

General Notice No. 39 of 2019.



MAKERERE UNIVERSITY

**MAKERERE UNIVERSITY STUDENTS GUILD
CONSTITUTION (ELECTIONS)
REGULATIONS NO. 1 OF 2018**

(Under Sections 41(d) and 69(1) (a) of the Universities and Other Tertiary Institutions Act, 2001 (as amended) and Section 1 (3) of The Students Guild Constitution (amended in February, 2016)).

In exercise of the powers conferred on the Makerere University Council by Sections 41(d) and 69(1) (a) of The Universities and Other Tertiary Institutions Act, 2001, (as amended) and in conformity with Section 1(3) of The Students Guild Constitution as amended in February, 2016, these Makerere University Students Guild Constitution (Elections) Regulations are made this **6th day of December, 2018.**

ARRANGEMENT OF THE REGULATIONS

1. Title
2. Application
3. Interpretation
4. Objectives
5. Verification of Candidates for Guild Leadership
6. Supervision of the Electoral process
7. Nomination and Campaigns
8. Custody of voting materials and voting
9. Vote-counting
10. Swearing-in and Handover
11. Guild Finances as Public Funds
12. Interim Period

PART I PRELIMINARY

1. Title

These Regulations may be cited as the Makerere University Students Guild Constitution (Elections) Regulations No.1 of 2018.

2. Application

These Regulations shall apply to Guild Elections of the Makerere University Students Guild.

3. Interpretation

(1) In these Regulations, unless the context otherwise requires—

“Academic Registrar” means the Academic Registrar of Makerere University.

“Act” means the Universities and Other Tertiary Institutions Act, 2001 (as amended);

“College” means a Constituent College of the University established under the Act by the National Council of Higher Education.

“College Registrar” means the Registrar of a College appointed by the Appointments Board.

“Dean of Students” means the Dean of Students of Makerere University.

“Electoral Commission” means the Electoral Commission for Election of Guild leaders.

“Guild” means the students Guild of Makerere University

“Guild Constitution” means the Constitution of Students Guild of Makerere University

“Guild President” means the President of Students Guild of Makerere University

“Guild Representative Council” means the Council of Students representatives in the Students Guild of Makerere University.

“Guild Speaker” means the Speaker of the students Guild of Makerere University.

“Hooliganism” means noisy, violent rowdy and or vulgar behaviour towards others or the public and includes wilful destruction of property.

“Obscene Language” means and includes language that is regarded as vulgar, rude, shocking because it is related to being too obviously related to sex or showing sex, immoral, improper, offensive, distasteful, filthy and pornographic language that is likely to offend others.

“Regulations” means Students Regulations made by the University Council of Makerere University.

“Students Common Room” means Students body at a Hall of Residence.

“The University” means Makerere University.

“The University Council” means the University Council of Makerere University.

“The University Bursar” means the University Bursar of Makerere University.

“Vice Chancellor” means the Vice Chancellor of Makerere University.

(2) The provisions of these Regulations shall supersede any provision in the Makerere University Students Guild Constitution which is inconsistent with these Regulations and the Inconsistency shall be void to its extent.

PART II THE OBJECTIVES OF THE REGULATIONS

4. Objectives

The purpose of the Regulations shall be to:

- (a) Provide for clearance of candidates for nomination to all positions of the Guild Leadership.
- (b) Ensure that Guild Campaigns and Elections are implemented easily and without interruption and or causing difficulty or interference with other University activities or programs.
- (c) Create a defined and reasonable time frame within which the Guild campaigns and elections are held.
- (d) Prohibit hooliganism and other negative and or offensive conduct by aspiring candidates and or their supporters.
- (e) Ensure that all aspiring candidates, election officials and the entire students’ body observe and uphold University Regulations during the Guild election period.

PART III LEADERSHIP OF THE GUILD TO BE EXEMPLARY.

5. Verification of Candidates for Guild Leadership.

(1) In order to ensure that the dignity of the guild is upheld and that participation in guild leadership does not become a hindrance to academic progress of the students:

- (a) A student aspiring for the position of Guild President shall:

- (i) be admitted and a registered student of the University,
 - (ii) be a full subscribed member of the Students Guild,
 - (iii) be in their second year of study or above,
 - (iv) have no pending retake (be on normal progress),
 - (v) have at least a CGPA of 2.8,
 - (vi) not have exceeded the study period of their program on account of academic related challenges including stay put, retakes, failure or refusal to register for the minimum number of course units; and
 - (vii) not have had judgement given against him/her by any disciplinary committee or legally constituted tribunal of the University or been an ex-convict or adjudged bankrupt within a period of 6 months before the date of nomination.
- (b) A student aspiring for a position in the Guild Cabinet (including those who are not members of GRC), Guild Representative Council (GRC), Students Common Room (SCR), Electoral Commission or as a Guild Speaker, Deputy Speaker, Guild Clerk or Deputy Clerk, shall fulfil all conditions in 5(1) (a) above except 5(1) (a) (iii) which shall not be a mandatory requirement.
- (2) All intending candidates shall be verified and issued a certificate of eligibility to contest in the elections prior to the nomination exercise for those positions. The certificate shall be endorsed by the Academic Registrar for good academic standing and clearance by the Officer in charge of the University Police of any criminality and confirmation of good conduct.
 - (3) Any student or member of staff who utters a false document and or presents falsified documents in relation to these regulations or otherwise violates any provision of these regulations shall be liable to punishment including a warning, suspension and or dismissal in accordance with the Students University Regulations or the provisions of the Human Resources Manual.
 - (4) A student who knowingly and wilfully violates any of these Regulations shall be subject to the Students Disciplinary process of the University.
 - (5) The verification exercise shall be completed within seven working days from the date of call for nominations for the relevant elective position.
 - (6) Any student dissatisfied with any result of the verification exercise may appeal to the Students Affairs Committee.

6. Supervision of the Electoral Process

- (1) The election of the Commissioners of the Electoral Commission shall be conducted by the University Guild Speaker under the supervision of a Guild Administrator nominated by the Dean of Students.
- (2) Elections to the positions of the Guild President and the Guild Representative Council (GRC) shall be conducted by the Electoral Commission.
- (3) Elections of the Speaker, Deputy Speaker, Clerk and Deputy Clerk shall be conducted by the out-going Speaker or Deputy Speaker under the supervision of the Guild Administrator.

- (4) Elections to positions on the Students Common Room (SCR) shall be conducted in accordance with the SCR Constitution under the supervision of the Hall Warden.
- (5) Elections to positions of leadership in the Students Associations shall be conducted in accordance with each Association's Constitution.
- (6) The Electoral Commission shall report to and be guided by the Dean of Students.

7. Nomination and Campaigns

- (1) Any aspiring candidate, for the position of Guild President, GRC, and SCR shall, after being issued with a certificate of eligibility to contest in the Elections, pay a non-refundable nomination fee of Ugx.200,000/=, Ugx.100,000/= and Ugx.50,000/= respectively to a designated central account and no club, society, organisation or any other organ of the Guild shall charge a fee higher than Ugx.200,000/= to contest for any position of leadership.
- (2) The fees above may be reviewed by the University Council.
- (3) Campaigns shall commence immediately after the all the aspiring candidates have been duly verified and each issued a certificate of eligibility to contest for a specific position and in accordance with the program drawn by the Electoral Commission.
- (4) The Electoral Commission shall be funded under a budget approved by the University Management and all procurements of the Commission shall comply with the procurement Laws and procedures applied by the University.
- (5) In order not to disrupt public order and other University programs and activities, the open Guild Presidential campaigns shall be held within designated places of the University campus but not within the Halls of Residence or places designated as lecture space.
- (5) There shall be four (4) rallies for the Guild Presidential Elections, three (3) of which shall take place at the main campus and (1) at the College of Health Sciences.
- (6) No Guild Presidential rally shall take place at Kabanyolo Hostel.
- (7) There may be a maximum of four (4) moderated and indoor debates held in Conference Halls identified by the Electoral Commission with approval from the University Management.
- (8) All the rallies and debates shall take place within 10 calendar days at the stipulated campaign venues and shall take place between the hours of 4:00pm and 7:00pm.
- (9) Corrupt tendencies on the part of candidates or their official agents, such as bribing voters with money or other verifiable items shall be an offence that may lead to immediate disqualification from the Electoral process.
- (10) Any conduct that violates these regulations by a candidate(s) or a member(s) of the Electoral Commission or the Electoral Commission collectively or any member of the guild, amounts to an Offence and may lead to disqualification or suspension from the electoral process and or attract any other disciplinary action in accordance with University regulations.

- (11) Acts of misconduct shall include but not be limited to corrupt tendencies, hooliganism, violence, use of abusive/obscene language destruction of property, defacing University buildings, roads or any other University property, unauthorized disruptive processions.

8. Custody of voting materials and voting

- (1) Voting shall take place between the hours of 8:00am and 5:00pm.
- (2) In order to safeguard the integrity of the elections, all voting materials shall be secured under security printing procurement guidelines.
- (3) Voting materials, once secured, shall be kept at a designated Police Station.
- (4) Every student shall observe the relevant disciplinary regulations of the University before, during and after the electoral period.
- (5) Violation of campaign and voting procedures/regulations shall be punishable in accordance with relevant disciplinary regulations of the University.

9. Vote-counting

- (1) Vote-counting shall take place at the polling stations immediately after voting.
- (2) Validation of votes shall be done on the basis of a uniform format agreed upon by the Electoral Commission under supervision of the Dean of Students and communicated to the candidates and electorate prior to the voting exercise.
- (3) The results shall be announced, at each polling station, immediately after counting the votes; and final results shall be announced by the Electoral Commission within a specified time.
- (4) Any person dissatisfied with the result(s) of any Election shall petition the Guild Election Petition Tribunal under the appeals procedure in accordance with the provisions of The Guild Constitution.

10. Swearing-in and handover

- (1) Swearing-in of the new Guild Leaders shall be conducted within 15 days after the Guild Presidential elections and in accordance with the Guild Constitution.
- (2) The out-going and in-coming Guild Leaders shall assemble at the swearing in venue within the time prescribed by the Office of the Dean of Students, failure of which may lead to disciplinary action.
- (3) Out-going and in-coming guild leaders shall conduct themselves in a dignified, civilised manner and utmost discipline at the swearing-in ceremony.
- (4) The out-going guild leaders shall handover office with a handover report detailing all files and documents in the office to the in-coming leaders at the time of swearing-in.
- (5) Failure and or neglect to hand-over Office as prescribed by these regulations shall be an offence.

PART IV FINANCES, ASSETS AND PROPERTY OF THE UNIVERSITY USED DURING GUILD ELECTIONS

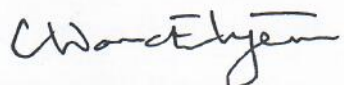
11. Guild Finances as Public funds

- (1) All property including Finances that accrue to the Office of the Students Guild is public property which the University Council holds in trust for the University on behalf of Government of Uganda.
- (2) Any person entrusted with the use of the said finances, assets and property during the Guild elections shall be required to promptly and properly account for them to Office of the Dean of Students in a period not later than 30 days after the election process.
- (3) All public property and finances of the Guild shall be utilised by the Office holder in accordance with the laws, regulations and procedures of the University.
- (4) Any Guild leader who violates these provisions shall be liable to the Makerere University Disciplinary procedure including an order to make good any loss suffered by the University.

PART V EFFECTIVE DATE OF THE REGULATIONS

12. Interim Period

- (1) These Regulations shall come into force on the date they are passed by the University Council.
- (2) These Regulations have been approved by the University Council on **this 6th day of December, 2018.**

Signed: 
 ENG. DR. CHARLES WANA-ETYEM (PhD),
 Chairperson, Makerere University Council.