



THE TECHNICAL UNIVERSITY OF KENYA

**CONSTITUTION
OF THE
STUDENTS ASSOCIATION OF
THE TECHNICAL UNIVERSITY OF KENYA**

2018 (Revised 2024)

FOREWORD

Table of Contents

ARTICLE 1: SHORT TITLE	1
ARTICLE 2: INTERPRETATION.....	1
ARTICLE 3: MANDATE.....	2
ARTICLE 4: OBJECTIVES	2
ARTICLE 6: MEMBERSHIP AND MEMBERSHIP FEE.....	4
ARTICLE 7: FINANCES OF <i>SATUK</i>	5
ARTICLE 8: ORGANS OF <i>SATUK</i>	7
ARTICLE 9: THE <i>SATUK</i> COUNCIL.....	7
ARTICLE 10: FUNCTIONS OF THE COUNCIL	7
ARTICLE 11: MEETINGS OF THE <i>SATUK</i> COUNCIL	8
ARTICLE 12: ROLES AND RESPONSIBILITIES OF THE STUDENTS COUNCIL	8
ARTICLE 13: THE <i>SATUK</i> BOARD.....	11
ARTICLE 14: ELECTIONS.....	16
ARTICLE 15: ELECTION RULES AND PROCEDURES.....	17
ARTICLE 16: ELECTION PETITION PANEL	19
ARTICLE 17: ELECTION PETITIONS.....	19
ARTICLE 18: SWEARING IN	20
ARTICLE 19: BY-ELECTIONS.....	20
ARTICLE 21: EXPIRY OF TERM OF OFFICE.....	23
ARTICLE 22: AMENDMENT AND REVIEW	23
ARTICLE 23: BY-LAWS	23
ARTICLE 24: HONORARIA.....	24
ARTICLE 25: AFFILIATION.....	24
ARTICLE 26: DISPUTE RESOLUTION	24
ARTICLE: 27 DECLARATION	24
ARTICLE 28: TRANSITIONAL PROVISIONS.....	24

THE UNIVERSITIES ACT, 2012
(Cap 42 of 2012 of the Laws of Kenya)

THE UNIVERSITIES (AMENDMENT) ACT, 2016
(No. 48 of 2016)

CHARTER OF THE TECHNICAL UNIVERSITY OF KENYA, 2013
AND
THE STATUTES OF THE UNIVERSITY, 2019

THE CONSTITUTION OF THE STUDENTS ASSOCIATION OF THE TECHNICAL
UNIVERSITY OF KENYA

THE UNIVERSITIES ACT, 2012
[Cap 42 of 2012 of the Laws of Kenya]

THE UNIVERSITIES (AMENDMENT) ACT, 2016
(No. 48 of 2016)

CHARTER OF THE TECHNICAL UNIVERSITY OF KENYA, 2013

AND

THE STATUTES OF THE UNIVERSITY, 2019

In exercise of the legal provisions of the instruments mentioned hereinbefore, this revised CONSTITUTION OF STUDENTS ASSOCIATION OF THE TECHNICAL UNIVERSITY OF KENYA promulgated on this 24th day of January 2018 (revised 2022) is signed on this _____ day of _____ 2024.

Prof. Dr. –Ing. Benedict M. Mutua
VICE-CHANCELLOR



Witness:

Ruth Kirwa (Mrs.)
UNIVERSITY SECRETARY

PART ONE

PRELIMINARY

ARTICLE 1: SHORT TITLE

This Students' Association Constitution may be cited as "the Constitution of Students Association of the Technical University of Kenya." (*SATUK*)

ARTICLE 2: INTERPRETATION

In this Constitution, unless the context requires otherwise:

"Act" means

The *Universities Act, Number 42 of 2012* of the Laws of Kenya;
The *Universities (Amendment) Act, Number 48 of 2016* of the Laws of Kenya.

"Association" means

Students Association of the Technical University of Kenya.

"Bona fide student" means

a student legally registered at the Technical University of Kenya and fully paid *SATUK* subscription.

"Committee" means

A body of at least three persons convened to accomplish some specific purpose, typically with formal protocols.

"Disability" includes

any physical, mental, or visual impairment or any other impairment, condition or illness that has, or is perceived by significant sectors of the community to have, a substantial or long-term effect on an individual's ability to carry out ordinary day-to-day activities;

"Class representatives" means

An individual elected by a simple majority of the respective class members based on one member, one vote. Their jurisdiction shall be restricted to their respective classes by which they are elected.

"Charter" means

The Charter of The Technical University of Kenya under the Act.

"Board" means

Unless otherwise stated, the Board shall mean a body established under the articles of this Constitution.

"International Student" means

a person who is not a Kenyan citizen or a permanent resident in the Republic of Kenya registered by the University to receive instructions in a particular area of study with a view to obtaining a qualification from the University.

"SATUK" means

Students Association of the Technical University of Kenya.

“SATUK Council” means

The SATUK Council is referred to in Article 8 of Chapter 3.

“Statutes” means

Statutes of the Technical University of Kenya.

“Student with a disability” means

A student registered by the National Council for Persons with Disabilities (NCPWD).

“Student with special needs” means

A student with motor, hearing, visual or other impairments who requires adaptive support to access education.

“Semester” means

"Semester" Means a period within the academic year of the University during which units of an academic programme are taught and examined, which period shall not be less than Twelve (12) and not more than Sixteen (16) continuous weeks.

“University” means

The Technical University of Kenya, established under *Section 19* of the Act.

“University Council” means

the Council of the Technical University of Kenya.

“Vice-Chancellor” means

the Vice-Chancellor of the Technical University of Kenya.

ARTICLE 3: MANDATE

- a) To represent, advocate for, and enhance the interest and welfare of students of the Technical University of Kenya.
- b) To provide selected services and academic leadership to the Technical University of Kenya students.
- c) To aspire to the highest moral and ethical standards, integrity, honesty and transparency in all matters related to the Constitution.
- d) To accomplish this goal, the Association must be accountable to the students of The Technical University of Kenya.

ARTICLE 4: OBJECTIVES

- a) To promote and protect the rights of the students in academics, disciplinary actions, administration and health services, catering and accommodation, social welfare services and security.
- b) To work in solidarity with the students' fraternity in championing and promoting the enjoyment of the freedom of rights and privileges and developing a sense of responsibility towards society and the nation.
- c) To promote and mainstream integration of persons with special needs in the Technical University of Kenya.
- d) In consultation with the University's management, honour student body members who have made outstanding contributions to the University in academic and extracurricular activities.
- e) To promote and enhance the flow of information in the University through a central information dissemination centre.

- f) To strengthen and broaden external linkages in collaboration with the office in charge of networks, partnerships and linkages.
- g) To encourage students to engage in creative and innovative academic and technological research, present research papers and/or participate in symposiums, seminars and conferences locally and internationally.
- h) To raise funds through lawful means to achieve the aims and objectives of *SATUK* to Article 7.
- i) To build and promote a community of care that undertakes philanthropic activities.
- j) To strengthen and broaden linkages
- k) To organise, promote and encourage students to participate in co-curriculum activities.

ARTICLE 5: VALUES AND PRINCIPLES OF THE ASSOCIATION

- a) Integrity and transparency
- b) Gender, diversity, equity and inclusion
- c) Respect for the rule of law
- d) Good governance
- e) Accountability and transparency
- f) National unity and patriotism
- g) Excellence
- h) Environmental sustainability
- i) Social responsibility
- j) Collaboration and cooperation

PART TWO

MEMBERSHIP AND MEMBERSHIP FEE

ARTICLE 6: MEMBERSHIP AND MEMBERSHIP FEE

There shall be two (2) categories of membership, *viz.*

- a) Ordinary Membership;
- b) Honorary membership;

1. Ordinary Membership

- a) This Constitution shall provide for ordinary membership. Ordinary membership shall be open to all students admitted to the University by the university regulations, and they shall pay an annual subscription fee of one thousand Kenya Shillings (Kshs. 1000/=), which is subject to review from time to time.
- b) Ordinary membership shall cease upon completion of programmes (graduation) at the University, or upon transfer to another university, death, expulsion or discontinuation, or for any other reason, including mental infirmity.

2. Honorary Membership

This Constitution shall provide for honorary membership. Honorary membership shall be open to anybody deemed to have rendered distinguished service and contribution to TUK's students' welfare. *SATUK* shall grant such membership upon invitation and acceptance by the said person.

- a) Honorary membership may fall into the following categories:
 - i. Gold Membership upon payment of Kshs. 30,000 subscription fees
 - ii. Silver Membership upon payment of Kshs. 20,000 subscription fees
 - iii. Bronze Membership upon payment of Kshs. 10,000 subscription fees
- b) Honorary membership shall be for three years and renewable upon the Student Association's review and the University Management's approval.
- c) Honorary members cannot seek elective positions nor vote in the Association's elections.
- d) An Honorary Member may voluntarily give up their membership upon their death, lapse of their membership, or for mental infirmity.

3. Rights of Ordinary Members

- a) Each ordinary member is entitled to a soft copy of the *SATUK* Constitution accessible through the students' portal upon registration. Copies in Braille and large font shall be available to those in need.
- b) Each ordinary member is entitled to active participation in the Association's legal, valid and legitimate activities.
- c) Each ordinary member is entitled to seek an elective position established in this Constitution.
- d) Each ordinary registered member is eligible to vote, except the honorary members.
- e) Each ordinary member shall have the right to access all relevant information relating to affairs of the Association, including books and records of accounts, audit reports and minutes of meetings so far as it is reasonable.
- f) Each ordinary member shall have the right to express opinions, suggestions, complaints, compliments and ideas properly and lawfully.
- g) Each ordinary member shall have the right to access all *SATUK* university services available to students.

4. Obligations of Members

- a) All members shall recognise the *SATUK* officials as the valid and legitimate representatives of the student body and shall abide by all Constitutional decisions as agreed upon.
- b) Every member shall respect the property of *SATUK*, the University and the public.
- c) Every member shall be required to honour his/her financial obligation to *SATUK*.

5. Discipline and Suspension of Membership

- a) Every member shall respect the property of *SATUK*, the University and the public. As mentioned earlier, any member who causes damage to the properties shall be liable to disciplinary action by the University and/or the laws of Kenya.
- b) Every member shall ensure that his/her conduct does not adversely affect the reputation or dignity of *SATUK*, the University, or the public. Any member whose behaviour is adverse shall be liable to disciplinary action by the University and/or the laws of Kenya.
- c) Any ordinary member(s) accused of indiscipline shall be summoned in writing by the University Management Board and subject to the relevant University student disciplinary process outlined in the applicable regulations.

ARTICLE 7: FINANCES OF *SATUK*

1. Sources

SATUK shall secure revenue from the following sources that will be remitted to the *SATUK* account/vote and the remittance reported to the *SATUK* Council:

- a) Membership fee;
- b) Donations and fundraising;
- c) Grants;
- d) Allocations from the University; and/or
- e) Lawful business undertakings.

2. *SATUK* Account/Vote

There shall be a designated *SATUK* account/vote where all revenue shall be deposited. The account/vote shall have four (4) mandatory signatories as follows:

- a) Finance Secretary
- b) Chairperson;
- c) The Dean of Students and
- d) The Chief Finance Officer & University Bursar

3. Expenditure

- a) The Finance Secretary shall prepare the draft annual budget estimates of the *SATUK*, which shall be approved by the *SATUK* Council every academic year.
- b) The University shall also approve the *SATUK* budget before the commencement of the financial year to which the academic year relates.
- c) The *SATUK* financial year shall be for twelve months (12), with the commencement date being one (1) month after the swearing-in of the *SATUK* Council.
- d) The approved *SATUK* budget shall guide the expenditure.
- e) All expenditures shall be accompanied by a set of approved minutes, which the Dean of Students shall further endorse.

4. *SATUK* Allowances

- a) During *SATUK* workshops, trips and related activities organised by the students' Association, *SATUK* shall cater for accommodation expenses of the students and will provide pocket money of not more than Kenya shillings one thousand (Kshs. 1,000/=) per student per day, which is subject to review from time to time.
- b) Each committee member is entitled to a sitting allowance of Kenya Shillings one thousand (Kshs. 1,000/=) per meeting. Each committee shall hold a maximum of three (3) meetings per semester.
- c) *SATUK* workshops, trips and related activities outside Nairobi shall attract an allowance of not more than Kenya Shillings one thousand five hundred (Kshs. 1,500/=) per student per day.
- d) If the University Management causes *SATUK*-related activities, then the management shall cater for the expenses of the students based on the rates approved by the University, taking into consideration the rates paid to members of the University staff.

SATUK officials shall enjoy a stipend at the rates shown below:

No.	POSITION	KSHS PER MONTH
1.	Chairperson	13,000
2.	Vice-Chairperson	10,500
3.	Secretary-General	10,000
4.	Finance Secretary	8,500
5.	Academic Secretary	8,500
6.	Sports, Entertainment and Culture Secretary	8,500
7.	Gender and Social Welfare Secretary	8,500

5. Audit of *SATUK* Account/Vote

- a) The University's internal auditor shall subject *SATUK*'s financial statements to audit one month before the AGM.
- b) The audited accounts and balance sheet shall be published after approval by the Council, and posted on the students' portal not later than seven (7) days before the AGM.
- c) *SATUK* shall maintain proper records of books of accounts and all relevant financial documents thereto, which shall be available for audit and scrutiny.
- d) Quarterly financial reports shall be prepared and submitted to the Dean of Students.

PART THREE

ORGANS OF SATUK

ARTICLE 8: ORGANS OF SATUK

The organs of the *SATUK* shall be:

- a) The Council
- b) The *SATUK* Board

ARTICLE 9: THE SATUK COUNCIL

ESTABLISHMENT OF THE COUNCIL

- a) There is established *SATUK* Council which shall be the supreme organ of the Association.
- b) Subject to the provisions of this Constitution, the Council shall be the chief administrative and managerial organ of *SATUK*.
- c) The office of the Council shall be located at the main campus of the Technical University of Kenya.
- d) Meetings of the Council shall be held, unless otherwise indicated, at the main campus of the University.

COMPOSITION OF THE COUNCIL

The Council shall consist of:

1. Chairperson¹
2. Vice-Chairperson
3. Secretary-General
4. Finance Secretary
5. Academic Secretary
6. Sports, Entertainment & Culture Secretary
7. Gender and Social Welfare Secretary

A member of the *SATUK* Council shall cease to hold office if he/she ceases to be a member of *SATUK* (e.g. through graduation) as provided for in this Constitution.

ARTICLE 10: FUNCTIONS OF THE SATUK COUNCIL

The *SATUK* Council shall have the authority and responsibility provided for it in this Constitution and, in particular shall:

- a) Be responsible for the day-to-day running of *SATUK*;
- b) Deal with emergency matters;
- c) Ensure transparent and accountable operations of *SATUK* account/vote and that accurate liabilities and expenses of *SATUK* are well kept together with other documents and books of accounts;
- d) Announce any vacant position in the Council two weeks after the seat has been declared vacant in accordance with Article 18 of this Constitution;
- e) In liaison with the Dean of Students, initiate collaboration with associations and institutions outside the University;

¹ Each candidate vying for the Chairperson's post shall nominate, as a candidate for Vice-Chairperson, a person of the opposite gender qualified for nomination for election as prescribed under Article 13 (E) of this Constitution.

- f) Authorise all investments and control expenses of *SATUK*;
- g) Ensure that all members uphold this Constitution, its by-laws, rules and regulations and that this Constitution is free from all wilful interference;
- h) Represent the students during Senate meetings as long as the Senate deliberations do not touch on matters considered by the Chairperson of the Senate to be confidential or related to examinations, the general discipline of students, and other related issues.
- i) Represent *SATUK* in beneficial collaborations with associations outside the University in consultation with the University management
- j) Further functions of the Council are as enumerated in *Section 41 of the Universities Act, 2012, viz.:*
 - i) Oversee and plan, in consultation with the Senate, Students' activities for the promotion of academic, spiritual, moral, harmonious communal life and social well-being of all students;
 - ii) Draw to the attention of the appropriate authority, where necessary, the special needs of particular students;
 - iii) Offer suggestions to the Senate or its equivalent on matters affecting the well-being of students; and
 - iv) Undertake such other functions as provided in its governance instrument.

ARTICLE 11: MEETINGS OF THE *SATUK* COUNCIL

- a) Meetings of the Council shall be held as many times as the Council deems fit.
- b) The Chairperson shall convene every meeting of the Council in a manner to be determined by the Council during its first meeting following its inauguration into office.
- c) The quorum for the commencement and holding of a meeting by the Council shall be two-thirds (2/3) of the members who should be present for at least half the entire duration of the meeting.
- d) The Secretary-General shall record all deliberations of the meeting as Minutes, which the Chairperson shall sign at the next meeting. Alterations to the Minutes shall be made below the Chairperson's signature to not interfere with the original record. The Chairperson will then sign again and update the final record.
- e) At a meeting of the Council, the following shall preside:
 - i) The Chairperson,
 - ii) In the absence of the Chairperson, the Vice-Chairperson,
 - iii) In the absence of the Chairperson and the Vice-Chairperson, any other member of the *SATUK* Council elected by members at that time.

ARTICLE 12: ROLES AND RESPONSIBILITIES OF THE STUDENTS COUNCIL

a.) THE CHAIRPERSON

There shall be a Chairperson of *SATUK*. The Chairperson shall have authority and responsibility as provided in this Constitution and in particular:

- a) Preside over all meetings of the Council and any emergency meetings.
- b) Address at the invitation of the University Management, public functions of the University.
- c) Be a co-signatory to all *SATUK* account/vote, cheques and other negotiable instruments.
- d) Represent *SATUK* at the Senate and the Students' Disciplinary Committee, unless he/she is the subject of a disciplinary hearing, then provisions of this Constitution shall apply.
- e) Represent the students' interests in all university decision-making organs and meetings provided by the university statutes.

- f) With the consent of the Council and the management of the University, represent *SATUK* at the national and international levels on issues relevant to *SATUK*'s interests.
- g) Ensure proper and cordial relations among the various organs of *SATUK* and the University administration.
- h) In consultation with the *SATUK* Awards Committee, identify exemplary students in different fields for an award.
- i) Have a casting vote in the event of a tie.
- j) Establish networks and collaborations with external entities in consultation with management.
- k) Perform other duties assigned him/her by the Council provided it does not violate this Constitution.

b.) THE VICE-CHAIRPERSON

There shall be a Vice-Chairperson of *SATUK* and shall be of the opposite gender to the Chairperson. The Vice-Chairperson shall:

- a) Deputise the Chairperson in executing the Chairperson's functions and perform the functions conferred by this Constitution and any other functions of the Chairperson as the Chairperson may assign.
- b) In the absence of the Chairperson, assume the roles and responsibilities of the Chairperson and act as such with his/her authority.
- c) In conjunction with club officials, coordinate activities of registered clubs, associations and professional chapters in the University.
- d) Subject to this Constitution, perform duties as delegated by the Council.

c.) THE SECRETARY-GENERAL

There shall be a Secretary General of *SATUK*. The Secretary-General shall have authority and responsibility as provided in this Constitution and as delegated to him/her by the Council and, in particular, shall:

- a) Be the Secretary of the Council and keep accurate records of the proceedings of every Council meeting.
- b) In consultation with the Chairperson, issue notice for meetings and general correspondences on behalf of *SATUK*.
- c) Manage and regularly update the *SATUK* website per University policy and legal framework in the country.
- d) Be a co-signatory to the *SATUK* account/vote, cheques and other negotiable instruments.
- e) Be a representative of *SATUK* to the Senate and the University Disciplinary Committee.
- f) Subject to this Constitution, perform duties as delegated by the Council.

d.) THE FINANCE SECRETARY

There shall be a Finance Secretary of *SATUK*. The Finance Secretary shall have authority and responsibility as provided in this Constitution, and in particular shall:

- a) Be a mandatory signatory of the *SATUK* account/vote.
- b) Ensure that every payment and expenditure is duly authorised.
- c) Keep accurate and timely records of the proceedings of every *SATUK* financial transaction.
- d) Ensure that *SATUK*'s books of accounts, including requisitions, receipts and vouchers, are safe.
- e) Subject to this Constitution, perform duties as delegated by the Council.

e.) THE ACADEMIC SECRETARY

There shall be an Academic Secretary of *SATUK*. The Academic Secretary shall have authority and responsibility as provided for in this Constitution and, in particular, shall:

- a) Chair the Academic committee.
- b) Attend to issues arising directly from the academic interests of the members.
- c) Participate in the allocation of bursaries to needy students
- d) Advocate for providing high-quality academic facilities, resources, and services for world-class academic programmes at the University.
- e) Create awareness among the members regarding the University's student-related policies, procedures, and regulations.
- f) Liaise with Faculty representatives and academic support on academic matters.
- g) Participate in planning, organising and managing academic, career and Work Study Programs.
- h) Be a representative of *SATUK* in the Senate.
- i) Subject to this Constitution, perform other duties as delegated to him/her by the Council.

f.) SPORTS, ENTERTAINMENT & CULTURE SECRETARY

There shall be a Sports, Entertainment and Culture Secretary of *SATUK* who shall perform the following functions:

- a) Chair the Sports, Entertainment and Culture *Ad hoc* Committees.
- b) Supervise *SATUK* activities related to sports, entertainment and cultural activities of its members.
- c) Facilitate and encourage the formation of sports clubs.
- d) Liaise with the university sports department to ensure members' welfare in sports-related matters is realised.
- e) Represent *SATUK* in the management of the University sports teams.
- f) Subject to this Constitution, perform duties as delegated to him/her by the *SATUK* Council.

g.) GENDER AND SOCIAL WELFARE SECRETARY

There shall be a Gender and Social Welfare Secretary of *SATUK*, who shall perform the following functions:

- a) Chair the Gender and Social Welfare Committee
- b) Represent the interests of members with special needs in the Council.
- c) Facilitate registration of persons with disability, from TU-K to the National Council of People with Disabilities (NCPWD) and maintain updated records of members with special needs.
- d) Liaise with university officials to manage and advocate for the rights and specific needs of special interest groups among students.
- e) In liaison with the Dean of Students, coordinate activities related to student bereavement, counselling needs and assistance for needy students.
- f) In liaison with the Dean of Students, follow up on matters related to students' general health, catering and accommodation.
- g) Liaise with the University management to monitor the effective implementation of health insurance cover for students.
- h) Represent *SATUK* in relevant University committees on health and accommodation services when called upon.
- i) Subject to this Constitution, perform other duties as delegated to him/her by the Chairperson and/or the Students Council.

ARTICLE 13: THE SATUK BOARD

1. COMPOSITION OF SATUK BOARD

The *SATUK* Board shall consist of the *SATUK* Council and its constituent committees, representatives of faculties, the hostels, international students and People with Disabilities (PWDs).

2. ACADEMIC COMMITTEE

The academic committee shall consist of the Academic Secretary and the three Faculty Academic Support Representatives.

3. FACULTY REPRESENTATIVE - ACADEMIC SUPPORT

The Faculty Representative – Academic Support shall be in charge of a Faculty's academic matters and play a crucial role in representing the interests and concerns of fellow students within that specific Faculty and its constituent schools and departments. Their roles shall be:

- a) **Advocacy:** Advocate for students' academic needs, concerns, and interests within the Faculty. This involves collecting student feedback and presenting it to faculty administrators, professors, and other relevant stakeholders.
- b) **Communication:** Act as a liaison between students and their respective Faculty Dean, communicating crucial academic information, policy changes, and updates to the student body. This includes disseminating information through various channels such as social media, email, or student meetings.
- c) **Committee Participation:** Participate in Faculty or departmental committees related to academic matters, including committees responsible for curriculum development, academic policies, or program reviews. The student Faculty Representative shall provide valuable input and represent student perspectives during these meetings.
- d) **Academic Support:** Collaborate with faculty members and administrators to enhance student academic support services. This will include advocating for tutoring programs, study resources, or academic advising improvements.
- e) **Student Feedback:** Collect and analyse student feedback regarding the quality of teaching, course content, and academic services. Share this feedback with faculty members and administrators to drive improvements.
- f) **Student Engagement:** Encourage student engagement in academic events, seminars, and extracurricular activities related to the Faculty's field of study. Promote a sense of community and academic excellence.
- g) **Policy Advocacy:** Advocate for changes or improvements in academic policies that benefit students. This could involve advocating for changes in grading policies or exam schedules.
- h) **Resource Allocation:** Participate in discussions about resource allocation within the Faculty, ensuring that student needs are considered when distributing resources for academic purposes.
- i) **Outreach and Education:** Educate students about academic resources, opportunities, and essential deadlines within the Faculty. This will include organising workshops, seminars, or information sessions.
- j) **Collaboration:** Collaborate with other student leaders, such as those responsible for student affairs, to address issues that overlap academic and non-academic matters.

The three faculty representatives will further be allocated roles by the Academic Secretary to deal with general issues that include:

- a) Results and Progress reports
- b) Facilities reporting

4. FUNCTIONS OF ACADEMIC COMMITTEE

- a) Student Appeals: Address academic appeals and grievances students filed about grading disputes, course requirements, or academic decisions.
- b) Advisory Role: Serve as an advisory body to university administration and Faculty on academic policies, curriculum changes, and student academic concerns.
- c) Review of Academic Standards: Monitor and provide recommendations on academic standards, ensuring students meet their programmes' requirements and academic prerequisites.
- d) Student Progress: Monitor and make recommendations on student progress toward course completion and provide recommendations for interventions when students are at risk of falling behind academically.
- e) Faculty-Student Engagement: Facilitate communication and collaboration between Faculty and students to address academic concerns and promote a positive learning environment.
- f) Student Feedback: Gather and consider student feedback about academic policies, programs, and services to make informed decisions.
- g) Continuous Improvement: Continuously assess and work towards improvement of academic processes and policies to enhance the overall educational experience for students.
- h) Communication: Maintain transparency by communicating committee decisions, recommendations, and updates to the university community, including students, Faculty, and staff.

(Proposed to have a section on PWDs and Gender and Social Secretary/Representative)

5. CLASS REPRESENTATIVE

Class representatives shall work in tandem with the Academic Committee representative members of each Faculty to accord them the necessary assistance to progressively improve the state of the Faculty. A nominated Class Representative will be the liaison between the various class representatives and their specific School Director.

6. WELL-BEING AND WELFARE COMMITTEE

The Well-being and Welfare Committee shall consist of the Gender and Social Welfare Secretary, the three Faculty Representatives-Wellbeing and Welfare, Hostel representatives, PLWDs representative and the International students' representative. The Welfare and Well-being Committee shall be responsible for attending to students' social, emotional, and overall well-being.

7. FACULTY REPRESENTATIVE - STUDENT WELL-BEING AND WELFARE

Faculty Representative - Students' well-being and welfare shall be in charge of a faculty's social welfare and well-being matters and play a critical role in fostering a positive and supportive academic environment. Their responsibilities shall focus on addressing students' social, emotional, and overall well-being within the Faculty.

8. ROLES OF FACULTY REPRESENTATIVES – WELL-BEING

- a) Advocacy for Student Well-being: Advocate for students' social and emotional well-being within the Faculty. This includes identifying and addressing issues affecting students' mental health, general health, and overall quality of life.
- b) Crisis Support: Facilitate the provision of support and resources for students experiencing personal crises or difficult situations, such as academic stress, personal loss, or mental health challenges. Connect students with appropriate counselling services or support networks under the Dean of Student office.

- c) **Mental Health Awareness:** Promote mental health awareness and reduce the stigma surrounding mental health issues. Organise workshops, seminars, and campaigns to educate students about available mental health resources and self-care strategies.
- d) **Peer Support Programs:** Together with the Welfare and Student Affairs Secretary and Dean of Students office, establish and oversee peer support programs that provide a platform for students to seek advice and support from their peers, especially regarding social and emotional concerns.
- e) **Organise Well-being Events:** Plan and execute events and initiatives that promote social bonding, stress relief, and overall well-being. Examples include stress-relief workshops, relaxation sessions, and recreational activities.
- f) **Community Building:** Foster a sense of community and belonging within the Faculty. Organise social gatherings, networking events, and other activities that encourage positive student interactions.
- g) **Wellness Resources:** Collaborate with relevant campus personnel to ensure students can access wellness resources, such as fitness facilities, mental health services, and counselling centres.
- h) **Safety and Security:** Advocate for campus safety and security measures that enhance students' physical and emotional safety within the Faculty. Address concerns related to security, harassment, or discrimination.
- i) **Diversity and Inclusion:** Promote diversity and inclusion within the Faculty, ensuring all students feel valued and respected. Encourage dialogue on topics related to equity and inclusion.
- j) **Conflict Resolution:** Mediate and resolve interpersonal conflicts or disputes among students when necessary and guide students on conflict resolution strategies.
- k) **Feedback Collection:** Collect feedback from students on social welfare and wellbeing-related issues. Use this feedback to drive improvements and advocate for necessary changes within the Faculty.
- l) **Collaboration:** Collaborate with other student leaders responsible for student life, such as academic matters, extracurricular activities, and student affairs, to address issues that may overlap between social and academic domains.
- m) **Resource Allocation:** Overseeing a budget for social welfare and well-being initiatives, such as funding mental health programs or social events.
- n) **Crisis Response Planning:** Be prepared to assist in crisis response efforts, such as natural disasters, emergencies, or public health crises, to ensure the safety and well-being of students.
- o) **Awareness Campaigns:** Run campaigns and initiatives to raise awareness about social issues, such as substance abuse, sexual assault prevention, or responsible partying.
- p) **Student Outreach:** Reach out to students individually or through student organisations to ensure they know available support services and resources.

9. HOSTEL/ HALL REPRESENTATIVES

There shall be a Hostel/Hall representative who shall perform the following functions:

- a) Liaise with the Gender and Social Welfare Secretary to ensure student accommodation is catered for.
- b) Liaise with the Dean of Students to get information about students' accommodation.
- c) Ensure a high standard of hygiene in the Hostels at all times.
- d) Perform any duty assigned to him/ her by the Chairperson.
- e) Link between students living in the hostels and the Directorate of Students Support Services.

10. INTERNATIONAL STUDENT REPRESENTATIVE

- a) Organise activities for the International Students in liaison with the Dean of Students.
- b) Articulate the special academic needs, aspirations and interests of International Students.
- c) Present all grievances of international students to the respective authority without fear of victimisation.
- d) Link the international students and the Administration.
- e) Collect views from international students and present them to the Council for appropriate action.
- f) Coordinate and ensure adequate representation of the international students.
- g) Perform any other duties as delegated to them by the *SATUK* Council.

11. THE FUNCTIONS OF THE WELL-BEING AND WELFARE COMMITTEE

Functions of the Well-being and Welfare Committee shall include:

- a) Mental Health Support - Promoting mental health awareness and ensuring students access mental health resources, including counselling services and crisis intervention.
- b) Wellness Programmes - Developing and organising wellness programs and initiatives that encourage healthy living, stress management, and study-life balance.
- c) Crisis Management - Developing and implementing crisis response plans to address emergencies, natural disasters, or public health crises affecting students' well-being.
- d) Safety and Security - Advocating for campus safety and security measures to ensure students' physical and emotional safety, including addressing issues related to security, harassment, or discrimination.
- e) Peer Support - Facilitating peer support programs and networks that allow students to seek advice and support from their peers on various social and emotional concerns.
- f) Diversity and Inclusion - Promoting diversity and inclusion on campus, fostering an environment where all students feel valued and respected, and organising events or discussions about equity and inclusion.
- g) Conflict Resolution - Offering resources and guidance for conflict resolution among students and addressing interpersonal disputes or conflicts that may affect their well-being.
- h) Feedback Collection - Collecting student feedback on well-being-related issues, concerns, and suggestions to drive improvements and advocate for necessary changes.
- i) Student Outreach - Reaching out to students individually or through student organisations to ensure they are aware of available support services, resources, and events related to well-being.
- j) Community Building - Organising social gatherings, networking events, and activities that foster a sense of community and belonging among students.
- k) Well-being Resources - Collaborating with relevant campus personnel to ensure students can access wellness resources like fitness facilities, mental health services, and counselling centres.
- l) Advocacy - Advocating for policies, initiatives, and resources that promote student well-being within the University and representing the well-being interests of students to university administration.
- m) Awareness Campaigns - Running campaigns and initiatives to raise awareness about social issues, such as substance abuse prevention, sexual assault prevention, or responsible partying.

- n) Budget Oversight - Managing and allocating budgets for well-being initiatives, programs, and events, ensuring that resources are used effectively to benefit students.
- o) Collaboration - Collaborating with other university committees and departments to address issues that may intersect with well-being concerns, such as academic matters, extracurricular activities, and student affairs.
- p) Student Engagement - Encouraging student engagement in well-being-related events, seminars, workshops, and volunteering opportunities.

8. ELECTION FACULTY REPRESENTATIVES

- a) The Faculty representatives' election mode will be that of Universal Suffrage, whereby each student in that Faculty will vote for the representative they deem to have the best Agenda.
- b) The two representatives are also expected to come in as a team, each representing one of the two posts, i.e. academics and welfare.
- c) The two members must also be of male and female genders, i.e. two genders at any given time. This is to ensure that at any given instance, the $\frac{2}{3}$ gender rule is adhered to.

9. TENURE OF OFFICE FOR OFFICE BEARERS

- a) The tenure of office for office bearers shall be one academic year, and office bearers can only be eligible for election for one further term. To avoid doubt, that is to say, that members of the Council and the *SATUK* Board shall only serve for a maximum of two (2) office terms in their time at the Technical University of Kenya.
- b) The students may recall an elected official before the end of the term on any of the following grounds:
 - i. To have violated the provisions of Chapter Six of the *Constitution of Kenya, 2010*;
 - ii. Mismanagement of the Association Funds;
 - iii. Committed an offence under *SATUK* electoral regulations, Act of Parliament, or any other rules and regulations of the University.

PART FOUR

ELECTIONS

ARTICLE 14: ELECTIONS

1. DISSOLUTION OF THE SATUK COUNCIL

- a) Through a motion introduced two (2) weeks before the elections, the Chairperson shall dissolve the *SATUK* Council and *SATUK* Board.
- b) If the Chairperson fails to dissolve the *SATUK* Council and *SATUK* Board two (2) days after the date on which it should have been dissolved, then the *SATUK* Council and *SATUK* Board will stand dissolved automatically.

2. GENERAL PRINCIPLES

- a) Elections shall be held for two days: the first day for delegates and the second day for the Council.
- b) Elections shall be held on the Second Wednesday and Thursday of March every year, failure to which the provisions of this Constitution shall apply.
- c) Elections shall be free, fair, and conducted by secret ballot or virtual platform. There shall be an electoral body, which shall have the power to formulate rules and regulations for the proper conduct of elections and implementations of this chapter.

3. ELECTORAL BOARD

The Vice-Chancellor shall appoint an Electoral Board:

- a) The Electoral Board, consisting of seven (7) members, shall be appointed by the Vice-Chancellor before the dissolution of the Council
- b) They shall conduct and supervise *SATUK*'s elections.
- c) The Electoral Board shall begin working officially when the elections are declared.
- d) The Electoral Board is mandated to undertake related or incidental activities to *SATUK*'s election.
- e) The Electoral Board shall be assisted by staff drawn from the office of the Dean of Students.
- f) The Electoral Board shall appoint returning officers, polling clerks and other personnel to support the elections.
- g) The following principles shall guide the Electoral Board
 - i. Independence of the electoral process
 - ii. Impartiality in decision-making

4. FUNCTIONS OF THE ELECTORAL BOARD

Subject to the provisions of this Constitution, the Electoral Board shall:

- a) Conduct and supervise *SATUK*'s elections.
- b) Promote free and fair elections.
- c) Determine the date of submissions for applicants of candidacy and clearance.
- d) Supervise the preparation of the voter register, ballot papers and boxes, and designation of polling stations.
- e) Facilitate observation and evaluation of *SATUK*'s elections.
- f) Promote civic education within the University.
- g) Provide a voting procedure that is understandable and precise.
- h) Regulate the method of campaigning.
- i) Prepare and post a list of candidates qualified for election and a list of applicants disqualified and reasons for the disqualification.

- j) Verify all nominations for candidates according to the procedure established in the election code.
- k) Conduct a one-day seminar for cleared candidates to familiarise them with the University's statutes, regulations, Constitution, student guide or any subsequent electoral code.
- l) The Electoral Board shall declare a seven (7) day campaign period upon releasing the names of the qualified candidates. All qualified candidates shall be allowed to peacefully and lawfully conduct their campaign within the campus.
- m) Release and announce the voting results by the presiding officer of and at each polling station.
- n) Have the power to warn candidates of potential disqualification and disqualify them for violating the electoral code established by this Constitution and the Board.
- o) Ensure that order is maintained during and after the elections. Once counting is completed, the Electoral Board chairperson shall officially announce the results of the elections within 24 hours.
- p) Declare a by-election in case seats fall vacant or after a tie following a recount of the votes.
- q) Submit the names of the elected officials to the Dean of Students within 24 hours of announcing the election results.
- r) Have discretionary powers to make other rules, regulations and procedures to govern *SATUK* elections.

5. ELIGIBILITY FOR THE CANDIDATES FOR ELECTION

An ordinary member is qualified for election to the Council if, at the time of election, he/she:

- a) Is a *bona fide* student at TU-K.
- b) Has at least two taught semesters left for study, with a minimum of 14 course units; has at least completed two semesters, with a full load of academic study totalling to at least 14 course units (excluding course units carried forward).
- c) Is registered in the constituency he/she represents;
- d) Must have passed University examinations of the immediate previous academic year;
- e) Shall be a paid-up ordinary member;
- f) A candidate contesting for the post of Faculty Representative shall be a student of the Faculty they are contesting for.

6. INELIGIBILITY FOR ELECTION

The following categories of members are not eligible to vie for any electoral posts in *SATUK*:

- a) A person who has been convicted of a criminal offence in a court of law;
- b) Honorary and Associate members of *SATUK*;
- c) Students admitted to TU-K on transfer from another university who have not been in TU-K for at least two semesters;
- d) Those who have been subjected to any disciplinary sanctions by the University for violating the student code of conduct have not been cleared by University Management.
- e) Students moving from a Diploma to a degree will not be considered for elections in their first year of admission.

ARTICLE 15: ELECTION RULES AND PROCEDURES

- a) Voting shall commence at 6:00 am and end at 3:00 pm on the polling days;
- b) Every *SATUK* election shall be by secret ballot or electronic voting, on the principle of one member, one vote;

- c) Elections shall be carried out through electoral colleges where each college shall elect three representatives who shall not be candidates vying for any position in the *SATUK* Council and of whom not more than two-thirds shall be of the same gender.
- d) The electoral colleges shall be based in academic departments;
- e) The Electoral Board shall prepare the electoral roll/register;
- f) Every voter shall be required to produce a valid student identity card to be verified against the electoral roll/register, after which a person must be marked appropriately as having voted;
- g) The ballot boxes shall be transparent, of a fixed number, clearly labelled, counted, certified and recorded. They shall also have an opening large enough only to receive a ballot paper;
- h) No campaign shall be allowed within the polling station on the polling day. Contravention of this rule shall disqualify the candidate from the election.
- i) No member possessing campaign materials (e.g. photos, leaflets, portraits and any other campaign material) will be allowed within the polling station and its vicinity.
- j) Each candidate shall be allowed to register agents with the Electoral Board. Only bona fide members of *SATUK* shall be eligible to serve as agents. Each candidate shall not have more than one (1) agent at a time inside a polling station. Candidates and/or their agents have the right to witness the counting and tallying of votes;
- k) A voter shall cast his/her vote by use of a ballot paper or electronically, provided that in the case of electronic voting, the Electoral Board will, one (1) month before such election, publicise throughout the University through all available means, guidelines that shall apply in such voting;
- l) Each voter in physical voting shall be issued with one ballot paper bearing the names of all contesting candidates, and he/she shall mark in the box against the candidate of choice by either putting a cross (X) or a tick (✓). He/she shall then fold the ballot paper to conceal the vote and place it into the ballot box;
- m) For electronic voting, each voter shall select their preferred candidate by clicking or tapping the photos or names of their preferred candidate. The electronic voting platform shall be accessed through the voter's students' portal.
- n) A bona fide caregiver may assist a voter who is unable to vote owing to disability with the permission of the presiding officer;
- o) A voter who has spoilt his/her ballot paper by mistake may obtain another one. The spoilt ballot paper shall be immediately cancelled, and the counterfoil thereof marked accordingly by the Presiding Officer;
- p) The presiding officer shall seal any ballot box that is full in the presence of candidate(s) or their agents;
- q) Counting shall be done at the respective polling stations immediately after voting by the presiding officer in the presence of the agents and voters. The presiding officer shall open each ballot box and empty its contents onto the table or any other facility provided for the purpose and shall, for every ballot paper, announce the candidate in whose favour the vote was cast, display to the agents and voters the ballot paper and put the ballot paper at a place on the counting table, or other facility provided for this purpose;
- r) Ballot papers shall be rejected during counting if they are not designed for that particular election, if marks have been made in respect of more than one candidate per post if marks identifying the voter have been created, or if they are unmarked;
- s) Immediately after the returning officer has received the results of the poll from all polling stations in a constituency, the returning officer shall, in the presence of agents, voters, and members of the election board, tally the results at places as may be determined from time to time by the Electoral Board so long as they are within the University precincts;

- t) The winner shall be the candidate who gets a simple majority. But in the event of a tie, the Chairperson of the Electoral Board shall declare a rerun of the election between the tying candidates and supervise the same within five (5) days after the announcement of a tie until one candidate obtains a simple majority;
- u) Upon the request of an agent who was present when the counting was completed, the presiding officer may have the votes rechecked and recounted. An agent shall be entitled to a maximum of two recounts;
- v) The Electoral Board shall announce the results within 24 hours of the elections and cause them to be prominently published within the University immediately thereafter;
- w) The presiding officer may order the removal of any person who engages in misconduct at the polling station or fails to obey any lawful instructions or orders of the presiding officer, and the security officer present shall remove such persons. A person removed from the polling station shall only re-enter the polling station during the continuance of the poll with the permission of the presiding officer.

ARTICLE 16: ELECTION PETITION PANEL

- a) There shall be established an Independent Election Petition Panel, hereinafter referred to as "The Panel".
- b) The Panel shall consist of five (5) members who are members of the University Staff and are not members of the Electoral Board.
- c) The Panel shall be constituted and appointed by the Vice-Chancellor.
- d) At least one member of the Panel shall have a background in legal matters.

Functions of the Panel

- a) Formulate rules and regulations for the proper conduct of its business and the procedures of election petitions.
- b) Receive any written petitions against the election results within three (3) hours after the announcement of the election results.
- c) Within twelve (12) hours of receiving a petition, uphold or nullify the contested vote and forward written notification of its judgment to the Electoral Board.
- d) Rulings of the Panel shall be final and binding.
- e) If the Panel does not receive any written petitions within three (3) hours, then the Panel stands dissolved.

ARTICLE 17: ELECTION PETITIONS

- a) A petition may be lodged with the Panel by a candidate or any member of *SATUK* (the petitioner) challenging elections on any of the following grounds:
 - i. Whenever such a candidate or member has reason to believe or has evidence that there has been a contravention of any election rules and procedures during the polling day.
 - ii. Whenever there is an allegation of bribery, intimidation and/or harassment of voters and or candidates;
 - iii. Whenever there is an allegation that a candidate has otherwise breached this Constitution.
- b) A petition must be lodged within three (3) hours after the Electoral Board announces the results;
- c) Upon receipt of a petition, the Panel shall peruse the petition and if it.
 - i. Considers that it is frivolous, malicious or has not disclosed sufficient grounds, it may reject the petition summarily and inform the petitioner of its decision within twelve (12) hours provided that such petitioner will have leave to present

- an amended petition within twenty-four (24) hours in order to supply to the Panel a more comprehensive and comprehensible petition;
 - ii. Is apparent that there is a reasonable case to be heard, the Chairperson of the Panel shall notify the parties concerned of the lodging of the petition within twelve (12) hours of such lodging.
- d) The Panel shall sit at such places as it may determine from time to time;
- e) The Panel shall determine petitions regarding elections expeditiously and, in any case, within twelve (12) hours;
- f) During the hearing of the petition, all parties shall be present;
- g) Where a petitioner fails to attend the hearing by himself/herself without any reasonable excuse or prior notification to the Panel, the respondent may request the Panel to dismiss the petition.
- h) Where the respondent fails to attend the hearing by himself/herself without any reasonable excuse or prior notification to the Panel, the petitioner may be heard in full, and the case determined;
- i) After the hearing of an election appeal, the Panel may make an order –
 - i. dismissing the appeal;
 - ii. affirming the decision of the Electoral Board; or
 - iii. granting any other relief that may be deemed appropriate.
- j) The Panel's decision shall be final and binding and shall be submitted to the Electoral Board for execution.
- k) The Panel may review their governing rules from time to time.

ARTICLE 18: SWEARING IN

- a) The Vice-Chancellor shall preside over the swearing-in ceremony of the elected officials at a ceremony conducted by the University's Legal Officer or any other legal official who is an advocate of the High Court of Kenya appointed by the Vice-Chancellor.
- b) The swearing-in ceremony shall take place within forty-eight (48) hours after the declaration of the election results at an open and public place within the University before 4 pm.
- c) The term of office for the elected officials shall begin immediately after the swearing-in ceremony.

ARTICLE 19: BY-ELECTIONS

- a) A by-election shall be held whenever an office or seat falls vacant because of:
 - i. A successful petition.
 - ii. Cessation of studentship through expulsion from or discontinuation by the University;
 - iii. Imprisonment;
 - iv. Death, or mental infirmity;
 - v. Contravention of the provisions of the Constitution, 2010, the Anti-Corruption and Economic Crimes Act, 2003 or any other law of the land;
 - vi. Resignation or suspension from the University for over ninety (90) days.
- b) The by-election shall occur within twenty-one (21) days of the vacant office or seat and shall follow the same procedure for elections as provided in this Constitution.
- c) No by-election shall be held ninety (90) days before the next General Election. Where the seat of a member of the Council falls vacant, the remaining members of the Council shall appoint another member in an acting capacity for the vacant seat.

ARTICLE 20: CATEGORIES OF MEETINGS

There shall be four (4) categories of meetings, namely:

- a) General Meetings
 - i. Annual General Meeting (AGM).
 - ii. Special General Meeting (SGM).
- b) *SATUK* Council Meetings
- c) Committee Meetings

A. GENERAL MEETINGS

1. ANNUAL GENERAL MEETING (AGM)

- a) *SATUK* Annual General Meeting shall be held each year and not later than twelve (12) months following the last AGM.
- b) The Secretary-General shall send to all members of *SATUK* a notice of the AGM in writing, accompanied by the annual report and accounts and the Agenda for the meeting fourteen (14) days before the meeting date. Where practicable, the meeting notice shall be widely advertised and publicised through all available media at least seven (7) days before the meeting date.
- c) The Annual Report and Accounts, as set out in this Constitution, shall be tabled at the AGM and shall be open for inspection by members.
- d) The Agenda of any AGM shall consist of the following;
 - i. Confirmation of the previous AGM minutes.
 - ii. Tabling and adoption of Annual Reports and Accounts. The Chairperson shall present the annual report. The report should give an overview of the main achievements of the year. The Finance Secretary shall present the accounts and a general overview of the financial position of *SATUK*.
 - iii. Confirmation of any other management report on the activities of *SATUK* during the past year.
 - iv. Confirmation or authorisation of actions taken by the committees and giving direction to the new committees.
 - v. Approval of the estimates of expenditure for the next financial year and audited reports for the whole year.
- e) The Agenda may also deal with the following:
 - i. Motions put to an AGM. There should be a call for motions seven (7) days before the notice, inviting members for the AGM, circulated, giving members seven (7) days to submit them to the Secretary-General for the same to be included in the Agenda.
 - ii. Any proposed amendments to this Constitution deliberated upon by the Constitutional Affairs Committee.
 - iii. Other business of *SATUK* of which notice has been given to members or any other business proposed with the approval of the Chairperson.

2. SPECIAL GENERAL MEETING

A Special General Meeting (SGM) for specific purposes may be scheduled in writing to the Secretary-General and approved by the Council. Such meetings shall be held within fourteen (14) days of the requisition date.

3. SATUK COUNCIL MEETINGS

- a) The Council shall meet as stipulated in Article 10(1).
- b) The quorum for the meeting by the Council shall be two-thirds (2/3) of the members who should be present for at least half of the entire duration of the meeting.
- c) A copy of meeting notifications and minutes of each Council meeting shall be forwarded to the Dean of Students.

PART FIVE

TERMINATION OF OFFICE

ARTICLE 21: EXPIRY OF TERM OF OFFICE

- a) The *SATUK* Council and *SATUK* Board shall be dissolved at the expiry of their term in office.
- b) The term of office for elected officials shall be one academic year (for the avoidance of doubt, that is to say, "the same month after one calendar year of election").
- c) The outgoing *SATUK* Council shall run the affairs of *SATUK* from the expiry date of its term of office until the swearing-in of newly elected officials when the *SATUK* Council shall stand dissolved.

ARTICLE 22: AMENDMENT AND REVIEW

- a) Any amendment or review to this Constitution shall be by the University Management Board and/or Senate initiative to, inter alia, align with the change in the Act, University Statutes, regulations and/or any other relevant provisions.
- b) The *SATUK* Council shall initiate a review of this Constitution following an inclusive consultation with ordinary members.
- c) The *SATUK* Council meeting to discuss an amendment(s) shall have a quorum of two-thirds (2/3) of the Council members.
- d) Upon receiving a written request by the *SATUK* Council, the Vice Chancellor shall appoint a *SATUK* Constitution Review Committee, which shall review and amend the Constitution.
- e) The *SATUK* Constitution Review Committee shall make the amended Constitution available to *SATUK* members through an appropriate platform for comments. The data collected shall be used to finalise the draft amended Constitution.
- f) The final amended Constitution shall be submitted to the University Management Board for approval and promulgation.
- g) Any amendment of this Constitution shall be undertaken after at least two (2) years upon its implementation or when a need arises.
- h) This Constitution shall be reviewed in accordance with the provisions of the Act, Charter and Statutes.

ARTICLE 23: BY-LAWS

- a) Subject to this Constitution, the *SATUK* Council shall prepare the by-laws and policies governing the functions of *SATUK*.
- b) The by-laws and policies shall be binding on all members of *SATUK*. Violators of these by-laws and policies shall be subject to the disciplinary measures in this Constitution.
- b) Any member of the *SATUK* Council may propose a by-law or policy that he/she shall submit to the relevant for deliberation.
- c) Any member of the *SATUK* Council may propose amendments to existing by-laws, policies, and the various schedules annexed to this Constitution.

PART SIX

END OF THE TERM OF SATUK OFFICIALS

ARTICLE 24: HONORARIA

At the end of the term, the officials of the *SATUK* Council shall be evaluated against performance targets that they would have signed at the start of their tenure, and therefore, those officials who have done exemplary work shall be awarded an honorarium after official handing over to the new office bearers.

ARTICLE 25: AFFILIATION

The Student Association of the Technical University of Kenya (*SATUK*) shall operate under the auspices of the administration of The Technical University of Kenya. If other campuses of The Technical University of Kenya are established, branches of *SATUK* shall be created accordingly and governed on the principles drawn from this Constitution.

ARTICLE 26: DISPUTE RESOLUTION

- a) All disputes within *SATUK* shall be settled through arbitration.
- b) The University Management Board shall appoint an arbitrator or a panel of arbitrators to resolve any disputes arising within *SATUK*, whose decision shall be binding on all parties involved.

ARTICLE: 27 DECLARATION

This Constitution is the Constitution of the Students Association of The Technical University of Kenya and shall have the force of law throughout the Association. If any Rule or Regulation prevailing under this Constitution is inconsistent with the *Universities Act, No. 42 of 2012*, *The Charter of The Technical University of Kenya, 2013*, and the *Statutes of the University*, the said Rule or Regulation in this Constitution shall to the extent of its inconsistency be null and void.

ARTICLE 28: TRANSITIONAL PROVISIONS

Upon enactment of this Constitution, the Student Association of the Technical University of Kenya (revised 2022) Constitution shall immediately cease to apply.