

GOVERNMENT NOTICE NO. 621 published on 1/9/2023

THE ARDHI UNIVERSITY CHARTER,
(GN. NO. 263A OF 2007)

RULES

(Made under Article 27(1))

THE ARDHI UNIVERSITY (AMENDMENT) RULES, 2023

Citation
GN. No.
263A of
2007

1. These Rules may be cited as the Ardhi University (Amendment) Rules, 2023 and shall be read as one with the Ardhi University Charter, 2007 hereinafter referred to as the “Charter”.

Deletion and
substitution
of Rules

2. The Rules to the Charter are hereby deleted and substituted with the following:

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FIRST SCHEDULE

(Made under article 26)

THE ARDHI UNIVERSITY RULES, 2023

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PART I
PRELIMINARY PROVISIONS

Citation	1. These Rules may be cited as the Ardhi University Rules, 2023.
Interpretation	2. In these Rules, unless the context otherwise requires-
Cap. 346	“Academic Committee” means a committee of a College of the University established under rule 25; “academic staff” has the meaning assigned to it by rule 28; “Act” means the Universities Act; “administrative and technical staff” has the meaning assigned to it by rule 29; “annual estimates” means the estimates required under rule 52 to be prepared in respect of any financial year; “Appointments Committee” means a committee of the University established under rule 17; “appropriate officer” means an officer assigned functions of the Corporate Counsel under these Rules; “associate college” means a college established independently under its specific enabling legal instrument that is affiliated to the University as an associate college of the University established in accordance with the provisions of rule 46; “bureau” means a bureau established under rule 47; “Campus Academic Committee” means an academic committee for a campus college established in terms of these Rules; “Chairman” in respect of the Council, means the Chairman of the Council and, in respect of other organs of the University provided for in these Rules, means the Chairman of the respective organ; “college” means a University college as prescribed under rule 43 to 46 or as may be approved by the Council; “College Board” means a board of a college established

- under rule 25;
- “committee” means a committee established for the purpose of carrying out a function as shall be prescribed by the appointing authority;
- “companies” means companies established by the Council under rule 47;
- “continuing education” includes such short courses, seminars, colloquia, workshops, refresher courses, and the like, as are designed or carried on for members of respective professions, work disciplines or vocations desirous of improving, updating, expanding or deepening their knowledge or skills through such ways or means;
- “department” means a subdivision established as such within the general structure of the University, college, school, faculty, institute, the University Library, centre or directorate, as the case may be, in accordance with the provisions of these Rules;
- “ex-officio members” in relation to a University, means the Vice-Chancellor and Deputy Vice-Chancellors or equivalent designations; Principals and Deputy Principals or equivalent designations; Registrar; Deans of Schools and Faculties; Directors of Institutes, Centres or Directorates; Heads of Academic Departments and Units; and Dean of Students or equivalent designation;
- “employees of the University” means employees of the University employed on permanent and contract terms;
- “faculty” means a faculty of the University established in accordance with the provisions of rule 47;
- “financial year” means the financial year of the University determined under rule 51;
- “Governing Board” means a Governing Board of a college established in terms of these Rules;
- “graduate” means a person upon whom a degree has been conferred by the University;
- “key administrative positions” includes the position of the Chancellor, Vice-Chancellor, Deputy Vice-

- Chancellors, Principals, Deputy Principals, Dean of Students, Deans, Directors, Heads of Departments;
- “Legal Unit” means the Legal Unit of the University established under rule 56;
- “officer” means any person in the employment of the University on permanent terms and includes the Vice-Chancellor, Deputy Vice Chancellor, Dean of Students or any other officer whose tenure under the Charter or these Rules is for a specified number of years or period;
- “organs of governance” includes the Council, the Senate, a Board or Boards, a Committee or committees or a meeting or meetings under the provisions of the Charter or these Rules;
- “other employees of the University” means employees of the University other than those in the employment of the University on permanent or contract terms;
- “other students' organisations” includes students' organisations, associations, societies and clubs other than the Students' Organisation established and provided for in these Rules;
- “Technical Committees” means Technical Committee established by the Committees of Council;
- “principal officers” means the Vice-Chancellor, Deputy Vice-Chancellors, Principals, Deputy Principals, Dean of Students, Deans, Directors and Heads of Departments;
- “Professor Emeritus” means a person who, with the express approval of the Council, holds an honorary, as opposed to a substantive, title of Professor or Research Professor corresponding to that held last by that person during the person's active service in the University or any other recognised University;
- “public institution” means any education or training institution established by or under any written law or owned by the Government or a parastatal organisation within the United Republic;

- “senior management level” includes the level of a Head of Department or division, Deans of a Faculty or School or a Director of an Institute, the Library, Centre, Bureau, Company or Directorate of the University;
- “staff of the University” means staff of the University prescribed under rule 27;
- “student” means any person admitted to the University as a candidate for a degree, diploma, certificate or other award of the University, and includes a part time and an occasional or short term student;
- “unit” means a subdivision of the University established as such within the general structure of the University, a college, a school, faculty, institute, the library, a centre, bureau, company or directorate in accordance with the provisions of these Rules; and
- “Vice-Chairman” in respect of the Council, means the Vice-Chairman of the Council and, in respect of other organs of the University provided for in these Rules, means the Vice-Chairman of the respective organ.

Construction

3.-(1) Subject to rule 2, references in the Charter, legislation, order or other instrument by which the University is established or governed and designations thereunder of, offices of authorities of the University shall be construed subject to the provisions of the Act, regulations made thereunder, the Charter and these Rules.

(2) For avoidance of doubt and without prejudice to the generality of subrule (1), unless otherwise expressly provided by any written law other than the Charter, campus colleges, connected colleges, associate colleges and constituent colleges of the University shall abide by and be governed fully by the provisions of the Charter, these Rules and By-laws made thereunder relating to the academic matters.

(3) Where the provisions of a law governing a constituent college conflict with the provisions of the

law governing the University relating to academic matters, the provisions of the law governing the University shall prevail.

PART II
ADMINISTRATION OF THE UNIVERSITY

Office bearers
and structures

4.-(1) The University shall be constituted of office bearers and structures.

(2) The office bearers includes-

- (a) the Chancellor;
- (b) the Vice-Chancellor;
- (c) the Deputy Vice-Chancellors;
- (d) the Principals;
- (e) the Deputy Principals;
- (f) the Deans and Directors;
- (g) Heads of Departments; and
- (h) any other officers as the Council may prescribe.

(3) The structures includes-

- (a) the Council and its Committees;
- (b) the Senate;
- (c) Boards;
- (d) Convocation; and
- (e) such other structures as may be prescribed by the Council.

(a) The Chancellor and Principal Officers of the University

Chancellor

5.-(1) The Chancellor of the University appointed under Article 8 of the Charter shall be a person of outstanding integrity, academic and administrative experience and shall be appointed by the President from among a list of three candidates proposed by the Council on the basis of a recommendation by a search committee appointed by the Council, in accordance with, the Second Schedule.

(2) The term of office of the Chancellor shall be six years with eligibility for reappointment for one further

term of six years.

(3) The Chancellor shall-

- (a) be the head of the University and, in the name of the University confer degrees and grant diplomas, certificates and other awards of the University and withdraw or restore any such awards;
- (b) administer the oath to the Vice-Chancellor and Deputy Vice-Chancellors;
- (c) subject to the provisions of paragraph (d), have power to direct an inspection of the University, any of its units or an inquiry into the teaching, research or any other activity of the University;
- (d) have power to arrange for visitation into the general administration and organisation of the University in such manner as may be provided for under Rules or as may be deemed appropriate or prescribed by the Chancellor on the advice of the Council;
- (e) have power to advise the Council regarding the betterment of the University;
- (f) use his good offices to promote and enhance harmony in, and the general development of, the University; and
- (g) have such other privileges, powers and functions as are conferred upon him by the Charter or as may be provided for under Rules.

(4) The powers conferred on the Chancellor under subrule (3) shall be exercised in accordance with Rules made in that behalf

(5) The privileges, other than those provided for under paragraphs (a) to (f) of subrule (3), and, if any, allowances, accruing to the position of Chancellor shall be proposed and approved by the Council.

(6) All expenses incurred or to be incurred in respect of paragraphs (a) to (f) of subrule (3) shall be derived or provided for under the regular budget of the University.

(7) The term of office of the Chancellor terminates

in the event of-

- (a) death or incapacity;
- (b) resignation; or
- (c) removal from office by the President or any person authorised by the President in that behalf.

Vice-Chancellor

6.-(1) The Vice-Chancellor of the University appointed under Article 9 shall, subject to the provisions of subrule (3), be appointed by the Chancellor upon the advice of the Council, upon such terms and conditions as the Chancellor may prescribe in consultation with the Council.

(2) The Vice-Chancellor shall be appointed from a list of three candidates who have attained the status of professor or associate professor with experience and capability of at least seven years at a senior management level on the basis of a search committee's recommendation as provided in the Second Schedule or through a procedure of public advertisement for the post and, upon such terms and conditions as the Chancellor may prescribe upon the advice of the Council.

(3) The Vice-Chancellor shall-

- (a) hold office for a term of five years and may be re-appointed consecutively for one further term of five years;
- (b) be the chief executive officer of the University and, in that behalf, be responsible to the Council for the dynamic management of the academic, administrative and disciplinary matters of the University, including formulation of policies for consideration by, and implementation of decisions of, the Council;
- (c) be responsible for the general security and welfare of the University and;
- (d) have such other functions as are conferred upon him by the Act, Regulations made thereunder, the Charter, Rules or by any other written law.

(4) The Vice-Chancellor may, as he deems fit,

delegate any or more of the powers and functions conferred on him by the Act, the Charter and these Rules or any other written law to a Deputy Vice-Chancellor or Deputy Vice-Chancellors or to the Principal of an affiliated college subject to any limitations or conditions as the Vice-Chancellor may prescribe, provided that such delegation shall be in writing.

(5) For the purpose of this rule senior academician means a person who has attained a status of professor or associate professor.

Deputy Vice-
Chancellors

7.-(1) The Deputy Vice-Chancellors appointed under Article 10 shall be appointed from, a list of three candidates who have attained the status of professor or associate professor or its equivalent in either teaching or research or both with outstanding academic or administrative capability and experience of at least five years at a senior management level on the basis of recommendations submitted through the Senate by a search committee set up in accordance with the Second Schedule or under a procedure of public advertisement for the post.

(2) A Deputy Vice-Chancellor shall hold office for a period of four years and may be re-appointed consecutively for one further term of four years.

(3) Without prejudice to the provisions of the Charter, the Deputy Vice-Chancellor responsible for academic matters shall deputise for the Vice-Chancellor during the Vice-Chancellor's absence from office and in his absence, the Deputy Vice Chancellor responsible for administrative matters shall deputise.

Principals of
Colleges

8.-(1) There shall be a Principal for each college-

(a) who shall be recommended by the Senate from a list of three professors or associate professors or senior academician on the basis of recommendations submitted by a search committee set up in accordance with the Second Schedule or under a procedure of public advertisement for the post; and

- (b) shall be appointed by the Chancellor on the advice of the Council after consultation with the College Governing Board in such manner and upon such terms and conditions as the Council may prescribe.
- (2) The Principal appointed under subrule (1) shall-
 - (a) hold office for a period of four years with eligibility for reappointment consecutively for one further term of four years;
 - (b) be the academic and administrative head of the College of which he is Principal and shall, under the general authority of the Vice-Chancellor, have such powers and duties as may be provided by Rules, or any other applicable written law; and
 - (c) be responsible to the Vice-Chancellor, the Governing Board, the Senate and the Council in respect of all matters concerning the College.

Deputy Principals
of Colleges

9.-(1) There shall be Deputy Principals for each College, who shall be recommended by the Senate from a list of three professors or associate professors on the basis of recommendations submitted by a Search Committee set up in accordance with the Second Schedule or under a procedure of public advertisement for the post and appointed by the Chancellor on advice of the Council after consultation with the College Governing Board or, as the case may be, the College Board, in such a manner and upon such terms and conditions as the Council may prescribe.

- (2) Each Deputy Principal shall-
 - (a) hold office for a period of three years with eligibility for re appointment consecutively for one further term of three years;
 - (b) have such powers as the Principal may delegate to him provided that such delegation shall normally be in writing; and
 - (c) have such other functions as are conferred upon

him by the Act, Regulations made under the Act, the Charter, the College's Charter or, as the case may be, establishing instrument, Rules, or any other applicable written law or as may be prescribed.

(3) Without prejudice to Article 12 of the Charter, the Deputy Principal responsible for academic matters shall deputise for the Principal during the Principal's absence from office and in the absence of the Deputy Principal responsible for academic matters, the Deputy Principal responsible for administrative matters shall deputise for the Principal.

Deans and
Directors

10.-(1) There shall be-

- (a) a Dean for every School or Faculty; and
- (b) a Director for every Institute, Bureau, Company, Centre, Library and Directorate or other similar organs of equivalent designation of the University.

(2) The Dean of a School or Faculty or the Director of an Institute, Bureau, Company, Centres, Library, Directorate, as the case may be, shall be appointed by the Council through a search process.

(3) Where a vacancy occurs in the office of the Dean of a School or Faculty or a Director of an Institute, Library, Bureau, Company, Centre or Directorate, the Deputy Vice Chancellor responsible for academic matters shall, after consultation with the Senate and upon recommendations made by the Board of the School or Faculty, Library, Institute, Bureau, Company, Centre or Directorate, submit to the Council the names of three academic members of staff of the rank of senior lecturer or senior research fellow or above on the basis of Search Committee recommendation who, in his opinion, are qualified and suitable for appointment as Dean of that School or Faculty or, as the case may be, as Director of Library, Institute, Bureau, Company, Centre or Directorate.

(4) Where names are submitted to the Council in

accordance with the provisions of subrule (3), the Council shall proceed to appoint from amongst the persons whose names are submitted to it and arranged in the order of priority the name of one person for appointment to the post of a Dean or, as the case may be, a Director.

(5) Every Dean or Director appointed in accordance with this provision shall, subject to the provisions of the Charter and these Rules, hold office for a period of three years from the date of his appointment and may be eligible for re-appointment consecutively for one further term of three years.

(6) The appointment, terms and conditions of service, including designation of titles of other officers of the University, shall be provided for under the rules made by the Council.

Heads of
Departments

11.-(1) There shall be Heads of Departments in Schools, Faculties, Institute, the Library, Bureau, Company, Centres and Directorates of the University who shall, subject to the provisions of this rule, be recommended by the senate from a list of three senior academicians on the basis of the recommendations submitted by a Search Committee set up in accordance with the Second Schedule and after voting within the department.

(2) Notwithstanding subrule (1) where senior academic staff at the level of Senior Lecturer or above are unavailable in the Department, the Senate may make recommendations to the Vice Chancellor for the appointment of Lecturer, Research Fellow or Librarian as appropriate, with PhD and good performance towards promotion to the respective senior rank.

(3) The Senate shall submit to the Vice-Chancellor the names for appointment of Heads of Departments.

(4) The Heads of Departments shall hold office for a period of three years with eligibility for reappointment for one further term of three years.

(5) The terms and conditions of service shall be provided for by the Vice-Chancellor.

Performance of
functions in
absence of
office-holder

12.-(1) In the event of the simultaneous absence of the Vice-Chancellor, all the Deputy Vice-Chancellors, Principal and all Deputy Principals, the Chancellor, after consultation with the Chairman of the Council, may appoint suitable senior member of academic staff of the University to perform the functions of the Vice-Chancellor or, as the case may be, the Principal during the absence.

(2) In the absence of any office holder of the University other than the Vice-Chancellor, Deputy Vice-Chancellors or Principal, relevant Deputy Vice-Chancellor or Deputy Principal, as the case may be, may appoint a suitable person to perform the functions of the member during the absence.

(b) The Council of the University

Composition of
Council

13.-(1) Subject to the Act, regulations made thereunder and the Charter, there shall be a Council of the University of which-

(a) not less than seventy five percent and not more than eighty percent of its members shall be drawn from outside the University and the remaining members shall be drawn from within the University; and

(b) not less than one third of its members shall be women.

(2) The Council shall consist of the following members:

(a) the Chairman who shall be appointed by the President;

(b) the Vice-Chancellor, who shall be an ex-officio member;

(c) one member who shall be appointed by the Minister, for the time being, responsible for

education;

- (d) one member who shall be appointed by the Revolutionary Government of Zanzibar;
- (e) one member, who shall be elected by the Students' Organisation from amongst its members;
- (f) one female member, who shall be elected by the Senate from amongst its members;
- (g) one female member who shall be elected by the Convocation from amongst its members;
- (h) one member who shall be nominated by the Committee of Vice-Chancellors and Principals from amongst its members;
- (i) one member who shall be elected by the Academic Staff; Association;
- (j) one member elected by the Trade Union at the University from amongst its members; and
- (k) one member representing the private sector.

(3) Except for the Chairman and the Vice-Chancellor, all the other members of the Council shall be appointed by the Minister.

(4) The Minister may, in the exercise of the power conferred upon him by subrule (3) and in pursuance of paragraph (b) of subrule (1), in writing, advise any electing, appointing or nominating authority to elect, appoint or, nominate a member from the gender to be specified by him in the advice and such advice by the Minister shall be heeded by the authority in question.

(5) The Council may co-opt one member nominated by the Students' Organisation, who is a person with a common physical disability who shall be appointed by the Vice-Chancellor and shall have a right to vote in all matters in which persons with disabilities may have direct or special interest.

(6) Where on the Council there is a member or there are members with a common physical disability, it shall not be necessary for the Council to co-opt a member under subrule (5).

(7) The tenure of office of the members of the Council shall be three years, subject to a member's eligibility for re-appointment for a further term of three years.

(8) The appointment of a member shall be determined upon the happening of anyone or more of the following events:

- (a) he resigns;
- (b) he becomes or is declared bankrupt;
- (c) he dies;
- (d) he is convicted of any offence involving moral turpitude, including fraud or dishonesty;
- (e) he is absent, without the leave of the Council, from three consecutive meetings of the Council;
- (f) he is unable to perform his duties and functions as such member by reason of any infirmity of body or mind; or
- (g) the appointing, nominating or he case may be, electing authority terminates his appointment, nomination or as the case may be, election.

(9) The termination of appointment of the members of the Council, the proceedings of the Council and other matters relating to the Council and its members shall be as provided for in the Third Schedule.

(10) The quorum and other related matters for meetings of the Council and of the Boards and committees of the Council shall be as provided for in the Third Schedule.

Powers and
functions of
Council

14.-(1) The Council shall be the principal policy making body of the University.

(2) Subject the provisions of the Act, Regulations made under the Act and the Charter, the governance and control of the University shall be vested in the Council.

(3) In particular, and without prejudice to generality of subrule (1), the Council shall have power-

- (a) to administer the properties of the

- University, both movable and immovable;
- (b) to administer the funds, investments and other assets of the University;
 - (c) to approve annual estimates and supplementary estimates of the University;
 - (d) to signify the acts of the University by use of the common seal;
 - (e) on behalf of the University, to receive gifts, donations, grants or other moneys and to make disbursements there from to colleges, schools, faculties, institutes, the Library and other libraries, centres or directorates;
 - (f) subject to the provisions of the Charter, and these Rules, to appoint, settle the terms and conditions of service or terminate the appointment of officers and other employees of the University as it may deem necessary;
 - (g) subject to the provisions of rule 22, to establish or appoint committees and boards for the proper and better carrying out of its functions;
 - (h) to define the rights, obligations and privileges of the members of the University;
 - (i) to establish colleges, schools, faculties, institutes, libraries, centres or directorates and other bodies and to disestablish any one of them;
 - (j) subject to the provisions of the Charter, to make rules, regulations or by-laws for the better carrying out of the provisions of the Charter and these Rules, and for the better governance and administration of the University; and
 - (k) to do such other acts and things as are provided for in the Charter, and these Rules or as may be prescribed.

Validation of
proceedings of
Council

15. No act or proceedings of the Council shall be invalid by reason of any defect in the appointment of any member of the Council or the fact that any member of the Council was at the time in question disqualified or disentitled to act as such.

Executive
Committee of
Council

16.-(1) There shall be a Principal Committee of the Council, to be known as the Executive Committee, with such powers as may be delegated to it by the Council.

(2) The Executive Committee shall consist of-

- (a) the Chairman and Vice-Chairman of the Council;
- (b) the Vice-Chancellor;
- (c) one female member appointed amongst Council members who is an employee of the University and is appointed in this manner as a member of the Senate; and
- (d) one member appointed amongst Council members who is not an employee of the University.

(3) The Executive Committee shall-

- (a) represent the Council, assume the authority of the Council and may act on behalf of the Council, when the Council is not in session; and
- (b) report to the Council for endorsement on the actions of the Executive Committee in accordance with paragraph (a).

(4) The Council may, generally and specifically, grant the Executive Committee of the Council the authority to finalise matters on behalf of the Council, in which case the Executive Committee shall merely reports to the Council and it is not necessary for the Council either to ratify or to review the action taken by the Executive Committee.

(5) The Executive Committee of the Council

may further delegate the authority granted to it by the Council, Charter and Rules, including the authority granted in accordance with subrule (4) to a committee, or an individual as set out in the Rules, except in cases where the Council has explicitly specified to the contrary.

Appointments
and Human
Resources
Management
Committee

17.-(1) Without prejudice to the generality of the provisions of paragraph (g) of subrule (3) of rule 14, there shall be established an Appointments and Human Resources Management Committee for the handling of appointments and related matters concerning both Academic Staff and Administrative Staff of the University.

(2) The Appointments and Human Resources Management Committee shall be composed of-

- (a) the Vice-Chancellor who shall be the Chairman;
- (b) the Deputy Vice-Chancellor responsible for academic matters, who shall be the Vice-Chairman;
- (c) the Deputy Vice-Chancellor responsible for administration;
- (d) Principals of Colleges;
- (e) two members, who shall be appointed by the Council from amongst the members of the Council, one of whom shall be a female;
- (f) two members from the Staff Association or Associations, one of whom shall be nominated by the academic members and the other by the administrative and technical staff and formally appointed by the Vice-Chancellor;
- (g) one member representing a recognised Trade Union of the University and formally appointed by the Vice Chancellor;
- (h) one female member nominated by the Workers' Council and formally appointed by the Vice-Chancellor;
- (i) one member appointed by the Minister responsible for Public Service Management;

- (j) the Corporate Counsel; and
 - (k) the Director of Human Resources, Management and Administration, who shall be the secretary with no voting right.
- (3) Where the Appointments and Human Resources Management Committee meets to make or approve any appointment, in addition to the persons specified in subrule (2), the following persons shall be entitled to sit on the Committee as temporary members-
- (a) the Dean, if any, of a school or faculty to which the appointment is to be made;
 - (b) where the appointment is to be made to a department of a school or faculty, the Head of Department;
 - (c) where the appointment is to be made to an institute, the Library, or a centre or directorate or unit, the director of the institute, the Library, centre or directorate or the Head of the Unit; and
 - (d) two members appointed by the Vice-Chancellor from amongst persons who, in the opinion of the Vice-Chancellor, are adequately qualified or have enough experience in academic and administrative matters to enable them assist in making a suitable appointment.
- (4) The Appointments and Human Resources Management Committee shall have such functions as are conferred upon it by or under the Charter and these Rules, or as may be delegated to it by the Council.
- (5) The members of the Appointments and Human Resources Management Committee shall hold office for a period of three years and may be eligible for reappointment for one further term of three years.
- (6) Except for appointments of the rank of Professor and Associate Professor, which shall be referred to the Council for approval, all other academic and administrative appointments shall be made or approved by the Appointments and Human Resources Management Committee.

(7) The retirement, the right to terminate appointment and appointment of a new member to fill any vacancy in relation to members of the Appointments and Human Resources Management Committee appointed under subrule (2), and also in relation to the election of a temporary Chairman, the quorum, proceedings and meetings of the Committee shall, *mutatis mutandis*, be as provided for in the Third Schedule.

Planning and
Finance
Committee

18.-(1) Without prejudice to the generality of the provisions of paragraph (g) of subrule (3) of rule 14 and subject to the provisions of rule 65, there shall be established a Planning and Finance Committee for the handling of the financial affairs of the University.

(2) The Planning and Finance Committee shall be composed of-

- (a) the Vice-Chairman of the Council who shall be the Chairman;
- (b) the Vice-Chairman of the Council who shall be Chairman;
- (c) one member elected by the Council, from amongst its members;
- (d) the Vice-Chancellor;
- (e) Deputy Vice-Chancellor responsible for Academic affairs;
- (f) Deputy Vice-Chancellor responsible for Planning, Finance and Administration;
- (g) Director responsible for Planning in the Ministry responsible for Higher Education;
- (h) One representative from the University Staff Academic Association;
- (i) One representative from the Trade Union of the University;
- (j) One representative from the University Students' Organisation;
- (k) Principals of colleges;
- (l) the Corporate Counsel; and
- (m) the Director of Planning and Development, who shall be the secretary with no voting

right.

(3) The functions of the Planning and Finance Committee shall include to-

- (a) consider and make recommendation to the Council on the development needs of land for the University;
- (b) formulate policies and plans for the structure and development of the University over such period as may be specified and advise the Council in investment of funds;
- (c) consider and make recommendations to the Council, after consultation with any Committee of the University whose advice may be needed, with respect to any planning proposals made to the University by the Government of the Council;
- (d) note and consider planning proposal by schools, faculties, institutes, departments, centres or directorates and units of the University and make appropriate or necessary recommendations to the Council;
- (e) consider and make recommendation to the Council matters relating to the procurement and expenditure of funds of the University;
- (f) receive from the budget sub-committees, with comments and recommendations of the Committee of Dean and Directors, estimates of the proposed recurrent, capital and specific or special expenditures and examine them to make recommendations to the Council;
- (g) cause, to be prepared for approval by the Council, financial regulations of the University and keep such regulations under regular review;
- (h) deal with request for virement of funds for recurrent expenditure exceeding such amount or amounts as may be stipulated from time to time by the Council;
- (i) advise Council on promotion of appropriate

- income generation and fund raising activities;
 - (j) mobilise resources for and on behalf of Council for promotion of the objects and functions of the University;
 - (k) keep under review on behalf of the Council, upon recommendations of the Appointment and Human Resources Management Committee, the terms and conditions of service or employment of all staff and make such recommendations to the Council and such delegations of power to appropriate University bodies as it may deem necessary;
 - (l) establish sub-committees, delegate functions to them and receive and review their proceedings;
 - (m) advice Council on matters relating to the procurement and expenditure of funds of the University; and
 - (n) exercise such powers and perform other functions as may be delegated to it.
- (4) The members of the Planning and Finance Committee shall hold office for a period of three years and may be eligible for reappointment for one further term of three years.

Students'
Affairs
Committee

19.-(1) Without prejudice to the generality of the provisions of paragraph (g) of subrule (3) of rule 14 and subject to the provisions of rules 40 and 42, there shall be established a Students' Affairs Committee for the handling of the welfare and students' affairs of the University.

(2) The Students' Affairs Committee shall be comprised of:

- (a) the Chairman who shall be appointed amongst the members of the Council;
- (b) the Deputy Vice Chancellor responsible for Planning, Finance and Administration who shall be the Vice-Chairman;
- (c) three students' representatives, at least one of

- them shall be a female;
 - (d) a representative of higher education students loans Board;
 - (e) Corporate Counsel;
 - (f) Dean of Students who shall be the secretary with no voting right;
 - (g) one senior academic staff appointed by the Vice-Chancellor; and
 - (h) one representative of academic staff association.
- (3) The functions of the Students' Affairs Committee shall be-
- (a) such functions as are conferred upon it by or under the Charter and these Rules, or as may be delegated to it by the Council;
 - (b) to note and consider reports submitted by Students Organisation and Management of the University and make appropriate or necessary recommendations to the Council;
 - (c) to consider and make recommendations to the Council for approval on Students Organisation constitution, students rules and by-laws;
 - (d) to advise the Council on matters relating to the students welfare; and
 - (e) to exercise such powers and perform other functions as may be delegated to it.
- (4) The members of the Student's Affairs Committee shall hold office for a period of three years and may be eligible for reappointment for one further term of three years.

Funding and
Promotion
Committee

20.-(1) Without prejudice to the generality of the provisions of paragraph (g) of subrule (3) of rule 14 and subject to the provisions of rules 49 and 50, there shall be established a Funding and Promotion Committee of the University.

(2) The Funding Promotion Committee shall comprise of a Chairman and not less than five and not more

than fifteen members:

Provided that-

- (a) at least one third of the total membership shall consist of female;
- (b) two members, including the Chairman, shall consist of members of the Council;
- (c) Corporate Counsel; and
- (d) the Director of Planning and Development, who shall be the secretary with no voting right.

(3) The Chairman and the members of the Funding Promotion Committee shall be appointed by the Council upon the advice of the Vice-Chancellor.

(4) The functions of the Funding and Promotion Committee shall be to-

- (a) advise the Council on-
 - (i) investment of such funds;
 - (ii) promotion of appropriate income generation; and
 - (iii) fund raising activities;
- (b) mobilise resources for and on behalf of the Council for the promotion of the objects and functions of the University; and
- (c) perform such other functions as may be conferred upon the committee by the Council.

(5) The members of the Funding and Promotion Committee shall hold office for a period of three years and may be eligible for reappointment for one further term of three years.

(6) The appointment and tenure of office of the Chairman and members of the Funding Promotion Committee, their retirement, the right to terminate their appointment, the appointment of a new member to fill any vacancy, and also in relation to the appointment of a temporary chairman, the quorum, procedure and meetings of the Funding Promotion Committee shall, *mutatis mutandis*, be governed by the Third Schedule.

Audit Committee

21.-(1) Without prejudice to the generality of the

provisions of paragraph (g) of subrule (3) of rule 14, there shall be an Audit Committee of the Council which shall consist of at least three and no more than five members appointed by the Council.

(2) The membership of the Audit Committee shall include:

(a) two members of the Council one being the Chairman and the other who shall be Vice Chairman of the Committee;

(b) two members who are professional and experienced auditors; and

(c) one member designated as a financial expert.

(3) The Vice-Chancellor, Deputy Vice-Chancellors and Chief Internal Auditor shall be in attendance.

(4) The Corporate Counsel shall be the Secretary to the Committee with no voting rights.

(5) The quorum shall be at least three members.

(6) Functions of the Committee shall be as provided for by the Audit Committee Charter approved by the Council.

Other boards and
Committees of
Council

22.-(1) Without prejudice to the generality of the provisions of paragraph (g) of subrule (3) of rule 14, the Council may appoint such other boards and committees as it may consider necessary and, subject to the provisions of the Charter, these Rules and directions given by the Chancellor in that behalf, delegate to any such board or committee any of its functions under the Charter and these Rules upon such limitations or conditions as the Council may prescribe.

(2) Where the Council establishes a board or committee, under this Rule, the Council shall-

(a) determine the number of members of the board or committee as it deems fit and appoint such members-

(i) at least one of members appointed to any such board or committee shall be

appointed from amongst the members of the Council; and

- (ii) at least one third of the total membership shall consist of female including at least one female member of the Council;
- (b) fix the quorum necessary for the conduct of any business of such board or committee;
- (c) elect one of the members of the Council to be the Chairman of the board or, as the case may be, the committee;
- (d) prescribe provisions for the election of a temporary Chairman by the members present where at any meeting of a board or committee so established the Chairman is absent;
- (e) determine whether representation on such board or committee of the Staff Association or Associations, the Trade Union or, as the case may be, the Students Organisation, is necessary, and if necessary, provide for such representation; and
- (f) subject to the provisions of the Charter and these Rules and any other Rules made hereunder, prescribe provisions for the conduct or regulation of the proceedings of such board or of the committee.

(3) For the purpose of this Rule, the Deputy Vice-Chancellors and the Corporate Counsel or other appropriate officer shall be deemed to be members of the board or committee.

(c) The Senate of the University

Composition of
Senate

23.-(1) Subject to the Act, regulations made under the Act and the Charter, there shall be a Senate of the University of which not less than eighty percent and not more than eighty five percent of its members shall be drawn from within the University.

(2) The minimum and the maximum number of membership of the Senate shall be determined from time

to time by the Council, except that the number and categories of ex-officio members shall not be reduced.

(3) Subject to the provisions of this rule, members of the Senate shall be appointed in accordance with relevant rules.

(4) The membership of the Senate shall include-

- (a) the Vice-Chancellor, who shall be the Chairman;
- (b) the Deputy Vice-Chancellors, provided that the Deputy Vice-Chancellor responsible for academic matters shall be the Vice-Chairman;
- (c) Principals of Colleges;
- (d) Deputy Principals of Colleges;
- (e) the Dean of Students;
- (f) Deans of schools and faculties;
- (g) Directors of Institutes, the Library, and academic centres;
- (h) Heads of academic departments;
- (i) one person appointed by the Minister responsible for higher education;
- (j) not more than two professors who are not members of the Senate by virtue of this rule appointed by the Vice-Chancellor;
- (k) not more than four members, at least one of whom shall be a female and one other who shall be a disabled student, who shall be elected by the Students' Organisation from amongst the members of the Students' Organisation and appointed by the Vice-Chancellor;
- (l) one member representing postgraduate students appointed by the Vice-Chancellor;
- (m) two persons elected by the Staff Association or Associations one of them from the Academic staff members and the other from the Administrative and technical staff members of the University;
- (n) two persons appointed by the Council, amongst its members, one of whom shall be

female;

(o) Corporate Counsel; and

(p) the Director of Undergraduate Studies who shall be the secretary with no voting right.

(5) The tenure of office of the members of the Senate shall be three years subject to a member's eligibility for re-appointment for a further term or terms of three years each:

Provided that, the appointment of a member shall be determined on the happening of any one of the events mentioned in subrule (10) of rule 13.

Powers and
functions of
Senate

24.-(1) Subject to the general supervision and guidance of the Council, the Senate shall be the principal decision making organ in all academic matters of the University.

(2) Without prejudice to the generality of subrule (1), the Senate shall be responsible to the Council for the control and general regulation of the instruction, education, research, consultancy and public service within the University and, in addition thereto, shall have the following functions:

(a) to approve Certificates, Diploma, Undergraduate, Postgraduate Diplomas, Masters and Doctor of Philosophy programmes as may be established from time to time subject to accreditation by the Commission;

(b) to satisfy itself regarding the content and academic standard of any course of study offered by any school, faculty, institute, the Library, centre or directorate or college of the University in respect of a degree, diploma, certificate or other award of the University;

(c) to carry out academic audits on a regular basis:

Provided that, there shall be one academic audit in respect of each school, faculty, institute, the Library, centre or directorate, and college of the University in every five

- years;
 - (d) subject to the approval of the Council to make by-laws-
 - (i) regarding the eligibility of persons for admission to courses for a degree, diploma, certificate or other award of the University, and for the obtaining of any degree, diploma, certificate or other award of the University;
 - (ii) with regard to the standard of proficiency to be attained in each examination for a degree, diploma, certificate or other award of the University;
 - (e) to decide whether any candidate for a degree, diploma, certificate or other award of the University has attained the standard of proficiency prescribed under by-laws made under paragraph (d) and is otherwise fit for the grant of such degree, diploma, certificate or other award of the University;
 - (f) to decide whether any candidate who has been awarded a degree, diploma, certificate or other award of the University is unfit to hold such an award of the University and to recommend to Chancellor for its cancellation or withhold or withdrawal or restoration;
 - (g) to consider recommendations made to it by an Academic Committee of a college, or a Board of a school, faculty or institute, the library or a centre or directorate, as the case may be, and to take such action as it may consider appropriate;
 - (h) to make proposals to the Council on matters relating to the conduct of the University generally; and
 - (i) to perform such other functions as may be conferred upon it by the Act, regulations made thereunder, the Charter, these Rules, by-laws and any other written law or by the Council.
- (3) Notwithstanding any other provisions of this

rule, the Council shall not initiate any action in respect of any of the matters mentioned in paragraphs (b) and (d) of subrule (2) except upon receipt of a report or proposal thereunder, and the Council shall not reject any such report or amend any regulations so proposed without further reference to the Senate.

(4) The Senate shall have power to establish or appoint committees and boards as well as delegate any of its functions for the proper or better carrying of its functions and disestablish any one or more of such boards or committee.

(5) Subject to subrule (4), the establishment or the appointment of boards and committees by the Senate shall be governed by rules or by-laws.

(6) Without prejudice to the generality of subrule (4) there shall be established Technical Committees of the Senate which shall consist of Undergraduate Studies Committee and Postgraduate Studies, Research and Publications Committee.

(7) The functions of the Technical Committees shall be determined by Senate.

(8) Members of Technical Committees shall be appointed by the Vice-Chancellor for a term of three years.

(9) The committees and boards of the Senate established under subrule (4) shall be chaired by a member of the Senate and may consist of such number of members including those who, not being members of the Senate, possess qualifications and experience which may promote the cause for which the committee or board is established as the Senate may determine and such members shall be appointed by the Senate.

(10) The committee and board of the Senate established under subrule (4) shall comprise members who-

- (a) at least one third of the total number of members appointed to any such committee shall be appointed from amongst the members of the Senate; and

- (b) at least one third of the total membership shall consist of female including at least one female member of the Senate.

(11) Where any matter in relation to which the Senate is required to report to the Council or to make by-laws in accordance with or furtherance of the provisions of paragraphs (a), (b) and (c) of subrule (2), the Council shall not initiate any action in respect thereto or, as the case may be, such by-laws have been made by the Senate, and shall not reject any such report or by-laws without further reference to the Senate.

(d) The Boards and Academic Committees

Boards of colleges, schools, etc.

- 25.-(1) There shall be established in respect of-
- (a) every college, a Governing Board and an Academic Committee;
 - (b) every School, a School Board;
 - (c) every Faculty, a Faculty Board;
 - (d) every Institute, a Board of the Institute;
 - (e) the Library, a Board of the Library; and
 - (f) every Centre or Directorate or Bureau or Company, a Board of the Centre or Directorate or Bureau or Company.

(2) The establishment, composition, functions, procedure and powers of the respective boards specified under subrule (1), and the rights, duties and privileges of their respective memberships shall be provided for under the rules made by the Council.

Validity of decisions of Senate, boards or committees

26. No decision or act of the Senate or any Board or Committee established by or in terms of this Charter shall be invalid solely on the ground that-

- (a) the Senate, Board or Committee, as the case may be, consisted of fewer than the number of members for which provision is made by or in terms of this Charter;
- (b) a disqualified or disentitled person acted as a member of the Senate, Board or committee,

if the duly qualified members who took the decision or did or authorised the act constituted a quorum of the membership of the Senate, Board or Committee; or

- (c) any vacancy in the membership thereof, or any defect in the appointment of any member.

(e) The Staff of the University

Staff of
University

27. The staff of the University shall consist of academic, administrative and technical staff.

Academic staff

28. The academic staff of the University shall include-

- (a) the Vice-Chancellor;
- (b) Deputy Vice-Chancellors;
- (c) Principals;
- (d) Deputy Principals of Colleges;
- (e) Deans of Schools and Faculties;
- (f) Directors of Institutes, Libraries, Bureaus, and Centres;
- (g) Heads of Academic Departments;
- (h) Professors, Research Professors and Professors Emeritus;
- (i) Associate Professors and Associate Research Professors;
- (j) Senior Lecturers, Senior Research Fellows and Senior Librarians;
- (k) Lecturers, Research Fellows and Librarians;
- (l) Assistant Lecturers, Assistant Research Fellows and Assistant Librarians;
- (m) Tutorial Assistants; and
- (n) such other members of staff of the University who are engaged wholly or partly in teaching or research in any college, school, faculty, institute, the library or centre or Bureau, Company, or directorate, as shall be designated as academic staff by the Council

on the advice or recommendation of the Senate.

Administrative
and technical
staff

29. The administrative and technical staff of the University shall include-

- (a) the Vice-Chancellor;
- (b) the Deputy Vice-Chancellors;
- (c) Principals;
- (d) Deputy Principals of colleges;
- (e) the Dean of Students;
- (f) Deans of Schools and Faculties;
- (g) Directors of Institutes, Libraries, Bureaus, Centres or Directorates;
- (h) Heads of Administrative Departments; and
- (i) all other officers of the University employed on permanent or fixed term contracts who are not members of the academic staff.

Terms and
conditions of
employment

30.-(1) The power of making appointments to all staff is hereby vested in the Council.

(2) Notwithstanding the provisions of subrule (1), the Council may delegate its powers of appointing staff to the Appointment and Human Resources Management Committee.

(3) The terms and conditions of employment of permanent and contract staff of the University shall be in accordance with standing orders of the public service.

PART III

DISCIPLINE OF STAFF AND TOP EXECUTIVE OFFICERS

Discipline of
staff of
University

31.-(1) The powers of dismissing or terminating the appointment of any member of staff, other than the Vice-Chancellor, Deputy Vice-Chancellors, Principals and Deputy Principals by way of disciplinary action or of punishing otherwise than by dismissal or termination of his appointment, for any disciplinary offence or misconduct shall be vested in the Council.

(2) There shall be a Staff Disciplinary Committee,

which shall consist of the following members:

- (a) the Chairman, who shall be appointed by the Vice-Chancellor from outside the University community;
- (b) three other members appointed by the Vice-Chancellor from within the University.
- (3) The Secretary of the Committee shall be appointed by the Vice-Chancellor.
- (4) Three members of the Staff Disciplinary Committee, including the Chairman, shall form a quorum and the Chairman shall have a casting in addition to his deliberate vote in the event of equal votes.
- (5) Charges of disciplinary offence or misconduct against an academic member of staff and an administrative or technical member of staff, other than the Vice-Chancellor, Deputy Vice-Chancellors, Principals and Deputy Principals, shall be handled in accordance with the provisions of rule 33(2)(a) to (c).
- (6) The findings of the Committee shall be made to the Vice-Chancellor, who is the Disciplinary Authority, through the Deputy Vice-Chancellor responsible for administration for imposition of such punishment by the Council through the Appointments and Human Resources Management Committee, exercising its powers under these Rules or any other applicable Rules, as may deem justified.
- (7) The University shall inform the concerned individual about the fate of his case in writing.
- (8) Where a disciplinary action concerns a person who is a member of the Staff Disciplinary Committee, the Vice-Chancellor shall replace that person with a suitably qualified alternate.
- (9) All matters of discipline of members of staff of the rank of Professor or Associate Professor of colleges, shall be dealt with in accordance with these Rules.
- (10) All matters of discipline of members of staff of the University shall be in accordance with laws governing public service in the United Republic.

Disciplinary

32.-(1) There is hereby established a

Appeals
Committee for
staff of
University

Committee, to be known as Staff Disciplinary Appeals Committee, which shall deal with appeals of the University staff.

(2) The Staff Disciplinary Appeals Committee shall be composed of-

- (a) the Chairman who is a retired judge appointed by the Chancellor;
- (b) two lawyers who are persons of high moral integrity with at least ten years experience of practice, one from office of the Solicitor General and another as Advocate, who shall be appointed by the Council from outside the University community one of whom shall be a female;
- (c) two persons who are not legal practitioners or employees of the University who are persons of high moral integrity one of whom shall be a female appointed by the Council; and
- (d) two representatives from staff association or associations of the university one of whom shall be from academic staff association and the other from administrative staff association of the University formally appointed by the Vice-Chancellor.

(3) The Committee may appoint one of its members as the Vice-Chairman and another member to take the records of proceedings as Secretary.

(4) The quorum for meetings of the Staff Disciplinary Appeals Committee shall consist of the Chairman or Vice-Chairman and two other members of the Committee.

(5) Staff Disciplinary Appeals Committee shall hear and determine appeals on matters affecting staff on-

- (a) decisions of a disciplinary nature;
- (b) dismissals from employment with the University;
- (c) terminations of service with the University; and

(d) grievances against the University on matters related to staff welfare.

(6) Notwithstanding the provisions of this Rule, the appeal shall be made within forty five days from the date of receipt of the decision of the disciplinary authority.

(7) All appeals shall be submitted in writing to the Chancellor and copies thereto shall be submitted to the disciplinary authority.

(8) The Chancellor through the Council shall inform the concerned individual about the fate of his appeal in writing.

Disciplinary
appeals boards
for top
executive
officers of
University

33.-(1) Subject to the Charter and these Rules and any other applicable written law, the provisions of this Rule shall apply, *mutatis mutandis*, in respect of appeals by the Vice-Chancellor or, as the case may be, Deputy Vice-Chancellors, the Principal or Deputy Principals.

(2) Any recommendation for disciplinary action including removal and replacement or dismissal from or termination of service, made under rule 34 against the Vice-Chancellor or a Deputy Vice-Chancellor, Principals or Deputy Principals shall be open to objection by the affected person before the Council which shall submit a recommendation to the appointing authority who may-

- (a) act on the Council's recommendation; or
- (b) appoint an ad-hoc Committee with terms of reference for investigating and recommending the action to be taken; and
- (c) on receipt of the ad-hoc Committee's findings as to the guilt or innocence of the accused person, accept or reject the recommendation submitted by the Council.

(3) The Vice-Chancellor or any Deputy Vice-Chancellor or Principal or Deputy Principal shall have the right to appear before or make written representations to the Council, the ad-hoc Committee or the appointing authority when an adverse recommendation made by the Council against any one of them is under consideration before the Council, the ad-hoc Committee or, as the case

may be, the appointing authority.

Disciplinary
procedures for
executive
officers

34.-(1) A charge of disciplinary offence or misconduct against the Vice- Chancellor or Deputy Vice-Chancellor or Principals and Deputy Principals shall be investigated by a special committee of the Council whose composition and terms of reference shall be determined by the Council.

(2) The special committee appointed under subrule (1), shall in carrying out any investigation adhere to the rules of natural justice, that is-

- (a) the right of the accused to know the nature of the disciplinary offence or misconduct he stands of;
- (b) the right to be granted a fair opportunity for self-defence; and
- (c) the right to be judged without bias.

(3) Where the charge to be established against the officer, is before the Council which is the appointing authority, it shall make a decision as it deems fit, or where the Council is not the appointing authority, and, if it deems it proper, it may refer the findings to the appointing authority:

Provided that-

- (a) a two-thirds majority vote at a special meeting of the Council shall be necessary for the Council to decide or, as the case may be, recommend to the appointing authority that a Vice-Chancellor or Deputy Vice-Chancellor or Principals or Deputy Principals be removed and replaced;
- (b) where the Council does not deem it proper to refer the findings to the appointing authority for a decision, the Council shall itself decide on what measure, other than a punitive measure, is to be taken against the officer and shall forward such a decision to the appointing authority for endorsement; and
- (c) if the appointing authority does not endorse the

decision of the Council, the appointing authority may substitute its own decision after consultation with the Council where such consultation is considered necessary.

(4) Where the charge is not established against the officer in question, it shall be set aside and the officer shall be informed in writing of that outcome forthwith.

(5) All matters concerning discipline of top executive officers, of-

(a) affiliated institutions, shall be dealt with in accordance with these Rules; and

(b) Colleges, schools, institutes, libraries, centres and directorates, shall be dealt with in accordance with their respective enabling legal instruments or other applicable written law.

PART IV

CONVOCATION, ALUMNI AND OTHER STAFF ASSOCIATIONS

Convocation
and Alumni
Associations

35.-(1) There shall be Convocation of the University which shall consist of graduates and members, other than undergraduate students of the University, and such other persons as the rules may prescribe.

(2) The Convocation shall have the right to meet and discuss any matter relating to the University, to transmit resolutions thereon to the Council and Senate, and may exercise such other functions as subsidiary legislation may prescribe.

(3) The Council may approve the establishment of an alumni association of the University or discipline-based alumni association whose affairs shall be governed by its constitution which shall be subject to approval by the Council including amendment thereof.

(4) An alumni association of the University shall have the right to transmit its resolutions to the Council and the Senate and may exercise such other functions and enjoy such other privileges as the Rules may provide.

(5) A discipline-based alumni association shall

have the right to transmit its resolutions to the board of the school, faculty, institute, the library, Bureau, Company, and centre or, as the case may be, directorate under which the association's base discipline falls.

(6) For the purpose of this rule the word "discipline" includes schools, faculty, institute, the Library, centre or directorate, as the case may be.

Staff
associations and
trade unions

36.-(1) The staff associations specified in the Sixth Schedule are declared to be staff associations in the University and, the trade unions specified in the Sixth Schedule are recognised to be the trade unions in the University.

(2) The Council may approve the establishment of an academic staff association representative of all the academic staff of the University and an administrative staff association representative of all administrative and technical staff of the University.

(3) An academic staff association and an administrative staff association whose establishment is approved under subrule (1) shall have the right to transmit its resolutions to the Council and the Senate and may exercise such other functions and enjoy such other privileges as Rules may prescribe.

(4) The Council may, as it deems fit, upon an application and submission of a constitution by members of staff desirous of forming an association within the University, approve the establishment of any other staff association or associations whose objects and constitution are not in conflict with the objects of the University and the provisions of any other written law.

(5) The affairs of a staff association, including membership, shall be governed by its constitution.

(6) The constitution of a staff association, including amendments thereof, shall be determined by the members of the association and shall be subject to approval by the Council.

PART V
ADMINISTRATION, WELFARE AND DISCIPLINE OF STUDENTS

Dean of
Students and
student's
welfare

37.-(1) There shall be a Dean of Students of the University who shall be appointed by the Council from amongst persons with a minimum academic qualification of a Masters degree and outstanding experience and capability in student administration or counselling.

(2) The Dean of Students shall be appointed by the Council on the recommendation of the Vice-Chancellor, based on the report of a search committee or through result of a procedure involving public advertisement set up in accordance with the Second Schedule, for a period of three years with eligibility for reappointment for a further term or further terms of three years each, upon such other terms and conditions as the Council shall prescribe.

(3) The Dean of Students shall be accountable to the Deputy Vice-Chancellor responsible for administration for the general welfare of the students of the University and the administration of their affairs.

(4) The terms and conditions for employment of the Dean of Students shall be prescribed by the Council.

Students'
organisation

38.-(1) The students' organisations specified in the Sixth Schedule are declared to be the student organisations in the University.

(2) There shall be a students' organisation of the University which shall be known by such name as may be agreed upon by its members and approved by the Council by notice published in the *Gazette* or the University Prospectus.

(3) The affairs of the students' organisation, including membership, shall be governed by its constitution whose objects shall not conflict with the objects of the University, and the provision of any other written law.

(4) The constitution of the students' organisation, including amendments thereof, shall be subject to approval by the Council.

(5) Students' organisation shall not have objects, which are in conflict with the objects of the University or the provisions of any written law.

Other students'
organisations

39.-(1) The Council may by Rules provide for the approval and conduct of other students' organisations.

(2) Students' organisation shall not have objects which are in conflict with the objects of the University or the provisions of any other written law.

(3) Notwithstanding the generality of the provisions of this rule and rule 33, the students' organisation shall not engage in any politically motivated activities.

(4) For the purpose of these Rules "engaging in political parties activity" includes regular recruitment, training, registering or enrolment of political party members, regular organisation of meetings, seminars and conferences for a political party or political parties, operating a branch office or cell or the like of a political party or political parties and matters of a similar nature.

Students rules

40.-(1) The Council may make rules for the administration and general welfare of students.

(2) Rules made under subrule (1) may provide that the contravention of any such rules shall constitute a disciplinary offence and may further provide the punishment that may be imposed for such disciplinary offence.

(3) Rules made under this Rule shall be published in the *Gazette* or University Prospectus and every such Rule shall be brought to the notice of the students in such other manner as the Council may determine.

Students'
Disciplinary
Committee

41.-(1) There shall be a Student Disciplinary Committee appointed by the Council and shall be composed of-

(a) Deputy Vice-Chancellor responsible for administration who shall be the Chairman;

(b) Dean of Students who shall be the Secretary;

- (c) two members elected by the Senate from amongst its members, one of whom shall be a female;
 - (d) one senior lawyer with high moral integrity and experience of practice who is a staff;
 - (e) one student nominated by the Student's Union; and
 - (f) head of the Department to which the students' belong as an invited member.
- (2) The powers, functions and procedures or mode of operation of the Students' Disciplinary Committee shall be provided for under the Rules made by the Council.

Students'
Disciplinary
Appeals
Committee

42.-(1) There shall be established by the Council a committee to be known as the Students' Disciplinary Appeals Committee to hear and decide appeals from the Students' Disciplinary Committee.

(2) The Committee under subrule (1) shall consist of-

- (a) the Chairman appointed by the Council;
- (b) four members elected by the Council one of whom shall be a member of the Council elected by the Students Organisation; and
- (c) a senior lawyer from the office of the Attorney General.

(3) Powers, functions and procedure or mode of operation of the Students Disciplinary Appeals Committee shall be as stipulated under the rules made by the Council in that behalf.

PART VI

ESTABLISHMENT OF COLLEGES SCHOOLS, FACULTIES, ETC.

Establishment
of campus
colleges

43.-(1) The Chancellor, acting upon a resolution of the Council after consultation with the Commission, may, by order published in the *Gazette*, establish campus colleges whose functions and powers shall be provided by rules.

(2) Notwithstanding subrule (1), where the Council deems necessary or appropriate in order to cater for specific needs or circumstances, the Council may add to, deduct from, modify or alter the functions and powers provided under Rules.

(3) A campus college shall be answerable to the Senate and the Council in all matters concerning approval and valuation of academic programmes, student admission criteria and appointments including their terms and conditions of service, discipline and retirement benefits of senior academic and administrative staff.

(4) Notwithstanding subrule (3), the Senate and the Council may, as they deem fit, delegate any one or more of the powers exercisable under this Rule to the Campus Academic Committee and the College Board of a campus college in accordance with the provisions of these Rules.

(5) A campus college shall consist of such schools, faculties, institutes, centres, libraries or directorates and units as may be provided for by Rules.

(6) The procedure for establishing campus colleges shall be provided for by Rules.

Establishment
of constituent
colleges

44.-(1) Subject to the Act, regulations made under the Act and the Charter, the President may, on the advice of the Minister and the Commission, after consultation with Council, grant a Charter to establish or declare a public institution of higher learning, education or training to be a constituent college of the University.

(2) A constituent college may-

- (a) consist of campus, schools, faculties, institutes, centres, directorates, departments and units as may be provided for or declared by the Charter under which it is established;
- (b) affiliate schools, institutes, centres or directorates;
- (c) establish associateship with institutes, schools, centres or directorates.

(3) A constituent college shall be a semi-autonomous institution under the tutelage of the University for nurturance, during a transitional period, towards its establishment as an independent University.

(4) Without prejudice to the generality of subrule (3), a constituent college shall be established as a body corporate with legal personality, a common seal, perpetual succession and all the rights and privileges pertaining to a body corporate, except that a constituent college shall have no right to grant or confer awards other than the awards of and in the name of the University.

Establishment
of connected
colleges

45.-(1) The Minister may, on the advice of the Council after consultation with the Commission, by order published in the *Gazette*, declare a public institution of higher learning, education or training to be a connected college of the University.

(2) Subject to this Charter and the Rules, a public institution declared to be a Connected college of the University shall-

- (a) retain its separate legal status or personality in accordance with its enabling legal instrument;
- (b) depend on the University for approval of its academic programmes courses and awards including students' entry qualification, course syllabi and examination rules; and
- (c) have no right to grant or confer awards other than the awards of and in the name of the University.

Establishment
of associate
colleges

46.-(1) The Chancellor may, on the advice of the Council after consultation with the Commission, by order published in the *Gazette*, declare a higher institution of learning, education or training or a college, other than a campus college, a constituent college or a connected college, to be an associate college of the University.

(2) The University shall accord to an Associate college of the University professional and academic guidance

and supervision over the academic programmes of the college in order to ensure that the college operates in accordance with the provisions of its enabling legal instrument to the highest standard:

Provided that-

- (a) the University shall not require the college to participate in any of the programmes of the University nor to attain the level of standards of the University in teaching, research, consultancy services provision, staffing, student admissions criteria, or any other matter of an academic or administrative nature;
- (b) the college shall not have any right to participate in any of the academic programmes of the University with which it is associated nor to make awards bearing the name or emblem of the University; and
- (c) the order under which an institution or college is declared to be an associate college of the University may provide for the means by which and the mode, ways or manner in which the University shall accord to the associate college such professional and academic guidance and supervision as are required by this subrule and any other matter connected or associated therewith.

(3) Subject to the provisions of subrule (2), the establishment, mode, terms and conditions of the association with or participation in the academic programme or programmes of the college by the University and other related matters shall be prescribed by the Council under the Rules.

Establishment
of schools and
faculties, etc

47.-(1) There shall be schools, faculties, institutes, libraries, directorates, bureaus, companies and centres of the University established, on the advice of the Senate and approved by the Council.

(2) Notwithstanding subrule (1) the Council may, by order published in the *Gazette*, establish schools,

faculties, institutes, libraries, centres, bureaus, companies or directorates and may disestablish or reconstitute any one or more of these or combine any one or more of these with another or others to form a new or larger school, faculty, institute, library, centre, bureau or directorate, as the case may be.

(3) The establishment, composition, functions, procedure and powers of schools, Faculties, institutes, libraries, directorates, bureaus, companies, centres and organs of governance thereof shall be provided for by the Rules.

(4) The Board of a school, faculty, institute, library, centre, bureau, company or directorate may, with the approval of the Senate, establish such number of departments and units as the Board may consider necessary and may in the same manner disestablish or reconstitute any one or more of these or combine any one or more of them with another or others to form new or larger departments or, as the case may be, units.

(5) The course of study to be conducted in any school, faculty, institute, library, centre or directorate, shall be determined by the Senate on the recommendation of the Board of the school, faculty, institute, library, centre, bureaus, company or, as the case may be, directorate.

(6) The provisions of rule 46 shall, *mutatis mutandis*, apply to the establishment of associate institute, school, centre or directorate, as the case may be.

PART VII FINANCIAL PROVISIONS

Management of
assets

48.-(1) The Council shall manage all the assets and properties, movable and immovable, of the University, in such manner and for such purposes as in the opinion of the Council would promote the best interest of the University.

(2) Notwithstanding subrule (1), the management

of assets and properties, both movable and immovable, of constituent and campus colleges, institutes, schools, centres, bureaus, companies or directorates, as the case may be, shall be vested in the Governing Boards of the respective institutions in accordance with their respective enabling legal instruments.

Funds and
resources

49. The funds and other resources of the University shall consist of-

- (a) such sums as may be appropriated for the purposes of the University by Parliament by way of grant or loan;
- (b) such sums as the Council may, from time to time, borrow for the purposes of the University;
- (c) such sums as may accrue to the University from or by way of fees;
- (d) such sums as may accrue to the University from investments, leases, licenses, consultancies and other activities of the University;
- (e) such sums as may accrue to the University from intellectual property including copyright, patents, trademarks, trade names and industrial designs by University employees;
- (f) such sums as may accrue to the University from endowments, donations and gifts;
- (g) such sums as may accrue from the sale of publications of the University; and
- (h) such sums as may in any manner become payable to or vested in the University either under the provisions of the Charter, these Rules, any applicable written law or as incidental to the carrying out of its functions.

Investment of
funds

50. The Council shall have power to invest the funds of the University in such assets and subject to such conditions as are prescribed by the laws of the United Republic, in relation to investment of funds.

Financial year

51. The Council may determine any period of twelve consecutive months to constitute the financial year of the University, provided that, for the purposes of the transition from one year to another the transition period, whether of more or of less than twelve months, shall be regarded as if it were a financial year.

Annual
estimates

52.-(1) At least two months before the commencement of any financial year, the Deputy Vice-Chancellor responsible for finance shall prepare or cause to be prepared, for the approval of the Council, annual estimates of the revenue and expenditure of the University for the ensuing financial year.

(2) The Council shall, before the commencement of a financial year, consider and approve, subject to such modifications and amendments, as it may consider appropriate, the estimates prepared in accordance with subrule (1).

(3) The annual estimates shall contain provision for all the estimated expenditure during the ensuing financial year and in particular-

- (a) for the payment of salaries, allowances, travel and other charges in respect of staff of the University;
- (b) for the payment of costs of materials, equipment and other charges in respect of teaching, training and research, consultancy and public services;
- (c) for the payment of allowances, fees and expenses in respect of the Chancellor, members of the Council, the Senate, the Convocation and of other boards and committees;
- (d) for the payment of all pensions, gratuities and other charges in respect of retirement benefits which are payable out of the funds of the University;
- (e) for the construction, improvement,

maintenance and replacement of any building or other immovable property of the University;

(f) for the proper maintenance and replacement of the furniture and equipment of the University; and

(g) for the creation of such reserve funds to meet future contingent liabilities as the Council may think fit.

(4) No expenditure shall be incurred for the purposes of the University except in accordance with the provisions of the annual estimates or in accordance with the provisions of any supplementary estimates approved by the Council.

(5) A copy of the annual estimates and of every supplementary estimates, if any, shall immediately upon the approval of such annual estimates or, as the case may be, the supplementary estimates, by the Council, be forwarded to the Commission, the Minister and the Chancellor for information.

Accounts and
auditing of
accounts

53.-(1) The Council shall cause to be kept proper accounts and shall, within and not later than six months after the end of each financial year, cause such accounts relating to such financial year together with-

(a) statement of financial performance during such financial year;

(b) statement of financial position of the University in the last day of such financial year; and

(c) any other such statement as may be required or prescribed by any written law, to be submitted to and audited by the Controller and Auditor-General or by such other authorised auditor as the Council may appoint.

(2) Copies of the statement referred to in subrule (1) and a copy of the auditor's report, if any, shall be forwarded to the Commission, the Chancellor and the Minister.

Vice-Chancellor's annual report

54. The Vice-Chancellor shall, at the end of each financial year, prepare a report on Chancellor's the activities of the University during that financial year and submit such report to the annual report Council, the Commission, the Minister and the Chancellor not later than three months.

Tabling of reports to National Assembly

55. The Minister shall cause to be laid before the National Assembly, as soon as may be practicable after he has received them-

- (a) copies of the statements referred to in subrule (1) of rule 52;
- (b) a copy of the auditor's report; and
- (c) a copy of the Vice-Chancellor's report.

PART VIII MISCELLANEOUS PROVISIONS

Legal Unit and Corporate Counsel

56.-(1) There shall be established a unit to be known as the Legal Unit of the University which shall be responsible for the proper handling of all legal affairs of the University.

(2) There shall be a Corporate Counsel of the University.

(3) The Corporate Counsel, who shall be appointed by the Council on the recommendation of the Vice-Chancellor upon such terms and conditions as the Council may prescribe, shall be a person who is duly enrolled for legal practice in the United Republic and a holder of a second degree or equivalent degree in law with proven outstanding experience and capability as a lawyer on the Roll of Advocates.

(4) The Corporate Counsel shall-

- (a) be head of the Legal Unit;
- (b) be responsible to the Vice-Chancellor in respect of all legal matters of the University;
- (c) be Secretary to the Council; and
- (d) have such other functions as are conferred upon him by the Act, the Charter, these Rules or any other written law or as may be

prescribed.

(5) It shall be lawful for the University, in consultation with the Corporate Counsel, to hire the services of a legal counsel from outside the establishment of the Legal Unit to carry out the functions and duties provided for under this rule either in whole or in part and concurrently or in collaboration with the Corporate Counsel.

(6) Where the University hires the services of an advocate from outside the establishment of the Legal Unit to carry out functions and duties in whole-

- (a) the provisions of subrule (1) shall apply to the extent that the Legal Unit shall serve as liaison between the University and the external legal counsel;
- (b) the functions of the Corporate Counsel provided for under paragraphs (a), (b) and (c) of subrule (4) shall be assigned to such other appropriate officers of the University as the Council, on the advice of the Vice-Chancellor, shall deem fit.

Memoranda of
understanding

57.-(1) In the discharge of its functions under the Charter and these Rules, the University shall abide by the terms and conditions of any such memorandum or memoranda of understanding as may be agreed between the Government of the United Republic and the University.

(2) Without prejudice to the generality of subrule (1), the terms and conditions of a memorandum of understanding may include-

- (a) development and running of academic programmes, courses, institutions;
- (b) developing and conducting research and consultancy or research and development programmes, arrangements and projects; and
- (c) providing funds for the general and development expenditure of the University.

Deployment of
forces

58. The Vice-Chancellor may, wherever practicable, after consultation with the Council Chairman, request deployment of police, military forces on the University or college grounds where in his opinion the situation so dictates.

Delegation of
powers

59. The powers granted to the President under these Rules may, wholly or in part, be delegated by the President to the Minister and in any such event such delegation shall be in writing.

Protection of
members of
Council, Senate,
Convocation
and Boards

60.-(1) Any matter or thing done by any member, or officer of the Council, the Senate, the Convocation or a Board shall not, if done *bona fide* in the execution or purported execution of the function of such Council, Senate, Convocation or Board, as the case may be, render such member or officer personally liable for such matter or thing.

(2) Proceedings of Senate or Boards shall not be invalid by reason of irregularity.

Attributes of
system
appointment of
holders of
specified
positions

61.-(1) Subject to the Act, regulations made under the Act, the Charter and these Rules, the holders of all key administrative positions in the University including colleges of the University shall, normally, be citizens of the United Republic.

(2) In making appointments to key administrative positions in the University or a college, the Council shall ensure that such appointments are made on merit in accordance with an open system capable of inspiring confidence that fairness and the appointee's competence for the relevant position and his general acceptability in the University or college community have all been taken into account.

(3) The Council shall, by rules, prescribe the attributes of the open system referred to in subrule (2), which attributes shall include the form, way or method of identifying candidates, participation of the community or the organs of governance that shall be involved in the process of such a system of appointment.

Provisions
relating to
principles of
natural justice

62. Notwithstanding the provisions of Part III and rules 31 and 32, the power to terminate an officer or member of staff of the University or expel or rusticate a student from the University by way of disciplinary action shall not be exercised unless-

- (a) such officer or member of staff or student has been made with disciplinary charges against him;
- (b) the officer or member of staff or student has had opportunity to answer such charges;
- (c) an inquiry has been held into the charges in accordance with the provisions of the Rules made by the Council on recommendation of the Senate or, as the case may be, the Governing Board, in that behalf, or any applicable general law of the land; and
- (d) the officer or member of staff or student concerned has, after such inquiry and defence, been found to be guilty of the charges levelled against him or of a minor charge of the same category established on the basis of the findings made in the course of dealing with the said charges.

Special needs
for female and
disabled

63.-(1) In the construction or maintenance of any building, appliance, facility, amenity, convenience, road, path or passageway for use by students or staff of the University, due regard shall be made of the special needs of female and of persons with common physical disabilities of sight, hearing and movement.

(2) Without prejudice to the generality of subrule (1), the Library and other buildings of the University where studies, research or classes are conducted, including their branches wherever they may be, shall be so constructed or structured, set up and equipped as to cater, as far as possible, for the needs specified under subrule (1).

Matters of
general

64. All matters of general administration and

administration and student affairs of colleges	student affairs, other than those of an academic nature of constituent and campus colleges, institutes, schools, bureaus, companies, centres or directorates, shall be governed in accordance with respective enabling legal instruments.
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Gender balance principle and representations of persons with disabilities	65.-(1) The principle of gender equality or balance as provided in the Act and regulations made under the Act and the Charter shall be observed and implemented whenever a board, committee or other organ or body of the University, including its affiliated and campus institutions, is formed or established to perform a function or functions involving the interests of the University or the public in general, such that at least one third of the membership of the board, committee or other organ or body shall consist of female.
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(2) The principle of representation of persons with physical disabilities of sight, hearing and movement shall be observed and implemented whenever a board, committee or other organ or body of the University including its affiliated and campus institutions, is formed or established to perform a function or functions involving matters that may affect the interests of the staff or students with the common physical disabilities such that at least one of the members of the board, committee, organ or body shall be a person with a common physical disability nominated for the purpose by staff or students with such disabilities.

Academic and intellectual freedom	66.-(1) All staff and students of the University shall have the right to fulfil their functions of teaching, researching, writing, learning, exchange and disseminating information providing services without fear of interference or repression from the University, the Government or any other public authority.
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(2) All academic staff and students of the University shall not be denied information or permission to do, or hindered in any way from doing, research on any ground except for reasons of public health and morality, or in circumstances of clear present and imminent danger to the nation and its independence and

which restrictions are justifiable in a democratic society.

(3) All academic and non-academic staff with teaching functions shall have the right to teach without any interference, subject only to the generally accepted principles, standards and methods of teaching.

(4) Subject to the generally accepted principles, standards and methods of teaching, all students of the University shall enjoy freedom of study, including the right to choose the field of study from available courses and the right to receive official recognition of knowledge and experience acquired, and the University shall aim to satisfy the professional and educational needs and aspirations of the students.

(5) The University shall guarantee the participation of students in their governing bodies and shall respect the right of the students to individually or collectively express and disseminate opinions on any national or international issues.

(6) The University shall guarantee students and junior members of staff the right to challenge or differ from their instructors or their immediate supervisors in academic matters without fear of reprisal or victimisation or being subjected to any other form of direct or indirect prejudice.

Protection of
name

67. A person who, except with the written consent of the Vice-Chancellor, uses the word “Ardhi” together with the word “University” in furtherance of, or as, or in connection with, any advertisement for any trade, business, calling or profession shall be guilty of an offence:

Provided that, nothing in this rule shall be construed as preventing the *bona fide* use by any person of any title in pursuance of the grant to him of a degree, diploma or certificate by the University.

Conflict of
interest

68.-(1) A member of the Council, the Academic Board, a committee established by or under the authority of Council or the Academic Board and any other body or

entity of the University who is, in any way, directly or indirectly interested in any contract, transaction or other decision being considered by Council, the Academic Board, a committee of Council or the Academic Board, and such other body shall, at any meeting at which such contract, transaction or decision is being considered, declare his interest and the nature and extent thereof and shall abstain from participating in discussion with respect to the matter, from moving and seconding motions, and from voting thereon.

(2) No employee of the University engaged in teaching shall have in his class a student who is a spouse, fiancée, child, parent or family member provided that with respect to the family member, the Vice-Chancellor may, in exceptional circumstances, waive the application of this subrule.

(3) For the purpose of this rule “family member” means a blood related or adopted relative.

Oath

69.-(1) Prior to their assumption of office, the Chairman of the University Council, the members of the University Council, the Vice-Chancellor and Deputy Vice-Chancellor shall swear the oath of office as prescribed in the First Schedule to these Rules.

(2) The Minister shall administer the oath to the Chairman of the Council and the members of the Council.

(3) The Chancellor shall administer the oath to the Vice-Chancellor and Deputy Vice Chancellors.

FIRST SCHEDULE TO THE RULES

(Made under rule 69(1))

OATH OF OFFICE

I,.....do (in the name of the Almighty God swear) (solemnly affirm) that I will at all times well and truly serve Ardhi University and the United Republic in the office of

..... and that I will uphold, preserve, protect and defend the University as by law established (So help me God).

(To be sworn before the Minister or such other person as may be designated or as may be prescribed by this Charter).

SECOND SCHEDULE

(Made under Article 9(2))

PROVISIONS RELATING TO SEARCH COMMITTEE

1. There shall be a Search Committee of three members appointed by the Council for making recommendations to the Council for appointment of a Chancellor by the President.

2.-(1) There shall be a Search Committee appointed by the Council for making recommendations to the Council for appointment of a Vice-Chancellor, Deputy Vice-Chancellors, Principals and Deputy Principals by the Chancellor.

(2) The Search Committee shall consist of three members of whom two shall be nominated by the Council and one by the Chancellor, and the person nominated by the Chancellor shall be the convener of the Committee.

(3) The Chancellor shall appoint a Vice-Chancellor, Deputy Vice-Chancellors, Principals and Deputy Principals from out of a panel of not more than three persons recommended by the Search Committee constituted under subparagraph (1).

(4) Where the Chancellor does not approve of any of the persons so recommended he may call for a fresh recommendation.

3. Notwithstanding the provisions of paragraphs 1 and 2, the Search Committee shall consist of-

- (a) non-employees of the University or any authority of the University; and
- (b) at least one female member.

4. There shall also be a Search Committee for making recommendations to the Council for appointment of such other positions or

posts as may be prescribed by the Council.

THIRD SCHEDULE

(Made under Article 18)

PROVISIONS RELATING TO THE COUNCIL

Tenure of office

1.-(1) The Chairman of the Council shall hold office for a period of three-years from the date of his appointment.

(2) Subject to the provisions of this Schedule, the term of office of all members of the Council other than the ex-officio member shall be three years and all such members shall retire on the last day of June of the third year; and, on the last day of June of every third year, their places shall be filled by the newly appointed or, as the case may be, elected members who shall come into office immediately upon such retirement:

Provided that-

- (a) nothing in this Schedule shall be construed as preventing any person otherwise eligible to be appointed or elected as a member from being reappointed or, as the case may be, re-elected for another term of office;
- (b) in the case of a member elected by the Students' Organisation, he ceases to hold office if at any time prior to the date of his retirement under this subparagraph, he ceases to be a student;

Termination of membership

2.-(1) Nothing in subparagraph (2) shall be construed as preventing any appointing authority from terminating the appointment of any member appointed or elected by it, prior to the date when such member is required to retire from office.

(2) Where any member absents himself from three consecutive meetings of the Council without reasonable excuse, the Council shall advise the appointing authority of the fact and the appointing authority may, if it deems fit so to do, terminate the appointment of the member and appoint or elect another member in his place.

Cessation of
membership

3.-(1) Where any member of the Council ceases to be such a member by resignation or death, or by virtue of the operation of the proviso to paragraph 2, or is unable to perform his functions as such member by reason of his absence from the United Republic or by reason of any infirmity of body or mind, or where the appointing authority terminates his appointment under paragraph 2 of this Schedule the appointing authority may appoint or elect another member in his place, and the member so appointed or elected shall, subject to the provisions of this Schedule, hold office for the remainder of the term of his predecessor.

(2) Where in the opinion of the appointing authority, the absence or infirmity of any member is of a temporary nature only, it may appoint or elect a temporary member to take his place, and as such temporary member shall have, so long as he remains a temporary member, all the powers and functions of a member of the Council:

Provided that, on the resumption of office by the substantive member, the temporary member shall cease to hold such office.

Deputy Vice-
Chancellors to
attend meetings

4. The Deputy Vice-Chancellors shall have the right to be present at every meeting of the Council and to participate in its deliberations but shall have no rights to vote.

Vice-Chairman

5. The Council shall elect one of its members to be the Vice-Chairman and any member elected as Vice-Chairman shall, subject to his continuing to be a member, hold office of Vice-Chairman for a term of three years from the date of his election.

Proceedings of
Council

6.-(1) The Chairman shall preside at all meetings of the Council.

(2) Where at any meeting of the Council, the Chairman is absent the Vice-Chairman shall preside.

(3) In the absence of both the Chairman and Vice-Chairman at any meeting of the Council, the members present may, amongst their number, elect a temporary Chairman who

shall preside at that meeting.

(4) The Chairman, Vice-Chairman or temporary Chairman presiding at any meeting of the Council, shall have a vote and, in the event of any equality of votes, shall have a casting vote in addition to his deliberative vote.

Meetings of
Council

7.-(1) Subject to this Charter and any general or specific direction by the Chancellor, the Council shall meet not less than four times during every financial year and at such additional times as may be fixed by the Chairman or, if he is absent from the United Republic or unable for any reason to act, the Vice-Chancellor:

Provided that, the Chairman or, if he is absent from the United Republic or is unable for any reason to act, the Vice-Chairman shall, at the request of at least six members, convene a meeting of the Council within thirty days of such requests being made to him in writing.

(2) The Secretary of the Council shall give to each member not less than seven days notice of the time and place of any such meeting.

Quorum

8.-(1) At any meeting of the Council not less than one-third of the members in office for the time being shall constitute a quorum.

(2) Where a quorum is not present within half an hour of the time appointed for the meeting, the members present, or the majority of them, or any one member or if only one is present or the Secretary if no member is present, may adjourn the meeting to any time not later than fourteen days from the adjournment.

Decision of
Council

9.-(1) Subject to the provisions relating to a casting vote, all questions at a meeting of the Council shall be decided by a majority of the votes of the members present at the meeting, and if any member fails or refuses to vote on any question, his vote shall be counted in the negative.

(2) Notwithstanding the foregoing provisions of this Schedule, decisions may be made by the Council without a meeting, by circulation of the relevant papers among members

and the expression of the views of the majority thereof in writing:

Provided that, any member shall be entitled to require that such decision be deferred and the subject matter be considered at a meeting of the Council.

Seal of Council

10.-(1) The Seal of the University shall be of such shape, size and form as the Council may determine.

(2) The Seal shall be affixed in the presence of-

(a) the Vice-Chancellor;

(b) the Deputy Vice-Chancellors; or

(c) such person or persons appointed in writing by the Vice Chancellor in that behalf, and the persons present shall sign over or underneath the sealing witness thereof.

Execution of
instruments

11. Subject to paragraph 10 of this Schedule, all conveyances, transfers, contracts, guarantees, agreements, bonds, authorities, mortgages, charges, bills of exchange, promissory notes, bank drafts, letters of credit, securities and other instruments to which the University is a party shall be executed on behalf of the University by-

(a) the Vice-Chancellor;

(b) the Deputy Vice-Chancellors; or

(c) such other officers of the University as the Vice-Chancellor may appoint in that behalf.

Council to
regulate its
meetings

12. Subject to the provisions of this Schedule, the Council may regulate its own meetings.

FOURTH SCHEDULE

(Made under Article 21(2))

**COLLEGES, SCHOOLS, FACULTIES, INSTITUTES, CENTRES, DIRECTORATES,
BUREAUS, COMPANIES, UNITS AND LIBRARIES OF THE UNIVERSITY**

1. The following Schools are declared to be Schools of the University-
 - (a) the School of Architecture, Construction Economics and Management;
 - (b) the School of Environmental Science and Technology;
 - (c) the School of Earth Sciences, Real Estate, Business Studies and Informatics; and
 - (d) the School of Spatial Planning and Social Sciences.
2. The following are declared to be Institutes, Bureaus, Units, Centres and Companies of the University:
 - (a) the Institute of Human Settlements Studies (IHSS);
 - (b) the Centre for Information and Communication Technology (CICT);
 - (c) the Ardhi Publishing Centre (APC);
 - (d) the Quality Assurance Bureau;
 - (e) the Gender Dimension Unit;
 - (f) the China-Tanzania Joint Research Centre of Geoinformation;
 - (g) the African Centre for Sustainable Cities Studies (ACS);
 - (h) Land Administration Unit; and
 - (i) Ardhi University Consultancy Unit.
3. The following is declared to be the Library of the University:
 - (a) the Ardhi University Library.
4. Libraries established by or under School, Faculties, Institutes, Directorate, Bureaus or Centres of the University shall be deemed to be departmental libraries and shall be conducted and regulated in such manner as the Senate may, on advice of the library mentioned under paragraph 3, direct:

Provided that, in respect of a College Library, the relevant Academic Committee of the College may, with the permission of the

Senate, play the role of the Senate under this paragraph.

5. The following is declared to be the Company of the University:
 - (a) the ARU Built Environment Consulting Company Limited.
6. The University shall include such Colleges, Schools, Faculties, Institutes, Centres, Directorates, Units, Bureaus and Companies as may from time to time be established by the Council.

FIFTH SCHEDULE

(Made under Article 22(4))

CERTIFICATE, DIPLOMA, UNDERGRADUATE POSTGRADUATE DIPLOMAS, AND POSTGRADUATE DEGREE PROGRAMMES TO BE RUN BY THE UNIVERSITY:

1. The academic disciplines run by the University includes Architecture, Building Sciences, Construction Economics, Urban and Regional Planning, Environmental Sciences, Earth Sciences, Real Estates, Land Management, Accounting and Finance, Social Sciences, Engineering and Technology, Housing and Information Systems
2. The University shall run such Certificates, Diploma, Undergraduate, Postgraduate Diplomas, Masters and Doctor of Philosophy programmes as may from time to time be established approved by the Senate and after accreditation by the Commission as provided under rule 24 (2)(a).

SIXTH SCHEDULE

(Made under Article 24(3))

APPROVED STAFF ASSOCIATIONS AND TRADE UNIONS IN THE UNIVERSITY

1. The following association is declared to be approved Staff Association in the University:
 - (a) The Ardhi University Academic Staff Association (ARISA)

or such other name as may be approved by the Council.

2. The following unions is declared to be approved Trade Union in the University:

- (a) Tanzania Higher learning institutions Trade Union (THTU) or such other trade unions as may be approved by the Council.

SEVENTH SCHEDULE

(Made under Article 25(3))

APPROVED STUDENTS' ORGANISATION IN THE UNIVERSITY

1. The following organisation is declared to be the approved Students' Organisation and other student's organisations in the University:

- (a) The Students' Organisation: Ardhi University Students' Organisation (ARUSO) or such other name as may be approved by the Council".

Dar es Salaam
22nd August, 2023

SALOME T. SIJAONA
Chairman of the Council