

1/1/2026

# CONSTITUTION OF TEIN-KUC



TEIN-KUC  
2026



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

### PREAMBLE

IN THE NAME OF THE ALMIGHTY GOD

WE, the members of the TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE CHAPTER (“TEIN-KUC”),

IN EXERCISE of our natural and inalienable right to establish a framework of government which shall secure for ourselves and posterity the blessing of liberty, equality of opportunity and prosperity;

IN A SPIRIT of friendship and peace with other student unions in this university and beyond;

AND IN SOLEMN declaration and affirmation of our commitment to;

Freedom, Justice, Probity and Accountability,

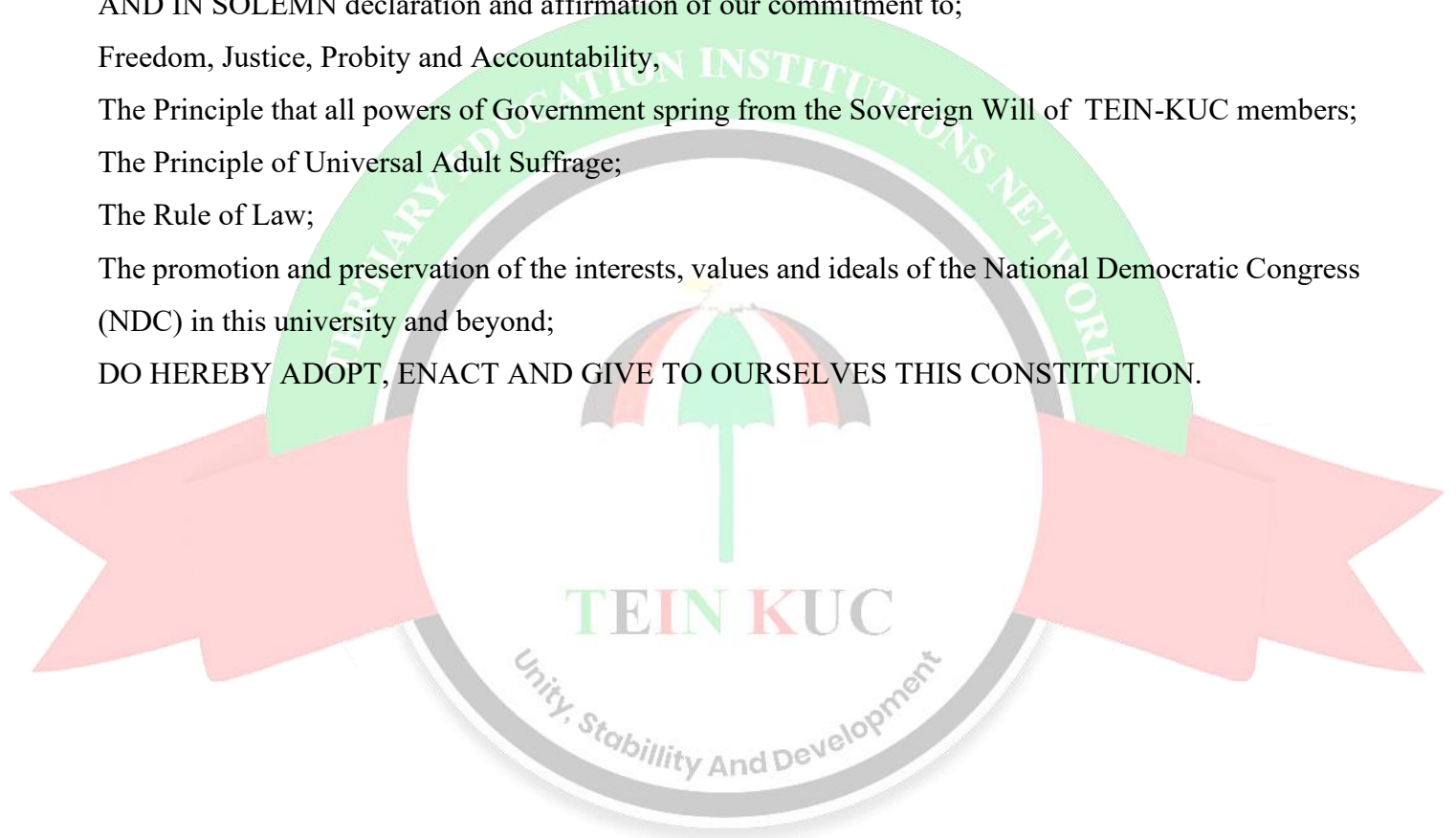
The Principle that all powers of Government spring from the Sovereign Will of TEIN-KUC members;

The Principle of Universal Adult Suffrage;

The Rule of Law;

The promotion and preservation of the interests, values and ideals of the National Democratic Congress (NDC) in this university and beyond;

DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.





## **TABLE OF CONTENT**

### **CHAPTER ONE: THE CONSTITUTION**

1. Sovereignty of The Constitution.
2. Supremacy of The Constitution.
3. Membership

### **CHAPTER TWO: EXECUTIVE STRUCTURE**

4. General Assembly
5. Executive Council
6. Executive Committee
7. Standing Committees

### **CHAPTER THREE: FUNCTIONS**

8. General Assembly
9. Executive Council
10. Executive Committee

### **CHAPTER FOUR: DUTIES OF EXECUTIVE COMMITTEE MEMBERS**

11. The President
12. Vice President
13. General Secretary
14. Deputy Secretary
15. Treasurer
16. Deputy Treasurer



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

17. Organizer
18. Deputy Organizer
19. Communication Officer
20. Deputy Communication Officer
21. Women's Commissioner
22. Deputy Women's Commissioner
23. External Affairs Coordinator
24. Zongo Caucus Coordinator
25. Ex-Officio Members
26. Electoral Commissioner
27. Judicial Chairperson

### CHAPTER FIVE: STANDING COMMITTEES

28. Welfare Committee
29. Finance & Fundraising Committee
30. Communication Committee

### CHAPTER SIX: FINANCE, BANKING, AND AUDITING

31. Finance
32. Banking
33. Auditing

### CHAPTER SEVEN: REMOVAL OF MEMBERS WHO HOLD OFFICE, OFFENCES, AND DISCIPLINARY MEASURES



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

34. Removal of Members Who Hold Office

35. Offences

36. Disciplinary Actions

### CHAPTER EIGHT: REMOVAL FROM OFFICE, IMPEACHMENT, VOTE OF NO CONFIDENCE, AND RESIGNATION

37. Removal from Office

38. Impeachment

39. Vote of No Confidence

40. Resignation

### CHAPTER NINE: STANDING ORDERS FOR MEETING

41. Voting

42. Motions/Amendments

43. Order of Precedence

44. Other Interventions

45. Conduct of Meeting

### CHAPTER TEN: ELECTION

46. Period of Elections

47. Eligibility for Election

48. Election of Executive Committee Members

49. Duration of Term of Office

50. Voting



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

51. Re-Election

### CHAPTER ELEVEN: AMENDMENT OF THE CONSTITUTION

52. Amendments

### CHAPTER TWELVE: OATHS OF OFFICE





## **CHAPTER ONE: THE CONSTITUTION**

### **1. SOVEREIGNTY OF THE CONSTITUTION**

The sovereignty of TEIN-KUC resides in its members, in whose name and for whose welfare the powers of government are to be exercised, in the manner and within the limits laid down in this constitution.

### **2. SUPREMACY OF THE CONSTITUTION**

(a). This constitution shall be the supreme law of TEIN-KUC; and any action, directive or decision that is found to be inconsistent with any provision of this constitution shall, to the extent of the inconsistency, be null and void.

(b). All members of TEIN-KUC are subject to this constitution.

(c). This constitution shall be subject to the following laws in order of precedence:

(i). The NDC Constitution.

(ii). The 1992 Constitution of Ghana.

(iii). The University Regulations.

(iv). The SRC Constitution.

(d). Where inconsistencies arise between referenced constitutions, the NDC Constitution shall prevail.

### **3. MEMBERSHIP**

#### **(a). FULL MEMBERSHIP**

(i). Membership of TEIN-KUC shall be open to every student pursuing any course in this university irrespective of their ethnicity, origin, religion, place of birth, social or economic status.

(ii). Each full member shall have one (1) vote at TEIN-KUC elections and General Assemblies.

(iii). A full member must not be a member of any other political party.

(iv). A full member should be in good standing at all times.

#### **(b). ASSOCIATE MEMBERSHIP**

(i). Individuals and groups of persons who are not members of the National Democratic Congress (NDC), but who advance the objectives of TEIN-KUC, or provide any form of support, either financially



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

or morally or in kind; shall be associate members of TEIN-KUC.

(ii). Such associate membership stated above shall be granted upon approval by the Executive Council in consultation with the Executive Committee.

(iii). Full members who graduate the university and wish to remain part of TEIN-KUC shall be recognized as associate members.

(iv). Associate members shall have no voting rights, but they shall have speaking rights if they are present at a General Assembly.

### **(c). HONORARY MEMBERSHIP**

(i). Subject to Executive Committee approval, the Executive Council may confer Honorary Membership on members of the National Democratic Congress (NDC) who have remarkably advanced the cause of TEIN-KUC.

(ii). Honorary members shall have no voting rights, but they shall have speaking rights if they are present at a General Assembly.

### **(d). PATRON**

(i). There shall be three (3) Patrons at a time, of which the Regional TEIN Coordinator and the Constituency Youth Organizer shall be patrons by default.

(ii). One Patron shall be a lecturer of the university, or be part of the university administration.

(iii). All Patrons shall play an advisory role, and perform other roles that shall help advance the cause of TEIN-KUC.

(iv). All Patrons shall be entitled to an Honorary Membership of TEIN-KUC.

## **CHAPTER TWO: EXECUTIVE STRUCTURE**



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

### **4. GENERAL ASSEMBLY**

It shall comprise all members of TEIN-KUC.

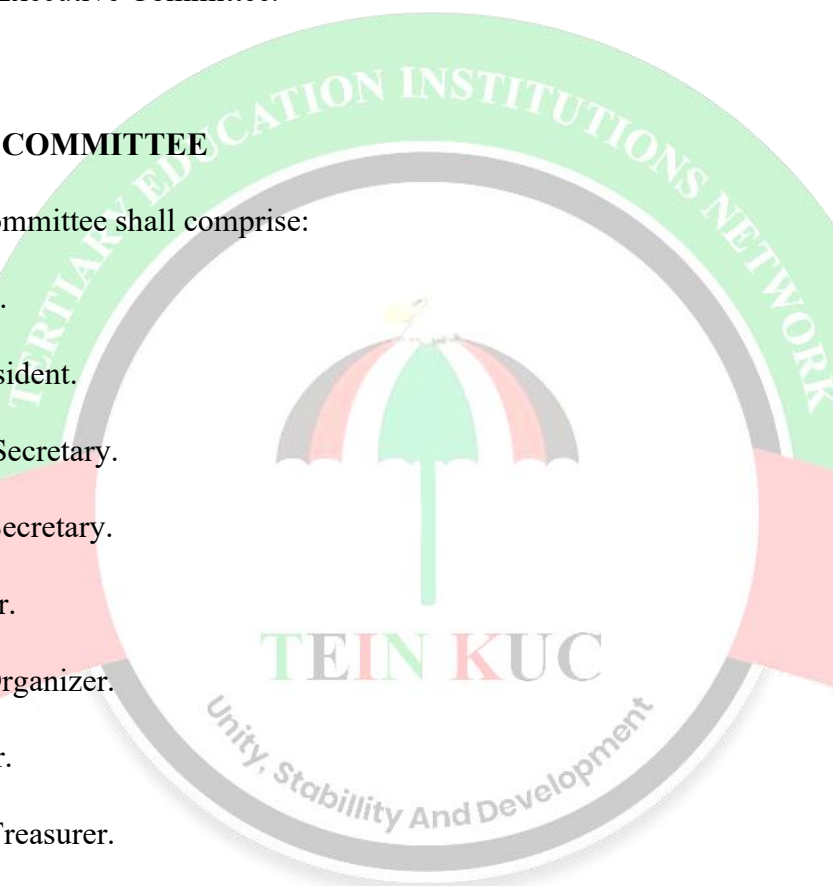
### **5. EXECUTIVE COUNCIL**

It shall comprise of the Executive Committee, Chairpersons of all committees, the Electoral Commissioner, the Chairperson of the Judicial Committee, and three (3) other members in good standing appointed by the Executive Committee.

### **6. EXECUTIVE COMMITTEE**

The Executive Committee shall comprise:

- (a). The President.
- (b). The Vice President.
- (c). The General Secretary.
- (d). The Deputy Secretary.
- (e). The Organizer.
- (f). The Deputy Organizer.
- (g). The Treasurer.
- (h). The Deputy Treasurer.
- (i). The Communications Officer.
- (j). The Deputy Communication Officer.
- (k). The Women's Commissioner.
- (l). The Deputy Women's Commissioner.
- (m). The External Affairs Officer.
- (n). The Zongo Caucus Coordinator.





## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

(o). Three (3) Ex-Officio Members.

### **7. STANDING COMMITTEES**

#### **(a). WELFARE COMMITTEE**

It shall be made up of a minimum of five (5) members and a maximum of nine (9) members including the Chairperson.

#### **(b). FINANCE & FUNDRAISING COMMITTEE**

It shall be made up of a minimum of five (5) members and a maximum of nine (9) members including the Chairperson.

#### **(c). COMMUNICATION COMMITTEE**

It shall be made up of a minimum of five (5) members and a maximum of nine (9) members including the Chairperson.

#### **(d). JUDICIAL COMMITTEE**

It shall be made up of a minimum of three (3) members and a maximum of five (5) members including the Chairperson.

#### **(e). ELECTORAL COMMITTEE**

It shall comprise of the Electoral Commissioner as Chairperson, and four (4) other members appointed by the President in consultation with Executive Council.

### **CHAPTER THREE: FUNCTIONS**

#### **8. GENERAL ASSEMBLY**



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

- (a). Shall be the highest decision-making body of TEIN-KUC, and decisions taken shall be binding on all members.
- (b). Shall meet at least twice a semester to discuss matters affecting TEIN-KUC, and other matters referred to it by the Executive Committee or the Judicial Committee.
- (c). Shall accept and deliberate on audit reports of TEIN-KUC before a handing over ceremony.
- (d). Shall accept and deliberate on the President and General Secretary's Annual Report.
- (e). Shall have the power to summon Chairpersons of the various Standing and Ad Hoc Committees.
- (f). Shall determine annual dues and special levies.
- (g). Decisions shall be made by a simple majority of the votes of members present.
- (h). At all meetings of the General Assembly, fifteen (15) registered full members including the President and the General Secretary or their delegated representatives shall form a quorum.
- (i). Minutes containing all motions, decision and major parts of the discussion shall be taken at all General Assembly meetings by the General Secretary.
- (j). The Executive Committee shall endeavor to have the previous minute published at least seventy-two (72) hours prior to the date set for the meeting.

### **9. EXECUTIVE COUNCIL**

- (a). Shall vet and approve the President's nominees for the positions of Ex-Officio Members, Judicial Committee Chairperson and the Electoral Commissioner.
- (b). Shall ensure that copies of the Annual Report of the various committees are published before a handing over ceremony.
- (c). Shall approve the program of activities and budget for the year within the month of assumption of office.
- (d). Shall meet at least twice every semester.
- (e). Two-thirds of members shall form a quorum.
- (f). Decisions shall be made by a simple majority of the votes of members present.

### **10. EXECUTIVE COMMITTEE**

- (a). Shall be responsible for the overall functioning of the TEIN-KUC.
- (b). Shall convene emergency meetings as and when deemed necessary.
- (c). Shall prepare an annual program of activities and budget for the approval by the Executive Council



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

within one month of assumption of office.

- (d). Shall appoint Ad Hoc Committees as and when necessary to perform specific duties.
- (e). Shall consider reports of Ad Hoc Committees before they are implemented.
- (f). Represents the general membership and conducts the business of the TEIN-KUC.
- (g). Shall meet at least three (3) times a semester in addition to emergency meetings.
- (h). Decisions shall be made by a simple majority of the votes of members present.

### **CHAPTER FOUR: DUTIES OF EXECUTIVE COMMITTEE MEMBERS**

#### **11. THE PRESIDENT**

There shall be a president elected by registered members who shall perform the following functions:

- (a). Convene and preside over all meetings of the General Assembly, Executive Council and Executive Committee of TEIN-KUC.
- (b). Sign official documents on behalf of TEIN-KUC.
- (c). Be the Chief Spokesman of TEIN-KUC at all conferences to which TEIN-KUC is invited, both within and outside the country.
- (d). Perform tasks which may be assigned to him/her by other organs under this constitution.
- (e). Nominate members of Standing and Ad Hoc Committees in consultation with the Executive Committee.
- (f). Be a signatory to TEIN-KUC accounts.
- (g). Shall have a single vote whenever votes are to be casted to decide an issue.
- (h). Call for press conferences/press releases in consultation with the Executive Committee when it is deemed necessary.
- (i). Represent TEIN-KUC during SRC Parliamentary meetings.
- (j). Appoint three (3) Ex-Officio Members in consultation with the Executive Committee.

#### **12. VICE PRESIDENT**

There shall be a Vice President appointed by the President who shall perform the following functions:

- (a). Assist the President in the performance of his/her duties, and shall perform such functions as may be assigned to him/her by the President.
- (b). Act as a member of all committees of TEIN-KUC, and shall coordinate the activities of such



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

committees provided for in this constitution.

(c). In the absence of the President, shall act as the President; and when doing so, shall be vested with all the powers of the President, subject to the provisions of this constitution.

(d). Whenever the position of the President becomes vacant by reason of incapacity or removal, the Vice President shall assume office as President to complete the unexpired term of the President.

### **13. GENERAL SECRETARY**

There shall be a General Secretary elected by registered members who shall perform the following functions:

(a). Keep and maintain true and accurate minutes and records of all proceedings of general meetings and executive meetings.

(b). Handle all correspondence of TEIN-KUC, and shall be responsible for the day-to-day running of TEIN-KUC's office as well as keep custody of all official documents of TEIN-KUC.

(c). Compile an official list of all members of TEIN-KUC.

(d). Perform any other duty assigned to him/her by the Executive Committee.

(e). Be a signatory to TEIN-KUC accounts.

(f). Convey meetings and coordinate with other Executive Committee members to come out with the agenda for the meeting.

(g). Represent TEIN-KUC during SRC Parliamentary meetings.

### **14. DEPUTY SECRETARY**

There shall be a Deputy Secretary appointed by the President who shall perform the following functions:

(a). Assist the General Secretary in the performance of his/her duties, and shall perform such functions as may be assigned to him/her by the General Secretary.

(b). In the absence of the General Secretary, shall act as the General Secretary, and when doing so shall be vested with all the powers of the General Secretary, subject to the provisions of this constitution.

(c). Whenever the position of the General Secretary becomes vacant by reason of incapacity or removal, the Deputy Secretary shall assume office as General Secretary to complete the unexpired term of the General Secretary.

### **15. TREASURER**

There shall be a Treasurer elected by registered members who shall perform the following functions:



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

- (a). Be the Chairperson of the Finance & Fundraising Committee.
- (b). Lodge all monies belonging to TEIN-KUC into its bank accounts.
- (c). Keep and maintain proper records of the TEIN-KUC imprest.
- (d). Be responsible for presentation of budgets at the beginning of each semester.
- (e). Be a signatory to TEIN-KUC accounts.

### 16. DEPUTY TREASURER

There shall be a Deputy Treasurer appointed by the President who shall perform the following functions:

- (a). Assist the Treasurer in the performance of his/her duties and shall perform such functions as may be assigned to him/her by the Treasurer.
- (b). In the absence of the Treasurer, shall act as the Treasurer, and when so acting shall be vested with all the powers of the Treasurer, subject to the provisions of this Constitution.
- (c). Whenever the position of the Treasurer becomes vacant by reason of incapacity or removal, the Deputy Treasurer shall assume office as Treasurer to complete the unexpired term of the Treasurer.

### 17. ORGANIZER

There shall be an Organizer elected by registered members who shall perform the following functions:

- (a). Shall be responsible for the organization of all TEIN-KUC events.
- (b). Assist in the organization of events of each committee.
- (c). Be responsible for drawing a TEIN-KUC program calendar each semester in consultation with the Executive Committee.
- (d). Carry out any other functions that will be assigned by the Executive Committee.

### 18. DEPUTY ORGANIZER

There shall be a Deputy Organizer appointed by the President who shall perform the following functions:

- (a). Assist the Organizer in the performance of his duties and shall perform such functions as may be assigned to him/her by the Organizer.
- (b). In the absence of the Organizer, act as the Organizer, and when so acting shall be vested with all the powers of the Organizer, subject to the provisions of this Constitution.
- (c). Whenever the position of the Organizer becomes vacant by reason of incapacity or removal, the Deputy Organizer shall assume office as Organizer to complete the unexpired term of the Organizer.



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

### **19. COMMUNICATION OFFICER**

There shall be a Communication Officer elected by registered members who shall perform the following functions:

- (a). Be responsible for all public relation activities of TEIN-KUC.
- (b). Shall be in charge of communicating the position of TEIN-KUC on various matters to the public.
- (c). Shall constantly manage the image of TEIN-KUC in the media and on campus.
- (d). Carry out any other functions that will be assigned by the Executive Committee.
- (e). Be responsible for publishing press releases in consultation with the Executive Committee.

### **20. DEPUTY COMMUNICATION OFFICER**

There shall be a Deputy Communication Officer appointed by the President who shall perform the following functions:

- (a). Assist the Communication Officer in the performance of his/her duties, and shall perform such functions as may be assigned to him/her by the Communication Officer.
- (b). In the absence of the Communication Officer, shall act as the Communication Officer, and when doing so shall be vested with all the powers of the Communication Officer, subject to the provisions of this constitution.
- (c). Whenever the position of the Communication Officer becomes vacant by reason of incapacity or removal, the Deputy Communication Officer shall assume office as Communication Officer to complete the unexpired term of the Communication Officer.

### **21. WOMEN'S COMMISSIONER**

There shall be a Women's Commissioner elected by registered members who shall perform the following functions:

- (a). Be responsible for organizing the women's wing of TEIN-KUC.
- (b). Represent the voice of women in TEIN-KUC decisions in order to promote gender equality.
- (c). Perform any other duties assigned by the Executive Committee.
- (d). Must be a female.

### **22. DEPUTY WOMEN'S COMMISSIONER**

(a). Assist the Women's Commissioner in the performance of her duties and shall perform such functions as may be assigned to her by the Women's Commissioner.



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

- (b). In the absence of the Women's Commissioner, act as the Women Commissioner, and when doing so shall be vested with all the powers of the Women Commissioner, subject to the provisions of this Constitution.
- (c). Whenever the position of the Women's Commissioner becomes vacant by reason of incapacity or removal, the Deputy Women's Commissioner shall assume office as Women's Commissioner to complete the unexpired term of the Women's Commissioner.
- (d). Must be a female.

### **23. EXTERNAL AFFAIRS OFFICER**

There shall be an External Affairs Officer elected by registered members who shall perform the following functions:

- (a). Be responsible for handling the external affairs of TEIN-KUC.
- (b). Liaise with the General Secretary for official written correspondence to be issued to external bodies on behalf of TEIN-KUC.
- (c). Liaise with the Organizer on external activities and programs for which TEIN-KUC is a participant.
- (d). Collaborate with the Communication Officer on international engagements.

### **24. ZONGO CAUCUS COORDINATOR**

There shall be a Zongo Caucus Coordinator elected by registered members who shall perform the following functions:

- (a). Be responsible for organizing programs and activities for the Muslim Community on behalf of TEIN-KUC, both on campus and externally, and in collaboration with the Organizer.
- (b). Represent the voice of Muslims in TEIN-KUC decisions to promote religious diversity.
- (c). Must be a Muslim.

### **25. EX-OFFICIO MEMBERS**

There shall be three (3) Ex-Officio Members appointed by the President in consultation with the Executive Committee who shall perform the following functions:

- (a). Shall advise the Executive Committee on all matters affecting the TEIN-KUC.
- (b). Shall perform all other functions directed by the President, Executive Committee and Executive Council.



## **26. ELECTORAL COMMISSIONER**

There shall be an Electoral Commissioner who shall be appointed by the President in consultation with the Executive Committee who shall perform the following functions:

- (a). Register candidates to be elected under this constitution.
- (b). Conduct investigations and determine eligibility of candidates for election.
- (c). Together with other commission members, shall publish the rules and regulations governing the conduct of elections on the TEIN-KUC notice board at least one (1) week before the period of the elections.
- (d). Receive complaints or objections to the candidature of persons registered to contest an election.
- (e). Compile and publish the final list of eligible candidates.
- (f). Prepare and publish an election calendar for the holding of elections at least one (1) week before the election date.
- (g). Ensure that facilities and logistics needed for a free, fair and effective election are available.
- (h). Supervise the orderly conduct of elections.
- (i). Declare results of the elections.
- (j). Receive and refer complaints and objections to the election results to the Judicial Committee for determination.

## **27. JUDICIAL CHAIRPERSON**

There shall be a Judicial Chairperson who shall be appointed by the President in consultation with the Executive Committee who shall perform the following functions:

- (a). Shall be the Chairperson of the Judicial Committee.
- (b). Shall have the mandate to resolve conflict between members of TEIN-KUC.
- (c). Shall deliberate on issues relating to audit reports with the Audit Committee.
- (d). Shall ensure that the various functions of the committees as inscribed in the constitution are performed.
- (e). Shall be responsible for the amendment, review and interpretation of the constitution.
- (f). Shall have the power to make any orders or grant any remedies which may be given by a court in a judicial review proceeding.
- (g). Shall first swear in his/her successor at a swearing in ceremony, and thus be the first executive to hand over.



## **CHAPTER FIVE: STANDING COMMITTEES**

### **28. WELFARE COMMITTEE**

- (a). Shall have the Vice President as its Chairperson.
- (b). It shall be made up of a minimum of five (5) members and maximum of nine (9) members including the Chairperson.
- (c). Shall be responsible for investigating cases relating to the welfare of TEIN-KUC members and report findings to the Executive Committee and Executive Council for the necessary action to be taken.

### **29. FINANCE & FUNDRAISING COMMITTEE**

- (a). Shall have the Treasurer as its Chairperson.
- (b). Shall have the Deputy Treasurer as a member.
- (c). It shall be made up of a minimum of five (5) members and a maximum of nine (9) members including the Chairperson.
- (d). Shall be responsible for fundraising activities of TEIN-KUC.
- (e). Shall draw up and publish the budget of TEIN-KUC per semester.
- (f). Shall perform other functions that may be assigned to them by the Executive Committee or Executive Council..
- (g). Invest funds belonging to TEIN-KUC, in consultation with the Executive Committee, as it may deem it appropriate.

### **30. COMMUNICATION COMMITTEE**

- (a). Shall have the Communication Officer as its Chairperson.
- (b). Shall have the Deputy Communication Officer as a member.
- (c). It shall be made up of a minimum of five (5) members and a maximum of nine (9) members including the Chairperson.
- (d). Shall publicize and promote TEIN-KUC events and activities through various forms.
- (e). Shall positively enhance the image of TEIN-KUC in the public.

## **CHAPTER SIX: FINANCE, BANKING AND AUDITING**



### **31. FINANCE**

(a). TEIN-KUC shall derive its funds from the following sources:

- (i). Dues and Special Levies.
- (ii). Fundraising.
- (iii). Donations and Sponsorships.

(b). All full members shall:

- (i). Pay dues at an amount and frequency to be decided annually by the General Assembly.
- (ii). Pay any special levies as the General Assembly may deem necessary for the smooth running of TEIN-KUC.

### **32. BANKING**

(a). TEIN-KUC shall open a bank account at a local branch of any reputable bank.

(b). All monies belonging to TEIN-KUC shall be deposited into its bank account.

(c). The President, General Secretary and Treasurer shall be joint signatories to the TEIN-KUC bank account.

(d). Any two (2) eligible persons including the President as a Principal Signatory must sign a cheque before any withdrawal is made.

### **33. AUDITING**

(a). An Audit Committee shall audit TEIN-KUC's accounts annually before a handing over ceremony.

(b). The Executive Committee shall appoint members of the five (5) member Audit Committee.

(c). The Audit Committee shall present its report at least three (3) weeks before the end of a first semester and at least two (2) weeks before a handing over ceremony in the second semester; and the audit report shall include:

- (i). Profit and loss account of items stated on the budget and undertaken during the year.
  - (ii). A balance sheet including assets and liabilities, cash in hand, deposit, creditors etc.
  - (iii). A short-term judgement of the financial situation in order to give the General Assembly the position of correlating the financial demands with the capacity of TEIN-KUC.
  - (iv). A detailed statement of financial administration.
  - (v). A detailed statement of debtors and creditors.
- (d). The Audit Committee shall report directly to the Executive Committee.



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

(e). Copies of the audit report shall be made available to the various committees at least seven (7) days before a General Assembly meeting is specifically summoned for the Audit Committee to make a formal presentation of that audit report; as well as the subsequent deliberation, acceptance, or rejection of that audit report by the General Assembly.

### **CHAPTER SEVEN: REMOVAL OF MEMBERS WHO HOLD OFFICE, OFFENCES AND DISCIPLINARY MEASURES**

#### **34. REMOVAL OF MEMBERS WHO HOLD OFFICE**

Any member who holds an office under this constitution shall be removed from office on the following grounds:

- (a). Having been found guilty of misappropriating or embezzling funds belonging to TEIN-KUC.
- (b). Having been found guilty by any disciplinary body set up by the university for violating its disciplinary rules.
- (c). Violating any provision of this constitution relating to the duties of members who hold office.
- (d). Being incapable of performing the functions relating to his/her duties as a result of infirmities of mind and body or any other cause.
- (e). Failing to comply with an order of the Judicial Committee established under this constitution.

#### **35. OFFENCES**

The following shall constitute offences against TEIN-KUC:

- (a). Failure to pay annual dues and special levies before the deadline.
- (b). Embezzlement of the funds belonging to TEIN-KUC.
- (c). Any action that brings the name of TEIN-KUC into disrepute.
- (d). Any action that brings the name of the National Democratic Congress (NDC) into disrepute.
- (e). Any action that contravenes any provision of this constitution.
- (f). Any action whose judgment by the Judicial Committee or General Assembly does not augur well for the reputation and/or the efficient functioning of TEIN-KUC.

#### **36. DISCIPLINARY ACTIONS**

(a). After giving an accused person a fair hearing, the Judicial Committee shall recommend to the Executive Committee the invocation of one or more of the following disciplinary actions:



- (i). Suspend a convicted person for a period not exceeding two months, if in its opinion such a suspension is in the interest of TEIN-KUC.
- (ii). Acquit and discharge the accused person.
- (iii). Give the accused person a query letter if found guilty.
- (iv). Order the convicted person to refund the money they embezzled.
- (v). Remove the person from office.
- (b). Any individual against whom adverse findings have been made shall have the right to appeal to the Executive Council against the ruling within ten (10) days.
- (c). The Executive Council together with the Patrons shall be the next body of appeal within ten (10) days after the appeal ruling by the Judicial Committee.
- (d). The Executive Council together with the Patrons shall serve as the final body of internal appeal.
- (e). The embattled member may present an appeal to the Regional TEIN Coordinator in the form of a petition, then to the Regional Youth Organizer.
- (f). All disciplinary actions in the constitution of the National Democratic Congress (NDC) may be applicable.

## **CHAPTER EIGHT: REMOVAL FROM OFFICE, IMPEACHMENT, VOTE OF NO CONFIDENCE AND RESIGNATION**

### **37. REMOVAL FROM OFFICE**

A person who holds an office under this constitution may be removed from office if they are found:

- (a). To have acted in violation of any of the oaths set out in the constitution.
- (b). To have embezzled funds belonging to TEIN-KUC.
- (c). To have been suspended, withdrawn or dismissed from the university.
- (d). To have conducted himself/herself in a manner that brings or is likely to bring TEIN-KUC or the NDC into disrepute, ridicule or contempt.

### **38. IMPEACHMENT**

- (a). The following acts may constitute grounds for instituting impeachment proceedings against any office holder of TEIN-KUC:



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

- (i). Any action which contravenes the spirit and letter of this constitution.
- (ii). Any action which brings the name of TEIN-KUC, NDC and Kings University College into disrepute.
- (iii). Embezzlement of funds belonging to TEIN-KUC.
- (iv). Any action whose judgment by the Judicial Committee does not augur well for the reputation and/or efficient functioning of TEIN-KUC.
- (b). Any impeachment process against any office holder of TEIN-KUC shall be made by a member, and shall commence with a notice in writing addressed to the Judicial Committee. This notice is only valid to be acted upon by the Judicial Committee provided it bears the signatures of at least 10% of full members of TEIN-KUC.
- (c). Upon receipt of the notices, the Judicial Committee shall publish/serve a copy of the notice to the Executive Committee, Executive Council, Patrons, and the General Assembly within forty-eight (48) hours.
- (d). Within ten (10) days of receipt of the notice, the Judicial Committee shall submit its full report, including findings, judgment and recommendations to the Executive Council and Patrons.
- (e). If the judgement of the Judicial Committee is not challenged ten (10) days after it has been published, the Executive Council shall convene an Emergency General Assembly meeting to deliberate on the issue.
- (f). The General Assembly may prescribe additional disciplinary actions it deems fit in all cases of impeachment.

### **39. VOTE OF NO CONFIDENCE**

- (a). Upon the presentation of a petition, duly signed by at least two-thirds (2/3) of TEIN-KUC members in good standing, calling for a vote-of-no-confidence in any or all executive officers of TEIN-KUC, the Judicial Committee shall:
  - (ii). Create a forum for the officer (s) and the aggrieved parties to present their cases.
  - (iii). Inform the Electoral Commissioner to conduct a referendum on the issue within two (2) weeks of receipt of the motion, after the parties have presented their cases to the Judicial Committee.
  - (iv). The motion shall be determined by a simple majority vote.
  - (v). A referendum must have a quorum of more than 30% of full members to proceed.
  - (vi). A motion is passed if more than 50% of the voters vote in favour of it.
- (b). If a vote-of-no-confidence is passed against an executive officer, the Electoral Commissioner shall



conduct a by-election to fill the vacancy.

(c). If a vote-of-no-confidence is passed against a Chairperson of any committee (who is not an executive officer), the Executive Committee shall appoint a new Chairperson.

#### **40. RESIGNATION**

(a). Any office holder may voluntarily resign his/her post.

(b). Any such resignation from the President shall be communicated to the Judicial Chairperson in writing, at least seven (7) days before the date of his or her actual resignation, and the Vice President shall act as the President until a by-election is held to elect a new President.

(c). Resignation from any other officer shall be communicated to the President in writing, at least seven (7) days before the date of his or her actual resignation, and the President shall appoint a full member of TEIN-KUC to occupy the vacant office to complete the unexpired term.

(d). All documents and properties of TEIN-KUC in the possession of such a member shall be handed over to the General Secretary within the seven (7) days notice.

(e). Should all the executive office holders decide to resign in bloc; all documents, properties and monies of TEIN-KUC in their possession should be handed over to the Judicial Chairperson.

(f). Any member of any Standing Committee or Ad Hoc Committee may resign his position voluntarily. Any such resignation shall be communicated to the Chairperson of the said committee and copied to the Executive Committee in writing seven (7) days before the date of his/her actual resignation.

### **CHAPTER NINE: STANDING ORDERS FOR MEETING**

#### **41. VOTING**

(a). Voting shall be by full members.

(b). Each full member present shall be entitled to one vote per each voting session.

(c). In voting, motions shall be carried by a simple majority unless provided by for the constitution or the standing orders.

(d). The casting of votes shall be in the following order: votes for, against and abstentions.

(e). If the votes for and against an issue are equal in number, the Chairperson shall exercise the casting vote. Members abstaining shall be considered as non-voting.

(f). Voting shall be by a show of hands or as determined by the Chairperson unless otherwise stated by



the constitution.

#### **42. MOTIONS/AMENDMENTS**

- (a). All full members have the right to file motions.
- (b). No motion or amendment shall be open for discussion until it has been seconded, but the proposer shall have the right to speak on the motion in order to find a seconder.
- (c). No matter shall be discussed until it concerns an approved subject that is in line with the agenda, except with permission of the house.
- (d). A motion shall only be opened for discussion or amendment after the proposer and seconder has had the opportunity to speak in support of the motion.
- (e). The Chairperson shall rule out of order any speaker who fails to adhere to the subject under discussion.
- (f). The mover of an original motion (or amendment) shall have the right to reply at the close of the debate on the motion (or amendment).
- (g). When several amendments are presented successively on any one item, the amendment first tabled and supported will be voted upon first. However, discussion on subsequent amendments will be open before a vote is taken on the first amendment.

#### **43. ORDER OF PRECEDENCE**

- (a). The Chairperson shall allow the following procedural motions to be put in place when there is already a proposition on the table in the following order or precedence:
  - (i). Motion to withdraw motion.
  - (ii). Motion to recess.
  - (iii). Motion to reverse the decision of the Chairperson.
  - (iv). Motion to limit or expand debate to a specified period of time.
  - (v). Motion to refer the matter to a committee or sub-committee for investigation and a report.
  - (vi). Motion to postpone or adjourn the matter to a later specific meeting or time.
  - (vii). Motion to close debate.



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

(viii). Motion that the motion now be voted upon.

(b). If the motion “that the motion now be voted upon” has been seconded, no further discussion of the original question shall be allowed but a member may give motive 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.

(c). If the motion “limits debate to a specified period of time” the proposer shall be allowed a maximum of 5 minutes before the original motion is put to vote.

(d). The President shall preside over all meetings and shall have the control on discipline, including expulsion from the meeting of any member who misconducts himself/herself during the meeting.

### 44. OTHER INTERVENTIONS

(a). In addition to discussion on an issue, the Chairperson shall recognize those requesting the floor by the following order of precedence:

- (i). Point of order.
- (ii). Personal privilege.
- (iii). Point of correction.
- (iv). Point of information.

(b). A point of order must be heard at all times except during the act of voting, and must deal with the conduct of procedure of the meeting and concern only such matters as in-decorum transgression of the Standing Orders, transgression of the Constitution, calling attention of the introduction of a matter not relevant to the question under consideration and the use of improper language.

(c). A two-thirds simple majority vote may override the Chairperson’s ruling on a point of order.

(d). If information is desired from or ordered to a person holding the floor, he may decide whether or not he wishes to be interrupted at the time.

### 45. CONDUCT OF MEETING

(a). A speaker shall direct his speech to the issue under consideration. Every member shall address himself/herself solely to the chair.

(b). No member shall be allowed to speak more than once on a motion as long as a member who has not spoken on that motion desires the floor. No member shall speak longer than five (5) minutes at one time without permission of the Chair.

(c). The Chairperson shall interpret the standing orders. He/she shall be free to take part in all discussion.



## **TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)**

- (d). Any more standing orders may, in case of urgency or after notice duly given, be suspended or changed at any meeting so far as it regards business at the particular meeting provided that there is two-thirds majority in favor.
- (e). Except on point of order, no member shall interfere with any member who is on his feet and addressing a meeting. Remarks made must be strictly confined to explanation of a point of order.
- (f). The decision of the Chair on point of order shall be final.

### **CHAPTER TEN: ELECTION**

#### **46. PERIOD OF ELECTIONS**

- (a). General election shall be conducted during the second semester of the academic year before the university's SRC general elections.
- (b). The period for general election shall be determined by the Electoral Commissioner in consultation with the Executive Committee.
- (c). During an election period, full members shall elect Executive Committee members.
- (d). The Electoral Commission as and when the need arises shall determine the period for all bye-elections and referenda.
- (i). All elections shall be by secret ballot and the winner determined by a simple majority.
- (ii). For unopposed candidates he/she shall be declared elected by a simple majority.

#### **47. ELIGIBILITY FOR ELECTION**

Any person wishing to stand for an election to an executive position:

- (a). Must be a full member of TEIN-KUC for at least one (1) academic year, and for the position of President, at least two (2) academic years.
- (b). Must have fulfilled all their financial obligations to TEIN-KUC.
- (c). Must have fully completed at least one academic year as a student of KUC, and for the position of President, at least two (2) academic years in the same course of study or qualification in the university.
- (d). Must have a CGPA of 2.5 or better.
- (e). Has not been found guilty of any academic malpractice (s) in any of the exams organized by the university.
- (d). Has not been found guilty of any of the offences in Article 35 of this Constitution.



#### **48. ELECTIONS OF EXECUTIVE COMMITTEE MEMBERS**

(a). The following offices shall be contested during annual general elections:

- (i). President.
- (ii). General Secretary.
- (iii). Organizer.
- (iv). Treasurer.
- (v). Communication Officer.
- (vi). Women's Commissioner.
- (vii). External Affairs Coordinator.
- (viii). Zongo Caucus Coordinator.

(b). Each candidate shall be nominated by a full member and seconded by at least two other full members.

(c). In case of an uncontested position, the President may appoint any full member to fill the vacancy.

(d). No member of the Executive Committee shall be a Chairperson of more than one committee, or be a Judicial Chairperson or Electoral Commissioner.

#### **49. DURATION OF TERM OF OFFICE**

Members of the Executive Council, Executive Committee and Standing Committees shall hold office for one academic year.

#### **50. VOTING**

(a). Voting shall be by secret ballot, either using voting papers or electronically.

(b). In all meetings, each member present shall have one vote; proxies are not acceptable by any means.

#### **51. RE-ELECTION**

(a). Notwithstanding any other provision of this constitution, members of the Executive Committee and



Judicial Committee shall be eligible for re-election.

(b). No executive member shall serve for more than two (2) consecutive academic years in a particular office.

## **CHAPTER ELEVEN: AMENDMENT OF THE CONSTITUTION**

### **52. AMENDMENTS**

The constitution may be amended subject to the following:

- (a). Notice of amendment/review of any portion of this constitution, shall be made in writing and communicated to the Judicial Chairperson.
- (b). The constitution is subject to amendment by a special resolution of two-thirds (2/3) of the members present at a general meeting, stating clearly the reasons for such amendment.
- (c). If accepted, the motion shall be referred to the Judicial Committee for consideration.
- (d). The Judicial Committee shall present a report on the proposed amendment(s) back to the General Assembly after two (2) months but not later than three (3) months.
- (e). All amended clauses, articles or chapters do not override the originality of this constitution.
- (f). All amendments made to this constitution shall be annexed to the constitution under caption "Appendices" and accurately be recorded by the Judicial Committee.
- (g). Notwithstanding any notice for review by a member, the Judicial Committee shall initiate a review of the constitution every (5) years.

## **CHAPTER TWELVE: OATHS OF OFFICE**

### **THE PRESIDENTIAL OATH**

I.....having been elected to the high office of the President of TEIN-KUC, do hereby in the name of the Almighty God/Allah/Other swear, that I will be faithful and true to TEIN-KUC, and dedicate myself wholly, without fear or favour, to the service and welfare of members of TEIN-KUC. I further solemnly swear, that I will conform to the principles of strict accountability, financially or otherwise, and that should I at any time break this Oath of Office, I shall submit myself to the penalty prescribed by the TEIN-KUC Constitution. So help me God/Allah/Other!



## TERTIARY EDUCATION INSTITUTIONS NETWORK - KINGS UNIVERSITY COLLEGE (TEIN-KUC)

(To be sworn by the President only)

### VICE PRESIDENTIAL OATH

I.....having been elevated to the high office of the Vice President of TEIN-KUC, do hereby in the name of the Almighty God/Allah/Other swear, that I will be faithful and true to TEIN-KUC, and dedicate myself wholly, without fear or favour, to the service and welfare of members of TEIN-KUC. I further solemnly swear, that I will conform to the principles of strict accountability, financially or otherwise, and that should I at any time break this Oath of Office, I shall submit myself to the penalty prescribed by the TEIN-KUC Constitution. So help me God/Allah/Other!

(To be sworn by the Vice President only)

### EXECUTIVE OFFICERS OATH

I.....having been elected/appointed as an executive officer of TEIN-KUC, do hereby in the name of the Almighty God/Allah/Other swear, that I will at all times, faithfully and truly serve TEIN-KUC in my capacity as..... And that, I will support and uphold the principle of accountability, financially or otherwise, and that I will seek the welfare of members of TEIN-KUC. I further solemnly swear, that should I at any time break this Oath of Office, I shall submit myself to the penalty prescribed by the TEIN-KUC Constitution. So help me God/Allah/Other! (To be sworn by executives other than the President or Vice President)

### OATH OF ALLEGIANCE

I.....do in the name of the Almighty God/Allah/Other swear, that I will bear true faith and allegiance to TEIN-KUC and the NDC; and that I shall uphold, preserve, protect and defend the Constitution of TEIN-KUC and the NDC. So help me God/Allah/Other! (To be sworn by all executives)

### OATH OF SECRECY

I..... holding the office of..... in TEIN-KUC, do in the name of the Almighty God/Allah/Other swear, that I will not directly or indirectly, communicate or reveal to any person, any matter which shall be brought under my consideration, or shall come to my knowledge in the discharge of my official duties, or as may be specially permitted under the TEIN-KUC Constitution. So help me God/Allah/Other! (To be sworn by all executives)



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**DRAFTERS**

1. George Makanaky Kwaku Dumenyah (Chairman)
2. John Nakpuni Muatu (Secretary)
3. Isaac Addo Quaye (Member)
4. Isaac Offei Bekoe (Member)
5. Shaibu Amuzu (Member)
6. Michael Ameley (Member)
7. Afi Elinam Dotse (Member)

To come into force immediately upon assent.

Date of assent: 11<sup>th</sup> June, 2026

**ADDU BENJAMIN ARMAH**

(President of the Tertiary Education Institutions Network – Kings University College)

