



CONSTITUTION

CONSTITUTION OF SPORTIFY

(Adopted on 31st October 2025)

Official Sports Society of the IIT Madras BS Degree Programme
Under the authority of the Student Executive Council and Student Affairs

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PREAMBLE

We, the students of the **Indian Institute of Technology Madras, Bachelor of Science Degree Programme** (hereinafter “the Programme”),

WHEREAS, recognising that structured participation in sports is fundamental to developing discipline, leadership, health, and unity among students;

AND WHEREAS, deeming it necessary to establish a duly constituted body to regulate and promote sporting activity in conformity mutatis mutandis with the academic and ethical codes of the Indian Institute of Technology Madras (hereinafter “the Institute”);

NOW, THEREFORE, in exercise of the powers vested in the General Student Body Constitution (hereinafter “the GSB Constitution”) and with the concurrence of the Student Executive Council and the Student Affairs,

WE DO HEREBY CONSTITUTE, ORDAIN AND PROMULGATE this Constitution of “**Sportify**” - the duly recognised official Sports Society of the IIT Madras BS Degree Programme, to govern the establishment, functioning, and operations of the Sportify.

CHAPTER I

INTERPRETATION AND DEFINITIONS

Article 1 Definitions

For the purposes of this Constitution -

1.1 “Sportify” refers to the IIT Madras BS Degree Sports Society established under this Constitution.

1.2 “The Programme” means the Bachelor of Science Degree Programme of IIT Madras.

1.3 “Member” denotes any student enrolled in the Programme who has duly registered for Sportify in accordance with this Constitution.

1.4 “Voting Member” means a member who fulfils the conditions specified in Article 6 and enjoys the right to vote in elections and general meetings.

1.5 “Executive Council” (hereinafter to be referred as “EC”) means the principal governing body of Sportify constituted under Article 10.

1.6 “Mentors and Advisory Committee” means the advisory and oversight body constituted under Article 16.

1.7 “Event Committee” means a temporary body formed to organize specific events or tournaments.

1.8 “Student Affairs” refers to the Head of Student Affairs and their authorised representatives under the IIT Madras BS Programme.

1.9 “SEC” refers to the Student Executive Council of the IIT Madras BS Degree Programme.

1.10 “Institute” refers to the Indian Institute of Technology Madras.

1.11 “Coordinator” refers to a member appointed to oversee a specific operational or strategic function of Sportify.

1.12 “Core Team Member” refers to a member selected by the Executive Council to assist in society operations.

1.13 “Volunteer” refers to a member who actively contributes to society activities without holding a formal office.

1.14 “Outgoing Council” refers to the Secretary and Deputy Secretary of the immediately preceding tenure.

1.15 “Sportify Her” refers to the official women-focused wing of Sportify.

CHAPTER II

NAME, VISION, MISSION AND OBJECTIVES

Article 2 Name and Recognition

2.1 The name of the Society shall be “Sportify: IIT Madras BS Degree Sports Society”.

2.2 It shall operate under the Sports Domain of the Societies framework established by the Programme and recognised by Student Affairs.

2.3 Recognition of Sportify does not imply endorsement by IIT Madras; the Society is solely responsible for its conduct, communication, and activities.

Article 3 Mission and Objectives

3.1 The mission of Sportify is to promote a culture of physical fitness, teamwork, and sporting excellence within the Programme.

3.2 The objectives of Sportify are -

- (a) To organise tournaments, virtual sporting events, and fitness challenges;
- (b) To foster sportsmanship, discipline, and leadership through participation and engagement;
- (c) To conduct talks, workshops, and guest sessions related to sports and fitness;
- (d) To foster a strong sporting community and encourage teamwork.

- (e) Promote women participation in sports.
- (f) Build regional and virtual sports communities.
- (g) Maintain institutional sports archives and records.
- (h) Organize flagship annual sporting events.
- (i) Foster leadership through volunteer and coordinator opportunities.
- (j) To encourage inclusive participation and fair competition among all students; and
- (k) To uphold the reputation of IIT Madras through ethical and professional conduct in all activities.

Article 4 Non-Discrimination and Ethical Conduct

- 4.1 Sportify and its members shall not discriminate against any individual on the basis of gender, religion, caste, colour, nationality, age, or disability.
- 4.2 All members and office-bearers shall abide by the Code of Conduct, Honour Code, and Ethical Standards of IIT Madras.

CHAPTER III

MEMBERSHIP AND PARTICIPATION

Article 5 Membership Categories

5.1 Membership of Sportify shall be open to all students currently enrolled in the IIT Madras BS Degree Programme.

5.2 Members of Sportify shall be classified into the following categories:

(a) General Member

Any student who has duly completed the official membership or registration process of Sportify.

(b) Volunteer

A General Member who actively contributes towards the planning, organisation, execution, promotion, or support of Sportify activities and events.

(c) Core Team Member

A Volunteer selected by the Executive Council based on demonstrated commitment, contribution, leadership, and performance in Sportify activities.

(d) Office Bearer

A member holding an official Position of Responsibility (PoR) within Sportify as recognised under this Constitution.

5.3 Membership shall remain valid for one academic year unless revoked under the provisions of this Constitution.

Article 6 Rights and Privileges

6.1 All General Members shall have the right to:

- (a) Participate in Sportify events and activities;
- (b) Receive official communications from Sportify;
- (c) Apply for volunteer opportunities and committees.

6.2 Volunteers shall additionally have the right to:

- (a) Participate in operational activities of the society;
- (b) Be considered for Core Team positions;
- (c) Receive certificates or recognition for contributions where applicable.

6.3 Core Team Members shall additionally have the right to:

- (a) Participate in planning and organisational discussions;
- (b) Hold coordinator positions subject to appointment;
- (c) Be considered for future leadership roles.

6.4 Office Bearers shall exercise powers and responsibilities as prescribed under this Constitution.

Article 7 Voting Rights

7.1 A member shall qualify as a Voting Member if they:

- (a) Have been registered as a member of Sportify for at least thirty (30) days prior to the commencement of voting; and
- (b) Have participated in at least one Sportify activity, event, meeting, or volunteer initiative during the academic year.

7.2 Each Voting Member shall possess one vote in all elections and General Body proceedings.

Article 7A Suspension and Revocation of Membership

7A.1 Membership may be suspended or revoked if a member:

- (a) Violates the IIT Madras Code of Conduct or Honour Code;
- (b) Acts in a manner detrimental to the interests or reputation of Sportify;
- (c) Engages in misconduct, discrimination, harassment, or misuse of society resources;
- (d) Misrepresents Sportify without authorisation.

7A.2 The member concerned shall be given an opportunity to present their explanation before any final decision is taken.

7A.3 Complaints relating to suspension or revocation shall be reviewed by the Mentors and Grievance Committee.

7A.4 The decision of the Mentors and Grievance Committee shall be subject to ratification by Student Affairs where required.

CHAPTER IV

GOVERNANCE STRUCTURE

Article 8 Organs of Sportify

8.1 The organs of Sportify shall consist of—

- (a) The General Body (GB) – comprising all members; and
- (b) The Executive Council (EC) – the governing body of Sportify.

Article 9 Executive Council

9.1 The Executive Council shall consist of the following office-bearers-

- (a) Secretary
- (b) Deputy Secretary
- (c) Coordinator – Sportify Her
- (d) Web Administrator

9.1A The Coordinator – Sportify Her shall be responsible for leading and managing the women-focused initiatives of Sportify and promoting the participation, engagement, and representation of women in sporting activities conducted by the Society.

9.1B The Web Administrator shall be responsible for managing the digital infrastructure, website, registration systems, databases, communication platforms, and technological assets of Sportify.

9.2 The Secretary and Deputy Secretary shall be elected by the Voting Members.

9.3 The Coordinator – Sportify Her, and Web Administrator shall be appointed by the Secretary with the concurrence of the Deputy Secretary and approval of the Mentors' and Grievance Committee.

9.4 No member shall hold more than one Position of Responsibility (PoR) as defined under GSB Constitution.

9.5 The Executive Council shall function under the leadership of the Secretary, who shall coordinate and guide its activities in consultation with other office bearers.

9.6 The tenure of all office-bearers shall ordinarily be one academic year, usually commencing after Paradox, unless modified by changes in the General Student Body (GSB) election process.

9.7 The Secretary may constitute temporary committees, working groups, event committees, or volunteer teams for specific activities, projects, or events as deemed necessary.

Article 9A – Council of Advisors

9A.1 Upon completion of their tenure, the Outgoing Secretary and Outgoing Deputy Secretary shall constitute the Council of Advisors of Sportify for a period of one academic term.

9A.2 The Council of Advisors shall serve as the institutional continuity and advisory body of the Society and shall function in a non-executive capacity.

9A.3 The Council of Advisors shall have the following responsibilities:

(a) To facilitate the orderly transition of responsibilities, records, and institutional knowledge between successive Executive Councils;

(b) To assist the incoming Executive Council during the transition period and provide guidance on operational, administrative, and strategic matters;

(c) To advise on matters relating to the interpretation and compliance of this Constitution;

- (d) To provide recommendations on major policy decisions, structural reforms, and long-term strategic initiatives of the Society;
- (e) To attend meetings of the Executive Council in an advisory capacity, without voting rights, whenever invited by the Secretary or Deputy Secretary;
- (f) To review and provide recommendations regarding appointments to appointed Office Bearer positions during the first sixty (60) days of a newly elected Executive Council's tenure;
- (g) To recommend the suspension, removal, or replacement of appointed Office Bearers where persistent inactivity, misconduct, or failure to discharge duties is observed;
- (h) To review Annual Reports, Handover Reports, and other significant institutional documents prior to their submission to Student Affairs or other authorities;
- (i) To preserve and promote institutional memory, best practices, and long-term continuity within Sportify.

9A.4 During the first sixty (60) days of a newly elected Executive Council's tenure, appointments to the positions of Coordinator – Sportify Her, and Web Administrator shall be made only after consultation with the Council of Advisors.

9A.5 The Council of Advisors shall not interfere in the day-to-day functioning of the Executive Council and shall exercise only advisory and recommendatory powers unless otherwise expressly provided by this Constitution.

9A.6 The Secretary shall consult the Council of Advisors before:

- (a) proposing constitutional amendments;
- (b) creating or abolishing any Office Bearer position;
- (c) making major structural reforms;
- (d) undertaking projects of long-term institutional significance.

CHAPTER V

OFFICE BEARERS AND DUTIES

Article 10 Secretary

10.1 The Secretary shall be the principal executive officer, head, and official representative of Sportify.

10.2 The Secretary shall exercise general supervision over the affairs, activities, and administration of the Society.

10.3 Duties of the Secretary shall include -

- (a) Convening and presiding over meetings of the Executive Council and General Body;
- (b) Providing strategic leadership and direction to the Society;
- (c) Issuing and overseeing the annual calendar of activities and events;
- (d) Coordinating with Student Affairs, the Student Executive Council, and other institutional authorities;
- (e) Submitting term-wise reports, annual reports, and other official documents as required;
- (f) Ensuring compliance with the Constitution of Sportify, the General Student Body Constitution, and institutional regulations;
- (g) Supervising the functioning of all Office Bearers, Core Team Members, Volunteers, and Committees;
- (h) Appointing Office Bearers and Committees in accordance with this Constitution;
- (i) Safeguarding the interests, reputation, and long-term development of the Society;
- (j) Maintaining continuity of institutional knowledge and ensuring proper transition to succeeding Executive Councils.

Article 11 Deputy Secretary

11.1 The Deputy Secretary shall be the second-highest office bearer of Sportify and shall assist the Secretary in all matters concerning the administration and operations of the Society.

11.2 In the absence, resignation, incapacity, or vacancy of the Secretary, the Deputy Secretary shall assume the duties and powers of the Secretary until such time as the position is duly filled.

11.3 Duties of the Deputy Secretary shall include -

- (a) Assisting the Secretary in the discharge of all official duties;
- (b) Supervising the operational functioning of the Society;
- (c) Coordinating the activities of Office Bearers, Core Team Members, and Volunteers;
- (d) Overseeing event planning, logistics, execution, and post-event review processes;
- (e) Monitoring the progress of ongoing projects and initiatives;
- (f) Ensuring effective communication and coordination among various teams and committees;
- (g) Managing volunteer engagement, development, and retention;
- (h) Assisting in succession planning and institutional continuity.

Article 12 Coordinator – Sportify Her

12.1 The Coordinator – Sportify Her shall be responsible for leading and managing the women-focused initiatives of Sportify.

12.2 The Coordinator – Sportify Her shall work under the supervision of the Deputy Secretary.

12.3 Duties shall include -

- (a) Promoting participation of women students in sports, fitness, and wellness activities;
- (b) Organising events, campaigns, and initiatives specifically aimed at encouraging women's engagement in sports;
- (c) Serving as the primary representative of women members within Sportify;
- (d) Identifying barriers to participation and recommending measures to improve inclusivity;
- (e) Coordinating outreach and engagement activities for women students across the Programme;
- (f) Assisting the Executive Council in fostering a safe, inclusive, and supportive sporting environment;
- (g) Maintaining records and reports relating to Sportify Her initiatives and activities.

Article 13 Web Administrator

13.1 The Web Administrator shall be responsible for managing and safeguarding the digital infrastructure, technological resources, and online presence of Sportify.

13.2 Duties shall include -

- (a) Managing and maintaining the official website of Sportify;
- (b) Managing event registration systems, databases, archives, and digital records;
- (c) Maintaining the security, accessibility, and continuity of all digital assets and online resources;

- (d) Managing official email systems, Google Groups, GSpace resources, and related platforms;
- (e) Drafting and issuing official communications, notifications, and digital announcements as directed by the Executive Council;
- (f) Maintaining registration portals, certificate systems, verification systems, and other technological services operated by Sportify;
- (g) Managing social media platforms and ensuring timely dissemination of information;
- (h) Maintaining backups of important records and ensuring secure transfer of digital assets during handovers;
- (i) Providing technical support for events, meetings, broadcasts, and online activities;

CHAPTER VI

SPORTIFY HER

Article 14 Sportify Her

14.1 Sportify Her shall be the official women-focused wing of Sportify and shall function under the authority of the Executive Council.

14.2 The objective of Sportify Her shall be to encourage, support, and enhance the participation of women students in sports, fitness, leadership, and community engagement activities conducted by Sportify.

Article 15 Coordinator – Sportify Her

15.1 The Coordinator – Sportify Her shall be an appointed Office Bearer of Sportify.

15.2 The Coordinator – Sportify Her shall function under the supervision of the Deputy Secretary.

15.3 The Coordinator – Sportify Her may constitute volunteer teams or working groups for the execution of initiatives under Sportify Her, subject to approval by the Executive Council.

CHAPTER VII

MENTORS AND ADVISORY COMMITTEE

Article 16 Mentors and Advisory Committee

16.1 The Mentors and Advisory Committee shall consist of -

- (a) Previous Secretary of Sportify;
- (b) Previous Deputy Secretary of Sportify;
- (c) Sports Secretary, Student Executive Council;
- (d) Ethics and Elections Secretary, Student Executive Council; and
- (e) One nominee of Student Affairs, where applicable.

16.2 The Committee shall serve as the advisory, continuity, oversight, and grievance redressal body of Sportify.

16.3 Responsibilities of the Committee shall include -

- (a) Providing institutional guidance and strategic recommendations to the Executive Council;
- (b) Assisting in leadership transition and succession planning;
- (c) Reviewing compliance with this Constitution and institutional regulations;
- (d) Approving appointments to appointed Office Bearer positions;
- (e) Investigating grievances, complaints, and disciplinary matters;
- (f) Preserving institutional memory and continuity of the Society;
- (g) Advising on constitutional interpretation in cases of ambiguity or dispute;
- (h) Performing such other functions as may be necessary for the effective governance of Sportify.

CHAPTER VIII

ELECTIONS, ELIGIBILITY AND SUCCESSION

Article 17 Eligibility and Nomination

17.1 Candidates seeking election to the positions of Secretary and Deputy Secretary shall -

- (a) Be Voting Members of Sportify;
- (b) Have completed at least three (3) academic terms in the IIT Madras BS Degree Programme as on the date of nomination;
- (c) Possess a minimum CGPA of 7.5 or such other minimum academic requirement as may be prescribed by Student Affairs;
- (d) Have completed at least thirty-two (32) academic credits;
- (e) Have no proven record of academic malpractice, disciplinary action, or non-academic misconduct;
- (f) Submit a manifesto outlining their vision, objectives, and proposed initiatives for Sportify;
- (g) Participate in any candidate interaction session, debate, or presentation conducted as part of the election process.

17.2 The Coordinator - Sportify HER and Web Administrator shall not be elected positions but shall be appointed by the Executive Committee on approval from Mentors' Committee. They shall, however, be subject to the same eligibility criteria as prescribed for the Secretary and Deputy Secretary.

17.3 Notwithstanding anything contained in Clause 17.1 and 17.2, Student Affairs, in consultation with the Elections and Ethics Committee, SEC, may grant an exception to one or more eligibility requirements on a case-to-case basis, upon due consideration and written justification thereof.

Article 18 Election Procedure

18.1 Elections shall be conducted under the supervision of the Ethics and Elections Secretary, SEC.

18.2 Elections may be held jointly for Secretary–Deputy Secretary pairs.

18.3 Voting shall be by secure online ballot.

18.4 Results shall be published within forty-eight (48) hours of polling closure.

18.5 The Outgoing Secretary and Deputy Secretary shall certify completion of the handover process and submit a Handover Compliance Report to the Mentors and Advisory Committee.

Article 19 Intervention and Impeachment

19.1 In the event of resignation, removal, incapacity, or vacancy of the Secretary, the Deputy Secretary shall immediately assume charge as Acting Secretary. If BOTH are unavailable, The Council of Advisors shall recommend an interim arrangement.

19.2 Impeachment proceedings may proceed as highlighted in the GSB Constitution, subject to investigation by the Mentors and Advisory Committee..

19.3 Removal on interest of Sports committee and ratification by Student Affairs.

19.4 Any unresolved dispute within the Executive Council shall be referred to the Mentors' and Grievance Committee, whose decision shall be binding subject to ratification by Student Affairs.

CHAPTER IX

MEETINGS AND DECISION MAKING

Article 20 Frequency and Quorum

20.1 The Executive Council shall meet at least once every month.

20.2 The General Body shall meet once every two months.

20.3 The quorum for an EC meeting shall be one-half ($\frac{1}{2}$) of its members.

20.4 The quorum for a GB meeting shall be ten percent (10%) of active members or twenty (20) members, whichever is lesser.

Article 21 Coordinator Meetings

21.1 The Deputy Secretary shall convene a Coordinator Meeting at least once every month.

21.2 The Coordinator – Sportify Her, Web Administrator, and any other appointed coordinators or committee heads shall attend such meetings.

21.3 The purpose of Coordinator Meetings shall be -

- (a) Reviewing ongoing activities and projects;
- (b) Monitoring progress and performance;
- (c) Facilitating coordination between teams;
- (d) Identifying operational challenges;
- (e) Planning future activities and initiatives.

CHAPTER X

FINANCIAL MANAGEMENT

Article 22 Funds, Audit, and Transparency

22.1 For the purposes of this Constitution, expenditure shall mean event-related logistical costs and prize disbursements drawn from the Student Activities Fund, and reimbursements of meetup expenses drawn from the Meetup Fund.

22.2 No expenditure shall be incurred without the prior written sanction of Student Affairs.

22.3 Any sponsorship-derived funds shall be received exclusively through the Students Activities Trust, IIT Madras, and only upon written authorization from Student Affairs following a due background verification of the sponsoring entity.

22.4 Acceptance or handling of cash sponsorships is strictly prohibited.

22.5 Reimbursement of logistical or meetup-related expenses shall be contingent upon submission of valid proofs and supporting documentation, in the manner prescribed by Student Affairs, which shall process such claims only upon satisfaction of compliance requirements.

22.6 Notwithstanding the foregoing, reimbursements shall be admissible solely where prior written approval has been obtained in accordance with Clause 22.2.

22.7 The Secretary shall ensure submission of all financial statements and expenditure records to Student Affairs in the prescribed manner.

22.8 No financial commitment, expenditure, procurement, sponsorship arrangement, or contractual obligation exceeding ₹10,000 shall be undertaken without the prior approval of the Secretary and the concerned financial authority designated by Student Affairs.

22.9 The monetary threshold prescribed under Clause 22.8 may be revised from time to time in accordance with directions issued by Student Affairs.

CHAPTER XI

REPORTING AND RECORDS

Article 23 Activity and Financial Reports

23.1 The EC shall submit—

- (a) A Term Report detailing activities and outcomes; and
- (b) An Annual Report summarising performance, participation, and finances to the Sports Committee and Student Affairs.

Article 24 Record Keeping

24.1 All official records, documents, and digital assets shall be maintained in Sportify's institutional G-Drive.

24.2 Upon completion of tenure, the outgoing Secretary shall submit a comprehensive Handover Report to the incoming Secretary, including records, accounts, and pending matters.

Article 25 Annual Transition Report

25.1 The outgoing Executive Council shall prepare and submit an Annual Transition Report before demitting office.

25.2 The Annual Transition Report shall include-

- (a) Events, initiatives, and activities conducted during the tenure;
- (b) Participation statistics and engagement metrics;
- (c) Financial summary and expenditure overview;
- (d) Major achievements and milestones;
- (e) Challenges encountered during the tenure;
- (f) Lessons learned and recommendations for future Executive Councils;
- (g) Status of ongoing projects and pending matters.

25.3 The Report shall form part of the permanent institutional records of Sportify and shall be made available to the incoming Executive Council.

CHAPTER XII

AMENDMENT AND SUPREMACY

Article 26 Amendment Procedure

26.1 This Constitution may be amended by -

- (a) A two-thirds ($\frac{2}{3}$) majority vote of the General Body; and
- (b) Subsequent written approval from Student Affairs and the Sports Committee.

CHAPTER XIII

DISSOLUTION AND SUCCESSION

Article 27 Dissolution

27.1 Sportify may be dissolved only by the approval of Student Affairs.

27.2 Upon dissolution, all assets, records, and funds shall revert to the Sports Committee of the Programme.

Article 28 Succession

28.1 In the event of dissolution or suspension, Student Affairs may appoint an interim committee for transition or reconstitution of Sportify.

CHAPTER XIV

MISCELLANEOUS

Article 29 General Provisions

29.1 In the event of any conflict or inconsistency between this Constitution and the prevailing Programme Policies, the latter shall prevail.

29.2 No provision of this Constitution shall derogate from or supersede the authorities, guidelines, or procedures established under the General Student Body Constitution and the Code of Conduct of the IIT Madras BS Degree Programme.

29.3 The Mentors and Advisory Committee shall hold the authority to interpret this Constitution in cases of ambiguity or dispute.

29.4 Any matter not expressly provided for herein shall be addressed in consultation with, and upon concurrence of, the Mentors and Advisory Committee.

29.5 Upon ratification, this Constitution shall not operate retrospectively so as to invalidate or nullify any decision or action undertaken in good faith prior to its enactment.

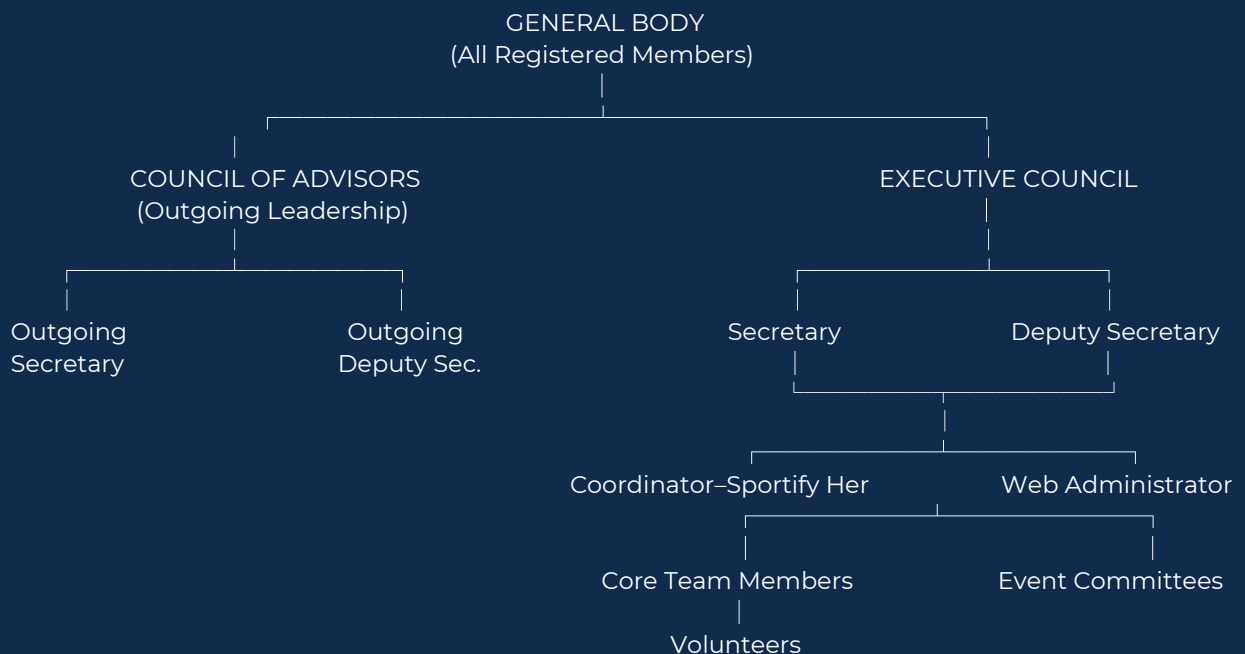
SCHEDULE I

OFFICIAL EMAIL AND BRANDING

- **Official Name:** Sportify – IIT Madras BS Degree Sports Society
- **Official Email:** thesportify.society@study.iitm.ac.in
- **Domain:** Sports Domain
- **Official Women's Wing:** Sportify Her
- **Tagline:** “Spreading the Joy of Sports”
- **Disclaimer:**
“Views expressed and activities conducted by Sportify are solely those of its members and are not endorsed by IIT Madras”.

SCHEDULE II

ORGANISATIONAL STRUCTURE OF SPORTIFY



Notes:

- 1.The Executive Council shall serve as the principal governing body of Sportify.
- 2.The Council of Advisors shall function in an advisory and continuity capacity and shall not exercise executive authority except where expressly provided by this Constitution.
- 3.Core Team Members, Event Committees, Working Groups, and Volunteers shall function under the supervision of the Executive Council.
- 4.Temporary Event Committees and Working Groups may be constituted by the Secretary for specific activities, projects, tournaments, campaigns, or initiatives.
- 5.Sportify Her shall function as the official women-focused wing of Sportify under the supervision of the Deputy Secretary.

NOTE: All provisions, articles, and chapters of this Constitution are subject to the authority of the Office of Student Affairs, IIT Madras. The Office of Student Affairs.