



CREATIVE MINDS **RGSU** Regent-Ghana
STUDENTS' UNION

CONSTITUTION OF THE REGENT GHANA STUDENTS' PARLIAMENT

ARTICLE 1

NAME AND COMPOSITION

The name of the body shall be known as ***"THE REGENT GHANA STUDENTS' PARLIAMENT"***, herein after referred to as ***"PARLIAMENT"***, being the governing body of the REGENT GHANA STUDENTS' UNION (RGSU)

There shall exist within Parliament, Ministries formed to perform specific functions assigned to them by the Executive.

ARTICLE 2

SUPREMACY

This constitution shall be and serve as the Supreme law of the REGENT GHANA STUDENTS' PARLIAMENT.

Parliament shall also be the highest ruling body of the REGENT GHANA STUDENTS' UNION.

ARTICLE 3

AIMS AND OBJECTIVES

- a. To offer a common forum for the discussion of students' predicaments
- b. To afford recognized means of communication between the Students and the University Authorities
- c. To represent the Students' Union and members in all matters affecting their interests, now and in the future
- d. To promote the social and intellectual lives of Students
- e. To promote the interests of the Students and the University
- f. To protect and enhance the general well-being of its Students

ARTICLE 4

FUNCTIONS OF PARLIAMENT

With reference to the above stated objectives, parliament shall;

- a. Make and unmake laws for the Students' Union

- b. Periodically meet with school authorities to exchange ideas which would be of interest to the school and students as a whole
- c. From time to time, meet with students to upgrade their knowledge and acquire skills for the benefit of the school and the students' community as a whole
- d. Organize programmes that would seek to enhance the academic, social and intellectual lives of students
- e. Parliament shall act as the ultimate voice of students, with the executive and members serving as prime students' leaders to ensure proper discipline amongst students and as well promote the rights and positive interests of students
- f. Notwithstanding the functions stated above, Parliament may perform any other function as deemed appropriate and must be in the interest of the students and Parliament in general

ARTICLE 5

MOTTO, SLOGAN AND ACOLADE

1. The motto of parliament shall be: ***"We Explore and Discover, You Expand the Elastic Outer limits of Your Capabilities"***
2. The Slogan of Parliament shall be: ***"RGSP, Going Beyond The Limits"***
3. The Accolade of the Students' Parliament shall be ***"CREATIVE MINDS"***, which would as well serve as the slogan of the REGENT GHANA STUDENTS' UNION

ARTICLE 6

MEMBERSHIP

The Membership of Parliament shall be as follows;

1. The Executive
2. All eligible Members of Parliament
3. President of each society

ARTICLE 7

COMPOSITION

THE EXECUTIVE

The Executive shall comprise the following officers, who shall be elected by the Student body (RGSU)

- i. The Speaker of Parliament
- ii. The Deputy Speaker of Parliament
- iii. The Clerk of Parliament
- iv. The Deputy Clerk of Parliament
- v. The Parliamentary Treasurer
- vi. Women's Commissioner

ARTICLE 8

POWERS AND FUNCTIONS OF THE EXECUTIVE

A. SPEAKER OF PARLIAMENT

The Speaker of Parliament shall:

- a. Be the chief spokesperson of the Student body
- b. Preside over all meetings of the Executive
- c. Preside over all meetings of Parliament
- d. Preside over all meetings of the general Student body in all matters under the jurisdiction of the Students' Parliament
- e. Have the power to appoint the Minister and members of the various Ministries in conjunction with the Executive, unless otherwise stated in this Constitution
- f. Be a signatory to Parliament's Bank Account
- g. Represent the Students on the University Council
- h. In the event of any legal suit being preferred against the Students Parliament, shall represent Parliament

B. DEPUTY SPEAKER OF PARLIAMENT

The Deputy Speaker of Parliament shall:

- a. Assist the Speaker in the discharge of his/her duties
- b. Act in the absence or inability of the Speaker to perform the functions stated in this constitution
- c. Liaise between the Societies and the Executive: working with the JCR Presidents of the various Societies
- d. Perform any relevant function assigned him/her by the Speaker, Executive or Parliament
- e. Represent the Students on the University's Academic Senate

C. CLERK OF PARLIAMENT

The Clerk of Parliament shall:

- a. Under the direction of the Speaker or any three members of the Executive subject to the approval of the Executive, summon a meeting, stating the agenda
- b. Record and keep minutes of all Executive, Parliamentary and General Student body meetings
- c. Control, direct and manage in a disciplined manner, the day-to-day running of the office of the Students' Parliament
- d. Keep the accurate, true records and documents of the Students' Parliament
- e. Be a signatory to Parliament's bank account
- f. Perform any relevant function assigned to him/her by the Speaker, Executive or Parliament

D. DEPUTY CLERK OF PARLIAMENT

The Deputy Clerk of Parliament shall:

- a. Assist the Speaker in the discharge of his/her duties
- b. Act in the absence or inability of the Clerk
- c. Take minutes of Executive, Parliamentary and General Student body meetings
- d. Publicise Parliamentary events and activities
- e. Perform any relevant function assigned him/her by the Speaker, Executive or Parliament

E. PARLIAMENTARY TREASURER

The Parliamentary Treasurer shall:

- a. Assist and act in the absence or inability of the Deputy Clerk to perform
- b. Keep the true and accurate financial records of Parliament and as well take all moneys to the bank for safe keeping
- c. Present a financial report to Parliament as and when it is needed by the "House"
- d. Be a Signatory to Parliamentary bank account
- e. Shall work hand in hand with the Minister for Finance and Development and attend all meetings of the Finance and Development Ministry
- f. Perform any relevant function assigned him/her by the Speaker, Executive or Parliament
- g. Notwithstanding the above mentioned Powers and Functions of the Parliamentary Treasurer, He/She shall be made to account totally for every embezzled or squandered fund

The Executive shall, in addition to their respective powers and duties be:

- a. A policy initiating body, that will see to the implementation of Parliamentary policies
- b. Empowered to take decisions on behalf of Parliament in case of emergency
- c. Plan the agenda for Parliamentary meetings

ARTICLE 9

ELECTIONS

- a. For the avoidance of doubts, all officers in Parliament shall go through an electoral process before holding any position, unless otherwise stated in this constitution
- b. Winners in an election shall be declared on a “***First past the post***” basis, in the case where there are two or more candidates applying for an office, unless otherwise stated in any part of this constitution
- c. Any candidate who stands unopposed, shall after three (3) days of re-opening of nominations/application, be declared winner.
- d. In a case where there is a tie in an election, there shall be fresh elections held between the candidates involved within a maximum of one (1) day
- e. In any case of irregularities occurring in an election, the entire results shall be declared null and void and fresh elections conducted by the Electoral Commission
- f. Any candidate with a questionable character as regarding the holding of a leadership role shall be disqualified from contesting in an election by the Electoral Commission
- g. Any student who shows gross misconduct during an election shall be barred from voting in that election by the Electoral Commission
- h. No member of the Electoral Commission shall stand an election unless the member in question has duly resigned the position previously held within the Electoral Commission
- i. Apart from the pioneering members of the Executive who shall hold office for three years, subsequent predecessors of the Executive shall hold office for **ONE ACADEMIC YEAR**, renewable for a **SECOND TERM ONLY**, provided they are not in the final year
- j. Members of Parliament shall hold office for **ONE ACADEMIC YEAR** renewable for a second term only
- k. Candidates aspiring for Executive positions, apart from the pioneering members of the Executive shall **NOT** be in the first year and must have spent at least three (3) **ACADEMIC YEARS**, reading full-time course in the University
- l. The electoral process shall include Nomination/Application sent in by interested candidates, private screening of candidates by the Electoral Commission followed by a general election by the entire student body, by popular secret E-ballot (Electronic Ballot)

ARTICLE 10

BYE ELECTIONS

- a. In the event of an office becoming vacant as a result of the officer resigning, removal from office, death, prolonged illness, insanity or dismissal from the University, a bye election shall be held to fill the vacant office, within 14 days
- b. Such an election shall follow the laid down procedure as stipulated in this constitution
- c. Any member of parliament who shall wish to contest a bye-election shall first duly resign the current office held

ARTICLE 11

SUSPENSION AND REMOVAL OF EXECUTIVE MEMBERS OF PARLIAMENT

- a. Any student may by notice in writing addressed to the Judiciary, commence proceedings against any of the Executive members of parliament provided that such notice shall be authenticated by signatories of not less than thirty (30) other students with at least five (5) from each Society
- b. The Judiciary shall within seven days of receipt of the notice of impeachment examine and publish its report on the issue(s) which shall be submitted to the various societies for debate/deliberations during which the officer concerned shall have the right to state his/her case to any Societal meeting.
- c. An officer of the Executive committee against whom impeachment charges have been preferred shall be officially removed from office by majority of all the Societies at a Societal meeting convened for that purpose.
- d. A simple recorded majority of 50% of the entire membership of each society voting by secret ballot under the supervision of the Judiciary carries the vote. Each society shall count as one constituency with one block vote.
- e. Any Member of the Executive who fails to discharge His/Her duties as stated in this Constitution shall by a council of consent made up of four or more members of the Executive in consultation with the Electoral Commission be impeached
- f. Any member of the Executive who acts in a way, bringing the image of the students' parliament into disrepute shall be demoted outright

ARTICLE 12

SUSPENSION AND REMOVAL OF MEMBERS OF PARLIAMENT

- a. Any Member of Parliament may be suspended by a properly constituted parliamentary meeting for stated misconduct for not more than four weeks provided such a member shall have the right of appeal to the Judiciary within seven days after being served with a notice to that effect.
- b. Any member representing a particular group in parliament shall automatically cease to be a member of parliament if a vote of no confidence is passed on such a member by

the group represented or if adverse findings are made against such member by the Judicial Committee and confirmed by Parliament.

- c. Any officer, except those elected by the general student body, maybe removed from office by Parliament for inefficiency or negligent discharge of duties or acting in a manner prejudicial to the interest of the general student body or Parliament or for proven misconduct by not less than 51% of the entire membership of Parliament. Such an officer shall have the right to appeal to the Judicial Committee within seven days after being served with a notice to that effect.

ARTICLE 13

RESIGNATION OF OFFICERS

- a. Any officer of Parliament, except those elected by the general student body, may resign his/her post voluntarily. Any such resignation shall be communicated to the Speaker in writing, seven days before the date of resignation after which Parliament shall meet and either accept or reject such resignation.
- b. Any officer of Parliament elected by the general student body, resigning shall communicate to the Executive Committee in writing 14days before the date of resignation and the Executive Committee shall meet and either accept or reject such resignation.
- c. In the event of any officer elected by the general student body resigning, the executive committee shall make his/her intentions known to the entire student body within four days on receipt of his/her resignation letter and appoint a member of Parliament to act in the office vacated thereof until fresh elections are held.
- d. In the event of the en-bloc resignation of the Executive Committee, the Judicial Committee shall meet to either accept or reject such resignation. In the event of the Judicial Committee accepting, the Committee shall appoint members of parliament to take up the post so vacated till fresh elections are held.
- e. Any officer relinquishing his/her post shall immediately hand over all documents and property of Parliament to the Executive Committee and if the Executive Committee itself resigns en-bloc, all documents and property shall be handed over immediately to the Judicial Committee.

ARTICLE 14

ADMINISTRATION OF SOCIETIES

- a. The administration of the JCR in the Societies shall be autonomous from the Student Parliament but where the Society's rules and regulations are in conflict with that of the Student Parliament, the societies shall to the extent of that conflict be null and void.
- b. Executives of the JCR of the societies shall be elected by popular votes of the society members.

- c. Each society shall have its rules and regulations with copies lodged with the Student Parliament.
- d. All students, whether residential or non-residential shall be affiliated to a society' JCR.

ARTICLE 15

BODIES AND COMMITTEES OF PARLIAMENT

- a. The Students' Parliament shall have the power to create standing or ad-hoc committees/bodies to deal with any matter in pursuance of its aims.
- b. The quorum of standing committees shall be one-half of the membership. The Chairman of all such committees shall submit semester and annual reports to parliament.
- c. The following committees shall be established by the Student Parliament-
 - ❖ Executive
 - ❖ Entertainment, games and Sports Ministry
 - ❖ Welfare and Spiritual Affairs Ministry
 - ❖ Finance/Development Ministry
 - ❖ Information and Communication Technology (ICT) Ministry
 - ❖ Academic Ministry
 - ❖ Electoral commission
 - ❖ Judiciary (Sanheandry)
 - ❖ External Relations and Alumni Ministry
 - ❖ Innovation, Employment and Entrepreneurship Ministry

ARTICLE 16

COMPOSITION AND FUNCTIONS OF THE COMMITTEES (MINISTRIES)

➤ EXECUTIVE

Refer Article Seven (7)

➤ ENTERTAINMENT, GAMES AND SPORTS MINISTRY

- i. Shall consist of the Entertainment and various Games and Sports representatives from the Societies. One of the members of the Committee shall be elected as the Chairman of the Committee, designated as the **MP for Entertainment, Games and Sports**
- ii. The committee shall be responsible for the organisation of all sporting activities and sponsored entertainment activities in the University. The committee shall also co-ordinate the various entertainment activities of the junior members in various the Societies.

➤ **WELFARE AND SPIRITUAL AFFAIRS MINISTRY**

- i. Shall consist of the Welfare Committee representatives from the Societies. One of the members of the Committee shall be elected as the Chairman of the Committee, designated as the **MP for Welfare**
- ii. Shall investigate cases relating to students' welfare, boarding and lodging problems, financial problems etc. and report its findings to the Student Parliament for necessary action to be taken.

➤ **FINANCE AND DEVELOPMENT MINISTRY**

- i. Shall consist of five members with very strong accounting and management background. One of the members shall be elected as Chairman of the Committee, designated as **Minister for Finance and Development**
- ii. Any development/project, repairs, renovations and maintenance work undertaken by the Student Parliament shall be referred to the Finance/Development committee for authorization and approval.
- iii. Shall be responsible for the review of the amount to be held as im-prest by the Treasurer when conditions demand it.
- iv. Will approve the transfer of the amount from the savings to the current account as and when necessary.
- v. Shall appoint auditors to audit the Student Parliament accounts.
- vi. Shall in conjunction with Parliament prepare students' bills.
- vii. Shall co-operate with any other student for their expertise in the executing of their functions.

➤ **INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) MINISTRY**

- i. Shall consist of the Publicity officers of the various Societies and other members appointed by Parliament. The Committee shall be chaired by the **Minister for Information and Communication Technology (ICT)**, appointed by the executive Committee.
- ii. The Committee shall be responsible for the publication of all Student Parliament sponsored publications such as the Regent Times etc.
- iii. The Committee shall manage Students' information, database, statistics, public relations, research, website and marketing

➤ **ACADEMIC AFFAIRS MINISTRY**

- i. Shall consist of the various class secretaries and three Members of Parliament. The Committee shall be Chaired by the **Minister for Academic Affairs**, who shall be elected by Parliament

- ii. Shall advise Parliament on student academic matters pertaining to the nature of teaching, research and content of courses, conduct of examinations, vacation training, availability of books, equipment etc.

➤ **ELECTORAL COMMISSION**

- i. Shall be composed of appointed members to serve on the commission. The chair shall be appointed by Parliament and two lecturers to assist as observers during election and screening.
- ii. Shall be responsible for conducting all Student Parliament sponsored elections, referenda, opinion polls etc by secret ballot.
- iii. May make rules and regulations of procedures for the exercise and execution of its functions subject to the rules and regulations governing the conduct of Parliamentary elections as provided by this constitution.
- iv. Members shall form the screening committee for screening purposes.
- v. The Chair shall be designated as the **Electoral Commissioner**

➤ **JUDICIARY (Sanhedrin)**

- i. Shall consist of six members of proven ability and unblemished record. One will be appointed by Parliament as chairman and designated as the **Chief Justice**. The first Judiciary shall comprise those who drafted this constitution and other members appointed by Parliament to work with them.
- ii. Shall have jurisdiction in every matter relating to the enforcement or interpretation of any provisions of the constitution and in every matter where it is alleged that a person or body of persons have acted against the powers conferred on them by this constitution.
- iii. Shall have the mandate to resolve conflicts between students or group of students.
- iv. Shall have the power to co-opt member(s) without voting rights on ad-hoc basis and to summon student or group of students or any Member of Parliament to appear before it to give evidence.
- v. Shall have the appellate jurisdiction over all petitions lodged with the Electoral Commission and all constitutional matters lodged with the Judicial Committee.
- vi. All impeachment proceedings against any member of the Executive committee shall be brought before the Judicial Committee.
- vii. For smooth exercise of its function, the committee shall have power to do such things as shall be reasonably necessary including the issuing of prerogative writs or orders such as Mandamus Certiorari and the creation of sub committees to deal with specific issues.
- viii. Except where the committee finds it advisable to **sit in camera**, all sitting shall be **in private** and unless specifically provided in this constitution, the decision of a

properly constituted sitting of the committee in all matters shall be by simple majority.

- ix. Shall be subject only to the provision of this constitution and the general University regulations and rules and shall not be subject to the control or direction of any other person or authority and shall have power to consult the University's Executive Officer responsible for Administration.
- x. Shall have power to prescribe any appropriate punishment having regard to the provisions of this constitution provided the punishment so prescribed shall be capable of being enforced by the Student Parliament or the general student body as the case may be.
- xi. Notwithstanding any provision to the contrary, the committee through Parliament shall recommend any decision to the appropriate authority for implementation.
- xii. Shall appoint a recorder who shall take accurate proceedings of its sittings.
- xiii. In proven cases of misdemeanour on the part of a member or the whole committee, Parliament shall institute disciplinary action or proceedings against the member(s) of the committee.

➤ **EXTERNAL RELATIONS AND ALUMNI MINISTRY**

- i. Shall be responsible for Secondary Schools (Prospective Students), inter SRC relations and external affairs
 - ii. Shall coordinate affairs between the students body and Alumni
 - iii. Shall be responsible for Public relations and marketing of Parliament
- The chair of this committee shall be elected by Parliament and designated as the **Minister for External Relations and Alumni**

➤ **INNOVATION, EMPLOYMENT AND ENTREPRENEURSHIP MINISTRY**

- i. Shall offer career advisory services to students
- ii. Shall organise seminars and workshops to enlighten students on entrepreneurial skills by inviting resource persons to lecture and as well interact with students
- iii. Shall undertake IT and Business projects, using students in order to enable them broaden their practical knowledge
- iv. The chair of this committee shall be elected by Parliament and designated as the **Minister for Innovation, Employment and Entrepreneurship**

ARTICLE 17

CLUBS AND ORGANISATIONS

- a. All clubs and organisations, religious or otherwise shall come under the jurisdiction of the Student Parliament.
- b. All such clubs and organisations shall seek the recognition of the Student Parliament.

- c. All clubs and organisations shall submit through Parliament to the Dean of Students an application accompanied by a copy of their constitution and a prescribed fee payable to the Student Parliament. No club or organisation shall function without official approval.
- d. All clubs in existence before the promulgation of this constitution shall re-apply for such recognition in accordance with section 17 (b) of this constitution.
- e. No political party wing of the students shall organise a political rally on campus.
- f. All correspondence of the various clubs to the Student Parliament shall be passed through the Executive committee.
- g. For purposes of co-ordination, programmes of major function open to the general student body shall be submitted to and approved by Parliament.
- h. All recognised/approved clubs, organizations, etc shall have equal rights in the use of the University's facilities. Applications for use of such facilities such as meeting places, etc, shall be passed through the Executive committee of Parliament with not less than seven (7) days notice.

ARTICLE 18

FINANCE

- a. All students of the University shall pay a fee of two hundred thousand cedis per annum into Parliament's coffers, as Parliamentary dues.
- b. The Student Parliament shall open a savings and a current account with a recognised bank where all monies of the Student Parliament except the amount for Impress shall be kept. The bulk of the amount shall be deposited in the Savings Account to be transferred as and when the need arises into the Current Account.
- c. All monies from the University Administration should be paid by crossed cheque into the Student Parliament account.
- d. The use of the councils funds shall cover :
 - Provisions for development projects with the authorisation and approval of the Finance and Development Committee.
 - Activities and functions as Parliament may approve.
 - Administration expenses.
 - Any Productive venture that would provide revenue for Parliament. This must be discussed between the Executive and Finance and Development Committees and approved by both committees before implemented
- e. The Treasurer shall keep the Accountable Impress for the day-to-day running of the Student Parliament.
- f. Signatories to the Bank accounts shall be the Speaker, Treasurer and the Clerk of Parliament.
7. Except for petty cash expenses, all payments by Parliament shall be made by means of cheques duly crossed and supported by approved vouchers

8. Parliament shall operate within a planned budget prepared 28 days after coming into office with copies deposited at the head of Account's office and the Dean of Students' office.
9. The Finance and Development Committee shall appoint an external Auditor (who shall be a tutor with auditing background) to audit the accounts of the Student Parliament with two internal auditors who may be students with accounting background at the end of every semester and shall lay the auditor's report before Parliament. Copies of the accounts and the auditor's report shall be submitted to the Dean of Students, the Vice president-Finance and Administration, and head of the Account's division of the University and also publish for the information for the General Student body within eight days from the beginning of the new semester. Failure on the part of the Student Parliament to comply with the foregoing will cause the Dean of Students to audit the accounts of the Student Parliament with the help of the internal auditor within one month.
10. Seven days before the outgoing Student Parliament hands over to the incoming Student Parliament, there shall be Final Auditor's Report and shall be laid before the Student Parliament.
11. In case of established embezzlement, the culprit shall be given twenty-eight days to refund all the money. After failing to pay the said amount within the specified period, then as the last resort, the culprit shall be handed over to the police.

ARTICLE 19

REMUNERATION

- a. The members of the Executive Committee shall receive remuneration on a monthly basis
- b. The five members of the Executive Committee shall have 30% of the Parliamentary revenue as remuneration. Out of the 30%;
 - The Speaker shall receive 21.5%
 - The Deputy Speaker shall receive 21.5%
 - The Clerk shall receive 19.5%
 - The Deputy Clerk shall receive 19.5%
 - The Treasurer shall receive 18%

ARTICLE 20

GENERAL MEETING

- a. Parliament shall any time the need arises convene a forum/general meeting of the student body at a designated place on campus for the sole purpose of discussing/announcing matters that affect the general welfare of the student body.
- b. Fifty students of the student body shall form a quorum.
- c. A special meeting of the student body shall be called on the request of fifty students with at least fifteen from each Society who shall subscribe their names and signatories to the request, stating the business to be considered at such a special meeting.
- d. All decisions shall be determined by a simple majority.
- e. Matters of impeachment shall not form the basis of such a forum, such matters being the proper domain of the judicial committee.

ARTICLE 21

PARLIAMENTARY MEETINGS

- a. Ordinary parliamentary meetings shall be held at least once a month at a designated place. The Ministers of the various Ministries and MPs shall report on the state of student life at such meetings.
- b. Two-thirds of the members shall form a quorum.
- c. With the exception of the Executive Committee members, any Member of Parliament who absents himself on four consecutive occasions without any acceptable reasons shall be suspended from parliament according to article 12 of this constitution. The body which he or she represents shall be notified accordingly.
- d. Particulars of the business to be transacted at any meeting of Parliament shall be stated in the notice convening the meeting which shall be issued to members at least a day before the date fixed for the meeting. Emergency meetings shall however be convened at short notices.
- e. All such decisions taken during the meeting shall be determined by a simple majority of the members present and voting unless otherwise stated.
- f. In the event of a member of the Executive committee absenting himself from meetings for three consecutive times without any acceptable reasons, he shall be suspended in accordance with article 12 of this constitution.
- g. All emergency meetings of parliament shall be convened by the Executive Committee or on the written request of six members of the Student Parliament who shall subscribe their names and signatories to the written request stating the business to be considered. No other business shall be considered by parliament at such an emergency meeting. Such a meeting shall be held within three days of receiving such request.
- h. The dress code for all Parliamentary meetings shall be formal (Gents must always be in shirt and tie and ladies dress very formal)

- i. The use of mobile phones is strictly prohibited at all meetings. Any member who violates this shall be sanctioned as deemed fit by the Speaker in consultation with the Executive.

ARTICLE 22

POWERS TO MAKE BYE-LAWS

- a. Parliament shall within the scope of its authority under this constitution make bye-laws relating to the matters under its control and powers.
- b. All such bye-laws shall be in writing and should be subject to the approval of the judicial committee and shall come into force when signed by the Speaker of Parliament.

ARTICLE 23

INTERPRETATION OF THE CONSTITUTION

- a. The judicial committee shall have powers to rule on matters which the constitution shall be silent or ambiguous and such rulings shall be expressed in precise terms and shall be subject to the approval of the Executive committee and parliament becoming a precedent (and or persuasive influence) in parliament and the general student body until amended or revoked in accordance with the provisions of article 23 of this constitution.
- b. 'He', 'his', 'him', 'chairman' as used in this constitution shall refer to any student male or female.
- c. 'Society' as used in this constitution shall refer to the various colleges, or Constituencies of the University Community.

ARTICLE 24

ADOPTION AND AMENDMENT OF THE CONSTITUTION

- a. The Constitution shall become operative upon critical study by Parliament and approval of the first Parliamentary sitting.
- b. Any notice for revision or amendment of any provision of this Constitution shall be made to the Judiciary and published to students. In case of a total revision, a constitutional review committee shall be set up by Parliament to collate views of students.

- c. Notice for the revision or amendment of any provision of this constitution may be made by the Members of Parliament or by any student in writing and submitted to the Judiciary
- d. Such a notice in the latter case shall be supported by at least one hundred students with at least twenty students from each Society whose signature shall be appended.
- e. The Judiciary shall sit within fifteen days of the receipt of any valid notice of amendment of revision.
- f. The Judiciary shall submit its report to Parliament. Parliament within 10 working days of receipt of the report shall send it to the various societies for debate.
- g. Any meeting convened by the societies under this article shall be decided by a two-third majority of 50% of the entire membership of each society, voting by secret ballot. A simple majority of all the societies is required to effect the amendment.

ARTICLE 25

JUNIOR COMMON ROOM (J.C.R)

- a. It is the sole property of the Student Parliament and shall be under the control and supervision of Parliament. Parliament shall either run it or employ the services of an outsider.
- b. Parliament shall enter into terms with the person in the case of the latter. The terms of agreement shall be subject to the joint approval of the Finance and development committee and the judicial committee. The student parliament shall accordingly inform the student body and the administration.
- c. The terms of the contract must be renewed yearly taking into considerations the conduct of the caretaker.
- d. The JCR shall be used as a place of convenience to receive visitors for both parliament and the entire student body.

ARTICLE 26

SPECIAL EVENTS

Parliament shall hold Special events annually, such as:

- Parliamentary Week Celebrations, which shall be held in the second week of November, every year.
- Handing-Over ceremony, every year, after elections are held for new members of the Executive Committee and Members of Parliament
- Each Society shall have an annual Societal week celebration

Parliament shall organize Special events as deemed necessary to be held, provided it is in the interest of Students

ARTICLE 27

HONORARIA

- a. The vacation residence feeding costs and other incidental expenses of the Executive Committee and any other Student on Parliamentary assignments shall be paid out of the Student Parliament funds.(the amount to be paid is subject to the approval of the finance and development Ministry) provided permission to stay has been granted by the Dean of Students.
- b. Certificates of office shall be presented to the members of parliament on the day of handing over to their successors. Copies of which shall be displayed at the Students' Parliament office for at least a year.
- c. Certificates of membership shall be presented to Members of Parliament at the end of their term of office.
- d. Parliament shall have an insignia which shall be kept at the Student Parliament office under the custody of the Executive and used at every Parliamentary sitting.
- e. The Judiciary shall have an insignia which shall be kept at the Student Parliament office under the custody of the Speaker and be used at the Judiciary's sittings.

APPENDIX

STANDING ORDERS FOR MEETING VOTING

1. Voting shall be by accredited members. Each accredited member shall be entitled to one vote.
2. Voting privileges shall include the right of members to make or second motions or nominations.
3. In voting, motions shall be carried by a simple majority, unless otherwise provided for by the constitution or the standing orders. The casting of votes shall be in the following order: vote for, against and abstentions. If the votes for and against an issue are equal in number, the chairman shall exercise the casting. Members abstaining shall be considered as non-voting.
4. Voting shall be by a show of hands or as determined by the Speaker, unless otherwise stated by the constitution.

WORKING PAPERS

1. A working paper shall be adopted before work begins on it. However, a motion can introduce any relevant item for the agenda for discussion.

MOTIONS:

2. All accredited members have the right to file motions/proposals. However, non-accredited members may file motions only when such motions are seconded by three accredited members.
3. All motions shall be submitted in writing and must be handed over to the Speaker of Parliament. They must at all times.
4. No motion or amendment shall be open for discussion until it has been seconded, but the proposer shall have the right to speak on the motion in order to find a seconder.
5. No matter shall be discussed until it concerns an approval to the agenda except with the permission of the house.
6. A motion shall only be opened for discussion or amendment after the proposer and seconder have the opportunity to speak in support of the motion. The debate must be limited to the immediately pending question by the Speaker. The Speaker shall rule out or order any speaker failing to adhere to the subject of discussion.
7. Discussion of a motion (or amendment) may be curtailed in time by a procedural motion from the floor or by the chair, with the approval of the meeting.
8. No motion or amendment which has been accepted by the meeting shall be revoked and neither shall any addendum be made to a motion once accepted without such consent.

If the Speaker intends to curtail discussion, however, he shall make it clear how much time shall be allowed provided that the mover and one speaker against such motion shall in all cases have the right to speak if wishing to do so.

AMENDMENTS

1. An amendment, like a main motion, must be moved, seconded and discussed in accordance with procedure for motions outlined above.
2. No amendment shall be moved which by the Speaker's ruling, rescinds, negates or destroys the original motion.
3. The mover and seconder of a substantive motion shall have the right to accept an amendment and if accepted shall become part of the substantive motion. A rejected amendment shall be discussed until the amendment under consideration has been disposed off. It is, however, permissible for notice of further amendment to be given during discussion of the original amendment.
4. If an amendment be rejected, other amendments may be moved on the original motion. If an amendment be carried, the motion as amended shall become the motion and shall be the question to which any further discussion may be addressed or upon which the final vote is taken.

ORDER OF PRECEDENCE

The Speaker shall allow the following procedural motions to be put when there is already a proposition on the table in the following order of precedence:

- a. Motion to withdraw motion
- b. Motion to recess
- c. Motion to reverse the decision of the Speaker
- d. Motion that a question or a proposal not be mentioned now
- e. Motion to limit or expand debate to a certain specified period of time.
- f. Motion to refer the matter to a committee or sub-committee for investigation and report.
- g. Motion to postpone or adjourn the matter to a latter specific meeting or time.
- h. Motion to close debate.
- i. Motion that the motion be now voted upon.
 1. If the motion “that the motion be now voted” has been seconded, no further discussion of the original question shall be allowed, but a member may give notice of his desire to speak further on the original question. If the motion is carried, only the proposer of the original question under discussion shall be allowed to speak before the original question is put to the vote.
 2. If the motion to “limit debate to a certain specified period of time” is carried, the Speaker shall draw up a list of those wishing to make their first speech on the subject and allow each one an equal proportion of the specified period. The proposer shall be allowed a maximum of five minutes to sum up before the original motion is put to vote.
 3. Should any procedural motion be defeated, 25 minutes shall pass before such a motion can be accepted again by the Speaker, unless the Speaker is of the opinion that the circumstances have materially altered in the meantime.

OTHER INTERVENTIONS

In addition to discussion on an issue, the Speaker shall recognise those requesting the floor by the following order or precedence:

- a. Point of order
- b. Point of information
- c. Point of correction
 1. A point of order which must be heard at all times except during the act of voting must deal with the conduct of procedure of the meeting and concern only such matters as indecorum transgressions of the standing orders, transgression of the constitution, calling attention to the introduction of a matter not relevant to the question under consideration and the use of improper language.
 2. If information is desired from or ordered to a person holding the floor, he may decide whether or not he wishes to be interrupted at that time.

CONDUCT OF A MEETING

1. A speaker shall direct his speech to the issue under discussion. Every member shall address himself solely to the Speaker.
2. No member shall be allowed to speak more than once on a motion as long as a member who has not spoken on that motion desires the floor. No member shall speak for longer than ten minutes at one time without permission of the Speaker.
3. Any more standing orders may in case of urgency or after notice duly given, be suspended or changed at any meeting so far as regards business at that particular meetings provided that there is two-thirds majority in favour.

Approved this.....13th August, 2005

LESLIE IVAN AMARQUAYE
(Interim Speaker of Parliament)

YAA DOKU
(Interim Deputy Speaker of Parliament)

PADDY WONDER DADZIE
(Interim Clerk of Parliament)

DIARY FOR PARLIAMENTARY STUFF

- Elections were held on the 18 and 19 of April, 2008.
- First executive meeting at the Speakers house- 20th April, 2008
- Regent Premier GRADUATION – 26TH APRIL,2006.
- Victory party occurred on the 26th April, 2006 at Infinity Night Club-Net3TV, Foresight TV
- Landed some internship for 70students at UBA, Standard chartered Bank and Barclays
- General meeting for outgoing and incoming leaders at Trinity campus – 4th June,2008
- Handing over on paper on 11th of June, 2008.
- Our cheque book was released on the 7th July, 2008.

- First sitting for the first session of the fourth parliament was held on the 12th of July, 2008.
- A provisional statement of the students' account was released by the accountant on 12-7-8

ACTION PLAN

Constitutional Review Committee

Handing over ceremony

Commitment to our affiliate associations

NUGS, PUSAG

Furnishing the parliamentary office

Parliamentary week celebrations

Obtaining photocopiers

Investment account

Consider the number of sittings for the year

Building and hosting students' website

Elections

Notice board

Complementary cards for executives

UPCOMING EVENTS

- Orientation/ akwaba for freshers
- Handing over/ Awards & Dinner night
- Parliamentary week celebrations