

**UNIVERSITY OF AGRICULTURE, FAISALABAD
CONDUCT OF BUSINESS RULES OF THE
SENATE, 1976**

(Framed under Section 33 of the University of Agriculture Faisalabad Act, 1973)

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| Short title and commencement | 1. (1) These Rules may be called the University of Agriculture, Faisalabad conduct of Business Rules of the Senate, 1976.
(2) These Rules shall come into force at once. |
| Definitions. | 2. In these Rules, unless there is anything repugnant in the subject or context:-
(a) "Act" means the University of Agriculture Faisalabad Act, 1973 as amended from time to time;
(b) "Chancellor" means the Chancellor of the University;
(c) "Chairman" means the Chancellor or in his absence his nominee;
(d) "Member" means a member of the Senate;
(e) "Registrar" means the Registrar of the University;
(f) "Senate" means the Senate of the University, constituted under Section 22 of the Act;
(g) "Syndicate" means the Syndicate of the University as constituted under Section 24 of the Act;
(h) "University" means the University of Agriculture, Faisalabad;
(i) "Vice Chancellor" means the Vice Chancellor of the University. |
| (Vide Section 22 (1) of the Act) | |
| Meetings.
(Vide Section 22 (3) of the Act). | 3. (1) The Senate shall meet at least twice in every year, on dates to be fixed by the Vice Chancellor with the consent of the Chancellor in the month of December when annual statement of accounts of the year shall be presented and in the month of June when Budget estimates revised for the preceding year and proposed for the ensuing year shall be submitted.
(2) Should the Chancellor, the Vice Chancellor or 1/3 rd of the members of the Senate consider a special meeting of the Senate to be necessary, he or they shall inform in writing the Registrar, intimating the purpose for which such meeting is deemed to be necessary, who shall forthwith proceed to fix a date and circulate |

the notice of such date, together with the proposals to be discussed to the members of the Senate at least seven days before the date fixed for such meeting.

- (3) The meetings of the Senate shall be held at the University Campus at Faisalabad.
- (4) The Chancellor or in his absence his nominee shall be the Chairman of the Senate.

(Vide Section 22 of the Act)

4. The quorum for a meeting of the Senate shall be one-third of the total number of members, a fraction being counted as one.

Quorum (Vide Section 22 (4) of the Act).

5. (1) Proposals submitted by the Syndicate for the decision of the Senate and entered upon the notice of the meeting, shall be dealt with as motions before such meeting without being proposed and seconded at such meeting.

Motions And Amendments.

(2) Every other motion or amendment shall be reduced to writing and read out by the mover, and shall be delivered to the Registrar. Every such motion that is not seconded shall drop.

(3) In the event of no member wishing to speak on the motion or in respect of any amendment, or after such discussions on any such motion or amendment as the Chairman considers sufficient, the Chairman shall proceed to put the question to the vote.

(4) When there is an amendment, the amendment shall be first put to the vote; if the amendment is lost, and no further amendment is proposed, the original motion shall be put to the vote.

(5) Should any amendment be carried, the proposal as amendment shall be stated from the Chair, and may then be debated as a substantive proposal to which further amendments may be proposed and dealt with as herein before provided. Not more than one amendment shall be taken to be before the meeting at any one time.

(6) Any motion or amendment may be withdrawn if the mover states his wish to withdraw.

6. (1) The Chairman shall control the order in which members may address the meeting, and the manner in which the business shall be conducted. No member shall address the meeting after the Chairman has called for a vote.

Order of speaking.

(2) Members, when speaking, shall stand, and shall address the Chair. No member shall, without the leave of the Chairman, speak more than once to any proposition.

Voting

7. (1) On putting any question to the vote, the Chairman shall call for a show of hands for the affirmative or negative, and shall declare the result.

(2) If votes, including that of the Chairman are equally divided the Chairman shall have a casting vote.

8. After such Statutes as concern any of the matters mentioned in Clauses (a) and (b) of Sub-Section (1) of Section 30 of the Act have been passed by the Senate, they shall be submitted to the Chancellor and shall not be effective until they have been approved by the Chancellor. The Statutes pertaining to all other matters shall be notified in the University by the Registrar and shall take effect from the date of such notification, unless such date is named in the Statutes concerned.

Commencement
of term of
office.

9. The term of office of members, other than ex-officio members shall commence from the date of the first meeting of the Senate:

Provided that the term of office of a member elected or nominated against a vacancy for the residual period of the term, shall commence from the date of notification of the result of the election or the date of nomination, as the case may be.

Secretary of
the Senate.

10. The Registrar shall be the Secretary of the Senate.

Minutes.

11. The minutes of the Senate shall be recorded by the Secretary and shall be submitted to the Chairman of the meeting for confirmation through the Vice Chancellor and shall then be circulated among the members.