

REGULATION NO. 5
RELATING FOR THE CONDUCT OF THE MEETING OF THE COURT

1. The meeting of the Court shall be fixed in accordance with Section 2 of the Act and Statute No. 6 made thereunder.
2. (i) The Kuladhipati, if present, shall preside at all meetings of the Court.
(ii) In the absence of the Kuladhipati at any meeting of the Court, the Kulpati shall preside the meeting.
(iii) In the absence of the Kuladhipati and Kulpati, the members present shall elect a Chairman for the meeting.
3. Any meeting may be adjourned from time to time to a date and hour specified to conclude any unfinished business.
4. The Annual account with the Audit Reports thereon, the financial estimates and the annual report shall be considered by the Court at its annual meeting.
5. Thirty members of the Court shall form the quorum.
6. If the quorum is not complete fifteen minutes after the notified time of the meeting, the Chairman may declare that there shall be no meeting.
7. If, in the course of a meeting any member calls attention to the absence of the quorum, the Chairman shall dissolve the meeting.

Notices :

8. The Registrar shall give ten clear day's notice to the members of the Court of such a meeting by registered post with acknowledgement due, and shall publish by a notice posted on the notice board of Registrar's office and also shall notify the notice in the important news-papers.
9. The Registrar shall give seven clear day's notice to the members of the Court for a Special meeting convened under section (2) of Statute 6 by registered post with acknowledgement due, and shall publish by a notice posted on the notice board of the Registrar's office.
10. A member who wishes to move a resolution shall give to the Registrar seven clear day's notice of his intention to do so and shall, together with the notice, forward a copy of the resolution which he wishes to move.
11. The Registrar shall, before entering into any such resolution on the agenda paper, submit it to the Kulpati .

12. The Kulpati shall disallow :
 - (i) any resolution on a matter the consideration of which appertains properly, in the first instance, to another authority or body of the Vishwavidyalaya.
 - (ii) any resolution tending to revise the acts of the Executive Council or the Academic Council, unless such resolution has first been submitted to the Council concerned at a meeting of the Council preceding the meeting of the Court.
13. The Kulpati shall be sole authority to determine whether the resolution is in order. No resolution not admitted by the Kulpati shall be included in the agenda.
14. The Registrar shall, six clear days, before the day of the meeting, forward to each member an agenda paper showing the business to be brought before the meeting and the resolutions to be proposed together with the names of the proposers of the resolutions.
15. **Notice of :**
 - (a) a resolution relating to an item of business on the agenda paper; or
 - (b) an amendment to a resolution included on the agenda paper, shall reach the Registrar atleast forty- eight hours before the time of the meeting and the Registrar shall, forward to each member a Supplementary agenda paper showing all such resolution or amendments.
16. No business other than that contained in the agenda papers shall be transacted at a meeting except with the consent of the Chairman of the meeting or unless permission is given to introduce it by the vote of two-thirds of the members present.
17. All questions as to whether proper notice of a resolution or an amendment has been given shall be decided by the Chairman of the meeting, whose decision thereon shall be final.

Motions Without Notice :

18. (a) No motion or resolution of which due notice has not been given may be moved at any meeting of the Court except :-
 - (1) to adjourn the debate ;
 - (2) to adjourn the meeting ;
 - (3) to dissolve the meeting ;
 - (4) to change the order of business ;
 - (5) to refer any matter to any authority of the University ;
 - (6) to pass to the next item of business ;
 - (7) to appoint a committee
 - (8) to propose that the question be now put.
- (b) A motion under (1),(2),(6) or (8) above shall be put to vote without discussion.
- (c) Motions under (1),(2),(3) and (4) shall be moved only with the consent of the Chairman.

19. No amendment of which due notice has not been given shall be moved to a motion or resolution before a meeting of the Court unless :
 - (1) the Chairman rules it to be in order as arising out of the debate, or
 - (2) permission to move the amendment is given by a majority of the members present.

Vote and Casting Vote :

20. The Chairman at a meeting of the Court shall have a vote and a casting vote.

Motion :

21. Every motion shall be affirmative in form, and shall begin with the word "That ".
22. Every motion must be seconded, otherwise it shall drop. The seconder of a motion may reserve his speech with the permission of the Chairman.
23. When a motion that is in order has been seconded it shall be stated from the Chair, before it is discussed.
24. If no member rises to speak on the motion after it has been stated from the Chair, the Chairman shall proceed to put the question to the mover.
25. Not more than one motion and one amendment there to shall be placed before the meeting at the same time.
26. A motion once disposed of shall not be again brought forward at the same meeting or at any adjournment thereof. No member shall be allowed to speak more than once in the course of the discussion of a motion or of a motion and an amendment, except the proposer of the substantive motion who will have a right of reply in either case at the close of the discussion, provided that a member who has spoken on a motion before the proposal of an amendment there to, shall be entitled to speak once upon such amendment.

Amendments :

27. (1) Any proposal before the meeting may be amended :
 - (a) by leaving out a word or words or
 - (b) by leaving out a word or words in order to add or insert some other words, or
 - (c) by adding or inserting a word or words.
- (2) When an amendment is of the first kind, the form in which it shall be proposed and handed to the Chair will be, "That the words (mentioning them) be omitted."
- (3) When an amendment is of the second kind, the form will be "That the words (mentioning them) be omitted in order to add (or insert) the words (mentioning them).
- (4) When an amendment is of the third kind, the form will be "that the words (mentioning them) be added (or inserted) "

28. No amendment shall be proposed which would in effect constitute a direct negative to the motion.
29. Every amendment must be relevant to the motion upon which it is moved.
30. No amendment shall be proposed which substantively raises a question already disposed of by the meeting, or which is inconsistent with any resolution already passed by it.
31. The order in which amendments of previous notice has been given are to be brought forward shall be determined by the Chairman.
32. An amendment must be seconded in the same way as a motion, otherwise it shall drop. A seconder of an amendment may reserve his speech with the permission of the Chairman.
33. When an amendment that is in order has been moved and seconded, it shall be stated from the Chair.

Procedure in discussion :

34. The mover of an amendment, or of a motion for dissolution or adjournment, has no right of reply.
35. When the Chairman has ascertained that no other member entitled to address the meetings desires to speak, the mover of the original resolution may reply upon the whole debate.
36. No member shall speak to the question after the mover has entered on his reply.
37. When the debate is concluded, the Chairman shall after summing up, if he so desires, put the question to the vote thus:
 - (1) If there is an amendment, the Chairman shall state the motion and the amendment and take the vote of the meeting on the amendment.
 - (2) If the amendment is negatived, the original motion shall be again stated from the Chair, and subject to the foreorder may then be proposed thereto.
 - (3) If an amendment is carried, the motion as amended shall be stated from the Chair and may then be debated as a substantive question to which any further amendments to the original motion which are in order may be proposed, subject to the foregoing regulations. Such further amendments shall be disposed of in the same manner as the original amendment. When all the amendments have been thus dealt with the Chairman shall take the vote of the meeting of the motion as amended as the substantive resolution.

Adjournments etc:

38. A motion "That this meeting be now dissolved" or "That this meeting be now adjourned" may be moved at any time as to interrupt a speech.
39. If a motion for dissolution is carried, the business before the meeting shall drop.

40. If a motion for adjournment is carried, the meeting shall be adjourned, and the business shall be resumed at the adjourned meeting.
41. A motion "That the debate be now adjourned" may be moved 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 paper shall be proceeded with. If the motion be negatived, the debate shall be resumed.
42. A meeting or a debate, renewed or continued after an adjournment, is to be deemed one with that preceding the adjournment.
43. A motion "That the meeting pass to the next business on the agenda paper" may be made at any time, in like manner, and subject to the same rules as one for adjournment. If such motion be carried, the motion under consideration and the amendment thereon, if any, shall drop.
44. At any time after a motion or amendment has been made a member may request the Chairman to put the question, and if it appears to the Chairman that there has been sufficient discussion he may call upon the mover for his reply and may then put the question to vote.
45. **Time limit** - No member other than the Chairman shall speak for more than ten minutes when proposing a motion or amendment, or for more than five minutes when seconding or speaking to a motion or amendment, or when replying. The Chairman may allow more time to any member at his discretion.

Proposal of a Special Nature :

46. Proposal relating to the conferring of honorary degrees, votes of thanks, message of congratulations or condolence, addressess, and other matters of a like nature may be moved from the Chair without previous notice.

Intervention of Chairman:

47. The Chairman may at any stage in the proceedings, at his own discretion or at the request of a member, explain the scope and effect of the motion or amendment which is before the meeting.
48. If the Chairman desires to take an active part in a debate, he shall vacate the Chair until the vote on that debate shall have been taken. During such time the Chair shall be taken by a member present appointed by the Chairman. The acting Chairman shall, during the debate in question exercise all the rights of the Chairman.

Interruption :

49. Any member may, with the permission of the Chairman, rise, even while another is speaking to explain expression used by himself which may have been misunderstood by the speaker, but he shall confine himself strictly to such explanation.

Points of Order :

50. 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.
51. The Chairman shall be the sole judge on any point of order, and may call any member to order and may, if necessary, dissolve the meeting, or adjourn it to some hour on the same or the following day.

Withdrawal :

52. A motion or amendment may be withdrawn by permission of the Chairman by any member who has given notice of such motion or amendment.

Absence of Mover :

53. Any motion or amendment standing in the name of a member who is absent from a meeting may be brought forward by any other authorised member.

Voting :

54. On putting any question to the vote the Chairman shall call for an indication of the opinion of the Court by show of hands in the affirmative, and negative, and shall declare the result there to according his opinion.
55. Any six members may then demand a division except on a motion of the kind contemplated in Regulation. The Chairman shall thereupon give such directions for effecting the division as he shall consider expedient and shall nominate scrutineers to count the votes.

Committee.

56. A motion for the appointment of a Committee on a subject under debate may be made by any member at any time, and without the notice required by Regulation.
57. A motion for the appointment of a Committee must define the purpose for which the Committee is to serve and the number of members to constitute it. Amendments for enlarging or restricting the number may be made without previous notice. If the motion is carried, the member moving shall name the persons whom he wishes to form the Committee. It shall thereupon be open to members to propose and second other names. A ballot shall then be taken, if necessary, and the requisite number appointed from those who obtain the largest number of votes.
58. The quorum for a Committee shall be not less than a majority of the members appointed.

59. At the time of the appointment of a Committee one of its members shall be elected as a Chairman of the Committee by the Court.
60. The resolutions of a Committee appointed by the Court shall be embodied in a report. The report shall be presented to the Court at its next meeting, subject to provisions of these Regulations respecting notice.

Elections :

61. In all cases of election other than those specifically provided for, the candidate shall be proposed and seconded. If on more candidates are nominated than there are vacancies to be filled, the Chairman shall declare those candidates to be elected. If the number of candidates exceed the number of vacancies the voters shall state on the ballot paper the names of the candidates they desire to vote for upto the limit of the number of vacancies.

Reconsideration :

62. No matter which has been decided by the Court shall, within a period of six months, be reconsidered, except a special meeting of the Court convened for the purpose upon the requisition of not less than thirty members. No motion for revision shall be carried unless three-fourth of the members present at such meeting vote in favour thereof.
63. Once every twelve months, or at such other intervals as the Court shall direct, the Executive Council shall cause the minutes of the proceedings of the meeting of the Court to be printed and a copy thereof to be forwarded to each member.
64. In any case not provided for by these regulations, the Chairman shall be entitled to give his own ruling as to procedure.

Press and Visitors :

65. Representatives of the Press and Visitors may be admitted to the meetings of the Court, provided they have obtained the permission from the Registrar. The Chairman may, at any time during the sitting of the Court, direct all representatives of the Press and Visitors to withdraw.

Interpretations :

66. Any member of the Court shall, subject to the Regulations of the Court be entitled to put questions regarding any matter connected with the administration of the University. A member so putting a question or any other member of the Court shall be entitled to put supplementary questions. Notice of questions to be answered shall reach not less than seven days before the date of the meeting.
67. The Vice Chancellor may decline to answer any question if he considers it contrary to the best interests of the University. Such decision shall be final. The Vice Chancellor may decline to answer supplementary questions for the same reason.

68. No question may be put which reflects upon the personal character of a member of the University staff.
69. The Kulpati may ask for notice of a supplementary questions which he is not prepared to answer without further enquiry into the facts of the case.