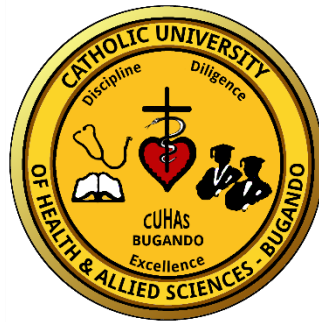


**CATHOLIC UNIVERSITY OF HEALTH AND ALLIED
SCIENCES STUDENTS ORGANIZATION
(CUHASO– BUGANDO)**



**THE CONSTITUTION AMENDMENT OF CATHOLIC UNIVERSITY
OF HEALTH AND ALLIED SCIENCES STUDENTS ORGANIZATION
(CUHASO-BUGANDO) OF 2023**

CUHASSO CONSTITUTION 2023

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CITATION.

1. This constitution shall be referred to as “The Constitution of the Catholic University of Health and Allied Science Students Organization of 2023”.
2. This Constitution shall come into operation upon approval by the University Council.

PREAMBLE

WHEREAS it is acknowledged that the students of the Catholic University of Health and Allied Sciences-Bugando stand to be guided by the law of the country, the University Charter that established it and the Student’s by-laws.

WHEREAS the students understand and believe that only an independent students’ Organization run by Students themselves is capable of taking care of the Students’ affairs and problems.

AND WHEREAS bearing in mind the fact that students’ organization helps to promote among its members appropriate educational, moral, social and civic values while stop holding the University Motto of Discipline, Diligence and Excellence.

NOW THEREFORE the students’ Baraza of Catholic University of Health and Allied Sciences Herein abbreviated as CUHASSO-Bugando declares the establishment of the Constitution of CATHOLIC UNIVERSITY OF HEALTH AND ALLIED SCIENCES STUDENTS’ ORGANIZATION, abbreviated as CUHASSO–Bugando, which shall have such powers and conduct its activities as here in provided.

ARTICLE 1: NAME AND HEADQUARTERS

The name of the organization to which this constitution intense to guide shall be Catholic University of Health and Allied Sciences Students Organization Bugando abbreviated as CUHASSO-Bugando and its headquarters shall be at the Catholic University of Health and Allied Sciences Bugando or CUHAS–Bugando Campus

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ARTICLE 2: DEFINITIONS OF TERMS

The following words shall have meant as assigned to them below unless the content requires otherwise;

“By election” refers to election held to fill a post that has fallen vacant after the general election other than that of the President and Vice President.

“By-laws” means the By-laws made by the Senate under Article 26 and provided for by Rule 33(2);

“Charter” means the CUHAS Charter, 2009

“CR” means the class representative.

“CUHASSRC” means the Catholic University of Health and Allied Sciences Students’ Representative Council established under article 11.1 of this Constitution.

“CUHASSRC regulations” or **“parliamentary regulations”** mean the regulations used to run (CUHASSRC) meeting and other activities as established under article 12.1 of this Constitution.

“Faculty” means Schools of the Catholic University of Health and Allied Sciences

“General election” refers to the annular election for the purpose of electing President, Vice President as well as other student representatives including members of Parliament of respective classes, hostel (in-campus and off campus) and faculty representatives

“He or His” shall be used to include both genders being feminine or masculine

“IAHS” means the Institute of Allied Health Sciences.

“President” means the President of Catholic University of Health and Allied Sciences Students’ Organization elected under this Constitution

“Speaker” means to the person who chairs and presides over the meeting of the (CUHASSRC) the case may be.

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“Students Baraza” means to the general meeting of all students constituted as provided for in this constitution.

“Students’ Lawyer” a hired law professional obtained in the manner set forth by this constitution used by CUHASSO–Bugando to interpret laws.

“Student” means any person admitted at the University as a candidate for any award of the University and studying under any of its programme and paying his fees regularly.

“The Act” means the Universities Act, 2005 Act, and Act No.7 of 2005.

“The University or CUHAS” means the Catholic University of Health and Allied Sciences – Bugando established under the provisions of the Charter and the rules made there under.

ARTICLE 3: ORGANS AND ADMINISTRATIVE STRUCTURE

3.1 PRINCIPAL ORGANS

The Principal organs of CUHASSO-Bugando shall be the following;

- I. The elected CUHASSO Central Government
- II. The Catholic University of Health and Allied Science Students’ Representative Council (CUHASSRC).

Each of the principal organs shall be independent

ARTICLE 4: STATUS.

CUHASSO–Bugando shall be a non-political, non-religious, independent supreme Students ‘Organization with power to enter into negotiations and institute claims as well as undertake such other proceeding and activities as an extension of the University management through its elected and appointed Students’ leaders, representative or agencies for the performance of its functions stated in this Constitutional of which shall be done in compliance with the law of the country and as provided for under the University Charter, Student By-Laws as well as under this Constitution.

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ARTICLE 5: CUHASSO–BUGANDO OBJECTIVES

CUHASSO-Bugando shall have the following objectives; -

- I. To represent all students on matters affecting their legal interests and welfare during their tenure at the University through CUHASSO leaders.
- II. To facilitate and promote proper communication and exchange of information Between CUHASSO-Bugando members and the University management.
- III. To maintain harmonious relation and promote cooperation among students themselves as well as between students and academic members of staff, the University administration, non-academic members of staff, the University community the public general.
- IV. To promote respect, unity and prosperity among CUHASSO-Bugando members whilst nurturing a love for learning, academic freedom and pursuit of truth.
- V. To promote peaceful resolution of matters related to Students’ affair.
- VI. To promote and ensure transparency and democracy in its activities for the legal interests of students and members of the University community.
- VII. To ensure that every Student understand his responsibility to educate oneself to the best of his ability and to search knowledge for the betterment of mankind thus cherishing academic, excellence and freedom.
- VIII. To facilitate and promote fraternal relations and cooperation’s between CUHASSO-Bugando members and Students from other institutions of learning at national and international level.
- IX. To perform duties and exercise all power best owed upon the students’ organization by or under any provisions of the charter of the University.
- X. Provide Mentorship services to young future University Students

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ARTICLE 6: CUHASSO – BUGANDO FUNCTIONS

In the pursuit of its objective CUHASSO-Bugando shall carry out the following functions:-

6.1 To initiate, undertake and promote academic, social and other activities for the benefit of Students of the University.

6.2 To communicate and cooperate or otherwise promote relationship between CUHASSO and other Students' organizations and any organization which shares and promote objectives common to those of CUHASSO.

6.3 To organize seminars, conferences, workshops, study tours, exchange visits and symposium for enhancing intellectual and social awareness as well as implanting ingenuity.

6.4 To counsel and assist its members in all academic matters.

6.5 To initiate and promote dialogue between students and University administration, member of staff and community as whole.

6.6 To seek peaceful means of resolving disputes between student and the University administration.

6.7 To mobilize and secure fund for execution of its necessary activities and projects.

6.8 To undertake general and any other activities or function in-conformity with CUHASSO – Bugando objectives.

6.9 To cooperate with other organs of the University in matters of general interest to the University community and general students' welfare.

ARTICLE 7: OFFICIAL LANGUAGE

The official language of CUHASSO shall be English and /or Swahili.

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ARTICLE 8: MEMBERSHIP

8.1 Every Student of the University shall be deemed to have become a member of CUHASSO upon his registration and his membership shall terminate upon the cessation of registration as a student.

8.2 Every member of CUHASSO – Bugando shall pay in full an annual subscription fee to be determined by rules made by CUHASSRC and approved by the University Council.

ARTICLE 9: RIGHTS OF MEMBERS

All members of CUHASSO–Bugando shall be entitled;-

9.1 Participate in activities pertaining to CUHASSO-Bugando aims and objectives.

9.2 Be eligible to vote, contest or hold office when elected or appointed.

9.3 To obtain and inspect copies of non-classified documents of CUHASSO–Bugando upon consultation with the Prime Minister or with approval of Dean of Student when the document is deemed “classified” by the Students government in consultation with Dean of Students’ office.

9.4 Receive all publications of CUHASSO–Bugando as determined by CUHASSRC.

9.5 Submit proposal and opinions for discussion at the Students’ Baraza and CUHASSRC through the Prime Minister or the Speaker.

9.6 Have audience and freedom of expression before appropriate organs of CUHASSO-Bugando subject to the rules guiding the respective organ.

9.7 Any CUHASSO–Bugando member shall have right to join any social group, academic association, or sports and games groups provided that they are established under the rules and regulations provided that they don’t contravene the objectives of this Constitution.

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9.8 The rights provided for in this article shall be pursued provided that in the course of the enjoyment of the same, nothing shall be construed to entitle a member of CUHASSO–Bugando to hinder in any way other members from enjoy the same.

9.9 To be respected, served and judged according to the principles of justice and human dignity.

ARTICLE 10: OBLIGATIONS OF MEMBERS

All CUHASSO-Bugando members shall be obliged to fulfill following duties; -

10.1 To uphold this Constitution as a legally binding document.

10.2 To fulfill their academic and social duties to the best of their ability

10.3 To pay in full their subscription fees as per article 8 and 9 here of and as may be determined by the CUHASSRC and approved by the University Council. Any member who shall not pay in full the CUHASSO–Bugando subscription fees automatically forfeits his rights stipulated in the article 9 of this constitution.

10.4 To exercise their rights and responsibilities without prejudice to right and needs of other members of the community there by ensuring peace and security.

10.5 To refrain from influencing CUHASSO-Bugando or its office bearers in any manner that may appear prejudicial to the status of the organization.

10.6 To avoid misappropriation and misuse of CUHASSO-Bugando funds, premises or any other property.

10.7 To carry out assignment and any lawful task given to them by CUHASSO-Bugando.

10.8 To avoid doing anything which is contrary to the interest and regulations of CUHASSO–Bugando laid down in this constitution

10.9 To respect the right of others and exhibit high self-discipline and ethics.

10.10 Refrain from directly engage in any political party activities as provided in Student By-Laws, 2014 as amended and Universities Act

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10.11 Attend meetings regularly and discharge assignments.

ARTICLE 11: THE UNIVERSITY STUDENTS' BARAZA

11.1 There shall be a Catholic University Student's Baraza which shall be a supreme organ of CUHASSO-Bugando.

11.2 The University students' Baraza shall be constituted by all members of CUHASSO-Bugando.

11.3 Meeting of the University Students' Baraza: -

- I. There shall be one ordinary meeting of the University Students' Baraza for each semester of the academic year as it shall be shown in the University Almanac.
- II. Other than the ordinary meeting shown in article 11.3.1 above extraordinary meeting may be held on request of CUHASSO-Bugando President or upon petition signed by not less than 60% of CUHASSRC members in that case the Secretary shall give a notice for convening the meeting not less than 24 hours.
- III. The quorum for the meeting shall be not less than 60% of the members of CUHASSO-Bugando otherwise the Chairperson shall need consent by vote of not less than 60% of the attended member in a said meeting to proceed.
- IV. The meeting shall be attended by the Dean of Student or his representative who shall have no power to vote.
- V. All decisions shall be reached by vote of not less than 60% of the members present at the said meeting.
- VI. The CUHASSRC Speaker shall president the University Students' Baraza and the CUHASSRC secretary shall be the secretary of the Students' Baraza.
- VII. The condition set out in article 11.3.3 and 11.3.5 shall mutatis mutandis govern other CUHASSO-Bugando and CUHASSRC meetings.

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11.4 The University Students' Baraza shall have the following functions: -

- I. To oversee all activities of subordinate organs.
- II. To discuss all matter of interest to Students and make decision upon recommendation from CUHASSRC.
- III. To discuss, make decision and take appropriate action on matters pertaining to members of CUHASSO-Bugando.
- IV. To approve the proposal for the amendment of the CUHASSO-Bugando Constitution recommended to it by the CUHASSRC and pending Council endorsement. This shall be effected by not less than 60% of the members present at the Students' Baraza provided that a notice for such a meeting and proposed amendments have been Communicated to the member of CUHASSO- Bugando by the CUHASSRC Secretary fourteen days prior to such a meeting.
- V. To do all other functions in accordance to the objectives of CUHASSO-Bugando

ARTICLE 12: THE CATHOLIC UNIVERSITY OF HEALTH AND ALLIED SCIENCE STUDENTS' REPRESENTATIVE COUNCIL (CUHASSRC)

12.1 There shall be the Catholic University of Health and Allied Science Students' Representative Council (CUHASSRC).

12.2 The CUHASSRC shall be composed of: -

- I. Speaker who shall be the Chairperson.
- II. Deputy Speaker who shall be the Chairperson in absence of the Speaker.
- III. CUHASSRC Secretary who shall have no power to vote.
- IV. One Representative from each class of allied institute and undergraduate who shall contest for the post in general election for that purpose, as per this sub-article the class representative elected by the classmates for normal class Routine shall not be the member of the CUHASSRC by their position.

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- V. Two Hostel representatives, one from male wing and the other from female wing and block leaders.
- VI. Off campus representatives who shall be elected under conditions set down by Electoral Commission.
- VII. The faculty representative one from each faculty and one member from each Course of allied institute.
- VIII. The Prime Minister who shall be the head of the government business in CUHASSRC with no power to vote.
- IX. The Dean of Students or his representative who shall have no power to vote.
- X. Ministers and Deputy Ministers who shall have no power to vote.

12.3 The CUHASSRC shall have at least two ordinary meetings in every academic semester unless stated otherwise. The date to these meetings shall be indicated in the University Almanac. The quorum for the meeting and decision making shall be as stated under Condition on article 11.3.7 of this Constitution.

12.4 Cessation of CUHASSRC Membership. The CUHASSRC membership shall cease by;

- I. Not attending two CUHASSRC meetings without prior notice dully served to the Speaker of CUHASSRC and Prime minister for the case of Ministers and Deputy Ministers.
- II. Death, discontinuation, expulsion from the University or de-registration.
- III. Upon presentation to the Speaker of a resolution signed by not less than two thirds of the electorate that elected such a member.

The resolution must be made at a meeting attended by at least two third of the students constituting the particular constituency and duly supervised and attested by the Dean of Students.

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- IV. Upon dismissal by the President if the President is not satisfied by the performance of the Prime minister, Ministers and Deputy Ministers. This shall be done upon consultation with the Vice President. And shall inform the CUHASSRC

12.5 Tenure of CUHASSRC Membership. All CUHASSRC members including office bearers shall hold office for one year and shall be eligible for re-election or re-appointment as the case may be, for another term of one year.

12.6. The CUHASSRC shall have the following functions: -

- I. To elect the Speaker Deputy Speaker and Secretary of CUHASRC as stated by this constitution from among members of CUHASSRC or CUHASSO-Bugando members who are not office bearers.
- II. To receive, discuss and approve the handing over report on activities of CUHASSO – Bugando submitted to it by the outgoing President of CUHASSO –Bugando government. Upon disapproval, the Speaker shall within 24 hours inform the President the reasons for disapproval and the wish (es) of CUHASSRC, the President shall therefore within seven days submit the revised report before the CUHASSRC.
- III. To review and make recommendations on polices actions and all contracts the central government entered and signed when it deems fit.
- IV. To propose amendments of this Constitution there to, to the University Students’ Baraza for ratification and approval by the University Council.
- V. To approve budget estimates and financial statements presented to it by the CUHASSO-Bugando central government. Upon disproval the CUHASSRC shall recommended as deems fit.
- VI. To remove the Speaker and Deputy Speaker subject to article 27.4 of this Constitution.

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- VII. To make provision in any appropriate manner for the regular auditing of books and account of all organs of CUHASSO-Bugando, in order to ensure sound, proper and efficient administration of CUHASSO-Bugando fund.
- VIII. To investigate and take appropriate disciplinary measures against any office bearers of CUHASSO-Bugando guilty of abuse of power, Malpractice, corruption, mismanagement of CUHASSO-Bugando fund or any other misconduct.
- IX. To establish committees deemed necessary for the execution of CUHASSO-Bugando functions and activities.
- X. To provide feedback to CUHASSO Bugando members concerning what has been discussed in the previous CUHASSRC meeting through CUHASSRC secretary.
- XI. To propose from time-to-time rules or necessary amendments of existing rules and regulations to the university students Baraza for ratification. Such rules may be proposed by CUHASSO-Bugando through its relevant organ.
- XII. To take disciplinary measures against any member of the CUHASSO –Bugando central government other than the President and the Vice President including suspension from office provided that not less than 60% of members attending the meeting shall have voted. The resolution shall be presented to the appointing authority for decision. This shall be done without prejudice to the other functions and power of the CUHASSRC in case of the President or the Vice President Suspension shall need approval by relevant Students' Baraza that elected him into power.
- XIII. To approve the members of Electoral Commission and elect among them the Chairperson.
- XIV. To formulate from time-to-time CUHASSRC rules and regulations and make amendments of existing regulations.
- XV. To approve the Prime Minister and all Ministers appointed by the President. Upon disapproval the Speaker shall within twenty-four (24) hours inform the President the

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reasons for disapproval. Therefore, the President within seven (7) days shall appoint another there to CUHASSRC for ratification.

12.7 There shall be CUHASSRC regulations. These regulations together with this Constitution shall be used to run the daily CUHASSRC activities

12.8 Procedures for suspension of office bearers by the CUHASSRC: -

- I. The general meeting of CUHASSRC may decide to temporary remove from office an office bearer as a result of an unacceptable behavior surrounding his integrity.
- II. Following that decision, a general meeting of the CUHASSRC shall set up a committee of inquiry which shall thoroughly investigate the allegation(s) against the office bearers. The alleged office bearers shall be given a room to present his side to the committee within a time set by the committee. The committee shall recommend and report back to the CUHASSRC.
- III. Acting on the findings of the investigations. The CUHASSRC shall decide the fate of the implicated office bearer. Any appointed office bearers discussed by the CUHASSRC shall have a pending fate for approval by the appointing Authority.

12.9. Vote of no confidence by the CUHASSO-Bugando members: -

- I. If the CUHASSO-Bugando members are dissatisfied with the services of elected office bearers, they shall move a vote of no confidence against him. The decision to move a vote of no confidence shall be necessitated by malpractice, corruption and gross misconduct on the part of the office bearer.
- II. The motion of no confidence shall be signed by not less than 60% of the member of CUHASSO-Bugando for the case or elected office bearer of the central government. Other appointed members of ministerial cabinet shall be voted the same by CUHASSRC.

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- III. Any vote of no confidence shall be discussed by the CUHASSRC and decided pending to approval of an elected office bearer of the Students' Baraza in view of article 26.3 of this Constitution provided that a vote of no confidence shall be lodged with the Speaker.
- IV. A vote of no confidence shall be discussed at the CUHASSRC meeting specifically called for that reason. The implicated office bearer shall have the right to be made aware of the allegation facing him and shall be granted the opportunity to defend himself.
- V. As vote of no confidence in any member of the elected office bearer of CUHASSO-Bugando central government shall be subjected to approval of the Students' Baraza called specifically for that matter within seven days of that decision being reached.
- VI. The Speaker shall be responsible for calling and chairing of the University Students' Baraza as stated by this Constitution and failure to meet such specified duty in a specific period of time shall make the Speaker liable to cease office forthwith.
- VII. The CUHASSRC shall within seven days elected another new Speaker from among CUHASSRC members who shall take over from where his predecessor left.

ARTICLE 13: CUHASSRC SPEAKER

13.1 There shall be a CUHASSRC Speaker who shall be elected by the CUHASSRC from among CUHASSRC members or any CUHASSO-Bugando member as per this Constitution and CUHASSRC regulations.

13.2 The CUHASSRC Secretary shall announce the vacancy, and supervise the election of the Speaker.

13.3 If the elected Speaker was one of the members of the CUHASSRC, he shall cease to be the representative as he was before and his position is to be covered by another person.

13.4 The Speaker shall be elected by the CUHASSRC within fourteen days after the general election.

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13.5 The new Speaker elected shall be sworn in by the CUHASSRC Secretary who is elected as stated in article 15 of this constitution.

13.6 Functions

The speaker shall perform the following duties: -

- I. To mediate between the Students, CUHASSRC and the CUHASSO-Bugando central government.
- II. To convene upon request by member of CUHASSRC or when circumstances show that the majority of Students have lost confidence in their President and or his Vice President a meeting of the Students' Baraza to seek a manner through which the misunderstanding or disputed to be solved.
- III. To chair meetings of both the CUHASSRC and the Students' Baraza.
- IV. To conduct any convened meeting in manner he deems fit bearing in mind that he shall not abuse this privilege and shall use it to ensure democracy and impartiality in adherence to the objective of CUHASSO-Bugando.
- V. To represent the CUHASSRC in other organs and meetings outside the CUHASSRC.

13.7 The qualifications of the speaker: -

Any member of CUHASSRC or CUHASSO-Bugando can be the Speaker; in case the Speaker is from the degree program then the Deputy Speaker shall be from diploma program and vice versa.

- I. He must be fluent in English and Swahili.
- II. He must be a person of good credibility and good conducts.
- III. He must be a member of CUHASSO but not a finalist Student.
- IV. He should not be a member of the CUHASSO-Bugando central government.

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ARTICLE 14: DEPUTY SPEAKER

14.1 There shall be a Deputy Speaker of the CUHASSRC who shall be elected in the same manner as provided for the election of the Speaker.

14.2 The Deputy Speaker shall be the principal assistant of the Speaker of the CUHASSRC.

14.3 In the performance of his duties, the Deputy Speaker shall: -

- I. Preside over the meeting of the CUHASSRC in the absence of the Speaker.
- II. Perform any other duties as assigned to him by the Speaker.
- III. The reasons circumstance and procedures for the removal of the Deputy Speaker shall be the same as those provided for the removal of the Speaker as provided under article 31.4 of this Constitution.

ARTICLE 15: THE SECRETARY OF THE CUHASSRC

15.1 There shall be a Secretary of CUHASSRC who shall be elected as per this article and CUHASSRC regulations.

15.2 The Speaker of CUHASSRC 14 days before the meeting to dissolve the CUHASSRC and upon consultation with the member of CUHASSRC shall announce the post of CUHASSRC Secretary.

15.3 Only members of CUHASSO-Bugando, who shall not aspire for any post in the general election, shall be eligible to contest for the position of the Secretary of CUHASSRC.

15.4 The names of the contenders for this post shall be handled to the Speaker of the CUHASSRC

15.5 The Speaker of CUHASSRC as it deems fit may permit all contenders for this post to be present for the interview.

15.6 The nominated candidates shall be voted in the same manner as for election of the Speaker

15.7 The CUHASSRC shall propose the names of contender for the post of Secretary of CUHASSRC in case no CUHASSO-Bugando member applied for the post there to for election and the contender shall have the following criteria

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I. Is willing for that position

II. Not a finalist

15.8. Functions of the Secretary of CUHASSRC;

- I. He shall be responsible to execute all activities of the CUHASSRC, and in so doing shall be obliged to;
 - a) Attend all house and parliamentary committee meetings.
 - b) Keep minutes as per parliamentary permanent regulations.
 - c) Handle and prepare daily activities of parliamentary register which shall be there after kept into office or parliamentary office within clearly defined: -
 - i. All house order,
 - ii. All house business to be held,
 - iii. All reports and subjects under decision or house motions agreed by the Speaker.
- II. To keep the registry concerning the house, speaker decisions official reports and information, bills of law and any documents presented to the CUHASSRC by member of the parliament, students or any other person.
- III. To keep record of the speaker's decisions on parliament affairs.
- IV. To keep any subject worthy for the parliament.
- V. To obliged ensuring any subject worthy for the parliamentary meeting session to run accordingly.
- VI. To be a secretary in any meeting that the Speaker presides as a CUHASSRC Speaker.

ARTICLE 16: CUHASSRC MEMBERS

The CUHASSRC members apart from the Secretariat shall be composed of Faculty Representatives from each Faculty, CUHASSRC class representatives, off campus CUHASSRC representatives and Hostel wings and blocks representatives.

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16.1. Functions of a Faculty Representative (FR)

- I. To coordinate all academic matters with Ministry of Academic Affairs in respective with his Faculty.
- II. Attending all CUHASSRC meetings and performing all duties assigned in the CUHASSRC meeting.
- III. To be a Chairperson of the Faculty Assembly in all academic matters with consultation of Dean of Students and Dean of School.
- IV. To cooperate with all Faculty CRs and CUHASSRC class representatives in all academic and social matters.
- V. To represent Students in all required Faculty School board meetings.
- VI. To cooperate with chairperson of academic association in respective faculty

16.2. Functions of CUHASSRC Class representative and Off Campus representative.

For classes having morning and evening sessions, each class shall have one CUHASSRC representative representing both sessions.

- I. Delivering information from the CUHASSRC or CUHASSO-Bugando central government to the particular class.
- II. Cooperate with class CRs in collecting students' opinions regarding CUHASSO-Bugando matters when needed by the CUHASSRC or CUHASSO-Bugando government.
- III. To be a Chairperson of Class meetings in Cooperation with CRs.
- IV. Attending all CUHASSRC meetings and performing all duties assigned in the CUHASSRC meeting.
- V. Attending all issues concerning his off-campus constituency for the case of off campus CUHASSRC representative.
- VI. Hostel floor CUHASSRC representatives function as per Article 17.2 With regard to hostel assembly functions.

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- VII. Floor leaders shall be appointed by wing leaders who shall present them to CUHASSRC and to CUHASSO central government.

ARTICLE 17: OTHER ASSEMBLIES OF CUHASSO

17.1. FACULTY ASSEMBLY

17.1.1 There shall be a Faculty assembly or Institute of Allied Health Sciences Assembly for each Faculty.

17.1.2 The Faculty assembly shall be held in consultation with the Dean of Faculty.

17.1.3 The composition of the Faculty or Institute of Allied Health Science assembly; -

- I. All class members and representatives of that particular Faculty or Institute of Allied Health Sciences.
- II. The Faculty Representative (FR) shall be the Chairperson of the Faculty Assembly. The secretary of the assembly shall be elected from among the members of the assembly who are CUHASSRC members. Among other duties he shall represent the Faculty or IAHS on CUHASSRC in absence or inability of the Chairperson to do so.

III. The Minister of Academic Affairs or his representative, shall be the invited member

17.1.4 There shall be the Secretariat of the Faculty assembly composed of the Faculty Representative (FR) who shall be the chairperson, all CUHASSRC members and Class Representatives (CRs) of that particular Faculty. The Secretary of the Faculty assembly shall also be the secretary of the Secretariat. The Secretariat of the Faculty assembly shall have power to make decisions on behalf of the Faculty assembly.

17.1.5 The meeting for the assembly shall be held once per each semester or at any other time when the need arises.

17.1.6. The assembly shall have the following functions: -

- I. To discuss and attend the day to day academic affairs at the Faculty level.
- II. To elect members to attend to a specific academic concern or activities.

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- III. To recommend to the school board on appropriate measures to be taken from the improvement of the academic matters.
- IV. To represent the Faculty or IAHS in high academic bodies where representation is required or requested.

17.2 HOSTEL/BLOCK ASSEMBLY

17.2.1. There shall be a Hostel or Block assembly for students who reside there.

17.2.2. The hostel assembly shall be composed of: -

- I. Hostel or Block Representative who shall be the Hostel Assembly Chairperson.
- II. The Secretary shall be elected from among members of the Hostel/Block assembly.
- III. All CUHASSO-Bugando members who are residents of that particular hostel.
- IV. All Hostel/Block representatives from CUHASSRC.
- V. Floor leaders appointed by Wings /Block leaders.
- VI. The Minister of accommodation or his representative shall be the invited member

17.2.3 There shall be the Secretariat of the Hostel assembly composed of the Hostel Representative (who shall be the chairperson, all Floor Leaders of the particular Hostel. The Secretary of the Hostel assembly shall also be the secretary of the Secretariat. The Secretariat of the Hostel assembly shall have power to make decisions on behalf of the Hostel assembly.

17.2.4. The meetings of Hostel assembly;

- I. The Hostel assembly shall meet in an ordinary session at least once per each semester and in any other time as deems fit.
- II. The quorum and decision making for the meetings shall be reached by 60% of the members attending the meeting.

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17.2.6 The Hostel assembly shall have the following functions:

- I. To discuss matters of interest to Hostel residents and make relevant suggestions to the appropriate CUHASSO Bugando organ and University management.
- II. To consider and adopt the activities of CUHASSO-Bugando within the Hostel as submitted by appropriate CUHASSO-Bugando organ.

17.3 OFF CAMPUS ASSEMBLY

17.3.1 The off-campus assembly shall comprise of all the off-campus residents and the Secretariat

17.3.2 There shall be the Secretariat of the off-campus assembly composed of the following;

- I. The CUHASSRC Off campus representatives from among then the Chairperson and the Secretary shall be elected.
- II. Minister of Off campus or his representative shall be the invited member

17.3.3 The Secretariat of off campus assembly shall have the following functions:

- I. To discuss matters of interest to off campus residents and make relevant suggestions to the appropriate CUHASSO Bugando organ and University management.
- II. To consider and adopt the activities of CUHASSO-Bugando in off campus as submitted by appropriate CUHASSO-Bugando organ.

ARTICLE 18: THE CENTRAL GOVERNMENT

18.1. There shall be Central Government of CUHASSO –Bugando which shall have the Cabinet formed immediately after the President and Vice President are sworn.

18.2. The cabinet shall be composed of the:

- I. President who shall be the chairperson
- II. Vice President.
- III. Prime Minister.
- IV. General Secretary President's office who shall be the secretary.
- V. Secretary Prime Minister's office who shall be assistant secretary.

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VI. Ministers and Deputy Ministers.

18.3. The cabinet shall have the following functions: -

- I. To advise the President in his daily activities.
- II. To execute the resolutions and recommendations of the Students' Baraza and CUHASSRC
- III. To make decisions on Students' matters and direct the government policy.
- IV. To prepare the CUHASSO-Bugando annual budget and execute it after being approved by the CUHASSRC.
- V. To discuss and approve contracts presented forth by the respective Ministry.
- VI. To discuss and approve bills from the Ministries and present them to CUHASSRC
- VII. To formulate government committees when need arises

ARTICLE 19: THE PRESIDENT

19.1 There shall be a President of CUHASSO-Bugando who shall be elected in a manner set forth by this Constitution. The President shall be the Head, Chief Executive, and Spokesperson of the CUHASSO-Bugando.

19.2. Functions of the President;

- I. To supervise the implementation of decisions made by the CUHASSRC and the Students' Baraza.
- II. In consultation with the Vice President, the President shall appoint the;
 - (a) Prime Minister, who shall be approved by the CUHASSRC
 - (b) Ministers and Deputy Ministers who shall be approved by the CUHASSRC
 - (c) Students' Lawyer who shall be approved by the CUHASSRC.
 - (d) Members of the Students' Disciplinary Authority pursuant to CUHAS Charter
 - (e) Ministerial Secretaries.

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(f) The appointment of Ministers, Deputy Ministers and Ministerial Secretaries shall endeavor to achieve proportionate representation as regards to gender, schools, and Institutes. At least one third of the total number of members of the CUHASSO-Bugando central government shall consist of women.

- III. To preside over all CUHASSO –Bugando central government meetings.
- IV. To represent the Students to other organs of the University or outside the University. In his absence the Vice President or any other member of the central government in that hierarchy shall attend the meeting.
- V. To perform any other duties as shall arise from time to time.
- VI. To seek dialogue and enhance communication between the students and the University management.
- VII. To launch the CUHASSRC and dissolve it at the end of its tenure.

19.3. Odd dissolution of the CUHASSRC

- I. The President is empowered to initiate the process of dissolving the CUHASSRC if in his opinions; it has failed to perform its tasks.
- II. When such occasion arises, the President shall through the Speaker call a CUHASSRC meeting before the intended dissolution so as to inform the CUHASSRC of the reasons behind the decision to dissolve it.
- III. Then the President shall in consultation with the Speaker call the Student's Baraza which may approve or disapprove that decision.

a) If the student Baraza disagrees with the President decision, the President must resign from the post and general election shall be called and conducted in accordance with Electoral Commission procedures.

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b) If the Students 'Baraza agrees with decision the election of the CUHASSRC shall be done within a period of fourteen (14) days with effect from the day of such agreement.

19.4 Dismissal of the President's appointees

If the President is not satisfied with the performance of the Prime Minister, Ministers, Deputy Ministers, Ministerial Secretaries or any of his appointee he may dismiss them. This shall be done upon consultation with the Vice President. He shall inform the CUHASSRC

19.5. Tenure of office

The tenure of the office of the Ministers, Deputy Ministers and the Secretaries to the Ministries shall fall vacant upon the occurrence of any of the following events

- I. Death or resigns.
- II. When the President revokes the appointment by removing incumbent from the office, such revocation and appointment shall be in formal writing.
- III. Where the President resigns or is impeached or where both the offices of the President and the Vice President is vacant for the reasons of other than being absent.

19.6. Tenure of office of the President.

- I. Unless he sooner resigns or dies or is discontinued from studies, the person elected as President shall hold the office of the President for the period of one year from the date which He was sworn in.
- II. A person elected President shall hold office of a President until;
 - (a) The day his successor assumes the office,
 - (b) The day he dies while in office,
 - (c) The day he resigns from office
 - (d) He ceases to hold office of a President in accordance with the provisions of this Constitution.

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19.7. Vacancy in the office of the President Subject to the provisions of this Constitution, the office of the President shall fall vacant and the election of the President shall be held or that vacancy shall be filled otherwise in accordance with the provisions of this Constitution as per article 33, as the case may be upon the occurrence of any of the following events: -

- I. Resignation of the President;
- II. Death of the President;
- III. Impeachment of the President.
- IV. Discontinuation from studies.
- V. Any other event or occurrence that may lead to the office of the President being vacant

19.8. Absence from office

- I. In the event that the President is absent, the duties and functions of the President's office shall be discharged by one of the following in the order specified; that is to say: -
 - a) Vice President
 - b) Prime Minister
- II. Where any of the persons specified in paragraphs (a) and (b) of sub-article (I) above discharge the duties and functions of the office of the President by reason that the person preceding him is absent; such a person shall cease to discharge those duties and functions

Immediately after that other person preceding him returns and resumes to discharge the duties and functions of the office of the President.

19.9. Collapse of the Government.

If the offices of both the President and the Vice President are vacant by any other reasons provided under this Constitution other than being absent, the CUHASSO-Bugando interim government shall be presumed not to be in existence and, in the duration, not exceeding fourteen days there shall be conducted the Presidential election as per article 33.

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ARTICLE 20: THE VICE PRESIDENT

There shall be the Vice President of CUHASSO-Bugando.

20.1 The Vice President shall be elected in the manner stated by this Constitution.

20.2 Without prejudice to the article 30 of this Constitution, the Vice-Presidential candidate during general election shall be run mate of the Presidential candidate and shall be voted as a team. The Vice President shall assume the office of the Vice President on the same day the President assumes office and shall hold the office for the period of one year from the date he is sworn in as the Vice President.

20.3. The Vice President shall have the following function.

- I. To assist the President in carrying out his functions as provided for in this Constitution.
- II. To assume responsibilities of the President in the event of his absence or inability to perform his duties.
- III. To perform any other duties as assigned to him by the President when occasion arises.

20.4 Accession to office of President Where the office of the President becomes vacant by any reason provided under this Constitution other than being absent, there shall be re-election of the President unless the President had stayed in leadership for more than half of the ordinary tenure, in such case there shall not be re-election and the Vice President shall assume the duties of the President.

20.5 In case the office of the Vice President falls vacant, the President shall appoint the qualifying successor who shall be approved by the CUHASSRC.

ARTICLE 21: THE PRIME MINISTER

21.1 There shall be the Prime Minister of CUHASSO-Bugando who shall be appointed by the President in consultation with the Vice President and approved by CUHASSRC within seven days after the President and Vice President are sworn. In case the proposed person is disapproved, the

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Speaker shall inform the President within twenty-four (24) hours. The President shall appoint a new Prime Minister within three days who shall hold the office until;

- I. Tenure of office expires.
- II. Death or resignation.
- III. The President appoints another Prime Minister.
- IV. He is removed from his office following his impeachment in accordance with the provision of this Constitution.

21.2. The Prime Ministers shall have full authority over the control, supervision, and execution of the day-to-day functions and affairs of the CUHASSO-Bugando Central government.

- I. The Prime Minister shall be responsible and answerable to the President in performing his duties. He shall receive the directions and supervisions of the President and shall provide leadership and be answerable to the President in respect to any matters of functions assigned to him by the President and this Constitution.
- II. In his absence, he shall assign duties of the Prime Minister to one among the office bearers to discharge the functions of the office of the Prime Minister, provided that such office bearer shall cease to act in that office as soon as the Prime Minister returns and assumes/commences his office.
- III. The Prime Minister shall cause to be prepared and maintained an annual time table of meeting of all CUHASSO organs.
- IV. It shall be the responsibility of the Prime Minister to cause to be prepared and submit before the CUHASSRC a brief report of the event that occurred during the presentation of CUHASSO to any tour, symposium, seminar, workshop, conference or congress by any member or group of members of CUHASSO inside and outside the University.

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- V. The Prime Minister shall cause to be prepared and kept up to date register of all Students with entry denoting courses, year of study, sponsor, hostel, nationality and such other entries for smooth administration of Student affairs.
- VI. The Prime Minister shall perform all duties and functions of the office of the President and Vice President when they are both out of office.
- VII. To coordinate the activities of Ministries and other organs of CUHASSO.
- VIII. The Prime Minister shall be the supervisor of the government business in the CUHASSRC.

21.3. Removal from office

The CUHASSRC may pass a vote of no confidence to the Prime Minister provided that;

- I. Any member of the CUHASSRC if dissatisfied with the performance of the Prime Minister he may initiate the move of vote of no confidence by submitting a proposal in writings to the Speaker.
- II. If, satisfied, the Speaker shall form an inquiry committee.
- III. The committee of inquiry will submit its findings and proposals to the Speaker for tabling in the CUHASSRC.
- IV. A petition shall be signed by more than two third of the total number of members of CUHASSRC and pass resolutions.
- V. The Speaker shall present the resolutions in writings to the President within 24hours.
- VI. The President shall decide to either;
 - a) Agree with the resolutions and appoint another Prime Minister
 - b) Disagree and appeal against the resolutions to the CUHASSRC by giving reasons in writings within 72hours thus asking the review of the resolutions.

If in review the CUHASSRC came up with the same resolutions, The President shall dismiss the Prime Minister; in Otherwise the process to impeach the President shall proceed.

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ARTICLE 22: THE SECRETARY PRIME MINISTERS OFFICE.

22.1 There shall be a Secretary in the Prime Minister's office, appointed by the President,

The secretary shall have the following functions: -

- I. To plan meetings upon consultation with the prime minister.
- II. To take minutes and records of the meeting to which he is the secretary.
- III. To perform any other duties assigned by the Prime Minister.

ARTICLE 23: THE GENERAL SECRETARY PRESIDENT'S OFFICE.

23.1 There shall be a General Secretary in the President's office who shall be appointed by the President according to the provision of this constitution.

23.2. Functions:

- I. To plan meetings upon consultation with the President.
- II. To take minutes and records of the meeting to which he is the Secretary.
- III. To cause a copy of this Constitution to be available to any office bearer or Students upon request.
- IV. To perform any other duties assigned by the President.

ARTICLE 24: MINISTERS AND THEIR FUNCTIONS

24.1 There shall be several Ministers, appointed to their respective Ministries in the manner set forth by this Constitution.

24.2 The Ministers shall have the following function: -

- I. To head their respective Ministries
- II. To undertake all tasks and perform all duties of their respective Ministries.
- III. To appoint a Ministerial Committee in each ministry, of not more than five members, only if there is strong need to do so.
- IV. To propose and present the Ministerial annual plan of action before of CUHASSRC.

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- V. To attend all CUHASSRC meetings and ensure smooth running of their respective Ministries.
 - VI. To submit an annual report on all activities concerning their respective Ministries
 - VII. To perform any other duties assigned by the President or Prime Minister.
- 24.3 The Ministers shall have no power to vote in CUHASSRC meetings.

ARTICLE 25: MINISTERIAL SECRETARIES

25. 1 There shall be one secretary to each Ministry as deems fit who shall be appointed by the President in consultation with the Vice President.

25. 2 The secretaries shall have the following duties

- I. To assist Ministers in performing their Ministerial duties.
- II. To keep records of the Ministries.
- III. To be secretary in any Ministerial meeting.
- IV. To perform any duties as they may be assigned to, by the Minister.
- V. To advice Ministers of various Ministerial activities.
- VI. To help the Ministers in drafting of the Ministerial annual plan of action and reports.

ARTICLE 26: MINISTRIES

26.1 There shall be several Ministries as herein provided: -

- I. Ministry of Academic Affairs.
- II. Ministry of Loans and Grant Affairs.
- III. Ministry of Health and Food.
- IV. Ministry Accommodation, Defense and Environment.
- V. Ministry of Information and Public Relations.
- VI. Ministry of Finance and Planning
- VII. Ministry of Constitution, Legal and Parliamentary Affairs

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VIII. Ministry of Off campus.

IX. Ministry of Sports and Social Affairs.

X. Ministry of Gender Affairs, Counselling and Special Needs

26.2 The President in consultation with the Vice President can modify the stated Ministries, establish a new Ministry or Position, as he seems fit but shall not exceed a total of ten Ministries.

In so doing, he shall inform the CUHASSRC.

26.3 MINISTRY OF ACADEMIC AFFAIRS.

26.3.1 There shall be a Ministry of academic affairs with the following functions.

- I. To deal with all matter Pertaining to academic affairs.
- II. To organize and coordinate all academic and educational activities whose interest is to catalyze and promote learning spirit.
- III. To cooperate with Faculty Representatives (FRs) concerning academic issues of a particular Faculty.
- IV. To ensure availability, accessibility and qualities of learning and teaching facilities
- V. To oversee the library services
- VI. To ensure proper functioning of the academic associations
- VII. Students' representatives in meetings of all Faculties or IAHS at the Faculty level
- VIII. To deal with CRs' affairs

26.4 MINISTRY OF GRANTS AND LOANS AFFAIRS

26.4.1 There shall be a Ministry of Grants and Loans affairs to deal with the following functions;

- I. To make follow up on grants and loans from HESLB or other specified sponsors.
- II. To make follow up on the procedures involved in the distribution of Loans and grants.
- III. To attend students Loans and grants problems.

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26.5 MINISTRY OF HEALTH AND FOOD

26.5.1 There shall be a Ministry of Health and Food with the following functions: -

- I. To deal with all matters pertaining health and food.
- II. To ensure that food provided in cafeteria is of good standards and adherent to hygienic requirements.
- III. To ensure that all food service providers are in conduct as well as civility language.
- IV. To supervise food service providers and consumers regularly.

26.6 MINISTRY OF ACCOMMODATION, DEFENSE AND ENVIRONMENT

26.6.1 There shall be a Ministry of Accommodation, Defense and Environment, with the following functions;

- I. To deal with all matters pertaining to accommodations, defense and environment.
- II. To promote habit of environmental conservation in campus and off campus.
- III. To ensure that all hostels are in good condition for residents.
- IV. To put in consultation with Dean of Students a good order of releasing students to reside off campus.
- V. To keep records through the secretary of students living in campus that shall help the central government managing them in any cases.
- VI. To deal with safety, security and discipline of people and their properties.

26.7 MINISTRY OF INFORMATION AND PUBLIC RELATIONS

26.7.1 There shall be a Ministry of Information and Public Relations with the following functions:

- I. To oversee and coordinate all activities linked to information and publicity.
- II. To be responsible for the notice boards.
- III. To promote and maintain relation between CUHASSO-Bugando community and other external communities.

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- IV. To organize and coordinate all social and information activities whose aim is to educate and promote the spirit of awareness and to update the CUHASSO-Bugando community on current issues

26.8 MINISTRY OF CONSTITUTION, LEGAL AND PARLIAMENTARY AFFAIRS.

26.8.1 There shall be a Ministry of Constitution Legal and Parliamentary Affairs with the following functions: -

- I. To supervise all issues pertaining to CUHASSO-Bugando Constitution and any other Legal issues pertaining Students' welfare.
- II. To act in collaboration with the CUHASSRC in amending the Constitutions.
- III. To act in collaboration with the CUHASSRC in preparation of rules and regulations pertaining Students' affairs.
- IV. To prepare and present any bill from the cabinet to the CUHASSRC
- V. To take role in preparation of any contract between CUHASSO-Bugando and any other organ
- VI. To keep aware and advise the central government of any Constitutional or Legal affairs.
- VII. To assist in the interpretation of any law applied in the daily activities of the Students or other members of the CUHASSO-Bugando community. However, in doing so the ministry shall consult the CUHASSO-Bugando Students' Lawyer who shall be hired for the purpose when need arises.

26.9 MINISTRY OF FINANCE AND PLANNING.

26.9.1 There shall be a Ministry of Finance and Planning with the following functions: -

- I. To effectively plan on the income and expenditure of CUHASO-Bugando fund.
- II. To advise the central government on all matter pertaining to finance and planning of relevant CUHASSO-Bugando fund.

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- III. To draft and present before CUHASSRC an annual budget of proposed income and expenditure of CUHASSO-Bugando fund
- IV. To answer before the CUHASSRC any question pertaining to the planning income and expenditure of CUHASSO –Bugando fund.
- V. To create and promote income generating activities for CUHASSO-Bugando.

26.10 MINISTRY OF SPORTS AND SOCIAL AFFAIRS

26.10.1 There shall be a Ministry of Sports and Social Affairs with the following functions: -

- I. To organize and coordinate all sports activities with the aim of promoting physical fitness and encouraging the spirit of sportsmanship, within the students' community and other external communities.
- II. To plan and coordinate all cultural activities, in the line with CUHASSO-Bugando objectives, with intention of promoting friendship and cooperation between CUHASSO-Bugando community and other outside communities.
- III. To form a CUHASSO Sports Council in cooperation with the CUHASSRC sports Committee, The Sports Council shall be composed of twelve members and will be active for a time within the tenure of government.
 - a) Two members from each faculty.
 - b) Dean of student who shall have no power to vote.
 - c) CUHASSRC sports committee representative.
 - d) No any ministry leader shall be included in the council.

26.10.2 Functions of the Sports Council

- I. To prepare, supervise and coordinate all university sports competitions through the Ministry of Sports and Social Affairs.
- II. To form regulations and rules guiding all University competitions independently.

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- III. Rules in (b) shall be documented and posted on all School Boards before the competition begins.
- IV. Rules and regulations made on (b) shall possess the definitive role on all matters concerning the University competitions.
- V. All appeals shall be admitted to the Ministry of Sports and Social Affairs and decisions shall be made in accordance to the rules and regulations made in (b).
- VI. The Minister of Sports and Social Affairs is empowered of dissolving the sports' council or terminating membership of any individual for a justice reason(s).

26.11 MINISTRY OF OFF-CAMPUS

26.11.1 There shall be a Ministry of off campus with the following functions;

- I. To attend all matters pertaining off campus Students.
- II. To organize and supervise the off-campus assembly.
- III. To keep records of students living off campus through, secretary as this shall help the central government in managing any cases.
- IV. To promote good relationship between off campus students and local government and community

26.12 MINISTRY OF GENDER AFFAIRS, COUNSELLING AND SPECIAL NEEDS.

26.12.1 There shall be a ministry of gender affairs, counseling and special needs with the following functions

- I. To identify and assist students facing challenges of gender-based violence example, sexual harassment.
- II. To seek doctors and counselors to help the victims and provide mental health education to students.
- III. To collaborate with the Office of the Dean of Students in addressing various challenges of students, such as discipline, drug abuse, stress, depression etc.

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- IV. To assist students with special needs in any challenges they may have, such as albinos, compromised health status, disabled students, etc."
- V. To console, comfort and encourage students who have encountered difficulties such as the loss of parents or dependents, prolonged illness, etc.

ARTICLE 27: STUDENTS' COMPLIANCE AND MEDIATION COMMITTEE

27.1 There shall be Students' Compliance and Mediation Committee appointed by the Cabinet and approved by the CUHASSRC which shall operate in a manner stated in this Constitution.

27.2 The Students' Compliance and Mediation Committee shall have not less than five and not more than eleven members one of whom shall be the Dean of Students or his representative.

27.3 The committee shall have at least one member from each Faculty and at least one third of the members shall be female and one member with disability

27.4 There shall be a Chairperson and the Secretary of the Students' Compliance Committee appointed by the Cabinet from among the members.

27.5 The quorum and decision for any meeting of the committee shall follow the conditions in article 11.3.3 and 11.3.5 of this Constitution.

27.6 The Dean of Students or his representative shall always attend the meetings of the committee

27.7 The Students' Compliance and Mediation Committee shall have the following functions;

- I. To encourage the students to do quality work and create problem solving atmosphere.
- II. To foster compliance to the laws of the country, the University Charter, Students By- Laws, CUHASSO Constitution, and other University policies and regulation
- III. To promote self-learning, self-improvements and communication
- IV. To play a role of conciliation among Students whenever needs arise
- V. To advise the Cabinet on Students' disciplinary issues

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VI. To help Students to reduce mistakes thereby creating positive attributes throughout their study period at the University

27.8 The committee shall have power to act as a disciplinary authority which is in respect to CUHASSO-Bugando, and make necessary recommendations to the Students 'Disciplinary Authority or other Organ of the University on Students' disciplinary matters. However, it shall have no power to give punishment of either suspension from studies or dismissal of the student.

ARTICLE 28 CLASS REPRESENTATIVES (CRs)

28.1 Each class shall have two Class Representatives (CRs) in which one shall be a male and the other be a female. For classes divided into morning and evening sessions, each session shall have its own two Class Representatives. The Ministry concerning of academics shall directly be responsible for CRs affairs.

28.2 Functions of a Class Representative.

- I. Providing all information concerning the class such as class timetable, class venue availability, students' session's permissions and class attendance.
- II. Preparing all teaching and learning essentials such as projectors, marker pens, white boards, sound system etc. before the class session begins.
- III. Act as a bridge between the class and the lecturer concerned.
- IV. Attend all academic issues on departmental level

28.3 Any Class representative at all times shall not use his position to behave and practice in a manner of siding to any political side or person(s) at the University.

28.4. Removal of the Class Representatives from position;

- I. Any class representative shall lose the position upon presentation to the President of a resolution signed by not less than two third of the class members. The resolution must be made at a meeting attended by at least two third of the class members in presence of the CUHASSRC member of that particular class and in consultation of the Dean of Students.

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- II. The Cabinet can remove from position any class representative if proved by evidence acting in the manner contrary to this Constitution. In such situation, the Chairman of the cabinet shall appoint the committee of not less than five but not more than ten people from among class the representatives to investigate the said allegation(s) and come up with the recommendations for approval by the cabinet. The individual shall not be able to contest for such position for a period of one academic year.

ARTICLE 29: OFFICE BEARERS AND THEIR STATUS.

29.1 The executive arm of CUHASSO-Bugando shall be the central government composed of the President, Vice President, Prime Minister, Secretary General of President's office, Secretary of Prime Minister's office, Ministers Deputy Ministers and Ministerial Secretaries

29.2 The executive arm of CUHASSO-Bugando at Hostel level shall be composed of Hostel Chairperson and the Secretary.

29.3 The executive arm of CUHASSO-Bugando Off campus assembly shall be the Off Campus Assembly Chairperson and Secretary, and the Minister of Off-campus.

29.4 The executive arm of CUHASSO-Bugando at Faculty level shall be formed by the Faculty Assembly Chairperson and Secretary.

29.5 The executive branch of CUHASSO-Bugando at the class level shall be formed by respective Class Representative and the CUHASSRC class representative.

ARTICLE 30: REMUNERATION

The office bearers and other members of the CUHASSRC shall not be entitled to any salary except the allowances and reimbursement of any expenses incurred by them in the performance of their respective duties as provided by the rules and regulations of CUHASSO-Bugando.

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ARTICLE 31: TERMINATION FROM OFFICE

31.1 Any office bearers may leave office either by impeachment by the CUHASSRC, student's Baraza, voluntarily resignation or by the President as per this constitution.

31.2. Terminations from office by voluntarily resignation.

- I. Any office bearer shall be declared in writings to have full resigned from office upon tendering sufficient notice of resignation to be body that elected or appointed him to office. The aforementioned notice shall state a letter stating clearly the reasons(s) for resignation.
- II. For the case of the President or Vice President the letter of resignation shall be tendered to the Speaker of CUHASSRC who shall within 48 hours present the letter to the student's Baraza which elected the particular office bearer. For validity of resignation shall be agreed to not less than 60% of the CUHASSO –Bugando members present at the said meeting, then the individual may step down from this office. Otherwise, it is null and void.
- III. If, however, one decides to proceed with resignation as he wished, he shall not be able to contest for any other elected position nor shall be nominated for any position of leadership for his duration at the University.

31.3. Impeachment by the Student's Baraza.

- I. Any member of CUHASSO-Bugando may move a motion to impeach the President or Vice President provided that the motion is lodged through the Speaker.
- II. The decision for impeachment may be made if the President is alleged to have committed any of the following; -
 - a) Abuse of his power
 - b) Misappropriation of CUHASSO-Bugando fund
 - c) Involvement in corrupt acts.
 - d) Involvement in any sexual scandal or any other unethical conducts.

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e) Violation of the CUHASSO-Bugando Constitution or University Students' by-laws, Charter or Universities Act.

f) Participation in any acts that compromises diminish or prejudices the status of CUHASSO- Bugando and/or its members.

- III. Upon proposal of motion to impeach, the Speaker shall be responsible for the collection of signature for the petition of the confidence against the alleged office bearer.
- IV. The motion of no confidence shall be drafted and signed by not less than 60% of the CUHASSO-Bugando members.
- V. Any vote of no confidence shall be discussed by the CUHASSRC and decided upon pending approval by Student's Baraza.
- VI. The quorum and decision for the necessary meeting shall refer to the condition in article 10.3.3 and article 10.3.4 otherwise the same shall be void and null. The voting for vote of no confidence shall be done by secret ballot.
- VII. The Speaker shall be responsible for convening the Student Baraza for the purpose of confirming the CUHASSRC vote of no confidence against the President and /or Vice President. If this shall not be done within three days CUHASSRC vote, not less than 60% of the CUHASSRC members may convene a meeting to elect a new Speaker who shall convene the necessary Students' Baraza meeting.
- VIII. Affirmation of vote of no confidence of the President and Vice President shall lead into dissolution of the central government, where by the Speaker shall head CUHASSO-Bugando until new election is held.
- IX. In the event of impeachment of the President, the Vice President shall take over the duties of the President until new election is held without prejudices to article 14.4 of this Constitution.

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- X. If the event of impeachment of the President and Vice President occurs in the first half of the period of leadership which last in one year, the Speaker shall within 21 days in consultation with Electoral Commission hold election of the President. And if the event occurs, in second half of the period of leadership, all interim office bears shall hold offices until annual election

31.4 Impeachment of the Speaker CUHASSRC

- I. Any member of CUHASSRC may move a motion to impeach the Speaker or Deputy Speaker.
- II. Upon making a motion of no confidence against the Speaker, the CUHASSRC session shall be chaired by the Deputy Speaker and vice versa is true.
- III. If both the Speaker and Deputy Speaker shall be impeached, the Secretary of CUHASSRC shall chair the CUHASSRC for election of new Speaker through following the same condition of electing the Speaker and Deputy Speaker as stated by this Constitution.
- IV. Secret ballot shall be the method of voting. The removal of the Speaker from office requires not less than 60% of the CUHASSRC members present at the meeting who must support the motion thus necessitating the election of new Speaker.

31.5 Prior to moving a motion of no confidence or impeachment to any office bearer, such office bearer shall be given an opportunity to be heard and defend himself.

ARTICLE 32: THE ELECTION AND ELECTORAL COMMISSION

32.1. There shall be an independent CUHASSO-Bugando Electoral Commission to supervise elections.

- I. The Electoral Commission shall be composed of not less than five (5) but not more than eleven (11) members.
- II. The members shall be elected by CUHASSRC among CUHASSO-Bugando members who are neither CUHASSRC member nor central government office bearers.

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- III. The members shall be from each Faculty and with no history of misconduct against elections.
- IV. There shall be a Chairperson of the Electoral Commission elected by the CUHASRC from among the elected Members. The Chairperson shall be the Head, Chief executive and Spokesperson of the Electoral Commission.
- V. There shall be the Chief Returning Officer (CRO) of the Electoral Commission appointed by the Chairperson from among the elected members. He shall be responsible to execute and direct the functions of the commission. The CRO shall be answerable to the Chairperson.
- VI. There shall be a Secretary of the Electoral Commission appointed by the Chairperson. The Secretary shall be responsible for keeping minutes of the meetings and records of the Electoral Commission.
- VII. The governing body of the Electoral Commission shall be the Secretariat which shall be composed of the Chairperson, Secretary and Chief Returning Officer in which the Chairperson shall be the Head.
- VIII. No member of Electoral Commission shall be allowed to endorse or campaign for any candidate.
- IX. Any member of Electoral Commission shall not be elected or appointed in any leadership post during the tenure of the Commission.
- X. The total number members from former Electoral Commissions to be elected must not exceed three.
- XI. The members appointed shall be firstly interviewed and then approved by the CUHASSRC; failure to attend the interview shall be disqualified.
- XII. The Dean of Students shall be associate member of Electoral Commission with right to attend all meetings but with no power to vote.

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XIII. The tenure for the Electoral Commission shall be one year from the time it was elected. New Electoral Commission shall be appointed by the CUHASSRC not less than fourteen (14) days before dissolution of CUHASSRC.

XIV. Member of the Electoral Commission should be anyone who has not involved in previous elections.

XV. The Secretariat of the Electoral Commission can discipline any member of the commission involved in election irregularities, this can include suspension from the commission and sending him to Students' Disciplinary Authority.

32.2 All members of the Electoral commission shall be sworn in by a legally qualified person holding office in the Attorney- General's Chambers.

32.3. Any resignation or suspension of Member of the Electoral Commission shall state the reasons behind such decisions and submitted in writings through the Chairperson of the Electoral Commission to the Speaker for approval

32.4. The Electoral Commission shall conduct meetings in the following manner; -

- I. It shall meet two weeks before the proposed opening of nominations.
- II. It's obligatory for all members of the Electoral Commission to attend all meetings. Any excuse of absence should be reported to the Chairperson early before the respective meeting.
- III. The quorum for the meetings shall be not less than 60% of the members provided that the Chairperson or the Chief Returning Officer is present.
- IV. All members of the Electoral Commission shall have equal rights of opinions and contributions on matters relating to elections and the Electoral Commission.
- V. All decisions shall be approved by not less than 60% of the members attending such meeting.

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- VI. Its obligation for each single member to faithfully hold the secrets of the Electoral Commission

32.5. The Electoral Commission shall perform the following functions: -

- I. To prepare and implement an election time table.
- II. To distribute election forms to aspirants and to receive the duly filled forms.
- III. To interview, scrutinize and approve the aspiring candidates.
- IV. To introduce the qualified candidates to the students/voters for election during the first campaign meeting.
- V. To discuss and approve the election manifestos.
- VI. To oversee the entire process of general election and by-elections and to announce the results.
- VII. To create rules and make necessary amendments of the existing rules governing the conduct of elections without prejudice of this Constitution, Charter or Universities Act.
- VIII. To determine the fee to be paid by any aspirant of the post of President and Vice President upon collection of their election forms.
- IX. To receive, discuss and give rulings on any appeals related to the election.

32.6. Eligibility of candidates.

Any member of CUHASSO –Bugando shall be eligible to contest for office of the President or Vice President provided that: -

- I. Is a Tanzanian citizen.
- II. Is of good conduct and sound academic standing with GPA of not less than 2.5 points in previous year of study and proven ability to sustain leadership responsibilities without impairing academic performance.
- III. Has paid the CUHASSO-Bugando annual subscription fee and all University fees.
- IV. Is found mind and clean studentship records.

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- V. He refrains from directly engage in any political party activities as provided in Student By-Laws, 2014 as amended and Universities Act
- VI. Is neither finalist nor a first year student.
- VII. Presidential candidate shall be from degree programs while Vice Presidential candidate shall be from diploma programs.

32.7. Election scheduling.

The annual elections scheduling shall be held within six weeks in the beginning of the second semester of the academic year. This is part approval by the CUHASSRC.

32.8. The election at the University shall be that of the President and Vice President. The post at Faculty, Hostel and Class levels shall be done at those respective levels before general election.

32.9. Candidacy.

- I. Aspirants to be elected for posts in the central government shall duly fill the required forms, doing so in the manner set forth in by Electoral Commission rules. The form for presidential and vice-presidential candidate shall be acquired at a prescribed fee determined by Electoral Commission.
- II. The form of CUHASSRC membership aspirants shall be duly filled and submitted to the Electoral Commission. Forms of CUHASSRC membership shall be provided freely.
- III. All nominations and manifestoes shall be submitted to the Chief Returning Officer within the time stipulated by the Electoral Commission.
- IV. As a prerequisite for qualification as a candidate for Presidential and Vice Presidential post, each aspirant must obtain not less than 10% sureties from each faculty among the member of CUHASSO-Bugando in particular faculty whose signatures shall appear on candidates own form.
- V. For the avoidance of doubt, each CUHASSO-Bugando member shall have opportunity to be a surety for only one team of aspirants.

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- VI. The signature of at least a quarter of the members of their respective hostel floors must be obtained by the candidates or the position of hostel/Block CUHASSRC representative.
- VII. The signature of at least 10% of the member of the class must be obtained for CUHASSRC class representative.
- VIII. Electoral commission shall, in manner it deems fit announce not more than three names of candidate for each post.

32.10. Campaigning procedure

- I. The Electoral Commission shall launch election campaigns one week before the day set for election. The opening of the campaigning must be attended by all candidates, whereby each candidate shall be given equal opportunity to express himself before voters. Voters shall be given the opportunity to ask questions or clarifications in the order set by Electoral Commission.
- II. Any CUHASSO-Bugando member present at the aforementioned campaign meeting shall be allowed to ask questions or clarifications with the exception of the Electoral Commission members.
- III. Once candidate has delivered his campaign speech, he shall not be allowed to withdrawal from election unless he gives sufficient grounds for withdrawal to the satisfaction of the Electoral Commission.
- IV. The Chairperson of the Electoral Commission shall preside over the election campaign meeting and he may object to any question which he considers irrelevant, offensive and indecent or slanderous against the personality of the candidate.
- V. Upon conclusion of inauguration of the election campaigns, candidate shall be free to carry out their own campaigns bearing in mind that no candidate shall use any corrupt means, abuse or degrading language against his opponent.

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VI. Destruction of other candidate's publication by any persons is under no circumstances allowed, punishable and may lead to disqualification of the candidate if found to be involved.

VII. The campaigns shall come to an end 6 hours before time for opening of the polling stations.

32.11. Voting.

I. All elections shall be done by secret ballots and shall be carried out after seven days of campaign. The Chief Returning Officer shall be responsible to prepare, keep and distribute the ballot papers in a manner determined by the Electoral Commission.

II. Candidate and/or agents may be present at the voting to satisfy them that no forgery or irregularity takes place in any way.

III. Electoral commissioners shall advice voters on matters of voting procedures, but shall not side with any contender and shall in no way influence voters to vote for a particular candidate.

IV. Candidate shall in no anyway solicit voters in the vicinity of the ballot box and/or voting stations.

32.12. Disqualifications.

I. Any candidate shall be disqualified at any stage in election process for violating the election rules and regulations.

II. The case for disqualification shall be presented to the Electoral Commission through the Chief Returning Officer.

III. Any member of CUHASO-BUGANDO through Electoral Commission has a right to lodge a complaint of election irregularities against any aspirant at any stage during election provided that there are sufficient reasons to the satisfaction of the Electoral Commission.

IV. The Electoral Commission shall determine the disqualification claims or allegation and shall make a ruling provided that both the petitioner and the defaulter are interviewed.

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32.13. Results

- I. The Chief Returning Officer shall examine the results of candidates for every post and if there is a candidate who has scored the highest number of votes, with one third or more of the total votes cast, such candidate shall be declared as the winner, thus the elected candidate.
- II. The Chairperson of the Electoral Commission shall announce the Winners and award them Certificate of being elected.
- III. The supreme relating to election shall be the Electoral Commission.

32.14. Appeals

- I. Any candidate shall have right to appeal to the Electoral Commission if dissatisfied with the results announced by the commission.
- II. The Students' Lawyer shall be the invited member of the Electoral Commission for Legal advice.
- III. Appeals shall be presented the electoral commission to the Chief Returning Officer within seventy-two (72) hours after announcing of the results by the commission.
- IV. The Electoral Commission shall receive, discuss and give final supreme rulings on any appeals related to the election in the time within seventy-two (72) hours or deems fit

32.15. Electoral Misconduct

Any candidate, member of the Electoral Commission, CUHASSO-Bugando member or member of the University staff who shall in the opinion of the Electoral Commission, adversely affect election in any irregular manner shall be subjected to the University Disciplinary Authority.

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ARTICLE 33: THE INTERIM GOVERNMENT

33.1 There shall be an interim government which shall be into power when there is no Central Government as per this constitution.

33.2 The Central Government shall be absent if;

- I. The General Election has been postpone.
- II. The collapse of the government as per article 19.9.
- III. The vacancy of the office of the president as per article 19.7.V.

33.3 The interim government shall be composed of

- I. The President
- II. The Vice- President
- III. The Prime Minister
- IV. Ministers
- V. Deputy Ministers.

33.4. I .How to obtain an interim government

- a) Student Baraza shall perform its function of electing of an interim government under the supervision of the CUHASSRC secretary following the following procedure.
- b) There shall be Temporary Committee for the Election of President (TCEP) that shall compose of not less than 9 and not more than 15 members
- c) CUHASSRC secretary shall supervise the formation of Temporary Committee for the Election of President (TCEP) out of class representative from each class
- d) There shall be the chairperson of the TCEP who will be elected from among the TCEP members.

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- e) The chairperson shall be the Head, Chief executive and Spokesperson of the TCEP
- f) There shall be a Secretary of the TCEP appointed by the Chairperson. The Secretary shall be responsible for keeping minutes of the meetings and records of the TCEP.
- g) There shall be the Chief Returning Officer (CRO) of the TCEP appointed by the Chairperson from among the elected members. He shall be responsible to execute and direct the functions of the committee. The CRO shall be answerable to the Chairperson.
- h) All CRs shall have the duty to bring names for the presidential post from their classes to the meeting of all CRs with TCEP.
- i) There shall be a meeting of all CRs with TCEP to obtain at most five names out of all nominated that will be sent to the next meeting with TCEP.
- j) The committee shall run the procedure to obtain three names of the nominees who shall stand for the election in the student baraza
- k) And the whole procedure shall run for fourteen days till the president is announced
- l) Nominated names shall neither be from first year nor finalist
- m) The nominated candidates will have time to introduce and express themselves before the student Baraza before the election.
- n) The CUHASSRC secretary shall be the associate member of the meeting with no power to vote.
- o) The Dean of Student shall be the associate member of the meeting with no power to vote.

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II. The meeting shall be conducted as follows

- a) The meeting shall be held within fourteen days after the announcement from the electoral commission
- b) It's obligatory for all members of Electoral Committee and TCEP to attend the meeting. Any excuse of absence should be reported to the Chairperson early before the meeting.
- c) The quorum for the meeting shall be not less than 60% of the members provided that the Chairperson or the Chief Returning Officer is present.
- d) All members of the meeting shall have equal rights of opinions and contributions on matters relating to election.
- e) All decisions shall be approved by not less than 60% of the members attending such meeting.
- f) Its obligation for each single member to faithfully hold the secrets of the meeting.

III. Eligibility of Candidate.

Any member of TCEP shall be eligible to contest for office of the President and Vice President provided that;

- a) Is a Tanzania citizen
- b) Is if good conduct and sound academic standing of not less than 2.5 points in previous year of study and proven ability to sustain leadership responsibilities without impairing academic performance
- c) Has paid CUHASSO-Bugando annual subscription fee and all University fees as required.
- d) Is found mind and clean studentship records.

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- e) He refrain from direct engage in any political party activities as provided in Student By-laws of 2014 as amended and University act.
- f) Is neither a finalist nor a first year student.
- g) Presidential candidate shall be from degree program while Vice Presidential candidate shall be from diploma programs.

IV. Election procedure.

- a) There shall be an emergence University Baraza which shall be held on request of outgoing CUHASSO-President soon after the meeting of electoral committee and TCEP by for the purpose of electing the President and Vice President.
- b) The candidates will be given time to introduce and express themselves before the University Baraza.
- c) The election shall be done by secret ballots and shall be carried out the same day in the University Baraza after the introduction of the candidates.
- d) Candidate and/or agents shall be present at the voting to satisfy that no forgery or irregularity takes place in any way.

V. Resulting

- a) The Chief Returning Officer shall examine the results of candidates for every post and if there is a candidate who has scored the highest number of votes, with one third or more of the total votes cast, such candidate shall be declared as the winner, thus the elected candidate.
- b) The Chairperson of the Electoral Commission shall announce the Winners and award them Certificate of being elected.
- c) The supreme relating to election shall be the Electoral Commission.
- d) The winner shall be announced the same day after the election.

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VI. Swearing in of CUHASSO-Bugando leaders.

- a) The Elected President and Vice President shall be sworn in within seven days after the University Baraza Election by a legally qualified person holding office in the Attorney- General's Chambers.
- b) The Prime Minister, all Ministers and Deputy Ministers shall be sworn in by the President in presence of the Vice President.

VII. Tenure.

- a) All Interim Government CUHASSO-Bugando office bearers shall hold offices until the day of next election with prejudice of article 34.1
- b) CUHASSO-Bugando officer bearers shall be eligible for re-election, but shall not be allowed to contest the same post for more than two consecutive terms.

ARTICLE 34: SWEARING IN OF THE CUHASSO - BUGANDO LEADERS.

34.1 The Elected President and Vice President shall be sworn in within seven days after the general election by a legally qualified person holding office in the Attorney- General's Chambers.

33.2 The Prime Minister, all Ministers, Deputy Ministers, Secretary General of President's Office, Secretary of Prime Minister's Office and Ministerial Secretaries shall be sworn in by the President in presence of the Vice President

33.3 The CUHASSRC Speaker shall be sworn in by the outgoing CUHASSRC Speaker.

33.4 CUHASSRC members shall be sworn in by CUHASSRC Speaker.

ARTICLE 35: TENURE

35.1 All CUHASSO - Bugando office bearers and CUHASSRC members shall hold offices for the period of one year effectively upon swearing in.

35.2 CUHASSO - Bugando officer bearers shall be eligible for re-election, but shall not be allowed to contest the same post for more than two consecutive terms.

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ARTICLE 36: HANDING OVER OF OFFICIAL DUTIES

36.1 The handing over of the office by the outgoing members of CUHASSO-Bugando shall be in writing and shall state forth well the circumstances that led to handing over of the office as well as the as the financial and administrative affairs of CUHASSO-Bugando.

36.2 The handing over of documents shall provide elaborative explanation of the accomplished, semi accomplished, or non-performed of planned envisaged activities and corresponding reasons or precautions to be taken to avoid consequences thereof.

36.3 The handing over of documents shall be read before a dully Constituted Student's Baraza, in the presence of the Dean of Students or his representative.

CUHASSO-BUGANDO FINANCE, PROPERTY AND ADMINISTRATION OF FUND.

ARTICLE 37: SOURCE OF FUND.

37.1 CUHASSO-Bugando source of fund shall comprise of all Students' subscription fees, service charges, payments from projects, donation by the University, and contributions to CUHASSO-Bugando from members and other sources. CUHASSO-Bugando members shall participate fully in any contributions that may be necessary for the running of the organization.

37.2 The Minister of Finance and Planning shall be responsible for management of all CUHASSO-Bugando finances and the CUHASSO BANK account. He shall be responsible with keeping the central government informed as shall be required of him.

37.3 The Minister for Finance and Planning shall deal with distribution of all finances for and on the CUHASSO BANK account to all Ministries and Organs of CUHASSO.

37.4 Without prejudice to the aforesaid, the Minister of Finance and Planning, shall be responsible for all matters pertaining to the planning, initiation and execution of project intended for fundraising for CUHASSO-Bugando and shall be the custodian of all proceeds thereof.

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37.5 The Ministers of Finance and Planning shall be responsible for depositing of the collected funds into the bank account appointed for the purpose.

37.6 CUHASSO-Bugando expenses shall stand upon approval by THE CUHASSRC except for emergence cases.

ARTICLE 38: BANK ACCOUNT

38.1 CUHASSO-Bugando shall have its own bank account.

38.2 The central government shall use CUHASSO Bank account upon consultation with the University Bursar and the Deputy Vice Chancellor responsible for finance.

38.3 Signatories: -

The following are the signatories for the purpose of withdrawing funds from CUHASSO-Bugando Bank account

Column A; compulsory;

- I. The President of CUHASSO-Bugando or Vice President of CUHASSO-Bugando.
- II. The CUHASSO-Bugando Minister of Finance and Planning.

Column B;

- I. The Deputy Vice Chancellor responsible for finance.
- II. The University Bursar.
- III. Dean of Students.

ARTICLE 39: MANAGEMENT OF PROPERTY

39.1 The management of all properties of CUHASSO-Bugando shall be the responsibility of all members.

39.2 All investors running their business with CUHASSO shall be responsible to pay their rent and service charges to CUHASSO through CUHASSO Bank account submitting the pay in slip to the University finance department and a copy to CUHASSO.

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39.3 For the purpose of ensuring effective CUHASSO project management the contracts entered between CUHASSO and any investor shall be determined annually.

38.4 CUHASSO central government through the President upon consultation with CUHASSO tender Committee shall have power to terminate any contract entered which proves of no benefits to CUHASSO.

39.5 No CUHASSO office bearers shall be allowed to own CUHASSO projects while in the course of his office serving unless declared it publicly before assuming an office.

ARTICLE 40: CUHASSO TENDER COMMITTEE

40.1. There shall be a CUHASSO tender committee composed of five members who are: -

- I. Minister of Finance and Planning who shall be Chairperson.
- II. Minister of Constitution, Legal and Parliamentary affairs who shall be the Secretary
- III. Dean of Students who shall be a member.
- IV. One member of CUHASSRC.
- V. One member from CUHASSO-Bugando who is neither a member of CUHASSO – Bugando central government nor CUHASSRC

40.2. THE CUHASSO TENDER COMMITTEE SHALL HAVE THE FOLLOWING FUNCTIONS; -

- I. Publishing CUHASSO tenders brought by Ministers to the public for aim of income generating or otherwise.
- II. Receiving and evaluating tender request documents from applicants'. However, on doing so the committee shall conduct on the basis of equity, honest, competitiveness and bias free manner.
- III. Sending recommendation to the CUHASSO President for an award of contract to the offer that best meets requirements outlined in the request.

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- IV. The signed contract copy shall remain to the CUHASSO office, CUHAS Deputy Vice Chancellor responsible for Planning, Finance and Administration, Dean of Students' office and the winner for documentation.
- V. There shall be a tender fee of which 50% shall be used by the tender committee to facilitate the meetings and the remaining 50% to the CUHASSO Bank account

ARTICLE 41 THE CUHASSO EDUCATION FUND

41.1 There shall be CUHASSO EDUCATION FUND which is the fund established by the CUHAS BUGANDO STUDENTS ORGANIZATION to provide financial support to students with unsteady financial states for the successful completion of their studies.

- I. CUHASSO EDUCATION FUND will ensure access to education for students who fail to complete their fees on time due to financial difficulties.
- II. It will be under the leadership of the Ministry of Education Affairs, Ministry of Finance and Planning, and the Ministry of Constitution, Legal and Parliamentary Affairs.

41.2 ESTABLISHMENT OF POWERS AND FUNCTIONS OF THE CUHASSO EDUCATION FUND COMMITTEE

41.2.1 There shall be a committee which will consist of the board, its sub committees and all operating directories; these will be responsible for the supervision of the following functions;

- I. To secure adequate and stable financing of education among financially less stable Students.
- II. To advise the government on new sources of revenue.
- III. To develop and review periodically the formula for allocation.
- IV. To monitor the use of the funds disbursed and ensure adherence to the objects of the fund.
- V. To propose disciplinary proceedings to any member who shall misbehave

41.2.2 There shall be CUHAS education fund regulations. These regulations together with this Constitution shall be used to run the CUHASSO education fund.

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41.3 COMPOSITION AND PROCEEDINGS OF THE COMMITTEE

- I. The CUHASSO Educational Fund committee shall be made of seven members, including the Dean of Students and an Administrator from CUHAS, and led by a chairman who shall be a Minister appointed by the President.
- II. The Members shall hold office for a year and can be re-appointed

41.4 FINANCIAL PROVISIONS

- I. The funds of the CUHASSO EDUCATION FUND shall be 15% of annual collections of CUHASSO Central Government budget, grants, loans, gifts, bequests and contributions from students and non-students.
- II. All collections and disbursements shall be made through CUHAS finance department and CUHAS banking system.
- III. The secretary of CUHASSO EDUCATION FUND will submit to the committee a monthly report of the revenue and expenditures and the Director General will submit an annual report to the Cabinet and University assembly.
- IV. The CUHASSO EDUCATION FUND shall be audited by both an internal and external auditor annually.

41.5 STUDENTS ELIGIBLE TO RECEIVE GRANTS OR FINANCIAL ASSISTANCE FROM THE FUND

41.5.1 There shall be the criteria for a Student to be deemed eligible to receive financial assistance from the fund, listed below;

- I. Be a registered student of any of the school at the University.
- II. Being Financially unstable with one or no parents at all, certified by RITA, ZCSRA and who leads a needy life confirmed by the Dean of Students and Dean of specific school.

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- III. Be disabled student whose disability shall have to be certified by the hospital reports from Zonal or Regional hospital, or any entity authorized to certify such cares and confirmed to lead needy life by the Dean of Students and Dean of specific school.
- IV. Be from lower income household and/ or marginalized community who shall provide evidence of why he or she should receive help and confirmed by the Dean of Students and Dean of specific school.

41.6 APPROVAL OF DECISIONS

All decisions of the committee shall be subject to the Approval of CUHASSO Cabinet after consultation with the Dean of Students.

ARTICLE 42: MISCELLANEOUS MATTERS

42.1 Any record of part of CUHASSO-Bugando office bearers shall be kept in official documents.

42.2 No member of CUHASSO –Bugando or any other individual shall be allowed to use the title of CUHASSO –Bugando for non-official matters without the written consent from the Prime Minister of CUHASSO-Bugando.

42.3 No member of CUHASSO-Bugando central government shall be personally liable for any act done or omitted to be done by him in good faith and without negligence for the purpose of the organization.

42.4 If any subject matter is not being covered by the provision of this Constitution, then such subject matter shall be put before CUHASSRC for discussion pending decision /declaration by Students’ Baraza and or other laws of the country and rules of the university shall be used.

42.5 In case of any conflict between this Constitution and the University policies; the Charter, Universities Act and Laws of the country shall prevail.

ARTICLE 43: AMENDMENT(S) OF THE CONSTITUTION.

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43.1 When needs arise, the CUHASSRC shall appoint a committee to collect proposals, opinions and comments from the students and other legal personnel as it deems fit with a view of making preparations of proposals to amend the Constitution.

43.2 For avoidance of doubt, the committee shall be composed of two members from the Ministry of Constitutional, Legal and Parliamentary affairs, five members from CUHASSRC and five members who are not office bearers. The Dean of students shall be the invited member with no power to vote.

43.3 The proposal of amendment shall be discussed by the committee and notified to the CUHASSRC.

43.4 The CUHASSRC shall communicate to the CUHASSO –Bugando central government through the Minister of Constitution, Legal and Parliamentary affairs and the CUHASSO-Bugando members before, during and after the commencement of the bill.

42.5 The Students ‘Baraza shall approve the bill and dully signed by the President.

43.6 The bill shall be approved by the Council.

CUHASSO CONSTITUTION 2023

ADOPTION

This Constitution has been enacted and adopted by CUHASSRC on the **24th Date of August Year 2023** and approved by University Students' Baraza on **the 06th of December Year 2023**

.....
THOMAS KAYANDA

CUHASSRC SPEAKER

2022/2023

.....
DEUSDEDINT CHARLES

CUHASSO-BUGANDO PRESIDENT

2022/2023

APPROVAL.

Approved by the University Council

On the Day of Year.....

.....
RT. REV. SEVERINE NIWEMUGIZI

CHAIRMAN OF THE CUHAS-UNIVERSITY COUNCIL.