholic Church as well as to Malankara Catholic Communities outside their territorial limits.
5. **Goal:** The mission of the church is to continue the plan of salvation definitively begun by GOD the Father in His only begotten Son, Jesus Christ. The ultimate goal of this organization is to make this salvation historical plan available to humanity through the Malankara Catholic Church. Evangelization is the means to realize this. This organization aims at the total liberation of society and the integral development of Youth. For the realization of this goal, the following general plan of action is under taken
  - a. **Spiritual:** Help the Youth to deepen their Christian faith and to apply principles of Faith in their daily lives Give training to acquire through a life of prayer, a spiritual outlook and a style of leadership proper to Christian ideals Concretize them in Christian principles to practice an exemplary life-style Enable them to lead an exemplary sacramental life by developing appreciation of the liturgical life and practices of the church Give (them) practical training to take up leadership roles in catechesis, prayer-meetings, retreats and Bible conventions with a view to revitalize the parish community.

- b. **Intellectual:** Give encouragement and make facilities available for members to acquire scientific and technical knowledge and to learn appreciate and propagate the doctrines of the Church; conduct discussions, seminars, debates, corner meetings, exhibitions, excursions etc. organize study circles, libraries etc. to make available educational and religious publications.
  - c. **Social:** Prepare the Youth to analytically study the actual state of society, to react boldly against social evil and to work for the creation of a new society through positive action based on Christian ideals; Encourage new initiatives in the fields of labour, agricultural and industry by providing training in them; seek the solutions for social problems through organized activities; Collect and disseminate information on the welfare schemes of the government and of the Church and endeavour to make these available to the deserving, plan action programmes for the progress of the backward communities and of groups subjected to injustice, neglect, and disabilities.
  - d. **Cultural:** Set the state to defend and promote Christian and Indian Cultural traditions; create opportunities to appreciate Indian intellectual heritage (Systems of Philosophy), organize youth festivals, literary-cultural training camps and competitions, cultural gatherings etc. to discover and to develop the literary and athletic abilities of the Youth.
  - e. **Politics:** The youth is entrusted with the responsibility of actively participating in politics that is the cradle of democracy. MCYM exhorts and encourages its members to engage in politics and lead the people to get involved in it.
- 6. **Heavenly Patron:** St. Francis of Assisi shall be the heavenly patron of this organization. October 4, the feast day of the saint shall be actively observed as MCYM Day, at the unit, district, diocesan, ecclesial levels.
- 7. **Chief Patron:** The Major Archbishop of the Malankara Catholic Church shall be the chief patron of this organization.
- 8. **Chairman:** The Chairman of the Malankara Catholic Youth Commission, nominated by the Holy Synod of the Malankara Catholic Church shall be the Chairman of the organization. In each and every matter of dispute that may arise in the organization, the decision of the Chairman shall be final and beyond litigation.
- 9. **Membership :**
  - a. **Nature:** All Youth of the Malankara Catholic Church between the ages of 15 and 30 are eligible for membership provided they subscribe to the objectives and activities of the organization. In the MCCIETR (mission are) the age limit is 35. This concession will stand till the erection of a new diocese or similar arrangement for the MCCIETR. Members are enrolled in the dioceses by the diocesan committees and outside the dioceses, by the

respective mission area committees. But in those mission areas beyond diocesan territories, where no priest is directly in charge of mission activities, the Central Committee can enrol members with the permission of the Chairman. Membership cannot be granted to those under canonical censures, members or active workers of organizations prohibited by the Church. Those Youth who have not constitutionally acquired membership do not acquire the rights and privileges of the members. In the dioceses, diocesan committees, in mission areas the area committees and in other cases the Central committee shall specify the duration and determine and collect membership fees, annual contribution, affiliation fees. They shall also distribute relevant forms. Youth outside diocesan territories should secure membership in mission areas. Mission area committees should be affiliated with the Central committee. One cannot simultaneously hold more than a single membership. But membership can be transferred on the basis of a certificate from the director.

- b. **Loss of Membership:** Membership is liable to forfeiture due to nonparticipation without due cause for a continuous period of three years or by a declaration by the diocesan patron that the member acts against the aims and objectives of the Church or the Organization. Outside diocesan limits, in the country or abroad, it shall be the prerogative of the Chairman of the Youth Commission to make such a declaration. Membership may be lost also by default of payment of membership fees.

## **CHAPTER II**

10. **Constitution :** The organization shall be constituted as here under :

- I. **Church wise:** Organization of the MCYM activities of the entire Malankara Catholic Church
- II. **Arch/Diocese wise:** Organization of the activities of the MCYM in the existing Arch/Diocese of the Malankara Catholic Church.
- III. **Mission area wise:** Organization of the activities of the MCYM in India and abroad outside the existing diocesan boundaries.
- IV. **Presbyteral - District wise:** Organization of the activities of the MCYM in the Presbyteral District within Arch/Dioceses of the Malankara Catholic Church.
- V. **Unit wise:** Organization of the activities of the MCYM in the existing parishes of Arch/Diocese of the Malankara Catholic Church.

11. **Administrative Set-up:** The Organization shall have a Chairman, a Director, An Assistant Director, a Central Secretariat, a Central Syndicate, a Central Senate, Diocesan governing bodies and mission area governing bodies, Ecclesiastical district-wise Administrative Bodies and Unit Administrative Bodies. The diocesan and mission area administration shall function according to the rules and regulations of Central Administration Body. Arch/Diocesan Administrative Bodies shall prepare the constitution for them, according to the spirit of the constitution of Central administrative body and without going against it. When the constitution is published the constitution of Central administrative Body shall be published as part I and Arch/Diocesan constitution as Part II.

- a. **Chairman:** Chairman of the Organization shall be the Chairman of Malankara Catholic Bishops Youth Commission.
- b. **Director:** the Director of the organization shall be a priest appointed by the Chairman.
- c. **Assistant Director:** A Priest/ Sister/ Lay faithful appointed by the Chairman shall be the Assistant director of this organization.
- d. **Central Secretariat:** Consists of Youth leaders elected by the diocesan, mission areas of India and outside India units. The President, 2 Vice Presidents, a General Secretary, 2 Secretaries, and a Treasurer. The Chairman, director, assistant director and the animator are ex-officio members of this body.
- e. **Central Syndicate:** This body consists of two representatives (one a lady) elected from each Arch/Diocesan committees and MCCIETR (India), MCCIETR (Abroad) committees, the central secretariat elected from among them by the senate, Arch/Diocesan directors, Arch/diocesan presidents, Arch/diocesan animators, MCCIETR director and president. The state, national office bearers of those youth organizations to which MCYM is officially affiliated shall be invitees. The previous director, outgoing president, general secretary and treasurer also are invitees. Diocesan director, diocesan president, animators shall lose their syndicate membership as and when his/her office ends. The central secretariat members are elected from among the central syndicate members.
- f. **Central senate:** Subject to the constitution, the Central Senate shall be the supreme ecclesial authoritative body of this organization. The members of this Body are: Members of the Central Secretariat, members of Central Syndicate, members of the diocesan governing bodies; Office-Bearers of the mission areas; 5 special representatives nominated by the Co-ordinator of MCCIETR, representatives of the MCYM in the state and National syndicate; diocesan directors; mission area directors; outgoing office bearers of the MCYM Central Secretariat.

- g. **Diocesan Governing Body:** This leadership Body consists of office-bearers elected for each diocese. They shall be members of central Senate. Diocesan activities shall be subject to approved rules and regulations of each diocese. However the Central Secretariat shall be informed of all activities of the diocesan body. An observer appointed by the Central Secretariat shall be present at the diocesan level election.
- h. **Mission Area Secretariat:** The members of this Body of leaders are elected from among the office-bearers of the MCYM functioning in the mission regions of India and abroad respectively. The activities of the mission region Secretariat will be in accordance with rules and regulations approved in the respective regions. MCYM led by the MCCIETR beyond the diocesan boundaries shall function co-related to the Central Secretariat. The office bearers of MCYM MCCIETR and 5 nominated members (by the Co-ordinator) are members of the senate. In order to ensure representation for outside India regions the Central Secretariat can recommend secretaries from Europe, America and gulf regions, with the permission of the Chairman. When a diocese is erected in the mission areas, the diocesan criteria shall be observed from then onwards.

## **CHAPTER III**

### **Powers & Prerogatives**

#### **12. Powers and Prerogatives of the Office-Bearers:**

- I. **Chairman:** the authority and the right to issue directives, to make arrangements and to exercise overall control conducive to the progress of the official organization in its (ecclesial) life and activities; the appointment of the director and assistant director, the confirmation of office bearers, approval of constitutional amendments, final decision concerning matters of dispute in the organization and all other powers included in this constitution are vested in the Chairman.
- II. **Director:** Subject to the Chairman, the Director provides spiritual leadership conducive to the realization of the objectives of the organization; approves the general policy formulation and amendments thereof of the organization; participate when required, in meetings at all levels and give directives; promotes the organizations ecclesial life and activities by ensuring the cooperation of diocesan directors, mission area directors and other priests, convene meetings of the Governing Body in emergencies and at other times of need.

Additionally the competence of the Director extends to all other matters mentioned in this constitution.

- III. **President:** The general administration and leadership of the organization is the responsibility of the President. It is for him to convene or arrange to convene general body meetings; to issue statements consonant with the objectives and declared policies of the organization; preside over meetings of the secretariat, syndicate and senate; guide constructive action to associate with the activities of the Church, those units in India and abroad beyond the territorial limits of the dioceses; plan activities jointly with the Chairman and director, and other powers mentioned in this constitution are, invested in him.
- IV. **Vice-President:** In the absence of the President and in the event of the resignation of the President, until the election of this successor, the Vice President shall exercise all powers and discharge all the responsibilities of the President. Besides assisting the president in the activities of the organization, s/he shall handle matters entrusted to him/her by the president.
- V. **General Secretary:** It is for the General Secretary to discharge the routine administration of the organization. In addition to the powers and responsibilities mentioned in other articles of this constitution, s/he shall exercise the following: carry on correspondence and maintain their files; to send information about the meetings; issue circulars as authorized by the Chairman, director, and president; prepare annual and semi-annual reports; maintain the minutes of meetings, report of activities and registers; present the budget. S/He is empowered to spend up to Rs.1000/- on his own initiative in case of emergency. S/he may entrust when found necessary, his/her rights and duties to the secretaries, with the approval of the Syndicate.
- VI. **Secretary:** Discharge the duties of the general Secretary in his/her absence until another is appointed. S/He shall also handle other responsibilities entrusted to him/her by the general secretary.
- VII. **Treasurer:** In addition to the powers and duties listed in other articles of this constitution, the treasurer shall have the following powers and duties, receive and issue receipts with the seal of central secretariat thereof of dues to the organization such as fees, contributions, donations etc. explore avenues of income for the organization, subject to the directives of the central secretariat; incur expenses authorized by the syndicate and communicated in writing by the secretary; maintain accounts of the assets, income

and expenses of the organization and preserve all the documentation in the central office under his/her personal control and responsibility. To submit the statement of income and expenditure for the specified period after audited by the auditor, if one is appointed by the senate and with the approval of the Syndicate and present it to the Senate; maintain proper documents of authorization and vouchers for expenses incurred; invest the funds of the organization in banks as joint accounts of the Director and Treasurer. The Treasurer has no authority to incur any liability in the name of the organization except when and in the manner authorized by the senate or syndicate. S/he cannot retain any sum in excess of Rs.1000/-. The organization is not bound by any transaction of the treasurer without due authorization, vouchers and bills.

13. **The Powers and Rights of the Governing body:**

- I. **Central Secretariat:** This is the executive body of the organization. It would meet whenever required to organize activities and to issue directives. It has to form the church level advisory council and appoint diocesan observes.
- II. **Central Syndicate:** Prepare schemes for the affairs of the organization in accordance with the instruction of the chairman and of the senate; discuss activities with mission areas in and outside the country and coordinate them on the ecclesial level, with the approval of the Chairman. The Syndicate appoints the office bearers to those youth movements in which MCYM has participation/lead role; (to ensure equal participation and opportunity for all Arch/Diocese, rotation has to be followed), help to form units in the diocese and mission areas on request; issue statements in the name of the organizations and make appeals to authorities; make arrangements for an official publication of the organization; organize various fora in aid of the activities of the organization; appoint various study groups and take follow-up action on the basis of their reports.
- III. **Central Senate:** Formulate the policies of the organization in accordance with the interests and objectives of the Church; approve and amend the constitution and submit it to the approval of the Chairman; discuss issues of importance for the Church and Society; plan church wise constructive activities; elect the Central Secretariat; discuss and approve the budget, income and expenditure and annual report; submit, when required, requests to the Malankara Episcopal Youth Commission.

#### 14. Meetings :

- I. **Central Secretariat:** The central secretariat meets as and when required. There is no requisite quorum. The presence of the Chairman or of the Director is indispensable for a Secretariat Meet.
- II. **Central syndicate:** The Central Syndicate meets and makes decisions whenever necessary. Its quorum shall be  $\frac{1}{4}$  of the total membership. When a meeting is reconvened due to lack of quorum for the first, quorum may be disregarded, provided there is no change in the agenda of the meeting.
- III. **Central Senate:**
  - a. **President:** Meetings may be conducted under the president ship of the President, or in his/her absence that of the Vice - President or in the absence of both, that of a person elected by majority vote of the members present. If the President or Vice-President arrives late, the meetings should continue under his/her President ship. The Director shall preside when any problem in which the President or Vice-President becomes an interested party, is to be considered.
  - b. **Procedure:** The President shall regulate the proceedings of the meetings of the senate and his/her decisions in the matter may not be challenged.
  - c. **Agenda:** Prayer, Welcome, report of previous meeting, Presidential address; introduction of subjects for consideration; discussion; announcement of final decisions; vote of thanks; prayer.
  - d. **Replies to Queries:** The time allotted by the President may be employed to elicit replies to the queries. Questions requiring answers must be submitted to the General Secretary not less than half an hour before the commencement of the meeting. Supplementary questions and answers to such also may be made.
  - e. **Resolutions of the Senate:** Resolutions to be proposed in the Senate should be presented to the General Secretary ten days in advance. Resolutions not approved by the Secretariat cannot be submitted for consideration by the senate. But subjects can be submitted for decision as per priority. Such subjects should be submitted in writing to the Director and his approval secured. Official items to be presented by the Secretariat to the Senate should be submitted for prior discussion in the Syndicate.
  - f. **Emergency Resolution:** If a matter for an emergency resolution arose later than the due time for the submission of such



a resolution, it should be presented to the secretary an hour before the start of the meeting with the permission of the director. The members can then introduce such resolutions for discussion with the permission of the President.

- g. **Motion of No-Confidence:** If any member of the Senate wishes to record lack of confidence in any Office-bearer or office bearers, s/he should submit in writing to the Chairman his/her reason(s) therefore with the consent of two thirds of the members of the senate. The decision of the chairman shall be final. No-confidence motions may be passed or rejected by majority vote. If one third of the members actually present in (a meeting of) the Senate so desires the discussion should be restricted to the time allotted by the Senate meeting. The person under accusation should be given an opportunity to make an explanatory statement.
- h. **Annual budget session:** The secretary should convene annual, semi-annual meetings with the consent of the Director and the President to have the budget examined and matters decided. There should be meetings of the Senate at least once in an year.
- i. **Extraordinary meetings:** The secretary should convene extraordinary meetings whenever the syndicate so demands and in emergencies, on the instruction of the director.
- j. **Notice:** The notice of the meetings of the, Senate should reach the members not less than ten days prior to such meetings. The notice should state the place, date, time and agenda of the meeting.
- k. **Quorum:** the quorum of the senate shall be  $\frac{1}{4}$ . In case of lack of quorum at the appointed time, the start of the meeting should be postponed for one hour. If even after the extra hour, there is deficiency of quorum, the meeting should be put off and held within the following 15 days with no change of agenda. Quorum shall not be binding for this reconvened meeting.

## **CHAPTER IV**

### **15. Election and tenure.**

- I. **Eligibility:** Those who are elected from diocese as President, General Secretary and Treasurer in the Central Secretariat should have already completed not less than two years as member of the diocesan Senate and one year as diocesan office bearer. Tenure in the central

secretariat is restricted to two consecutive terms. To hold other offices membership of two years in the senate is a must.

- II. **Election:** The Director shall be the returning officer for elections. The central secretariat is chosen from those syndicate members elected to the central senate from the dioceses and MCCIETR. Two representatives each from diocesan units and from mission areas should be elected (one a lady representative) as syndicate members. Full information concerning those elected should be communicated to the Central Director by the respective directors. Such members should present their credentials to the central director when they come for the election Central committee. Those who are not elected to the Central Secretariat shall continue as members of the central Syndicate. The post of President, general Secretary and Treasurer shall be held in rotation by the representatives of the existing Arch/Diocese and MCCIETR so that all may get equal participation and opportunities. One post of Vice-president in the central committee is reserved for ladies. Election to the Central Secretariat shall be by absolute majority (50% +1). After two inconclusive ballots, relative majority shall suffice. Final decision in all disputes concerning, the conduct of election shall rest with the chairman of the Youth Commission. Results of elections become effective only after endorsement by the Chairman.
- III. **Tenure:** Two years shall be the term of all Central Committee members. But the existing central secretariat shall continue to function under the direction of the Chairman of the Youth Commission until a new Central Secretariat is constituted.

## **CHAPTER V**

16. **Sources of Income:** The income of the Central Committee shall consists of the sum allotted centrally for the Youth activities by the Malankara Catholic Youth Commission, donations, income accruing from other schemes and bank interest. The assets of the organization shall remain institutional and no part of assets or income from them is divisible among members. In case the activities of the organization ceases or are terminated, the balance of assets after payment of all dues is to be utilized by the Chairman for the welfare of the Church
17. **Celebration:** Feasts of heavenly patrons, feast of the kingship of Christ, reunionDay, (National) Independence Day, Youth-Day, Mar Ivanios Day, Death anniversary of the prelates of the Church. Dukarna of St. Thomas the Apostle, Easter, Christmas and Social justice Day should be celebrated by the organization. Other days also may be chosen for celebration by resolution of the Senate.

18. **Central Secretariat:** The seat of Church level activities shall be the office designated by the Chairman. The office functions at **MCYM Central Secretariat Office, Catholicate Center, Pattom P.O., Trivandrum Kerala, India**
19. **Registers and Records:** The following registers and record must be maintained in the central secretariat. Full details of diocesan and regional units, members and 11office-bearers; names and complete addresses of the members of the secretariat, syndicate and senate, Reports of meetings of the secretariat, syndicate and senate; all records of national and international Units; constitution; (record of) assets of the organization, bank records, receipts, vouchers, seal, letter pads etc; files of correspondence; specific forms and their full details; office dairy, visitors book other records as stipulated by the Syndicate.
  - a. **Youth Advisory Council:** to aid the ideological formations and growth of the organization a Youth Advisory Council has to be formed by each governing body for their tenure with the permission of the Chairman. The members should be reputed members of the church recognized for their knowledge as well as interest in Ecclesial affairs and expertise in guiding the Youth. The terms of the council shall be 2 years. There shall not be more than 15 members.

## CHAPTER VI

20. **Disciplinary Action:** appeals can be made to the Ordinary of the respective diocese against disciplinary action taken by diocesan units against individual members or units in the diocese. The decision of the Ordinary shall be final. In units of mission areas, this power is vested in the Chairman.
21. **Resignation:** There should be sufficient and just reasons for the resignation of any office-bearer of MCYM. Resignation should be submitted in writing to the Director of the respective Committee. Decision on the resignation should be taken by the concerned Director in consultation with the concerned executive committee and communicated in writing to the concerned individual within thirty days. It is the prerogative of the Chairman to accept the resignation of Central Committee members.
22. **Amendments:** To delete any portion, to amend any (clause) or to add to this constitution, it is necessary that not less than the majority of the members of the Central Senate meet and  $\frac{3}{4}$  of them vote in favour. The Chairman has the power to accept, reject or return with remarks, all amendments to the constitution. If an amendment to the constitution is proposed to be discussed in the Senate, the full text thereof should be included in the notice of the meeting . Amendments become effective only with ratification by the Chairman.
23. **Interpretation of Law:** The authority to interpret this constitution is reserved to the Syndicate. The interpretation shall become authoritative only when it is approved by the Chairman. Final decision regarding the organization rests with the Chairman in compliance to the head of the Malankara Catholic Church.