

**UNIVERSITY OF VETERINARY & ANIMAL SCIENCES, LAHORE:  
RULES FOR CONDUCT OF BUSINESS OF THE CHANCELLOR'S  
COMMITTEE / SYNDICATE, 2002**

The Conduct of Business Rules of the Chancellor's Committee constituted by the Chancellor under the University of Veterinary & Animal Sciences, Lahore Ordinance, 2002, Section 50 Transitory Provisions of the said Ordinance are as under:

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| <b>Short Title and Commencement</b> | <b>1.</b> (1) These Rules may be called the University of Veterinary & Animal Sciences, Lahore Conduct of Business Rules of the Chancellor's Committee / Syndicate, 2002.<br><br>(2) These Rules shall come into force at once.  |
| <b>Definition</b>                   | <b>2.</b> In these Rules, unless there is anything repugnant in the subject or context:<br><br>(a) "Academic Council" means the Academic Council of the University constituted under Section 24(1) of the Ordinance;<br>(b) "Ordinance" means the University of Veterinary & Animal Sciences, Lahore Ordinance, 2002;<br>(c) "Chairman" means the Vice Chancellor;<br>(d) "Member" means a member of the Chancellor's Committee / Syndicate;<br>(e) "Registrar" means the Registrar of the University;<br>(f) "Chancellor's Committee" means the committee constituted by Chancellor on the recommendations of the Vice Chancellor under the Section 50 of the Ordinance;<br>(g) "University" means the University of Veterinary & Animal Sciences, Lahore;<br>(h) "Vice Chancellor" means the Vice Chancellor of the University;<br>(i) "Syndicate" means the Syndicate of the University as constituted under Section 22 of the Ordinance. |
| <b>Meetings</b>                     | <b>3.</b> (1) Ordinarily, the Chancellor's Committee / Syndicate shall meet at the University Campus at Lahore preferably once in a quarter.<br><br>(2) Special meetings of the Chancellor's Committee:<br>(a) may be convened at any time or place by the Vice Chancellor at his discretion; or<br>(b) shall be convened by the Vice Chancellor at such place and date as may be deemed fit by him upon a requisition signed by not less than 1 / 3 <sup>rd</sup> of the members stating clearly the purpose for which such meeting is deemed necessary. No other matter except the one for which the meeting was requisitioned shall be discussed at such a meeting.<br><br>(3) Every ordinary meeting of the Chancellor's Committee / Syndicate shall be notified at least 10 days before the date of the meeting and its agenda circulated to the members ordinarily at  |

least one week before the date fixed for the meeting. In case of a special meeting, such notice shall be given as soon as possible under the circumstances of the case and shall be accompanied by an agenda showing the business to be conducted in the meeting.

- (4) The Vice Chancellor shall be the Chairman of the Chancellor's Committee / Syndicate.

**Quorum**

4. The quorum for a meeting of the Chancellor's Committee/ Syndicate shall be one-third of the total number of members, a fraction being counted as one.

**Voting**

5. (1) All questions shall be decided by the majority of votes of the members present. The voting shall normally take place by show of hands, but in special circumstances, the Chairman may direct a secret ballot to be taken.
- (2) If votes, including that of the Chairman are equally divided, the Chairman shall have a casting vote.

**Secretary**

6. The Registrar shall be the Secretary of the Chancellor's Committee

**Minutes**

7. (1) The minutes of the meetings of the Chancellor's Committee / Syndicate shall be recorded by the Secretary and shall be submitted to the Chairman for confirmation and shall then be circulated among the members.
- (2) The decisions may be implemented if no objection is received from any member within seven days of the issue of the minutes of a meeting. Any objection received within this period will be put up to the Chancellor's Committee at its next meeting.
- (3) The minutes of the last meeting will be placed as first item on the agenda of the next meeting for formal confirmation by the Chancellor's Committee / Syndicate.
- (4) Progress report of the implementation of the decisions of the Chancellor's Committee / Syndicate, taken at as meeting will be put up to it at its next meeting.
- (5) Deferred items will be put up at the next meeting of the Chancellor's Committee / Syndicate.
- (6) The members may propose items on the agenda and may forward to the Secretary of the Chancellor's Committee / Syndicate at least 10 days before the Chancellor's Committee / Syndicate meeting. Such items may be included in the Agenda with the approval of the Vice Chancellor.