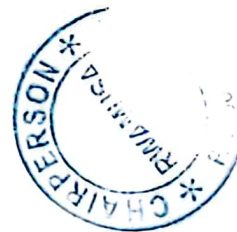


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**RWAMPARA MAKERERE UNIVERSITY STUDENTS ASSOCIATION  
(RWAMUSA)**

**CONSTITUTION**

**APRIL 2014**



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## **PREAMBLE**

**WE**, the students of Makerere University who come from Rwampara

**GATHERED** together in a general meeting to discuss the formalities of re-uniting and developing ourselves to greater heights especially our given heritage background

**CONCERNED** by lack of an effective body to bring together all the students from our homeland

**INSPIRED** by the examples of numerous bodies of a kind where unity and sense of purpose has enabled them archive significant political and socio-economic gains for their members

**AWARE** that our inability to mobilize ourselves into an effective body has rendered our collective contribution to Rwampara in particular and Uganda in general very minimal and almost impossible

**DETERMINED** to contribute to the integral development of our fellow comrades through popular and durable constitution based on the principles of unity, equality and transparency

**HAVE** resolved to form an association that shall unite all Makerere University students who come from Rwampara County, solemnly adopt, enact and give to ourselves and our posterity, this constitution of Rwampara Makerere University Students' Association (RWAMUSA) that shall guide and bind us, this 18<sup>th</sup> day of November in the year 2014.

### **Article 1: THE NAME OF THE ORGANIZATION**

The name of the association shall be **RwamparaMakerere University Students Association (RWAMUSA)**.

### **Article 2: LOCATION**

The Head offices of RWAMUSA are located at **Makerere University Kampala Uganda**.

### **Article 3: AREAS OT OPERATION**

The Association (RWAMUSA) shall be national wide whereby we will have different chapters from different Universities across the country. However currently we started with Makerere University and so soon we are going to annex other Universities across the country.

## **ARTICLE 4: VISION, MISSION, OBJECTIVES, ACTIVITIES AND VALUES**

### **(A) Vision**

Creating a strong, sustainable, morally sounding society majored by the young people.

### **(B) MISSION**

To empower familiesand Individual youththrough self-awareness, skilling and advocacy.

### **(C) AIMS AND MORE SPECIFIC OBJECTIVES**

- (i) To eradicate extreme illiteracy among the childhoods.
- (ii) To create academic competition among schools in Rwampara constituency
- (iii) To promote social awareness on HIV/AIDS and other challenges faced in higher institutions of learning.
- (iv) To be affiliated with both national and international students' associations with similar objectives and interests for mutual benefits.



- (v) To carry out and conduct research and case studies consultations evaluations and monitoring of projects involved to improve self-management, skills, and reinforce the capacity to meet youths' needs.
- (vi) To promote talents among the youth through various activities.
- (vii) To fight ignorance among the youth through civic education.
- (viii) To create a class of God fearing future leaders.

## **ARTICLE 5: ACTIVITIES**

Activities to be carried out shall be, but not limited to the areas of:

- i. Education
- ii. Community health and sanitation
- iii. Conducting advocacy meetings, forums, dialogues and workshops for common interests of our target groups.
- iv. Sports entertainment and culture
- v. Information, communication and technology and science innovations
- vi. Environment
- vii. Research in various areas

## **(E) CORE VALUES**

- I. High Expectations
- II. Excellence
- III. Dedicated
- IV. Success
- V. Collaborative
- VI. Integrity
- VII. Responsibility

## **Article 6: MEMBERSHIPS**

### **(A) Membership of RWAMUSA shall be open to;**

- I. Any individual, association or organization that is in agreement with the vision, mission, objectives and principles of Rwampara Makerere University Students Association.
- II. Members shall meet their financial obligations (membership, subscription fees and any other fees) to the organization as shall be approved by the general assembly based on the recommendations of the executive committee.
- III. All members shall pay a membership fee of UGX 2,000 or any other amount as shall be fixed by the general assembly from time to time, on recommendations of the executive committee.
- IV. Upon admission to membership, the members shall be bound by this constitution and By-laws, resolutions and decisions of the executive committee.

### **(B) RIGHTS AND PRIVILEGES OF A MEMBER**

- I. All members shall be entitled to same privileges and this is to show that we are equally concerned with the development of Rwampara and Mbarara District as a whole

### **[C] WELL WISHERS**

- I. These shall be invited to participate in the activities and meetings of the association.
- II. Eligible to participate in capacity building programs entitled to share information and other resources and shall have access to RWAMUSA resource center(s).
- III. Eligible to link to development partners, collaborative agencies and government agencies and institutions through recommendations by the association's executive committee.

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#### **(D) HONORARY MEMBERS**

- I. Honorary membership shall be open to individuals who have tirelessly worked for the advancement of the RWAMUSA's vision as well as improving services to the people that the organizations in meant to serve.
- II. They shall be invited to participate in the activities and meetings of the association. honorary members shall be proposed by the executive committee and then forwarded for approval to the general meeting.

#### **(E) DISQUALIFICATION AND PROCUDURES FOR DESCIPLINING MEMBERS**

- I. No registered member shall be expelled unless; the relevant organ of the association has given him/her a written warning.
- II. Any member loses qualifications for membership as prescribed by this constitution, or who is guilt of a conduct prejudicial to the welfare/wellbeing of the association will be asked to resign by decision of the executive committee.
- III. Disqualification may as well be because of guilt of engaging in corrupt practices, or any other engagements that can tarnish the name and image of the association.
  - i. Any member asked to resign shall remain suspended from the association but shall have the right to appeal to the next executives/delegates meeting whose decision shall be the final
  - ii. If the executive committee does not receive the notice of appeal within 30 days from the date of receipt of notification of the decision taken by the executive, the name shall be struck off the register of members.
  - iii. Any member before resigning officially will have to first pay back for the damages incurred because of his/her actions, as the executive committee will decide it.



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- iv. Any active member of the association may bring forth cause for the removal of an elected officer. The active member must notify both the President and legal Advisor of his or her intentions. If such action is made against the President, the Vice President will be notified in his/her place. It will be the responsibility of the President, or Vice President if a conflict of interest arises, to call for a removal vote from the Executive Board.
  - v. Removal from office will be determined by a two-thirds majority vote of the Executive Board (excluding the member being subjected to removal from office). The Legal Advisor will serve as the mediator in all removal voting.

#### **ARTICLE 7: THE EXECUTIVE COMMITTEE**

The executive committee shall comprise of the following offices as listed below

- President.
- Vice president.
- General-Secretary
- Speaker.
- Deputy speaker.
- FinanceMinister.
- Publicity Secretary.
- Deputy Publicity Secretary.
- Organizing Secretary
- Director Legal Affairs
- Sub countyRepresentatives; Bugamba, Mwizi, Nyakayojo, Ndeijja, Rugando.
- First year representatives (male and female )

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## **(A) RESPONSIBILITIES OF OFFICE BEARER**

**(i). PRESIDENT.** The President shall:

1. Chair over all official RWAMUSA meetings.
2. Set policy and implement programs as is deemed necessary and proper.
3. Call Executive Board meetings as deemed necessary.
4. Require reports, as needed, from members of the Executive committees.
5. Enforce the observance of this Constitution.
6. Signatory to the back account.

NB: First year students are not eligible to take up the post of the presidency.

**(ii). VICE PRESIDENT.** The Vice President shall:

1. Fulfill duties of the President if his/her absence.
2. Perform and aid in such duties as delegated by the President.

**(iii). GENERAL SECRETARY.** The Secretary shall:

1. Record accurate minutes of all official RWAMUSA general meetings and Executive Committee meetings.
2. Read the previous minutes of RWAMUSA meeting to the members.
4. Maintain and organize all RWAMUSA files.
5. Maintain a list of all active RWAMUSA members.
6. Keep accurate attendance records at all official RWAMUSA meetings.
7. Signatory to the back account.

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**(iv). ASSISTANT GENERAL SECRETARY**

1. Fulfill duties of the General Secretary in his/her absence.

**(v). SPEAKER. The speaker shall:**

1. Shall open meetings at the time at which the organization is to meet by taking the chair and calling the meeting to order.
2. Shall restrain the members when engaged in debate.
3. Shall enforce on all occasions the observance of order and decorum among the members, deciding all questions of order and to inform the assembly when necessary on a point of order.

**(vi). DEPUTY SPEAKER:**

1. Fulfill duties of the Speaker in his/her absence.

**(vii). TREASURER. The Treasurer shall:**

1. Maintain all financial records of the organization.
2. Execute and sign such instruments that require the authorization of the Treasurer.
3. Prepare monthly oral reports of the association's financial standing.
4. Prepare and submit written reports of the association's financial standing at the first and last RWAMUSA meeting of the academic year, or at the discretion of the President or Vice President.
5. Propose an amount and effective period for dues, and administer the collection of dues into the general RWAMUSA funds to fulfill the purpose of the association.
6. Signatory to the bank account.

#### **(VIII). PUBLICITY SECRETARY.**

1. Be chiefly responsible for the public relations, marketing and promotion of all RWAMUSA related activities.
2. Maintain the official RWAMUSA social media.
3. Shall be the spokesperson of the association that shall mobilize members, impart the spirit of togetherness amongst them, coordinate various organs of the association and affiliate the association with others with similar interests and goals.
4. He/she shall be responsible for delivering any kind of information or announcements and charged with circulation of all organization literature within and outside its vicinity.

#### **(ix). DEPUTY PUBLICITY SECRETARY**

1. Fulfill duties of the Publicity Secretary in his/her absence.

#### **(X). ORGANIZING SECRETARY**

1. He/ She will be responsible for coordination of all the association's activities.

#### **(XI). DIRECTOR LEGAL AFFAIRS**

1. Shall avail relevant legal advice to the association.
2. He/she shall on behalf of the association negotiate for a better position, representation and treatment from the government and other relevant bodies and shall always stand to defend the association in case of any accusation.

#### **(xii). PATRON:**

I. There shall be a patron for the organization and he/she shall be a person of high moral character, intelligent with high integrity.

II He/she shall be highly experienced in matters of policy and organizational management, overall advisor to its management and shall assist in mobilizing the resources and create a rapport with well-wishers.



III He/she shall be responsible for establishment of links with the government, donors, development collaborates, other associations both on local and international levels

#### **(B)CODE OF CONDUCT**

Executive Committee members shall;

1. Show solidarity during happy, social up helves or face of danger.
2. Not to tolerate any nature and any immoral behavior.
3. All executive members are supposed to give clear accountability failure to do that the lawful arm of the association will play its role.

### **Article 8: ASSOCIATION'S MEETINGS**

#### **(A)GENERAL MEETING**

- I. The association shall hold at least three General Meetingsby the end of the semester.
- II. These meetings will be headed by the president and shall approve or disapprove the reports and Audited financial statements limited by the Executive Committee.
- III. Committee members will have to present Reports during the General Meeting of different departments.
- IV. A notice shall be given in writing, media or any other form in advance as shall be deemed appropriate to all the members expected before the meeting

#### **(B)SPECIAL/EMERGENCY MEETINGS**

- I. These shall be convened by the General Secretary on decisions of the Executive Committee, upona written request and shall deal with special/emergency matters.
- II. These meetings shall begoverned by the same rules and procedures as the general meetings.
- III. If within one hour from the time scheduled for the start of this meeting, a quorum (3/4) is not realized, members present shall conduct business. Notwithstanding the



provisions of this article, an adjourned conference shall not have power to amend or alter this constitution nor elect members of the executive or any other committee unless the required quorum is present.

### **(C) THE EXECUTIVE MEETING**

- I. The Executive shall meet as often as necessary but at least once a month.

### **ARTICLE 9: VOTING**

- I. Issues arising at any meeting shall be decided by majority vote and every member eligible to vote shall have one vote. This shall be by secret ballot
- II. Only fully registered members shall be entitled to vote at any general meeting.
- III. Any minute(s) of the organization's meeting(s) or committee (s) having been approved by general meeting, board or any other body deemed relevant and signed by the chairperson and secretary of the same shall be sufficient evidence without any further proof or facts stated therein.

### **Article 10: FINANCE**

#### **[A] Sources of funds**

- I. The association will get funds from the government, well-wishers or International association.
- II. The association shall get funds through occasions such as sports competitions.
- III. Fundraising activities.
- IV. Setting up profit making projects in accordance to the decisions of the Annual General meeting.
- V. Any other lawful means of fundraising or source approved by the General Assembly.

#### **[B] FINANCIAL ADMINISTRATION AND MANAGEMENT**

- I. The financial administration officer shall cause proper books of account to be kept with respect to :

- (a) All sums of money received and expended by the association and matters in respect to which the respect and expenditure takes place
  - (b) All sales and purchases of goods by the association
  - (c) The assets and liabilities of the association
- II. A copy of the balance sheet (including every document by law to be annexed thereto) which is to be laid before the organization in general meeting together with a copy of auditors report shall be circulated at the very day of the meeting to every member of the association.

#### **[C] EXPENDITURE**

- i. The funds of RWAMUSA shall be used for attainment of the goals and objectives of the association and no amount shall be given out to any member (s) as dividends except for compensation or loss incurred during execution of the association has authorized duties.
- ii. The funds of the association may as well be expended on the indemnity for members of the association from and against all costs changes, Losses damages and expenses whatsoever which they or any of them shall sustain or incur in the execution of their duties/powers unless the same shall be found to have happened due to their willful neglect or default.
- iii. Any other expenditure authorized by the executive committee.

#### **[D] THE AUDITOR**

The executive committee shall appoint the auditor of the association who will audit all books of accounts on request.

#### **(E) BANKING AND BANK ACCOUNTS**

- I. The association shall open and maintain bank account (s) in its name in any bank as the directors shall agree.
- II. There shall be three signatories to the association's bank account (s) that is: The financial administration officer (treasurer), general secretary and the president.

The treasurer shall issue receipts in the name of the association for all funds received and keep track of all monies spent

- III. No fixed assets shall be purchased or acquired without the prior approval of the executive committee and loss or damage of any asset shall immediately be reported in writing to the president who shall also report accordingly.

## **Article 11: TERM OF OFFICE**

### **(A) ELECTION OF OFFICE BEARERS**

- I. Any member of the executive shall hold office for a term of one year and shall be eligible for one more term unless is doing four-year course.
- II. The election of the executive committee shall be conducted by secret ballot and every fully registered member shall be entitled to participate.
- III. The election of the executive committee shall held during second semester of the academic year in the general meeting, as current committee shall decide it.
- IV. The election process shall be conducted under supervision of the electoral committee comprised of any members of the association appointed by the president and approved by the executive committee.
- V. Regarding to article (i) if student is in a first year student and is pursuing four year course is eligible to stand for any office for three terms as it is stipulated in the constitution.

### **(B) VACATION FROM OFFICE**

- I. Any member of the executive committee may vacate office voluntarily by communicating his resignation to the president.
- II. Any member of the executive committee who fails to attend three consecutive meeting without any apology shall be deemed to have ceased to act in such office by the resolution of the committee.
- III. Any member of the association may move the general assembly to pass a vote of no confidence in a member of the committee on reasonable ground and a resolution shall be reached on majority vote of the two third of the members.

## INTERPRETATION

In this constitution, unless constitution requires otherwise:-

- I. Association –refers to Rwampara Makerere University Students' Association.
- II. RWAMUSA - Is an abbreviation for Rwampara Makerere University Students' Association.
- III. Committee –means the executive committee of RWAMUSA.

## AMMENDMENT

The constitution shall be amended as time goes on but agreed in the general assembly

NB: Whoever violates this constitution shall be punished according to the laws of Uganda.

Date of Recognition: 1st. Feb 2015

SPEAKER: Muhwezi Hillary

SIGNATURE.....

President: Ayo Bitangaza

SIGNATURE.....