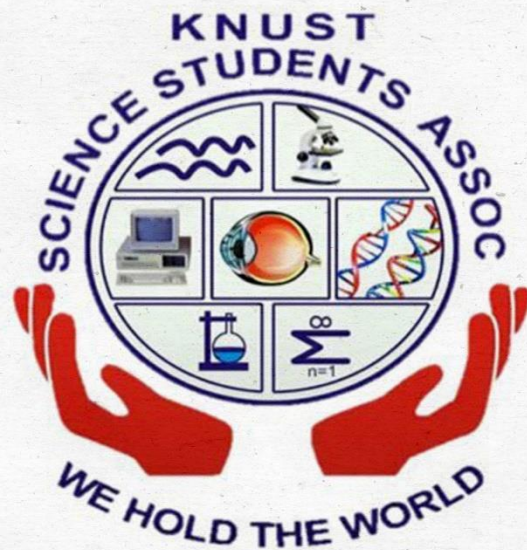


COLLEGE OF SCIENCE SCIENCE STUDENTS' ASSOCIATION

KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY



OFFICIAL CONSTITUTION



SCISA CONSTITUTION-2009

AS AMENDED 2020

ARRANGEMENT OF CHAPTERS

THE PREAMBLE

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THE CONSTITUTION OF THE SCIENCE STUDENTS’ ASSOCIATION OF THE KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY

IN THE NAME OF THE ALMIGHTY GOD,

We the members of the Science Students’ Association,

IN EXERCISE of our right to a system of governance which shall secure for ourselves the highest level of scientific, moral, spiritual, intellectual and social standards,

IN SEEKING to obtain and sustain friendship and peace among members of this association and those of other associations,

AND IN AFFIRMATION of our commitment to;

Accountability, Probity and Justice;

The realization of a vibrant scientific community;

The protection and preservation of the rights of intellectual property;

The cordial relations between junior members and senior members

DO HEREBY ADOPT, PROMULGATE, AND GIVE TO OURSELVES THIS
HONOURABLE CONSTITUTION.

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CHAPTER ONE THE CONSTITUTION

SUPREMACY OF THE CONSTITUTION

1. (1) The sovereignty of the Science Students Association dwells in the students of the association in whose name and for whose welfare the powers of the Administrative Council, Judicial Board and Senate are to be exercised in accordance and within the confines laid down in this constitution.
- (2) This constitution shall be the supreme law of all students and associations in the College of Science and any other law found to be inconsistent with any provision in this constitution shall to the extent of that inconsistency, be void.
- (3) Notwithstanding Article 1, clause (2), this constitution shall be subject to the Laws of Ghana, the Statutes of this University, any other Laws made under its Authority and the constitution of the Students' Representative Council.

ENFORCEMENT OF THE CONSTITUTION

2. (1) A member who alleges that;
 - (a) an enactment or anything done under the authority of that enactment; or
 - (b) any act or omission of any member;
 - (c) is in contravention of a provision of this constitution, may bring an action to the Judicial Board for a declaration to that effect.
- (2) The Judicial Board, for the purposes of a declaration under clause (1) of this article, shall make such orders as it may consider appropriate for giving effect to the declaration so made.
- (3) Any member to whom an order or direction is addressed under clause (2) of this article by Judicial Board, shall duly obey and carry out all the terms of the order or direction.

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(4) Failure to obey or carry out the terms of an order or direction made under clause (2) of this article constitutes a violation of this Constitution and contempt of the Judicial Board and shall in the case of the President or His Vice, constitute a ground for removal from office.

(5) A member charged by the Judicial Board under clause (4) of this article shall not be eligible for election, or for appointment, to any office from the date of ruling to the end of the next academic year.

THE DEFENCE OF THE CONSTITUTION

3. Any person who

(1) by himself or in coalition with others, by any unlawful means suspends or abrogates or halts this Constitution or any part of it or attempts to do such act or

(2) aids in any manner with any person referred to in 3(1) commits an offence of contempt of this Constitution and shall in the case of the President or His Vice, constitute a ground for removal of office.

(3) A member found to have breached clauses (1) and (2) by the Judicial Board shall,

(a) be liable to suspension as a member for all subsequent academic years.

(b) not be eligible for election, or for appointment, to any office for all subsequent academic years.

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CHAPTER TWO

IDENTITY

DESIGNATION

4. The licit student body shall be known and called the “**Science Students’ Association**” of the Kwame Nkrumah University of Science and Technology, Kumasi, hereinafter referred to as SCISA.

MEMBERSHIP

5. Members of the body shall consist of,

(1) All students in status papillary of the following departments under their appropriate faculties which are under the College of Science;

i. **Faculty of Biosciences**

- Biochemistry and Biotechnology
- Food Science and Technology
- Optometry and Visual Science
- Theoretical and applied biology

ii. **Faculty of Physical Sciences**

- Computer Science
- Mathematics
- Actuarial science and Statistics
- Chemistry
- Physics

iii. Any other Faculties or departments that hereafter emerge under the College

(2) Any student who wishes to join the body by taking an oath to abide by this Constitution.

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ADVOCACY

6. (1) There shall be patrons who shall be counselors to the Administrative Council and shall be called upon to aid the Association in any matter that is beyond the power of this Constitution.

(2) Only one Senior member from each department under the College shall act as patron, the Deans of each faculty shall be automatic patrons and the Provost of the College shall be the most Senior Patron.

(3) The members of the Administrative Council shall meet all Patrons at least once a semester to discuss the state of affairs of the Association.

WORKING DOCUMENT

7. The following bodies in the Association shall each have a unique document that clearly states the functions of the officers that belong to the body; their duties, delegate authority, control activities, monitor members of the body, direct meetings and must be approved by the Legal Board in consultation with Senate within two weeks after any compilation or change of any clause in the working document by the members of that particular body. The document will be deemed by the Judicial Board as regulations enacted under the authority of the Senate established by this Constitution and shall be binding on all members according to this Constitution.

(1) The Senate

(2) The Administrative Council

(3) Judicial Board

(4) The Legal Board

(5) The Electoral Commission

DUES

8. All members shall pay contributions at the beginning of every semester as determined by Senate in conjunction with the University Administration.

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CHAPTER THREE

THE ELECTORATE

VOTING RIGHTS

9. Any member of the Association is entitled to be a voter and to vote in any election organized under the Electoral commission.

THE ELECTORAL COMMISSION

10. An electoral commission shall exist and except as indicated in this Constitution or any other law consistent with this Constitution, it shall not be subject to the control of any person, and it shall comprise of;

- (1) A commissioner and an assistant appointed by the President and approved by the outgoing Senate on its last session before handing over.
- (2) All electoral commissioners of the departments under the college.

11. The commission shall have the power to perform the following functions;

- (1) Shall conduct all elections at the college level and supervise elections in the departments.
- (2) Shall organize all aspects of the screening process.
- (3) Shall prescribe rules and regulations governing the electoral process before the commencement of such process according to this Constitution.
- (4) Shall have the sole right to declare election results.

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ELECTION CONDUCT

12. (1) Any member of the Association who has reasonable grounds to believe that there has been an electoral offence may within two days after the elections, submit a petition to the Judicial Board to enquire into the allegations. The Judicial Board within forty-eight hours shall make a decision and shall be submitted to the electoral commissioner who shall publish it within twenty-four hours of receipt.

(2) Any candidate who has been found to have engaged in an electoral malpractice by the Judicial Board shall cease to be eligible for election for that particular year.

(3) If extraneous irregularities are detected by the electoral commissioner or more so during investigations of the Judicial Board, the election shall be declared as void by the Judicial Board.

(4) The following offices shall be contested for during elections,

i. President

ii. General Secretary

iii. Financial Secretary

iv. Organizing Secretary

v. Women's Commissioner where only women shall contest and vote

(5) Unless otherwise stated in any other clause, all outgoing officers shall be eligible for re-election to the same or any other office and shall act in their various offices pending new elections.

(6) All officers shall be elected through secret ballot by members of the Association before the SRC elections.

(7) Two members from each year in each department of the Association shall write their names and signature to a candidate's nomination papers and shall sponsor a candidate

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- for election as an officer. A candidate shall also append his signature to the papers to signify his willingness to stand for elections.
- (8) All nomination papers shall be delivered in duplicate to the electoral commissioner personally or to his appointed representative not later than one (1) week before the elections are due to begin.
- (9) The electoral commissioner shall appoint five students to constitute the Screening Committee.
- (10) The function of the Screening committee shall only be to assess, recommend and not recommend all candidates according to the criteria in the electoral commission's working document which shall be published on all notice boards from the day nominations are opened.
- (11) The non-recommendation by the screening committee of a candidate shall mean the candidate is not recommended for the position but can still vie for elections.
- (12) A period of five working days including weekends shall be given to candidates who have been screened by the screening committee to campaign after their names have been published by the Electoral commission.
- (13) Campaigning according to this constitution shall mean "the intention, act or attempt to act in any way so as to inform any member of the Association personally or publicly that a person would want to aspire for a contested position.
- (15) No campaigning shall be done before or after the designated campaigning period in 12(8).
- (16) All campaign papers shall be removed immediately after the fourth day of campaigning.
- (17) Twenty-four (24) hours after screening, a full list of recommended and non-recommended candidates shall be put on the notice board by the Electoral commission until voting commences. The candidates with the highest number of votes shall be deemed to have won the election.

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(18) In the case of a candidate standing unopposed he shall be required to pull more than 50% of the votes cast.

(19) There shall be no vote by proxy in any election held in the Association.

(20) In case of a tie, new elections shall be held for the candidates involved in the tie.

(21) Where an office becomes vacant, either by resignation, removal from office, death or for any other reason, by-elections shall be held within seven (7) days of the date of occurrence of the said vacancy and any officer elected by a by-election shall occupy the tenure of office not extending beyond the end of the academic year for which he was elected.

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CHAPTER FOUR

THE ADMINISTRATIVE COUNCIL

EXECUTIVE COMMITTEE

13. There shall be an Administrative Council that shall consist of chairpersons of auxiliary committees, other officers appointed by the President and the members of the Executive committee. The Executive committee shall see to the day to day running of the Association and shall consist of;

- (1) The President as its Chairman
- (2) The Vice President
- (3) The General Secretary
- (4) The Financial Secretary
- (5) The Organizing Secretary

THE PRESIDENT

14. (1) There shall exist a President of the Science Students' Association who shall be the Head of administration of the Association.
- (2) The President shall preside over any member of the Association; and in descending order, the Vice-President, Speaker of Senate and the Judicial Board Chairperson.
- (3) The President shall take the presidential oath of allegiance before a General Assembly of the Association after election results have been declared authentic by the Judicial Board.
- (4) The President and any officer are liable to proceedings represented by the Legal Board before the Judicial Board while in office for the performance of his functions, or for any act done or omitted to be done by him under this Constitution.

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- (5) Only members of the Association may institute proceeding against any officer. This must be initiated by addressing the case to the Judicial Board Chairperson through the Legal Board.
- (6) To foster the administrative authority of the president, he shall have power to-
 - i. Represent the Association at meetings according to any law that this constitution recognizes.
 - ii. Lead any delegation to represent the Association at any level.
 - iii. Appoint any administrative officer whose office is not contested for at elections according to this constitution.
 - iv. Perform any other activity that will enable him administer the Association properly as long as it is in accordance with this Constitution and in the case where the Constitution is silent, laid before the Judicial Board for Interpretation.

PRESIDENTIAL ADDRESSES

15. The President shall deliver a State of the Affairs Address;

- (1) To the Senate at the beginning of its first session and
- (2) On the last session of the semester.
- (3) When he would want to inform or advice the Senate about issues, they are about to decide on.
- (4) To the General Assembly.

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THE VICE-PRESIDENT

16. (1) There shall exist a Vice President who shall be an assistant to the President and shall assume presidency if the president resigns or may assist the President in any administrative function assigned to him under this Constitution.
- (2) The candidate of this office shall be appointed by the candidate for the office of President and whose particulars shall be submitted to the electoral commissioner before elections begin.
- (3) The provisions of Article 17 shall apply to this office.
- (4) The candidate is assumed to be elected as Vice-President if the candidate for President has been duly elected.

QUALIFICATIONS OF OFFICE

17. A person shall not be qualified for election as a member of the Executive committee unless all of the following has been satisfied,
 - (1) Is not a first or final year student.
 - (2) Is a member of the Association.
 - (3) Has not violated the provisions of Articles 2 and 3 of this Constitution
 - (4) Has paid all required outstanding dues.
 - (5) No proceedings are before the Judicial Board and has no bad record in its archives.
 - (6) Has resigned from any Student office in the University.
 - (7) Not on probation for academic work or examination misconduct.

OFFICE CONDITIONS

18. (1) All officers who are not members of the Executive committee may hold other student offices during office and while leaving office only with the permission of the Senate.
- (2) The President shall have access to funds of the Association for administrative purposes in accordance with this Constitution and these shall be audited two weeks before the end of his term and referred to the Senate for authentication.
- (3) The President, his Vice and all elected officers except the Women's Commissioner shall form the executive committee of the council and shall meet as the President shall determine.

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THE GENERAL SECRETARY

19. (1) There shall be a General Secretary who shall;
- i. Ensure that the documents of Council are properly preserved.
 - ii. Prepare the agenda for Council Meetings.
 - iii. He shall publish on all notice boards in the college, accurate records of proceedings of every administrative council meeting within 7 days of such meetings.
 - iv. Keep accurate records of minutes at Senate and administrative council meetings.
 - v. Produce, process and preserve all memos, minutes, circulars, statements and all other documents of Council.
 - vi. Preside over Council meetings in the absence of the President and the Vice President.

THE FINANCIAL SECRETARY

20. (1) There shall be a Financial Secretary who shall;
- i. be in-charge of all financial transactions of the Association.
 - ii. make available documentation as relating to the financial accounts of the Association.
 - iii. where a budgetary provision exceeds five hundred percent (500%) per the general dues per a student of the Association, he shall make available the details of that expenditure for the perusal and subsequent approval of the Council.
 - iv. be the primary signatory to the accounts however; his signature shall not be absolutely satisfactory for a financial transaction of the accounts. An addition of the signature of the President or the General Secretary shall in all cases be required.
 - v. be required to produce, process and preserve all financial documentation relating to the Association.

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THE ORGANIZING SECRETARY

21. (1) There shall be an Organizing secretary who shall;

- i. manage, coordinate and ensure efficient and timely execution of projects of the Association.
- ii. be in-charge of gathering all resources needed towards the organization of projects by the Association.
- iii. make a report of the progress of the Association's projects when demanded by the Council of the Association.
- iv. require from Council an approved list of projects for execution at the commencement of each new semester.
- v. assume the functions of the General Secretary in his absence

THE WOMEN'S COMMISSIONER

22. (1) There shall be a Women's Commission which shall consist of:

- i. The Women's Commissioner who shall be elected in a manner specified in this Constitution.
- ii. The Women's Committee chairpersons who are voted into office by women in their departments under the College.

(2) The Women's Commissioner shall;

- i. represent the collective interest of the general female membership of the Association and on the Students' Representative Council's Women's Commission.
- ii. construct such programmes that may benefit the general population of the female membership of the Association.
- iii. channel all grievances, appreciations and comments to the Administrative Council and Senate for action.
- iv. seek to encourage the general participation of women in the activities of the Association.

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(3) The elected Women's Commissioner shall set up a committee that will facilitate the execution of her official functions. The committee shall be made up of:

- (a) Deputy Women's Commissioner
- (b) Secretary
- (c) Organizing Secretary
- (d) Public Relations Officer

(4) Functions of the committee members:

- (a) The Deputy Women's Commissioner shall act as the Women's Commissioner in the absence of the Women's Commissioner.
- (b) The Secretary shall keep minutes of committee meetings, write and disseminate letters.
- (c) The Organizing Secretary shall liaise with the Association's Organizing Secretary in organizing programs that serves the interest of female students.
- (d) The Public Relations Officer shall be responsible in publicizing all activities of the Office of the Women's Commission.

AUXILLIARY COMMITTEES

23. (1) There shall be auxiliary committees that shall assist the executive committee with respect to their various specializations.

(2) There shall be an Entertainment Board that shall be in charge of all entertainment activities in the college in consultation with the SRC Entertainment committee.

(3) There shall be a Sports Committee that shall be in charge of all sports activities in the college in consultation with the SRC Sports committee.

(4) There shall be a Welfare Committee that shall be in charge of the general welfare of all students in any form in consultation with the SRC Welfare Board and it shall

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have an allocated fund from the semester dues reserved for welfare activities determined by the Senate.

(5) There shall be an Editorial Board that shall;

- i. disseminate such information that may be beneficial to the general membership of the Association.
- ii. be in-charge of all notice boards of the Association.
- iii. be in-charge of the publication of all newsletters, memos and directives of the Administration.
- iv. be responsible for the production of the annual magazine for the Association.
- v. be responsible for the acquisition of all resources needed for the production of the magazine.
- vi. obtain the financial resource needed for the production of the magazine both from the Association coffers and benevolent persons, group of persons and departments under the Association.

(6) There shall be a Students' Academic Board that shall:

- i. represent the academic interest of the general membership of the Association.
- ii. advice students pertaining to what approach to use in resolving academic problems with the College authorities.
- iii. negotiate with the College Academic Board on issues disturbing the general progress of academic activities for students.
- iv. represent the college at the Students' Representative Council's Students' Academic Board.
- v. solicit for needed adjustments in academic activities that will enhance the academic process in the College.

(7) The Administrative Council shall publish audited accounts before the last session of Senate and if any member finds irregularities in the audit, he may petition to institute proceeding against the members of the Administrative council who were found to have been culpable by a petition to the Judicial Board.

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APPOINTMENTS

24. The President has the power to appoint persons to the following non-voted offices after they satisfy Article 17 of this Constitution and are approved by a committee which shall constitute no Administrative council member in Senate on its first session.

1. Senate Speaker
2. Electoral Commissioner
3. Judicial Board Chairperson
4. Property Officer
5. NUGS representative
6. Public Relations Officer
7. Entertainment Board Officer
8. Editor-in-Chief
9. Legal Affairs Commissioner
10. Sports Committee Officer
11. Academic Board Officer
12. Welfare Committee Officer
13. Any other office that the President creates in accordance with this Constitution.

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CHAPTER FIVE

THE SENATE

ESTABLISHMENT

25. (1) There shall be an established Senate under the Association which shall perform such functions as are specified in this Constitution.

(2) The legislative power of the Association shall be vested in the Senate, subject to the provisions of this Constitution.

MEMBERSHIP

26. (1) The Senate shall be composed of:

- i. The Speaker who shall be appointed by the President subject to approval by the outgoing Senate.
- ii. The Deputy Speaker who shall be elected by Senate.
- iii. The Clerk who shall be appointed by the Speaker.
- iv. The Deputy Clerk who shall be appointed by the Speaker.
- v. The Marshal who shall be appointed by the Speaker.
- vi. The Presidents and secretaries of the departments under the Association
- vii. A representative from each year group who must be a class representative elected by the class representatives of that year group.

AUTHORITIES

27. (1) There shall be a Speaker who shall be the administrator of the Senate and shall be a non-voting member. He shall preside over all businesses conducted in Senate.

(2) There shall be a Deputy Speaker who has voting rights. He shall assist the Speaker with his duties and shall act as Speaker in the Speaker's absence according to this constitution.

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(3) There shall be a Clerk who shall be a non-voting member. He shall act as the secretary of the Senate and shall perform any activity requested by the Speaker according to this constitution.

(4) There shall be a Deputy Clerk who shall be a voting member. He shall perform functions assigned to him by the Clerk and may act as clerk in the absence of the Clerk.

(5) There shall be a Marshal who shall be a non-voting member. He shall bear the Mace before the Speaker when entering and leaving the House and shall attend upon the Speaker in the House. He shall carry out the Speaker's directions for maintenance of order in the House and its precincts and perform any other function assigned to him by the Speaker.

(6) All other members of senate shall be referred to as Senators.

FUNCTION

28.(1) No business shall be transacted in senate unless all Presidential appointees have been approved or disapproved through a secret vote conducted in senate.

(2) Approve all appointments for any non-voting office through secret ballot voting by members of the outgoing senate.

(3) Deliberate and approve the projects and budgets of all offices in the Executive Committee before they come into force.

(4) Approve all audited accounts before its last session.

(5) Discuss problems facing the Association and pass resolutions on them.

(6) Summon executive officers or any member of the Association unless otherwise stated to explain issues that have been laid before it.

(7) Form committees that will help it facilitate its work.

AUDIENCE

29. (1) Any non-member of the Senate is allowed to attend sittings but cannot substitute any absent Senate member or contribute or vote during legislative proceedings.

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CHAPTER SIX

JUDICIAL BOARD

JUDICIAL POWER

30. (1) Justice shall be administered in the name of the Science Students' Association by the Board. It shall be absolutely independent of any influence whatsoever and is subject only to this Constitution.

(2) The Board shall have judicial power and neither members nor officers of any other body in the Association shall be given absolute judicial power.

(3) The Board shall have jurisdiction in all matters relating to elections, impeachment and conduct of members in other bodies, including any matter that relates to the interpretation of this Constitution, and any authority as the Senate may, through legislature give to it.

(4) It shall have power to rule over any matter on which this Constitution is silent.

(5) The administration and supervision of the Judicial Board shall be exercised by the Judicial Board Chairperson.

COMPOSITION

31. (1) The Judicial Board in order of authority shall consist of;

- (a) The Chairperson
- (b) The Deputy Chairperson
- (c) The Secretary or recorder to the Chairperson
- (d) The Judicial Commissioners of all the departments under the College of Science.

FUNCTION

32. (1) The judicial and financial administration of the Board shall not be subject to the control and direction of any other authority other than for the purposes of an audit by the Audit Committee.

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- (2) The Board shall have jurisdiction in every matter relating to the enforcement and interpretation of any provision of this Constitution and in every matter where it is alleged that a person or body of persons has/have acted ultra-vices, or contravened or acted inconsistent with any provision of the Constitution.
- (3) The Board shall have the mandate to resolve conflicts between students or group of students in the Association.
- (4) For the smooth running and effective exercise of its function the Board shall have the power to do such things as shall be reasonably necessary including the issuance of prerogative writs, or orders such as mandamus, certiorari, prohibition, interdiction and any other order that it deems legally necessary.
- (5) In the exercise of its functions the Board shall be subject only to the provisions of this Constitution, the general university regulations and the SRC constitution and shall not be subject to the control or direction of any other body.
- (6) All impeachment proceedings against any officer in the Administrative Council shall be brought before the Board.
- (7) Any of the members of the Board involved in misconduct shall be referred to the SRC Judicial Council for disciplinary action.
- (8) The Board shall publish its findings, conclusions and recommendations on any such proceedings on the notice board after any sitting.
- (9) It shall also have jurisdiction over every matter relating to electoral petitions, disciplinary and all Constitutional matters.
- (10) It shall at least once in a year, educate its members on the provisions of the Constitution and Judicial Procedure.
- (11) The Board shall have the power to summon any member to its hearings.
- (12) Monies for the administration of the Board shall be obtained from the appropriate fund responsible for administrative expenses of the Science Students' Association after a budget has been drawn and submitted by it to the Financial secretary.
- (13) All monies should be received by the Board not later than two weeks after submission.

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(14) Any member who has been found by the Judicial Board to have acted or made an attempt to act or refused to act and has resulted in the disruption of the normal administration of the Board shall be charged for contempt of the Board and is liable to penalties in Article 2 of this Constitution.

(15) The Judicial Chairperson or any of the other members exercising judicial power shall not be liable to any action for any act or omission made in the exercise of judicial power unless a higher Judicial body after an appeal declares that he has acted beyond this Constitution.

THE JUDICIAL BOARD CHAIRPERSON

33. (1) Shall be appointed by the President and approved through secret voting by outgoing Senate members.

(2) No person shall be eligible for appointment unless he satisfies Article 17 of this constitution.

(3) Notwithstanding 30 (2), no member of the Association is eligible for appointment by the Board unless he has had at least one year's experience in any judicial committee in this University.

(4) He shall preside over all judicial sittings.

(5) He may be assisted with his duties by the Deputy Chairperson.

(6) The Secretary shall be appointed according to article 30 clauses (1) and (2) of this Constitution.

EXERCISE OF POWER

34. (1) The Board shall be the next body of appeal after sentences have been given by lower judicial commissions under the Science Students' Association and if an appeal is granted by the Board, it shall overrule the decision of the lower departmental judicial commission.

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(2) Any appeal from a lower judicial commission of any department in the College of Science to the Judicial Council of the Students Representative Council of this University or any higher body in and out of the University that has not been addressed already by the Judicial Board of the College shall be deemed to be in contempt of Judicial Board.

(3) Any member who attempts to do such an act or is found to have done an act such as in clause (2) of this Article is liable to the penalties in Article 3 of this Constitution.

(4) Any sentence that has been given by the Judicial Board can be appealed to the Judicial Council of the Students Representative Council of the Kwame Nkrumah University of Science and Technology and if such an appeal is granted it shall overrule the sentence given by the Board.

(5) The Board may depart from a previous decision when it appears to it right to do so and all lower Judicial Commissions shall be bound to follow such decisions.

(6) The Board may rule on any legislation passed by the Senate after a petition is made to it by a member and it is convinced that the Senate acted beyond the powers that this constitution confers on it.

(7) The members of the Board shall be referred to as Justices in any official address and shall possess an agreed form of identification for themselves and shall wear them when necessary.

THE LEGAL BOARD

35. (1) A Legal Board shall exist and shall comprise of a director who shall see to its administration and four members with each coming from one of the faculties in the College

(2) The director and members shall be recommended by the members of the outgoing legal board to the incoming senate for approval

(3) The legal board shall have the power to;

- i. Advice and co-ordinate legal issues in Senate and in the Administrative council
- ii. Draft any document of legal effect for any member or organ of the Association.
- iii. Co-ordinate with the SRC Legal Affairs Commission in its activities
- iv. Provide legal documentary service to any member

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CHAPTER SEVEN

AMENDMENT AND REVISION

AMENDMENT

36. (1) Any notice for the amendment of a non-entrenched provision in this constitution shall be addressed to the Legal Board and copied to the Judicial Board by any member of the Association.

(2) The Judicial Board may sit upon receipt of such notice and shall have the power to advise Senate with reasons on whether it agrees to the amendment or not.

(3) The Senate shall debate on the notice and vote on the passing of the change of the provision.

(4) The amendment of an entrenched provision or a total review of this constitution shall be addressed to the Judicial Board through the Legal Board by any member of the Association.

(5) The Judicial Board shall refer the notice to Senate and if Senate approves of the change, the Legal board shall refer it to all members of the College for ten (10) working days.

(6) All members of the College having read the notice in article 36 (5) within the said period have given their approval for the amendment process.

(7) Members of this Association who may have any complaint about the amended Constitution should do so by filing such complaint formally to the Legal Board through their respective class representatives.

(8) The change of provision shall only be deemed authentic by the Judicial Board if there are no complaints received from members of this Association in the said Article 36 (5).

(9) The Entrenched provisions in this constitution shall be under the following articles;

SUPREMACY OF THE CONSTITUTION

ENFORCEMENT OF THE CONSTITUTION

DEFENCE OF THE CONSTITUTION

WORK DOCUMENT

ALL ARTICLES UNDER THE ELECTORATE

APPOINTMENTS

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ALL ARTICLES UNDER THE SENATE

ALL ARTICLES UNDER THE JUDICIAL BOARD

AMENDMENTS AND REVISION

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CHAPTER EIGHT MISCELLEANEOUS

RESIGNATION

37. (1) Any officer of the Association may resign voluntarily.
- (2) In the event of any officer resigning, the Executive Committee shall communicate to all members through the notice boards within (3) three days of the receipt of the resignation letter.
- (3) In the event of en bloc resignation by the Executive committee the Judicial Board shall be notified and it shall in turn notify the General Assembly and assume temporary responsibility until fresh elections are held. The Judicial board shall then keep all documents and assets.
- (4) Any such resignation shall be communicated in writing to the Executive Committee at least five (3) days before the date of resignation. The Administrative Council shall appoint a member to act until elections are held.
- (5) All documents and properties shall be handed over to the Executive committee upon resignation.

REMOVAL FROM OFFICE

38. (1) All officers of the Administrative council shall individually or severally be removed or suspended from office after a committee set up by the Judicial board investigates into allegations after it has been petitioned and finds that the officer (s) has/have been involved in any of the following;
- i. Acted in willful violation of the oath of office or in violation of any provision of this constitution.
 - ii. Misappropriated or embezzled funds of the Association.
 - iii. Grossly misconduct himself or suspended or dismissed from this University.

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- iv. Conducted himself in a manner which brings or is likely to bring the name of the Association into disrepute.
- v. Repetition of Academic year (class)
- vi. Suspension or dismissal from the University
- vii. Inefficient and or negligent discharge of duties
- viii. Deferred his course of study
- ix. Incapable of performing the functions of his office by reason of disability.

HONORARIA

39. (1) Certificates of Honour shall be presented to all elected and appointed officers only recognized in this Constitution at the end of their tenure of office.
- (2) The Administrative Council shall identify and honour dedicated and committed members of the Association.
- (3) On any grounds of resignation, impeachment or vote of no confidence passed against any officer, he shall automatically forfeit his certificate of honour.
- (4) Appointed Officers shall be given appointment letters to confirm their appointments.

GENERAL MEETINGS

40. (1) There shall be;
- i. at least one General Assembly meeting in a semester
 - ii. forty (40) members including the members of the Administrative Council shall be required to form a quorum for a general meeting.
 - iii. in the absence of a quorum a meeting shall be called off and postponed to a later date that will enable a quorum to be formed.
 - iv. the Executive committee may summon an emergency Administrative Council, executive committee or Senate meeting within eighteen (18) hours to deliberate on dire issues.

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STANDING ORDERS FOR MEETINGS

41. (1) All meetings conducted by any organ of the Association shall conform to the following basic requirements;

- i. Voting shall be by only members recognised to be part of the meeting
- ii. Each member shall be entitled to one vote.
- iii. Voting privileges shall include the right of members to make, second motion or nominations.
- iv. In voting, motions shall be carried by a simple majority, unless otherwise stated or provided for by the constitution or the standing orders.
- v. Casting of votes shall be in the following order:
 - a. Votes for
 - b. Votes against
 - c. Abstentions
- vi. The chairman shall exercise his voting right if votes for and against are equal in number. Member abstaining shall be considered non-voting.
- vii. Voting at meetings shall be by show of hands or by a secret ballot which is requested by a member and is seconded by another member
- viii. Resolutions shall be passed by two-thirds (2/3) of votes of majority members present.

42. For the purposes of the handing over ceremony, the outgoing Judicial Chairperson shall swear in the incoming Judicial Chairperson who shall then swear in all the other incoming Administrative Council members.

43. The following oaths shall be deemed as binding on the persons who recite them on coming into office:

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THE JUDICIAL OATH

I having been appointed Chairperson (Member) of the Judicial Board of the Science Students Association, do hereby in the name of the Almighty God swear that I will at all times faithfully and truly serve the Association and Students, that I will bear true faith-and allegiance to this association as by law established; that I will uphold its sovereignty and integrity; and that I will truly and faithfully perform the functions of my office without fear or favour, affection or ill-will in the adjudication of all matters that shall be brought under my jurisdiction; and that I will at all times uphold, preserve, protect and defend the Constitution.

I further solemnly affirm if I should at any time break this oath of office, I shall submit myself to the penalty prescribed.

So, help me God.

OATH OF OFFICE

PRESIDENTIAL/ VICE PRESIDENTIAL OATH

Ihaving been elected President/Vice President of the SCIENCE STUDENTS' ASSOCIATION, do hereby in the name of the Almighty God swear that I will at all times faithfully and truly serve and uphold the principles of meticulous accountability in my capacity as the President (Vice President) and I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the penalty prescribed by the Constitution of this Association thereof.

So, help me God.

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THE OATH OF ALLEGIANCE

I, do, in the name of the Almighty God swear that I will bear true faith and allegiance to the SCIENCE STUDENTS' ASSOCIATION as by law established; that I will uphold the sovereignty and integrity of this association; that I will faithfully and conscientiously perform my duties, and that I will preserve, protect and defend the Constitution.

So, help me God.

THE EXECUTIVE COMMITTEE OATH

I having been elected/appointed for the position of the SCIENCE STUDENTS' ASSOCIATION, do hereby in the name of the Almighty God swear that I will at all times faithfully and truly serve the Association and Students of SCIENCE STUDENTS' ASSOCIATION.

That I will support and uphold the principles of meticulous accountability, financially and otherwise and that I shall seek the welfare of Students of SCIENCE STUDENTS' ASSOCIATION.

I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the penalty prescribed by the Constitution of the Association thereof.

So, help me God.

(To be sworn by the other officers before the Association and Students and administered by the Judicial Chairperson at a ceremony organized for this purpose)

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THE SENATE MEMBERSHIP OATH

I having been elected/appointed for the position of a Senate member of, to represent them at the SCISA Senate, do hereby in the name of the Almighty God swear that I will at all times faithfully and truly serve the Association and Students of SCIENCESTUDENTS' ASSOCIATION.

That I will support and uphold the principles of meticulous accountability, financially and otherwise and that I shall seek the welfare of Students of SCIENCE STUDENTS' ASSOCIATION.

I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the penalty prescribed by the Constitution of the Association thereof.

So, help me God.

(To be administered by the Speaker of the Senate at the first Senate meeting)

AUXILLIARY COMMITTEES OATH

I having been elected (appointed)

of the SCIENCESTUDENTS' ASSOCIATION, do hereby in the name of the Almighty God swear that I will at all times faithfully and truly serve SCIENCE STUDENTS' ASSOCIATION. That I will support and uphold the principles of meticulous accountability, financially and otherwise and that I shall seek the welfare of Students of SCIENCE STUDENTS' ASSOCIATION.

I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the penalty prescribed by the Constitution of the Association thereof.

So, help me God.

(To be sworn by the Auxiliary Committee Chairpersons before the Association and Students and administered by the Judicial Chairperson at a ceremony organized for this purpose)

43. All provisions specified in the schedule are regarded as part of this constitution.

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SCHEDULE

SECTION ONE

TRANSITIONAL PROVISIONS

THE FIRST OFFICERS

(a) Notwithstanding anything in this constitution, the persons duly elected and appointed officers of this Association, under the law in force immediately before the coming into force of this constitution shall be taken to have been duly elected and appointed for the purpose of this constitution.

(b) The persons referred to in section (a) above of this section shall assume their offices on the date of the coming into force of this constitution.

(c) Where an office did not exist in the immediate past constitution, the President shall appoint persons to those offices with the approval of the Senate

(d) The SCISA constitution in force before the passing of this constitution through a referendum in March, 2009 was first COMPLETED on 1st Day of November, 2008 BY THE CONSTITUTIONAL REVIEW COMMITTEE OF THE 2008/2009

ACADEMIC YEAR.

ANDREW SELASSIE DEFOR

CONSTITUTIONAL REVIEW COMMITTEE CHAIRMAN

FAUSTINA BAYENSI (MRS)

JUDICIAL COMMITTEE CHAIRPERSON

PAA KWESI KRAMPAH

-PRESIDENT

SCIENCE STUDENTS ASSOCIATION (2008/2009)

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SCISA CONSTITUTION REVIEW COMMITTEE 2019/2020

PATRICK ASUMAH AFERDI- JUDICIAL BOARD CHAIRPERSON 2019/2020

WENDY GOLD – BOARD MEMBER

JAMES AFRIYIE - BOARD MEMBER

EMMANUEL ASANTE – BOARD MEMBER

PRINCE INDOME ARHIN- BOARD MEMBER

FINAL REVIEW BY;

AMA AGYEMANG-OPAMBOUR OSEI – JUDICIAL CHAIRPERSON 2020/2021

SECTION TWO

INTERPRETATIONS

- (a) “He” “him” “his” “Chairman” as used in the Constitution shall refer to both male and female persons
- (b) “General Assembly” as used in the Constitution shall refer to a gathering of all members of the association after an open invitation
- (c) “the Association” as used in this constitution shall refer to the Science Students’ Association of the Students Representative Council of the Kwame Nkrumah University of Science and technology

ASSENT

This document having satisfied all the requirements of amendments is now herein declared as a legally binding document of the SCIENCE STUDENTS ASSOCIATION OF THE KWAME NKRUMAH UNIVERSITY OF SCIENCE AND TECHNOLOGY. This deed is hereby acknowledged by the SCISA Judicial Committee; on this day of in the year of our Lord