

**NATIONAL UNION
OF
GHANA STUDENTS (NUGS)**



"EDUCATION, A RIGHT NOT A PRIVILEGE"

**CONSTITUTION
OF
NUGS**



Education, A Right Not A Privilege

**PROMULGATED ON SUNDAY
6TH APRIL, 2008
UNIVERSITY OF CAPE COAST
CAPE COAST
ADJEI DWOMOH DENNIS**

Chairman, Constitutional Review Committee

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NOTE:

In this document, I have attempted to correct overly obvious grammatical and typographical errors to reflect the intention of the framers. Where the intent of the framers could not be directly discerned; and in order not to distort the organic intention of the framers, those provisions have been left untouched so that the intention of the framers will be preserved.

Where any controversy arises as to the corrections effected in this document, the original should be taken to have prominence over this one. The effort to reproduce the NUGS constitution was done purely out of concern. It is an attempt to help distribute the NUGS constitution as much as possible to all stakeholders - especially student leaders.

I hope this document is able to serve the purpose(s) for which it was intended.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Peter Kwasi Kodjie', with a stylized flourish at the end.

PETER KWASI KODJIE

**MEMORANDUM TO THE NUGS CONSTITUTION FROM THE CONSTITUTIONAL
REVIEW COMMITTEE (2006 – 2008)**

The need to have a new Constitution which is dynamic enough to satisfy the changing trends of NUGS became more evident in the very recent past of the Union's history, where some provisions in the NUGS Constitution had over-lived their essence while other legal and administrative inputs which the dynamism of the Union had warranted over the years had no Constitutional Provisions to their effect. There even came a time when more than one version of the NUGS Constitution was in circulation.

Efforts were made by previous NUGS administrations, blocs and even individuals to contribute to the attainment of a more consecrated Constitution for the Union but where not far - reaching. The impasse that surrounded the Union and had a telling effect on its image during the 2005/2006 NUGS year was partly due to the absence of a Constitution which had the capacity to curtail such situations in time.

This however, necessitated a more enthusiastic approach towards the Constitutional Review process.

The above led to the formation of a Seven - member Constitutional Review Committee by the National Executive Committee (NEC) of the 2006/2007 NUGS year and was duly ratified by the First Central Committee meeting of that same NUGS The Constitutional Review Committee comprised the under listed;

- 1. MR. DENNIS ADJEI DWOMOH - CHAIRMAN**
- 2. MR. ANTHONY AFRIYIE ABOTSI - SECRETARY**
- 3. MR. GODWIN TETTEH NOMO - MEMBER**
- 4. MR. KOFI OFOSU BOATENG - MEMBER**
- 5. MR. KWABENA BAFFOE - SARKODIE - MEMBER**
- 6. MS. GEORGINA BART - WILLIAMS - MEMBER**
- 7. MR. FRED K. ABOGO - MEMBER**

The Committee was tasked to propose relevant amendments and present a draft Constitution at the Second Central Committee meeting of that same NUGS year the committee met on several occasions. It adopted a consultative approach in its operations, this it did by consulting with a broad spectrum of students and NUGS

Chapter One of this new constitution comes with the inclusion of articles on the Supremacy and Enforcement of this constitution. These are meant to define clearly the scope and authority of this Constitution. Another addition in this chapter is the provision made for a membership register, which shall be attached to this Constitution as an appendix. - this is to allow for the easy addition of the names of newly ratified members or deletion of members who have opted out of NUGS without going through the cumbersome process of constitutional amendment.

Most educational institutions have expanded their facilities and structure giving them new status. This provision seeks to prevent an instance where the Union's position of a Member institution's name does not reflect a change of name of institution. For instance under the former constitution per Article 6(6) we had University College of Education, Winneba (UCEW) but this has now changed from college status to a full fledged university. It is now the University of Education (Winneba).

This position is also reflective of University of Mines and Technology, University College of Management Studies (UCOMS) and Africa University College of Communications (AUCC). A strict enforcement of the said Article would have meant that institutions whose names were not captured can be considered as non members of NUGS. This could have made JAYEE INSTITUTE, GHANA SCHOOL OF SURVEYORS AND MAPPING, CHRISTIAN SERVICES UNIVERSITY amongst others persona non grata in the Union.

No provision on the location of NUGS secretariat was restated in this Constitution in recognition of the fact that NUGS has no permanent secretariat for now and its national outlook may allow it to have a secretariat almost anywhere. Most importantly an address is an administrative matter no meant for the Constitution.

Chapter Two is now designed to set out the directive principles of NUGS. It necessitates the implementation of a Strategic Plan that will direct the path of the Union in the short, medium, and long terms. It further commits every member of the Union to its aims and objectives.

Chapter Three deals with the structure of the Union. The most significant additions are the provision for an Emergency Congress and the removal of representation for Central Committee members in their absence. Provision of protection for the Union's officers and person's who may act on its behalf has been included as well.

Chapter Four captures blocs of NUGS. No different from the blocs that continue to exist. The only significant item under this chapter is the fact that the Ghana National Union of Polytechnic Students (GNUPS) is still captured even though it has seceded from the NUGS fraternity. This is in recognition of the fact that NUGS (the mother Union of all students of Ghana) continues to recognize GNUPS as one of its member blocs even as efforts to bring GNUPS back into the NUGS fraternity are on - going.

Chapter Five of this Constitution there were no major changes to the core duties of the national officers as spelt out in. The duties were only tailored to conform to standard and universally acceptable administrative patterns.

Chapter Six comes with the institution of a standing Judicial Board and a standing Finance Committee. It also comes with the reinforcement of the Electoral Commission as well as the Vetting and Audit Committees. An attempt has additionally been made for a fairer bloc - representation when it comes to membership of committees, commissions, and boards. This is intended to provide a non - one - sided approach in NUGS appointments. A cautious perusal of this chapter reveals that no detailed procedures have been laid down for the functioning of the Judicial Board, the Electoral Commission, as well as the Vetting, Audit, and Finance Committees.

This is certainly not an oversight; it is to give room for the committees to spell out their own rules of procedure that would be practical enough to suite changing times. They are entreated to stringently uphold the rules of natural justice, standardized electoral practices, internationally - acclaimed auditing principles and acceptable accounting practices respectively.

Under **Chapter Seven**, the establishment and sustenance of Local NUGS Secretariats have been reinforced. The significant addition here is the institution of the Regional NUGS Blocs, which are aimed at assisting in the decentralization process of NUGS and to provide NUGS with a firmer base - grip.

Little changes were made under election and removal of officers in **Chapter Eight**. Some of them are the provision to cater for en bloc resignation, the introduction of student J.D Cards as proof of studentship when it comes to voting and the shifting of the Education and Democratization Secretaryship from a national service portfolio to a full - time student position.

The Articles on Finance and Auditing as spelt out in **Chapter Nine** of this Constitution do not come with major changes yet measures to ensure orderly custody and usage of the Union's funds have been catered for. Here, we were guided by the much precedence the Union has set for itself in this area over the years.

The unambiguous procedures for amendment as set out in **Chapter Ten** of the Constitution is intended to allow members of the Union change certain clauses as and when changing trends of NUGS demand and thus make the Union better placed to be as dynamic as possible.

The final chapter, **Chapter Eleven** provides for indemnity and standing orders, defines NUGS Celebrations, and explains words and phrases used in this Constitution.

The committee did not only meet the deadline but it also provided an all - encompassing draft Constitution for the Union. The Second Central Committee meeting however decided that the Constitution should be promulgated at Congress to allow enough deliberation - time.

At the 41st NUGS Congress held at University Of Education - Winneba Campus, from the 22nd to the 26th of August, 2007, the delegates saw reason with the entire Constitution but decided that the system of representation and voting rights as stipulated in the old Constitution should be maintained upon the advice of a Constituent Assembly which comprised of three representatives from each institution present at Congress.

Congress therefore decided that the promulgation should be postponed to an Emergency Congress which should be convened by the Executives - elect by which time the insertion referred to above would have been made.

The draft Constitution was thus promulgated at an Emergency Congress of the Union held at University of Cape Coast on the 5th and 6th April, 2008. After an extensive scrutiny of the draft Constitution, a motion for its promulgation was tabled and carried almost by the delegates of the Emergency Congress.

We would like to acknowledge the efforts of the National Executive Committee of the 2006/2007 NUGS Year particularly William Yamoah NUGS President 2007 in making the entire process possible. We also give credit to the current National

Executive Committee (2007/2008) with special appreciation to Kweku Tuoho Bombasson NUGS President 2008, for the premium that it places on the element of continuity by keeping faith with the Constitutional Review Committee as well as the draft Constitution. We commend both National Executive Committees for the provision of necessary logistics and the creation of an enabling atmosphere to make the committees work a success.

We also thank all students who took interest in the review process by reading through the earlier drafts and making brilliant contributions therein. May the Good Lord continue to bless us all.

Aluta Continua! Victoria Ascerta!!



ANTHONY AFRIYIE ABOTSI
SECRETARY CONSTITUTIONAL REVIEW COMMITTEE
NATIONAL UNION OF GHANA STUDENTS

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PREAMBLE

IN THE NAME OF THE ALMIGHTY GOD,

We, the students' of the Republic of Ghana;

COMMITTED to our belief in Democracy, the Rule of Law and the promotion and safeguarding of students' rights;

CONSCIOUS of the need for a student with a patriotic and anti-imperialist consciousness to fulfill the aspirations of our country by participating meaningfully, purposefully and actively in national and international affairs that affect the mass of our people, especially students, the working class and the Ghanaian society as a whole;

WISHING to create the vital instrument through which we shall equip ourselves theoretically for practical revolutionary service to our motherland Ghana, Africa and humanity as a whole;

CONVINCED of the paramount need for the formation and creation of an effective democratic, proactive and progressive mass students' organization to affect these noble and patriotic ideals;

DO HEREBY ADOPT, ENACT, PROMULGATE AND GIVE TO OURSELVES THIS CONSTITUTION, TO ESTABLISH A MASS STUDENTS' ORGANIZATION WHICH SHALL REPRESENT THE STUDENTS' MOVEMENT OF GHANA AND BE THE HIGHEST STUDENTS' ORGAN IN GHANA.

**CHAPTER ONE
THE UNION**

1. NAME

The official organization for the entire students of Ghana shall be known and called the National Union of Ghana Students (NUGS).

2. SUPREMACY OF THE CONSTITUTION

- a. The sovereignty of NUGS resides in the members of The Union in whose name and for whose welfare the powers, duties and responsibilities that are conferred under this constitution shall be exercised.
- b. Subject to the laws of Ghana this constitution shall be the supreme law of NUGS.
- c. Any omission or commission, bye-law or regulation of a person or institution which is found to be inconsistent with any provision of this constitution shall to the extent of the inconsistency, be null and void.

3. ENFORCEMENT OF THE CONSTITUTION

- a. All members shall adhere to all the provisions of this Constitution
- b. In view of achieving clause (a) of this article, a member institution shall have its officers subscribe to an oath of allegiance to NUGS when being inducted into office
- c. Any member(s) who alleges that:

- i. an act or omission of any person
- ii. a bye law or decision of a body

is inconsistent with, or is in contravention of a provision of this constitution, may bring an action to the Judicial Board for a declaration to that effect.

- d. For the purpose of a declaration under clause (c) of this article, The Judicial Board shall make such orders and give such directions as it may consider appropriate for giving effect to the declaration so made.



- e. Any member or member body, to whom an order or a direction is addressed under clause (d) of this article by the Judicial Board, shall duly obey and carry out the terms of the order or direction.
- f. Failure to obey or carry out the terms of an order or direction made or given under clause (b) of this article constitutes a violation of this constitution and shall in the case of
 - i. a student, not be eligible for election or for appointment to any office of the Union for two years.
 - ii. an executive officer, constitute a valid ground for the removal from office.
 - iii. an institution or body, CC and/or Congress shall determine the sanction(s)

4. CHARACTER AND ORIENTATION

- a. NUGS is a democratic, non-partisan, independent and progressive Mass Movement of students in Ghana and Ghanaian students abroad.
- b. NUGS' political outlook shall embrace all progressive and democratic ideals and principles, including those against imperialism, colonialism, poverty, hunger, corruption, racism, tribalism, illiteracy and ignorance, for national development, independence, democratic principles and socio-economic progress.
- c. The actions of NUGS shall be determined by the supreme interest of the people of Ghana, students in particular, for national dependence, democracy and social progress
- d. NUGS shall respect the freedom of conscience of its membership
- e. Political parties shall not be formed within the ranks of NUGS
- f. The activities of NUGS shall be conducted in accordance with the laws of the Republic of Ghana.

5. **SLOGAN:** There Union's slogan shall be *“Aluta continua, Victoria Ascerta”*

6. **MOTTO:** The Union's motto shall be *"Education: a right not a privilege."*

7. MEMBERSHIP

- a. Membership to NUGS is open to all accredited Student Representation of every educational institution recognized by a bloc of NUGS. For the avoidance of doubt, membership under NUGS is automatically derived from membership in a bloc under NUGS
- b. Notwithstanding clause (a) of this article, an institution shall not gain membership in neither NUGS nor a bloc if its existence does not conform to the requirements of the laws of Ghana for recognition as an institution of education.
- c. Any person who is a member of NUGS shall enjoy full membership of NUGS for two (2) years after leaving his / her institution,
- d. Notwithstanding the clause supra serving full-time officers of NUGS shall serve their two year post student membership after the end of their service.

8. MEMBERSHIP REGISTER

- a. There shall be a membership register of NUGS which shall be an appendix to this constitution.
- b. If the accreditation of member institutions is reviewed the review of the first schedule of this constitution shall procedurally include the review of the status of membership in the respective blocs.



- c. This membership register of NUGS shall be reviewed at every Annual Delegates Congress

9. PROTECTION OF MEMBERS

- a. NUGS shall offer solidarity, protection and assistance to members in the preservation and enjoyment of their fundamental human rights and in the fulfillment of the aims and objectives of NUGS contained in this Constitution
- b. In the attainment of clause (a) supra, when the rights of a member(s) is or are being infringed upon, whether within the Union and without, the Local NUGS Secretariat of member institutions, bloc executive officers, National Secretariat, NEC members, CC members and/or congress shall concern itself with this duty/responsibilities thereof.
- c. For the benefit of doubt, the National Secretariat shall have the prerogative and/or duty to timely intervene in the protection of members or in local/institutional crises with the consent or direction of NEC at all times.

10. AFFILIATION TO NUGS

- a. An accredited association of Ghanaian students in educational institutions abroad may become affiliates of NUGS provided that their aims and objectives do not conflict with the broader aim of NUGS
- b. Subject to clause (b) supra an accredited student organization may apply for affiliation to NUGS by a written request addressed to NEC which shall be subject to the approval of CC.
- c. Bodies affiliated to NUGS shall be invited to send observers to congress.
- d. Congress shall have the right to discontinue the affiliation of any organization to NUGS

DIRECTIVE PRINCIPLES OF NUGS POLICY**11. THE DIRECTIVE PRINCIPLES**

The Directive Principles of NUGS contained in this chapter shall guide all members and bodies of NUGS in applying or interpreting this constitution or in undertaking and implementing any policy set down by NUGS.

12. IMPLEMENTATION OF THE DIRECTIVE PRINCIPLES

- a. The President shall report at each meeting all the steps taken to ensure the realization of these Directive Principles of NUGS policy objectives contained in this chapter.
- b. CC shall within 3 months upon the coming into force of this constitution approve a Strategic Policy Document submitted by the Executive Officers.
- c. The Policy Document shall only be amended by Congress, should the need arise.
- d. The National Secretariat shall be responsible for the implementation of the Strategic Policy Document.
- e. Failure to carry out the mandate of the Policy Document constitutes a breach of this constitution and shall constitute a ground for the removal from office under this constitution

13. AIMS AND OBJECTIVES:

The aims and objectives of NUGS shall include the following:

- a. To protect and safeguard the rights and interests of students
- b. To offer a common platform -
 - i. for the discussion of issues and problems affecting students
 - ii. for the co-ordination of student activities

- iii. for the gathering of the opinion of students on matters of national and international concern
 - ii. to inculcate in students a spirit of solidarity and patriotism
 - iii. to ensure the implementation of students' educational rights.
 - iv. to see, work to protect and defend the Republican constitution of Ghana.
- c. To promote co-operation, understanding and friendship between and among students of Ghana and other people both in Ghana and abroad so far as the aims and objectives of such people do not conflict with those of NUGS
- d. To inculcate in students a high sense of discipline, participation and a sense of revolutionary awareness of our cultural heritage and offer the means by which they can advance this heritage.
- e. To inculcate in students a high sense of nationalism with the ultimate aim of integrating them and ensuring their participation in all activities relating to national development.
- f. To advance the concept of Pan-Africanism and to foster unity among Ghanaian Students and other people of African descent and the world at large.
- g. To seek the general welfare of Ghanaian youth without prejudice to any cause.

CHAPTER THREE
ORGANISATION OF NUGS

14. STRUCTURE

NUGS shall be made up of Congress, Central Committee, National Executive Council and National Secretariat.

15. CONGRESS

- a. There shall be an Annual Congress which all member/affiliated institutions shall attend.
- b. Notwithstanding the clause (a) supra each member institution or bloc shall settle its covering fees for its delegates and observers to the Congress at least before or at the first day of Congress.
- c. Failure to comply with clause (b) a member institution or bloc shall not be given any status at Congress.
- d. CC shall determine the number of observers to Congress.
- e. The National Secretariat may invite observers to Congress

16. EMERGENCY CONGRESS

- a. CC may convene emergency congress as circumstances may determine.
- b. Notwithstanding the clause supra the summoning of such congresses shall be governed by the provisions of this constitution mutatis mutandis.

17. PROCEDURE OF CONGRESS

- a. There shall be a last CC meeting as the first activity of Congress.
- b. A steering committee shall be formed after the meeting supra to oversee congress.
- c. The steering committee shall be made of Local NUGS Presidents of component institutions.

The National President shall present to Congress a written report of the year's activities of NUGS.



- d. Congress shall hold a Conference on Education in Ghana and issue a communiqué.
- e. The Education and Democratization officer shall see to the implementation of the outcome of the conference.

18. POWERS OF CONGRESS

- a. Congress shall be the highest legislative and decision making organ of NUGS.
- b. Congress shall have the right to create various committees and advisory bodies with the aim of co-ordinating on concrete issues, facilitating decision-making, increasing the flow of information and providing the member institutions with channels for direct involvement in NUGS work.
- c. Congress shall concern itself with questions of policy and other matters as may be directed to it by NEC or CC
- d. Decisions taken or resolutions passed by Congress shall be regarded as NUGS' decisions and as such indicative of NUGS' policies
- e. Decisions of Congress, unless otherwise stated shall be taken by simple majority of those delegates present and shall be binding on NUGS.

19. QUORUM OF CONGRESS

- a. Not less than two-thirds of accredited member blocs shall duly constitute congress
- b. Sixty percent of delegates present shall form a quorum at any meeting of Congress.
- c. Notwithstanding clause (b) supra, a meeting of Congress shall be valid should the number of delegates present fall below the quorum.

f. Delegates from member institutions to Congress shall include CC members.

20. REPRESENTATION TO CONGRESS

- a. The number of a delegation from institutions/bodies to the Annual Congress shall be based on the following formula:
- i. All institutions with a population less or equal to one thousand (1000) shall have ten (10) delegates;
 - ii. For an additional range between one thousand (1000) and two thousand (2000) students, an institution shall have five (5) additional delegates.
 - iii. For an additional range between two thousand (2000) and five thousand (5000) students, an institution shall have five (5) additional delegates.
 - iv. For an additional range between five thousand (5000) and eight thousand (8000) students, an institution shall have five (5) additional delegates,
- b. Delegates of an institution to Congress shall not exceed a maximum of twenty-five (25)
- c. Notwithstanding clause (a) supra;
- i. RSRC shall have ten (10) delegates.
 - ii. TTAG shall have ten (10) delegates.
 - iii. Affiliated Bodies 5 observers.

21. CENTRAL COMMITTEE (CC)

- a. There shall be a Central Committee of NUGS, referred to in this Constitution as CC.
- b. Members of CC shall ascribe to the Central Committee (CC) oath set out in



in schedule 4 of this constitution, except with objection by CC, after they have been presented to the CC by the outgoing CC Representative of the component institutions. There shall be a CC meeting prior to Congress to discuss matters of Congress

- c. There shall be a CC meeting for institutional peer review **only** in the course of every year.
- d. The life of a CC shall be one NUGS year and members are eligible for re-election subject to the provisions of this constitution or constitutions of their member institutions.
- e. CC shall meet at least 2 times in a year.

22. COMPOSITION OF CC

- a. CC shall comprise the following:-
 - i. National Officers and Bloc Representatives
 - ii. NUGS Representatives on International Bodies (observers)
 - iii. SRC Presidents
 - iv. SRC Secretaries
 - v. Local NUGS President
 - vi. Local NUGS Secretary
 - vii. Chairpersons of the Local Women's Commission
 - viii. President and Secretary of member blocs
- b. Members shall have voting rights except observers
- c. Observers to CC may seek clearance from the National Executives through their sitting Presidents
- d. The members of CC shall be elected or nominated in accordance with the

23. QUORUM OF CC

- a. Unless otherwise stated, CC shall be duly constituted by
 - i. the National President, the National Secretary, and two National Officers and
 - ii. not less than two-thirds of members with voting rights with representation from every bloc.
- b. Notwithstanding clause (a) supra a CC meeting shall be valid should the number fall below the quorum.

24. EMERGENCY CC MEETING

- a. An emergency meeting of CC may be called by
 - i. the National President in consultation with NEC or
 - ii. at the request of at least one-tenth (1/10) members of the CC from separate institutions from all blocs of NUGS.
- b. Upon request by CC members the National Officers shall be obliged to comply provided that the request is made in writing, signed by the requesting institutions stating the agenda, date, and host institution and shall reach the National Secretariat at least fourteen (14) days before the date fixed for the proposed meeting,
- c. In instances of financial problems at least one of the institutions requesting for the emergency meeting shall fund the proposed meeting and shall be refunded to within that NUGS year.

25. POWERS OF CC

- a. CC shall be the second highest legislative and decision making body of NUGS.
- b. CC may appoint a sub or Ad-hoc committee, as it deems fit for the efficient running of NUGS.
- c. Notwithstanding clause (b) supra membership of such committees need not be restricted to only CC members.

- d.
 - i. CC may delegate any institutions (SRC) to do any business, which it thinks can best be done by that institution (SRC).
 - ii. The institution (SRC) shall report to the CC from time to time as the CC may request on progress of the particular business through the National Secretariat.
- e. Unless otherwise stated all decisions of CC shall be by simple majority of members present. In the event of a tie vote, the National President shall exercise a casting vote.
- f. In the event of a conflict in interpreting the provision of this constitution, the majority in opinion of the CC shall, pro-tempore be authoritative for all purposes. Such interpretation may be varied, overruled or otherwise altered by an opinion of congress.

26. CC PROCEEDINGS

The proceeding of CC shall be communicated by the secretary to students of component institutions of NUGS within seventy-two hours after the close of such proceedings.

27. NATIONAL EXECUTIVE COMMITTEE (NEC)

- a. There shall be established a National Executive Committee referred to as NEC.
- b. Members of NEC shall ascribe to the National Executive Committee Oath set out in schedule 4 of this constitution.

28. COMPOSITION OF NEC

- a. NEC shall comprise the following: -
 - i. National President
 - ii. National General Secretary
 - iii. National Treasurer

- iv. Press and Information Secretary
 - iv. Coordinating Secretary
 - v. President/Representative of component blocs in NUGS.
- b. The members of NEC shall be elected or nominated in accordance with the constitution of their various member constituents.

29. QUORUM OF NEC

Unless otherwise stated, NEC shall be duly constituted by

- i. the National President
- ii. not less than 6 other members.

30. EMERGENCY CC MEETING

- a. An emergency meeting of NEC may be called
 - i. by the National President in consultation with National Officers or
 - ii. at the request of at least one-third (1/3) members of the NEC.
- b. Upon request by NEC members the National President shall be obliged to comply provided that the request is made in writing signed by requesting members stating the agenda, date, and host institution and shall reach the National Secretariat at least seven (7) days before the date fixed for the proposed meeting.

31. POWERS OF NEC

The NEC shall

- a. see to the effective operation of the National Secretariat.
- b. see to the implementation of CC's policies and may initiate policies for the approval of Cc.
- c. be accountable to Congress and the CC.
- d. submit all accounts of NUGS to the Audit Committee for auditing when demanded
- e. inform member institutions about programmes (both local and foreign) where representatives are needed

32. THE NATIONAL SECRETARIAT

- a. There shall be a National Secretariat made up of executive officers who shall be elected at congress.
- b. Subject to this Constitution Executive officers shall hold office for one term (one year).

33. COMPOSITION OF THE NATIONAL SECRETARIAT

- a. The National Secretariat shall comprise of:
 - i. President
 - ii. Secretary
 - iii. Treasurer
 - iv. Coordinating Secretary
 - v. Education and Democratization Secretary
 - vi. International Relations Secretary
 - vii. Programmes and Projects Secretary
 - viii. Press and Information Officer
 - ix. Financial Controller
 - x. Women's Commissioner
- b. The Secretariat shall forward copies of correspondence, where appropriate to the various institutions within fourteen (14) days of the receipt of such correspondence.

34. POWERS OF NATIONAL SECRETARIAT

- a. The executive officers named supra shall
 - i) perform such functions and exercise such powers as this constitution may confer on them.
 - ii) hand over within **21 days** after the elections of new officers
- b. They shall be responsible for the drafting and implementation of policies.

35. PROTECTION OF UNION OFFICERS:

The Union shall, protect and defend the Union officers at all times against any unjust action from whatever authority, within or without the Union, in so far as the actions of the said officer(s) are deemed to be in conformity with the letter and spirit of this constitution.

CHAPTER FOUR

NUGS BLOCS

36. UNION BLOCS

- a. There shall be NUGS Blocs created on the basis of well-defined institutional or Regional borders.
- b. All member institutions from the said blocs shall automatically have the right to participate in all the activities of the Bloc.

37. FUNCTIONS OF A BLOC

A Bloc shall

- a. have the right to prepare motions and implement policies connected to developments within their bloc.
- b. liaise with the National Secretariat and assist in the implementation of decisions taken by NUGS.

38. LIMITATION OF A BLOC

Unless otherwise stated, no Bloc shall have the power to negate the right of any individual/member institution to propose motions at any time for consideration and adoption.

39. COMPONENT NUGS BLOCS:

- a. The following Blocs shall exist:
 - i. The Universities Bloc:- This comprises all Universities and University Colleges (Public and Private), hereinafter referred to as USAG
 - ii. The Professionals Bloc:- This comprises all specialized professional Institutions (public and private) hereinafter referred to as GUPS
 - iii. The Polytechnics Bloc:- This comprises all Polytechnics (public and private) hereinafter referred to as GNUPS
 - iv. Pro-Tertiary Bloc:- This comprises Senior Secondary, Commercial, Vocational, Technical and any other pre-Tertiary Schools hereinafter referred to as RSRC
 - v. The Teacher Training College hereinafter referred to as TTAG
 - vi. Post-graduate students in both private and public Institutions hereinafter referred to as GRASAG

Congress shall have the sole mandate of ratifying a new bloc.



CHAPTER FIVE
DUTIES OF OFFICERS

40. PRESIDENT

The NUGS President shall;

- a. Be the chief spokesman and the Executive Officer of NUGS
- b. Direct and manage in a disciplined manner the day to day activities of NUGS.
- c. Preside over all meetings of NEC and CC.
- d. In the event of any legal suit being preferred against the NUGS, shall represent the Union.
- e. Authorize all expenditure of NUGS.
- f. Be the Principal signatory to all NUGS' accounts i.e. Cheques, vouchers, payment orders etc
- g. Have a casting vote at all meetings
- h. Authenticate all correspondence of the Union; counter-signed by him.
- J. Be accountable to NEC, CC and Congress.

41. GENERAL SECRETARY

The General Secretary shall:

- a. Keep true and correct records of all proceedings and resolutions of NEC and CC
- b. Act for the National President in his absence, or when so directed by the President.
- c. Do any work assigned him/her by CC, NEC or Congress
- d. Be accountable to NEC, CC and Congress.

42. TREASURER

The Treasurer shall:

- a. Be the custodian of the Union's money.



- b. Within 72 hours place all money received on behalf of the Union in the NUGS Account.
- c. Disburse monies, as NEC may direct, subject to the approval of CC
- d. Keep true records of all financial transactions of the National Secretariat
- e. Present to the CC statement of Accounts at the end of every scheduled meeting.
- f. Be accountable to NEC, CC and Congress.

43. COORDINATING SECRETARY

The Coordination secretary shall

- a. Keep true records of all proceedings of the Union.
- b. be the custodian of the archives and all important documents at all levels
- c. Coordinate the day to day implementation of the decisions of CC, NEC, and other committees of NUGS as directed by the President or NEC.
- d. Carry out duties that may be assigned to him by a body of the union.
- e. Submit the Union's reports to NEC and CC at its sitting.
- f. be accountable to the National President coordinate the activities of all the secretarial officers with the exception of the President, Secretary and the Treasurer.

44. PRESS AND INFORMATION SECRETARY

The Public Relations Officer shall

- a. be the Editor-in-chief of the NUGS magazine
- b. In consultation with the President, be responsible for the publication of the newsletter, commemorative posters and solidarity campaigns.
- c. Work towards a more solid relation between students and the people of Ghana.
- d. Work on any other issues(s) that may be directed to it by the bodies of the Union.
- e. In consultation with the President and the Administrative Officer be responsible for the writing of the President's speech and any other documents
- f. Be accountable to the NEC, CC and Congress.

45. EDUCATION AND DEMOCRATIZATION SECRETARY

The Education and Democratization Secretary shall:

- a. Educate the student - body and the general public on the educational rights of Ghanaians and the need for educational Policy Reforms.
- b. Concern himself with facts and figures from various institutions and bodies concerned with education or any information that may be necessary for advocating the rights of students.
- c. Investigate all sensitive issues on student welfare (strikes, demonstrations, staff accommodation transportation, etc) and present a report on these to the Central Committee through the coordinating secretary so that positive action could be taken on the matter.
- d. Be accountable to the National President and NEC.

46. WOMEN'S COMMISSIONER

- a. There shall be a Women's Commission headed by the Women's Commissioner.
- b. The Commission shall
 - i. harness the intellectual capacity of female students with a view to sharpening them as tools for the solution of the problems of the female students.
 - ii. serve as a focal point on the campuses of the component institutions of NUGS for the dissemination and distillation of view points on the problems of female students and their consequent solutions
 - iii. support female students in all their emancipatory endeavor
 - iv. serve as a link between female students and other female groups both inside and outside the country with a view to sharing ideas and strategies in women's issues.
 - v. offer a common front for monitoring discriminatory and unfair practices against female students with a view to seeking redress in appropriate cases.



- vi. inculcate in female students a sense of belongingness and active participation in student governance and other related campus activities.
- vii. undertake any other activities or functions specified by Congress, Central Committee or National Executive Committee.

c. The Women's Commissioner shall be accountable to NEC, CC and Congress.

47. FINANCIAL CONTROLLER:

The Financial controller shall:

- a. Be the custodian of all the Union's financial books.
- b. Maintain a sound financial system in the National Secretariat
- c. Prepare Annual and Quarterly Accounts for the Union
- d. Account for all monies coming into the Union and all monies going out of it.
- e. Responsible for undertaking and organizing fund-raising activities for the Union.
- f. Take custody of all physical assets of the Union
- g. Collect / receive all dues from the member institutions

48. PROGRAMMES AND PROJECTS SECRETARY

The secretary for programmes and projects shall:

- a. In consultation with NEC, prepare the setting for meetings and shall be in charge of refreshment, boarding, lodging, entertainment and the general welfare of officials, guests and members subject to the approval of NEC.
- b. Organize domestic programmes such as students' voluntary work camps, sports, tourism and general entertainment
- c. Be accountable to NEC, CC and Congress.

- d. Concern him/herself with all matters directed to him/her by the National Executive Committee, or the NUGS Congress
- e. Develop and promote proposals for sponsorship for various projects and programs that NUGS may embark upon.
- f. Be accountable to the National President and NEC

49. INTERNATIONAL RELATIONS OFFICER

- a. The International Relations Officer shall:
 - i. Ensure the dynamism factor in the relations between NUGS and bodies like AASU, the IUS, WASU and all other fraternal organizations abroad.
 - ii. Regularly publish releases on NUGS' stand on International relation and issues. This shall be done in consultation with the President and PRO.
 - iii. Work to assist students to secure passports, Identity Cards, and other documents that may facilitate their activities both within and out of Ghana by the consent of the President and final approval by NEC
 - iv. be accountable to NEC, CC and Congress
- b. Signatories to such releases in clause (a) (ii) supra shall be the President and the International Relations Officer.

CHAPTER SIX
COMMISSIONS AND BOARDS

50. NUGS COMMITTEES

- a) NUGS shall have the following Committees;
- Judicial Board
 - Electoral Commission
 - Vetting Committee
 - Finance Committee
 - Audit Committee
- b) Subject to this Constitution, all of the Committees shall be formed and approved at the last sitting of the CC before Congress
- c) There shall be ad-hoc committees tasked for specific purposes as given by this constitution or per its terms of reference as stated by CC.
- d) Notwithstanding the clause (c) supra, National Officers shall form Local Organizing Committee to aid them in the organization of programmes
- e) Subject to this Constitution the Composition of each committee shall not exceed 5 persons including the Chairperson unless otherwise stated.
- f) Committee members shall choose their own chairperson's.
- g) Without prejudice, standing committees shall comprise of at least one person from a member bloc.

51. THE ELECTORAL COMMISSION

- a) There shall be an independent Electoral Commission financed from the NUGS' accounts.
- b) The Electoral Commission shall be established at the last CC before Congress for the purposes of coordinating elections.
- c) The Electoral Commission shall stand dissolved at the end of Congress.

52. COMPOSITION OF THE COMMISSION

The Commission shall comprise of a Commissioner, Deputy Commissioner, Secretary and 4 Other Members



53. POWERS OF THE COMMISSION

The Electoral Commission shall

- a) be responsible for the conduct of all voting procedures at Congress
- b) make rules not inconsistent with this constitution to govern the conduct of NUGS elections.
- c) Represent the Union on all platforms on elections

54. JUDICIAL BOARD

- a) There shall be a Judicial Board of NUGS.
- b) Members of the Judicial Board shall be appointed by the President in consultation with the National Secretariat and NEC with approval from CC.
- c) The chairperson of the Judicial Board shall be appointed by the President.
- d) A member of the judicial Board shall not be liable to any action or suit for commission or omission by him in the exercise of judicial power
- e) Members of the Judicial Board shall be present at CC meetings.
- f) The Board stands dissolved after Congress

55. INDEPENDENCE OF THE BOARD

In the exercise of its functions the judicial Board shall be subject to this constitution only and shall not be subject to the control and direction of any person or authority.

56. ASSISTANCE TO THE BOARD

All students shall accord the Judicial Board such assistance as it may reasonably require protecting its independence, dignity and effectiveness.

57. JURISDICTION OF THE BOARD

The judicial Board shall have jurisdiction in:

- a) All matters relating to the enforcement or interpretation of this constitution
- b) All matters arising as to whether a resolution was made or, authority has acted in excess of the powers conferred on it by this constitution or any other provision made there under.

- c) All matters relating to elections under this constitution,
- d) Impeachment proceedings against any member of the Executive Council.
- e) A dispute amongst component institutions or blocs of NUGS.

58. DUTIES OF THE BOARD

The Judicial Board shall

- a. have power to give advisory opinions to the executive council or other committee of CC on any legal issues on request.
- b. make the constitution accessible to the NUGS members at any time
- c. make copies of the constitution available to Ghana Library Board, Ministry of Education and any other appropriate quarters.

59. DECISION OF THE BOARD

- a) The decision of the Judicial Committee shall be binding on all individual members and bodies of NUGS.
- b) The Judicial Committee shall be bound to give written reason(s) for its decisions copied to all parties involved.
- c) Subject to this Constitution, a member may ask for a review of the Judicial Committees decision within 72 hours after declaration
- d) Upon review, NEC shall appoint additional 2 members

60. VETTING COMMITTEE

- a) Without prejudice to any provision in this constitution, any student aspiring to any position shall be subjected to a vetting by a 7 member committee formed by NEC with the approval of CC before congress.
- b) The Vetting Committee shall not be subjected to the instruction of any person or body in the performance of its duties.
- c) It shall be responsible for ensuring that candidate(s) for any election under this constitution, satisfy the requirements provided for in this constitution or regulations as may be set out by the Electoral Commission
- d) It shall recommend or nullify a person's candidature after Vetting based on justifiable grounds.
- e) Vetting results shall be declared before Congress

- f) The Vetting Committee shall submit a confidential report to the Judicial Board after the performance of its duties.
- g) A candidate affected by a Vetting Committee's decision shall have **48 hours** within which to appeal to the Judicial Committee.

61. FINANCE COMMITTEE

- a) There shall be established a Finance Committee.
- b) The Finance Committee shall comprise of;
 - i) the National treasurer as Chairperson
 - ii) Financial Controller as Secretary and
 - iii) Bloc Treasurers
- c) The Finance Committee shall be responsible for the implementation of the Unions Financial Policy.

62. AUDIT COMMITTEE

- a) There shall be a 7 Member Audit Committee formed by NEC and approved at the Last CC before Congress.
- b) The accounts of NUGS and all Committees, Commissions and Boards established under this constitution or by a resolution of NEC, CC or Congress shall be audited and reported by the Board to Congress.
- c) For the purpose of Clause (I) of this article, the Audit Board shall
 - i) have access to all books, records, returns and other documents relating to financial transactions or that may be relevant to those accounts.
 - ii) have the power to subpoena any person including members of the executive council through the judicial committee to appear before it.
- d) The findings of the Committee shall be communicated to Congress.

CHAPTER SEVEN

ALLIED BODIES

63. THE LOCAL NUGS SECRETARIAT

- a. There shall be local branches of NUGS on the campuses of all the component institutions which shall be called the Local NUGS Secretariat and deemed part of the SRC of the institutions
- b. The Secretariat shall comprise the Local NUGS President, the Local NUGS Secretary, the Local NUGS Treasurer and one (I) other person who shall be appointed by the Local NUGS President in consultation with the Secretary and treasurer.
- c. The Local NUGS Executive and the Chairperson of the Women's Commission shall be elected in accordance with the SRC Constitution of the particular institution which shall be in conformity with the letter and spirit of this Constitution

64. DUTIES OF LOCAL NUGS SECRETARIAT

The Local NUGS Secretariat of member institutions shall;

- a. serve as a liaison between the SRCs and the National Secretariat
- b. be accountable to their respective SRC and NUGS
- c. make all correspondence of NUGS public for students' consumption
- d. attend all meetings of the RSRC as a full member without voting right and shall report duly to NEC.
- e. assist in the organization of the Regional NUGS Bloc in their respective Educational Zones

65. REGIONAL NUGS BLOC

- a. There shall be a Regional NUGS Bloc in every region of Ghana.
- b. The Local NUGS Executives of all member institutions shall assist in the organization of the Regional NUGS Bloc in their various administrative regions.

66. COMPOSITION OF REGIONAL NUGS BLOC

This Bloc shall be made up of Council of School representatives of member Institutions of NUGS in a particular region.

67. POWERS OF REGIONAL NUGS BLOC

- a. The President of each Regional NUGS Bloc shall attend meetings of the Central Committee as full members
- b. Subject to this Constitutions Regional NUGS Bloc shall have their constitutions.
- c. The powers of a Regional Bloc shall be limited to its region only.

68. NUGS DELEGATIONS/REPRESENTATIVES

- a. NEC shall elect or appoint delegations to any conference, seminar or projects to which NUGS has been invited
- b. Delegates shall present a written report after their return from the conferences, seminar/project to NEC for onward submission to CC.
- c. The CC shall then cause copies of such reports to be issued to member institutions after considering and accepting such reports.

69. NUGS OFFICIAL DELEGATES

- a. NUGS shall elect a candidate to represent the Union to any body of which NUGS has representation.
- b. NUGS representatives on International bodies shall serve a maximum term of office as allowed by the constitution of that body and such officer(s) shall not be eligible for re-election after serving the maximum term.
- c. CC has power to review annually that officer's performance on that body and to make recommendations for his/her efficient performance or otherwise.
- d. NUGS representatives on External Bodies shall send written reports covering activities to CC every three months through NEC.
- e. CC shall then cause such reports where appropriate to be reproduced and distributed to member institutions.



CHAPTER EIGHT

ELECTIONS AND REMOVAL OF OFFICERS

70. QUALIFICATION FOR ELECTION

- a) Aspirants contesting for the position of National President, National General Secretary, National Treasurer and Education and Democratization Secretary shall be full-time students of member institutions who have completed at least one academic year and have one more academic year to complete their programmes of pursuit.
- b) Notwithstanding the clause (a) supra post graduate students shall be allowed to contest.
- c) Subject to this Constitution all other National Officers shall hold their positions as National Service Persons.
- d) The Public Relation Officer shall have a Public Relations background.
- e) Financial controller shall have Accounting background

71. GROUNDS FOR DISQUALIFICATION

A person shall not be qualified to stand for a National Executive position if he-

- i) has been convicted under any crime in Ghana
- ii) has been declared or involved in any financial misappropriation
- iii) is of an unsound mind
- iv) has a low moral standard.
- v) has been found by any committee of enquiry to be incompetent to hold any office and the findings have not been set aside on appeal or judicial reviews. or
- vi) has once been removed from any student office of the institutions under the union

72. NOMINATION

Aspiring Candidates shall be nominated by their institutions and seconded by five (5) CC members from separate institutions from different blocs

73. REGULATIONS GOVERNING ELECTIONS

- a) The Electoral Commissioner shall
 - i) compile an electoral register
 - ii) make rules for the conduct of elections and publish it to Congress at least 6 hours before voting starts.
- b) Where necessary, Congress shall formulate additional electoral by-laws
- c) Aspirants shall have written copies of both documents within the supra time frame before voting.

74. VOTING

- a) Voting shall be by Secret ballot.
- b) A person shall be considered as duly elected by simple majority.
- c) An unopposed candidate shall have fifty percent plus one of the valid vote cast.
- d) The electoral commissioner shall re-open nomination upon the unfulfillment of the clause (c) supra.
- e) In the event of the same candidate being returned unopposed for the second time, he/she shall be deemed duly elected

75. DECLARATION OF ELECTION RESULTS

- a) The Electoral Commissioner shall declare provisional electoral results within two (2) hours after the end of voting
- b) Notwithstanding the clause (a) supra, the electoral commissioner shall inform Congress of the reasons for the delay.

76. CHALLENGING OF ELECTION RESULTS

- a) A person may challenge the results of an election at least within 3 hours after the declaration of the provisional electoral results in respect of which the petition is presented.
- b) The EC shall proceed to declare the unchallenged results after the supra time.
- c) The challenge must be in a form of a petition addressed to the Judicial Committee Chairman.
- d) The Judicial Committee Findings shall be made known to congress within three (3) hours after the petition had been received by its chair.
- e) A declaration of Judicial Committee shall be binding without prejudice to anyone.

77. RIGHT TO VOTE

- a) Subject to the clause below, an accredited delegate of a member institution shall have a right to vote.
- b) An accredited delegate shall bear the Official ID Card of the member institution before he is allowed to vote.
- c) Notwithstanding clause (b) supra, an accredited delegate shall produce an identification note from his institution authorities in case of no official ID Card.

78. RESIGNATION OF AN OFFICER

- a) An executive officer, except the President, may resign from office by writing under his hand addressed to the President and copied to Judicial Committee at least 2 weeks before the commencement of his resignation.
- b) The President shall notify NEC and CC.
- c) CC shall within 4 weeks upon the receiving such notice elect a substantive officer to act in the vacant position.

79. RESIGNATION OF A PRESIDENT

- a) The President may resign from office by notifying JC at least 3 weeks before Resignation take place.
- b) The JC shall notify the Secretary to convey an emergency CC meeting within 4 weeks upon receiving such notice.
- c) CC shall within 4 weeks upon the receiving such notice elect a substantive officer to act in the vacant position.

80. EN-BLOC RESIGNATION

A day's Congress shall be organized within 4 weeks of notice to fill vacancies for en-bloc resignation of Executive officers.

81. VACANCY OF OFFICE

- a) An office shall be considered vacant if any officer;
 - i) suffers a vote-of-no-confidence
 - ii) vacates his/her post for 21 working days without official notice;
 - iii) resigns from office, dies or is incapacitated by ill-health from performing his/her functions
- b) The President shall notify NEC and CC.
- c) CC shall within 4 weeks upon the receiving such notice elect a substantive officer to act in the vacant position.

82. GROUNDS FOR REMOVAL FROM OFFICE

An executive officer shall be removed from office if he is found

- a. to have acted in violation to his Oath of office,
- b. to have conducted himself/herself in a manner which brings or is likely to bring any office of the Union into disrepute, ridicule or contempt, or
- c. to have conducted himself or herself in a manner which is prejudicial or inimical to the interest of the members of the Union;
- d. to have acted contrary to the spirit and letter of this constitution
- e. to be incapable of performing the functions of his or her office by reason of infirmity of body or mind
- f. to be inefficient or negligent in the discharge of his duties

83. PROCEDURE FOR REMOVAL FROM OFFICE

- a) For the purpose of the removal from office of an executive officer, a notice in writing-
- i) signed by not less than one-third members of CC and
 - ii) stating that the conduct or the physical or mental capacity of the officer to be investigated on grounds specified supra.
- shall be given to the Judicial Committee Chairman who shall notify all member institutions.
- b) The notice referred to in the clause above shall be accompanied by a statement setting out in detail the facts, supported by the necessary documents on which the removal is sought.
- c) The Judicial Committee shall within 2 weeks add its independent opinion to the facts as to its merits or otherwise.
- d) The President shall convey a CC meeting within three weeks after the submission of the Judicial Committee's independent report.
- e) In the case of the President where the notice by the JC shall specify the venue amongst other things for the meeting,

84. IMPEACHMENT PROCEEDINGS

- a) On impeachment, CC shall be chaired by the Judicial Committee Chairman.
- b) For the purposes of impeachment CC shall validly constitute upon the presence of not less than two thirds of CC members.
- c) CC shall hear the facts of the allegations given due recognition to the rules of natural justice.
- d) An officer ceases to hold office upon the approval of seventy percent of CC members present at the sitting.
- e) CC shall appoint an individual to act in such a capacity until a substantive officer is elected.

85. RETURN OF THE UNION'S ASSET

- a) Any officer of the Union who resigns, vacates or is removed from office shall properly hand-over all Union's assets in his possession within 48 hours.
- b) NEC shall use all legal means to retrieve upon the fulfillment of clause (a) supra

**CHAPTER NINE
FINANCE AND AUDITING**

86. THE NUGS ACCOUNT

- a) NUGS shall operate a bank account, herein referred to as the NUGS Account.
- b) Signatories to the accounts shall be the National President, Financial Controller and the Treasurer.
- c) The National President shall be the Principal-Signatory to the NUGS Account.
- d) Notwithstanding clause (c) supra, in case of emergency the 2 other signatories may sign for amount in consultation with the President.
- e) Any two (2) of the signatories including the Principal Signatory may sign at any time for any amount

87. FINANCIAL POLICY AND BUDGET

- a) The Finance Committee shall submit a Financial Policy to NEC at its first sitting after Congress for approval.
- b) The National Executive Officers shall submit its annual budget to CC at its first sitting after Congress for approval.
- c) NEC shall determine the maximum amount that the co-ordination secretary and the Financial Controller may keep as imprest
- d) The disbursement of funds shall be subject to the approval of CC.
- e) A comprehensive written Financial Statement of expenses by the Finance Committee shall be submitted and presented to CC and Congress at each sitting.
- f) None conformity to the clause supra constitute a ground for removal from office or any appropriate sanctions meted out to the person or group of person concerned.

88. AUDITING

- a) A Financial Statement shall be submitted to the Audit Committee.
- b) Notwithstanding clause (a) supra CC may recommend for External Auditors to audit the Union's Account.
- c) Officers who may be adversely affected by the Audit Reports shall within fourteen (14) days make attempt and within twenty-one (21) days pay-off.
- d) Failure to do that, the Union shall adopt all possible legal means to retrieve the money.

89. DUES

- a) Annual Dues as determined by Congress shall be paid by members and sent to the National Fund by member institutions.
- b) Every student of a member institution shall pay dues to the Union.
- c) Such contributions shall be internally collected about the same way as SRC dues and forwarded to the National Fund by the component institutions
- d) Congress or CC may impose special levy on member institutions as and when necessary.
- e) Dues shall be paid into National Fund at least within **Ten (10) weeks** from the start of the local academic year.
- f) An institution shall lose its voting rights at all NUGS meeting and election upon non-compliance with clause (d) supra.
- g) CC shall determine a further penalty for members who default.

90. DONATIONS

- a) NUGS may receive voluntary contributions from anybody or bodies provided that such contributions have no conditions, which are contrary to the aims and objectives of NUGS attached to them.
- b) CC may decide to raise funds from any source(s) subject to the qualifications made

91. PAYMENT TIME FRAME

All financial contributions by member institutions, donations and other amount as may be derived from any venture undertaken by NUGS shall be paid into the National Fund within 72 hours above.

CHAPTER TEN

AMENDMENT OF THE CONSTITUTION

92. CONGRESS BY-LAW

Subject to the provisions of this Constitution, Congress may, by a by-law amend any provision of this Constitution.

93. NON-ENTRENCHED PROVISION.

- a) A proposal for an amendment by-law shall be sent to member institutions at least two weeks before Congress.
- b) The President shall be notified of the proposal of an amendment by-law at least three weeks before Congress.
- c) The President shall notify the Secretary to make the amendment by-law proposal part of the agenda of the Congress meeting.
- d) Congress shall discuss the amendment by-law proposal to consider the merits of it.
- e) An amendment by-law shall take effect by an **affirmative simple majority** of Congress.

94. ENTRENCHED PROVISIONS

- a) The following are entrenched provisions; Chapter One, Three, Five, Six, Seven and Eight.
- b) A proposal for an amendment of entrenched provision shall be sent to member institution at least one month before CC meeting.
- c) The proposal for entrenched provision amendment, before CC considers it, shall be sent to NEC for its advice.
- d) CC shall set up a five member committee to embark on the amendment.
- e) The amendment committee shall submit its report to Congress.
- f) The amendment shall be subjected to debate by Congress with the necessary inputs made.
- g) The final draft of amendment shall be submitted to Congress.
- h) The amendment shall take effect after two-thirds members have voted YES in approval.

MISCELLANEOUS**95. INDEMNITY:**

Workers and officers of the NUGS shall be indemnified out of the assets and funds for the NUGS against any legal or other liabilities as may be incurred in a legitimate and legal execution of their duties as assigned them under this constitution on behalf of the Union.

96. STANDING ORDERS

Congress, CC and any committee shall be guided by the Union's standing orders as provided for in schedule 2 for all their business.

97. NUGS CELEBRATION

- a. The NUGS Year begins after swearing in of new officers.
- b. 15th May, shall be the National Student's Day.

98. INTERPRETATION

In this Constitution unless the context otherwise requires-

"AASU" means All African Students Union

"Academic year" includes Academic term, Semester

"Accredited" means a person or institution that has satisfied his entire financial mandate guaranteed by this Constitution.

"Article" means an article of this Constitution

"By-law" means a rule made by CC.

"CC" means Central Committee

"Clause" means a clause of this Constitution

"Committee" is inclusive of Boards, Commission and Panel.

"Days" means Ordinary Days.

"Delegation" includes participants and Representatives

"Functions" includes powers and duties

"GNUPS" means Ghana National Union of Polytechnic Students

"GRASAG" means Graduate Students Association of Ghana



"GUPS" means Ghana Union of Professional Students

"He" is inclusive of a female

"JC" means Judicial Committee.

"Judgment" includes a decision, an order, or decree of the Judicial Committee

"Last CC" means last Central Committee meeting before Congress.

"National Fund" means the NUGS Bank Account.

"Member Institution" means an educational institution ratified under NUGS

"NEC" means National Executive Council

"NUGS" means National Union of Ghana Students

"RSRC" means Regional Students Representative Council

"Sitting" includes a meeting period of Congress, CC and NEC

"SRC" means Students Representative Council

"TIAG" means Teacher Trainees Association of Ghana

"USAG" means University Students' Association of Ghana

"WASU" means West African Students' Union

"AASU" means All Africa Students Union

99. HANDING OVER CEREMONY

- a. The outgoing Executive shall collectively be responsible for the organization of the inaugural ceremony of the Union.
- b. Both the In-coming and outgoing Presidents or their representative shall address the gathering.
- c. Subject to clause (b) supra in the absence of the Outgoing Executive, the steering committee shall perform the above inaugural functions.

FIRST SCHEDULE

TRANSITIONAL PROVISIONS

1. This Constitution shall come into effect on 6th April 2008.
2. Notwithstanding anything in this Constitution, the persons duly elected as National Officers of NUGS at the Annual Congress preceding the coming into force of this Constitution shall be taken to have been duly elected and shall assume office for the purpose of this Constitution.
3. The CC and NEC before the coming into force of this Constitution shall be deemed to be the CC and NEC under this Constitution
4. Notwithstanding the provisions of this Constitution, Committees for 2008 Congress shall be done pursuant to conventions and rules of the former constitution.

SECOND SCHEDULE

STANDING ORDERS

A. VOTING

- 1) Voting shall be casted by accredited delegates only. Each accredited delegate shall be entitled to one vote only.
- 2) There shall be no voting by proxy.
- 3) In voting, motions shall be carried by a simple majority of delegates present and voted, unless otherwise stated by the Constitution or the Standing Orders.
- 4) a) The casting of vote shall be in the following order:
 - i. For the Motion
 - ii. Against the Motion
 - iii. Abstentions
- b) If the number of votes for and against are equal, the Chairman shall exercise a casting of vote.
- 5) Observers shall have no voting right.
- 6) Delegates abstaining shall be considered as non - voting.

B. ALLOCATION OF WORKING PAPERS/TERMS OF REFERENCE

- 1) All delegates, accredited observers and invited guests shall participate in all deliberations of the plenary sessions and the working committees
- 2) a) At the beginning of the working session, each committee shall have the right to adopt the working papers before, and begin to work on them. However, a motion can introduce any relevant item on the agenda for discussion.
 - b) Each committee may assign an item on the agenda to a sub-committee if it deems fit.
- 3) Legislation of committees shall be ratified by the plenary session.

C. MOTIONS

- 1)
 - a) All accredited delegates shall have the right to file motions
 - b) No motion or amendment shall be opened for discussion until it has been amended
 - c) All accredited delegates can second motions
 - d) Accredited observers can file motions only when such motions are seconded by five (5) accredited delegates from five separate institutions
 - e) Two (2) observers may however second a motion filed by a delegate
- 2) All motions should be submitted in writing to the Chairman and must be heard at all times.
- 3) In the event that the motion has no seconder, the mover shall be given two (2) minutes to speak on the motion in order to get a seconder. Failure to get a seconder would cause the motion to be disregarded.
- 4) No matter shall be discussed until it concerns an approved subject on the agenda, except with the permission of the house,
- 5) A motion shall only be opened for discussion or amendment only when the mover and seconder have spoken on the motion.
- 6) After the mover and seconder of the motion have spoken, the Chairman shall invite other speakers in the following order;
 - i. For the Motion
 - ii. Against the Motion
- 7) The mover of the motion shall then have his right of reply which closes debate on the subject matter
- 8) Votes are then casted on the motion to arrive at a decision.
- 9) Discussion on a motion (including amendments) may however be curtailed in time by a Procedural Motion

D. AMENDMENTS

- 1) No amendment shall be moved which by the Chairman's ruling rescinds, negates or destroys the original motion.
- 2) No other amendment shall be moved until the first amendment has been disposed off, but notice of further amendments may be given.



- 3) If an amendment be rejected, other amendments may be moved on the original motion, if an amendment be carried, the motion as amended shall be the question about which any further discussion may be made, or upon which the final vote is taken.
- 4) An amendment, like a motion must be moved, seconded and discussed.

CONDUCT OF MEETINGS

- a. A speaker shall direct his speech strictly to the motion or amendment under discussion. If no definite motion or amendment before the meeting, the speaker shall direct his speech strictly to the point of the Agenda under discussion. Every member shall address the house and the chair appropriately before speaking.
- b. No member shall be allowed to speak more than once on a subject as long as a member who has not spoken on that subject desires the floor. No member shall speak more than ten (10) minutes at one time without permission of the chair.
- c. The Chairman shall interpret the standing orders, subject to the approval of the House. He shall be free to take part in all decisions.
- d. Any or more standing Order(s) may, in case of urgency, or after notice duly given, be suspended or changed at any meeting so far as regards business at the particular meeting provided that there is a two-third (2/3) majority in favour.
- e. If the motion "That the motion be now put" 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 vote.
- f. If the motion "Limit debate to a certain specific time period" is carried, the Chairman shall draw up a list of those wishing to take their first speech as the subject and allow each one an equal proportion of the specific period. The proposer shall be allowed a maximum of five (5) minutes to run up before the original motion is put to vote.

INTERVENTIONS

- g. In addition to discussion on a motion, the Chairman shall allow the following points of order of presidencies:-
- i. Point of Order.
 - ii. Point of correction
 - iii. Point of information
- h. A point of order must be heard at all times and the Chairman shall give his ruling before the issue is further discussed. Points of order shall deal with the conduct of procedure of the debate. The member rising to put the point of order shall prove one or more of the following:
- i. That the speaker is travelling outside the scope of the issues under discussion.
 - ii. That he/she is using improper language
 - iii. That he/she is infringing upon the Constitution of Standing Order(s)
- i. A point of correction shall be a factual presentation seeking to correct a statement made by the last speaker .It must be strictly related to the subject under immediate discussion.
- j. A point of information is a question or a brief statement of a relevant fact concerning the matter under discussion. It should be directed to either the last speaker or the Chairman,

THIRD SCHEDULE
FORMS OF OATH

NATIONAL EXECUTIVE OFFICERS OATH

I(Name)..... having been elected to the high office of(Portfolio)..... of the National Union of Ghana Students' (in the name of the Allah /Almighty God swear) (solemnly affirm) that I will be faithful and true, and that I dedicate myself to the service and well-being of the students of Ghana; that I will at all times preserve, protect and defend the National Union of Ghana Students'. I further (solemnly swear) (solemnly affirm) that should I at any time break this oath of office, I shall submit myself to the laws of this Union and suffer the penalty for it. (So help me God)

To be administered by the Chairman, Judicial Committee of NUGS or a Lawyer.

THE NATIONAL EXECUTIVE COUNCIL OATH

I (Name)of(Portfolio)having been made a member of the National, Executive Council of National Union of Ghana Students' (In the name of the Allah /Almighty God swear) (Solemnly affirm) that I will bear true faith and I will uphold, preserve, protect the interest of the students of Ghana; and that I will, to the best of my judgment, at all times freely give my counsel and advice to the betterment of the Ghanaian student. (So help me God)

To be administered by the NUGS President.

THE CENTRAL COMMITTEE OATH

Ihaving been made a member of the National Union of Ghana Students' by virtue of my position asof(Institution)(in the name of the Allah /Almighty God swear) (Solemnly affirm) that I will bear true faith and I will uphold, preserve, protect the interest of the students of Ghana; and that I will faithfully and conscientiously discharge my duties as a member of the Central Committee. (So help me God)

To be administered by the NUGS President before CC

THE OFFICIAL OATH

I do (in the name of the Almighty God swear) (Solemnly affirm) that I will bear at all times, work and truly serve the National Union Of Ghana Students (NUGS) having been appointed as ..and that I will uphold, preserve, protect and defend the Constitution of NUGS as by the law established. (So help me God)

To be administered by the NUGS President before Cc.

Made this day, the 6th of April, 2008.



DENNIS ADJEI DWOMOH
CHAIRMAN

CONSTITUTIONAL REVIEW COMMITTEE



KWEKU TUOHO BOMBASON
PRESIDENT

NATIONAL UNION OF GHANA STUDENTS



NUGS