



NAVAJYOTHI
COLLEGE CHERUPUZHA

AFFILIATED TO KANNUR UNIVERSITY
RUN BY CST FATHERS



BYLAWS OF THE MEDIA CELL

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Article I: Name and Purpose

1.1 Name: The official name of the organization shall be the **MEDIA CELL**.

1.2 Purpose: The primary purpose of the Media Cell is to:

Document and disseminate information about college events, activities, and achievements through photography and videography.

Organize and conduct training programs, workshops, and competitions related to media and communication.

Promote media literacy and digital storytelling among the college community.

Represent the college in various media platforms and events.

Article II: Membership

2.1 Eligibility:

Any student of NAVAJYOTHI COLLEGE who is passionate about media and communication may apply for membership.

Faculty members with expertise in media and communication may be invited to serve as advisors or mentors.

2.2 Membership Rights and Responsibilities:

Members shall have the right to participate in all activities of the Media Cell.

Members shall be responsible for adhering to the Bylaws and Code of Conduct of the Media Cell.

Members shall actively contribute to the Media Cell's goals and objectives.

Article III: Organization

3.1 Executive Committee: The Executive Committee shall consist of the following positions:

President

Vice President

Secretary

Treasurer

Media Coordinator

The Executive Committee shall be responsible for the overall management and direction of the Media Cell.

3.2 The members will be selected on their interest in the media studies and executive committee will be selected from those students.

Article IV: Activities

4.1 Media Coverage: The Media Cell shall cover college events, activities, and programs through photography and videography. The captured media content shall be used for various purposes, including social media, college website, and promotional materials.

4.2 Training and Workshops: The Media Cell shall organize training programs and workshops on topics such as photography, videography, editing, social media marketing, and content creation. These programs shall be open to all students and faculty members.

4.3 Competitions: The Media Cell shall conduct competitions in photography, videography, and content creation to encourage creativity and skill development among students.

Article V: Finances

5.1 Budget: The Media Cell shall prepare an annual budget to plan and execute its activities. The budget shall be approved by the college administration.

5.2 Fundraising: The Media Cell may undertake fundraising activities to support its operations.

Article VI: Code of Conduct

6.1 Ethical Guidelines: Members shall adhere to ethical guidelines in media production and dissemination. Respect for copyright laws and intellectual property rights shall be maintained.

6.2 Professionalism: Members shall conduct themselves professionally in all interactions with others. Timely completion of tasks and adherence to deadlines shall be prioritized.

Article VII: Amendments

7.1 Amendments to the Bylaws may be proposed by any member of the Executive Committee or by a majority vote of the general membership. 7.2 Proposed amendments shall be presented to the general membership for approval.

Note: This is a basic framework for the bylaws of a college media cell. You can customize it further to fit the specific needs and requirements of your college and the Media Cell.

Additional Considerations:

- **Collaboration with Other Clubs and Departments:** Encourage collaboration with other clubs and departments on campus to create joint media projects.
- **Social Media Presence:** Maintain active social media accounts to share updates, behind-the-scenes footage, and engage with the college community.
- **Equipment and Resources:** Ensure that the Media Cell has access to necessary equipment and resources to carry out its activities effectively.
- **Legal and Ethical Considerations:** Adhere to copyright laws, privacy regulations, and ethical guidelines in all media production and dissemination.

By following these bylaws and guidelines, the NAVAJYOTHI COLLEGE Media Cell can become a vibrant and impactful organization that contributes to the overall growth and development of the college.