



SOKOINE UNIVERSITY OF AGRICULTURE

THE CONSTITUTION OF THE SOKOINE UNIVERSITY OF AGRICULTURE STUDENTS' ORGANIZATION (SUASO)

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PREAMBLE

WHERE as the students of the Sokoine University of Agriculture understand and believe that the University hereafter its role under the Sokoine University of Agriculture Charter of 2007. Obviously, this makes the Sokoine University of Agriculture serve the community in its own unique setting and system;

WHERE as the Students understand and believe that the Sokoine University of Agriculture Charter, 2007 provided for an Establishment and Recognition of a Common students' Organization of the University;

WHERE as the students of Sokoine University of Agriculture understand and believe that only a diligent students organization chosen democratically by the students, which is completely responsible to students themselves and therefore serve their interests to its best stratum;

AND WHERE as the students Organization understand and believe that student organization that is autonomous will to the great extent promote, improve and maintain cordial relationship between students, the University administration, the community in general, other learning institution and their organizations, youth within and outside the country.

THEREFORE, we members of the University Student Representative Council (USRC), noting that the USRC constitution Committee was established to represent us in preparing the draft of the constitution;

Do here - by, in and through this University Student Representative council sitting as the special constitution Assembly, solemnly adopt, enact and give to ourselves and our prosperity, this constitution of Sokoine University of Agriculture Student Organization

of 2008 Version 2 on behalf of all the organization members, for the purpose of giving effects to the above interests and beliefs mentioned

CHAPTER ONE
PART 1
PRELIMINARY PROVISIONS

Articles

1. Name

The name of the organization shall be “the Sokoine University of Agriculture Student’s Organization, in short (SUASO)” here in after referred to as the “Organization”

2. Headquarters

The headquarters of the organization shall be at Sokoine University of Agriculture main campus in Morogoro and there shall be sub-offices or branches at other established campus (es)

3. Application

SUASO constitution shall govern the election of the office bearers, define the specific functions thereof and elaborate the responsibilities of members and those of SUASO government and any other miscellaneous provisions as required under the constitution.

4. Status

SUASO shall be a Student’s Organization of Sokoine University of Agriculture, which shall endeavour to fulfill its objectives to the best interest of its members in accordance with the Sokoine University of Agriculture Charter, 2007.

5. (1) The Official language of the organization shall be English.

(2) Subject to article 5 (1) of this constitution, Kiswahili Language may be used as a medium of instruction as may be prescribed by the regulations and by - laws.

6. Interpretation

In this constitution, unless the context otherwise requires;

‘Electoral Rules’-Means the Rules made under this constitution to regulate SUASO elections.

“Academic Association” - Means; an association formed by SUASO members who belong to a relevant academic department, Institute, faculty or disciplines of the University.

“Annual Handing over Reports” – Means; the reports, which are prepared, submitted and presented as established in this constitution and which contain the

plans, implementation, success, failure and recommendations of the outgoing office bearers.

“BARAZA” - Means; the general meeting of all students in each of the Sokoine University of Agriculture Campus (es)

“By election” - Means; elections held to fill a post of the office bearer(s), which has been left vacant immediately after the elections period or several months before the elections established under these rules.

“Candidate”- Means; SUASO member appointed by the electoral committee for contesting any post respectively as established in this constitution.

“Charter” - Means the Sokoine University of Agriculture Charter, 2007.

“Chief Executive” - Means; a SUASO Prime Minister who shall be responsible for carrying out SUASO’s day-to-day functions as established by this constitution.

“Chief Internal Auditor” - Means; the University chief internal auditor

“Class Representatives Board (CRs Board)” - Means; the Class Representatives Board

“Clerk” - Means; the Secretary to University Students’ Representative Council (USRC)

“Constitution”- Means; the Constitution of Sokoine University of Agriculture Students Organization

“Council” - Means; the Council of the Sokoine University of Agriculture

“Deputy Speaker”- Means; the Principal Assistant to the Speaker

“Election Candidate Observer or agents”- Means; SUASO member appointed by the election candidates for any post for observation at the polling station and in counting room respectively as established in this constitution.

“Executive member”- Means;any member of the ministry established in this constitution, that is an office bearer;

“Government” - Means; the central government of Sokoine University of Agriculture Students Organization as established by this constitution

“Hostel/Unit Assembly”- Means; an assembly/meeting held at hostel/unit level;

“Judicial Organ” -means the Judicial and Disciplinary organ of SUASO

“Office bearer”- Means; The President, Vice President, Prime Minister, Ministers, Principle Secretaries and Chairpersons as elected or appointed under this Constitution

“Organization” - Means SUASO

“President” - Means; the SUASO president

“Prime Minister” Means; the SUASO prime Minister

“Vice President” - Means; SUASO Vice President elected in accordance with this constitution.

“Signatory” - Means; any SUASO office bearer and the University Dean of Student by his/her title charged with a duty to sign banking financial document on behalf of SUASO as provided for by this constitution.

“Special resolution” - Means; a resolution made by the USRC which is supported by two third (2/3) of the members present by voting.

“Student” - Means; any person admitted to the University as a candidate for a degree, diploma, certificate or other awards of the University.

“Students Organization”- Means; an organization approved by the Council and as being an Organization representing students of the University.

“SUASO affiliates” - Means; the other university student’s organization approved under the provisions of Sokoine University of Agriculture, Rules 2007 and it includes Academic Associations.

“SUASO affiliation”- Means; students organization of the university and may be at national and international levels to which SUASO is affiliated.

“University Students Representatives Council (USRC)”- Means; the body of representatives as established by this constitution.

“University”- Means;Sokoine University of Agriculture (SUA) established by the Sokoine University of Agriculture (SUA) Charter, 2007.

PART II

THE ESTABLISHMENT, OBJECTIVES AND FUNCTIONS OF THE ORGANIZATION

Articles

7. Establishment

There is hereby established an Organization to be known as;“The Sokoine University of Agriculture Students Organization hereinafter referred to as SUASO”.

8. Objectives

SUASO shall be a common student’s organization and have the following objectives:-

- (1) Bridge between University Management and Students at large
- (2) To facilitate co-operation among students of Sokoine University of Agriculture
- (3) To facilitate co-operation between SUASO and any other students’ organization with similar aims
- (4) To work for and ensure recognition and acceptance of University students in the building of an egalitarian society and furtherance of common social, political and economic objectives of the people of Tanzania in a manner acceptable to the laws of the country, and the rule and regulations governing the university community.
- (5) To develop leadership capabilities within the students community
- (6) To safeguard the rights of students in accordance with the laws and regulations

9. (a) Functions of SUASO

SUASO in pursuit of its objectives in consultation with the Dean of Students shall carry out the following functions

- (1) To initiate, sponsor or undertake academic, social and production activities for the benefit of the students of the Sokoine University of Agriculture.
- (2) To organize student events and recreation.
- (3) To seek funding and sponsorship to support students activities
- (4) To communicate and promote relations with University management and other organizations, which share objectives that are similar to those of SUASO.
- (5) To organize outreach programmers with surrounding communities or the general public;
- (6) To lead students in the search for their rights in conformity with the objectives of SUASO and those of the University
- (7) To provide public or community services.
- (8) To represent student in appropriate university/institution decision making organs.
- (9) To provide peer support services to students with special problem.
- (10) To provide mentorship serviced to young future university students.
- (11) To set up procedures for taking complaints from aggrieved student;
- (12) To set up mechanisms for the enforcement of the code of conduct.
- (13) To set up a code of conduct of students within the student community;
- (14) To undertake any other activity or function in conformity with SUASO objectives.

(b) Subject to Article 7 & 8 above, SUASO does not involved in any political movement and religious affiliation.

PART III

MEMBERSHIP, RIGHTS, OBLIGATIONS AND RESPONSIBILITY

- 10.** (1) Every student of SUA shall be a member of the organization and upon his registration as a student and his/her membership shall cease upon the cessation of his/her studentship
- (2) Every member shall pay the subscription and annual fee as may be prescribed from time to time by USRC/Student Baraza.
- 11.** Every member of the organization shall have rights to:
- (1) Entitled to participate in all activities of SUASO
 - (2) Eligible to vote and hold office according to applicable regulations
 - (3) Entitled to obtain and inspect copies of the organization documents upon request to the Prime Minister
 - (4) Entitled to audience and freedom of expression before appropriate organs of SUASO without breaching peace and order
- 12.** Responsibilities of Members
- (1) Use their education for the benefit of humanity
 - (2) Educate themselves to the best of their ability
 - (3) Be exemplary in discipline and industriousness in execution of their responsibilities.
 - (4) Participate, as far as possible, in all activities of the organization
- 13.** Every member of the organization shall uphold this constitution, and shall in particular Endeavour to;
- (1) Pay fees, and subscriptions when due
 - (2) Carry out assignments as per organization activity
 - (3) Refrain from influencing the organization or its office bearers in any manner, which will appear to prejudice the status of the organization
 - (4) Conserve and cause others to conserve the environment

CHAPTER TWO
ORGANS OF THE ORGANIZATION

14. (1) The principle organs of the organization at the University level shall be:
- (a) The Cabinet
 - (b) The Judicial organ
 - (c) The University Student Representatives Council (USRC)
- (2) Other Organs of SUASO are
- (a) Accommodation Hostels/Units Assembly
 - (b) Class Representatives Board (CRs' Boards)
 - (c) Students BARAZA

PART I

THE CABINET

15. (1) There shall be a cabinet of the organization, which shall be the executive arm of the organization and pursue all of the organization objectives.
- (2) The cabinet shall comprise of;
- (a) The President
 - (b) The Vice President
 - (c) The Prime Minister
 - (d) Ministers.
- (3) Deputy Ministers and the Secretaries to the Ministries they can attend a meeting as invitees only where necessary but shall not participate in discussion unless needed to clarify issues related to their Ministries by their respective Ministers or the person presiding the meeting and have no vote in decision-making.
- (5) The President shall be the chairperson of the Cabinet and the Prime Minister shall be the secretary of the Cabinet.
- (6) The President shall preside over all meetings and in the event of his/her absence the meetings shall be presided over by the Vice President and where both are absent then the Prime minister shall preside.

- (7) Subject to other provisions of this Constitution, the Cabinet shall be principle organ for advising the President on all matters regarding the exercise of his/her powers in accordance with this Constitution.
 - (8) The Cabinet shall be responsible to the USRC in implementing decisions made by the USRC and shall handle all day to day matters of the Organization.
 - (6) The Cabinet shall make recommendations to the USRC in matters related to students' affairs.
 - (7) For avoidance of any doubt, all Cabinet members shall be accountable to the President.
 - (8)The appointment of Ministers and Deputy Ministers and Secretaries to the Ministries shall Endeavour to achieve proportionate representation as regards to gender and campus (es).
 - (9) The cabinet meeting shall be held at least once every month.
- 16.** The office of the Cabinet member shall fall vacant upon the occurrence of any of the following event
- (a) If the Cabinet member resign or dies
 - (b) Where the President terminate his/her appointment
 - (c) Where the President resigns or is impeached or where both the offices of the President and the Vice President are vacant for the reasons of other than being absent.
 - (d) Dissolution of the Cabinet
 - (e) If he/she discontinued from studies;
 - (f) Postponement/completion of studies.

PART II
UNIVERSITY STUDENTS REPRESENTATIVES COUNCIL (USRC)

- 17.** There shall be and is hereby established the University Student Representative Council here referred to as USRC at the university level;
- 18.** The composition of the USRC shall include ;

- (1) The Speaker.
- (2) The Deputy Speaker.
- (3) The Clerk to the USRC.
- (4) All Ministers and Deputy Ministers.
- (5) Hostels/Units Chairpersons and Secretaries.
- (6) Twenty Representatives from CR'S Board, Chairpersons and Secretary to the Board shall be among them.
- (7) Ten representative of Chairpersons of registered organization affiliates elected among themselves.
- (8) Two representatives appointed by the President from SUASO members with known biological disorder/ disability.

19. The USRC shall have powers:-

- (1) To elect the Speaker and the Deputy Speaker of the USRC
- (2) To approve the Clerk to the USRC elected by the President from amongst organization members
- (3) To approve the appointment of the Prime Minister made by the President
- (4) To review and approve or disapprove policies and actions of the Cabinet whenever it considers it necessary or desirable to do so
- (5) To evaluate and take appropriate actions on the annual general handover report and activities of the Cabinet submitted or ordered so to be submitted by the office bearers.
- (6) To make provisions and/ or for all matters relating to funds of SUASO including but not limited to preparation of annual estimates or income and expenditure accounting and periodical financial statements.
- (7) To approve budget estimates provided by SUASO government.
- (8) To make provisions in any appropriate manner for regular auditing of books of accounts for all organs of SUASO to ensure a sound, proper and efficient administration of SUASO funds
- (9) To discipline the President, Vice President and Prime Minister including suspension of his services provided that a two-thirds vote of the **members attending the meeting so resolves.**

- (10) To establish Committee as may be found necessary for the execution of its functions.
- (11) To make rules and regulation of the Organization
- (12) To invite official from within or outside the University as the need arises and in accordance with the University Students By Laws, SUA Rules 2006 and the laws of the Country
- (13) To perform any duty in the interest of SUASO members
- (14) To establish the Electoral Committee to supervise the elections within SUASO.

20. The USRC meetings;

- (1) The USRC shall convene two ordinary meetings in a semester;
- (2) The ordinary meeting shall be scheduled by the USRC itself ,where of the notice shall be issued by the speaker
- (3) If and in case of special or Extra-Ordinary Meetings, the Speaker shall issue due notice of such meetings, one-day Public notice for the meeting will suffice.

21. (a) The quorum at every sitting of the USRC shall be not less than two thirds of the members.

(b)The approval system to be used by USRC shall be by simple majority

22. Cessation of USRC Member;

- (1) Failure to attending three USRC meetings consecutively without prior notice dully served on the speaker of USRC.
- (2) Following Death, discontinuation,Resignation, expulsion from the University or de-registration.

23. (1) All USRC members including office bearers shall hold office for one year and shall be eligible for re-election or re-appointment as the case may be.

(2) The USRC shall have office in both campuses and the head office shall be at SUA main campus.

24. The SUASO President shall address the USRC on its first meeting for the purpose of inauguration of the same, and at any time whenever he/she deems fit but shall not, at any time, directly participate in the parliamentary discussion

25. There shall be USRC rules for meeting to be revised from time to time by USRC.

PART III

THE JUDICIAL ORGAN

26. There shall be and is hereby established the SUASO Judicial Organ

(1) The composition of the Judicial Organ shall be;

(a) Three members each from a different religious affiliate recognized by the organization

(b) One member appointed from CRs board representing the board

(c) One member appointed from each faculty/institute within the university

(2) The Dean of students (or representative) and the Legal officer (or representative) shall be ex-officio members of the Organ for advising the Organ throughout its proceedings, but they shall have no vote in decision-making.

(3) The Organ shall be appointed by the President such that:

(a) He/she shall request and receive recommendations regarding two names (either gender) from each of the components mentioned in sub article (1) above, not later than three weeks since the day of the swearing in of the new president.

(b) The appointment shall take effect not later than four weeks from the day of the swearing in of the new president.

(c) The appointment shall be such that no gender shall constitute less than three members.

(d) Notwithstanding the provision of this sub article, the President shall not have power to remove any member from the judicial organ, unless he/she has received a written request that is signed by not less than two thirds of the total number of the members of the Organ.

- (4) A member of the judicial organ shall be neither the member of USRC nor member of the cabinet.
- (5) The tenure of office of the members of the judicial organ shall be one year, which shall expire upon the appointment of the new members of the Organ.

27. (1) The judicial organ shall have power to:

- (a) Subject to consultation with the Legal Officer of the Sokoine University of Agriculture; the judicial organ is hereby vested with exclusive power pertaining to the binding interpretation of this constitution and its interpretation shall be final and conclusive as between SUASO government and its members.
 - (b) Interpret Laws and rules of the Organization, which shall be final and conclusive within the Organization
 - (c) Act as disciplinary authority to the Organizations office bearers save only for the President, the Vice President and the Speaker of the USRC, on malpractices, corruption and any other misconduct and its decision shall be final and conclusive within the Organization,
 - (d) Act as the arbiter in disputes among the students with a view to promoting harmony and tranquility
 - (e) Assume powers of the Cabinet where in any circumstances the Cabinet does not exist. The powers held here forth can be held and handed over to the new President for not more than 21 days
 - (f) Revise and receive, hear and determine any appeal brought to it by any aggrieved member on the decision made by electoral committee or any organ of the organization
 - (g) Invite the President, the Vice President, Speaker and any other office bearer as the circumstances may require to attend organ meetings and give clarifications, evidence or opinions on any matter that need their attendance. However, no invitee shall have powers of making decision in the meeting.
- (2) Upon receiving the allegation and complains, misconduct and bad behavior of any member, The Organ shall have power to ;

- (a) Summon the member against whom the complains and allegations are made;
 - (b) Counsel, advice and warn the alleged member with regards to such misconduct or bad behavior;
- (3) The alleged member as in sub article (2) (b) above, having been warned more than twice of misconduct or bad behavior shall be regarded as **hardcore** and the Organ shall necessary any responsibility upon any further steps taken by the University administration on the same complains and allegations.

PART IV

UNIVERSITY STUDENTS BARAZA

- 28.** The University Students BARAZA (hereinafter referred to as the (BARAZA) is constituted by all students of the Sokoine University of Agriculture
- (1) The Chairperson of student's BARAZA shall be the SUASO President
 - (2) The Prime minister shall be the Secretary to BARAZA
 - (3) The BARAZA shall normally assemble at least once in every academic `year in its meeting (s) to discuss matters brought forward by the President and matters of relevance with interest to students
 - (4) (a) The Secretary to BARAZA shall convene ordinary BARAZA meeting at mid of semester.
(b) ForExtra - ordinary meeting, the Secretary to BARAZA shall issue due notice of such meetingone day before the meeting and done without violating University Student's By Laws.
 - (5) The BARAZA shall be a supreme SUASO organ

PART V

THE CLASS REPRESENTATIVES BOARD

29. There hereby established the CR's Board which shall consist of:-

- (1) Class Representatives elected from each class
- (2) The office of the Ministry responsible for academic affairs

30. Chairperson and secretary to the board shall be elected from amongst the members of the board

31. Functions and Obligations of the CR's Board

- (1) To discuss various academic issues and give recommendations to the Ministry responsible for academic affairs
- (2) To collect from students problems pertaining to the academic welfare of the students and make recommendations to the USRC for decisions.
- (3) The Board shall have powers to give recommendations on examination regulation to the USRC for more discussion before forwarding for approval by Senate and/or Council through the Ministry responsible.
- (4) Any other duty as may be conferred by the USRC

32. Meetings of the CR's Board

- (1) The CR's Board shall hold not less than two meetings per semester. The meeting shall be conducted one week before the USRC meeting
- (2) All meetings of the CR's Board shall be convened by the Secretary to the board upon two days' notice.
- (3) Where it appears that the Secretary to the board fails to convene board meeting or in any other circumstance where it is important so to convene, one third of the members may ask the Secretary to the board to convene the meeting failure of which they may proceed to convene such a meeting
- (4) The quorum at every sitting of the board shall be not less than two third of the members
- (5) The tenure of the board shall be a period of one year.

PART VI

ACCOMODATION HOSTELS/UNITS

- 33.** (1) There is hereby established a hostel accommodation unit assembly for every hostel accommodation Unit.
- (2) All SUASO members residing in that hostel or unit members in accordance with the electoral rules of this constitution shall elect the Hostel or Unit Chairperson and his Secretary shall constitute the Hostel or Unit Assembly.
- (3)The Hostel or Unit Assembly shall meet in an ordinary session at least twice during each academic semester. The Hostel or Unit chairperson in his absence the Secretary shall chair the Hostel Assembly meetings. The quorum for such meeting shall be half (1/2) the number of its members.

34. Function of the Hostel/Unit Assembly

The function of the hostel or unit assembly shall be to discuss matters of interest to the hostel or unit residence and to make relevant recommendations to the USRC or as the case may be to the Central Government /the Ministry responsible.

35. Hostel/Unit Chairperson and Secretary

- (1) The hostel/accommodation unit Chairperson and Secretary shall be responsible for carrying out decisions of the hostel/accommodation unit assembly concerning the hostel/accommodation unit.
- (2) The hostel/accommodation unit chairperson and secretary shall be answerable to the hostel/accommodation unit assembly.

PART VII

MANAGEMENT OF THE ORGANIZATION

- 36.** The SUASO representatives shall consult the university management through the President office and the Deans of Students as often as deemed necessary to discuss on various issues, of interest to the university community.

37. (1) The decisions concerning the following matters are not being made by any organ except through a referendum, involving all registered members of the organization;
- (a) Any decision likely to affect delivery of students Services;
 - (b) Any decision likely to interrupt academic programmers;
 - (c) Any proposed cause of action likely to cause breach of peach;
- (2) The Dean of students, the President, the Speaker and the Chairperson of the judicial organ shall be responsible to ensure that every member conducts any referendum in a manner that guarantees the exercise of free will.
- (3) A Decision reached by the referendum shall prevail and be binding upon all members and the organization shall be obliged to complement it forthwith.
38. The management of all property of the organization shall be the responsibility of the SUASO government on behalf of the members

CHAPTER THREE

OFFICE BEARERS

PART I THE PRESIDENT

39. (1) There shall be the President of SUASO elected by member of SUASO who shall be the head of SUASO and the chairperson of University BARAZA and the cabinet
- (2) The elected President shall take oath before the Dean of Students and/or University Legal officer, the occasion that must be witnessed by the University BARAZA
- (3) The president shall hold the office for a term of one year and hand over the office upon swearing in of the new president.

40. Power and Functions of the President

- (1) To appoint the Prime minister.

- (2) The President in consultation with the Vice President and Prime Minister shall have powers to make and terminate appointments of members of SUASO Government.
- (3) The President, in consultation with the Vice President, and the Speaker of the USRC shall appoint the members of the SUASO Judicial Organ according to the provision of this Constitution governing the same.
- (4) The President shall be the chief spokesperson of SUASO and shall preside over the cabinet meetings.
- (5) The President shall have the responsibility of defending SUASO government resolutions and proposals when questioned so to do by any or all of the members attending any of the USRC or University Students BARAZA meetings provided that nothing shall be construed and preventing any of his government office bearers from assisting the President in giving such a defense and that there shall be collective ministerial responsibility by such office bearers for all resolutions and proposals made
- (6) The President shall, in consultation with the Vice President have the power to establish committees for carrying out effectively SUASO proposed activities from time to time where need arises.
- (7) The President shall attend Senate and Council meetings of the University subject to the Charter.
- (8) The President shall be the principal signatory of SUASO funds.
- (9) The President shall have such other functions (as conferred upon him by this constitution) in furtherance of SUASO objectives, which do not conflict with this constitution.

41. Loss/Vacant of Office of the President

- (1) Notwithstanding Article 16, The office of the President shall be vacant upon the occurrence of any of the following event:-
 - (a) Resignation of the President
 - (b) Death of the President
 - (c) Impeachment of the President by the USRC in accordance with the provisions of this constitution
 - (d) Discontinuation from studies

- (e) Postponement/completion of studies
- (2) In such cases that sub article (1) above is withstand, the vice president shall have full power as the new president, and shall nominate a new Vice president within fourteen (14) days among the SUASO members.
- (3) Subject to sub Article (2) above, the new vice president shall come from another Campus of the University and shall be approved by (2/3) of the USRC members attending such meeting”.

42. Absence/Incapacity

- (1) In the event that the President is absent or incapacitated for whatever reasons not stated under article 41 sub article (1)(a) - (e) the duties and functions of the President shall be discharged by the Vice President or, if his office is vacant then, The chairperson of the judicial organ.
- (2) Where any of the person specified in above discharge the duties and functions of the President by reason that the person proceeding him is absent, then such a person shall cease to discharge those duties and functions immediately after that other person preceding him/her returns and assumes discharge of duties and function the office of president.
- (3) If the office of the Vice President falls vacant for any reasons other than being absent, the President will propose for nomination of Vice President within fourteen (14) days and will be subject to be approval by the (2/3) of the USRC members attending such meeting.

43. Impeachment

- (1) The USRC may pass a resolution to remove the President from office if a motion to impeach the President is moved and passed by at least two thirds of the USRC members the whole of SUASO government will ceases.
- (2) No motion to impeach the President shall be moved, save only if it is alleged that the President:
 - (1) Has committed an act which generally violates any provisions of this Constitution.
 - (2) Has conducted himself in a manner which lowers the esteem of the office of the President

- (3) Where the impeachment against the President is successful, he/she shall cease to hold office immediately and the whole Cabinet shall have been automatically dissolved

PART II

THE VICE PRESIDENT

44. (1) There shall be a Vice President who shall be the Principal Assistant to the President in respect of all matters concerning the students' welfare and in particular shall
 - (2) Assist the President in making a follow up on the day- to-day activities, plans and programs of SUASO.
 - (3) Be one of the signatories of the SUASO bank account where necessary.
 - (4) Perform all duties and factions assigned to him/her by the president
 - (5) Perform all duties and functions of the office of the president when the president is out of office.
- (6) The Vice president shall perform his duties under the directions of the President and shall be answerable to the President in respect of any matters of functions assigned to him by the President. The Vice President shall assume office in the same day the president assumes office.
- (7) The Vice President shall hold office for a period of one year from the date he becomes a Vice President.
- (8) The Provisions of Article 41 (1) (a) - (e) shall apply *mutatis mutandis* to the position of Vice President.

PART III

THE PRIME MINISTER

45. (1) The Prime Minister of SUASO shall be appointed by the president and the USRC shall approve the name of the appointed prime minister.

- (2) The appointed Prime Minister will not assume office until he takes an Oath before the President.
- (3) The appointed and approved prime minister shall be responsible to the following:-
- (a) The Prime Minister shall be the Chief Executive Officer of SUASO Government and the in charge for all SUASO government activities to the USRC.
 - (b) The Prime Minister shall in his/her absence, appoint from amongst other ministers, a person to act on his/her behalf.
 - (c) For auditing purposes, the Prime Minister shall be the final financial accounting officer of all SUASO funds, as provided for in this constitution and shall be held accountable for all financial matters to the USRC.
 - (d) The Prime Minister shall be responsible for the preparation of the SUASO almanac and shall convene the SUASO government meetings.
 - (e) The Prime Minister shall be responsible to prepare and submit before the USRC a brief report of the events that occurred during the representation of SUASO to any tour, symposium, seminar, workshop, conference or congress by any member or group members of SUASO.
 - (f) The Prime Minister shall be responsible for giving feedback to SUASO members from meetings where students have been represented. This shall be done promptly not more than one week after the meeting in question.
 - (g) Prime Minister shall be among the signatories of SUASO fund.
 - (h) The Prime Minister shall perform any other duty as may be assigned to him/her by the president or as may be prescribed.
 - (i) The Prime Minister shall be the Secretary to the University BARAZA.

PART IV

MINISTERS AND DEPUTY MINISTERS

46. (1) The President in consultation with the Vice President and the Prime Minister shall appoint Ministers, Deputy Ministers and Principle Secretary. They shall determine the number of ministries as they may deem fit, subject to approval by the USRC.
- (2) The total number of Ministers and deputy Ministers shall not exceed 24, where those coming from amongst members of the USRC should not be less than a quarter and not more than one third of the total number.
- (3) Ministers and Deputy Ministers shall carry out such duties and instructions as may be prescribed from time to time by the President in relation to the discharge of the functions of SUASO if such duties and instructions shall be in very special situations falling under the responsibilities of the Ministry in which the Minister or deputy minister belongs.
- (4) Without prejudice to the generality of this constitution, a Minister shall be the head and Chief Spokesperson of his/her Ministry, preside over ministerial meetings, carry out day-to-day functions and ensure good performance within the Ministry.
- (5) The Deputy Minister shall be the principle assistant to the Minister and shall perform all duties and functions of the Minister when the Minister is out of office.
- (6) The office of the Minister, Deputy Minister and Principle Secretary to the Ministry shall fall vacant upon the occurrence of any of the following events:-
- (a) If the incumbent dies or resigns
 - (b) Where the President revokes, the appointment by removing the incumbent from the office
 - (c) Discontinuation from studies
 - (d) Postponement of studies
 - (e) Where both offices of President and Vice President are vacant for reasons other than being absent
- (7) The funds shall be allocated to each Ministry as per approved budget presented by Minister responsible for finance to USRC.

- (8) Each of the ministries shall meet in an ordinary session once every month according to the SUASO almanac to be prepared by the Prime Minister and other proceedings of meetings of the ministries.

PART V

PRINCIPLE SECRETARIES

47. (1) There shall be the principle Secretary of the ministry who shall be appointed by the President.
- (2) The functions of the principle Secretary shall be:-
- (a) The secretary of the Ministerial meetings;
 - (b) To summon and arrange meetings of the Ministry after consultation with the Minister as per the provisions of this constitution
 - (c) To keep minutes and other records of the meetings of which he/she is a secretary
 - (d) The secretary for any particular ministry shall be the accounting officer of his/her ministry
 - (e) To manage well funds assigned for use in the Ministry
 - (f) To perform any other lawful duties as may be assigned from time to time by the Minister accordingly

PART VI.

THE SPEAKER OF THE USRC

48. There shall be a Speaker who shall be elected by members of the USRC from amongst members of SUASO and shall be the head of the USRC
- (1) The elected Speaker shall take oath before the Chairperson of the SUASO Judicial Organ immediately after being elected and the occasion must be witnessed by the USRC members.
 - (2) The speaker of the USRC shall not be a SUASO Cabinet member or a judicial organ member

(3) The speaker shall convene and preside over the USRC meetings in accordance with the USRC rules.

(4) (a) **The speaker shall hold an office for one year**

(b) The speaker ceases to hold office if he/she is removed from office by a resolution of the USRC by votes of no confidence “not less than two thirds” of all USRC members. If he/she violates any provision of this constitution. If he/she discontinued from studies, If he/she postponement/completion of studies.

PART VII

THE DEPUTY SPEAKER

49. (1) There shall be a Deputy Speaker of the USRC who shall be elected from amongst USRC members and shall be the principal assistant to the speaker
- (2) The elected Deputy Speaker shall take oath before the Speaker immediately after being elected and the occasion must be witnessed by the elect USRC
- (3) The Deputy Speaker shall not be a member of the SUASO Cabinet and Judicial organ
- (4) The Deputy speaker shall convene and preside over USRC meetings in the absence of the Speaker.
- (5) The Deputy Speaker shall hold office for one year
- (6) The Deputy Speaker shall cease to hold office if he/she is removed from office by a resolution of the USRC by votes of no confidence “not less than two thirds” of all USRC members if he/she violates any provision of this constitution

PART VIII

THE CLERK TO USRC

50. There shall be a Clerk to the USRC who shall be appointed by the President from amongst the SUASO members and approved by the USRC

- (1) The Clerk shall be responsible for proper functions of the USRC proceedings as provided for the USRC rules and shall not be a member of the SUASO cabinet and judicial organ
- (2) The Clerk shall attend to the day to day activities of USRC office.
- (3) The provision of Article 48(4) b, shall apply *mutatis mutandis* to the position of the Deputy Speaker and the Clerk.

PART IX

THE CHAIRPERSON, DEPUTY CHAIRPERSON AND GENERAL SECRETARY OF THE JUDICIAL ORGAN

51. There shall be a chairperson, Deputy Chairperson and General Secretary of the Judicial Organ who shall be elected among the members of the Judicial organ by themselves

- (1) The Chairperson shall be responsible for proper functions of the judicial organ proceedings as provided for the judicial rules and shall not be a member of the SUASO cabinet or USRC
- (2) The Chairperson shall be the head of the Judicial organ

CHAPTER FOUR

FINANCIAL MATTERS

- 52.** (1) The Minister responsible for finance shall be responsible for the collection of all organization's funds;
- (2) The Minister responsible for finance shall deposit all funds collected to the Organization account;
- (3) For avoidance of doubts, financial matters shall be governed by the organizations financial regulations as issued from time to time by USRC;
- (4) The Chief Internal Auditor of the University; or any other person authorized by him/her shall-

- (a) Audit the accounts of the organization;
- (b) Make available the audit report for discussion and action by the USRC;
- (6) The organization may employ the staff if;
 - (a) The Cabinet proposes such employment and rate of remuneration to be paid
 - (c) The USRC approve such employment and remuneration by simple majority
- (7) The USRC shall establish a financial committee to monitor and control the organizations financial activities to safeguard the organization's funds;
- (8) The USRC shall convene a budget session not more than two months after the General Election and convene a session to discuss the SUASO financial report and the Audit report one month before the dissolution of the USRC
- (9) The outgoing government shall ensure that 1/4 of the budget is maintained and retained for the incoming government to run its activities
- (10) For avoidance of doubt, No office bearer of SUASO shall be paid any salary. The office bearers of SUASO and any other SUASO member shall be entitled to allowance, remuneration and reimbursement of any expenses incurred by them in the performance of their respective duties as provided by the SUASO financial regulation
- (11) The president, Vice president, Prime Minister, Minister of Finance and Dean of students shall be the signatories of the SUASO organization account; and no fund shall be withdrawn from the account without the signature of the five mentioned office bearers

53. (1) SUASO shall derive its funds from the following sources:

- (a) Membership fees
 - (b) Annual subscription fees
 - (c) Loans
 - (d) Collection e.g. during charity walks, sales of memorabilia
 - (e) Fund raising activities
 - (f) Projects
 - (g) Grants or Aids
- (2) There shall be financial rules and regulations to be revised from time to time by Cabinet and approved by the USRC.

- (3) These regulations shall be used congruently with other University financial rules guiding all financial matters.
- (4) Each and every SUASO member shall pay such membership fees and subscriptions to the University management as shall be determined and reviewed by the USRC in its annual budget session and which will be subjected to the University Council for approval.
- (5) Any SUASO office bearer or member who will be found guilty of SUASO funds misuse shall be held accountable in person or collectively for such unlawful deed(s) and may be tried according to SUASO Rules and Regulation for disciplinary matters or else by university by laws.

CHAPTER FIVE

ELECTION.

- 54.** (1) There shall be General Election once every year and by Election at any time when need arise in the Organization
- (2) The General Election and by election shall be supervised by the SUASO Electoral Committee.
 - (3) There shall be electoral rules to be revised from time to time by USRC
 - (4) Any election in which participation of students is less than one third shall be void.
 - (6) The General Election shall be conducted based on the provision for the Electoral rules after the opening of the second semester of every academic year.
 - (7) Any candidate contesting for any post shall not be a member of the final years of studies, save only for their Class Representatives.
 - (8) For the avoidance of doubt, the posts, which shall be contested for are,
 - (a) SUASO President / Vice President
 - (b) Speaker of the USRC
 - (c) Deputy Speaker
 - (d) Class representative post
 - (e) Hostel/Unit Chairperson
 - (f) Hostel/Unit Secretary
 - (g) Electoral committee member

(9) The minimum academic performance qualification of a member to be eligible to hold the posts of the President or the Vice President, prime Minister, speaker, Deputy Speaker, chairperson and Deputy Chairperson of the judicial organ shall be a GPA of not less than lower second class on the previous year of study.

(10) A candidate contesting for the presidential post shall name his/her running mate such that if the contestant hails from the Main Campus, the running mate shall hail from the Solomon Mahlangu Campus and vice versa. Upon successful election, the running mate shall be the Vice President.

(11) All other matters concerning the procedures for the election of the president and other posts shall be as provided for in the electoral rules.

(12) Subject to *Article 54(9)* above, only students with no criminal Convictions or Disciplinary proceeding against them, and of no political party will be eligible to contest for leadership.

55. (1) There is hereby established an Electoral Committee of SUASO for, the purpose of conducting election of SUASO.

(2) The Electoral Committee shall be composed of twelve members such that; six members shall be from amongst USRC members and the other six from non-USRC members and as may further be determined in the electoral rules.

(3) The Formulation of the Electoral Committee shall be effected at least twenty one days prior to the general election.

CHAPTER SIX MISCELLANEOUS PROVISIONS

PART I AMENDMENT OF THE CONSTITUTION

56. (1) The motion for amending any article(s) of this constitution may come from the government to the USRC for approval

(2) Two-thirds majority of the USRC members may amend this Constitution, provided that the USRC shall form a committee to prepare proposed amendments in such

manner, as it will direct. The committee shall present proposed amendments before the USRC for the resolution.

(3) Any amendment in this constitution shall not be valid until approved by the Council.

(4) Subject to sub article (2) above, if the motion is presented by USRC member, a written Notice specifying the articles (s) proposed to be amended should be supported and signed by two thirds of USRC members and lodged to the USRC Secretarial Fourteen days prior to the USRC meeting.

(5) Where two thirds of USRC members support the motion through vote, the USRC shall form a Constitution Committee of six members amongst the USRC members, which will be vested with the duty to draft such amendment of the article (s) of the constitution.

(6) The committee as per article (5) above shall present the draft to the next USRC meeting for approval.

(7) Provided that the member who initiates such a motion shall not form part of the Constitution Committee

PART II

HANDING OVER SUASO GOVERNMENT

57. There shall be kept a record of all former Office Bearers of SUASO.

(1) At the end of tenure, the SUASO Cabinet and other SUASO Organs shall hand over power and all instruments of governance to the incoming Government. These instruments shall include but not limited to, financial status Report of the outgoing Government.

(2) The SUASO government, which has been given a vote of no confidence, shall immediately surrender the office and any default of this rule shall lead to a disciplinary action against the whole overruled government by the SUASO Judiciary Organ.

PART III

PROCEDURE OF MEETINGS

58. (1) Every meeting of any SUASO organ shall be subject to the provisions of this constitution to regulate its own proceeding
- (2) In the event of equality of votes, a person presiding over the SUASO organ meeting shall have the power of casting a vote in addition to his deliberative vote.

PART IV

PROCEDURE ON RESIGNATION FROM OFFICE

59. Any person who holds office under any of the provision of this constitution may, by giving sufficient reasons resign from his/her office. He/she may do so by submitting a written notice to that effect to the organ of SUASO that elected or appointed him/her, provided that such resignation shall take effect from the date on which the notice is received and accepted by the addressee.

AUTHENTICATION

1. This Constitution is made by Representatives of SUASO (USRC) at Morogoro this
..... Day of2014.

| TITLE | NAME | SIGNATURE |
|--|-------|-----------|
| Presidents | | |
| Prime Minister | | |
| Minister for Constitution And Good Governance | | |

2. This Constitution has been approved by the Council on
..... Day of2014.

| TITLE | NAME | SIGNATURE |
|-----------|-------|-----------|
| Chairman | | |
| Secretary | | |