

AICTE PROCEDURE RELATING TO THE MEETINGS OF THE EXECUTIVE COMMITTEE.

2 (Procedure relating to meetings of the Council) Regulations, (2) They shall come into force on the date of their publication in the Official Gazette

2. Definitions.—In these regulations, unless the context otherwise requires,— (a) "Act" means the All India Council for Technical Education Act, 1987 (52 of 1987); (b) "Chairman" means the Chairman of the Council; (c) "Council" means the All India Council for Technical Education established under section 3 of the Act; (d) "Member-Secretary" means the Member-Secretary of the Council; (e) "Vice-Chairman" means the Vice-Chairman of the Council

3. Meetings of the Council.—(1) The Council shall meet as often as may be necessary to transact its business but shall meet at least once in a calendar year. (2) The Chairman shall fix the date, time and place of meetings of the Council and approve the items of agenda for the meetings. (3) A member shall attend all the meetings of the Council, save where leave of absence has been granted by the Chairman in writing, and shall sign the attendance register kept in the meeting

4. Notice of meeting and of business.—(1) A written notice of every meeting of the Council shall be given to all the members at least fifteen days before the date fixed for the meeting. (2) The notice shall state the place, date and time of the meeting and shall specify the business proposed to be transacted thereat (3) Agenda material for the meeting shall be dispatched along with the notice or immediately thereafter. (4) No business which is not on the agenda shall be considered at the meeting without the permission of the Chairman or in his absence the Vice-Chairman or the other presiding member, as the case may be

5. At every meeting of the Council one-third of its members shall form the quorum.(2) If at any meeting quorum is not present, the presiding member shall, after waiting for thirty minutes, adjourn the meeting for such hour on the same day or the following day or some other day as he may think fit and the notice of such adjournment shall be given to the members present as well as affixed on the Notice Board of the Council and the business which was to have been brought before the original meeting, had there been a quorum, shall be brought before the adjourned meeting and may be disposed of irrespective of the quorum

6. Emergent Meeting.—(a) may call an emergent meeting of the Council at any time to deal with any urgent matter requiring its attention; (b) shall call an emergent meeting if he receives requisition in writing signed by not less than seven members and stating the purpose for which they desire the meeting to be called. (2) A notice of every emergent meeting of the Council shall be given to all the members at least seven days before the date fixed for the meeting along with the agenda of the meeting

7. Minutes of the meetings.—(i) Immediately after each meeting of the Council, the Member-Secretary shall draw the minutes of the meeting and submit the same to the Chairman, Vice-Chairman or the other presiding member, as the case may be, for his approval for taking further necessary action. The minutes so approved shall be circulated to the members of the Council for inviting comments, if any. (2) The minutes circulated under sub-regulation (1) of 7 shall be placed before the Council for confirmation and be subject to such modifications, if any, as the Council may deem fit to be made therein, and the minutes so approved shall be signed by the Chairman or in his absence, the Vice-Chairman or the presiding member, as the case may be, and be entered in a book to be kept for that purpose. [No. F. 1-69/88-AICTEJ Dr. K. GOPALAN, Educational Adviser (Department of Education and Member Secy., AICTE 1987 (1997 52) 3 (1) fitn frRTT ü--a-r-ü 1992 2. Ėzni (a) (F) 19S7 (F.r 52) "qfmz" 3 «fqfa t ; Orr I (2) aria, O, Orr 1 5fG (2) qfira gta rrqfa I q•trr 6. qvra Fräqz-ü (2) (1) fötrr 3 [t. 1-69188-g New Delhi, the 29th December, 1992 G.S.R. 38.—In exercise of the powers conferred by sub-section (1) and clause (c) of sub-section (2) of section 23 read with sub-section (5) of section 12 of the All India Council for Technical Education Act, 1987 (52 of 1987), the All India Council for Technical Education hereby makes the following regulations, namely:— 1. Short title and commencement.—(1) these regulations may be called the All India Council for Technical Education (Procedure relating to meetings of the Executive Committee) Regulations, 1992. (2) They shall come into force on the date of their publication in the Official Gazette

2. Definitions.—In these regulations, unless the context otherwise requires,— (a) "Act" means the All India Council for Technical Education Act, 1987 (52 of 1987); (b) 'Chairman' means the Chairman of the Council; (c) (d) (e) (f) "Council" means the All India Council for Technical Education established under section 3 of the Act; "Executive Committee" means the Executive Committee constituted by the Council under section 12 of the Act; "Member" means a member of the Executive Committee; "Member-Secretary" means the Member-Secretary of the Council; 3. Meetings of the Executive Committee.—(1) The Executive Committee shall meet as often as may be necessary to transact its business but shall meet at least two times in a calendar year. (2) the Chairman shall fix the date, time and place of meetings of the Executive Committee and approve the items of agenda for the meetings. (3) A member shall attend all the meetings of the Executive Committee save where leave of absence has been granted by the Chairman in writing, and shall sign the attendance register kept in the meeting

4. Notice of meetings and list of business.—(i) A written notice of every meeting of the Executive Committee shall be given to all the members of the Executive Committee at least fifteen days before the date fixed for the meeting. (2) The notice shall state the place, date and time of the meeting and shall specify the business proposed to be trans-

