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GONDWANA UNIVERSITY, GADCHIROLI

Direction No. 5 of 2018

Procedure for nomination of persons, at the meetings of authorities or council to authorities or committees of the university, Direction 2018.

(Issued u/s. 12 (8) of the Maharashtra Public Universities Act, 2016.)

Whereas, the Maharashtra Public Universities Act, 2016 (Maharashtra Act No. VI of 2017) (hereinafter referred to as the 'Act') has come into force in the State of Maharashtra, with effect from 1<sup>st</sup> March 2017, repealing the Maharashtra Universities Act, 1994;

AND

Whereas, the said Act has been made applicable to the Gondwana University, Gadchiroli with effect from 1<sup>st</sup> March 2017;

AND

Whereas, section 26 of the said Act has provided different authorities of the university;

AND

Whereas, the authority of the university have a power to nominate persons to other authorities or bodies/committees of the university;

AND

Whereas, the president of university student council have a power to nominate one student member from sports of university student council to the Board of sports and physical education;

AND

Whereas, sections 32 (3) (h), 38 (1)(j), 47 (3) (d, (e), and (f), 55(2)(g), 57(2)(e), (f) and (i), 70(3)(c), (d), (e), (f) and (g), 72 (2) (a),(b),( c),and (d), 79 (3) (e), 94 (2) (f), 98 (2)(d) and (e), 102 (2)(e) and (g), 103 (2)(f), 104(c) and (e), 105 (2)(e), 117 (b),(c), and (d) of the Maharashtra Public Universities Act, 2016 are provided for nomination of persons by authorities/Council to authorities or bodies/committees of the university;

AND

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**Whereas**, nomination of persons by authorities or council to authorities/bodies/committees as provided under sections mentioned in above para are to be made at the meetings of the said authorities or council;

**AND**

**Whereas**, sub-section (5) of section 71 of the Maharashtra Public Universities Act, 2016 provides that rules of procedure for conduct of business at the meetings of the authorities of the university is a subject matter of the Statute;

**AND**

**Whereas**, sub-section (13) of section 71 of the Act provides that the procedure for conduct of elections to various authorities and bodies of the university is a subject matter of the Statutes;

**AND**

**Whereas**, nomination of persons by authorities/council to authorities or bodies/committees is a matter relating to the election at the meetings of authorities/council, however election by ballot in accordance with the system of proportional representation by means of single transferable vote is not applicable for the purposes of election for nomination of persons by authorities or council to authorities or bodies/committees;

**AND**

**Whereas**, elections relating to nominations of the persons by authorities/council to authorities or bodies/committees is a matter required to be regulated by the Statute;

**AND**

**Whereas**, no statute is passed by the Senate and assented to by the Hon'ble Chancellor for nomination of persons by authorities/council to authorities or bodies/committees of the university;

**AND**

**Whereas**, making of the Statute in respect of Procedure for nomination of persons, at the meetings of authorities or council to authorities or committees of the university is time consuming process;

**AND**

**Whereas**, meetings of authorities are required to be convened in the near future for nominating persons by authorities/council to authorities or bodies/committees of the university.

Now, therefore, I, Dr. N. V. Kalyankar, Vice-Chancellor, Gondwana University, Gadchiroli, in exercise of the powers vested in me under Section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby issue the following Directions: -

1. This Direction may be called "Procedure for nomination of persons, at the meetings of authorities or council to authorities or committees of the university, Direction, 2018."
2. This Direction shall come into force with effect from the date of its issuance.
3. In this Direction, unless the context otherwise requires. :-
  - i) **'Academic Council'** means an authority constituted as per provision made under sub-section (3) of section 32 of the Act;
  - ii) **'Act'** means the Maharashtra Public Universities Act, 2016 (Maharashtra Act No. VI of 2017.) (hereinafter referred to as the Act)
  - iii) **'Affiliated college'** means a college which has been granted affiliation by the university.
  - iv) **'Authorities'** means the authorities of the university as specified under section 26 of the Act.
  - v) **'Autonomous college', 'Autonomous institution' or 'Autonomous Department'** means college, institution or department to which autonomy is granted and is designated to be so by the Statute.
  - vi) **'Bodies'** means the bodies of the university formed by the respective authorities.
  - vii) **'Board of examination & evaluation'** means a board constituted as per provision made under sub-section (3) of section 47 of the Act;
  - viii) **'Board of sports and physical education'** means a board constituted under provision of sub-section (2) of section 57 of the Act;
  - ix) **'Board of student development'** means a board constituted as per provision made under sub-section (2) of section 55 of the Act;
  - x) **'Board of sub-campuses of university'** means a board constituted as per provision made under sub-section (1) of section 38 of the Act;
  - xi) **'Chancellor' and 'Vice-Chancellor'** means, respectively, the Chancellor and the Vice-Chancellor of the university.
  - xii) **'Conducted college'** means a college maintained and managed by the university.
  - xiii) **'Dean'** means a Dean for each faculty in the university who is a full time salaried officer appointed as per provision made under sub-section (2) of section 15 of the Act;
  - xiv) **'De-notified Tribes (Vimukta Jatis)'** means tribes declared as such by the State Government, by time to time.
  - xv) **'Department'** means a department teaching a particular subject or a group of subjects in a college or institutions as prescribed in the Statutes.
  - xvi) **'District coordinator of culture and student welfare'** means the district coordinator of culture and student welfare appointed for the district;
  - xvii) **'Finance & Accounts committee'** means a committee constituted as per provision made under sub-section (2) of section 94 of the Act;

- xviii) **'Grievances committee'** means a committee constituted as per provision made under sub-section (3) of section 79 of the Act;
- xix) **'Head of the university department', 'Head of the Institution' and 'Head of the college Department'**; means respectively, a head of the university department, a head of the recognized institution and the head of the college department, as prescribed in the Statute.
- xx) **'Institution'** means an academic institution of higher learning, not being a college, associate with and admitted to the privileges of the university.
- xxi) **'Management'** means the trustees or the managing or governing body, by whatever name called, of any trust registered under the Maharashtra Public Trusts Act, or any society registered under section 8 of the Companies Act, 2013, under the management of which one or more colleges or recognized institutions or other institutions of higher learning, are conducted and admitted to the privileges of the university.  
 Provided that, in relation to any college or institution established or maintained by the Central Government or the State Government or a local authority like a Zilla Parishad, Municipal Council or Municipal Corporation, it means, respectively, the Central Government or State Government or Zilla Parishad or the Municipal Council or the Municipal Corporation, as the case may be;
- xxii) **'Management Council'** means the authority constituted as per provision made under sub-section (4) of section 30 of the Act;
- xxdii) **'Management Representative'** means a representative elected to the senate as per provision made under clause (p) of sub-section (2) of section 28 of the Act;
- xxdv) **'Nomadic Tribes'** means tribes wandering from place to place in search of their livelihood, as declared by the state government from time to time;
- xxv) **'Non-teaching employee'** means an employee engaged purely in discharging administrative functions;
- xxvi) **'Other Backward Classes'** means any socially and educationally backward classes of citizens as declared by the state government and includes other backward classes declared by the government of India in relation to the state of Maharashtra;
- xxvii) **'President of university student council'** means a president elected by the members of university students' association from amongst themselves as per provision made under sub-clause (i) of clause (b) of sub-section (4) of section 99 of the Act;
- xxviii) **'Principal'** means a teacher who is duly approved as a principal by the university;
- xxix) **'Recognized Institutions'** means an institution of higher learning, research or specialized studies, other than a college, and recognized to be so by the university;

- xxx) 'Registered Graduate' means a graduate of a university registered or deemed to be registered by or under the Act with one of the universities;
  - xxxix) 'Scheduled Caste' means such caste, races or tribes or part of, or groups within, such castes, races or tribes as are deemed to be scheduled caste, in relation to the state of Maharashtra under article 341 of the constitution of the India;
  - xxxixii) 'Scheduled Tribes' means such tribes or tribal communities or part of, or groups within, such tribes tribal communities as are deemed to be scheduled tribes, in relation to the state of Maharashtra under article 342 of the constitution of the India residing any part of the state of Maharashtra;
  - xxxixiii) 'Selection committee for officers and employees of the university' means a committee constituted as per provision made under sub section (2) of section 105 of the Act;
  - xxxixiv) 'Selection committee for selection of university teacher' means a committee constituted as per provision made under sub-section (2) of section 102 of the Act;
  - xxxixv) 'Senate' means the authority constituted as per provision of Sub-section (2) of section 28 of the Act;
  - xxxixvi) 'Standing committee' means a committee constituted as per provision made under sub-section (3) of section 70 of the Act;
  - xxxixvii) 'Statute committee' means a committee constituted as per provision made under sub-section (2) of section 72 of the Act;
  - xxxixviii) 'Student member from sports of university students' council' means a student member nominated as per provision made under sub-clause (v) of clause (b) of sub-section (4) of section 99 of the Act;
  - xxxixix) 'Teacher' means full time approved Professor, Associate Professor, Assistant Professor/-Reader, Lecturer, Librarian, Principal, Director of an Institution, Director of Knowledge Resource Center, Director of Center of Life-Long Learning and Extension, Deputy or Assistant Librarian in the University, College Librarian, Director or Instructor of Physical Education in any university Department, Conducted, affiliated or autonomous college, autonomous institution or department or recognized institution of the University;
  - xxxixx) 'University' means the Gondwana University, Gadchiroli.
  - xxxixxi) 'University Area' means Districts of Gadchiroli and Chandrapur.
  - xxxixxii) 'University Department' means a department established and maintained by the university as prescribed by the Statutes;
  - xxxixxiii) 'University institution' means a center, a school, or an institute established and maintained by the university as prescribed by the Statutes;
  - xxxixxiv) 'University teacher' means a full time teacher appointed by the university.
4. The Registrar shall be the returning officer to conduct the procedure for nomination of persons at the meetings of authorities in the university.
  5. The Registrar, being the returning officer to conduct the procedure for nomination of persons at the meetings of authorities of the university, shall

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prepare electoral roll of the respective authority before issuing the notice for the meeting of the authority.

6. Notice for the meeting of the authority shall be issued as provided under the statute/Direction before the date of the meeting of the said authority.
7. Details regarding nomination of person/s at the meeting by the authority shall be as shown under the TABLE provided under Appendix - A appended with this Direction.
8. Program to conduct the procedure for nominations of persons at the meeting of the authority, i.e. time fixed for receiving nomination papers, scrutiny of nomination papers, declaring the names of validly nominated candidates for nomination, time for submitting the notice of withdrawal of candidature for nomination, declaration of the list of contesting candidates for nomination, election (if necessary) for nomination, counting of votes and declaration of result of the election for nomination, shall be declared in the meeting of the authority on the direction of the chairperson of the meeting.
9. a) There shall be a common nomination paper for nominating the candidate by the authority to the authority/body at the meeting which shall be as provided under Appendix - B appended with this Direction.  
b) Nomination paper shall be dated and signed by two electors entitled to vote, and shall contain dates, names in full, address of the candidates and voter numbers of signatories, as the case may be.  
c) If the candidate to be nominated is not a member of the nominating authority, it shall not be necessary for signing the Nomination Paper for granting his/her assent to the proposal of Nomination.  
Provided that the proposer shall have to enclose the copy of Appendix - C, under the signature of the proposed candidates granting his/her assent for the proposal of Nomination as a candidate, with the Nomination Paper to be submitted.
- d) No person shall either propose or second his/her own Nomination.  
Provided that, in case there are less than three voters, a candidate himself/herself may propose and second his/her own nomination.
- e) The same elector may sign as proposer and/or seconder as many nomination/s as there are vacancies to be filled.
- f) Nomination papers signed by the same proposer and/ or the same seconder for the same candidate shall be treated as one.
- g) A nomination paper which does not comply with all requirement herein mentioned shall be invalid and it shall be rejected.
- h) Each candidate shall be nominated by a separate Nomination Paper.

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- i) Every nomination paper shall be submitted in person by the proposer to the Returning officer not later than the time fixed at the meeting for receiving Nomination Papers of the candidates.
- j) Nomination paper received by the Returning Officer later than the time fixed at the meeting shall be rejected.
- k) The Returning officer shall scrutinize the Nomination Papers and shall declare the names of persons whose nomination paper/s is/are found valid.
- l) The Returning Officer shall announce the time fixed for withdrawing the candidature by the candidate or by the proposer of the candidate, as the case may be in the proforma provided under Appendix - D appended with this Direction. No candidate or proposer who has submitted the notice of withdrawal of candidature shall be allowed to cancel the said notice of the withdrawal.
- m) After expiry of the time fixed for withdrawing the candidature for nomination, the Returning Officer shall declare the name/names of the candidate/candidates. If number of candidates is equal to or less than the number of vacancy to be filled by nomination, all such candidates shall be declared nominated with the approval of the chairperson of the meeting.
- n) If the number of candidates exceeds the number of vacancies, voting shall take place by providing the ballot paper to the member present at the meeting which is provided under Appendix - E appended with this Direction.
- o) After completion of voting for nomination, the Returning officer shall conduct the procedure for counting of votes and report the result of the counting to the chairperson of the meeting. After approving the result of the counting of votes for nomination by the chairperson, the returning officer shall declare the result of nomination.

Gadchiroli

Date : 06/02/2018

(Dr. N. V. Kalyankar)  
Vice-Chancellor

(See para 7 of Direction No. 5 of 2018)

Table showing the details regarding nomination of persons by the authorities of the university to the other authorities or bodies or committees of the university.

TABLE

Sr. No.	Section of the Maharashtra Public Universities Act, 2016	Provision of the Section	Nominated by	Nominated to
1	2	3	4	5
01	*32 (3) (h) Academic Council.	one representative of management nominated by the Senate, from amongst the representatives of managements, who are the members of Senate;	Senate	Academic Council
02	38 (1) (j) Board of Sub campuses Of university.	One Principal, one Teacher, one management representative from the affiliated, autonomous colleges within the jurisdiction of each sub-Campus to be nominated by the Management Council;	Management Council	Board of Sub campuses Of university.
03	*47 (3) (d) Board of Examinations	Two Principals other than Dean, nominated by the Management Council;	Management Council	Board of Examinations and Evaluation.

\*The eligibility conditions for being nominated as a member of the authority shall be as specified in Column No. 2 of Schedule - II appended to Notification No. MNS-2016(347/16)/Ue-3 dated 28/04/2017 of Higher & Technical Education Department, Mumbai. (Direction No. 9 - I of 2017)



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	and Evaluation.			
	*47 (3) (e) Board of Examinations And Evaluation.	One professor of the university departments, to be nominated by the Management Council;	Management Council	Board of Examinations and Evaluation.
	*47 (3) (f) Board of Examinations And Evaluation.	One teacher from affiliated Colleges other than heads of Departments or Principals with the minimum teaching experience of fifteen years to be nominated by Management Council;	Management Council	Board of Examinations and Evaluation.
04	*55 (2) (g) Board of Students' Development.	District Co-ordinators of Culture and Student Welfare for each district to be nominated by Management Council;	Management Council	Board of Students' Development.
05	*57 (2) (e) Board of Sports and Physical Education.	One teacher from the university department of Physical Education, nominated by the Management Council;	Management Council	Board of Sports and Physical Education.
	*57 (2) (f) Board of Sports and Physical Education.	Two sports teachers, from affiliated, conducted or autonomous colleges, nominated by the Management Council;	Management Council	Board of Sports and Physical Education.
06	*57 (2) (i) Board of Sports and Physical Education.	One student member from sports of University Student Council nominated by the President of	the President of University Students' Council	Board of Sports and Physical Education.

\*The eligibility conditions for being nominated as a member of the authority shall be as specified in Column No. 2 of Schedule - II appended to Notification No. MNS-2016(347/16)/Ue-3 dated 28/04/2017 of Higher & Technical Education Department, Mumbai. (Direction No. 9 - I of 2017)

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		University Students Council under sub-sub clause (v) of sub-clause (b) of subsection (4) of section 99.		
07	70 (3)(c),(d),(e),(f) and (g)  Casual Vacancy and Standing Committee to fill vacancies.	(c) one dean nominated by Management Council;	Management Council	Standing Committee
		(d) one elected member of the Management Council nominated by that Council.	Management Council	Standing Committee
		(e) one principal nominated by Senate from amongst its members;	Senate	Standing Committee
		(f) one teacher nominated by Senate from amongst its members;	Senate	Standing Committee
		(g) one graduate nominated by Senate - from amongst its members.	Senate	Standing Committee
08	72 (2) (a),(b),(c) and (d) Statutes how made.	(a) One member of Management Council from amongst the elected members of that Council - as Chairman,	Management Council	Statute Committee
		(b) One Dean,	Management Council	Statute Committee
		(c) One Professor of university department or affiliated colleges,	Management Council	Statute Committee

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		(d) One Principal of affiliated college,	Management Council	Statute Committee
09	79 (3) (e) Grievances Committee.	One teacher belonging to Scheduled Castes or Scheduled Tribes or De-notified Tribes (Vimukta Jatis) or Nomadic Tribes or Other Backward Classes and one non-teaching employee nominated by the Senate from amongst its members;	Senate	Grievances Committee.
10	94 (2) (f) Finance and Accounts Committee.	Two experts nominated by the Management Council, one of whom shall be a Chartered Accountant who is an expert in the field of accounting and auditing and the other shall be an expert in the area of finance ;	Management Council	Finance and Accounts Committee.
11	98 (2) (d) and (c) Purchase Committee.	(d) two heads of university departments or university institutions nominated by the Management Council	Management Council	Purchase Committee.
		(e) one member of the Management Council nominated by the Council from amongst the elected members of the Council.	Management Council	Purchase Committee.
12	102 (2) (e) and (g) Selection	(e) not less than three experts nominated by the Management Council out of a panel	Management Council;	Selection and appointment of university

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	and appointment of university teachers.	of not less than six names of experts not connected with the university recommended by the Academic Council, who have special knowledge of the subject for which the teacher is to be selected ;		teachers committee.
		(g) one principal who is a member of Management Council to be nominated by the Management Council;	Management Council;	Selection and appointment of university teachers committee.
13	103 (2) (f) Filling temporary vacancies of university teachers.	One principal or professor who is a member of Management Council to be nominated by the Management Council ;	Management Council;	Filling temporary vacancies of university teachers committee.
14	104 (c) and (e) Appointment and selection of principal of conducted colleges.	(c) two experts, nominated by the Management Council and one expert nominated by the Academic Council, who are not connected with the university, colleges or institutions under its jurisdiction	Management Council & Academic Council	Appointment and selection of principal of conducted colleges committee.
		(e) one principal who is a member of Management Council to be nominated by the Management Council	Management Council	Appointment and selection of principal of conducted colleges committee.

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15	105 (2) (e) Selection committees for officers and employees of university	one elected principal or teacher who is a member of Management Council to be nominated by the Management Council,	Management Council	Selection committees for officers and employees of university
16	117 (2) (b), (c) and (d)  Inspection of colleges and recognized institutions and report.	b) one expert, not connected with the university or with any affiliated college or recognized institution under its jurisdiction, nominated by the Academic Council	Academic Council	Inspection of colleges and recognized institutions committee
		(c) one expert, to be nominated by the Management Council	Management Council	Inspection of colleges and recognized institutions committee.
		(d) one expert, to be nominated by the Senate: Provided that, no member on such committee shall be connected with the management of college or institution concerned.	Senate	Inspection of colleges and recognized institutions committee.

(See para 9 a) of Direction No. 5 of 2018)

**GONDWANA UNIVERSITY, GADCHIROLI.**  
**NOMINATION PAPER**

Nomination of \* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Constituency)

I propose as a candidate for the above mentioned nomination :-

\*\* (If required) belonging to the category of S.C. OR S.T. OR D.T. OR N.T. OR O.B.C.

Name of the Candidate : \_\_\_\_\_  
His/Her Postal Address : \_\_\_\_\_  
\_\_\_\_\_

His/Her name is entered at Sr. No. \*\*\* in the list of the members of the authority for above mentioned constituency.

My name is \_\_\_\_\_ and it is entered at  
Sr. No. \_\_\_\_\_ in the list of the members of the authority.

Date: / /20\_\_\_\_ (Signature of the Proposer)

I second the above proposal.

My name is \_\_\_\_\_ and it is entered at  
Sr. No. \_\_\_\_\_ in the list of the members of the authority.

Date: / /20\_\_\_\_ (Signature of the Seconder)

I, the above mentioned candidate, assent to the proposal of nomination and vouch that, i am not  
\*\*\*\* attracted by the provisions of section 64 of the Maharashtra Public Universities Act, 2016.

Date: / /20\_\_\_\_ (Signature of the Candidate)

Enclose :- Copy of Appendix - C, if required.

- \* Here mention the constituency as provided under column No. 3 of the Table provided under appendix - A appended with Direction No. 5 of 2018.  
\*\* Applicable for nomination on the grievances committee by the Senate under provision of section 79 (3) (e) of the Act. Tick the category by the sign '✓'.  
\*\*\* If applicable.  
\*\*\*\* Not necessary to fill in by the candidate, proposed for nomination, who is not a member of the authority authorized for nomination. Provided that, the proposer of the candidate shall have to enclose an assent letter of the candidate with the Nomination paper in the proforma provided under Appendix - C.

(See proviso of para 9 c) of Direction No. 5 of 2018)

**Proforma for granting assent by the candidate for the proposal of nomination**

I, Shri./Shrimati/Ku. \_\_\_\_\_  
hereby declare to grant assent for the proposal of my candidature for nomination under the following constituency.

\*\*\* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (constituency)"

I further declare that i am not attracted by the provision of section 64 of the Maharashtra Public Universities Act, 2016.

Date : / /20\_\_\_\_ (Signature of the Proposed Candidate)

\* Here mention the constituency as provided under column No. 3 of the Table provided under appendix - A appended with Direction No. 5 of 2018.

(See para 9) of Direction No. 5 of 2018)



GONDWANA UNIVERSITY, GADCHIROLI.  
NOTICE OF WITHDRAWAL

To,  
The Registrar and Returning Officer,  
Gondwana University, Gadchiroli.

Subject : Notice for the Withdrawal of Candidature for nomination to the ----  
\*Academic Council/\* Board of sub-campus of university/\* Board of examinations and evaluation/\*Board of students' development/\*Board of Sports and physical education/\*Standing Committee/\*Statute committee/ \*Grievances committee/\*Finance and Accounts committee/\*Purchase committee/\*Selection and appointment of the teachers committee/\*Filling temporary vacancies of university teachers committee/\*Appointment and selection of principals of conducted colleges committee/\*Selection committee for officers and employees of university/\*inspection of colleges and recognized institutions committee.

Sir,  
I, \_\_\_\_\_, member of the \_\_\_\_\_  
(Name as per the list of members of the authority)

\*\*Senate/\*\*Management Council/\*\*Academic Council/\*\*President of the university students' council and a candidate

belonging to the Category of #S.C./#S.T./#D.T./#N.T./#O.B.C. [Applicable to nomination by the senate under section 79 (3) (e) of the Act on the grievances committee]

/proposer

at the Nomination in the category of :-----

One Representative of Management to Academic Council by the Senate/@one Principal, one Teacher and one Representative of Management from the affiliated, autonomous colleges within the jurisdiction of each sub-campus to Board of sub-campus of university by the Management Council/@Two Principals other than Dean to the Board of Examinations and Evaluation by the Management Council/ @One Professor of the university departments to Board of Examinations and Evaluation by the Management Council/@one Teacher from affiliated colleges other than Heads of Departments or Principals to Board of Examinations and Evaluation by the Management Council/@District coordinators of cultural and student welfare for each district to Board of Examinations and Evaluation by the Management council/@one Teacher from university department of physical education to board of sports and physical education by the management council/@two teacher from affiliated, conducted or autonomous colleges to Board of sports and Physical Education by the Management Council/@one student member from sports of university students' council to Board of Sports and Physical Education by the President of university Students' council/@Dean to standing committee by the Management council/@one elected member of the Management council to Standing Committee by the Management council/@one Principal, member of the Senate to Standing committee by the Senate /@one teacher member of the Senate to Standing Committee by the Senate/@one graduate member of the Senate to Standing Committee by the Senate/@one elected member of the Management Council to the Statute committee as Chairman by the Management Council/@one Dean to Statute Committee by the Management Council/@one Professor of the university department or affiliated colleges to Statute Committee by the Management Council/@one Principal of affiliated colleges to Statute committee by the Management council/@one teacher belonging to S.C. or S.T. or D.T. or N.T. or O.B.C. to grievances committee by the Senate/@one non-teaching employee who is a member of the Senate to grievances committee by the Senate/@one expert to Finance and Account committee by the Management Council/@expert - Chartered Accountant who is an expert in the field of Accounting and Auditing/@Two Heads of university departments or university institutions to the purchase committee by the Management Council/@One elected member of the Management Council to the purchase committee by the Management council/@panel of not less than six names of expert not connected with the university who have special knowledge of the subject recommended by the Academic Council to the selection and appointment of university teachers committee/@not less than three experts out of a panel recommended by the Academic council to the selection and appointment of university teachers committee by the Management council/@one Principal who is a member of Management council to the selection and appointment of university teacher committee by the Management council/@one principal of one professor who is a member of Management council to filling temporary vacancies university teachers committee by the Management Council./@Two experts who are not connected with the university, colleges or institutions under its jurisdiction to the appointment and selection of principal of conducted colleges committee by the Management Council/@One expert who is not connected with the university, colleges or institutions under its jurisdiction to the appointment and selection of principal of conducted colleges committee by the Management Council/@One principal who is a member of Management Council to the appointment and selection of principal of conducted colleges committee by the Management Council/@One elected principal or teacher who is a member of Management council to the selection committee of the officer and employees of university by the Management council/@one expert not connected with the university or with any affiliated college or recognized institution under its jurisdiction to the inspection of colleges and recognized institutions committee by the Academic Council./@one expert to the inspection of colleges and recognized institutions committee by the Management Council/@One expert not connected with the Management of college or institution concerned to the inspection of colleges and recognized institutions committee by the Senate.

do hereby give notice that I withdraw my candidature for nomination/the candidature of Shri./Shrimati/Ku. \_\_\_\_\_ for nomination to the authority/body/committee ticked under the subject cited at above.

(Name : \_\_\_\_\_)

(Signature and name of the Candidate/%Proposer)

Date : / /20 ..

\* Tick any one by the Sign '✓'

\*\* Tick any one by the Sign '✓'

# Tick any one category by the Sign '✓' if applicable.

@ Tick any one by the Sign '✓'

% If proposed candidate is not a member of the nominating authority, the proposer shall withdraw the candidature of such candidate.



(See para 9 n) of Direction No. 5 of 2018)

**GONDWANA UNIVERSITY, GADCHIROLI.**

NOMINATION AS # MEMBER/S ON \*Academic Council/\* Board of sub-campuses of university/\* Board of examinations and evaluation/\*Board of students' development/\*Board of Sports and physical education/\*Standing Committee/\*Statute committee/ \*Grievances committee/\*Finance and Accounts committee/\*Purchase committee/\*Selection and appointment of the teachers committee/\*Filling temporary vacancies of university teachers committee/\*Appointment and selection of principals of conducted colleges committee/\*Selection committee for officers and employees of university/\*inspection of colleges and recognized institutions committee.

**'Ballot Paper'**

(Please see para 9 n) of Direction No. 5 of 2018)

Nomination of \*\* \_\_\_\_\_ in accordance with the provision of Section\*\*\* \_\_\_\_\_ of the Maharashtra Public Universities Act, 2016.

Sr. No.	Name of Candidate	Put mark as '✓' against the # name/s of # person/s whom you want to nominate.
1	2	3

Registrar and/ or Returning Officer

# As is applicable.

\* Any one, on the computerized print.

\*\* Here mention 'the matter' as provided under Column No. 3 under the Table provided under Appendix - A.

\*\*\* Here mention 'the Section of the Act' as provided under Column No. 2 under the Table under Appendix - A.

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GONDWANA UNIVERSITY, GADCHIROLI.

### Direction No. 25 of 2018

(Issued under provision of section 12(8) of the Maharashtra Public Universities Act, 2016)

#### **RULES OF PROCEDURE FOR CONDUCT OF BUSINESS AT MEETINGS OF THE SENATE DIRECTION, 2018**

(As per Section 71(5) of the Maharashtra Public Universities Act, 2016.)

**Whereas**, the Maharashtra Public Universities Act, 2016 has come into force with effect from 1<sup>st</sup> March 2017 (hereinafter referred to as the Act).

**AND**

**Whereas**, the Act has repealed the Maharashtra Universities Act, 1994 with effect from 1<sup>st</sup> March 2017

**AND**

**Whereas**, the Act has been made applicable to the Gondwana University, Gadchiroli with effect from 1<sup>st</sup> March 2017;

**AND**

**Whereas**, the Senate is the authority of the university as per provision made under section 26(1) of the Act;

**AND**

**Whereas**, constitution of the Senate is provided under provision of section 28(2) of the Act;

**AND**

**Whereas**, section 28(4) of the Act provides that the Senate shall meet at least twice a year on the date to be fixed by the Chancellor. One of the meetings shall be the annual meeting.

**AND**

**Whereas**, section 71(5) of the Act provides that the rules of procedure for conduct of business at the meetings of the authorities of the university shall be the subject matter of the Statute;

**AND**

**Whereas**, the Senate being an authority of the University, the business at the meetings of the Senate is required to be regulated by the rules of procedure for conduct of business at the meeting to be prescribed under the Statute;

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**AND**

**Whereas**, Statute No. 1 of 2001 in respect of "Statute to provide for the procedure to be followed at the meeting of the Senate" which was assented to by the Hon. Chancellor from 3<sup>rd</sup> March 2001 vide letter No. CS/NU/STT/43/00/B/(3923)/590, dated 5<sup>th</sup> March 2001 was in existence in the university ;

**AND**

**Whereas**, the provisions made under Statute No. 1 of 2001 were not consistent with the provisions made under the Maharashtra Public Universities Act, 2016

**AND**

**Whereas**, making of new Statute was time consuming process;

**AND**

**Whereas**, the meeting of the Senate was to be convened;

**AND**

**Whereas**, procedure for conduct of business at meetings of the senate was to be prescribed for regulating the meetings of the senate;

**AND**

**Whereas**, to conduct the business at the meetings of the senate, the Vice-Chancellor had issued Direction No. 1 of 2018 in respect of 'Rules of procedure for conduct of business at meetings of the Senate Direction, 2018', under provision of sub-section (8) of section 12 of the Maharashtra Public Universities Act, 2016, on 15/01/2018;

**AND**

**Whereas**, Direction No. 1 of 2018, mentioned at above, was amended by Direction No. 4 of 2018, issued on 26/02/2018;

**AND**

**Whereas**, it is provided under the proviso of section 12 (8) of the Maharashtra Public Universities Act, 2016 that Direction issued by the Vice-Chancellor is required to be converted into the Statute within six months of issuing of such Direction, failing which the said Direction shall automatically lapse;

**AND**

**Whereas**, Direction No. 1 of 2018 shall automatically lapse on 14-07-2018;

**AND**

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**Whereas, Direction No. 1 of 2018** was converted into the Draft Statute and was placed before the Management Council meeting held on 11-03-2018 vide item No. 4 on the agenda of the meeting having Draft Statute No. 2 of 2018 which was accepted by the Management Council and was recommended for consideration of the Senate;

**AND**

**Whereas, Draft Statute No. 2 of 2018, recommended by the Management Council to the Senate, was considered by the Senate in its meeting held on 27-03-2018 vide item no. 6 on the agenda of the Senate meeting and the Senate resolved to pass the said Draft Statute for its onward submission to the Hon'ble Chancellor under the provision of Sub-Section (4) of Section 72 of the Maharashtra Public Universities Act, 2016;**

**AND**

**Whereas, Draft Statute No. 2 of 2018 is required to be submitted to the Hon'ble Chancellor for his assent to the Draft Statute;**

**AND**

**Whereas, assent of the Hon'ble Chancellor to Draft Statute No. 2 of 2018 shall take time;**

**AND**

**Whereas, Direction No. 1 of 2018, is required to be revived;**

**AND**

**Whereas, special meeting of the Senate is required to be convened for conducting the elections/nominations by the Senate to the different authorities of the university;**

**Now, therefore, I, Dr. C. V. Bhusari, Vice-Chancellor(I/C), Gondwana University, Gadchiroli in exercise of the powers vested in me under provision of Section 12(8) of the Maharashtra Public Universities Act, 2016 (Maharashtra Act No.VI of 2017, do hereby issue the following Directions: -**

1. This Direction may be called "Rules of Procedure for conduct of business at meetings of the Senate Direction, 2018."
2. This Direction shall come into force with effect from the date of its issuance.
3. In this Direction, unless the context otherwise required: -
  - (i) "Act" means the Maharashtra Public Universities Act, 2016;
  - (ii) "Chancellor" means the Governor of Maharashtra and the Head of

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the University as per section 9(1) of the Act;

- (iii) "Vice-Chancellor" means a person so appointed as the Vice-Chancellor as per Section 11(4) of the Act;
  - (iv) "Pro-Vice-Chancellor" means a person so appointed as the Pro-Vice-Chancellor as per Section 13(6) of the Act;
  - (v) "Senate" means the Senate duly constituted as per Section 28(2) of the Act;
  - (vi) "Management Council" means the Management Council duly constituted as per Section 30 (4) of the Act;
  - (vii) "Registrar" means a person so appointed as Registrar as per Section 14 (3) of the Act;
  - (viii) "Principal" means a teacher who is duly approved as a Principal by the University;
  - (ix) "Management" means a management as defined in Section 2(37) of the Act;
  - (x) "Authorities" means the authorities of the University as specified in Section 26 of the Act;
  - (xi) "Bodies" means the bodies of the University formed by the respective authorities;
  - (xii) "Conducted College" means a college maintained and Managed by the University;
4. (a) The Senate shall meet at least twice a year on the date to be fixed by the Chancellor in accordance with the provision of section 28(4) of the Act. The meeting to be held in the month of February/March every year shall be the Annual Meeting of the Senate. The second meeting of the Senate shall be convened within a period of eight months from the date of its Annual Meeting.
- (b) The Vice-Chancellor may convene an Emergent/special Meeting of the senate to consider any matter or matters within its purview.
- (c) The Vice-Chancellor shall, upon a requisition in writing signed by not less than one-third of the total number of the members of the Senate, convene a Requisition meeting of the Senate to consider any particular matter or matters within its purview. When such a requisition is made, the Vice-Chancellor shall within three days from the date of receipt of the notice is or not within the purview of the Senate. When the Vice-Chancellor decides that matter(s) stated

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in the requisition meeting notice is in the purview of the Senate, then he shall, within seven days from the date of receipt of the Requisition meeting notice direct the Registrar to convene such meeting, giving notice required as per para 11 (a) of this Direction.

5. (a) At every meeting, if it is a part of the business to be transacted, it shall be taken in the following order, unless the meeting by a special vote, otherwise determines-
- (i) The election of the Chairman, if required, as provided for under para 6 of this Direction.
  - (ii) Confirmation and then Counter signing of the minutes of the previous meeting or the adjourned meeting by the Chairman as the case may be;
  - (iii) Action taken report on the minutes of the previous meeting, including an adjourned meeting, if any;
  - (iv) Deferred and postpone item(s) of the previous meeting(s);
  - (v) The election/nomination by the Senate on any Authority/Body/Statutory Committee as per the provisions of the Act and such other appropriate Acts, if it is a part of the business to be transacted at the meeting;
  - (vi) Interpellations;
  - (vii) Consideration of the Annual Financial Estimates and /or proposals for supplementary grants, if any
  - (viii) Consideration of the Annual Financial Report and resolution thereon, if any'
  - (ix) Consideration of Annual Accounts of the University and the conducted college(s) and the Audit Report and resolutions thereon, if any;
  - (x) Consideration of proposals for making, amending and repealing Statute and proposals recommending amendments to the Act, if any;
  - (xi) Consideration of the new academic programmes consistent with the social requirement in higher education, to review current academic programmes and collaborative programmes and to suggest measures for the improvement and development of the University at the Annual meeting of the Senate.

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- (xii) Consideration of reports of Committee(s) appointed by the Senate;
  - (xiii) Any business and motion(s)/Resolution(s) of which due notice has been given.
  - (xiv) Consideration of any other matter required to be dealt with by the Senate under the Act/Statute(s) Ordinance (s)/Regulation(s).
  - (xv) Any matter referred to the Senate by any Authority(s)/Body(s)/ Committee(s) of the University.
  - (xvi) Any motion for a change in the order of business, provided that such motion shall not affect the order hereinabove indicated or given priority to any items of business over the items mentioned in (i) to (ix) above or any of them
- (b) The agenda of the meeting convened under section 28(4) of the Act shall subject in the provisions of the para 5 (a) of this Direction, be settled by the Vice-Chancellor, and his decision in respect of the inclusion of any matter in the agenda of the meeting shall be final;
- (c) Where an Emergent meeting is convened by the Vice-Chancellor, the agenda shall be settled by him and his decision shall be final;
- (d) Where the requisite number of member of the Senate submit a requisition for a meeting, the agenda for such requisition meeting shall be the subject mentioned in the requisition;
- Provided that requisitioned for a Requisitioned meeting shall clearly and precisely specify the matter to be discussed and it shall be in the form of a resolution. The provisions of sub-paras (b) and (c) of para 15 of this Direction shall apply to such resolutions.
6. The Chancellor shall preside over the Senate and in his absence the Vice-Chancellor shall preside
- If both, the Chancellor and the Vice-Chancellor, are absent from any meeting, them the Pro-Vice-Chancellor, if any, shall preside over the meeting
- Provided that if the Chancellor, the Vice-Chancellor and the Pro-Vice-Chancellor are absent for any meeting, then the members present shall elect a Chairman for that meeting only.
7. The Chairman may temporarily vacate the chair, if he so desires during the meeting. The Pro-Vice-Chancellor, if present, shall preside over the meeting. In case of absence of the Pro-Vice-Chancellor, the Vice-Chancellor shall nominate a Member present to be the Chairman during

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his absence as working Chairman, who shall exercise all such rights and powers vested with the Chairman.

8. One-third of the total number of members of the Senate (inclusive of the Chairman) shall form a quorum for the meeting.
9. (a) If the quorum is not present fifteen minutes after the advertised time of the meeting, the Chancellor or Vice-Chancellor or Pro-Vice-Chancellor as the case may be, if present, and if all the three are absent, the registrar shall adjourn the meeting to such hour on the same date or to such date and hour as he may specify;  
  
(b) Such adjournment shall be recorded by the Registrar and signed by the Chancellor or the Vice-Chancellor or the Pro-Vice-Chancellor as the case may be, if present and if all the three are absent, by the Registrar himself;  
  
(c) No quorum shall be necessary for an adjourned meeting.  
  
(d) No business shall be transacted at the meeting of the Senate unless at least Twenty members including the chairman are present in the meeting.
10. If at any meeting including the adjourned meeting, during the process of business, any member calls attention to the presence of less members than required as per para 9(d) of this Direction, in the meeting, the Chairman shall adjourn the meeting forthwith.
11. (a) A minimum of thirty-five days' notice of the date, time and venue of the meeting shall be given by the Registrar.  
  
Provided that in case of an Emergent meeting such previous notice shall be given as the circumstances in each case may permit.  
  
Provided further that in case of a Requisitioned meeting at least Fifteen days' notice of the date, time and venue of the meeting shall be given by the Registrar.  
  
(b) The requisite notice shall be dispatched by the Registrar to all members of the Senate and shall further be published by being posted on the notice board of Registrar's office.
12. Votes of thanks, message(s) of congratulation(s) or condolence(s), addressee (s) and other matter(s) of like nature may be moved from the Chair or by member with the permission of the Chair without previous notice.
13. (a) At the Annual meeting, the Management Council shall cause to be presented the Annual Report, the audited annual accounts of the



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University and the conducted college together with a copy of the Audit Report and financial statements for the ensuing year;

(b) The financial shall include the accounts of the previous year and the revised estimates of the current year.

(c) Any member desiring to raise any discussion on the Annual Report, the audited annual accounts and Audit Report or the financial statements, shall give three clear days' notice of the point of discussion. Any resolution arising out of such discussion shall require no notice.

(d) At Annual meeting, the Senate shall consider the new academic programmes consistent with the social requirement, to review current academic/collaborative programmes(s) and to suggest measures for the improvement and development of the University.

14. (a) Where at a meeting a member of the Senate desires to propose for the consideration of the Senate suo moto the draft of any Statute, he shall give notice to the Registrar of his intention to do so and forward, together with the notice, a copy of the draft of the Statute he desires to propose;

Provided that the Senate before considering the same shall obtained the opinion of the Management Council.

(b) The period of notice shall be the same as prescribed for the notice of a resolution in para 15 (a) of this Direction.

15. (a) Subject to the provisions of Section 13(c) of this Direction, a member who wishes to move a resolution at the meeting of the Senate shall given Twenty-three clear days' notice of his intention to do so to the Registrar and shall together with the notice submit a copy of the resolution which he wishes to move. The Vice-Chancellor may in his discretion allow to be entered on agenda any resolution received beyond time:

Provided that no member shall give notice of more than two resolutions for any meeting;

Provided further that where a member gives notice of more than two resolutions, the Vice-Chancellor shall direct the inclusion of the first two admissible resolutions in the serial order indicated in the notice given by the member.

(b) Before entering a resolution on the agenda of the meeting, the Vice-Chancellor shall decide upon the admissibility of a resolution

(c) A resolution to be admissible

(i) shall relate to matter which is primarily concern of the University.

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- (ii) shall be expressed clearly and precisely and shall raise substantially one definite issue;
- (iii) shall not contain arguments, inference, imputation, ironical expressions or defamatory statement;
- (iv) shall not refer to any matter of fact, on which a judicial decision is pending, or to a matter pending before any Statutory Tribunal or Statutory Authority performing any judicial function, or any commission or court of enquiry or any authority appointed to enquire into or investigate a matter concerning the University;
- (v) shall not refer to the character or conduct of any person except in his official or public capacity.

16. (a) The Vice-Chancellor shall decide the admissibility of a resolution as per para 15(c) of this Direction and may disallow any resolution which in his opinion does not comply with any of the conditions specified therein;

Provided that the Vice-Chancellor may give an opportunity to the member concerned to amend it.

(b) The decision of the Vice-Chancellor on the admissibility of a resolution shall be final and reason(s) for disallowing a resolution(s) shall be communicated by the Registrar to the concerned member Ten day before the date of meeting.

17. When any resolution relates to a matter, the consideration of which at the first instance, properly appertains to another authority or body of the University, the Vice-Chancellor may refer it to the appropriate authority or body for consideration and the opinion of that authority or body shall be placed before the Senate at its next meeting.

18. The Registrar, shall at least Fifteen clear days before the date of the meeting other than the Emergent meeting, forward to each member an agenda paper along with the enclosures showing the business to be brought before the meeting and resolution admitted by the Vice-Chancellor, if any, and the names of the proposers of the resolutions.

Provided that in case of an Emergent meeting, agenda paper(s) and relevant enclosure(s) shall be dispatched to each member along with the notice of the Emergent Meeting.

19. Any proposal before the meeting may be amended: -

- (i) by leaving out a word or words; or
- (ii) by leaving out a word or words in order to add or insert other word

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or words; or

- (iii) by adding or inserting a word or words.
20. (a) Notice of an amendment to a resolution shall reach the Registrar ten clear days before the day of the meeting, and the Registrar shall, five clear days before the day of the meeting, forward to each member the amendment(s) which are in order.
- (b) An amendment to be in order shall: -
- (i) not constitute a direct negative to the original resolution;
  - (ii) be relevant to and within the scope of the resolution to which it is moved.
  - (iii) not substantially raise a question already disposed of by the meeting or be inconsistent with any resolution already passed by the same meeting.
- (c) The Chairman of the meeting shall, before permitting an amendment to be moved, decide the admissibility of the amendment in accordance with sub-para (b) above, and the decision of the Chairman shall final.
21. No amendments of which due notice has not been given shall be moved to a resolution unless: -
- (i) the Chairman rules it to be in order as arising out of the debate; and permission to move the amendment is given by a majority of the members present.
22. All questions as to whether proper notice of a resolutions or an amendment(s) has been given shall be decided by the Vice-Chancellor and his decision shall be final.
23. No business other than that contained in the agenda paper shall be transacted at a meeting except with the consent of the Chairman of the meeting and the permission is granted to introduce it by the majority of the members present.
24. Every resolution which has been admitted and every amendment thereto, must be moved and seconded, otherwise it shall drop.
25. (a) When resolution has been moved and seconded, it shall be stated from the Chair, all amendments to such resolution shall then be moved, seconded and stated from the Chair. The amendments shall take in such order as the Chairman may determine.

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- (b) The seconder of a resolution or of the amendment, may reserve his speech with the permission of the Chairman.
  - (c) After the resolution and all amendments are stated, the debate may proceed on the original motion and the amendment or amendments together and no further amendment shall be received except with the permission of the Chair.
26. (a) The mover of a resolution shall have a right of reply to the debate.
- (b) When the Chairman has ascertained that no other member entitled to address the meeting desires to speak, the mover of the original resolution may reply upon the whole debate.
  - (c) No member shall speak on the resolution after the mover has completed his reply.
27. The Chairman may at any stage in the proceeding, explain the scope and effect of a motion or amendment. He may also, at the conclusion of a debate sum up the debate, if he so desires.
28. (a) At any time after a resolution has been moved, any member who considered that sufficient discussion has taken place on the resolution may move a closure motion that the question be now put for vote and the Chairman, on such motion being moved, shall put it to vote without any discussion
- (b) If the motion is carried the Chairman shall call upon the mover for his reply to the resolution and shall then put the motion and amendment, if any, to vote.
  - (c) When a closure motion has been negative, no other motion of that nature shall be brought forward until after the lapse of what the Chairman shall deem a reasonable time.
29. No member shall speak for more than ten minutes when proposing a motion or an amendment, or for more than five minutes when seconding or speaking to a motion or an amendment or when replying. These time limits may be reduced by the Chairman at his discretion.
30. (a) The member who first rises to speak at the conclusion of a speech, has the right to be heard. When two or more members rise to speak at the same time, the Chairman shall decide who shall speak first.
- (b) Except as hereafter provided, a member who has spoken to a motion or to an amendment or amendments, as the case may be, is not at liberty to speak again unless permitted by the Chairman.

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31. (a) Any member without notice or without its being included on the agenda may move any of the following dilatory motions:
- (i) to dissolve the meeting;
  - (ii) to adjourn the meeting;
  - (iii) to adjourn the debate;
  - (iv) to change the order of business;
  - (v) to refer any matter to any authority of the University;
  - (vi) to appoint a Committee;
- (b) The mover of a dilatory motion shall have no right to reply.
- (c) A motion "that this meeting be now dissolved" or "that this meeting be now adjourned to (some specified date and hour)" may be moved at any time as a distinct question put, not as an amendment, nor so as to interrupt a speech.
- (d) If a motion for dissolution is carried, the business before the meeting shall drop.
- (e) If a motion for adjournment is carried, the meeting shall be adjourned, and the remaining business shall be resumed at the adjourned meeting.
- (f) A motion "that the debate be now adjourned to some specified date and hour" may be moved in the manner prescribed in sub-Para (c) above and, if it be carried, shall have the effect of postponing the debate on the question under consideration and the other items on the agenda shall be proceeded with. If the motion is negated, the debate shall be resumed.
- (g) A meeting or debate resumed or continued after the adjournment, is to be deemed one with that preceding the adjournment.
- (h) A motion that "the order of business be changed" may be moved in the manner provided for in a sub-para (c) above and, if the motion is carried, the order of business shall stand changed in accordance with the motion.
- (i) A motion that "a matter under discussion be referred to any authority of the University" may be made at any time in like manner provided for in sub-para (c) above and, if such motion is carried the matter shall stand referred to the concerned authority.
- (j) A motion for the appointment of a Committee may be made by any member at any time. Such a motion must define the purpose for which the Committee is to serve and the names of the members to compose it. Amendments may without notice be made enlarging or restricting the purpose of a Committee or proposing other names to

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compose it. A ballot shall be taken, if necessary and the requisite number appointed from those who secure the largest number of votes.

- (k) The quorum of a Committee shall be determined and its Chairman shall be appointed by the Senate at the time of the appointment of the Committee.
  - (l) The Committee shall submit a report signed by the members with notes of dissent, if any, and it shall be considered by the Senate at its next meeting.
32. A motion or amendment may be withdrawn by the mover with the consent of the meeting.
33. Any motion or amendment standing in the name of a member who is absent from a meeting may be brought forward by any other member with the permission of the Chair.
34. When the debate is concluded, the Chairman shall put the question to vote of the meeting in the following manner.
- (a) If a number of amendments have been moved to the resolution under consideration, the Chairman shall decide the order in which he shall put the amendments for obtaining the vote of the meeting. In laying down the order, the Chairman shall put more comprehensive amendment lower in the serial order, so that the less comprehensive amendments should not be stifled.
  - (b) The Chairman shall first state the resolution and the amendment in the order laid down under sub-para (a) above.
  - (c) If the amendment on which a vote is taken is negative, the Chairman shall proceed to the next amendment in the serial order and so on.
  - (d) When an amendment is carried, the Chairman shall state from the Chair the motion is amended and the remaining amendments, if they are in order shall be put to the vote of the meeting in like manner.
  - (e) When all amendments have thus been dealt with, the Chairman shall, if no amendment has been carried, take the vote of the meeting on the Principal motion and if any motion as amended by the amendment.
35. (a) On putting any question to vote, the Chairman shall call for an indication of the opinion of the Senate by a show of hands in the affirmative and negative and shall declare the result thereof;

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(b) Any ten members may then demand a division, except on a motion of the kind contemplated in para 31 of this Direction. The Chairman shall thereupon give such direction for effecting the division as he shall consider expedient and shall nominate scrutinizers to count the votes. The names of the members who vote for or against the motion, or decline to vote, shall be recorded.

(c) If no division is demanded, any member shall have the right to dissent and to have that fact of his dissent recorded, provided that such dissent be announced as soon as the Chairman shall have declared the result of voting.

36. (a) All questions shall be decided by a majority of votes of the members present. If the votes, including that of the Chairman, are equally divided, the Chairman shall have a casting vote.
37. A resolution once disposed of shall not again be brought forward at the same meeting or at any adjourned thereof.
38. (a) Any member of the Senate shall be entitled to put question regarding any matter connected with the administration of the University. A member so putting a question or any other member of the Senate shall be entitled to put supplementary questions. Notice of question other than supplementary questions shall be given not less than twenty days before the date of the meeting: -

Provides firstly, that no question shall be admitted, unless it complies with the following conditions: -

- (i) it shall not publish any name or statement not strictly necessary to make the question intelligible;
- (ii) if question contains a statement, the member asking it shall make himself responsible for the accuracy of the statement;
- (iii) it shall not ask for an expression of opinion or the solution of an abstract legal question of a hypothetical proposition;
- (iv) it shall not contain ironical expressions or defamatory statements;
- (v) it shall not refer to the character or conduct of any person except in his official's capacity as connected with the University.
- (vi) it shall be based on the matter within the period of last preceding two years of the year of the meeting of the senate
- (vii) it shall not contain the matter which is already regulated by the Act/ Statute/ Ordinance/ Regulation/Rule/ Direction of the university
- (viii) it shall not contain ambiguity

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(ix) it shall not contain the matter which is Sub judice

Provided secondly, that no member shall give notice of more than three questions for any meeting;

Provided further that where a member gives notice of more than three questions, the Vice-Chancellor shall direct inclusion of the first three admissible questions in the serial order indicated in the notice given by members.

- (b) The decision of the Vice-Chancellor on the admissibility of question shall be final and the reason(s) for disallowing the question(s) shall be communicated by the Registrar to the concerned members.
  - (c) on announcement of the name of the member, he/she shall choose one of the questions which in his/her opinion is most important in public interest for putting supplementary question/s
  - (d) for interpellation, the question hour shall be of one hour.
  - (e) On completion of one question each, opportunity shall be given to the member for putting second question on chronological manner, if time remains. The house shall decide the extension of time of interpellations, if members putting questions do not get an opportunity for putting at least one question within stipulated time.
39. Any member may call the Chairman's attention to a point of order even while another member is addressing the meeting, but no speech shall be made on such point of order. The Chairman, after hearing any other member on the point of order, if he consider it necessary to do so, shall give his ruling, that shall be final and conclusive.
40. Any member may, with the permission of the Chairman, rise even while another member is speaking, to explain any expression used by himself which may have been misunderstood by the speaker, but he shall confine himself strictly to such explanation.
41. The Chairman shall maintain order at a meeting and for that purpose may call nay member to order, and may, if necessary dissolve the meeting or adjourn it to some hour on the same or the following day.



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42. In all cases of election/nomination other than those specifically provided for otherwise, the candidates shall be proposed and seconded. If no more candidates are proposed than there are vacancies to be filled, the Chairman shall declare those candidates to be elected/nominated. If the number of candidates exceeds the number of vacancies, the voters shall state on the ballot paper the names of the candidates they desire to vote for, up to the limit of the number of vacancies.
43. No matter which has been decided by the Senate shall, within a period of twelve months, be reconsidered except at a special meeting of the Senate convened for the purpose in accordance with para 4(b) and (c) of this Direction, motion for revision shall be deemed to be carried unless three-fourths of the member present at such meeting vote in favor thereof.
44. Minutes of the meeting(s) shall be recorded in writing and signed by the Registrar and countersigned by the Chairman. A copy of the proceedings shall be dispatched to each member within Four weeks from the date of the meeting.
45. Once every six months, or at such other intervals as the Senate shall direct, the Management Council shall cause the minutes of the Senate to be printed and a copy thereof to be forwarded to each member.
46. In any case not provided for in this Direction, the Chairman shall be entitled to give his ruling as to procedure and such ruling shall be final.
47. Representatives of the press/media and visitors may be admitted to meeting of the Senate with the permission of the Registrar.
48. The Statute No. 1 of 2001 under the Maharashtra Universities Act, 1994 shall hereby stand repealed.

Gadchireli.  
Date: 15-07-2018

(Dr. C. V. Bhusari)  
Vice-Chancellor(I/C)