

# SUNYANI TECHNICAL UNIVERSITY SRC CONSTITUTION



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## **PREAMB LE**

We the students of Sunyani Technical University (hereinafter called “the Students”), having our Trust in GOD ALMIGHTY, believing that it is through unity that the interest of the students shall be safeguarded, are:

IN A SPIRIT of friendship, peace, solidarity and fraternity amongst other sister institutions, the youth and people all over the world and all nations;

DESIROUS of fostering chosen bond of friendship and responsibility, realizing the need to attain the highest excellence in our moral, spiritual, social, political and intellectual endeavour;

DETERMINED to establish the dignity of students, secure the welfare of students and ensure discipline amongst students; INTENDING to establish an accountable student governance, enrich our heritage and safeguard the exquisite principles of probity, veracity, impartiality and scrupulosity; and

RESOLVED to abide by democratic principles and to let our knowledge have a liberative effect on all people.

DO hereby enact, adopt and give to ourselves this constitution.

## **CHAPTER ONE THE CONSTITUTION**

### **ARTICLE 1 - NAME**

The name of the body shall be known and called the SUNYANI TECHNICAL UNIVERSITY STUDENTS' REPRESENTATIVE COUNCIL, hereinafter called the "SRC",

### **ARTICLE 2 - SUPREMACY OF THE SRC CONSTITUTION**

(1) This constitution shall be the supreme law of the SRC subjected to:

- a) General Laws of Ghana
- b) The Technical Universities Act
- C) Sunyani Technical University Statutes
- d) Other Rules and Regulations in existence in the Sunyani Technical University.

(2) The power of the Government resides in the strength of the Technical University in whose name and welfare the powers of government are exercise in the manner and within the limited provisions laid down in this constitution.

### **ARTICLE 3 - ENFORCEMENT OF THE SRC CONSTITUTION**

(1) A student who alleges that:

- a) Anything contained in or done under the authority of this

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SRC constitution or

- b) Any act or omission of any person or group of persons or
  - c) A constitution, decision or resolution of anybody, organization, Club, Union or Association; is in contravention with a provision of this constitution, may apply to the SRC Judicial Council for a declaration to that effect.
- (2) The SRC Judicial Council shall for the purpose of declaration under Clause (1) above make such orders and give such directives, as it may consider appropriate.
- (3) Failure to obey or carry out the terms of an order of direction made or given under Clause (2) of this article constitutes a violation of this constitution, contempt of the SRC Judicial Council and shall in the case of SRC Executive Officers, constitute a ground for removal from office.

**ARTICLE 4 - RECOGNITION AND AFFILIATION** (1) The Sunyani Technical University Students' Representative Council (SRC) shall be the legitimate representative body and the official mouthpiece of the Sunyani Technical University student body as a whole, to the Sunyani Technical University Authorities and outside bodies.

(2) The SRC shall be represented on the Governing Council of Sunyani Technical University and some Statutory Boards/Committees of the Technical University.

(3) The SRC President shall represent the SRC on the Governing Council of Sunyani Technical University.

(4) The SRC shall have membership of and or affiliation with the GHANA NATIONAL UNION OF TECHNICAL STUDENTS

(GNUTS), and any other students' youth organization as far as the aims and objectives of such organization do not conflict with those of the SRC.



## **CHAPTER TWO**

### **THE SRC EXECUTIVES**

#### **ARTICLE 5 - FUNCTIONS AND POWERS OF THE SRC**

(1) The SRC shall serve as the mouthpiece of the entire student body of Sunyani Technical University and give primary attention to such areas of activities as contained in this constitution.

(2) The SRC shall serve as a means of communication between students and the Technical University Authorities in all matters affecting the student body as a whole or part thereof.

(3) The SRC shall co-ordinate with other student organizations in Ghana and elsewhere in matters of mutual interest.

(4) The SRC shall organize lectures, orientations, symposia, debates, publications, voluntary works and other social activities such as entertainment and sports.

(5) The SRC shall formulate rules and regulations that will promote cordial relationships between students and or groups of students without discrimination on grounds of sex, creed, political opinion, colour, ethnic origin or course of study.

## **ARTICLE 6 - COMPOSITION OF THE SRC**

(1) All students on registration become members of the SRC. The SRC plays an active role in the academic, as well as the welfare matters of students.

(2) The government of the SRC shall compose of the following organs:

- a) The SRC Executive
- b) The SRC Parliament
- c) The SRC Judicial Council.

## **ARTICLE 7 - THE SRC EXECUTIVE (1) MEMBERSHIP**

The membership of the SRC Executive shall comprise the following officers, who shall be democratically elected by the entire students of the Technical University through a secret ballot:

- a) The SRC President - Chairman
- b) The SRC Vice President
- c) The SRC Secretary
- d) The SRC Finance Officer
- e) The Ghana National Union of Technical Students (GNUTS) Local Representative
- t) The SRC Women's Commissioner
- g) The SRC Public Relations Officer
- h) The SRC Welfare Commissioner

- l) The SRC Sports Commissioner
- j) The SRC Entertainment Commissioner
- k) The SRC Non-Tertiary Coordinator

## **(2) THE SRC CENTRAL COMMITTEE (CC)**

(l) The following members of the SRC Executive shall form the SRC Central Committee (CC)

- a) The SRC President – Chairperson
- b) The SRC Vice President
- c) The GNUTS Local Representative
- d) The SRC Secretary
- e) The SRC Finance Officer
- f) The SRC Women’s Commissioner

(ii) At GNUTS meetings, the SRC President shall attend with the other SRC Central Committee (CC) members except the SRC Vice President. The SRC Vice President shall attend the

GNUTS meeting only when the SRC President is unable to attend.

(iii) The SRC Central Committee shall be a policy initiating body and shall see to the implementation of all SRC policies.

## **(3) POWERS AND FUNCTIONS OF THE SRC EXECUTIVE AS A BODY**

The SRC Executive as a body shall:

- a) Meet at least twice a month

- b) Approve the decisions of their meetings either by a simple majority of members present in voting, or by popular acclamation
  - c) In times of emergency, convene an extra ordinary meeting, and have the power to act promptly without prejudice to any provision of this constitution.
- I. Where the Technical University is on vacation
  - II. Within two weeks of reopening
  - iii Where a situation cannot permit summoning the SRC Parliament when school is in session but not a situation(s) where the Parliament has passed a resolution
  - iv. The SRC Parliament is informed by the officers in charge at its immediate Assembly
  - v. Subject to this constitution, SRC Standing Committees shall be formed by the SRC Central Committee and approved by the SRC Parliament.
- Organize orientation and induction for all SRC not later than one week after appointment.
  - Be responsible for the formulation and execution of programmes that shall ensure the smooth administration of the SRC.
  - Endeavour to establish a communication link with the Ministry of Education, sister institutions and bodies connected with professional education in and outside the country.

Be the main implementing body of the decisions of the SRC Parliament unless otherwise stated herein.

- Be the sole and only representation to the authorities for and on behalf of all students of the SRC.
- Unless otherwise stated in this Constitution, have jurisdiction over all the SRC committees and bodies with the exception of the SRC Judicial Council and the SRC Parliament.

## **ARTICLE 8 - POWERS AND FUNCTIONS OF MEMBERS OF THE SRC EXECUTIVE (1) THE SRC PRESIDENT**

He or She shall have the power to:

- a) Appoint the SRC Chief Justice (CJ) of the SRC Judicial Council (JC) unless otherwise stated in this constitution.
- b) Appoint JCR coordinator
- c) Appoint the Speaker of the SRC Parliament, who should have been a member of the Parliament for at least one  
(1) academic year
- d) Appoint the Non-Resident coordinator in consultation with the Dean of Students and the Senior Residence Tutor.
- e) Appoint all the chairpersons of the Standing

Committees of the SRC in consultation with the Executives of the SRC unless otherwise stated in this constitution

- f) Assign any extra body to the SRC Executive officers.
- g) Take disciplinary action against any officer who refuses to perform his/her duties as stipulated in this constitution and those who shall absent themselves from SRC Executive meetings without any express permission
- h) Appoint SRC Vice-President within the general students' body in the event where the office of the SRC Vice President becomes vacant
- i) Appoint the chief editor
- j) Be a signatory to the SRC bank account together with the SRC Finance Officer and the Finance Officer of Sunyani Technical University
- k) Sign any resolution, memorandum or document in connection with any member of the SRC Executive Committee on behalf of the SRC
- l) Shall have casting vote where there is a tie on a decision at the SRC executive meetings.

## **(2) THE SRC VICE PRESIDENT**

He or She shall

- a) Assist the SRC President in the performance of his or her duties and shall perform such functions as may be assigned to him or her by the SRC President
- b) Act in the absence of the SRC President
- c) Assume office to complete the unexpired term of the SRC President whenever the position of the SRC President within the first three months of assumption of office becomes vacant due to incapacitation, resignation, impeachment, and removal from office and or any other incident
- d) Upon assuming office as SRC President under clause (2) c of this article shall in consultation with the SRC Executive nominate a person within the general student body to become the SRC Vice President subject to the approval of two-thirds of the SRC Parliament
- e) Be the chairperson of SRC hostel Committee who shall monitor the activities of the hostel
- f) Perform all other duties that may be assigned to him or her by the SRC.

### (3) THE SRC SECRETARY

He or She shall:

- a. In consultation with the SRC President summon all SRC Executive meetings
- b. Record and keep minutes of all such meetings of the SRC Executive and take notes at all General

Students' body meetings

- c. Jointly be responsible for the day-to-day running of the SRC office with the Administrative Secretary and have custody of the archives and all important documents at all levels
- d. Conduct all correspondence of the Executive both internal and external which shall be done on the directives of and in consultation with the SRC President
- e. Be in charge of the organization of Executive meeting places
- f. Acts in the absence of the clerk of Parliament
- g. Perform any duty assigned him or her by the SRC.

#### **(4) THE SRC FINANCE OFFICER**

He or She shall:

- a. Serve on the SRC Finance Committee as the Chairperson
- b. Be a signatory to all SRC bank accounts
- c. Be responsible for all financial accounts and keep true records of all financial transactions and assets of the SRC
- d. Register all Associations, Unions and Clubs upon receipt of their financial commitment
- e. Keep proper books of accounts of the SRC in accordance with the provisions of this constitution



- f. Have custody of SRC cheques and cash books, and keep all records of monies in the bank
- g. Present the annual budget of the SRC for approval and any other financial report as may be requested by the SRC Parliament
- h. Present an audited financial statements of accounts and bank statements to the SRC Parliament at the end of every semester
- i. Submit all financial accounts of the SRC including receipts (i.e VAT, IRS etc.) to the appointed auditors for scrutiny and auditing
- j. Keep an imprest for petty expenses as shall be decided upon at the beginning of every semester by the SRC Central Committee and approved by the Finance Officer of the Technical University
- k. Receive financial estimates and expenditure from various committees of individuals for Executive consideration and approval
- l. Post audited statement of accounts and bank statements on all student notice boards at least seven (7) days before the last general meeting of the SRC Executives tenure.

## 5. GNUTS REPRESENTATIVE

The GNUTS Representative shall:

- a. Coordinate the activities of the GNUTS in the SRC
- b. Liaise between the SRC and GNUTS

- c. Be in charge of all activities concerning Students' Loan Trust Fund (SLTF) and Student Support Fund (SSF)
- d. Submit to the SRC, information on national issues and the students' movement as and when necessary
- e. Represent the SRC at all GNUTS meetings
- f. During the celebration of GNUTS or SRC week, coordinate the organization of the activities within the said week for the smooth running of the celebration in consultation with the SRC
- g. Perform any other function(s) assigned him or her by the SRC.

## **(6) THE SRC WOMEN'S COMMISSIONER**

The SRC Women's Commissioner shall:

- a. Be the main spokesperson for and on behalf of all female students on the Sunyani Technical University Campus
- b. Collaborate with other female groups and institutions both local and international for the enhancement of women empowerment
- c. Serve as a link between female students and the SRC.
- d. Represent the female population on the SRC and GNUTS
- e. Make known to the SRC any problem(s) facing female students on the campus and their consequent solution(s)
- f. Undertake any other activities and functions as shall be determined by the SRC

## **(7) THE SRC PUBLIC RELATIONS OFFICER**

The SRC Public Relations Officer shall:

- a. Publicize the works of the SRC and the final decision(s) made at the SRC Parliament
- b. Liaise with anyone who wants to make a presentation to students
- c. Be responsible in the general education of the SRC and the student body on all issues; be it social, political and economic
- d. Keep records on all events of the SRC, the Technical University, and others
- e. Have a copy of records on all properties of the SRC and on general issues
- f. Be abreast with all information of the Technical University, the SRC and general issues
- g. Register all Associations, Unions and Clubs in consultation with the SRC Finance Officer, Chief Justice and the Dean of Students and submit all records to SRC secretary
- h. Endorse all students` publicity before they are posted or displayed
- i. In the absence of the SRC Secretary, act and perform his or her duties
- j. Appoint the masters of ceremonies (MC's) for all SRC organized activities or programmes in consultation with the SRC
- k. Perform functions as may be determined by the SRC.

## **(8) THE SRC WELFARE COMMISSIONER**

The SRC Welfare Commissioner shall:

- a) Be responsible for matters concerning the Welfare of students
- b) Represent the SRC on the Technical University Welfare Committee
- c) Perform other duties as stated in the functions or duties of the SRC Welfare Committee
- d) Liaise with external bodies in relation to the welfare of students
- e) Be a secretary in attendance to the welfare committee
- f) Perform any other duties assigned to him or her by the SRC.

## **(9) THE SRC ENTERTAINMENT COMMISSIONER**

The SRC Entertainment Commissioner shall:

- a. Oversee the organization of all student entertainment activities on campus
- b. Draw an entertainment schedule at the beginning of each semester for approval by the SRC Parliament
- c. Subject to prior approval of the tender board Liaise with external bodies in relation to students' entertainment
- d. Render account of all proceeds accruing to the Entertainment Committee of the SRC every fortnight to the Finance Committee of the SRC
- e. Be a secretary in attendance to the entertainment committee.

## **(10) THE SRC SPORTS COMMISSIONER**

The SRC Sports Commissioner shall:

- a) Be the Chairman of the SRC Games and Sports Committee
- b) Liaise between the University Sports Committee and the SRC
- c) Be the sole custodian of all sports kits and equipment
- d) Perform other duties assigned to him or her by the SRC
- e) Be a secretary in attendance to the SRC Sport Committee.

## **(11) SRC NON-TERTIARY COORDINATOR**

The SRC Non-Tertiary Coordinator shall:

- a) Be the head or mouthpiece of all Non-Tertiary students
- b) Co-ordinate between the SRC Executive organ and the Non-Tertiary programmes
- c) Seek the welfare of all Non-Tertiary students.

## **CHAPTER THREE THE SRC PARLIAMENT**

### **ARTICLE 9 - THE SRC PARLIAMENT**

#### **(1) COMPOSITION**

(i) The SRC Parliament shall be the law making body with the power to approve the policies of the Executive. It shall compose of the following (who shall be accredited and thereby have voting rights except the observers):

- a. The Speaker and the Deputy Speaker
- b. The Clerk
- c. Departmental Association Presidents
- d. One representative from each level from various programs under various departments
- e. All Chairpersons of SRC Standing Committees
- f. The Hall Presidents
- g. The SRC Chaplain
- h. The SRC Chief Imam
- i. The Cadet Commander.

(ii) There shall be observers who shall attend meetings of the SRC Parliament and partake in such meetings but shall not have voting rights. Such observers shall within 48 hours write to the Speaker of the SRC Parliament through the Clerk for approval. Such observers shall constitute 10% of the

General SRC parliament and shall include alumni and members of the student's body.

## **(2) FUNCTIONS OF THE PARLIAMENT**

The SRC Parliament shall:

- a. Subject to the SRC Constitution, have power to discuss all issues concerning students
- b. Notwithstanding clause (a) above, the SRC Parliament on its own initiative, shall consider and make recommendations on any matters provided for in this SRC Constitution which might affect the welfare and interest of students
- c. Have the power to appoint members of the SRC Audit Committee at its first sitting provided that three of the members so appointed shall be persons having reasonable knowledge in auditing and provided that there are no two persons on the Committee from one and the same Hall of Residence in the Technical University
- d. Approve the annual budget of the SRC by two-thirds majority of the house
- e. Approve the audited report of the SRC
- f. Ratify and approve nominations by the SRC Executives
- g. Before taking office, take and prescribe the oath of allegiance whenever there is a newly constituted SRC Parliament
- h. Have the power to summon any of the organs of the SRC and any other student(s) to answer questions on their areas of operation or otherwise.

### **(3) THE SRC PARLIAMENT MEETINGS**

#### **(i) GENERAL MEETINGS**

- a. There shall be a predetermined agenda or agendum for such meetings at the beginning of each semester
- b. These shall be held at least three times a semester
- c. The Speaker and the Clerk shall convene such meetings in consultation with the SRC Executive
- d. Quorum shall be formed by the Speaker or the Deputy Speaker, the Clerk and half of the entire membership of the SRC Parliament
- e. Decisions shall be determined by a simple majority of members present by voting and or by popular acclamation, unless otherwise stated in this constitution
- f. In case of a low turnout, the Assembly by an approved motion, shall empower itself and take decision(s) on issue(s) excluding the approval of budget, impeachment and any other special resolution as may be determined by the constitution
- g. Members of the SRC Parliament shall be notified of a meeting at least five working days before such meetings, and such notices shall be published on all notice boards and where possible any other form of contact may be added.

#### **(ii) EMERGENCY MEETINGS**

- a) These meetings shall be held as and when the need arises



- b) The quorum shall be the Speaker or the Deputy Speaker, the Clerk and one-third of the members of the SRC Parliament
- c) A non-member of the SRC Parliament shall call for an emergency meeting provided sixty (60) students from the various Schools subscribe their names and signatures to a written request to the Speaker, stating explicitly the business to be considered at such meeting
- d) Notwithstanding clause (c) above, the SRC Executive, SRC Judicial Council or any ten (10) members of the SRC Parliament, with at least one from each School, may request an emergency meeting provided that notice of such a request is given in writing and the agenda or agendum is attached and delivered to the Speaker with a copy thereof to the Clerk
- e) At such a meeting as stated above the mover of the motion shall be called upon to present and expound on the issues for discussion
- f) At least half of the members requesting such a meeting shall be present at the meeting
- g) The Clerk, Deputy Speaker, and or the Speaker shall in consultation with the SRC Chief Justice summon such meeting
- h) Notice of such a meeting shall be given at least two working days before the meeting; which such notice shall be published on the notice boards, and where possible through any other form of contact.

(iii) **FIRST GENERAL MEETING**

- a. This meeting shall be convened by the SRC President within three weeks of reopening
- b. The SRC President shall be the Chairman at the start of the meeting and appoint the SRC Speaker for the Parliament
- c. The SRC Chief Justice shall then administer the oath of office and confidentiality to the Speaker of the SRC parliament
- d. Parliament for the purpose of financial administration of the SRC, and the budget preparation, the SRC Finance Committee shall be formed in accordance with Article 11 Clause (1) (i) of this Constitution.

**(4) TENURE OF OFFICE OF MEMBERS**

- I. A member of the SRC Parliament shall vacate his or her seat:
  - a) Upon the dissolution of the SRC Parliament
  - b) If he or she is absent without permission in writing to the Speaker through the Clerk, and he or she is unable to offer reasonable explanation to the SRC Judicial Council for two (2) successive sittings in a semester
  - c) If he or she is expelled from the SRC Parliament after having been found guilty of contempt of the SRC
  - d) If he or she resigns from office as a member of the SRC Parliament by writing under his or her hand and addressed to the SRC Chief Justice

- e) If he or she is removed from office in accordance with Article 12 of this constitution.

II. The SRC Parliament shall be dissolved on the eve of handing over to the new SRC Executive Officers. A meeting shall be called for such purpose and honours made if possible.

## **(6) THE SPEAKER**

The Speaker shall:

- a. Act as the SRC President in the absence of the SRC President and SRC Vice President
- b. Preside over all General meetings
- c. Draw the agenda for the SRC Parliament meetings in consultation with the SRC Executive
- d. Cast a vote at decision making meeting when there is a tie
- e. Together with the Clerk sign, all minutes of all SRC Parliament meetings
- f. Be responsible for all SRC Parliament meetings as authorized by this constitution.

## **(6) THE DEPUTY SPEAKER**

The Deputy Speaker shall:

- a. Deputize in the absence of the Speaker
- b. Be the Chief Whip for the Assembly
- c. Together with the Clerk assist in the organization of the SRC Parliament meetings

- d. Crosscheck the names of all members in attendance and provide periodic statistics of attendance of members of SRC
- e. Perform any other function as may be assigned him or her by the Assembly.

## **(7) THE CLERK**

The Clerk shall:

- a. Be the Administrative Secretary of the SRC Parliament
- b. Operate an office, which shall be created by the SRC
- c. Be responsible for the filing and the keeping of documents of the SRC Parliament
- d. Keep records of all proceedings at the SRC Parliament meetings
- e. Together with the Deputy Speaker organize all SRC Parliament meetings
- f. Compile and read minutes of the previous meetings at the SRC Parliament meetings
- g. Perform any other duties assigned him or her by the SRC Executive, Parliament and the Judicial Council
- h. Be responsible for ensuring the quorum for meetings and voting for special resolutions as stipulated in this Constitution
- i. Make sure meetings are properly convened and or constituted in accordance with the provisions of this Constitution

## **ARTICLE 10 - SRC STANDING ORDERS `**

### **(1) VOTING**

- a) Voting shall be by accredited members in the case of the SRC Parliament, and each accredited member shall be entitled to one vote
- b) Voting privileges shall include the right of a member to move or second motions or nominations
- c) In voting, decisions shall be a simple majority, unless otherwise provided for by this constitution or the standing orders. The casting of votes shall be in the following directions: vote for, against or abstentions. If the votes for and against an issue are equal in number, the speaker shall throw a casting vote.
- d) Voting in respect:
  - i. SRC Standing Committees
  - ii. SRC Electoral Commission
  - iii. Impeachment
  - iv. Matters with Political Inclinations and
  - v. Adoption of Conventions shall be by secret ballot.
- e) Notwithstanding the clause (d) above, voting on all issues shall be by head counts under the supervision of the clerk of the SRC Parliament.

- f) Working papers, example previous minutes etc., shall be adopted before proceedings begin. However, an item can be introduced and added to the agenda through a motion adopted to that effect.

## **(2) MOTIONS**

- a) All members in the case of the SRC Parliament shall have the right to file motions or proposals. Observers can file motions or proposals when at least (5) members of the SRC Parliament second such motions. Any such motion shall be in writing and submitted to the speaker of the Parliament at least 48 hours before the commencement of proceedings by the SRC Parliament
- b) Motions may be verbal or written depending on the circumstances, but in all cases shall be addressed to the Speaker and must be heard at all times. However, verbal motions shall be moved subject to the discretion of the Speaker who shall exercise his or her discretion fairly
- c) No motion or amendment to a motion shall be open for discussion unless it has been moved and seconded, and the mover shall have the right to speak on the motion in order to find a seconder

- d) After the mover and seconder have spoken for the motion, the Speaker shall invite other speakers in the following order:
  - i. Those in favour of the motion
  - ii. Those against the motion
- e) After the mover and those against the motion have spoken on the motion, the movers of the original motion shall have the right of reply. After which the Speaker shall put the motion to a vote
- f) No issue shall be discussed unless it falls part of the agenda. However, new issues may be raised with the concern and approval of the generality of the House as constituted
- g) A motion shall be moved for discussion or amendment after the mover and the seconders have had the opportunity to speak in favour of the motion. The debate must be limited to the subject for discussion
- h) No amendment shall be made to a motion which has been accepted by the SRC Parliament, neither shall there be an addendum made to the motion which has been accepted without the prior consent of the Parliament

- i) Discussions on a motion or amendment thereto may be curtailed in time by procedural motion from the floor or by the Speaker who intends to curtail the discussions
- j) The SRC Judicial Council shall by a motion introduce a Bill to the SRC Parliament on a legal issue.

### **(3) AMENDMENT OF MOTIONS**

- a) An amendment to a motion shall be moved, seconded and discussed in accordance with the procedure for motions outlined in the immediately preceding clause
- b) No amendment shall be moved, which by the Speaker's ruling seeks to rescind, negate or destroy the original motion
- c) The mover or a seconder of a substantive motion shall have the right to accept an amendment which if accepted, shall become part of the substantive motion. An amendment shall be rejected during discussion of the original motion
- d) If an amendment is rejected, new amendments may be moved on the original motion. If an amendment is accepted, the motion as amended shall become the motion, and shall be the subject or issue on which any further discussion may be addressed or on which the final vote shall be taken.



#### **(4) ORDER OF PRECEDENCE (MOTIONS)**

a) The Speaker shall allow the following procedural motions to be put when there is already a proposition on the table, in the following order of precedence.

- I. Motion to withdraw motion
- ii. Motion to recess
- iii. Motion to reverse the decision of the Speaker.
- iv. Motion that a question or proposal should not be voted upon immediately
- v. Motion to limit or expand debate to a certain specified period of time
- vi. Motion to refer the matter to a committee or subcommittee for investigation
- vii. Motion to postpone or adjourn the matter to a later specific meeting, date or time
- viii. Motion to close debate
- ix. Motion that the issue be voted on immediately.

b) If the motion that “motion that the motion be now voted upon” has been seconded, no further discussion of the original motion shall be allowed but a member may give notice of his desire to speak further on the original motion. If the motion is carried on, the mover of the original motion under discussion shall be allowed to speak before the original motion is put to the vote.

- c) If the motion “to limit or expand debate to a certain specified period of time” is carried, the Speaker shall draw up a list of those wishing to make their first speech on the subject and allow each one an equal proportion of the specified period.

## **(5) INTERVENTIONS**

a) In addition to discussion on the issue, the Speaker shall recognize those requesting the floor by the following order of precedence.

- i. Point of order
- ii. Point of correction
- iii. Point of information
- iv. Point of interest
- v. Point of contribution or addendum.

b) Point of order must be heard at all times except during the act of voting and the Speaker shall deal with the conduct of procedure of the debate. The member rising to put up the point of order shall prove one or more of the following:

- i. That the Speaker is traveling outside the scope of the motion under discussion
- ii. That the Speaker is using indecorous language
- iii. That the Speaker is infringing upon the constitution or the standing orders.

c) Point of information is a question or brief statement of a relevant fact concerning the matter under discussion. It should be directed to either the last speaker or the Chairperson

d) Point of correction shall be a factual representation seeking to correct a statement made by the last speaker. It must be strictly related to the subject under immediate discussion

e) Point of contribution shall be put up in order to introduce a matter for discussion or express opinion concerning an issue under discussion.

## **(6) CONDUCT OF MEETINGS**

a) A member speaking on the floor shall direct his speech to the issue under discussion

Every member shall address him or herself solely to the Speaker of the SRC Parliament

b) No member shall be allowed to speak more than once on a motion, as long as the member who has not spoken on the motion desires the floor. No member shall speak for more than ten (10) minutes at one time without permission of the Speaker

c) The Speaker shall interpret the standing orders and shall be free to take part in all discussions

d) Standing orders may, in case of emergency, and after due notice given thereof; be suspended or altered at any

meeting provided that the said suspension shall be approved in voting by two-thirds majority present

- e) No member shall leave the meeting without the permission of the Speaker
- f) Emotional or hysterical members may be made to sit down to calm down before re-taking the floor
- g) Order of business:
  - i. Call of meeting to order
  - ii. Opening prayer
  - iii. Roll call
  - iv. Introduction of standing orders
  - v. Adoption of agenda
  - vi. Reading of previous minutes, corrections and matters arising
  - vii. Reports of committees (if any)
  - viii. New business  
(discussion of agenda)
  - ix. Any other business
  - x. Closing prayer

## **(7) DISORDERLY CONDUCT**

- a) A member conducts him or herself in a disorderly manner if he or she fails to act in accordance with the provisions of the standing orders or disregards the authority of the Chair.

- b) Any member who violates the rules of the House may immediately be called to order by the Speaker, his Deputy or any other member.
- c) Where a member persists in irrelevant or tedious repetitions at a meeting, the Speaker may direct the member to discontinue his speech.
- d) Where a member's conduct is found to be grossly disorderly, the Speaker may order such a member to immediately withdraw from the sitting, and the Cadet shall, accordingly, act on such orders.
- e) The Speaker may also name any member who persistently and wilfully disregards the authority of the Chair. Any other member may in such circumstances propose a motion that the named member is guilty of contempt of the SRC Parliament. The Speaker may without permitting debate on such a motion, put the question. The named member, if found guilty of contempt of the House in any session, shall be suspended forthwith from the proceedings of the House in any session as follows;
  - One sitting on the first occasion
  - Two sittings on the second occasion
  - Dismissal from the SRC Parliament on the third occasion
- f) In all of these cases, letters shall be served to the member and his or her Head of Department with copies thereof on the various notice boards.

## **ARTICLE 11 - SYMBOLS OF THE 'SRC PARLIAMENT (1) THE MACE**

a. The Mace is the symbol of the Authority of the SRC Parliament entrusted into the care of the Speaker. It is the duty of the Cadet to carry the Mace in front of the Speaker before he or she enters or leaves the House. The Cadet carries the Mace on his right shoulder and places it in front of the Speaker in a special holder, where it remains throughout the sitting. The Mace stands upright or perpendicular when the Speaker is in the Chair indicating the formal nature of proceedings in the House.

### **d) (2) THE GAVEL**

e) a) The Gavel is wooden hammer used by the Speaker to keep order in the House. The use of the Gavel gives expression to the Speakers final determination of an issue before the House. Complete silence is expected in the House once the Speaker hits the Gavel on the table.

## **ARTICLE 12 - DRESS CODE OF SRC OFFICERS**

- a) The dress code for all SRC Parliament members shall be strictly official or Traditional.
- b) The Speaker, the Deputy Speaker and the Clerk of the Parliament shall wear robes and head caps provided by the SRC and which shall be properties of the SRC.
- c) The SRC Justices of the SRC Judicial Council shall be decently dressed during the performance of their official

duties and shall wear robes and head caps during Parliament

Meetings and adjudication

- d) NOTE: For the purpose of the judicial functions of the SRC, there shall be an advisor who shall be a legal practitioner to educate the justices of the SRC and shall also become the lawyer of the SRC and represent the SRC on any legal issue or defence outside the Technical University

## **CHAPTER FOUR THE SRC JUDICIAL COUNCIL**

### **ARTICLE 13 - THE SRC JUDICIAL COUNCIL (JC) (I) THE JUDICIAL POWER AND INDEPENDENCE OF THE SRC JUDICIAL COUNCIL**

- a) There shall be SRC Judicial Council established by the SRC, which shall comprise of seven (7) members of proven ability, integrity and unblemished record and shall be known and called Justices.
- b) The SRC Judicial Council in the performance of its duties shall be subject to this Constitution, the laws of Ghana, the Technical University Act and the Statutes of Sunyani Technical University, and shall also not be subjected to the control or direction of any person(s) and the SRC.
- c) Neither the SRC Presidency, SRC Executive, the SRC Parliament nor any other person whosoever shall interfere with the Justices in the exercise of their functions, and all students, shall accord the SRC Judicial Council such assistance as the Council may reasonably require to protect its independence, dignity and effectiveness of this Constitution.
- d) A member of the SRC Judicial Council shall not be liable to any action for any lapse or omission by him or her in the exercise of his or her judicial functions.



## **(2) COMPOSITION, APPOINTMENT AND REMOVAL FROM THE SRC JUDICIAL COUNCIL**

a) The membership of the SRC Judicial Council, for the purpose of limiting political influence, technical skill involved and nature of its functions shall be permanent until the completion of the programme of study of the SRC Justice(s). However, a justice(s) of the SRC Judicial Council shall lose his or her membership or be removed from office before the completion of his or her programme of study if he or she commits any of the provisions of Article 12 (1)

- The SRC Chief Justice shall be appointed by the SRC President in consultation with the out-going SRC Judicial Council, from existing SRC Justices, and must have been an SRC Justice for at least one academic year. Where there is or are no existing SRC Justice(s) the SRC President shall appoint the SRC Chief Justice subject to the approval of the SRC Parliament
- Where there is or are vacancy or vacancies in the membership of the SRC Judicial Council the following procedures shall apply;
- The SRC President shall appoint SRC Justice(s) to the SRC Judicial Council with the approval of the SRC Parliament
- Members of the SRC Judicial Council shall be nominated at least ten (10) days before the first General meeting of the SRC Parliament.

### **(3) THE SRC CHIEF JUSTICE (CJ)**

The SRC Chief Justice shall:

- a) Advise the SRC President and the entire SRC on all legal and constitutional matters
- b) Be the Chief arbitrator of the SRC and the entire students where the SRC has reasonable jurisdiction
- c) Act as the president in the absence of the SRC President, The Vice President and The Speaker of Parliament
- d) Together with the SRC President represent the SRC when a writ is issued against the Council
- e) Head and be responsible for the SRC Judicial Council
- f) In emergency, act to secure order and safety of students.

### **(4) DUTIES OF THE SRC JUDICIAL COUNCIL**

The SRC Judicial Council shall:

- a) Have jurisdiction on all matters including those relating to the interpretation and enforcement of this constitution
- b) Have jurisdiction in matters where it is alleged that a person(s) or bodies have acted ultra vires to powers conferred on them by this institution
- c) Have the mandate to resolve conflicts between students or group(s) of students
- d) Have appellate jurisdiction over all petitions lodged with the SRC Electoral Commission.

For the smooth exercise of its functions, have powers to do such things as shall be reasonably necessary

- e) including organizing training programmes for its members, and creation of sub-committees to deal with specific issues.
- f) Also work with recognized security like the campus cadet, the Police and other national security in the performance of its work to maintain law and order within the Technical University Community and among the SRC.
- g) Notwithstanding any provision to the contrary, through the SRC, recommend any decision to the appropriate University Authority for implementation where necessary.
- h) Give advisory opinion to the SRC Electoral Commission or Committees of the SRC Parliament, Clubs, Associations or individuals on any legal issue on request.
- i) Decide the mode of its sitting, depending on the case before it and the decision of a properly constituted sitting of the Council in all matters shall be by a simple majority.
- j) Without prejudice to any provision in this constitution, the decisions of the SRC Judicial Council on matters of interpretation of this constitution shall be final.

- k) Have the powers to rule on matters on which the constitution shall be silent or ambiguous. Such ruling shall be expressed in precise terms, and shall be adopted by the SRC Parliament and shall remain as precedent in the SRC and the entire student body, until amended or revoked in accordance with the amendment or review outlined in this constitution,

## **(5) MODE OF EXERCISING JUDICIAL POWER**

- a) Notwithstanding the functions of the Council stated above, the Council in the exercise of its functions may be guided by the constitution of the Republic of Ghana, the Laws of Ghana, the Technical University Act, the Statutes of Sunyani Technical University and the rules and regulations of the Technical University.
- b) Except in impeachment and review proceedings, the SRC Judicial Council shall be duly constituted for its work with at least three (3) members of the Council. However, in impeachment and review proceedings or cases, all SRC justices shall sit.
- c) The SRC chief justice shall preside at sittings of the SRC Judicial Council and in his or her absence; members shall elect one justice to preside.
- d) In all matters unless specifically provided to the contrary, the decision of the SRC Judicial Council shall be by a simple majority.
- e) Where a person(s) is or are not satisfied with the ruling of the SRC Judicial Council, that person(s) shall seek a

review of the ruling and if the review maintains the same judgment, the SRC Judicial Council shall close the case permanently.

- f) A single Justice of the SRC Judicial Council shall in emergency case(s), exercise Judicial Power but shall formally report to the SRC Judicial Council within forty-eight (48) hours.

## **CHAPTER FIVE**

### **THE SRC STANDING COMMITTEES**

#### **ARTICLE 14 - COMMITTEES OF THE SRC**

There shall be committees formed by the SRC to help and coordinate with the SRC Executive in the performance of its functions or duties.

##### **(1) SRC STANDING COMMITTEES**

a) All SRC standing committees shall be formed by the SRC Executive with the approval of the SRC Parliament unless otherwise stated in this constitution.

##### **I. SRC FINANCE COMMITTEE**

The members of the SRC Finance Committee shall be appointed by the SRC Central Committee and shall be approved by the SRC Parliament.

##### **(i) COMPOSITION**

a) There shall be an SRC Finance Committee which shall comprise:

1. The SRC Finance Officer as Chairman
2. One representative from each school in the institution, who shall be approved at the First SRC Parliament meeting
3. One other member from the SRC Parliament.

##### **(ii) FUNCTIONS OF THE SRC FINANCE COMMITTEE**

The SRC Finance Committee shall:

- a) Be responsible for the allocation of funds to various activities of students
- b) Draw up and review the budget of the SRC
- c) Approropriate all capital expenditure of SRC projects, which have been approved by the SRC Parliament
- d) Authenticate and approve any repairs, renovation and maintenance works to be undertaken by SRC
- e) Prepare all financial statements of the SRC
- f) Control all business ventures of the SRC
- g) Be responsible for seeking of sponsorship
- h) Regulate the finances of the SRC based on financial controls, prepared and presented to the SRC Parliament for approval.
- i) Be responsible for the running of all SRC businesses.
- j) Present to the SRC Parliament an audited account at the end of each semester.
- k) Assist the SRC Finance Officer in the performance of his or her duties.
- l) Perform such other functions of financial nature as may be assigned to them by the SRC.

### **iii. TENDER BOARD**

There shall be a tender board which shall comprise the SRC President, the Project Chairperson, the SRC Finance Officer, the SRC Welfare Commissioner and a consultant appointed with a procurement background by the SRC Executive. The Chief Justice shall offer legal advice to the board's meetings.

A Patron appointed by the Technical University shall guide, supervise and monitor the activities and operations of the board. The board shall be responsible for entering into all SRC contracts which shall be signed by the SRC President and the Project Chairperson in the presence of the tender board.

## **II. PROJECT COMMITTEE**

### **(i) COMPOSITION OF THE PROJECTS COMMITTEE**

There shall be SRC Projects Committee comprised of:

- a) A Member nominated by each school
- b) The nominees shall be appointed by the President in consultation with the CC
- c) The President shall also appoint the Chairperson of the committee
- d) Two Patrons with engineering background appointed by the Technical University, who shall guide, supervise and monitor the activities or operations of the Committee.

### **(ii) FUNCTIONS OF THE PROJECTS COMMITTEE**

The Projects Committee shall:

- a) Assist the Executive in the determination of viable projects for the SRC
- b) Execute the projects approved by the Parliament
- c) Submit Reports on all activities to the Executive before the last Parliament meetings of every semester.



### **III. SRC ACADEMIC COMMITTEE**

(i) There shall be an SRC academic committee, which shall comprise

- a) The SRC Vice President who shall be the Chairperson
- b) One Representative from each school on campus, who must be endorsed by the SRC Parliament
- c) The SRC Public Relations Officer

(ii) The Duties of the Academic Committee shall be to;

a) Liaise with the authorities and the SRC Executive on all academic issues.

b) Advise the SRC on students' academic matters pertaining to the nature of teaching, research and content of course, conduct of examination, vacation training, the availability of books and equipment.

### **IV. THE SRC EDITORIAL COMMITTEE**

(i) There shall be an editorial committee which shall comprise.

- a) The Chief Editor shall be the Chairperson of this committee
- b) One Representative from each School, who must be ratified by the SRC Parliament.

(ii) The Duties of the SRC Editorial Committee shall be;

a) To publish all SRC sponsored publication including students' newspapers and journals

b) Act as liaison between the SRC and any organization desiring to publish information concerning activities on campus and Halls

c) Account to the SRC Finance Committee and the SRC Executive within seven

(7) Working days after an activity had been undertaken

d) Register all educational societies, clubs, magazines and periodicals that shall be formed or published in this Technical University.

## **V. THE SRC ENTERTAINMENT COMMITTEE**

(i) There shall be SRC entertainment committee which shall comprise;

a) The SRC Entertainment commissioner

b) The SRC Women's Commissioner

c) The SRC Public Relations Officer

d) Six other members proposed by the SRC Executive and shall be ratified by the SRC Parliament of which one shall be the chairperson for the committee.

(ii) The SRC Entertainment Committee shall:

a) Be responsible for organizing SRC sponsored entertainment programmes including dance, contests, concerts and plays.

b) Co-ordinate the entertainment activities of the various Halls, clubs and societies.

c) Render accounts to the SRC Financial Committee and the SRC Executive within seven (7) working days after an activity had been undertaken.

## **VI. THE SRC WELFARE COMMITTEE**

- (i) The SRC Welfare Committee shall consist of: a)  
The SRC Welfare commissioner  
b) The Hall President(s)  
c) The Private Hostels Coordinator  
d) Two (2) other members appointed by the SRC Parliament of which one shall be the chairperson.
- (ii) The functions of the SRC Welfare Committee shall be: a)  
Cater for the Welfare of students  
b) Ensure the provision of basic facilities at the hostels  
c) Advise the SRC Executive and the SRC Parliament of the SRC on all welfare issues.  
d) Ensure proper sanitation on campus  
e) Investigate cases relating to students' welfare, boarding and lodging problems, laundry services, financial problems etc. and report its findings to SRC for necessary action(s) to be taken.  
F) Concern itself with any other duty assigned it by the SRC.

## **VII. THE SRC SPORTS COMMITTEE**

- (i) The SRC Sports Committee shall:
- The sport commissioner
  - The SRC Women's Commissioner
  - One member from each School and shall be ratified by the SRC Parliament of which one shall be the chairperson for the committee.
  - The SRC Non-Tertiary Coordinator

(ii) Duties:

- a) The SRC Sports Committee shall be responsible for organizing all SRC sponsored sporting activities in and outside the Technical University with the prior consent of the Technical University Authority.
- b) Organize sportsmen and women to annual SRC or GNUTS games and all other games.
- c) Account to the SRC Executive within seven (7) Working days after an activity has been undertaken.

## **VIII. SRC EXTERNAL AFFAIRS COMMITTEE**

There shall be an SRC External Affairs Committee which shall be made up of GNUTS Representative and seven (7) members who shall be appointed by the SRC Central Committee.

Duties of the SRC External Affairs Committee:

- Liaise with the SRC and GNUTS
- Coordinate activities concerning the Students' Loan Trust Fund (SLTF)
- Assist in the organization of activities held during the celebration of the GNUTS or SRC week
- Perform any other duties assigned to it by the SRC.

## **IX. SRC RELIGIOUS BOARD**

There shall be an SRC Religious Board which shall consist of seven members namely:

- a) Three persons elected from the Christian Council
- b) Three persons elected from the Islamic Council
- c) The SRC Public Relations Officer.

The SRC Religious Board shall oversee all religious activities in the Technical University.

## **A. THE SRC CHRISTIAN COUNCIL**

- (i) There shall be SRC Christian Council which shall:
  - a) Be supervised by the Master Chaplain of the Technical University
  - b) Comprise of all Presidents and Secretaries of the various registered Christian Denominations on campus
  - c) Make recommendations for the accreditation of any Christian denomination on campus to the SRC Parliament
  - d) Have its members electing their own chairman who shall be called the SRC Chaplain
  - e) The SRC Chaplain shall be responsible for organizing all Christian inter-denominational activities on campus
  - f) The SRC Chaplain shall be expected to give equal attention to all Christian denominations.

## **B. THE SRC ISLAMIC COUNCIL**

- a) There shall be an SRC Islamic Council which shall consist of the Imams of all Islamic denominations duly registered
- b) Members shall elect their own chairman who shall be called the SRC Chief Imam

- c) The SRC Chief Imam shall be responsible for organizing all Islamic activities on campus
- d) The SRC Chief Imam shall be expected to give equal attention to all Islamic denominations.

## **(2) SRC ADHOC COMMITTEE**

- a) Notwithstanding the provisions of this chapter, the SRC Parliament shall have the power to create SRC sub or Adhoc Committee(s) to deal with any matter in the pursuit of its aims
- b) Without prejudice to any provisions of this Constitution, the SRC Parliament shall have the power to co-opt students from outside the SRC Parliament to serve on such committees
  - c) Terms of reference of an SRC Ad-hoc Committee shall be clearly defined by the SRC Parliament
- d) The SRC Executive shall also have the power to create SRC sub or Ad-hoc Committee(s) to deal with any matter in the pursuit of its aims, and the terms of reference of such committee shall be clearly defined by the SRC Executive.

## **CHAPTER SIX THE SRC FINANCE**

### **ARTICLE 15 - ADMINISTRATION OF FUNDS OR FINANCES**

(l) The revenue of the SRC shall include:

- a) Annual subscription which shall be the SRC's dues.
- b) Interest on regulated funds invested by the SRC.
- c) Proceeds from sales that may be organized by the SRC.
- d) Income from endowments made to the SRC.
- e) Yearly subscription received from Associations, Clubs, Organizations and among others determinable by the Finance Committee.
- f) The Executive shall have the power to enter into an agreement for the raising of loans from financial institutions, the University Authority or Administration and or any other source subject to the approval by two-thirds (2/3) of the members of the SRC Parliament and finally by the Vice Chancellor.
- g) For the avoidance of doubt, it is hereby declared that any Committee for the SRC Parliament shall within seventy-two (72) hours of raising or receiving any revenue or other money for the purpose of, or on behalf of, or in trust for, that Committee of the SRC Parliament pay such money or revenue to the SRC Parliament through the SRC Finance Officer.

(2) Financial responsibilities of SRC officers include: I.

Any

SRC officer who is responsible for:

- (a) The conduct of financial business on behalf of the SRC (b) The receipt, custody and disbursement of SRC moneys or
- (c) The custody, care and use of SRC stores.

The officers shall keep proper records of all transactions and shall produce records of the transactions for inspection when called upon to do so by the Executive, Parliament, Judicial Council and Auditors;

Any SRC officer who fails to keep or produce any records under regulation (I3) (2) (I) shall be in a breach of financial discipline and shall be sanctioned under the prescription of the Judicial Council. The sanctions shall include any or a combination of the following: a) Warning or reprimand

b) Signing a bond of good behaviour

c) Freezing of allowances for a stated period as may be decided by the Judicial Council

d) A fine not exceeding the amount involved in a case of a financial loss to the SRC as a result of not keeping records

e) Suspension from duties.

### 3. Custody of SRC Moneys

- a) An SRC officer entrusted with custodial duties of SRC moneys shall protect the moneys against unlawful diversion



from their proper purposes and against accidental losses, and locate such moneys so as to facilitate the efficient and economical discharge of SRC financial business.

- b) Any SRC officer who collects or receives SRC moneys shall issue official receipts for them and pay them into the relevant SRC Fund within twenty-four (24) hours of receipt except in exceptional circumstances.
- c) Exceptional circumstances in (b) above, refer to when banking services are not available.

#### (4) Preparation and Implementation of Budgets:

- I. The SRC shall operate within a planned budget prepared two weeks after coming into office, the draft budget shall be submitted through the Dean of Students to the Students' Affairs Committee of the Academic Board for consideration before its submission to the SRC Parliament for approval.
- II. Spending Departments: The budget shall be a consolidation of all budgets of spending departments. The mandatory spending of the Executive arm of the SRC shall be known as follows:
  - a. The Administrative Department
  - b. The Ghana National Union of Technical Students Department
  - c. The Women Commissioner's Department
  - d. The Publicity Department

- e. The Welfare Department
- f. Entertainment Department
- g. The Sports Department
- h. Non Residence Department

II. Other organs, commissions, and committees that do not fall under the mentioned departments.

III. Notwithstanding Article 13 (4) (2), the Parliament, upon the advice of the Executive and Judicial Council, may create additional departments.

IV. The budget shall allocate the revenue of the SRC defined by Article 13 (I), as follows;

- a. fifty percent (50%) of the total generated fund of the SRC shall be used to finance approved SRC capital projects;
- b. Thirty-five percent (35%) of the generated funds shall be allocated to the various spending departments of the SRC, five percent (5%) of the generated funds shall be paid to the students support fund (SSF) and the remaining ten percent (10%) shall be retention of which five percent (5%) shall be honorarium to SRC Officers

- c. Project fees that are charged to finance approved SRC existing and new capital projects shall be paid into the SRC Projects Fund;
- d. A new SRC shall ensure the continuity of existing projects.

V. The Finance Officer shall not later than one week before the submission of the draft budget to the Students' Affairs Committee and the SRC Parliament, submit copies of the draft budget to all spending departments (except those that may not be in existence before the first S.P) and request for their budget estimates for the academic year.

#### VI. Budget Hearing:

- a) On receipt of estimates from departments, the Finance Officer shall cause to be conducted a budget hearing to (review strategic plans and estimates of the departments concerned in order to ensure that these plans are in accordance with the SRC spending policy framework.
- b) Where necessary, the SRC President upon the advice of the Finance Officer may require a department to make adjustment to its strategic plans and estimates in order to fulfil the requirements of the general spending plans of the SRC.
- c) The Finance Officer shall keep an accountable imprest for the day-to-day running of the SRC, herein referred to as administrative expenses.

## VII. Release of Funds:

- a) The President shall issue cash release instructions to the Finance Officer for the release of cash to departments upon their written request based on their approved budgets.

Copies of such instructions shall be sent to the SRC Parliament, SRC Judicial Council and SRC Auditors.

- b) The cash release instructions shall be sent to the Vice Chancellor through the Dean of Students for approval and ultimate release by the University Finance Officer.

## (5) Financial Controls:

### a) Security of Signatures:

Any officer signing any document or record pertaining to accounts shall ensure that the document or record is signed in such a way as to preclude subsequent alteration or addition to the information in the document or record.

### b) Signing Blank

- i. An officer shall not sign any incomplete document or record pertaining to accounts.

- ii. The signing of a document contrary to regulation 13 (5) (b)(i) constitutes a breach of financial discipline and shall be sanctioned under the prescription of the Judicial Council. The sanctions shall include any or a combination of the following:

#### a) Warning or reprimand;

#### b) Bond of good behaviour;

- c) Freeze of allowances for a stated period as may be decided by the Judicial Council;
- d) A fine not exceeding the amount involved in a case of a financial loss to the SRC as a result of not keeping records;
- e) Suspension from duties.

c) Signing Blind

- i. An officer signing any document or record pertaining to an SRC account shall ensure that it is proper to sign the document or record, and the signature shall be evidence of the officer accepting responsibility for the document.
- ii. The signing of a document or record without adequate evidence of the propriety of the document or record constitutes negligence and disciplinary action shall be taken against the said officer accordingly.

d) Duty to Report Irregularity:

- i. Any officer or student who discovers a financial or an accounting irregularity on the part of another officer shall report the matter in writing to the Judicial Council.
- ii. An officer who fails to report a financial or an accounting irregularity under regulation

(13) (5) (d)i commits an offence and is liable to sanction by the Judicial Council.

The sanctions shall include any or a combination of the following:

- a) Warning or reprimand;
- b) Bond of good behaviour;
- c) Freeze of allowances for a stated period as may be decided by the Judicial Council;
- d) A fine not exceeding the amount involved in a case of financial loss to the SRC as a result of not keeping records;
- e) Suspension from duties.

f) Restricted Use of Green Ink or Pencil:

Except for an officer of the Audit Committee, no department of the SRC shall use green ink or pencil in recording any official transaction.

g) Use of indelible Ink and Prohibition of Alterations:

- i. Accounting records and documents shall be written in indelible ink. (eg. BIC and other ball point pens).
- ii. An entry in an accounting record or document shall not be erased or altered or by writing over it.
- iii. A person who contravenes regulations (13) (5) (f) (i. and ii.) is in breach of financial discipline.

h) Amendment of Figures:

An incorrect figure in a document may be amended by ruling a single line through it, in such a way that the original entry could be read, and the correct figure inserted above the original entry and the officer signing or certifying the document shall initial the amended entry.

i) Alteration of Audited Figures:

- i. An amendment or adjustment shall not be made to audited figures without the express permission in writing of the Audit team.
- ii. The making of an amendment or adjustment contrary to regulation 13 (5) (h)i is a breach of financial discipline and is liable to sanction.

#### (6) Financial Reporting:

##### (I) Reporting:

- i. The Finance Committee shall submit copies of quarterly bank statements to the Parliament, Judicial Council, Audit Team and the Dean of Students
- ii. Presentation of audited financial statement of the Parliament shall be done at the end of every semester
- iii. All approved financial statements by the SRC Parliament must be published or posted on students' notice boards. Copies of which shall be submitted to the Students' Affairs Committee through the Dean of Student's
- iv. The Finance Officer at the beginning and close of the academic year shall publish on students' notices; the Assets Register of the SRC. A copy of the Assets Register shall be lodged at the Office of the Dean of Students
- v. The Finance Officer shall update the Assets Register at the Office of the Dean of Students after the acquisition of every additional asset.

##### (II). Disbursements from Central Pool:

- I. The SRC President shall be the spending officer of all disbursements from the central pool
- II. He or She shall take financial advice from the Finance Officer in authorizing disbursements
- III. For the purpose of sanity in SRC expenditures, no disbursement above Two Thousand Ghana Cedi (GH¢ 2,000.00) must be made without the approval of the Central Committee. (This amount is subject to change by the approval of the SRC Parliament) iv. All payments exceeding Five Thousand Ghana Cedi (GH¢ 5,000.00) shall be made by cheque
- IV. In case of emergency, disbursements must be made and communicated to the Central Committee within the next Seventy-Two (72) hours of disbursement vi. The award of all contracts must pass through the tender board except that of the autonomous bodies of the SRC.

#### (7) Mode of Auditing SRC Accounts:

- i. There shall be a five (5) member Audit team comprising four students with accounting and or auditing background appointed by the SRC Parliament, one Accounting Lecturer appointed by the Students' Affairs Committee.



- ii. For the purpose of transparency and the avoidance of corruption in the SRC, the Auditing Team shall audit the SRC activities at the end of every semester (with the exception of forensic audits), and shall lay the Auditor's Report before the SRC Parliament.
- iii. The SRC Finance Officer shall submit copies of the Accounts and the Auditor's Report to the Dean of Students, and shall also publish them for the information of the general student body within one week after its acceptance by the SRC Parliament.
- iv. Failure on the part of the SRC to comply with Article 13 (7) (iii.) the Dean of Students shall cause the accounts of the SRC to be audited by the Internal Auditor within three weeks.
- v. One week before an out-going SRC hands over to an incoming SRC there shall be a final Auditor's Report which shall be laid before the SRC Parliament. Copies of the Auditor's Report and the final SRC accounts shall be placed on the students' notice board to serve the general student body and also be submitted to the Dean of Students.
- vi. The various spending officers should be audited independently base on the funds released to them in case of capital project, the SRC Finance Officer and the President should be audited.
- vii. There shall be an implementation committee by Parliament to ensure that, any officer who embezzled fund should refund it before leaving office.

- viii. In case of established embezzlement, the culprits shall be given fourteen (14) days to refund all monies. After failing to refund the embezzled amount within the specified period, the matter shall be referred to the Vice-Chancellor through the Dean of Students for onward referral to the Disciplinary Board of the Technical University.

## **CHAPTER SEVEN**

### **THE SRC ELECTORAL COMMISSION**

#### **ARTICLE 16 - THE SRC ELECTORAL COMMISSION AND ELECTIONS (I) THE COMPOSITION AND FORMATION OF THE SRC ELECTORAL COMMISSION**

- a) There shall be an SRC Electoral Commission which shall be responsible for the conduct of elections for the SRC Executive Officers.
- b) The SRC Electoral Commission shall consist of:
  - i. The SRC Electoral Commissioner appointed by the SRC Central Committee
  - ii. Two representatives from each school who shall be nominated by the School and ratified by the SRC Parliament
- c) The Chairperson, to be called the SRC Electoral Commissioner, shall be a student but not in the first year.
- d) Unless on critical circumstances and situations, no ISEC member shall resign from the commission to contest for any position or participate in elections within the academic year.
- d) There shall be two Patrons appointed by the Technical University to guide, supervise and monitor the activities or operations of the SRC Electoral Commission.

## **(2) INDEPENDENCE OF THE SRC ELECTORAL COMMISSION**

a) Except as provided for in this constitution (Article 2) or in any resolution of the SRC Parliament, the SRC Electoral Commission shall not be subject to the direction of any authority and shall make sure that its bye-laws are in conformity with this constitution. All bye-laws of the SRC Electoral Commission shall be subject to the approval by the SRC Judicial Council.

## **(3) EXPENSES OF THE SRC ELECTORAL COMMISSION**

- a) The SRC Electoral Commission shall within four weeks prior to an election make a budget of the election and present it to the SRC Parliament for approval and subsequent release of funds by the SRC Finance Committee
- b) All proceeds from the activities of the Commission shall be properly accounted for, to the SRC Finance Committee.

## **(4) CONDUCT OF SRC ELECTIONS**

- a) Elections shall be held one month before the End of the Second Semester Examination
- b) Students who wish to stand for positions must apply to the SRC Electoral Commission upon the declaration of vacant position(s)
- c) The activities prior to elections shall be scheduled as follows notwithstanding emergencies;

- i. Seven (7) days commencing from the date of appointment, the SRC Electoral Commission shall issue notice inviting nomination(s) from interested qualified students
  - ii. Within the next seven' (7) days after the close of nominations, the SRC Electoral Commission shall commence a series of screening and vetting exercises during which all nominated candidates shall submit themselves for vetting and clearance
  - iii. Within the seven (7) days after the screening exercises, election campaigns and rallies shall commence and end on the day before voting.
  - iv. No student shall have the right to vote if he or she has completed the programme he or she matriculated for before the date of the election.
- d) Students shall have the right to form or belong to any students' political associations of their choice for the elections. However, there shall be no external influence from anybody or bodies or individual(s) be it any form whatsoever
  - e) Where at the close of the vetting and screening, two or more candidates survive, the candidates shall stand elected by a simple-majority
  - f) Where at the close of the vetting and screening only one candidate survives, there shall still be an election

- for the position, and the candidate unopposed shall pull not less than 50% +1 of valid votes cast to get elected
- g) A person shall not be a candidate unless he or she has duly filed and lodged with the SRC Electoral Commission;
  - i. Nomination papers which are signed by the candidate and his or her designated running mate shall have the endorsement of their respective Heads of Department
  - ii. Nomination forms shall be signed by not less than two students from each school one of whom shall be the candidate's Association Head or President
  - h) The SRC Electoral Commissioner shall submit all results and documents to the Chief Justice within seventy-two (72) hours after the close of elections
  - i. The SRC Electoral Commissioner shall immediately after the elections, declare provisional results and until such results are challenged, shall declare the FINAL results within seventy-two (72) hours after the elections.
  - j) In the event of a tie, a fresh election shall be held for the candidates involved within seven days
  - k) Any candidate who is not satisfied with the election results, shall have the right to Petition the SRC Judicial Council with a copy to the SRC Electoral Commission, within twelve (12) hours after the declaration of the provisional results
  - l) The SRC Judicial Council upon the receipt of the Petition shall within forty-eight (48) hours thereafter

investigate the complaints levelled by such a candidate. The SRC Judicial Council shall thereafter have the power to take the appropriate decision(s) on the matter

- m) Any candidate(s) or person(s) who engage(s) in any electoral malpractice(s) shall be disqualified from the elections and shall be made to face the Disciplinary Committee of the Technical University
- n) In the event where a candidate who is found to be engaged in a malpractice(s) stands elected after the election, that candidate shall be disqualified and the person with the second highest votes shall be declared the winner
- o) Where irregularities are determined at a polling station during voting, the result shall be cancelled and a new voting shall be conducted
- p) In the event of a position not contested for, the SRC President has the power to appoint anyone. If the person does not perform, he or she can always get him or her removed and replaced subject to the approval of the SRC Parliament
- q) The SRC Electoral Commission shall make compilation of all voters on campus and post copies thereof on the various notice boards seven (7) days before the election for all students to crosscheck to ensure that they are registered.

## **(5) GENERAL QUALIFICATION**

- a) Any student who is a Ghanaian, reading a programme in this University shall qualify to stand and contest for any SRC elected position subject to any of the following provisions;
  - i. In the case of a regular degree student, the student should have spent five full semesters in the programme he or she is currently pursuing in the Technical University
  - ii. The student should have spent three full semesters in the case of an HND student in the programme he or she is currently pursuing in the University. Except as may be provide for by the constitution or any laws, enactment made at SRC parliament and approve management
  - iii. In the case of HND, the student should be in the fourth (4) full semesters or seventh (7) in case of top up regular B-tech.
  - iv. The student shall not be in his or her final year by the time of the elections.
- b) Any student who has been adjudged by the SRC Judicial Council to have misappropriated funds or conducted himself in such a manner as to tarnish the image of the Technical University shall not be eligible to contest any position of the SRC.



- c) Any student holding any position in the institution shall have to resign his or her office one clear month before contesting any subsequent elections of the SRC.
- d) A candidate for election shall ensure that his or her SRC dues have been paid in full before the filing of his application.
- e) For the purpose of clause (d) above, a rusticated student is disqualified from contesting any of the SRC positions.
- f) Applicants for SRC executive positions shall have a Cumulative (Grade Point Average) (CGPA) of not less than 3.0 for Central Committee and not less than 2.5 for non-Central Committee.

## **(6) ELECTION OF HALL PRESIDENT(S)**

- a) All students shall be accredited members of a Hall to qualify to vote for a hall president.
- b) The Hall Warden shall be a member of the SRC Electoral Committee that shall be set up by the SRC to conduct the election.

## **(7) BYE-ELECTIONS**

- a) Where there is the need for a bye-election, the SRC Parliament shall form a three (3) member SRC Electoral Committee to organize the elections within fourteen (14) days of the event resulting in the bye-election.

- b) The bye-elections shall not be organized four (4) Weeks to the commencement of the end of semester examinations.
- c) The SRC Parliament shall in any such event appoint an acting officer from the SRC Parliament to fill the vacant position.

## **CHAPTER EIGHT**

### **ARTICLE 17 - REMOVAL FROM OFFICE**

#### **(1) GROUNDS FOR IMPEACHMENT**

SRC Executive Officer(s), Justice(s) or any member of the SRC organs or Standing Committees shall be removed from office if found to be guilty of any offence as provided in this Constitution.

The offences shall be:

- I. Violation of the oath of office or being in gross violation with the provisions of this constitution, or
- II. To have conducted himself or herself in a manner
- III. Which brings or is likely to bring the high office(s) of the Executives of SRC into disrepute, ridicule or contempt; or
- IV. Prejudicial or inimical to the interest of SRC; or
- V. To be incapable of performing his functions by reason(s) of infirmity of body or mind
- VI. To have embezzled funds or recklessly handled the finance of the SRC; or
- VII. To be negligent in the discharge of duties;
- VIII. To have absented him or herself continuously from campus for thirty (30) days without any justifiable reason(s).

## (2) IMPEACHMENT PROCEEDINGS

- a. An allegation that an SRC Officer elected or appointed under this constitution or any Justice has grossly misconducted him or herself or is incapable of holding office shall be in writing and addressed to the SRC Chief Justice, signed by not less than one-fourth (1/4) of students with at least 25 from each faculty;
- b. The written allegation referred to in clause 2(a) above shall be accompanied by a statement with all the necessary documents supporting the claim for impeachment
- c. The SRC Chief Justice upon receipt of the impeachment notice:
  - i. Shall within seven (7) days thereof convene a meeting of the SRC Judicial Council to consider whether the petition should be sustained;
  - ii. The SRC Judicial Council shall consider the Petition within Fourteen (14) days and if sustained shall communicate its findings to the Parliament for the commencement of the proceedings in respect of the offences in Article 12 (1)
  - iii. The Judicial Council shall serve the affected officer with the Petition and any necessary documents;
  - iv. Any officer who is to be impeached will be given a fair hearing.
  - v. The affected Officer shall be offered the opportunity to be represented by a counsel.

- d) The Speaker of parliament. shall within seven (7) days after the receipt of the findings give the affected officer an opportunity to respond to the findings, after which a resolution shall be moved to either remove or not to remove the affected officer by a two-thirds (2/3) majority vote of all members of the Parliament. In the case of the SRC President being removed from office, the Parliament shall submit its findings, signed by the SRC Chief Justice, through the Dean of Students and the Vice Chancellor, to the Technical University Council which also shall approve the grounds for the removal and sanction same or order for further investigations into the matter.
- e. Where a Petition is for the removal of the SRC Chief Justice, the SRC President shall, acting in consultation with the SRC Parliament, appoint a five (5) member committee consisting of two Justices of the SRC Judicial Council one of whom shall be appointed Chairman by the SRC President, two members of the SRC Parliament and one member from the Executive.
  - i. The Committee so appointed, shall judiciously inquire into the petition and recommend to the SRC President whether the SRC Chief Justice should be removed from office.
  - ii. All proceedings in this regard shall be in camera, and the SRC Chief Justice against whom the allegation is made shall be entitled to a hearing.
  - iii. If the allegations against the SRC Chief Justice are confirmed by the Committee, the

Committee's findings shall be forwarded to the SRC Parliament through the SRC President for action to be taken thereon by the SRC Parliament, which shall require two-thirds (2/3) majority vote of all the members of the Parliament to either remove or not to remove the SRC Chief Justice.

- a) By a simple majority, the SRC Parliament shall have the power to remove and replace any member of the Committee against whom there are genuine grounds for his or her removal upon the determination of the SRC Judicial Council.

### **(3) RESIGNATION**

- a) Any officer of the SRC may resign his post voluntarily. Any such resignation shall be communicated to the SRC Chief Justice copied to the SRC President in writing, seven (7) days before the date of resignation
- b) The SRC Chief Justice shall make this intention known to the General student body within four (4) days on receipt of the letter of resignation
- c) Any SRC officer vacating his or her post shall hand over all documents and properties of the SRC in his or her possession to the Clerk and or the SRC chief justice, within forty-eight (48) hours of the resignation. In the case of the SRC Chief Justice, he hands over all documents to the SRC President

- d) Any such SRC officer who refuses to comply with clause 3 (c) above shall be handed over to the Technical University Authorities for action
- e) A Justice of SRC cannot resign his position for the pursuit of any SRC position.

#### **(4) VOTE OF NO CONFIDENCE**

- a) Without prejudice to Article 12 Clause (7) of this Constitution, the SRC Executive Officers shall be removed from office on the passing of a vote of No Confidence by at least two-thirds (2/3) of the general student body from each School of the Technical University at a special meeting convened for such purpose
- b) In pursuit of clause 4 (a) above, two-thirds (2/3) of the students' population from each School passing the resolution shall subscribe to the resolution by giving their identities and signatories
- c) Any resolution shall be channelled to the SRC Judicial Council which shall ascertain the credibility of the identities and signatories of the students involved
- d) Upon the advice of the SRC Judicial Council, the SRC Parliament shall converge to pass the final resolution on the matter
- e) The SRC Executive Officer(s) referred to in clause 4(a) herein shall have the right to attend and address the meeting convened for the purpose of passing such a vote of no Confidence in him or them,

- f) The first that seeks to pass a vote of No Confidence shall furnish the SRC Judicial Council with his or her allegation(s) three (3) clear days before the meeting and the SRC Executive Officer(s) involved in the allegation(s) shall have a right to reply within twenty-four (24) hours before the school's meeting is convened.
- g) In the event of the entire SRC Executive being removed from Office or resigning en bloc:
  - i. The SRC Chief Justice shall act as the SRC President; one justice would act as the SRC Vice-President and another as the clerk. The two said justices shall be elected by the SRC Judicial Council
  - ii. The remaining roles to be assumed by the other SRC Justices of the Judicial Council shall be determined by the acting SRC President in consultation with the SRC Parliament until a fresh election is held.

## **(5) REMOVAL OF A MEMBER OF THE SRC PARLIAMENT**

- a) A Programme year group shall have the power to withdraw or to remove its representative from the SRC Parliament if such exercise shall be executed through a resolution properly passed by the programme year.
- b) The SRC Parliament shall have the power to suspend or expel any member who is not an SRC Executive Officer upon stated misbehaviour and such a member shall have the right of appeal to the SRC Judicial Council.



- c) Without prejudice to any provision of this constitution, a person shall cease to be a member of the SRC Parliament:
- i. Where he or she is adjudged to have embezzled or recklessly handled the finances of the SRC;
  - ii. Where he or she is found to be inefficient or negligent in the discharge of his or her duties and iii. If he or she acts in a manner that puts the SRC into disrepute.
  - iii. A programme year has power to fill any vacancy created by virtue of this article in accordance with the provisions of this constitution.

## **CHAPTER NINE MISCELLANEOUS**

### **ARTICLE 18 - JCR, CLUBS AND SOCIETIES (I) JUNIOR COMMON ROOM (JCR)**

- a) There shall be JCR coordinator who shall be appointed by the SRC President
- b) It shall be the sole property of the SRC and shall be under the management and supervision of the SRC.
- c) The SRC shall run it or employ the services of an outsider.
- d) In the case of an outsider, the SRC Finance Committee shall determine the agreement subject to the approval of the SRC Parliament of the SRC. The agreed terms shall be made known to both the student body and the Technical University Authority. The terms of the contract shall be renewed yearly (if necessary).
- e) The JCR shall be used to receive visitors.

### **(2) CLUBS, SOCIETIES AND ASSOCIATIONS**

- a) All clubs and organizations, religious or otherwise, shall come under the jurisdiction of the SRC.
- b) All such clubs and organizations shall submit through the SRC and the Dean of students to the Vice Chancellor an application accompanied by a copy of their constitution and a prescribed fee payable to the coffers of the SRC. No club or organization shall function without the official approval of the Technical University Authorities and the SRC.

- c) All clubs, associations and societies in existence before the promulgation of this constitution shall re-apply for such recognition in accordance with clause (b) herein,
- d) No political party wing of students shall organize a political rally on campus.
- e) All correspondence of the various clubs, societies and associations to the Technical University Administration shall pass through the Executive of the SRC and the Dean of Students.
- f) For the purpose of coordination, programme of major functions open to the General Student Body shall be submitted to and approved by the SRC.
- g) All recognized or approved clubs, societies and associations shall have equal rights in the use of the Technical University facilities. Application for the use of such facilities at meeting places, etc. shall be passed through the SRC Executive of the SRC and the Dean of Students to the appropriate quarters with not less than seven (7) days' notice.
- h) Where the SRC shall have a clash of programme with any other association, club or society, the SRC shall have the power to stop any such association programme. f)

## **ARTICLE 19- TRANSITION**

- a) Elections for the SRC positions shall be held one month before the commencement of the second Semester examinations. The newly elected executives shall

assume office one week after the publication of the election results.

- b) Change of signatories to the Incoming SRC Executives shall be done at least three (3) days before the handing over ceremony.
- c) The outgoing SRC Executive and the SRC Chief Justice shall take the incoming SRC Executive round to inspect all movable and immovable assets of the SRC, five (5) days before the last Parliament meeting for the Second Semester.
- d) Handing over shall be done after the last Parliament meeting of the Second Semester
  - f) All necessary office keys and documents shall be handed over to the Incoming SRC Executive at least three (3) days before handing over.
  - g) Without prejudice to any provision in this constitution, the SRC Executive shall, within three (3) days after the inspection take stock of all the assets of the SRC and report thereon to the last SRC Parliament meeting before the handing over.
  - h) Succession of offices of the SRC shall go with assets and or liabilities of the SRC. It is hereby declared that all office documents are property of the SRC and shall be handed over to the elected officers. Any outgoing officer who shall refuse to hand over such documents or is unable to handover such documents, shall by this declaration be deemed to have violated his

or her oath of office and shall therefore be dealt with accordingly.

## **ARTICLE 20 - HANDING OVER**

- a) The SRC Chief Justice shall swear in the new SRC President and Vice President in the presence of the Dean of Students.
- b) All documents of the appointees shall be handed over to the incoming SRC President through the outgoing SRC President.
- c) The incumbent SRC shall arrange and organize the handing over ceremony in collaboration with the Incoming SRC Executives.
- d) The handing over shall be done in the presence of the entire student body and the Technical University Authority.

## **ARTICLE 21 - AMENDMENTS AND REVIEWS (1) THIS CONSTITUTION**

- a) Any article(s), clause(s) or paragraph(s) of this constitution may be altered, repealed, added to by way of amendment or review, at the SRC Parliament, provided a written notice and or proposal(s) of such amendment(s) is or are submitted to the SRC Judicial Council for consideration and the SRC

Judicial Council in turn submits its recommendations to the SRC Parliament.

- b) Such a written notice or proposal(s) shall be supported by at least two-thirds 2/3 of the Parliament.
- c) After the approval of the SRC Parliament the proposed amendment shall be submitted for the approval of the Technical University Council through the Dean of Students and the Vice Chancellor.
- d) After the approval of Council, the amended Constitution shall be submitted through the Dean of Students to the SRC Judicial Council for onward submission to the SRC Parliament for adoption.

## **(2) BYE- LAWS**

- a) The SRC Parliament and or any organ or committee shall within the scope of its authority under the constitution, make bye-laws relating to matters under its control and power.
- b) All such bye-laws shall be in writing, subject to the consideration and approval of the SRC Judicial Council and shall come into effect upon the assent of the SRC President.
- c) For the purpose(s) of Constitutional Supremacy, no byelaw shall amend any part of this constitution unless it has passed through the procedures outlined in Clause (I) of this article.

## **ARTICLE 22 - COMMENCEMENT OF THE CONSTITUTION**

This constitution has come to replace the old constitution of the SRC which was amended by the Committee established by the Sunyani Technical University Council during the tenure of the 2019/2020 SRC Executives and approved by the SRC Parliament of 2019/2020 academic year on

...../.../..... This Constitution is to be used by the 2020/2021 administration of the SRC and subsequent administrations of the SRC until it is repealed and or amended as directed in this constitution.

## **CHAPTER TEN SCHEDULES**

### **SCHEDULE ONE - FORMS OF OATH (1) THE PRESIDENTIAL OATH**

I .....having been elected to the high office of the president of the SRC of Sunyani Technical University do in the name of the Almighty God, solemnly swear that I will at all times Preserve, Protect and Defend the Constitution of the SRC; that I dedicate myself to the services and Well-being of the people or students of the Technical University and to do right to all manner of persons. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the laws of this constitution and suffer the penalty for it. SO HELP ME GOD.  
To be administered by: THE SRC CHIEF JUSTICE

### **(2) THE VICE PRES'IDENT'S OATH I ..... ..... having**

been elected to the office of the Vice President of the SRC of Sunyani Technical University for the ..... academic year, do in the name of the Almighty God, solemnly swear that I will at all times Preserve, Protect and Defend the Constitution of the SRC; that I dedicate myself to the services and well-being of the people or students of the Technical University and to do right to all manner of persons. I further solemnly affirm that should



I at any time break this oath of office, I shall submit myself to the laws of this constitution and suffer the penalty for it. SO HELP ME GOD.

To be administered by: THE SRC CHIEF JUSTICE

### **(3) THE EXECUTIVE OATH**

I..... having been elected as an executive officer of the SRC of Sunyani Technical University for the

.....academic year, do in the name of the Almighty God, solemnly swear that I will not directly or indirectly reveal such matters as shall be debated at the executive meeting and committed to my secretary that I will uphold at all times Preserve, Protect and Defend the Constitution of the SRC; SO HELP ME GOD.

### **(4) THE GA SPEAKER'S OATH**

I.....do in the name of the Almighty God solemnly swear that I will at all times bear true faith and allegiance to the SRC as by law establish; that I will uphold the integrity of the SRC: that I will faithfully discharge my duties as speaker of Parliament, I will at all times Preserve, Protect and Defend the constitution of the SRC; that I dedicate myself to the services and well-being of the student of Technical University and to do right to all manner of persons. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to laws of this constitution and suffer the penalty for it. SO HELP ME GOD.

To be administered by: SRC CHIEF JUSTICE

## **(5) THE JUDICIAL OATH**

I..... having been appointed as chief justice or justice do in the name of Almighty God swear as by law establish; that I will truly and faithfully perform the functions of my office without fear or favors, affection or ill will, that I will at all times Uphold, Preserve and Defend the constitution and law of the SRC and Technical University respectively. SO HELP ME GOD.

To be administered by; THE OUT-GOING CHIEF JUSTICE.  
Other justices shall be sworn-in before the SRC Parliament by the chief justice.

## **(6) THE OATH OF ALLEGIANCE FOR THE COMMITTEE MEMBERS**

I.....having been appointed as a member of the..... Committee for the.....academic year; do in the name of Almighty God solemnly affirm that I will bear true faith and allegiance to the SRC as by law establish; that I will uphold the sovereignty and integrity of the SRC; the institution as a whole and I will Preserve, Protect and Defend the Constitution.SO HELP ME GOD.

To be administered by: SRC CHIEF JUSTICE

## **(8) THE OATH OF A MEMBER OF THE PARLIAMENT**

I.....having been appointed as a member of the Parliament for the..... academic year, do in the name of Almighty God solemnly affirm that I will bear true faith and allegiance to the SRC as by law establish; that I will uphold, preserve, protect and defend the Constitution of the SRC. That I will, faithfully and conscientiously discharge my duties as a member of the Parliament. SO HELP ME GOD

To be administered by: THE SPEAKER OF THE PARLIAMENT

### **- INTERPRETATIONS**

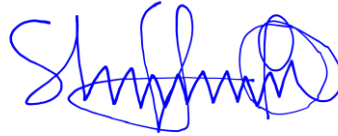
- (1) Speaker and chairperson as used in this constitution shall refer to any student, male or female.
- (2) Schools used in this constitution shall refer to faculty, school, college and institution.
- (3) General student body also means General Students' Forum.
- (4) Resolution means a unanimous decision passed or made by the Parliament and or the general students' meeting.
- (5) OATH includes affirmation, specified in the schedule of this constitution.
- (6) Council refers to the SRC or dependent under the article or chapter it falls.

- (7) Gross Violation is disrespectful behaviour to the ruling of the constitution.
- (8) Inefficient or negligent in the discharge of duties is failure to discharge legitimate duties provided in this constitution or any other legal source creating the position in question.
- (9) Contempt of the Judicial Council is an attitude displaying disrespect, battery, verbal assault and defamation to and of the Judicial Council and the constitution in other to obstruct justice.
- (10) Parliament refers to the decision making arm of the SRC and meetings.

## **THIS CONSTITUTION WAS REVIEWED BY SRC** **2019/2020 ACADEMIC YEAR**

<b>Name</b>	<b>Review Committee</b>	<b>SRC Position</b>
Tahiru Mohammed	Chairman	Chief Justice
Isshaku Abdul Hafiz	Deputy Chairman	Ex-Officio
Efua Kwabuah Danquah	Secretary	Justice
Asosega K. Prosper Akulga	Communications Officer	Member of Parliament
Ernest Adu Frimpong	Research Officer	Member of Parliament
Toyibu Abdul Majeed	Organizer	Member of Parliament
Numbunaa Ezekiel	Member	SRC President
Treba Esiano	Member	Speaker of Parliament
Nagriwum Timothy Masuni	Member	Ex-Officio
Kaba B. Boniface	Member	Justice
Sombonaa Stephen	Member	Justice
Prince Owusu Agyemang	Member	Justice
Doku Raymond Mawulorm	Member	Member of Parliament
Clifford Anokye Foster	Member	Member of Parliament

Compiled by the 2019/2020  
Administration  
(Judicial Council)



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Numbanaa Ezekiel  
(SRC President)