Preamble

We are the students of Strathmore University, looking with concern to the world we inherit and hoping to exert influence upon its development, fostering a culture of social understanding, in which we put the common good ahead of private good and we extend our charity to our immediate community and the whole world. Our generation needs to give back to the material world, to work and study, to culture and social life, to politics and economics, to family life, and to all human Endeavors, their noble and original meaning.

As students of Strathmore University, we are ready to conduct our affairs in conjunction with the appropriate university authorities, for our mutual help, and in order to give each other mutual help, and to contribute to the welfare of all members of our university to the best of our ability. This Constitution sets forth the structure and guidelines by which we hope to do so.

The Strathmore University Student Council is established in accordance with the Statute XXXIII. The Student Council shall be governed by the terms and provisions of this Constitution, as approved by the Academic Student Council and the Strathmore University Student Council.
Interpretation

1. “Annual Accounts” shall mean the balance sheet and the statement of income and expenditure.
2. “The Students” shall mean any registered Strathmore University student with a valid Strathmore University student identity card.
3. “Public Place” shall refer to an open place in the university and not building.
5. “Staff” shall be construed to include both academic and non-academic staff members at Strathmore University.
6. “Academic Student Council” shall refer to Strathmore University Academic Student Council
7. "Student Council" shall mean as provided for under Statute XXXIII in accordance with the University Statute of Strathmore University.
CHAPTER ONE: MISSION AND OBJECTIVES

Article 1: MISSION

The Student Council (SC) exists to serve and represent the students of Strathmore University (hereafter referred to as "the students"). The members of the SC shall serve as official representatives of the student body both to the Strathmore community and the external world. In fulfilling these purposes, the SC pledges to support the mission and objectives of Strathmore University and to act at all times within the terms of this Constitution.

Article 2: OBJECTIVES

A. To ensure that the views and needs of the students are adequately and accurately represented in the Student Council, in the University, in the local community, and at a national level.
B. To foster a sense of community by promoting the cultural, religious, social and sporting welfare of students through clubs, societies, campus organizations and other activities such as community service, both on and off campus.
C. To adapt to the changing needs of the student body by revising policies and procedures of the Student Council as necessary ensuring that the best interests of the students are always upheld.
D. To be representative and to ensure that the SC members work in a transparent manner and are accountable to the student body and the Strathmore community at large. The SC shall use all means of communication and consultation to encourage student participation in its decision-making process.
E. In carrying out its mission the Student Council shall always keep in mind its primary objective of service to the University by improving the overall quality
CHAPTER TWO: THE STUDENT COUNCIL

Article 3: THE STUDENT COUNCIL

3.1 Establishment of the Student Council
1) The Student Council shall consist of nine voting members
2) All members of the Student Council shall hold office for a term of one year, from the end of the second semester examination period until the end of the following second semester examination period.

3.2 Composition of the Student Council
1) The Student Council shall consist of—
   a) the Chairperson,
   b) the Vice-Chairperson,
   c) the Secretary-General,
   d) the Public Relations Representative,
   e) the Financial Representative,
   f) the Academic Representatives,
   g) the Sports Representatives,

3.3 Qualifications for Election to the Student Council
1) Any student is qualified for election to the Student Council if at the time for election he/she—
   a) is a registered and bona fide Strathmore University student,
   b) has at least two semesters left for study
   c) has, based on the available grades in the member’s transcripts, an average grade of B in the degree program being undertaken, or C in the School of Accountancy,
   d) has completed at least two consecutive fulltime semesters,

3.4 Disqualifications for Election to the Student Council
1) Any student is disqualified for election to the Student Council if at the time for election he/she—
   a) has ever been suspended from the University and the suspension has not been revoked,
   b) is a member of the Electoral Committee of Strathmore University,
   c) has previously been removed from office for violation of this Constitution,
   d) has received more than one warning letter from the University for contravening the regulations governing student conduct as contained in the Student handbook
   e) has been convicted of a criminal offense by a court of law in the Republic of Kenya or any other nation,
   f) Has received an academic warning within the last two semesters.
3.5 Powers and Functions of the Student Council

The Student Council:

i. Shall be responsible for the day to day running of SC
ii. Shall deal with any petition lodged to it by any student through the office of the Secretary General on account that any organ of SC has failed to act as stipulated in the Constitution
iii. Shall appoint members of the committees as provided for in this Constitution
iv. May subject to this Constitution, and where it deems appropriate, appoint an ad hoc committee for any named specific task; provided the committee shall dissolve upon the completion of the named specific task
v. Shall handle, manage or deal with any matters directly affecting or incidental to the governance of SC
vi. Subject to this Constitution, enact rules and regulations for SC
vii. Deliberate on and resolve issues of concern to the Students.
viii. Articulate the special academic needs, aspirations and interests of the students
ix. Promote cohesion within the student body, recognizing the rights and responsibilities of students from diverse backgrounds
x. Provide opportunities to develop student leadership qualities.
xii. Promote integrity and ethical behavior by all members of the student body.
xii. Foster scholarship in an atmosphere of free and objective inquiry.

3.5.1 The Chairperson

The Chairperson:

a) Shall be the Chairperson of SC and shall, subject to this Constitution, be answerable for all matters on behalf of SC
b) Shall summon Student Council and shall unless incapacitated by reason of illness or any other sufficient cause preside over such Student Council in accordance with this Constitution and the SC bylaws
c) Shall sign the confirmed minutes of Student Council.
d) Shall be an ex-officio member of all standing committees and ad hoc committees
e) Shall represent SC in any University Committee or Student Council where a student member is needed
f) Shall have the following emergency powers:
   i. to call an emergency (extraordinary) meeting of the Student Council;
   ii. To take emergency decisions on behalf of SC in extra ordinary circumstances when the Student Council cannot be consulted. He shall however seek the approval of Student Council as the case may be and communicate their decision to the Student Council as soon as reasonably practicable;
g) Shall articulate the policies of SC and provide exemplary leadership

h) Shall subject to this Constitution; carry out any other duties that may be delegated to them by the Student Council provided that such duty or responsibility is consistent with the laws of the land.

### 3.5.2 The Vice-Chairperson

1) There shall be a Vice-Chairperson of SC.
2) The Vice-Chairperson shall have authority and responsibility as provided in this Constitution and in particular shall—
   i. in the Chairperson’s absence, assume and act on the authority and responsibility of the Chairperson,
   ii. coordinate and facilitate running of all clubs,
   iii. as Chairperson of the Clubs and Societies Committee
   iv. Subject to this Constitution perform duties as delegated to them by the Chairperson and/or the Student Council.
   v. Develop and organize leadership training programmes,
   vi. Attend all SC meetings unless prevented by sufficient reason made known to the Student Council;

### 3.5.3 The Secretary General

Secretary General shall:
   i. Be the Secretary of the SC.
   ii. Take minutes of all Student Council meetings
   iii. Be responsible for all general correspondence on behalf of the Student Council
   iv. Subject to this Constitution, keep all records and documents of the Student Council including keeping files, registers and minutes of SC
   v. In consultation with the chair, communicate to all members and/or Student Council members the venue, dates and agenda of Student Council Meetings as the case may be
   vi. In consultation with the Chairperson and the Student Council, draw the SC programme of activities
   vii. Be co-signatory to all SC instruments and/or documents with the Chairperson or any other officer as stipulated under this Constitution
   viii. Attend all SC meetings unless prevented by sufficient reason made known to the Student Council
   ix. Subject to this Constitution perform duties as delegated to him/her by the Student Council.
3.5.4 The Public Relations Representative

a) Be the SC Public Relations Officer.
b) Manage and regularly update the SC website, Facebook page and twitter handle and liaise with the University’s Communication’s Office.
c) Attend all SC meetings unless prevented by sufficient reason made known to the Student Council
d) Be the Chair of the Public Relations Committee;
e) Shall also be responsible for all public relations with organizations and bodies outside the University.
f) Master of Ceremony for all SC events unless stated otherwise.

3.5.5 The Financial Representative

a) In consultation with the Student Council members to raise funds for the SC;
b) Be in charge of management of finances of the SC.
c) Shall keep proper books of accounts and avail them for audit and inspection;
d) Be in charge of resource mobilization and income generating activities and projects of the SC;
e) Under the guidance of the University Finance Officer, draw the annual budget of SC and table it before the Student Council.
f) Chair the Finance Committee
g) Prepare any other financial report as the Student Council may from time to time demand;
h) Ensure that sufficient internal controls exist to protect the funds of SC;
i) Attend all SC meetings unless otherwise prevented by sufficient reason made known to the Student Council;

3.5.6 The Sports Representatives

The Sports Representatives shall:

a) Liaise with the Office of the Dean of Students and the University Sports Department to ensure students welfare in matters pertaining to sports and entertainment
b) Develop Sports policy of the SC
c) Be the chair of the Sports Committee
d) Represent SC in all University Sports Student Council and all Sports Department Committees
e) Represent SC in the management of the University Sports Teams
3.5.7 The Academic Representatives

1) The Academic Representatives shall have authority and responsibility as provided in this Constitution and in particular shall—
   a. address issues arising directly from the academic interests of all students,
   b. enhance the provision of high quality academic facilities, resources, and services for world-class academic programmes at the University,
   c. as Chairperson of the Academics and Library Committee, to advocate high standards in the provision of academic and library services,
   d. promote awareness among the members regarding student-related policies, procedures, and regulations of the University,

3.6 Vacation of Office

1) A member of the Student Council shall vacate office when the member—
   a. completes his/her term and a newly elected office bearer is inaugurated in accordance with the provisions of this Constitution,
   b. ceases to be a student of Strathmore University,
   c. submits a letter of resignation to the Dean of Students, which explains the reasons for the member’s resignation,
   d. is suspended from the University for a period more than four weeks,
   e. is found guilty of violating this Constitution, the University’s Statutes, Rules and Regulations governing students conduct as outlined in the Student Handbook.
   f. has received more than one warning letter from the University for contravening the regulations governing student conduct as contained in the Student Handbook,
   g. is convicted of a criminal offence by a court of law in the Republic of Kenya,
   h. is unable to execute the functions of his/her office by reason of infirmity of mind or body.

2) If an office in Student Council becomes vacant, the vacant office shall be filled as follows—
   a. If the office has no deputy, then the electoral committee shall conduct a by-election to fill the vacancy until the end of the term.

Article 4: COMMITTEES

There shall exist five standing committees and other ad hoc committees as shall be formed by the Student Council on a need basis.
4.1: Clubs and Societies Committee
The Committee shall consist of all club heads. It shall be chaired by the Vice-Chairperson of the Student Council.

It shall be in charge of:

a) Effective running of clubs and societies

4.2: Academics Committee
The Committee shall consist of all class representatives. It shall be chaired by the Academics Representative of the Student Council.

It shall:

a) Address issues arising directly from the academic interests of all students,
b) Come up with academic policies for the students

4.3: Finance Committee
The committee shall consist of all financial representatives of all clubs and societies. It shall be chaired by the Financial Representative of the Student Council.

It shall be in charge of:

a) Resource mobilization and income generating activities and projects.
b) Ensure that sufficient internal controls exist to protect the funds of the various clubs and societies
c) Present the budget proposals to the various clubs and societies

4.4: Public Relations Committee
The Committee shall consist of all Clubs and Societies Public Relations Representatives or any other such title. It shall be headed by the Public Relations Representative of the Student Council.

It shall be in charge of:

a) Maintaining a constant channel of communication between students and the Student Council.
b) Publicizing and organizing events, making use of electronic and traditional media and overseeing all SC relations in the University.
c) Discuss issues of concern to the social life of the students.
4. 5: Sports Committee
The committee shall consist of all Games Captains of all Strathmore University sports team.

It shall be headed by the Sports Representative.

It shall be in charge of:

a) Developing the Student Council sports policy.

b) Organizing the events for the annual sports day.

c) Discussing any sports related matter of concern to the students.

d) Discuss issues affecting the various teams.

4. 6: Ad hoc Committees
These are committees formed on need basis. Its membership shall be drawn from the general student population. They shall be chaired by a member designated by the Council or the Council member who has formed it.

Article 5: MEETINGS

5. 1: Classes of Meetings
There shall be three classes of meetings of the Student Council, that is

a) The Student Barazas

b) The Council meetings

c) Committee Meetings

5. 2: The Student Barazas
a) The shall be held formal meetings between the Council and the students to be referred to as Student Barazas

b) Notice in writing of such barazas, accompanied by the Agenda for the meeting shall be communicated through notice boards and the class representatives to the students not less than seven days before the date of the meeting.

c) The Student Council shall hold not less than two such meetings during their term in office.

5. 3: The Council Meetings
a) There shall be held meetings of the nine elected officials of the Student Council to be known as the Council Meetings.
b) The meetings shall be held at least once a week unless the two thirds of the Council members decide otherwise.

5.4: Committee Meetings

a) There shall be held meetings of the various committees of the Student Council.

b) Committee meetings shall be held at least once in two weeks.
CHAPTER THREE: ELECTIONS

Article 6: General Principles
1) The electoral system of SC shall be based on delegates system to vote, stand for election, and hold office in a manner that allows for the practical and effective functioning of SC.
2) Elections shall be free, fair, and conducted by secret ballot.
3) The Electoral Committee of Strathmore University shall have the power to formulate rules and regulations for the proper conduct of elections.
4) Elections shall be held at least six weeks before the end of the second semester each year.

Article 7: Election of SC Officials
1) The election of SC officials shall be conducted according to the provisions of this Constitution and the Electoral Committee’s rules and regulations governing elections.

Article 8: Establishment and Composition of the Electoral Committee of Strathmore University
1) There shall be twelve members of the Electoral Committee according to the enumeration given below:
   a. The Dean of Students; who shall be the Returning Officer
   b. Two members of Staff from the Office of Dean of Students
   c. The University Director of Security
      The above shall be Permanent Members
   d. Eight Students who shall be temporary members.

2) In the sixth week of the second semester, the temporary members of the Electoral Committee shall be appointed as follows—
   Eight student members, known for their integrity with the following qualifications:
   a. Is a registered and bona fide Strathmore University student,
   b. Based on the available grades in the member’s transcripts, has at least an average grade of B in the programme being undertaken, or top fifteen of his /her class in the School of Accountancy,
   c. Has never been suspended from the University,
   d. Has never been found guilty of violating this Constitution, the University’s Statutes, Rules and Regulations governing students conduct as outlined in the Student Handbook.
   e. Has never received more than one warning letter from the University for contravening the regulations governing student conduct as contained in the Student Handbook,
   f. Has never been convicted of a criminal offence by a court of law in the Republic of Kenya,
   g. One must be an active member of at least one club in the University

2) The eight members shall be appointed through interviews by the Students Committee. The appointments shall be made six weeks into the second semester.
Article 9: Ineligibility for the Electoral Committee
1) Members who have served in the Student Council during the academic year of the scheduled elections shall be ineligible for appointment to the Electoral Committee.

Article 10: Authority and Responsibility of the Electoral Committee
1) Subject to the provisions of this Constitution, the Electoral Committee shall—
   a. conduct and supervise SC elections,
   b. promote free and fair elections,
   c. determine the dates for the submission of applications for candidacy and election,
   d. supervise the preparation of the voter register, ballot papers and ballot boxes,
   e. with the exception of students, appoint any other appropriate person(s) to assist in the elections,
   f. verify all nominations for candidates according to the procedures it shall establish in the Election Code, which the Committee shall revise as the need arises,
   g. prepare and post a list of candidates cleared, or qualified, for election and a list of applicants disqualified for candidacy with the reason(s) for their disqualification,
   h. conduct a one-day seminar for cleared candidates to familiarize them with the University’s Statutes, Regulations, this Constitution, the current Students Handbook and the electoral code,
   i. regulate methods of campaigning,
   j. provide a voting procedure that is understandable and precise,
   k. The Electoral Committee shall organize campaign debates in all for contestants for the Student Council seats.
2) The Electoral Committee has the power to warn candidates of disqualification and to disqualify them for violations of the electoral code as established by this Constitution and the Committee.
3) The Electoral Committee shall take any other actions it deems necessary to ensure that the elections are transparent, fair, peaceful, and credible

Article 11: Voting
SC elections shall be by secret ballot, simple majority system and on the principle of delegates system as outlined in schedule two.

   a. The ballot boxes shall be transparent, of a fixed number, counted, certified and recorded.
   b. Notwithstanding the provisions in clause 2, the Electoral Committee may consider electronic voting.
   c. For purposes of identification, students shall be required to produce a valid student identity card.
The electoral roll/register shall be prepared by the Electoral Committee.

Immediately after voting ends, the votes shall be counted.

The counting shall be presided over by the Returning Officer(s).

Candidates or their agents have the right to witness the counting and tallying.

The tallying shall be presided over by the Electoral Committee.

Whenever there is a tie in elections such elections, shall be held afresh (special elections).

A candidate shall be entitled to a maximum of three recounts.

The candidate who gets a simple majority shall be declared the winner.

Article 12: Election Offenses

1) The Electoral Committee shall disqualify a candidate from election for any of the following offenses committed either by the candidate him/herself or systematically carried out by his/her election team—
   a. rigging,
   b. use of physical force,
   c. intimidation,
   d. bribery,
   e. giving false or malicious information,
   f. mounting campaign posters outside places designated for such posters,
   g. verbal abuse,
   h. foul language,
   i. slurs based on ethnicity, religion, gender, mode of study or year of study,
   j. drunkenness and rowdiness,
   k. campaigning before or after the official campaign period,
   l. provocative and incendiary attacks on the Statutes, Regulations, and policies of the University,
   m. defamation of any member of university community,

Article 13: Transition

1) At least twenty-one days after the elections, the Vice-Chancellor shall inaugurate the newly elected members of the Student Council into office in a public ceremony held within the University.

2) The order for taking over office shall be as follows:
   a. Induction,
   b. Inauguration,
   c. Handing over.

3) During the Inauguration ceremony for newly elected members of the Student Council, the outgoing members of the Student Council shall officially hand over the instruments of office to their newly elected counterparts in the Student Council.
CHAPTER FOUR: FINANCE

Article 14: Sources of revenue/finance
The SC shall secure its revenue from sources including:
1. Allocations from the University;
2. Donations;
3. Any other lawful means

Article 15: The Student Activities Budget Allocation
a) Every year the University will allocate a certain percentage of its annual tuition fees revenue to student activities account.
b) Each year every club and society shall be required to submit its budget to the office of the Dean of Students through the Finance Committee before the end of April for approval.

Article 16: Expenditure
The expenditures of SC shall be approved in the first instance by the University Management Board on the recommendation of the Dean of Students and expended on a day to-day basis by the Financial Representative with the guidance of the Finance Committee, the Student Council and the overall guidance of the University Finance Officer.

Article 17: Annual Accounts
1) Under the guidance of the University Finance Officer and in compliance with the University Financial Regulations, the Financial Representative shall prepare Annual Accounts and present them to Finance Committee and the University Financial officer
2) Such accounts shall be signed by the Chairperson and Financial Representative and in the absence of the Chairperson by the Secretary General.

Article 18: Audit and Audit Report
1) The University Auditor shall at all times have access to books and records of SC and shall be entitled to receive all relevant information necessary to complete the audit of SC accounts.
CHAPTER FIVE: MISCELLANEOUS

Article 19: By-laws and Policies
1) Subject to this Constitution, the Student Council shall prepare the by-laws and policies governing the functions of SC.
2) However, for such by-laws or policies to be used, it must be supported by at least two thirds of the members.
3) The SC shall establish no operating procedures or by-laws that contradict this Constitution.
4) The SC may vote to change these by-laws by majority vote.

Article 20: Amendment of the Constitution
1) Any member of the Student Council may propose an amendment to the Constitution by bringing to the Student Council for debate an agenda to amend the Constitution.
2) The Student Council shall pass the motion by a two thirds majority of the members.
3) Any amendment to this Constitution shall be effected when approved by the Academic Student Council.

Article 21: Dissolution of SC
The SC can only be dissolved upon passage of such motion supported by at least two thirds of the members and upon approval by the Vice Chancellor and the Academic Student Council.
SCHEDULE ONE

At least three weeks to the elections, each class shall nominate delegates to vote on its behalf. The delegates shall and must be nominated with the participation of all the class members. The number to be nominated by each class shall follow this rule:

a) A class of between 0-50 members shall nominate 5 delegates.
b) A class of between 0-100 members shall nominate 10 delegates.
c) A class of between 0-150 members shall nominate 15 delegates.
d) A class of over 150 members shall nominate 20 delegates

The Electoral Committee shall ensure that the list is indeed authentic and that all classes have submitted their list of delegates by the aforesaid date mentioned above.

Also the following shall be delegates:
  a) Club Heads  
  b) Games Captains  
  c) The Outgoing Student Council Members.