

Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur

REGULATION NO. 01

Meeting of the Executive Council

(Refer Section 15(2) of Chhattisgarh Act. No. 26 of 2004

1. The date for a meeting of the Executive Council shall be fixed by the Vice-Chancellor, who is the Chairman of the Council.
2. The notice for a meeting of the Executive Council shall be issued by the registrar, designated by the Executive Council.
3. Ordinarily, a notice in writing of 21 days shall be given for a meeting of the Executive Council.

Provided that an emergent meeting of the Executive Council may be convened by giving a shorter notice for reasons to be recorded in writing by the Vice-Chancellor.

4. The Registrar, designed by the Executive Council, shall circulate, at least 7 days before the meeting the notes on the items the agenda to be considered at a meeting.

Provided that it shall be open to the Chairman, at his discretion, to bring up such items which are urgent and important in nature for consideration at the meeting itself.

5. A special meeting of the Executive Council may be convened by the Registrar, designated by the Executive Council, if a request to this effect is received in writing from not less than 1/3rd of the total numbers of the Executive Council, on a day to be fixed in consultation with the Vice chancellor. Members requisitioning such a special meeting should indicate the agenda items (s) which they propose to discuss at the meeting shall not be held unless all the members who requisition shall be deemed to have been cancelled if there is no quorum at such a meeting.

6. Where a meeting of the Executive 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 members of the Council may decide, and notice for the adjourned meeting shall be sent to all the members of the Executive Council. If no quorum is present at an adjourned meeting within half an hour of the appointment time, the members present shall constitute the quorum.
7. Where a matter is to be considered by the Executive Council, it shall be open to the Chairman (Vice chancellor) to obtain the approval of the members of the Council by circulation. In the event, the draft resolution shall be circulated together with 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 a majority of the members of the Executive Council.
8. The conduct of business at a meeting of the Executive Council shall be regulated by the Chairman.
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 votes as well.
10. The minutes of the meeting shall be prepared by the Registrar, designed by the Executive Council, Ordinarily within a week's time after the date of meeting, 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 before the minutes are confirmed.

11. The decisions taken at a meeting of the Executive Council may be implemented by the University on the basis of the minutes approved by the Chairman.
12. The power to amend, repeal or add to these Regulations shall vest the Executive Council.
13. These Regulations shall come into force from the date of their approved by the Executive Council.

(कुलाधिपति, पं. सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय बिलासपुर के आदेशानुसार राज्यपाल के अवर सचिव, छत्तीसगढ़ के पत्र क्रं. 5889 / 1132 / रास / 2005 / यू-6 दिनांक 02.12.2006 के द्वारा अनुमोदित)