

**Rules of Business of the ACADEMIC COUNCIL
Under Section 46(6) of KSLU Act 2009**

1. Title and Commencement:

- a) This Statute may be called as "Rules of Business of the ACADEMIC COUNCIL".
- b) It shall come into force from the date of assent of the Chancellor.

2. Meetings of the Academic Council :

The Academic Council shall be convened at least once in every three months on the dates fixed by Vice-Chancellor.

3. Quorum :

- (1) The Quorum for any meeting of the Academic council shall be one third of the total strength. Absence of the quorum within 30 minutes after the time appointed for the meeting, the meeting shall not be held and the Registrar shall make a record of the fact and the record shall be signed by the Chairman.
- (2) During the progress of a meeting if any member draws the attention of the Chairman regarding want of quorum, the Chairman shall, within a reasonable time count the number of the members present and, if there is no quorum, he shall declare the meeting adjourned and shall leave the chair. All such dissolutions shall be recorded by the Registrar and the record shall be signed by the Chairman.
- (3) When a meeting of the Academic Council is adjourned for want of quorum as provided for in clauses (1) and (2) above, the Vice-Chancellor shall have power to reconvene a meeting of the Academic Council within 15 days of such adjourned to transact business already mentioned in the agenda. In such an event, no quorum for holding the meeting would be necessary.

4. Business at the Meetings :

The Chairman shall, if so directed by a meeting at which quorum is present, adjourn the meeting from time to time but subject to the provisions laid down otherwise, no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place, provided that the Syndicate or the Vice-Chancellor may bring any urgent business before an adjourned meeting, with or without notice. When a meeting is adjourned for fifteen days or more, not less than ten days notice of the adjourned meeting and of the business to be transacted at such meeting shall be given. Save as aforesaid it shall not be necessary to give any notice of an adjourned meeting or of the business to be transacted at it.

5. Chairman of the Meetings :

The Vice-Chancellor, if present, shall preside at all meetings of the Academic Council, but if the Vice-Chancellor is not present, a member nominated by him shall be the Chairman.

6. Want of notice, agenda and other papers connected with any meeting of the Academic Council by any member shall not invalidate the proceedings of the meeting.

7. Notice of Ordinary Meeting:

The Registrar shall, with the approval of the Vice-Chancellor give not later than three weeks notice of the date of meeting.

8. Notice of Resolution :

Any member who wishes to move a resolution at any ordinary meeting shall forward a copy of the resolution to the Registrar so as to reach him not less than two weeks before the date of the meeting.

Provided that no member shall send more than two such resolutions to be moved.

9. Admissibility of Resolution :

No resolution shall be admissible which does not comply with the following conditions, namely :

- (a) It shall relate to a matter within the cognizance and powers of the University and the Academic Council.
- (b) It shall be clearly and precisely expressed and shall raise substantially one definite issue.
- (c) It shall not refer to any matter which is under adjudication by a Court of law,
- (d) It shall not raise substantially the same question as that raised in a motion moved and decided in the Academic Council during the twelve months preceeding the date of the meeting at which it is to be moved, unless the prior consent of the Vice-Chancellor has been obtained.
- (e) If identical admissible resolutions are received from more than one member, the Vice-Chancellor may include only one resolution of a member at his discretion and not include the other identical resolutions of other members. The fact of non-inclusion may be informed to the members who had sent them.

10. Notice of Amendments of Resolutions :

Any member wishing to move an amendment to a resolution included in the preliminary agenda paper of an ordinary meeting of the Academic Council, shall forward a copy of the same to the Registrar, so as to reach him not less than twelve clear days before the day of the meeting, at which the resolution is to be moved.

11. Admissibility of Amendments, Form of Amendments to Resolutions :

- (1) No amendment shall be admitted which does not comply with the rules and the following conditions :

Amendment to a resolution shall be

- (i) by omitting words :

- (ii) by leaving out a word or words in order to insert some other word or words: and
- (iii) by adding or inserting a word or words.

Relevancy of Amendments

- (2) No amendment shall be proposed which would reduce resolution to its negative or opposite form.
- (a) Every amendment must be relevant to the resolution to which it refers and must be framed so as to form therewith an intelligible and consistent sentence.
- (b) An amendment must not be virtually an independent proposition.

12. Amendments of which notice is given in accordance with the rules which have been scrutinized and admitted under the rules shall be included in the final agenda.

13. Dispatch of Agenda Paper :

Not less than 3 weeks before the date of meeting, the Registrar shall send by post to every member a preliminary agenda paper specifying the date, the place and the hour of the meeting and business to be brought before the meeting, provided that the Syndicate or the Vice-Chancellor may bring any business, which in its or his opinion is urgent, before any meeting with shorter notice or without placing the same on the agenda paper.

(ii) Extraordinary Meeting

14. Extraordinary Meeting of the Academic Council :

The Vice-Chancellor may whenever he thinks fit, or shall upon a requisition in writing signed by not less than 50% of the total members of the Academic Council, convene a Special Meeting of the Academic Council. The Registrar, with the approval of the Vice-Chancellor shall give ordinarily not less than fifteen days notice of such meeting and forward with the notice to each

member a copy by post of the preliminary agenda paper for the meeting. In case of urgency, the Vice-Chancellor may convene a meeting with shorter notice. Any member who wishes to move an amendment to a resolution on the preliminary agenda paper shall forward the same to the Registrar in writing so as to reach him not less than seven clear days before, the date of the meeting. The Registrar shall, on receipt of amendments, prepare, with the approval of the Vice-Chancellor, a final agenda paper showing all the resolutions together with other subjects if any and the amendments admitted and shall send a copy of it by post to each member three days before the date of the meeting. No business other than that brought forward by the Syndicate and the Vice-Chancellor shall be transacted at an Extraordinary meeting of the Academic Council. It shall be open to the Syndicate and the Vice-Chancellor to bring before the Extraordinary meeting any urgent business with or without placing it on the agenda paper. For items in the agenda for which notice of fifteen days has not been given, it shall be open to members to move amendments without giving notice.

Business of Meetings

15. Order of Business :

At every meeting of the Academic Council the following shall be the order of business:

- 1) Confirmation of the minutes of the previous meeting.
- 2) Any motion for a change in the order of business as stated in the agenda paper.
- 3) Business brought forward by the Syndicate/Vice-Chancellor.

Note : If any motion under (2) above, is moved and agreed to by the Academic Council, the business of the meeting shall be transacted accordingly.

Motions in General

16. How to move motions :

Every motion at a meeting shall be affirmative in form and shall begin with the word "That", and it must be moved and seconded at the meeting, otherwise it shall drop, provided however, that motions placed by the Syndicate or by the Vice-Chancellor before the Academic Council on behalf of any of the University Authorities need not be seconded. When a motion has been made and seconded it shall be stated from the Chair unless the motion be ruled out of order by the Chairman.

17. An amendment may be moved at any time after the motion has been stated from the Chair before it is put to vote.

18. Order of Amendments :

The order in which the amendments to resolutions are to be amended shall be determined by the Chairman.

19. When the debate on an amendment is concluded, the Chairman shall say :

"It has been moved", and shall state the motion, and shall then say "since then it has been moved by way of amendment", and shall state the amendment.

20. Not more than one resolution and one amendment at a time :

- (a) Not more than one resolution and one amendment thereto shall be placed before a meeting at the same time.
- (b) If an amendment is negatived, the original motion shall again be stated by the Chairman, and any other amendment which is in order may then be moved to the original motion.
- (c) If an amendment is carried, the motion as amended shall be stated by the Chairman, and may be discussed as a substantive motion. Further, amendments to the original motion may be

moved, in so far as they are in order, in relation to the amended motion, and shall be dealt within the same manner as the original amendment. When all the amendments have been thus dealt with, the Chairman shall take the vote of the meeting on the motion as finally amended as substantive motion.

21. Withdrawal of motion at the Meetings :

No resolution or amendment shall be withdrawn from the decision of the meeting without its unanimous consent; but this consent shall be presumed if the mover states his wish to withdraw the resolution of amendment and the Chairman, after interval during which no dissent is expressed, announces that it is withdrawn.

22. When an amendment has been proposed to a resolution, the original motion cannot be withdrawn until the amendment has been first disposed of.

23. Ruling on out of order motion :

A motion may be ruled out of order before it is put to vote by the Chairman, at any stage in the proceedings of the Academic Council if such motion is against the provisions of the Act after specifying the reasons for doing so.

Procedure on Motions

24. Procedure for change in the order of business :

A motion for a change in the order of business as stated in the agenda paper shall be made before the commencement of other business. It cannot be moved at any other time.

25. Procedure for re-considering a previous decision :

A motion asking any University authority, or Committee to review or reconsider its decision or recommendation may be made at any time during the debate on any such decision or recommendation, but shall not be made so as to interrupt the deliberations. The motion so moved may generally specify the date. If no date is

mentioned for submission of the report, such report shall be made at the next meeting of the Academic Council and if it is not possible to do so, the fact shall be reported to the Academic Council at such meeting.

26. Motion for Appointment of a Committee :

A motion for the appointment of Committee to consider and report upon any question before the Academic Council at the time may be made at any time, but not so as to interrupt the deliberations. The motion shall state the purpose for which the Committee is to be constituted and the names of its members and convener. The motion may include an instruction and may also specify the date for the submission of the report. An amendment to such a motion may be for enlarging or restricting the purposes for which the committee is to be appointed or the questions remitted to it or for giving it an instruction or for adding to or omitting the names of members proposed to form it or for fixing a date, or a different date to the one already fixed in the original motion for the submission of the report, provided, that, if no date is mentioned for the submission of the report, such report shall be made at the next meeting of the Academic Council and if it is not possible to do so, the fact shall be reported to the Academic Council at such meeting.

If the mover of the resolution or of any amendment thereto proposes to include in the Committee persons who are not Members of the Academic Council or who being members are not present at the meeting, he shall state at the meeting that he has obtained the consent of such persons to their names being proposed for inclusion.

27. Motion for Adjournment :

A motion for the adjournment of the meeting or debate to a specified time may be made at any time, but not so as to interrupt the deliberations. The motion shall be in the form "That the meeting do now adjourned to", or "That the debate on this question be now adjourned to", followed by words indicating the day and hour proposed for the adjourned meeting or debate.

An amendment to any motion for adjournment of the meeting or debate shall be for substituting a different day or hour for the one originally proposed.

If the motion for the adjournment of the debate be carried the debate shall stand adjourned to the time specified in the motion and the meeting shall pass to the next business, if any on the agenda.

If the motion for adjournment of the debate is carried, the member who moved it may claim precedence to take part at a later period in the debate when it is resumed. A member who moves the adjournment of the debate with the intention of taking part in it when resumed must confine himself when moving the motion for adjournment to the bare words of the motion. If the motion for adjournment is negatived, the mover cannot speak again on the main question.

28. Lapse of Motions etc. :

Motions and all Resolutions together with their amendments, if any, on the agenda paper of an Academic Council meeting which have not been moved or voted upon for want of time or for any other reason at the meeting to which the agenda paper relates shall at the close of the meeting be deemed to lapse. Such motions or resolutions shall not be placed on the agenda paper of the next or any subsequent meeting save on receipt of a fresh notice.

Provided that a motion shall not lapse if a part thereof or an amendment thereto has been voted upon.

29. Motion for Dissolution :

A motion for the dissolution of a meeting shall be in the form "That this meeting does now dissolve" and may be made at any time but not so as to interrupt the deliberations.

If the Chairman shall be of the opinion that the motion for dissolution is an abuse of the rules of the meeting he may decline

to put the question to the meeting. If he accepts the motion, it shall be put forthwith without amendment or debate.

If the motion be carried, the balance business before the meeting shall drop, and the Chairman shall declare the meeting dissolved.

30. Motion to pass to the next business on the agenda :

A motion to pass to the next business on the agenda shall be in the form "That the meeting does now pass to the next business on the agenda paper", and may be moved at any time after the main question has been stated by the Chair, but not so as to interrupt the deliberations.

The member moving the motion shall confine himself to the words of the motion. The member who seconds the motion shall confine himself to the words. "second the motion". If the Chairman shall be of the opinion that the motion to pass over to the next item is an abuse of the rules of the meeting, he may decline to put the question to the meeting. If he accepts the motion, it shall be put forth without amendment or debate. If the motion is carried, the main question together with the amendments to it, if any, moved or given notice of, shall drop.

31. Duration of speeches :

No address on any point shall ordinarily exceed five minutes duration provided that mover of resolution or of an amendment, when moving the same, may address on a point for fifteen minutes, provided further that the Chairman may at his discretion, allow a longer period to any speaker;

Provided further that the Chairman may, at his discretion limit the duration of the address on any subject at any stage to a shorter period than that above specified.

32. Order of Speeches :

The member who first rises to speak at the conclusion of a speech has the right to be heard. In case of more than one member rising simultaneously the Chairman shall decide the order to speak.

33. Speeches by Chairman :

The Chairman has the same right of moving or seconding or speaking to or opposing a resolution or an amendment as any other member, but if the Chairman desires to take part in a debate he shall vacate the Chair until the vote on that debate is taken. During such time as the Chairman is absent, a member present shall be nominated by the Chairman to occupy the Chair. Without leaving the Chair, the Chairman may however at his discretion or at the request of any member, explain to the meeting the scope of any resolution or amendment, or make statement on any matter arising from or connected with the proceedings of the meeting.

34. Personal Explanation :

A member who explains that his speech has been misunderstood or that his conduct or character has been impugned in the debate, may be allowed to make a personal explanation. Such a personal explanation may be offered whilst another member is speaking, only if the member who is speaking, gives way by resuming his seat.

35. Point of Order :

Any member may call the Chairman's attention to a point of order even whilst another member is speaking, but he shall confine himself to a statement of the point of order and shall not make a speech on such point of order.

No point of order can be raised while the Chairman is taking the votes on a question of taking a poll, except- with his permission and only on a matter arising out of or during the vote or poll. The

Chairman may deal with the matter immediately when the vote or the poll is completed.

36. Motion to be put to vote :

When a debate on a motion is concluded or if there shall be no debate, the Chairman shall put the question to vote.

37. Powers of Chairman on Point of Order :

If the Chairman rises, the member speaking or offering to speak must allow the Chairman to speak and take his seat.

38. The Chairman shall be the sole judge of any point of order and may call any member to order, and shall have all powers necessary to enforce his decisions on all points of order.

39. Power of the Chairman to maintain order :

The Chairman may direct any member whose conduct is in his opinion, constitutes disorderly conduct to withdraw immediately from the meeting and any member so ordered to withdraw shall do so forthwith and absent himself during the remainder of the day's meeting.

40. Power of the Chairman to suspend sittings :

The Chairman may, in the case of grave disorder arising at a meeting, suspend the meeting for a time to be specified by him.

41. Objection to Minutes :

If no exception is taken by any member who was present at the meeting to the correctness of the minutes within ten days of the sending of the minutes, they shall be deemed to be correct.

Procedure to decide Objections

If exception be taken within the time aforesaid, by means of a letter addressed to the Registrar specifying the points which require correction in the minutes the minutes shall be brought

forward by the Registrar at the next meeting of the Academic Council for confirmation of such points by such of the members as were present when the business was transacted to which the minutes refer.

Committee of the Academic Council

42. The Academic Council may at its first meeting appoint a Committee which shall consist of the Vice-Chancellor as Chairman and Ten other members inclusive of the Deans of all the Faculties. The quorum for the meeting of the Committee shall be five.
43. It is competent for the Vice-Chancellor to invite for meeting of the Committee, persons having special knowledge and experience in any subject and the persons so invited shall be competent to take part in the discussion of the Committee but shall not be entitled to vote upon any question.
44. The Committee shall exercise such powers and perform such duties which the Academic Council may by resolution, delegate or assigned to it.

The Powers and Functions of the Committee:

45. The Committee shall in particular, advise the Academic Council in the following matters namely:-
 - (1) The grant of exemptions in accordance with the regulations if any.
 - (2) The qualifications for the admission to the University Courses in accordance with the Regulations, if any.
 - (3) Recognition of examinations of the University.
 - (4) The applications received for affiliation or recognition of colleges and
 - (5) Such other matters as may be referred to it by the Academic Council.

46. Chairman

The Vice-Chancellor, if present, shall preside at meetings of the Committee, and in his absence a person nominated by the Vice-Chancellor shall be the Chairman.

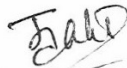
47. The Vice-Chancellor may, at his discretion obtain the opinion of the Committee by circulation.



Registrar

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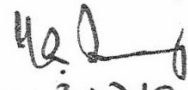
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Vice-Chancellor

VICE CHANCELLOR

Karnataka State Law University, Navanagar, HUBLI-580 025



Chancellor

H. R. Bhardwaj
Chancellor