

***The Constitution and Procedure of Representation
Committee for Appointments to the Senate
COMSATS University Islamabad Statutes, 2019***

THE CONSTITUTION AND PROCEDURE OF REPRESENTATION COMMITTEE FOR APPOINTMENTS TO THE SENATE COMSATS UNIVERSITY ISLAMABAD STATUTES, 2019

1. TITLE

These Statutes, framed in pursuance of Section 27 (1)(m) and in accordance with the provisions of Sections 25 and 18 (3) of the COMSATS University Islamabad Act, 2018, shall be called, "*The Constitution and Procedure of Representation Committee for Appointments to the Senate COMSATS University Islamabad Statutes, 2019*".

2. COMMENCEMENT

These Statutes shall come into force from August 21, 2019.

3. DEFINITIONS

All expressions and terms used in these statutes shall have the same meanings as are assigned to them under Section 2 of the COMSATS University Islamabad Act, 2018 except the following:

- (a) "*Representation Committee*" means the Representation Committee constituted for appointments of members to the Senate of the University;
- (b) "*Chairperson*" means the Chairperson of the said Representation Committee;
- (c) "*Member*" means the member of said Representation Committee;
- (d) "*Alumni*" means a graduate of the University who has his name entered in the register maintained by the University for the purpose;

4. REPRESENTATION COMMITTEE

- I. There shall be a Representation Committee, constituted by the Senate in the prescribed manner, for recommendation of persons for appointment as members to the Senate of the University.
- II. Appointments of persons of the prescribed categories of the Senate shall be made from amongst a panel of three names for each vacancy of Senate recommended by the Representation Committee.
- III. The Representation Committee for appointments to the Senate shall recommend to the Senate the panel of three names for each vacancy of the following categories of members of Senate namely:

- a. one person from amongst the alumni of the University;
 - b. two persons from the academic community of the country, other than an employee of the University, at the level of Professor or Principal of a College;
- IV. The composition of the Representation Committee for appointments to the Senate will be the following; –
- a. three members of the Senate, who are not University Teachers, to be nominated by the Senate;
 - b. two persons, not below the level of Associate Professor, nominated by the University Teachers from amongst themselves through elections and to be elected by all the teachers of the University in the prescribed manner, however, not more than one person among these two shall be from the same Campus;
 - c. one person from the academic community, not employed by the University, at the level of Professor or College Principal to be nominated by the majority of the Deans of Faculties, after seeking the names from the University Teachers, in the manner prescribed; and
 - d. one eminent citizen with experience in administration, philanthropy, development work, law or accountancy to be appointed by the Senate.
- V. The Representation Committee in its first meeting shall decide the name of Chairperson and Secretary of the Representation Committee, among themselves, by simple majority who shall Chair and conduct the meetings of the said Representation Committee respectively.
- VI. The tenure of the Representation Committee shall be three years.
- VII. No member of the Representation Committee shall serve for more than two consecutive terms.
- VIII. The quorum for the meeting of Representation Committee shall be one half of its membership, a fraction will be counted as one.

5. PROCEDURE OF REPRESENTATION COMMITTEE FOR APPOINTMENTS TO THE SENATE

- I. The Chairperson will call the meetings of Representation Committee, whenever needed;
- II. While considering the names for appointment of one person from amongst the alumni of the University, the Representation Committee will short list few names from the register of the registered graduates of the University maintained by the Registrar and

will seek the consent of short listed alumni, either by themselves or through Registrar of the University;

- III. The Representation Committee shall finalize the names of three alumni in order of priority and will recommend, to the Chancellor, a panel of three persons along with their short profiles, for appointment to the Senate;
- IV. While considering the names for appointments in the category of two persons from the academic community of the country, other than an employee of the University, at the level of Professor or Principal of a College, the Representation Committee shall be independent for considering the names proposed by the Committee members themselves or may ask anyone including the members of Senate and Syndicate to propose the names for compiling the initial list;
- V. The Representation Committee will short list the names from the initial list and will seek the consent of short-listed persons, either by themselves or through Registrar of the University;
- VI. The Representation Committee shall finalize the names of three persons against each vacancy of said category in order of priority and will recommend, to the Chancellor, a panel of three persons along with their short profiles, against each vacancy for appointment to the Senate;
- VII. The Chancellor will approve the name of one person, against each vacancy, from the panel of three recommended by the Representation Committee;
- VIII. The Chancellor may, if so decides, refer back any or all the panels to the Representation Committee for resubmission of new panel for any category.

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