

AICTE PROCEDURE RELATING TO THE MEETING OF THE REGIONAL COMMITTEE.

7 V.] QI metülgs. A1) Immedi*tely 4. (tet each aeet:ing of a Board, its Member\$ecretary shall draw up the 2ioutes of the meeting and submit the same to the Chair- Ian or the other presiding member, as the case may be, for is approval for taking further necessary action. The minu- so approved shall be circulated to the members of the (2) The minutes circulated under sub-regulation (I) shau e placed before the Board for confirmation and be subject such modifications, if any, as the respective Board may ecm fit to be made therein, and the minutes so afiproved be signed by Chairman or iu his absence, the pre- ding -member thereof, as the case may be, and be entered a a book to be kept for that purpose. [No. F. 1-69/88-AICIE] Dr. K. GOPALAN, Educational Adviser Dcptt. of Education & Membersecy., AICTE 29 1992 41 fqrRT 1987 (1987 52) 23 (1) t, q..qf-e_— fq•fRqq, 1987 (1987 qr 52) t, (T) "Qfi•fd' (4 (1) (2) z:rifi (v) "qf«x" 3 staiüä t, 6) "q-a-a-*q" I (2) (3) (4) 15 f« Q fig f«rx I (2) qfq fäg fk7 f«g, 6T qrqT7 ; q«ii 7. 1) O, Kfifi OTT I 5T&rf föQT I . qq_ 1-69188-g ftrKr New Delhi, the 29th December, 1992 —In exercise of the powers conferred by sub- S.R. 41. section (1) of section 23 of the All India Council for Tech- Education Act, 1987 (52 of 1987), the•A11 India Coun- or Technical Education hereby makes the following regu- jns, namely tide and These regulations 2d the All India Council for Technical Education ocedure relating to meetings of the Regional Committees) 1992. -egulations, '2) üey shall come into force on the date of their publi- ion in the Official Gazette

2. Definitions.—In these regulations, unless the context otherwise requires.— (a) (b) (c) (d) (e) (f) "Act" means the All India Council for Technical Education Act, 1987 (52 of 1987); "Chairman" means the Chairman of the concerned Committee; ' "Committee" means a Regional Committee establish• ed under sub-section (1) or sub-section (2) of sec- tion 14 of the Act, as the case may be ; "Council" means the All India Council for Techni• cal Education established under section 3 of the Act; "Member" means a member of the respective Com- mittee; ' "Member-Secretary" means the Member-Secretary of the concerned Committee

3. Meetings of the Each Committee shall meet as often as may be necessary to transact its business but shall meet at least three times in a calendar year. (2) The Chairman shall fix the date, time and place of of the Committee and approve the items of agenda the meetings. (3) A member shall attend all the meetings of the Com- mittee. save where a leave of abserce has been granted by the Chairman in wxiting, and shall sign the attendance regis- te,- kept in the meeting

4. Notice of meeting and list of business-HI) A written notice cf every meeting of a Committee shall be given to all ate fixed for qll 8 (2) The notice shall state the place, date ard time of the meeting and shall specify the business proposed to be tram- acted thereat. (3) Agenda material for the meeting shall be dispatched ciongwith the notice or immediately thereafter. (4) No business which is not on the agenda shall be con- sidered at thc meeting without the permission of the Chait• man or in his absence the other presiding member, as the cacc may bc

5. At every meeting of the Committee, onc- third of its members shall form the quorum. (2) If at any meeting quorum is not present, the Chair- man or in his absence, the presiding member shall, atte! wait- ing for thirty minutes, adjourn the meeting for such hout on thc same day or the following day or some other day as he may think fit and a notice of such adjournment shall be giveu to the members of the Committee present and the business which was to have been brought before the original meeting, had there been a quorum, shall be brought before the ad- journed meeting and may be disposed off irrespective of the quorum

6. Emergent meetings.—(1) The Chairman,— (a) may call an emergent meeting of a Committee at any time to deal with any urgent matter requiring its attention ; (b) shall call an emergent meeting if he receives a requi- sition in writing signed by not less than ten members and stating the' purpose for which they desire the meeting to b? called. (2) A notice of every emergent meeting of a Committee sha%i be given to all its members at least seven days before thc date fixed for the meeting

7. Presiding The Chairman, when present, shall preside over the meetings of a Committee; (2) In the absence of the Chairman, the members present shall elect from amongst themselves a member to preside over the meeting. (3) The Chairman or in his absence the member elected for the purpose of

presiding over the meeting as the case may be, shall have and exercise the right of a casting vote in all cases of equality of votes

8. Votes.—All matters required to be decided by a Committee shall be decided by the majority of votes of the members present

9. Minutes of meetings.—(1) Immediately after each meeting of a Committee, its Member-Secretary shall draw up the minutes of the meeting and submit the same to the Chairman or presiding member or in his absence to any member present there authorised by the Chairman or his approval for taking further necessary action. The minutes so approved shall be circulated to the members of the Committee. (2) The minutes circulated under sub-regulation (1) shall be placed before the respective Committee for confirmation and subject to such modifications, if any, as the respective Committee may deem fit to make therein, and the minutes so approved shall be signed by the Chairman or in his absence the presiding member thereof and be entered in a book to be [No. F. 1-69/88-AICTE] DR. K. GOPALAN, Educational Adviser Deptt. of Education Member-Secretary.

