

SRC CONSTITUTION - 2014
Durban University of Technology

PREAMBLE

We, the students of the Durban University of Technology, recognise our diversity and believe that as a student community we need to be united. Further, we affirm our belief in the principles of democracy, non-sexism, non-racism, non-tribalism, anti-xenophobic, equity and freedom as stipulated in the Bill of Rights of the Constitution of the Republic of South Africa, Act No. 108 of 1996. We pledge our commitment to heal the divisions of the past through the establishment of a student community based on the following values:

- Tolerance
- Acceptance of diversity including that of sexual orientation and different physical ability
- Integrity
- Academic freedom
- Co-operative governance
- Rejection of unfair discrimination
- Non-racism and non- sexism
- Ubuntu

Further, we commit ourselves to ensure that this SRC Constitution:

- enhances academic life and promotes academic excellence
- upholds democracy and democratic values
- promotes the mission and vision of the Durban University of Technology
- promotes interaction and communication between the SRC and the student community
- promotes equality in all aspects of student life
- promotes unity
- is implementable through the provision of appropriate support and leadership development programmes for students

INTERPRETATION

In this Constitution, unless inconsistent with or otherwise indicated by the context:

- (a) “**Academic days**” shall mean days during normal term time and excludes Saturdays, Sundays and public holidays.
- (b) “**Act**” shall mean the Higher Education Act, 1997 (Act No. 101 of 1997) as amended.
- (c) “**Campus**” shall mean, depending on the context in the text, either the Durban Campus located in the eThekweni Metropolitan Municipality or the Midlands Campus located in the Msunduzi Municipality.
- (d) “**Central Housing Committee**” shall mean headship from House Committees
- (e) “**Club, Society and Organisation**” means all formally organised student formations operating on campus, be they social, cultural, religious, political or otherwise, that are formally recognised by the SRC which is the umbrella body as contemplated in the DUT Statute.
- (f) “**Constitution**” means the SRC Constitution set out in this document.
- (g) “**Council**” means the Council of the University as defined in the Act and the DUT Statute.
- (h) “**Dean of Students**” means the member of the Management team responsible for the student services portfolio.
- (i) “**DUT**” means the Durban University of Technology.
- (j) “**DUT Statute**” means the Statute of the University published in terms of the Act by Government Notice No. 43 of 20 January 2012 in Government Gazette number 34953 of 20 January 2012.
- (k) “**Faculty Boards**” means Faculty boards of the University as determined by the University from time to time.
- (l) “**Full Council**” shall mean all fifteen members of SRC in a meeting
- (m) “**Institutional Forum**” means the Institutional Forum of the University as defined in the DUT Statute.
- (n) “**Management**” means the personnel responsible for academic and administrative management of the University under the leadership of the Vice-Chancellor.

- (o) “**Manager: Student Governance and Development**” means the person responsible for the portfolio of student governance and development who reports to the Dean of Students.
- (p) “**Month**” means calendar month.
- (q) “**Senate**” means the Senate of the University as defined in the University Statute.
- (r) “**Simple majority**” means fifty (50) percent plus one of the members present at a meeting.
- (s) “**SRC**” means the Students Representative Council formed in terms of the Constitution.
- (t) “**SRC Disciplinary Tribunal**” means the Students’ Representative Council Disciplinary Tribunal as contemplated in rule SR5(2) in the General Handbook for Students
- (u) “**Student**” means any person currently registered as a student for a formal programme approved by University Senate.
- (v) “**Student Governance and Development**” means staff within the Student Governance and Development Department.
- (w) “**Student Parliament**” means the official student assembly of the University.
- (x) “**University**” means the Durban University of Technology.
- (y) “**Vice-Chancellor**” means the Vice-Chancellor of the University as defined in the University Statute and the Act.
- (z) “**Year**” means the University academic year as defined by the University’s academic calendar.

SECTION 1

OBJECTIVES OF THE SRC

1. The objectives of the SRC are to:

- 1.1 Represent students of the University in matters that may affect them.
 - 1.1.1 Provide leadership to student through exemplary leadership, serve the interests of students without partiality, bias, prejudice, discrimination or, preference and shall promote:
 - 1.1.2 Academic excellence and a culture of learning
 - 1.1.3 Democracy
 - 1.1.4 Community service
 - 1.2 Promote unity-in-diversity among students.
 - 1.3 Promote the vision and mission of the University.

SECTION 2

NAME, STATUS AND LOCATION

- 2.1 The official name of the SRC shall be “Durban University of Technology Students Representative Council”.
- 2.2 The official seat of the SRC shall be at the University campus where the majority of students are registered.
- 2.3 The SRC can own assets, but not independently of the University. The SRC shall however, not be capable of disposing or alienating any assets, save for the distribution of funds as contemplated in the Constitution.
- 2.4 The University Council may not delegate or assign such powers and functions as are above in 2.3.

SECTION 3

POWERS AND FUNCTIONS OF THE SRC

- 3.1 The powers and functions of the SRC are contained in paragraph (40) of the University Statues. In accordance thereof: the SRC is the umbrella organisation for all student committees, clubs, councils, societies and organisations, and shall have the power to grant or withdraw recognition of such student committees, clubs, councils and societies as it deems appropriate.
- 3.2 The SRC represents students on the University's structures and in negotiations and interactions with such structures.
- 3.3 The SRC shall, in conjunction with Student Governance and Development, keep accounts of all monies accruing to it in its capacity as representatives of students and allocate funds for student activities in co-operation with recognized clubs societies and organizations.
- 3.4 The SRC shall organise extra mural activities for students in collaboration with relevant stakeholders.
- 3.5 The SRC shall coordinate student involvement in community development projects and student development projects initiated by the SRC.
- 3.6 The SRC shall hold at least one public feedback meeting before the end of each semester
- 3.7 The SRC shall consult clubs, societies and organisations before making decisions that affect these structures.
- 3.8 The SRC shall convey student matters in all general referenda and petitions organized by the students within the rules.
- 3.9 The SRC shall coordinate and supervise the use of student facilities, assets and resources placed under its care and jurisdiction, in conjunction with Management.
- 3.10 The SRC shall avail the SRC constitution to students and market it.
- 3.11 The SRC may issue media statements in respect of any matter relating to students, provided that it shall not intentionally misrepresent facts.

- 3.12 The SRC shall perform such functions and enjoy such privileges as may be specifically conferred upon it by Council.
- 3.13 The SRC is responsible for the preservation of order at students' functions, and ensuring of good conduct at other approved meetings of students.
- 3.14 The SRC shall recommend to Council the rules to determine the conduct of its affairs.

SECTION 4

4.1 COMPOSITION, MEMBERSHIP AND SIZE OF THE SRC

- 4.1.1 The SRC shall consist of 15 (fifteen) elected member as follows:-
- 4.1.2 Voting Members
- 4.1.3 Seven (7) members from the Midlands Campus.
- 4.1.4 Eight (8) members from the Durban Campus.

4.2 The SRC Executive Committee (EXCO) shall consist of the:-

- 4.2.1 President
- 4.2.2 Deputy President
- 4.2.3 General Secretary
- 4.2.4 Deputy General Secretary
- 4.2.5 Treasurer

4.3 Non-voting representatives

- 4.3.1 The SRC shall, in the interests of greater inclusivity and with a view to broadening participation, invite four (4) non-voting representatives to participate and assist the SRC in fulfilling its responsibilities. These representatives shall be from the following structures:

- (i) The Sports Union,*
- (ii) The Central Housing Council,*
- (iii) The Student Faculty Forum,*
- (iv) The Differently-abled Students Association.*

4.3.2 After each full meeting of the SRC Council, a communique will be published on the Student Portal.

SECTION 5

5. RULES FOR ELECTION OF OFFICE BEARERS

- 5.1 A newly elected SRC shall not assume office until formally constituted by the Chief Electoral Officer after the allocation of SRC portfolios.
- 5.2 The Chief Electoral Officer shall convene a portfolio allocation meeting of the elected SRC members within ten (10) academic days after the final election results have been published.
- 5.3 A quorum of 60%, subject to a minimum of two (2) candidates from each campus, shall be required to proceed with the allocation of portfolios.
- 5.4 If there is no quorum, the Chief Electoral Officer shall adjourn the meeting to a later date or time. The candidates present at the start of the reconvened meeting shall constitute a quorum and the allocation of portfolios shall proceed. Candidates not present at the reconvened meeting without valid and acceptable explanation to the Chief Electoral Officer shall forfeit the right to be on the SRC. The Chief Electoral Officer shall then invite the candidates in turn with the next highest number of votes to join the SRC, and if they accept they shall be allocated the remaining positions at a later meeting to be convened by the Chief Electoral Officer.
- 5.5 SRC elected members present at the meeting may nominate other elected SRC members for any portfolio which must be seconded by another elected member present. There shall be no limit to the number of candidates nominated for a portfolio.
- 5.6 Voting shall be by secret ballot and all candidates shall have the right to vote, including those who have been nominated.
- 5.7 Each candidate shall have one vote in respect of each portfolio available on the SRC

- 5.8 A candidate shall need a simple majority of all votes cast in order to be elected to a position.
- 5.9 In the event of a tie, the Chief Electoral Officer must call for a revote, should there still be a tie this will be resolved through a by lot.
- 5.10 The newly constituted SRC shall be formally sworn-in as per section 8, subsection 8.3 of this constitution.
- 5.11 The President must be from the majority campus and the Deputy President must be from the minority campus.
- 5.12 The General Secretary must be from the minority campus and the Deputy General Secretary must be from the majority campus.
- 5.13 The Treasurer must be from the majority campus.
- 5.14 The other members of the SRC shall be allocated the following portfolios through voting:
- 5.15.1 Sports and Recreation officers (X2). One shall be from the Durban Campus and the other from the Midlands Campus.
- 5.15.2 Education and Transformation officers (X2). One shall be from the Durban Campus and the other from the Midlands Campus.
- 5.15.3 Social and Welfare Officer (X2). One shall be from the Durban Campus and the other from the Midlands Campus.
- 5.15.4 Projects officer (X2). One shall be from the Durban Campus and the other from the Midlands Campus.
- 5.15.5 Organisations & Accommodation Officer (X2). One shall be from the Durban Campus and the other from the Midlands Campus.
- 5.16 Allocation of office bearers to University Committees
- 5.16.1 After the allocation of portfolios, SRC allocation to committees as far as practically possible will be as follows:
- 5.16.2 The President and Secretary shall be allocated to Council and also to the following committees: - Senate with an addition of a post graduate student, if with

addition of two members from the Executive Committee, EXCO, Senex and Finance Committee.

- 5.16.3 The President and Deputy President, Deputy Secretary and the Organisations & Accommodation Officer shall be allocated to the Student Services Board.
- 5.16.4 The Treasurer General and the Media and Publicity Officer shall be allocated to the Fees and the Financial Aid Committees.
- 5.16.5 The Sport and Recreation Officers (x2) and the Social and Welfare Officers shall be allocated to Safety/Health and Environmental Committee as well as to the HIV/AIDS Committee.
- 5.16.6 The Education and Transformation Officers (x2) and Projects Officer shall be allocated to the Library Committee.
- 5.16.7 One of the Education and Transformation Officers (x2) and the President shall be allocated to the Vice-Chancellor's Student Appeals Tribunal.
- 5.16.8 The Projects Officer and the Deputy President shall be allocated to the Selection Committee for Executive Managers.
- 5.16.9 One of the Legal, Constitutional and Human Rights Affairs Officers (x2) shall be allocated to the House Committees as well as to the Student Disciplinary Tribunals.
- 5.16.10 Upon the completion of the above allocation to the Committees, the President shall forward the list to the Secretary of Council.
- 5.16.11 The SRC President in consultation with his /her executive may allocate members in respect of new committees, as and when, established by the University.

SECTION 6

6. DUTIES AND FUNCTIONS OF SRC OFFICE BEARERS AND COMMITTEES

- 6.1 The SRC may, in addition to the duties and functions listed below, assign other duties and functions to any of its members.

- 6.2 The SRC may, in addition to the Committees listed below, establish other Committees as and when the need arises, and may co-opt any students with special skills to these Committees.
- 6.3 SRC sub-committees must have Terms of Reference.

Duties of the President

6.4 The President shall:-

- 6.4.1 Chair all meetings of the SRC, the SRC Executive Committee, Annual General Meeting (AGM) and General/Special Mass Meetings of the student body. In the absence of the President the Deputy President shall preside. In the absence of the President and the Deputy President, the members of the affected Committee shall appoint a member from amongst their ranks to preside.
- 6.4.2 Be an ex-officio member of all SRC standing committees.
- 6.4.3 Be responsible for the overall coordination of the duties and functions of the members of the SRC.
- 6.4.4 Together with the Treasurer and General Secretary, be the individual official signatories of the SRC.
- 6.4.5 Be responsible for all international and external affairs of the SRC, including but not limited to liaison with any national organisations with which the SRC has relations.
- 6.4.4 Co-ordinate matters relating to the SRC Disciplinary Tribunal in conjunction with the Office of the Manager: Student Governance and Development.
- 6.4.5 Promote the code of conduct among the SRC members and its Committees, including the Student Parliament

Duties of the Deputy President

6.5 The Deputy President shall:

- 6.5.1 Act in place of the President in his/her absence.
- 6.5.2 Support and assist the President in the coordination of the duties and functions of the members of the SRC.
- 6.5.3 In conjunction with the Deputy General Secretary, be responsible for convening the first Student Parliament.
- 6.5.4 Co-ordinate the affairs and sittings of the Student Parliament.
- 6.5.5 In conjunction with the Deputy General Secretary, prepare the agenda and notices of the Student Parliament.
- 6.5.6 Perform any other duties as may be assigned to him/her by the President, subject to the terms and conditions of the Constitution.

Duties of the General Secretary

6.6 The General Secretary shall:-

- 6.6.1 Be the chief operations and administrative officer of the SRC.
- 6.6.2 Be the chief custodian of all documents of the SRC.
- 6.6.3 Keep the original signed minutes of all proceedings of the meetings of the SRC and ensure that all resolutions are duly recorded in the minutes.
- 6.6.4 Circulate on time, notices, agendas and minutes of all meetings to all members of the SRC.
- 6.6.5 Be responsible for the processing of all correspondence of the SRC with persons or bodies outside the SRC.
- 6.6.6 Manage the process of granting or withdrawal of recognition of clubs, societies and organisations.
- 6.6.7 Be responsible for the circulation of important information both within and outside the SRC.
- 6.6.8 Together with the President and Treasurer, be the official signatories of the SRC

- 6.6.9 Ensure that the duly signed minutes by the relevant Chairperson of SRC meetings are forwarded to the Office of the Dean of Students.
- 6.6.10 Be responsible for the Public Relations of the SRC, ensuring that the SRC cultivates and projects a positive image.
- 6.6.11 In the spirit of collegiality and in conjunction with the President and Organisations and Accommodation Officer, ensure when necessary, to articulate to the media an independent informed voice pertaining to specialized issues that affect them.
- 6.6.12 Issue all notices of the AGM/Mass meeting to the general student body including notice of the first Parliament sitting.
- 6.6.13 In consultation with the SRC President convene special SRC meetings, Student General Mass meetings and Annual General Meetings (AGM).

Duties of the Deputy General Secretary

6.7 The Deputy General Secretary shall:-

- 6.7.1 Deputise for the General Secretary in his/her absence.
- 6.7.2 Support and assist the General Secretary in the administration of the affairs of the SRC
- 6.7.3 Be the Secretary of the Student Parliament, ensuring that the proceedings of the Student Parliament are duly recorded in minutes.
- 6.7.4 Circulate on time, notices, agendas and minutes to all members of the Student Parliament.
- 6.7.5 Ensure that the resolutions of the Student Parliament are communicated to the student body.
- 6.7.6 Perform any other duties as may be assigned to him/her by the General Secretary or by the Executive Committee.
- 6.7.7 Ensure that copies of minutes for meetings subject to the terms and conditions of the Constitution of the Student Parliament are forwarded to the Office of the Dean of Students.

Duties of the Treasurer

6.8 The Treasurer shall:-

- 6.8.1 Be responsible and accountable to the SRC for the finances of the SRC.
- 6.8.2 Convene and chair the Finance Committee of the SRC, ensuring that five (5) of the members on the Committee are selected from students who are registered for finance or accounting related programs.
- 6.8.3 Consult with full SRC council on the draft proposal of the budget drawn up with the Finance Committee for submission to the Student Governance & Development.
- 6.8.4 In conjunction with Student Governance and Development, approve the SRC budget be responsible and accountable to the SRC constituency for the management of the budget of the SRC.
- 6.8.5 Ensure that the finances of the SRC are duly audited and prepared for presentation at the AGM.
- 6.8.6 Ensure that all financial transactions of the SRC and its Committees and substructures conform to the financial rules, policies and procedures of the University.
- 6.8.7 Together with the President and General Secretary be the individual official signatories of the SRC.
- 6.8.8 Present a financial report to the AGM, Student Parliament, and to the SRC whenever required, provided that he/she is given at least seven working days' notice to do so.
- 6.8.9 In conjunction with Student Governance and Development, ensure that funds are allocated only to those clubs, societies and organisations whose plans of action and budgets for the year have been approved by the joint sitting of the SRC and Student Governance and Development.

Duties of the Sports and Recreation Officer

6.9 The Sports and Recreation Officer shall:-

- 6.9.1 Convene and chair the Sports and Recreation Committee of the SRC. The Sports Union non-voting representative member on the SRC shall be a member of the Committee.
- 6.9.2 In conjunction with the Sports Union and the Sports and Recreation Committee, design an action plan for the year for the approval by the SRC.
- 6.9.3 In conjunction with the Sports Union, organise and coordinate all sporting activities under the auspices of the SRC.
- 6.9.4 Cultivate positive relationships between the SRC and the Sports Union
- 6.9.5 Organise recreation activities and entertainment for the student body.

Duties of the Education and Transformation Officer

6.10 The Education and Transformation Officer shall:-

- 6.10.1 Convene and chair the Education and Transformation Committee of the SRC. The Student Faculty Forum observer member on the SRC shall be a member of the Committee.
- 6.10.2 In conjunction with the Education and Transformation Committee of the SRC, design an action plan for the year for approval by the SRC.
- 6.10.3 Be responsible for assisting on academic matters affecting students.
Liaise with Faculty Boards to gather issues that require the attention of the SRC and provide feedback on progress made regarding those issues referred to the SRC.
- 6.10.4 Gather information pertaining to the transformation of the University.
In conjunction with the Office of the Registrar, facilitate programmes and campaigns to educate and inform students about the academic rules of the University.

- 6.10.5 Cultivate positive relationships between the SRC and the student body, lecturers, Heads of Departments and Executive Deans.

Duties of the Social and Welfare Officer

6.11 The Social and Welfare Officer shall:-

- 6.11.1 Convene and chair the Social and Welfare Committee of the SRC. The Differently-abled Students Association observer member on the SRC shall be a member of the sub-committee.
- 6.11.2 In conjunction with the Social and Welfare Committee, design an action plan for the year for approval by the SRC.
- 6.11.3 Promote and protect the welfare of students who do not reside in the University's halls of residence.
- 6.11.4 Investigate and attend to issues that relate to the social development of the student community.
- 6.11.5 In conjunction with the Projects Officer, collaborate with projects that address the challenges among students.
- 6.11.6 Represent the SRC in all matters relating to safety, security and accessibility of buildings to physically-challenged students.
- 6.11.7 Facilitate the initiation and establishment of programmes aimed at educating students about safety and security on and off campus.
- 6.11.8 Facilitate the provision of support to students who are victims, targets and survivors of violence and abuse.

Duties of the Projects Officer

6.12 The Projects Officer shall:-

- 6.12.1 Convene and chair the Projects Committee of the SRC. The Central Housing Council observer member on the SRC shall be a member of the Committee.
- 6.12.2 In conjunction with the Projects Committee, design an action plan for the year for approval by the SRC.
- 6.12.3 Coordinate all projects of the SRC

- 6.12.4 Create awareness amongst students about SRC projects.
- 6.12.5 Identify community outreach programmes or developmental projects to be initiated or supported by the SRC.
- 6.12.6 Forge links to collaborate with development-oriented community based and non-governmental organizations.
- 6.12.7 in collaboration with the Treasurer, fundraise for projects of the SRC.1
- 6.12.8 Submit quarterly reports to SRC secretary to be submitted to Student Governance at the end of term

Duties of the Organisations and Accommodation Officer

- 6.13 The Organisations and Accommodation Officer shall :-
 - 6.13.1 Convene and chair the Organizations and Accommodation Committee of the SRC
 - 6.13.2 In conjunction with the Organizations and Accommodation Committee, design an action plan for the year for the approval by the SRC.
 - 6.13.3 Be the link and point of reference between the SRC and Organisations, ensuring that the SRC cultivates and maintains good relations with clubs, societies and organisations.
 - 6.13.4 Ensure that clubs and societies draw up their respective action plans and budgets for the year for the approval by the SRC.
 - 6.13.5 The Organisations and Accommodations officer shall submit a quarterly report to the Full Council to be submitted to Student Governance and the end of term
 - 6.13.6 Ensure that clubs, societies and organizations submit their quarterly reports to the SRC as required by the SRC constitution.

SECTION 7

MEETINGS

7.1 The SRC shall hold meetings that are limited to the powers as follows:

- 7.1 .1 Ordinary Mass Meetings: only the SRC may call campus based ma meetings and decision taken have to be ratified by Full Council to create balance on both campuses.
- 7.1.2 Special Mass Meetings: is mass meetings that is constituted at the instigation of affiliated constituencies, as opposed to ordinary meetings mass meetings that is called by the SRC and be endorsed by Management.
Only 20% of Student population of Campus students and two thirds of the delegates of the Student Parliament in each campus can only speak to issues on the specific campus. This may include passing a vote of censure, however a successful motion of censure does not result in the dissolution of the SRC, and it only records the displeasure of the majority of students with them. This motion may be aimed at the SRC jointly or severally.
- 7.1.3 Annual General Meeting: this is a compulsory meeting of the SRC to be held before the end of the term of office of the SRC, to account for the SRC plan of action in the particular year.
- 7.1.4 Regular or Special Meeting: this meeting refers to meetings of the full council and the extended representatives. Decisions taken at such meetings are binding to SRC .
- 7.1.5 Full Council: the SRC has the full power to make decisions that are binding on policy matters and overall programme
- 7.1.6 Extended Full Council Meeting: these meetings will have equal powers to an ordinary Full Council Meeting .
- 7.1.7 Campus Council Meeting : whilst SRC is one structure comprising representation from all campuses, SRC can have individual campus based meetings. All decisions derived from an individual campus meeting must be ratified by the Full Council of SRC .
- 7.1.8 Executive Council: acts on behalf of the SRC in urgent matters with subsequent reporting to the Full Council for ratification of decisions.

7.2 Voting at meetings

7.2.1 Voting at meetings shall be by show of hands, except where 50%+1 of those present decide on a different specified form of voting.

7.2.2 In the event of a tie the Chairperson shall have a deciding vote.

7.3 Quorum

7.3.1 The quorum at all meetings of the SRC and its affiliates is 50%+1 of its constituted members.

7.3.2 Where a meeting of the SRC or any of its committees, including the Student Parliament, is called through official and appropriate notification and there is no quorum, the Chairperson must adjourn the meeting and call another meeting within seven (7) days.

7.3.3 The Secretary to give notice of the time and venue of the reconvened meeting to all members of the body concerned and, if this is done, the members present at the start of the reconvened meeting shall constitute a quorum despite any provision to the contrary.

7.4 Annual General Meetings and Mass Meetings:

7.4.1 Annual General Meetings, regular or special meetings, and Mass Meetings, shall be open to all bone fide students of DUT.

7.4.2 The ordinary AGM shall be called by the SRC prior to the end of its term of office to render an account of its finances, and to report on its activities for the year.

7.4.3 The SRC may convene a Special Mass Meeting to consider any matter that it is required to.

7.4.4 Mass meetings can be called at the discretion of the SRC in compliance with the University rules and procedures.

7.4.5 A quorum of five percent (5%) of registered students shall be required at a regular AGM, ordinary mass meeting or special meeting provided that at a mass meeting convened to consider a vote of no confidence motion in the SRC, a quorum of twenty percent (20%) of registered students shall be required.

7.4.5 (a) *Notwithstanding provisions of 7.4.5 above in the event that the scheduled meeting is not quorate another meeting shall be called within 7 working days which will continue with all students present regardless of quorum. This excludes any meeting called for the dissolution of the SRC.*

(b) the quorum for any meeting calling for the dissolution of the SRC shall not be less than 5% of the total registered student body.

7.4.6 Any resolution taken by the simple majority at any mass meeting called by the SRC shall be binding on the SRC.

7.5 Organs of Student Governance

The following shall be organs of Student Governance that will assist the SRC in discharging its responsibility:

7.5.1 The Student Parliament: Will serve as the collective conscious of the student body

7.5.2 Central Housing Committee : Will specifically represent and advocate for students living in DUT residences

7.5.3 Sports Union: Will represent and advocate on issues pertaining to all levels of sports at DUT

7.5.4 Differently abled students association: Will represent and advocate for issues that affect differently abled students

7.5.5 Faculty Forums: Will advise the SRC on academic issues

7.6 Aims and Objectives of Student Parliament

7.6.1 The Student Parliament shall serve as a collective voice of all student sub-structures on campus. The Student Parliament will operate with its own Terms of Reference.

7.6.2 The Student Parliament shall serve to keep the SRC and its sub-structures accountable and transparent and rooted in the principles and values of this Constitution.

7.6.3 The Student Parliament makes recommendations to the SRC on policies and issues.

7.7 SRC meetings

7.7.1 The SRC shall meet at least once every (21) twenty one days except during holidays and examinations. The SRC shall meet at least ten (10) times during its term of office.

7.7.2 The SRC Executive Committee shall meet:-

7.7.2.1 once every two (2) weeks.

7.7.2.2 during emergencies when it is not possible to convene a full SRC meeting, with its decisions being ratified by a full SRC meeting when it does convene.

7.7.2.3 The quorum of the SRC executive shall be three (3) members, provided that not all three (3) are from the same campus.

7.7.3 A quorum of fifty percent plus one (50%+1) shall be required at SRC meetings.

7.7.4 A resolution taken by a simple majority at SRC meetings binds the SRC. In the event of a tie the Chairperson shall have a deciding vote.

7.7.5 The SRC may, when necessary, hold closed meetings at which only elected members shall participate.

SECTION 8

8. TERM OF OFFICE

8.1 The SRC term of office shall be twelve months from the final election results to the next final election results.

8.2 The newly elected SRC may plan their activities for the following academic year and shall only implement these plans in the following academic year when the budget has been made available.

- 8.3 The SRC shall be inaugurated by the Vice-Chancellor (or his/her nominee), in conjunction with the Dean of Students and/or his/her delegate, as soon as practically possible after the portfolio allocations.

SECTION 9

9. ELIGIBILITY

- 9.1 No individual may serve more than two terms, whether consecutively or separately
- 9.2 No student shall be eligible to stand for election unless they obtain a pass of 50% of courses registered for in the previous year, provided it is more than 4 subjects , if it is less than 4 subjects, he/she is required to pass all.
- 9.3 Any student who has been registered for at least one completed semester for a formal programme of study recognised by Senate shall be eligible to stand for election.
- 9.4 Notwithstanding the provisions of 9.3, no student shall be eligible to stand for election if the programme of study for which she/he is registered is not recognised by the Senate
- 9.5 A student may only stand for election on the campus in which he/she is currently registered.
- 9.6 The following shall not be eligible to stand for elections:-
- 9.6.1 A student who has been found guilty of an offence by any of the University's Tribunals .
- 9.6.2 A student who is on academic probation.

- 9.6.3 A student who has previously been found guilty of serious misconduct by any other university.
- 9.6.4 A student who has been found guilty of a criminal offence without the option of a fine by a court of the Republic of South Africa.

SECTION 10

10. RECOGNITION OF CLUBS, SOCIETIES AND ORGANISATIONS

- 10.1 The SRC, being the umbrella organisation for all student committees, clubs and societies, councils, and organisations, has the power and responsibility to grant or withdraw recognition of such as it deems appropriate.
- 10.2 Organisations that already exist shall be required to renew their affiliation with the SRC annually by submitting a copy of their programme for the current year along with a budget and a list of one hundred and fifty (150) signed-up members. The date for the renewal of affiliation shall be determined by the SRC at the beginning of the academic year.
- 10.3 Clubs, Societies and Organisations shall be required to submit quarterly reports of their activities to Student Governance and Development Department, who will then forward copies to the SRC office.
- 10.4 Application for Recognition shall be done formally via the Office of Student Governance and Development, using a prescribed form. The Office of Student Governance and Development shall keep a record of the application and submit the original to the General Secretary.
- 10.5 An Application for Recognition shall include a statement of intent (aims and objective, vision and mission), a plan of action detailing financial implications (budget), and a draft constitution.

- 10.6 Clubs, Societies and Organisations applying for recognition shall require a minimum of one hundred and fifty (150) signed-up members.
- 10.7 An Application for Recognition shall include the names and signatures of a minimum of six students who are willing to serve on the organization's founding committee provided that they comply with 9.6 of the Constitution.
- 10.8 The organisation applying for recognition shall call a meeting of its members to be attended by at least one member of the SRC. A record of the proceedings and an attendance register shall be submitted by the SRC.
- 10.9 The General Secretary shall make a recommendation on the recognition of the organisation to an ordinary meeting of the SRC.
- 10.10 The process of recognition must be finalized within three (3) weeks after the Student Governance and Development Department has passed on the documentation for Application of Recognition to the General Secretary.
- 10.11 In the event of an Application for Recognition being rejected, the SRC shall provide reasons in writing to the applying organisation.
- 10.12 In the event of a rejection by the SRC, the organisation applying for recognition shall have the right to appeal to the Manager: Student Governance and Development whose decision shall be final. The Manager: Student Governance and Development is required to provide written reasons for his decision to the SRC and the applicant's .

SECTION 11

11. WITHDRAWAL OF RECOGNITION OF CLUBS, SOCIETIES AND ORGANISATIONS

- 11.1 The SRC shall have the right to withdraw recognition of a club, society or organization if in the opinion of the SRC the club, society or organisation:
- 11.1.1 Does not operate consistently and in terms of its aims and objectives, and in terms of its plan of action during the course of year.
- 11.1.2 Is, by the actions of its office bearers, found guilty of misappropriation of funds.

- 11.1.3 Does not submit required reports within 5 days of a reminder being sent out by the SRC.
- 11.1.4 Is found guilty of any violation of the University's rules.
- 11.2 The SRC shall inform in writing the student organisation of its intention to withdraw recognition. Such recognition may only be withdrawn provided that the SRC provides evidence of wrong doing.
- 11.3 The SRC may give the student organisation up to three (3) months in which to remedy the problems identified before formal withdrawal of recognition.
- 11.4 An organisation that has had its recognition withdrawn shall have the right to appeal to the Manager: Student Governance and Development whose decision shall be final.

SECTION 12

TERMINATION OF INDIVIDUAL SRC MEMBERSHIP

- 12. An individuals' membership of the SRC shall be terminated by the Full SRC Council on the following grounds:
 - 12.1 When the member's registration as a student of the University ceases.
 - 12.2 If placed on academic probation and/or is academically excluded.
 - 12.3 If found guilty of a serious offence as prescribed by the University's rules.
 - 12.4 If found guilty of a criminal offence by a court of the Republic of South Africa without the option of paying a fine.
 - 12.5 On tendering of a written resignation, death and acceptance of such by the SRC.
 - 12.6 On having two motions of censure passed against him/her by the SRC during a single term of office for:
 - 12.6.1 Failure to attend three (3) consecutive meetings without acceptable written reason.
 - 12.6.2 Consistent failure to carry out duties fairly assigned by a designated person.

- 12.6.3 Bringing the name of the SRC into disrepute by being found guilty of an offence by the University or for being found guilty by the SRC Disciplinary Tribunal for seriously transgressing the Code of Conduct
- 12.7 If doing in-service training.
- 12.8 On becoming a member of staff or management or a service provider to the University
- 12.9 A member whose membership has been terminated by the SRC may lodge an appeal within seven (7) days to the Manager: Student Governance and Development. The affected member shall continue to be a full member of the SRC pending the outcome of the appeal.

SECTION 13

DISSOLUTION OF THE SRC

- 13. Whilst the DUT has one SRC for all its campuses, the SRC of a specific campus may be dissolved under the following conditions:
 - 13.1 Vote of no-confidence motion:
 - 13.1.1 An individual student or group has the right to propose a vote of no-confidence in the SRC if he/she/they are dissatisfied with the way the SRC conducts its affairs, provided that they shall first engage the SRC to find solutions to issues with which they are dissatisfied. Only if there is evidence of such unsuccessful engagement with the SRC shall the proposer(s) resort to a motion of no-confidence.
 - 13.1.2. A petition for the aforementioned motion shall be submitted on a prescribed form which is obtainable from Student Governance and Development.
 - 13.1.3 Such petition and substance thereof shall be based on the performance of the SRC on the affected campus and the requisite quorum requirements shall apply for the affected campus.

- 13.1.4 (a) *In the event that the petition has support from both campuses the meeting to consider the motion shall be held at the campus where the petition enjoyed the majority support .*
- 13.1.5 (b) *A mass meeting shall be called by the SRC to consider such a motion. A quorum of twenty percent (20%) of registered students shall be required at such a mass meeting.*
- 13.1.6 Student Governance and Development Department shall ensure that the SRC calls the mass meeting to consider the motion.
- 13.1.7 Dean of Students or his nominee shall chair the mass meeting at which a motion of no confidence in the SRC is to be considered.
- 13.1.8 A simple majority of registered students present at the meeting of the affected campus shall be required to uphold a vote of no-confidence provided that a quorum of 20% exists at the time of the vote being taken.
- 13.1.9 An Interim SRC shall be elected in the same meeting subject to eligibility verification as per Section 9.6 of the Constitution to assume responsibilities of the SRC until the election of a new SRC. Elections for a new SRC shall be held within a period not exceeding six weeks from the date of the mass meeting during normal term time. The Interim SRC shall comprise of four (4) members from the Durban campuses, and two (2) members from the Midlands campuses.
- 13.2 If two-thirds of members resign simultaneously the SRC shall be dissolved.
- 13.3 In case of gross misconduct the Vice-Chancellor may dissolve the SRC and facilitate a process of establishing an Interim SRC, provided such decision has been ratified by Council. Elections for a new SRC shall be held within a period not exceeding six week from the date of dissolution during normal term time.

SECTION 14

AMENDMENTS TO SRC CONSTITUTION

- 14.1 Proposed amendments to the Constitution shall be considered at a Special Mass Meeting
- 14.2 Students shall be given one month to submit any proposed amendments.
- 14.3 Proposed amendments, supported in writing by at least five hundred (500) students, may be submitted in writing by any student or student organisation to Student Governance and Development who shall keep a record before submitting and passing them on to the General Secretary.
- 14.4 Prior to the Special AGM, proposed amendments must be discussed and recommended for approval by at least sixty percent (60%) of the Student Parliament.
- 14.5 Amendments recommended for approval shall be publicised to the general student body four (4) weeks prior to the Special AGM where they will be considered. Students may submit written comments or input on the recommended amendments and submit them to Student Governance and Development who will keep a record before submitting them on to the General Secretary.
- 14.6 There should be clarity and an indication of amendments recommended for approval and those that are not recommended for approval by the SRC and/or Student Parliament. At the Special AGM, the proposer(s) may motivate to the student body the amendments that are not recommended for approval by the SRC and/or Student Parliament.
- 14.7 A quorum of ten percent (10%) of registered students shall be required at the Special AGM called to consider amendments to the Constitution.
- 14.8 At least the support of sixty percent (60%) of students present at the Special AGM shall be required to pass an amendment to the Constitution.
- 14.9 Amendments to the Constitution shall require the approval of Council. Council may:-
- 14.9.1 Accept proposed amendment(s) as is.
- 14.9.2 Accept amendment(s) with changes.
- 14.9.3 Refer a matter back to the SRC and student body for reconsideration.

- 14.9.4 Reject proposed amendment(s), in so doing Council will be required to stipulate their reasons.

SECTION 15

15. SRC ELECTIONS

- 15.1 Student Governance and Development shall be responsible for organizing the SRC elections and providing administrative support to the Electoral Commission as per the Electoral Policy.
- 15.2 Elections for the SRC shall be held according to the rules, conditions, processes and procedures as set out in a separate schedule entitled “Electoral Policy for the Durban University of Technology SRC”.
- 15.3 The elections shall be held during the third term at a convenient date to be determined by the Electoral Commission.
- 15.4 There shall be no formal SRC activities during the SRC election period, with the exception of the attendance of approved University and/or Committee meetings.
- 15.5 The SRC comes to office upon the declaration of election results.

SECTION 16

16. CODE OF CONDUCT

- 16.1 Members of the SRC and its substructures shall at all times strive to conduct themselves and their affairs in a manner worthy of the leadership positions they have been entrusted with. They shall eschew any behaviour and conduct which may bring their structures and/or the University into disrepute.
- 16.2 The conduct of the SRC and its substructures shall be regulated in a separate schedule entitled “Code of Conduct of the DUT SRC”.

SECTION 17

17. PROMULGATION

- 17.1 Once approved by Council, this SRC Constitution shall:
 - 17.1.1 Nullify all existing constitutions or similar documents of the SRC.
 - 17.1.2 Come into immediate effect

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