

SRC CONSTITUTION - 2014

Durban University of Technology

PREAMBLE

We, the students of the Durban University of Technology, are cognizant of our diversity and the consequent need for unity as a student community. Further, we affirm our belief in the principles of democracy, non-sexism, non-racism, non-tribalism, equity, freedom and the elimination of xenophobia 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 remedying the divisions of the past by establishing a student community embracing the following values:

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

Again, we commit ourselves to ensuring that the 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
- fosters interaction and communication between the SRC and the student community
- inculcates the ideal of equality in all aspects of student life
- contributes to the realisation of unity
- is implementable through the establishment 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, based on context, either the Durban Centre Campus located in the eThekweni Metropolitan Municipality or the Midlands Centre Campus located in the Msunduzi Municipality.
- (d) “**Central Housing Committee**” shall mean headship from House Committees.
- (e) “**Club, Society and Organisation**” shall mean all formally organised campus student formations (social, cultural, religious, or political) which are formally recognised by the SRC, the student umbrella body as defined in the DUT Statute.
- (f) “**Constitution**” shall mean the SRC Constitution as delineated in this document.
- (g) “**Council**” shall mean the Council of the University as defined in the Act and the DUT Statute.
- (h) “**Dean of Students**” shall mean the member of the Management team responsible for the student services portfolio.
- (i) “**DUT**” shall mean the Durban University of Technology.
- (j) “**DUT Statute**” shall mean 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) “**Extended Full Council**” shall mean a sitting of 15 (fifteen) members of the SRC plus 4 (four) members who are Chairpersons of the Sports Union, Central Housing Committee, Student Faculty Forum and Differently-abled Students Association.
- (l) “**Faculty Boards**” shall mean the Faculty Boards of the University.
- (m) “**Full Council**” shall mean a sitting of all 15 (fifteen) members of the SRC.
- (n) “**Institutional Forum**” shall mean the Institutional Forum of the University as defined in the DUT Statute.

- (o) **“Management”** shall mean the personnel responsible for the academic and administrative management of the University under the leadership of the Vice-Chancellor.
- (p) **“Manager: Student Governance and Development”** shall mean the person who holds the portfolio of student governance and development and who reports to the Dean of Students.
- (q) **“Majority campus”** shall refer to the campus/centre with the majority of students.
- (r) **“Minority campus”** shall refer to the campus/centre with the minority of students.
- (s) **“Month”** shall mean a calendar month.
- (t) **“Senate”** shall mean the Senate of the University as defined in the University Statute.
- (u) **“Simple majority”** shall mean 50 (fifty) percent plus one of the members present at a meeting.
- (v) **“SRC”** shall mean the Students' Representative Council, members of which are elected in terms of the Constitution.
- (w) **“SRC Disciplinary Tribunal”** shall mean the Students' Representative Council Disciplinary Tribunal as contemplated in rule SR5 (2) in the General Handbook for Students.
- (x) **“Student”** shall mean any person currently registered as a student for a formal programme approved by University Senate.
- (y) **“Student Governance and Development”** shall refer to staff within the Student Governance and Development Department.
- (z) **“Student Parliament”** shall mean the official student assembly of the University.
- (aa) **“University”** shall mean the Durban University of Technology.
- (bb) **“Vice-Chancellor”** shall mean the Vice-Chancellor of the University as defined in the University Statute and the Act.
- (cc) **“Year”** shall mean the University academic year as determined by the University's annual academic calendar.

SECTION 1

OBJECTIVES OF THE SRC

- 1.1 The objectives of the SRC are to:
 - 1.1.1 Represent students of the University in matters that may affect them.
 - 1.1.2 Provide leadership to students through exemplary leadership, serve the interests of students without partiality, bias, prejudice, discrimination or, preference and shall promote:
 - 1.1.2.1 Academic excellence and a culture of learning.
 - 1.1.2.2 Democracy.
 - 1.1.2.3 Community service.
 - 1.1.3 Promote unity-in-diversity among students.
 - 1.1.4 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 location 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 not have the power to dispose of or alienate 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 stipulated in 2.3 above.

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 Statute. In terms 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 shall represent students in negotiations and interactions with the University's structures.
- 3.3 The SRC shall, in conjunction with the Department of Student Governance and Development, keep accounts of all monies spent by and accruing to it. The SRC shall allocate funds for student activities in consultation with recognized clubs, societies and organizations.
- 3.4 The SRC shall organize extra-mural activities for students in collaboration with relevant stakeholders.
- 3.5 The SRC shall co-ordinate student involvement in both community and student development projects it initiates.
- 3.6 The SRC shall hold at least one public feedback meeting before the end of each semester.
- 3.7 The SRC shall consult all student clubs, societies and organizations before making decisions that affect these structures.
- 3.8 The SRC shall convey student matters in all general referenda and petitions organized by students, in accordance with the rules of the SRC and the University.
- 3.9 The SRC shall co-ordinate 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 foster student awareness of the Constitution and make it readily available for inspection by interested students.
- 3.11 The SRC may issue media statements in respect of any matter relating to students, provided that there shall be no intentional misrepresentation.

- 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 shall preserve order at student functions and approved meetings of students.
- 3.14 The SRC shall recommend to Council the rules and procedures determining the conduct of its affairs.

SECTION 4

COMPOSITION, MEMBERSHIP AND SIZE OF THE SRC

- 4.1 The SRC, known as the SRC Council, shall consist of 15 (fifteen) elected members as specified below:
 - 4.1.1 Voting Members
 - 4.1.2 Seven (7) members from the Midlands campus
 - 4.1.3 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 Extended Council of the SRC (non-voting representatives)
 - 4.3.1 The SRC shall, in the interests of greater inclusivity and participation, invite 4 (four) non-voting representatives to participate and assist the SRC in fulfilling its responsibilities. These representatives shall be the Chairpersons (or their representatives) of the following University structures:
 - (i) *The Sports Union,*
 - (ii) *The Central Housing Committee,*
 - (iii) *The Student Faculty Forum,*
 - (iv) *The Differently-abled Students Association.*

SECTION 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 10 (ten) academic days after the final election results have been published.
- 5.3 A quorum of 60% provided that at least 2 (two) candidates from each campus are present, 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 a valid and acceptable explanation to the Chief Electoral Officer shall forfeit their right of SRC membership. The Chief Electoral Officer shall then successively offer membership of the SRC to candidates with the highest number of votes. 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, provided that such nomination is seconded by an elected member. 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 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, the election will be resolved through a by lot.
- 5.10 The newly constituted SRC shall be formally sworn-in in terms of section 8, subsection 8.3 of the Constitution.
- 5.11 The position of President shall be held by a member of the majority campus; that of Deputy President by a member of the minority campus.

- 5.12 The General Secretary shall be a member of the minority campus and the Deputy General Secretary that of the majority campus.
- 5.13 The Treasurer shall be a member of the majority campus.
- 5.14 The other members of the SRC shall be allocated the following portfolios by vote:
- 5.14.1 Two Sports and Recreation Officers - one each from the Durban and Midlands campuses.
 - 5.14.2 Two Education and Transformation Officers - one each from the Durban and Midlands campuses.
 - 5.14.3 Two Social and Welfare Officers - one each from the Durban and Midlands campuses.
 - 5.14.4 Two Projects Officers - one each from the Durban and Midlands campuses.
 - 5.14.5 Two Organisations and Accommodation Officers - one each from the Durban and Midlands campuses.
- 5.15 Allocation of office bearers to University Committees.
- After the allocation of portfolios, the SRC allocation to University Committees shall conceivably be as follows:
- 5.15.1 The President and Secretary shall be allocated to Council and also to the following committees:
 - 5.15.1.1 Senate, together with a postgraduate student and two members from the Executive Committee.
 - 5.15.1.2 EXCO (Executive Committee of Council); Senex (Executive Committee of Senate) and; Council Finance Committee.
 - 5.15.2 The President and Deputy President, Deputy Secretary and General Secretary shall be allocated to the Student Services Board.
 - 5.15.3 The Treasurer General and the Media and Publicity Officer shall be allocated to the Fees and the Financial Aid Committees.
 - 5.15.4 The Sport and Recreation Officers and the Social and Welfare Officers shall be allocated to Safety/Health and Environmental Committee as well as to the HIV/AIDS Committee.
 - 5.15.5 The Education and Transformation Officers and Projects Officers shall be allocated to the Library Committee.

- 5.15.6 One of the Education and Transformation Officers and the President shall be allocated to the Vice-Chancellor's Student Appeals Tribunal.
- 5.15.7 One of the Projects Officers and the Deputy President shall be allocated to the selection Committee for Executive Managers.
- 5.15.8 One of the Organisations and Accommodation Officers shall be allocated to the House Committees as well as to the Student Disciplinary Tribunals.
- 5.16 The President shall forward the completed committee allocations to the Registrar.
- 5.17 The SRC President, in consultation with his/her executive, may allocate members to new committees established by the University.

SECTION 6

DUTIES AND FUNCTIONS OF SRC OFFICE BEARERS AND COMMITTEES

- 6.1 In addition to the duties and functions listed below, the SRC may assign other duties and functions to any of its members.
- 6.2 Again, in addition to the Committees listed below, the SRC may establish other Committees when necessary, and may co-opt students with special skills to these Committees.
- 6.3 SRC sub-committees shall have terms of reference.
- 6.4 All office bearers shall submit quarterly reports to the Department of Student Governance and Development.

6.5 Duties of the President

The President shall:

- 6.5.1 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 fellow member to preside.
- 6.5.2 Be an ex-officio member of all SRC standing committees.

- 6.5.3 Be responsible for the overall co-ordination of the duties and functions of SRC members.
- 6.5.4 Together with the Treasurer and General Secretary, be an official signatory of the SRC.
- 6.5.5 Be responsible for all international and external affairs of the SRC, including, but not limited to, liaison with any national organisation with which the SRC has an association.
- 6.5.6 Co-ordinate matters relating to the SRC Disciplinary Tribunal in conjunction with the office of the Manager: Student Governance and Development.
- 6.5.7 Ensure compliance with the code of conduct by SRC members and its Committees, including the Student Parliament.

6.6 Duties of the Deputy President

The Deputy President shall:

- 6.6.1 Act in place of the President in his/her absence.
- 6.6.2 Support and assist the President in the co-ordination of the duties and functions of SRC members.
- 6.6.3 In conjunction with the Deputy General Secretary, be responsible for convening the first Student Parliament.
- 6.6.4 Co-ordinate the affairs and sittings of the Student Parliament.
- 6.6.5 In conjunction with the Deputy General Secretary, prepare the agenda and notices of the Student Parliament.
- 6.6.6 Perform any other duties delegated to him/her by the President, subject to the terms and conditions of the Constitution.

6.7 Duties of the General Secretary

The General Secretary shall:

- 6.7.1 Be the chief operations and administrative officer of the SRC.
- 6.7.2 Be the chief custodian of all documents of the SRC.
- 6.7.3 Keep the original signed minutes of all proceedings of meetings of the SRC and ensure that all resolutions are duly recorded in the minutes.

- 6.7.4 Timeously circulate notices, agendas and minutes of meetings to all SRC members.
- 6.7.5 Be responsible for the processing of all correspondence of the SRC with persons or bodies outside the SRC.
- 6.7.6 Manage the process of granting or withdrawal of recognition of clubs, societies and organizations.
- 6.7.7 Be responsible for the circulation of important information both within and outside the SRC.
- 6.7.8 Together with the President and Treasurer, be an official signatory of the SRC.
- 6.7.9 Ensure that the minutes, duly signed by the relevant Chairpersons of SRC meetings, are forwarded to the Office of the Dean of Students.
- 6.7.10 Be responsible for the Public Relations of the SRC, ensuring that the SRC cultivates and projects a positive image.
- 6.7.11 In the spirit of collegiality and in conjunction with the President and Organisations and Accommodation Officer, correspond responsibly with the media on relevant issues.
- 6.7.12 Issue all notices of an AGM/Mass Meeting to the general student body, including the notice of the first sitting of the Parliament.
- 6.7.13 In consultation with the SRC President, convene special SRC meetings, Student General Mass meetings and Annual General Meetings (AGMs).

6.8 Duties of the Deputy General Secretary

The Deputy General Secretary shall:

- 6.8.1 Deputise for the General Secretary in his/her absence.
- 6.8.2 Support and assist the General Secretary in the administration of the affairs of the SRC.
- 6.8.3 Be the Secretary of the Student Parliament, ensuring that the proceedings of the Student Parliament are duly recorded in minutes.
- 6.8.4 Circulate on time, notices, agendas and minutes to all members of the Student Parliament.

- 6.8.5 Ensure that the resolutions of the Student Parliament are communicated to the student body.
- 6.8.6 Perform any other duties assigned to him/her by the General Secretary or by the Executive Committee.
- 6.8.7 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.

6.9 Duties of the Treasurer

The Treasurer shall:

- 6.9.1 Be responsible and accountable to the SRC for the finances of the SRC.
- 6.9.2 Convene and chair the Finance Committee of the SRC, ensuring that 5 (five) of the members on the Committee are selected from students registered for finance or accounting related programmes.
- 6.9.3 Consult with the full SRC Council on the draft proposal of the budget prepared by the Finance Committee before submission to the Department of Student Governance & Development.
- 6.9.4 In conjunction with the Department of Student Governance and Development, approve the SRC budget and be responsible and accountable to the SRC constituency for the management of the budget of the SRC.
- 6.9.5 Ensure that the finances of the SRC are duly audited and prepared for presentation at the AGM.
- 6.9.6 Ensure that all financial transactions of the SRC and its Committees and substructures conform to the financial rules, policies and procedures of the University.
- 6.9.7 Together with the President and General Secretary, be an official signatory of the SRC.
- 6.9.8 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.

- 6.9.9 In conjunction with the Department of 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.

6.10 Duties of the Sports and Recreation Officer

The Sports and Recreation Officer shall:

- 6.10.1 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.
- 6.10.2 In conjunction with the Sports Union and the Sports and Recreation Committee, design an action plan for the year for approval by the SRC.
- 6.10.3 In conjunction with the Sports Union, organise and co-ordinate all sporting activities organised by the SRC.
- 6.10.4 Cultivate congenial relationships between the SRC and the Sports Union.
- 6.10.5 Organize recreation activities and entertainment for the student body.
- 6.10.6 Submit quarterly reports to the SRC secretary for submission to the Department of Student Governance at the end of term.

6.11 Duties of the Education and Transformation Officer

The Education and Transformation Officer shall:

- 6.11.1 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.
- 6.11.2 In conjunction with the Education and Transformation Committee of the SRC, design an action plan for the year for approval by the SRC.
- 6.11.3 Be responsible for assisting on academic matters affecting students; liaise with Faculty Boards to identify issues that require the attention of the SRC and; provide feedback on progress made regarding those issues referred to the SRC.

- 6.11.4 Gather information pertaining to the transformation of the University, and, in conjunction with the Office of the Registrar, facilitate programmes and campaigns to educate and inform students about the academic rules of the University.
- 6.11.5 Cultivate positive relationships between the SRC and the student body, lecturers, Heads of Departments and Executive Deans.
- 6.11.6 Submit quarterly reports to the SRC Secretary for submission to the Department of Student Governance at the end of term.

6.12 Duties of the Social and Welfare Officer

The Social and Welfare Officer shall:

- 6.12.1 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.
- 6.12.2 Together with the Social and Welfare Committee, design an action plan for the year for approval by the SRC.
- 6.12.3 Promote and protect the welfare of students who do not reside in the University's residences.
- 6.12.4 Investigate and attend to issues that relate to the social development of the student community.
- 6.12.5 Together with the Projects Officer, collaborate on projects that address the challenges facing students.
- 6.12.6 Represent the SRC in all matters relating to safety, security and accessibility of buildings to physically-challenged students.
- 6.12.7 Facilitate the initiation and establishment of programmes aimed at educating students about safety and security on and off campus.
- 6.12.8 Facilitate the provision of support to students who are victims, targets and survivors of violence and abuse.
- 6.12.9 Submit quarterly reports to the SRC Secretary for submission to the Department of Student Governance at the end of term.

6.13 Duties of the Projects Officer

The Projects Officer shall:

- 6.13.1 Convene and chair the Projects Committee of the SRC. The Central Housing Committee observer member on the SRC shall be a member of the Committee.
- 6.13.2 In conjunction with the Projects Committee, design an action plan for the year for approval by the SRC.
- 6.13.3 Co-ordinate all projects of the SRC.
- 6.13.4 Create awareness amongst students about SRC projects.
- 6.13.5 Identify community outreach programmes or developmental projects to be initiated or supported by the SRC.
- 6.13.6 Forge links to collaborate with development-oriented community based and non- governmental organizations.
- 6.13.7 In collaboration with the Treasurer, fundraise for projects of the SRC.
- 6.13.8 Submit quarterly reports to the SRC Secretary for submission to the Department of Student Governance at the end of each term.

6.14 Duties of the Organisations and Accommodation Officer

The Organisations and Accommodation Officer shall:

- 6.14.1 Convene and chair the Organizations and Accommodation Committee of the SRC.
- 6.14.2 In conjunction with the Organizations and Accommodation Committee, design an action plan for the year for approval by the SRC.
- 6.14.3 Be the link and point of reference between the SRC and the various organisations, ensuring that the SRC cultivates and maintains good relations with clubs, societies and organisations.
- 6.14.4 Ensure that clubs and societies draw up their respective action plans and budgets for the year for approval by the SRC.
- 6.14.5 Ensure that clubs, societies and organizations submit their quarterly reports to the SRC as required by the SRC constitution.
- 6.14.6 Submit quarterly reports to the SRC Secretary for submission to the Department of Student Governance at the end of each term.

SECTION 7

MEETINGS

- 7.1 The SRC shall hold meetings with the following limitations:
- 7.1.1 Ordinary Mass Meetings: only the SRC may call campus based mass meetings and any decision taken has to be ratified by a sitting of the Full Council.
 - 7.1.2 Special Mass Meetings: are mass meetings constituted at the request of affiliated constituencies, as opposed to ordinary mass meetings that are called by the SRC and endorsed by Management. Such call must be supported by 20% of students at any given campus and two-thirds of the delegates of the Student Parliament at each campus. This may include passing a vote of censure. A successful motion of censure does not, however, result in the dissolution of the SRC; it only records majority student dissatisfaction. 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 expiry of the term of office of the SRC. It evaluates SRC performance for their term in general.
 - 7.1.4 Regular or Special Meeting: this meeting refers to meetings of the Full and Extended Council. Decisions taken at such meetings are binding on the SRC.
 - 7.1.5 Full Council: the SRC has the power to make decisions that are binding on policy matters and programmes.
 - 7.1.6 Extended Full Council Meeting: these meetings will have powers equal to that of an ordinary Full Council Meeting.
 - 7.1.7 Campus Council Meeting: whilst the SRC is one structure comprising representation from all campuses, the SRC can have individual campus based meetings. Motions of an individual campus meeting must be ratified by the Full Council of the 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 hand, except where 50%+1 (fifty percent plus one) 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 (fifty percent plus one) 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 shall adjourn the meeting and call another meeting within 7 (seven) days.
- 7.3.3 The Secretary shall 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 An 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 is raised by students.
- 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 5% (five percent) of registered students shall be required at an AGM, ordinary mass meeting or special meeting. However, at a mass meeting convened to consider a vote of no confidence motion against the SRC, a quorum of 20% (twenty percent) of registered students shall be required.

- 7.4.6 Notwithstanding the provisions of 7.4.5 above, in the event that the scheduled meeting is not quorate, another meeting shall be called within 7 (seven) working days and will continue with the students present regardless of quorum. This excludes any meeting called for the dissolution of the SRC.
- 7.4.7 Any resolution taken by 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 responsibilities:

- 7.5.1 The Student Parliament: Will serve as the collective conscience 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 sport 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 the 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 within its own terms of reference.
- 7.6.2 The Student Parliament shall serve to keep the SRC and its sub-structures accountable, transparent and rooted in the principles and values of this Constitution.
- 7.6.3 The Student Parliament shall make recommendations to the SRC on policies and issues raised.

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 10 (ten) times during its term of office. After each full meeting of the SRC Council, a communique shall be published on the Student Portal.
- 7.7.2 The SRC Executive Committee shall meet:
- 7.7.2.1 Once every 2 (two) weeks.
 - 7.7.2.2 When it is not possible to convene a full SRC meeting to address a specific contingency, the decisions of the constituted meeting shall be ratified by a full SRC meeting when it does convene.
 - 7.7.2.3 The quorum of the SRC executive shall be 3 (three) members, provided that not all three are from the same campus.
- 7.7.3 A quorum of 50%+1 (fifty percent plus one) 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.

SECTION 8

TERM OF OFFICE

- 8.1 The SRC's term of office shall be 12 (twelve) months from the final election results to the next final election results.
- 8.2 The newly elected SRC may plan its activities for the following academic year, but 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 nominee as soon as is practically possible after the portfolio allocations.

SECTION 9

ELIGIBILITY

- 9.1 The SRC President may not serve more than two terms, whether consecutively or separately.
- 9.2 No student shall be eligible to stand for election unless he/she obtained a minimum pass of 50 % for each subject registered for in the previous year.
- 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, provided he/she complies with 9.2 above.
- 9.4 A student may only stand for election on the campus in which he/she is currently registered.
- 9.5 The following shall not be eligible to stand for elections:
- 9.5.1 A student who has been found guilty of an offence by any of the University's Tribunals.
 - 9.5.2 A student who is on academic probation.
 - 9.5.3 A student who has previously been found guilty of an offence/serious misconduct by any other institution of higher learning.
 - 9.5.4 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.
- 9.6 All bone fide students registered for a formal programme of study recognized by Senate shall be eligible to vote.

SECTION 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 same 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 150 (one hundred and fifty) 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 the Department of Student Governance and Development, who will then forward copies to the SRC office.
- 10.4 Application for recognition shall be done formally via the Department of Student Governance and Development using a prescribed form. The Department 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 budget supported by the plan of action, and a draft constitution.
- 10.6 Clubs, societies and organisations applying for recognition shall require a minimum of 150 (one hundred and fifty) signed-up members.
- 10.7 An application for recognition shall include the names and signatures of a minimum of 6 (six) students who are willing to serve on the organisation's founding committee, provided that they comply with Section 9.6 of the Constitution.
- 10.8 The organisation applying for recognition shall call a meeting of its members at which at least one member of the SRC must be present. A record of the proceedings and an attendance register shall be submitted to 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 3 (three) weeks after the Department of Student Governance and Development has passed 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 of 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/her decision to the SRC and the applicant/s.

SECTION 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 organisation 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, objectives, and 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 (five) 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 the student organisation in writing of its intention to withdraw recognition. Such recognition may only be withdrawn on condition that the SRC provides evidence of wrong doing.
- 11.3 The SRC may give the student organisation up to 3 (three) 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

- 12.1 An individual's membership of the SRC shall be terminated by the full SRC Council on the following grounds:
- 12.1.1 When the member's registration as a student of the University ceases.
 - 12.1.2 If placed on academic probation and/or is academically excluded.
 - 12.1.3 If found guilty of a serious offence as defined in the University's rules.
 - 12.1.4 If found guilty of a criminal offence by a court of the Republic of South Africa without the option of paying a fine.

- 12.1.5 On tendering of a written resignation and acceptance of same by the SRC, or through death.
- 12.1.6 On having two motions of censure passed against him/her by the SRC during a single term of office for:
 - 12.1.6.1 Failure to attend 3 (three) consecutive meetings without acceptable written explanation.
 - 12.1.6.2 Consistent failure to carry out duties fairly assigned by a designated person.
 - 12.1.6.3 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.
- 12.1.7 If doing in-service training.
- 12.1.8 On becoming a member of staff or management or a service provider to the University.
- 12.2 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

- 13.1 Whilst DUT has one SRC for all its campuses, the collective members of the SRC of a specific campus may be dissolved under the following conditions:
 - 13.1.1 Vote of no-confidence motion.
 - 13.1.2 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.

- 13.2 A petition for the aforementioned motion shall be submitted on a prescribed form which is obtainable from the Department of Student Governance and Development.
- 13.3 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.
- 13.4 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.
- 13.5 A mass meeting shall be called by the SRC to consider such a motion. A quorum of 20% (twenty percent) of registered students shall be required at such a mass meeting.
- 13.6 The Department of Student Governance and Development shall ensure that the SRC calls the mass meeting to consider the motion.
- 13.7 The 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.
- 13.8 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.
- 13.9 An interim SRC shall be elected at the same meeting subject to eligibility verification in terms of Section 9 of the Constitution. The interim SRC shall 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 6 (six) weeks from the date of the mass meeting during normal term time. The interim SRC shall comprise 4 (four) members from the Durban campus and 2 (two) members from the Midlands campus.
- 13.10 If two-thirds of the SRC members resign simultaneously, the SRC shall be dissolved.
- 13.11 In case of gross misconduct, the Vice-Chancellor may recommend to Council the dissolution of the SRC. Should Council agree to dissolve the SRC, the Vice-Chancellor will facilitate a process to establish an interim SRC.

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 1 (one) month to submit any proposed amendments.
- 14.3 Proposed amendments, supported in writing by at least 500 (five hundred) students, may be submitted in writing by any student or student organisation to the Department of 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 60% (sixty percent) of the Student Parliament.
- 14.5 Amendments recommended for approval shall be publicised to the general student body 4 (four) 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 the Department of Student Governance and Development who will keep a record before submitting them on to the General Secretary.
- 14.6 There should be clarity on 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 10% (ten percent) of registered students shall be required at the Special AGM called to consider amendments to the Constitution.
- 14.8 At least the support of 60% (sixty percent) 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). Council shall be required to stipulate their reasons for rejection.

SECTION 15

SRC ELECTIONS

- 15.1 The Department of Student Governance and Development shall be responsible for organizing the SRC elections and providing administrative support to the Electoral Commission in accordance with the Electoral Policy.
- 15.2 Elections for the SRC shall be held according to the rules, conditions, processes and procedures 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 activity during the SRC election period, with the exception of the attendance of approved University and/or Committee meetings.
- 15.5 The SRC comes into office upon the declaration of election results.

SECTION 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 In conjunction with the Student Code of Conduct as contained in the “General Handbook for Students”, the conduct of the SRC and its substructures shall also be regulated by a “Code of Conduct of the DUT SRC”.

SECTION 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.