



Rules and Procedures Committee
Students' Senate (2015-16)
Indian Institute of Technology Kanpur
Vedant Goenka | Parliamentarian



Minutes of the 1st Meeting held on 23.03.2015

The 2015-16/1st Meeting of the Rules and Procedures Committee was held on Monday, 23rd March, 2015 in the Convener's Room, SAC. The meeting was called to order by the Convener, Rules and Procedures Committee at 6:30 PM.

The following agenda items were taken up for the consideration.

Item No. 1	To consider the report of the committee formed to look into the mechanism of SSF.
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Details: In the 2014-15/8th (Special) Meeting of the Students' Senate, the Senate had noted the formation of a committee to look into the current mechanism of disbursing SSF and come up with a fresh proposal for the same. The committee submitted its report in the 2014-15/9th (Special) Meeting for the consideration of the senate. The Senate deliberated over the proposal and as the proposal requires a constitutional amendment, sent it to the Rules and Procedures Committee for its opinion.

The Rules and Procedures Committee deliberated over the report considering each of its clauses and looked into their constitutional acceptability. The committee felt that the report, in general, and most of the clauses, in particular, are aligned with the spirit in which the constitutional provision of SSF was first put up and opined that the senate should go ahead with a constitutional amendment regarding the same.

The relevant clause regarding SSF in the constitution i.e. clause 6.08 does not outline the structure or mechanism of the SSF but says that it shall be referred to in the Appendix pertaining to the Rules and Procedures regarding Financial affairs. Since the concerned Appendix is in the process of updation, we shall formulate the required text and put it in the Appendix as and when it is completed.

6.08 There shall be a Senator Seed Fund which shall constitute a portion of the Annual Gymkhana Budget, and shall be controlled by Senators. The SSF shall be used to fund hobby groups and innovative activities. The details of the SSF shall be specified in the Appendix of the Constitution as per Article 6.05.

The committee decided that there shall be no amendment to the above clause and came up with the following text to be put in the Appendix:

1. The Finance Convener shall allocate an amount as seed fund to every senator at the beginning of each financial year.



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2. The senator seed fund shall be used with due intimation to the senate.
3. The Senator Seed Fund shall be around $\frac{1}{6}$ (one-sixth) to $\frac{1}{8}$ (one-eighth) of the total Gymkhana Budget, which shall be equally distributed among the Senators.
4. A Senator shall commit a maximum of $\frac{1}{3}$ (one-third) of the seed fund allocated to him/her for a particular activity.
5. An SSF form for any activity shall not be approved by the Finance Convener if it reaches him/her after the date on which the activity actually happened.
6. The seed fund committed by a Senator for any activity shall be valid only for two months after the date of signing.
7. Any Club shall in no condition be allowed to use Senator Seed Fund for any activity before a date pre-specified in the Gymkhana Calendar. This date shall be in the month of October.
8. The Chairperson, Students' Senate shall have to authorise the concerned SSF form before circulation if a Club under the Students' Gymkhana wants to use SSF.
9. In case any activity by a Gymkhana Club requires more than $\frac{1}{10}$ (one-tenth) of the total budget allocated to Senator Seed Fund, the Students' Senate shall decide on it.
10. The Finance Committee shall maintain an updated account of the Senator Seed Fund, accessible at any time to all General Body Members.
11. The Finance Convener shall re-allocate any unspent fund to other activities towards the end of the financial year.

Item No. 2	To update the Constitution by checking and correcting the inconsistencies, if any.
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The item was deferred to the next meeting.

Item No. 3	Any other item with the permission of the Chair.
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No other agenda item was introduced.

Item No. 4	To consider the constitutional amendment regarding the definition of the Presidential Council.
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The item was deferred to the next meeting.

The meeting was adjourned at 8:45 PM.