

Minutes of the meeting of the 15th Academic Council of Sikkim University
held on 13th June 2014 at Barad Sadan Building, Gangtok

Following members were present:

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| 1. Prof. T.B.Subba,
Vice Chancellor | - | Chairman |
| 2. Prof. Sanjay Roy,
Deptt. of Sociology, NBU | - | Member |
| 3. Dr. (Mrs.) Lily Alley,
Principal, Sikkim Govt. College, Rhenock | - | Member |
| 4. Dr.N.R. Bhuyan
Principal, Himalayan Pharmacy Institute,
Majhitar | - | Member |
| 5. Prof. Pratap Chandra Pradhan,
Dean, School of Languages & Literature | - | Member |
| 6. Prof. A. S. Chandel,
Librarian | - | Member |
| 7. Dr. Dhaniraj Chhetri,
Dean, Students' Welfare | - | Member |
| 8. Dr. S.K. Gurung,
Controller of Examinations | - | Member |
| 9. Prof. Irshad Ghulam Ahmed,
Head, Deptt. of English | - | Member |
| 10.Dr. Subir Mukhopadhyay,
Head, Deptt. of Physics | - | Member |
| 11.Dr. Sohel Firdos,
Head, Deptt. of Geography | - | Member |
| 12.Dr. Nawal K. Paswan,
Head, Deptt. of Peace & Conflict Studies &
Management | - | Member |
| 13.Dr. V. Krishna Ananth,
Head, Deptt. of History | - | Member |
| 14.Dr. A.N. Shankar,
Head, Deptt. of Commerce | - | Member |

15. Dr. N. Sathyanarayana, Head, Deptt. of Botany	-	Member
16. Dr. H.K. Tiwari, Head, Deptt. of Microbiology	-	Member
17. Dr. Manish, Head, Deptt. of International Relations	-	Member
18. Dr. Kabita Lama, Head, Deptt. of Nepali	-	Member
19. Dr. Manesh Choubey, Head, Deptt. of Economics	-	Member
20. Dr. V. Rama Devi, Head, Deptt. of Management	-	Member
21. Dr. Durga Prasad Chhetri, Head, Deptt. of Political Science	-	Member
22. Dr. Swati Akshay Sachdeva, Head, Deptt. of Sociology	-	Member
23. Dr. Kotra Rhine Rama Mohan, Head, Deptt. of Anthropology	-	Member
24. Dr. Nutankumar S. Thingujam, Head, Deptt. of Psychology	-	Member
25. Dr. Amitabha Bhattacharya, Associate Prof., Deptt. of Physics	-	Member
26. Shri T.K.Kaul, Registrar	-	Secretary

The following members could not attend the meeting because of pre-occupation and sought leave of absence.

1. Prof. D.K. Nayak, Deptt. of Geography, North-Eastern Hill University
2. Prof. J.P. Tamang, Dean, School of Life Sciences
3. Dr. S. Manivanan, Head, Deptt. of Horticulture
4. Dr. Dilip Kumar Das, Head, Deptt. of Tourism

At the outset the Vice-Chancellor welcomed all the members of the Council specially the following new members:

1. Dr. (Mrs.) Lily Alley, Principal, Sikkim Govt. College, Rhenock
2. Dr. N. R. Bhuyan, Principal, Himalayan Pharmacy Institute, Majhitar

3. Prof. D.K. Nayak, Deptt. of Geography, North-Eastern Hill University (in absentia)
4. Prof. Sanjay Roy, Deptt. of Sociology, NBU
5. Prof. Irshad Ghulam Ahmed, Head, Deptt. of English
6. Dr. Durga Prasad Chhetri, Head, Deptt. of Political Science
7. Dr. Swati Akshay Sachdeva, Head, Deptt. of Sociology
8. Dr. Dilip Kumar Das, Head, Deptt. of Tourism (in absentia)
9. Dr. Kotra Rhine Rama Mohan, Dett. of Anthropology
10. Dr. Nutankumar S. Thingujam, Depttt. of Psychology

The Council also placed on record appreciation for contribution of the following members who completed their tenure as members of the Council:

1. Dr. M.P. Thapa, Principal, Sikkim Govt. College, Namchi
2. Fr. (Dr.) Daniel Bara, S.J., Principal, Loyola College of Education, Namchi
3. Prof. S.F. Patil, Executive Director, (Research & Training) Bharati Vidyapeeth, Pune
4. Lt. Gen. (Retd) Aditya Singh
5. Prof. Peter Ronald de Souza, Centre for Study of Developing Studies, Delhi
6. Prof. S.S. Singh, Director, National Law Institute University, Bhopal
7. Shri Tashi Densapa, Director, Namgyal Institute of Tibetology, Deorali
8. Smt. Keepu Tshering Lepcha, Social Activist & Civil Servant
9. Prof. Rajkishore Gupta, Head, Deptt. of Economics, North Maharashtra University

Thereafter, agenda items were taken up as under:

SECTION 1

CONFIRMATION OF THE MINUTES & ACTION TAKEN REPORT

AC15.1.1: *Confirmation of the minutes of the 14th meeting of the Academic Council held on 13th November 2013*

No comments have been received from any of the members of the Council on the minutes circulated on 19th Nov 2013. However, Dr. Sohel Firdos raised the issue regarding comments made by Prof. S.F. Patil during the last meeting. It was clarified by the Chairman that the comments made by Prof. Patil have been taken care of in the revised Regulation on Conduct of Examination. Thereafter minutes of the 14th meeting of the Academic Council held on 13th Nov 2012 as circulated to the members on 19th Nov 2013 were confirmed.

AC15.1.2: Action Taken Report on the minutes of the 14th meeting of the Academic Council held on 13th Nov 2013

The Chairman asked the Registrar to present the action taken report on the minutes of 14th meeting of the Council. The Council noted the action taken by the University on the minutes of the 14th meeting of the Council.

**SECTION 2
REPORTING ITEMS**

AC15.2.1: 2nd Convocation of the University

The Council noted the report of the University on the 2nd Convocation held on 9th March 2014.

AC15.2.2: Equivalence of Degrees awarded by Open and Distance Learning (ODL) Institutions on par with Conventional Universities/Institutions

The Council noted the direction issued by the UGC vide letter dated 14.10.2014 treating the degrees/diplomas/certificates awarded for programmes conducted by the Open and Distance Learning (ODL) Institutions recognized by the UGC/erstwhile DEC to be equivalent to the corresponding awards of the degrees/diplomas/certificates of the traditional Universities/Institutions in the country.

**SECTION 3
RATIFICATION MATTERS**

AC15.3.1: Maulana Azad Centre for Research on North-East India

The Council was informed that the University entered into an MoU with Maulana Abdul Kalam Azad Institute of Asian Studies, Kolkata (MAKAIAS) for academic & research co-operation which include setting up of Maulana Azad Centre for Research on North-East India to stimulate and provide research opportunities to the Post-Graduate, M.Phil and Ph.D students and also other senior researchers in increasing the effectiveness in social sciences in North-East India. The centre is expected to function as a nodal centre for co-ordinating research activities in the State of Sikkim on North-East India and its neighbourhoods. Funds will be provided by MAKAIAS as per the budget approved by the Ministry of Culture, Government of India. The Council was also informed that Dr. Manish, Associate Professor & Head, Department of International Relations will be the Co-ordinator of the Centre. For running of the centre an advisory committee has to be formed.

The Council authorized Vice-Chancellor to constitute an Advisory Committee of the said Centre. The Council ratified action taken by the Vice-Chancellor in setting up of Maulana Azad Centre for Research on North-East India in the University and appointing Dr. Manish as its Co-ordinator.

AC15.3.2: Establishment of Centre of Endangered Languages in Sikkim University

The Council was informed by the Chairman that the UGC has conveyed its approval for establishing a Centre for Endangered Languages in Tezpur University, Assam; Rajiv Gandhi University, Itanagar and Sikkim University. The objective of setting up of this centre in Sikkim University is to study, document, inventorise all the endangered languages of Sikkim and North Bengal. The three universities will work as a cluster with Tezpur University as a lead university. A sum of ₹1.80 Crores has been allocated to Sikkim University for the Centre. The quantum of the grant may be increased depending on the assessment of the capacity of the University after three years. Accordingly Centre for Endangered Languages in Sikkim University has been established vide office order no. 116/2014 dated 02.05.2014. The Chairman also informed that Dr. Samar Sinha, Assistant Professor, Department of Nepali has been appointed as Coordinator of the Centre.

The Chairman also informed the Council that the Centre would be developing multi-lingual dictionary & primer for endangered languages in Sikkim and North Bengal areas. On a question from one of members regarding list of the endangered languages, the Chairman informed that the list of endangered languages is given in the UNESCO report.

The Council ratified the action of the University in establishing Centre of Endangered Languages and appointing Dr. Samar Sinha, Assistant Professor as its Coordinator.

**SECTION 4
MATTER FOR CONSIDERATION AND APPROVAL**

AC15.4.1: Regulation for meetings of the Academic Council

The item was presented by the Registrar who informed the Council that no Regulation has been developed so far for conduct of the meetings of the Academic Council. While drafting the Regulations, the Act, Statutes, and Ordinances of the University were examined. The Acts, Statutes, Ordinances and Regulations for conduct of the meetings of the Academic Councils of some other Central Universities like Delhi University, JNU, IGNOU and Hyderabad University were also examined and accordingly draft Regulation was prepared and got legally vetted by the Legal Consultant. Each Clause of draft Regulation was read out. The Council after discussions suggested some changes at some places in the draft Regulation. The revised draft Regulation after amendments suggested by the Council as given at **Appendix-1** to these minutes has been recommended by the Council for approval of the Executive Council.

AC15.4.2: Setting up of Sanskrit Department in the University

The Chairman informed the Council that there are 29 academic departments functioning under six Schools of Studies of the University.

Eight more academic departments namely Architecture, Bhutia, Biotechnology, Lepcha, Limbu, Linguistics, Library & Information Science and Social Work have been proposed under XII Plan. But these departments have not been made functional so far. Ministry of Human Resource Development, Department of Higher Education has informed that during a national conference on “*Importance of Sanskrit in Modern Age*” held at Lucknow from 13th to 15th September 2013 in one of the resolutions adopted that there should be a Sanskrit Department in each of the Central University in the country to promote and propagate the language. Accordingly, MHRD has requested to explore possibilities of opening of Sanskrit Department in our University. The Council after due deliberations appointed a committee of the following members to look into the matter in detail and submit a report for consideration of the Council in the next meeting.

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| 1. Prof. Pratap Chandra Pradhan
Dean, School of Languages & Literature | - | Chairman |
| 2. Dr. Sohail Firdos
Dean, School of Human Sciences | - | Member |
| 3. Dr. Subir Mukhopadhyaya
Dean, School of Physical Sciences | - | Member |
| 4. Dr. Appalla Nag Shankar
Dean, School of Professional Studies | - | Member |
| 5. Dr. V. Krishna Ananth
Head, Deptt. of History | - | Member |

AC15.4.3: Recognition of the courses offered by Jamia Urdu Aligarh

Jamia Urdu Aligarh, a minority education institution has requested for recognition of the following courses offered by them by Sikkim University:

1. “Adeeb” which is equivalent to the High School
2. “Adeeb-e-Mahir” which is equivalent to Intermediate
3. “Adeeb-e-Kamil” which is equivalent to Bachelor in Arts
4. “ Moallim-e-Urdu” which is equivalent to Bachelor in Education

They have also enclosed a copy of Department of Personnel & Administrative Reforms OM dated 28th June 1978 which has recognized the above mentioned courses for the purpose of employment in the Central Government to the posts which require the knowledge of Urdu of the standard mentioned against each course above.

The Council after deliberations decided that the course content all these courses offered by Jamia Urdu Aligarh be obtained. The Council also noted the contents of OM dated 29th June 1978.

AC15.4.4: Syllabi revision/drafting matters

The Chairman informed that during the last semester most of the syllabi of PG courses were revised. However, during this semester efforts have been made for updating and revising syllabi of Under Graduate courses

and that of the departments of Education, Tourism and Hindi. The revised draft syllabi have been taken up, in most cases, by the Board of Studies of the respective departments and thereafter by the concerned School Boards. But in some cases like department of Education, Tourism and Hindi these have been taken up directly to the School Boards as Boards of Studies of these departments are yet to be constituted due to lack of permanent faculty members till April 2014. The Chairman also informed that in one case, the recommendations regarding revision of syllabus has come directly to the Academic Council for approval.

The Chairman then requested the Deans of the respective Schools to present the draft/revised syllabi in respect of the subjects under the School.

Dr. Sohel Firdos, Dean, School of Human Sciences presented revised syllabi of BA/BSc (Hons) in Geography; B.Sc-M.Sc integrated course in Psychology, Eastern Himalayan Studies and Environmental Studies. The Council approved the revised syllabi of the above mentioned courses/subjects.

Prof. Pratap Chandra Pradhan, Dean, School of Languages & Literature presented the draft/ revised syllabi of BA(Hons) of Bhutia, Lepcha, Limbu and Nepali; MA (Hindi) 3rd& 4th Semester; BA-MA integrated course in Chinese; BA (Hons) in English; MA (English); M.Phil and Ph.D in English. In Psychology papers III and VI would be exchanged. Linguistics paper shall be optional in all languages for colleges where a linguist teacher is not available. The syllabi were approved. The Chairman was authorized to address issues of unit headings and any other discrepancy in any syllabus.

Dr. N. Sathyanarayana, Head, Department of Botany presented on behalf of Prof. J.P. Tamang, Dean, School of Life Sciences. He presented the revised UG&PG syllabi of Zoology which were approved. He also presented UG syllabi for Botany which was approved. The syllabi for UG, PG and M.Phil/ Ph.D in Microbiology were approved. However, there were some discrepancies in IV Semester M.Sc. in Microbiology which has been suggested for 400 marks for one dissertation paper. The Council advised that only one dissertation paper be kept in the final semester and 2 theoretical papers and 1 practical paper be included. The HoD Microbiology agreed to submit the revised syllabus within 15 days.

Dr. Subir Mukhopadhyay, Dean, School of Physical Sciences presented the draft/revised syllabi of the subjects under the School of Physical Sciences. The Council approved the UG/PG syllabi for Physics and Chemistry; UG syllabus in respect of Mathematics; B.Sc-M.Sc integrated syllabus of Geology and that of BCA-MCA integrated programme in Computer Applications. The UG Syllabus for Statistics was also approved. For PG syllabus of Mathematics, the Council advised that the project work has to be of only four credits or 100 marks. Further, paper 7 of Elective Papers

will go to II Semester and paper 8 to III Semester as Open papers for students of other departments.

Dr. Appalla Nag Shankar, Dean, School of Professional Studies presented draft/revised syllabus for BA and 3rd & 4th semesters of MBA; Ph.D Programme of Management; BA and 3rd and 4th semesters of MA Education; B.Ed. and M.Ed; BPA – MPA; B. Pharm-M. Pharm; UG syllabus on Physical Education; UG, PG (III and IV Semesters) and Diploma in Tourism and Service Industry; UG in JMC; UG, PG and M.Phil/Ph.D coursework in Commerce. The draft syllabi presented were approved by the Council.

Dr. Nawal K. Paswan, Dean, School of Social Sciences presented the draft/revised syllabi of UG Hons courses in Political Science, Sociology, Economics and History which were approved. He also presented revised PG syllabi of Political Science, Sociology and History which were approved. In Political Science and Sociology the restructured syllabi were approved. Syllabus of M.Phil/ Ph.D. in Political Science was also approved. In MA Syllabus for Peace & Conflict Studies and Management syllabus drafted by Dr. Salvin Paul for one optional paper and the draft syllabus for 'Advanced Commercial Law: Law of E-Governance' prepared by Dr. Nidhi Saxena for LLM Course were also approved.

It was decided that the syllabi approved would be codified by a committee headed by Dr. N.K. Paswan after which they would be formatted and edited. The Council authorized the Chairman to form a Committee for this purpose. The Council also authorized the Chairman to do the needful regarding the syllabi approved by the Council. It was also decided that on account of the University's academic calendar, the Summer School programme of professional courses would be converted into Winter Schools and the minimum credit of fieldwork/ practical/ internship/academic tour would be of 1 credit.

TABLE ITEM

AC15.4.5: Registration of two supernumerary candidates for Ph.D. Programme in the Department of Botany

Dr. N. Sathyanarayana, Head, Department of Botany presented the item. He informed that University had admitted two supernumerary candidates for Ph.D. programme in the Department of Botany during the academic year 2013. The candidates are already engaged as research scholars in two reputed institutions and does not require any scholarship/funding and resources from the University. He informed that for getting registered in the Ph.D Programme of the University it was necessary to inspect and determine that adequate facilities are available in such institutes. A local committee consisting of faculty members of Botany inspected the research facilities of those institutions on 16th May 2014 (Padmaja Naidu Himalayan Zoological Park), Darjeeling where Mr. Bhupen Roka is carrying out

research work and on 19th May 2014 (Ashoka Trust for Research in Ecology and Environment or ATREE, Development Area, Gangtok) where Ms. Karuna Gurung is carrying out her research work. The Committee members observed that the facilities and resources available to these two students are adequate and satisfactory and recommended for registration of two candidates for Ph.D programme in Department of Botany as under:

1. Ms. Karuna Gurung under Dr. Santosh Rai, Assistant Professor
2. Shri Bhupen Roka under Dr. Dhaniraj Chhetri, Associate Professor

The Council approved the recommendations of the committee and also the registration of Ms. Karuna Gurung and Mr. Bhupen Roka for Ph.D programme in Department of Botany.

SECTION 5 MINUTES OF AUTHORITIES / COMMITTEES

AC15.5.1: Minutes of the 1st Meeting of the College Development Council held on 30th May 2014

The Council considered the minutes of the 1st meeting of the College Development Council held on 30th May 2014 and approved the following recommendations of the College Development Council.

1. Under Graduate Education Policy Review:

- The Council approved the recommendations of the College Development Council

2. Uniformity in BA-LLB programme in Sikkim University and Sikkim Government Law College, Burtuk

- The Council noted the recommendations of College Development Council to maintain status quo for the current year and develop an integrated calendar for College and University for BA-LLB. However, in view of the difficulties that may arise in doing so, the house agreed to the suggestion of the Deptt. of Law, SU, to migrate to BBA-LLB from the next academic year.

3. Inclusion of method papers taught in B.Ed Colleges in the School Boards of the University

- The Council approved the recommendations of the College Development Council.

4. Teacher requirement in Courses

- The Council approved the recommendations of the College Development Council.

The Council also decided that henceforth all matters relating to affiliated colleges shall be considered by the College Development Council instead of Affiliation Committee, which stands dissolved forthwith.

AC15.5.2: Minutes of the 2nd Meeting of the Affiliation Committee held on 29th May 2014

The Council considered minutes of the meeting and approved the following:

- Grant of temporary affiliation to Sikkim Government College , Burtuk for the Academic year 2014-15
- The Council accepted the recommendations of the Affiliation Committee for grant of permanent affiliation to Loyola College of Education, Namchi
- The Council also accepted the recommendations of the Affiliation Committee for introduction of B.Sc in Psychology and B.Sc in Computer Science in Sikkim Govt. College, Rhenock from the academic session 2014-2015.
- The Council also accepted the recommendations for grant of temporary affiliation to the following colleges for the Academic session 2014-15.
 - Sikkim Government B.Ed College Soreng
 - Himalayan Pharmacy Institute, Majhitar
 - Sikkim Government College, Gaylshing
 - Sikkim Government College, Rhenock
 - Sikkim Government College, Namchi
 - Pakim Palatine College, Pakyong; and
 - Damber Singh College

Temporary affiliation is subject to compliance with the observations made in the inspection reports. The Council also decided that the observations made in the Inspection reports be sent to the Principals, Chairmen of Governing Body and Directorate of Higher Education, as the case may be, for improvement.

- The Council also approved the recommendation of the CDC to constitute a special inspection team for thorough inspection of Pakim Palatine College and Damber Singh College to assess the sustainability of the Colleges.
- The Council also approved that those colleges who have been granted permanent affiliation may also be inspected once in three years.
- The Council also approved the recommendation of the Affiliation Committee that the fee structure charged from students by the missionary/private colleges be approved by the University prior to implementation from academic session 2015-2016. The members nominated to the governing body of private colleges would also be reviewed and wherever possible new members be appointed.

SECITON 6
ITEMS FROM THE CHAIR

AC15.6.1: List of examiners for approval by the Academic Council

The list of examiners for Undergraduate, Post Graduate and M.Phil/Ph.D Courses was placed on the table by the Chairman and the Council approved the same.

AC15.6.2: Retention period for records of Examination Department

The Council after deliberations recommended for approval by the Executive Council the retention period of the following records of the Examination department:

Sl. No.	Nature of records	Retention Period
1	Used answer books	One year after the declaration of the semester results
2	Old question papers	Immediately after the semester examination is over. Set of 10 question papers to be preserved permanently
3	Used registration forms and copy of migration certificates received	One year after the registration is over
4	Old semester programme cards	Immediately after the declaration of the semester results

AC15.6.3: Introduction of M.Phil/ Ph.D in the affiliated Colleges

Himalayan Pharmacy Institute, Majhitar pointed out that Ph.D programme was carried out in the Institute when College was affiliated to North Bengal University. It desired to have permission for Ph.D. Programme in Pharmacy in the institute. Similarly Harkamaya College of Education has also asked for introduction of M.Phil in the College. Similarly qualified teachers in various colleges which have projects from DBT, DST having research scholar in the project undergoing Ph.D will have the supervisor from Sikkim University and the Project Investigator as joint supervisor. The Council deliberated on the issue. It was pointed out that projects of DBT, DST etc are research projects and are not meant for Ph.D. or M.Phil degree. The Council after deliberations authorized the Chairman to constitute a committee to look into the matter.

AC15.6.4: Adoption of Central Govt. Rules for employees (teaching and non-teaching) of Sikkim University

The Chairman informed the Council that Section 5 (xxiii) of Sikkim University empowers the University to lay down conditions of service of all categories, including their code of conduct. Statutes, Ordinances and Regulations do not cover all the aspects of service conditions of the employees. As a practice we follow Government of India Rules wherever, Act/Statutes/Ordinances/ Regulations are silent and have accordingly asked for formal adoption of Government of India Rules for our employees

for the purposes where our Act/Statutes/Ordinances/ Regulations are silent.

1. General Financial Rules
2. Fundamental Rules
3. Supplementary Rules
4. Central Civil Services (Conduct) Rules
5. Central Civil Services (Classification Control & Appeal) Rules

The Chairman also informed that matter was discussed with office-bearers of SUTA on 23rd May 2014. Though they were positive in their response for adoption yet they wanted to take up the matter in the General Body and report thereafter. However, in a letter dated 9th June 2014, SUTA did not accept adoption of service rules given in the agenda stating that these are meant for governing the personnel of Central Civil Service employees whose job is mainly administrative and the rules meant for governing central civil service employees may not be in consonance with requirement of the University teachers. They have further suggested to adopt such rules form other central universities or develop our own rules. The Chairman informed that it is not practically possible to incorporate each and every detail of the service conditions in the Ordinances. Moreover, service conditions have to be in conformity with the policy of Govt. of India. In so far as the academic affairs are concerned, these have been clearly spelt out in Statutes/Ordinances/Regulations of the University and supplemented by the UGC Regulations. There were other members who favoured for adoption of these rules as there are ample protections to the employees in the stated Central Government Rules. A few members demanded some more time to think over it. In order to have a consensus, it was decided that this matter would be considered again in the next meeting of the Academic Council.

The meeting ended with a vote of thanks from the Chair.

Sd/-
(T.K. Kaul)
Registrar & Secretary

Sd/-
(T.B. Subba)
Vice-Chancellor & Chairman

Regulations for the meetings of the Academic Council

(Section 23 of SU Act & Statute 13)

1. The Academic Council shall ordinarily meet atleast two times in a calendar year or at such times as may be decided by the Vice-Chancellor.
2. The Vice-Chancellor shall be the Chairman and the Registrar shall be Secretary of the Academic Council.
3. The date of the meeting of the Academic Council shall be fixed by the Vice-Chancellor, who is the Chairman of the Academic Council.
4. The Registrar shall issue the notice of the meeting as per directions of the Chairman at least 21 days before the meeting indicating the date, venue and time of the meeting. The agenda to be discussed at the meeting shall be circulated atleast 7 days before the meeting. Sending of agenda through e-mail to the members shall be deemed to have been circulated.

Provided that it shall be open to the Chairman, at his discretion, to bring up such item(s) which are urgent and important in nature for consideration at the meeting itself. The Chairman may, with the consent of the Council, withdraw any item(s) already circulated for deliberations at the meeting and may defer deliberations on any item for the next meeting.

5. A special meeting of the Academic Council may be convened by the Registrar on a day to be fixed in consultation with the Vice-Chancellor if a request to this effect is received in writing from not less than 1/3rd of the total members of the Academic Council. Members requisitioning such a special meeting shall indicate the agenda item(s) which they propose to discuss at the meeting, and the special meeting shall consider only those item(s).

Provided that a special meeting shall not be held unless 1/3rd of the members who requisitioned such meeting are present.

6. One-third of the existing members of the Academic Council shall form a quorum for a meeting of the Academic Council.

Where the meeting of the Academic Council has been duly convened and no quorum is present within half an hour of the time appointed for the meeting, the meeting will be adjourned to the same day and time in the next week or to such other day and at such other time and place, as the Chairman may decide. A notice for the adjourned meeting shall be sent to all the members of the Academic Council. If no quorum is present at an adjourned meeting within half an hour of the appointed time, the members present shall constitute the quorum.

If deliberations on the agenda item(s) remain inconclusive on the day of the meeting, the meeting shall be continued on the next day or on some other

day as the Chairman may decide. No quorum shall be required for the continued meeting and shall restrict its deliberations to the agenda circulated earlier except with the permission of the Chairman.

7. The conduct of the business in the meeting of the Academic Council shall be regulated by the Chairman.
8. Each member shall be required to observe the decorum during the conduct of meetings and shall confine his/her discussion to the views relevant to the matter. S/he may, however, raise a point of order to be adjudicated upon by the Chairman in a manner deemed fit.
9. Ordinarily all decisions shall be by consensus. However, if circumstances so warrant, the Chairman may put a resolution to vote and the decision shall be carried by a majority. In case of a tie, the Chairman shall have a casting vote as well.
10. Where a matter is to be considered by the Academic Council, it shall be open to the Chairman to obtain the approval of the members of the Academic Council by circulation. In that event the draft resolution shall be circulated together with the explanatory notes and copies of the papers and documents connected therewith and the draft resolution shall be deemed to have been approved, if it is signed by the majority of the members of the Academic Council.
11. The minutes of the meeting shall be prepared by the Registrar, who shall submit the same to the Chairman for his approval. The minutes approved by the Chairman shall be circulated to the members for their comments. Comments, if any, received from the members shall be considered at the following meeting of Academic Council before those are confirmed.
12. A member, other than ex-officio, may resign from the membership by giving notice in writing to the Registrar and such a member shall cease to be member from the date of receipt of his resignation by the Registrar.
13. The power to amend, repeal or add to these Regulations shall vest with the Executive Council.
14. These Regulations shall come into force from the date of their approval by the Executive Council.