





**SEFAKO MAKGATHO  
HEALTH SCIENCES UNIVERSITY**

**POLICY AND PROCEDURE**

**STUDENT PARLIAMENT CONSTITUTION**

<b>POLICY NUMBER</b>	<b>STUDENT PARLIAMENT CONSTITUTION</b>	<b>POLICY OWNERS</b>	<b>EXECUTIVE DIRECTOR:STUDENT AFFAIRS AND RESIDENCE</b>
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## STUDENT PARLIAMENT CONSTITUTION

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## **1. PREAMBLE**

*We, the students of the Sefako Makgatho Health Sciences University, drawn from our diverse student organisations and formations and various academic, cultural, religious, social, economic and political backgrounds;*

*Fully conscious of the historic disparities within our country; and committed to the building of a decolonised and democratic institution and higher education system in our country, hereby organise ourselves into a student representative body inspired by the Constitution of South Africa and the Higher Education Act to uphold good governance, transparency and accountability within student governance;*

*Acknowledging the principles, values and provisions of the Higher Education Act, 1997, as amended, and the Institutional Statute of the Sefako Makgatho Health Sciences University; and*

*Subscribing to the vision, mission, value systems and the Code of Conduct of the Sefako Makgatho Health Sciences University, we therefore, through our freely and fairly elected representatives, adopt this document as the Constitution of the Student Parliament of the Sefako Makgatho Health Sciences University;*

*May God the Almighty bless and protect our university.*

## 2. DEFINITIONS –

**"absolute majority"** means 66% plus one of the votes of the total number of serving members of the SRC, the School Councils or any other formal structure constituted in terms of this constitution;

**"academic year"** means the period from 1 January to 31 December of a particular year;

**"accused member"** means a member of the Student Parliament or any other structure, as the case may be, who has been accused of misconduct;

**"ad hoc"** means something which is formed for a particular period of time or purpose and is temporary and periodical;

**"any person"** means a person who is allowed to attend an official meeting of the Student Parliament by the chairperson of the meeting in consultation with the secretary of the meeting;

**"calculation of quorum or majority"** means that whenever a quorum for a meeting or a majority of votes for any purpose is required in terms of this constitution, and the actual number required at a meeting results in a number and a numerical fraction, the next greater number shall be the applicable number to constitute the required quorum or majority;

**"casting vote"** means the vote casted by the chairperson of a meeting in the instance of a tie or equal votes;

**"Chief Electoral Officer"** means the person heading the body managing the elections of Members of the Student Parliament and the Student Parliament Executive;

**"Chief Executive Officer"** means the Vice-Chancellor of the University;

**"club"** means an organisation of students who organised themselves with a view to attaining certain goals and objectives and who has met the recognition requirements determined by the Council from time to time after consultation with the SRC. Clubs recognised by the SRC do not have the right to contest SRC elections;

**"Constitution"** means this constitution and the annexures thereto, regulating the Student Parliament at the Sefako Makgatho Health Sciences University subject to the Constitution of South Africa, 1996, the Higher Education Act 101 of 1997, and other applicable legislative prescripts, and the Statute, Policies and Rules of the University and the Student Representative Council;

**"Constitution of the Republic of South Africa"** means Act 108 of 1996.

**"external people"** means any person who is not a staff member or student of the University;

**"fifty per cent plus one (50%+1) and sixty six per cent plus one (66%+1)"** means the number of votes, determined by the provisions of this constitution, required to take a binding and enforceable decision and shall, when an absolute majority is required, mean 66%+1 of serving members of the relevant body, and when a simple majority is required, 50%+1 of the members present at a meeting;

**"hour(s)"** shall mean the official working hours of the University;

**"institution"** means the Sefako Makgatho Health Sciences University;

**"mass meeting"** means a meeting of students contemplated in clause 6(3) and clause 10 of the SRC Constitution, and is also known as a student body meeting;

**"nominator"** means a student who nominates another student to stand for Student Parliament or Student Parliament Executive Council election, as the case may be;

**"office bearer"** means a member of the SRC;

**"permanent unavailability of a member"** means the unavailability of a member due to the fact that he/she is no longer a student of the University, or who is, for whatever reason, unable to perform the responsibilities associated with membership of the relevant student council or body during his/her term of office;

**"polling booth"** means a confidential space which is used by a voter when casting his/her vote;

**"principal electoral officer"** means the person heading the independent election body appointed to manage the SRC and School Councils elections, as the case may be;

**"proportional representation"** means the constitution of the SRC based on the proportional number of votes acquired by a participating structure during the SRC elections;

**"publish"** means declaring or making the information known through posting it on specified official notice board(s) and/or through an official electronic University communication;

**"School Councils"** means the structure constituted in terms of this constitution to represent the registered students of a School, as determined by the Statute and Rules of the University in student governance structures;

**"simple majority"** means fifty per cent plus one (50%+1) of the votes of the members present at a meeting of the SRC, School Councils or any other formal structure constituted in terms of this constitution, as determined by the context;

**"society"** means an organisation of students who organised themselves with a view to attaining certain goals and objectives and who has met the recognition requirements determined by the Council from time to time after consultation with the SRC. Societies recognised by the SRC do not have the right to contest SRC elections;

**"special meeting"** means a meeting other than an ordinary meeting called in accordance with the prescripts of this constitution to discuss identified urgent matters that cannot wait for an ordinary meeting;

**"student"** means a person registered as a student at the University for a degree or a diploma, or any other programme approved by the Senate and the Council;

**"student organisations"** means, subject to the provisions of paragraph 66 of the Statute, student structures affiliated with the SRC in accordance with the criteria determined by the Council from time to time after consultation with the SRC. Only the student organisations affiliated with the SRC as political student organisations have the right to contest SRC elections in accordance with this constitution, except School Council elections, which shall be contested on an individual basis;

**"Student Representative Council (SRC)"** means the student representative body contemplated in section 35 and paragraph 67 of the Higher Education Act and the Statute of the University, respectively, with the mandate determined in the said legislation and constituted in accordance with the prescripts of this constitution. The role and function of the SRC are to function as the

supreme student governance structure to represent students, regardless of their gender and their political, religious, or cultural opinions or their sexual orientation;

**"University"** means the Sefako Makgatho Health Sciences University;

**"University Council"** means the University Council as contemplated in the Higher Education Act and the Statute of the University;

**"University Statute"** means the Sefako Makgatho Health Sciences University Statute as promulgated on 7 October 2016;

**"voting station"** means any area identified in terms of this constitution and its annexures as a place where voting in accordance with this constitution will take place.

### **3. APPLICABLE LEGISLATION AND POLICY**

3.1. This Constitution must be interpreted subject to the provisions of the Constitution of South Africa Act 108 of 1996, the Higher Education Act 101 of 1997, and other applicable legal prescripts, the Statute, the Policies and Rules of the University, and must also be read with the following:

3.1.1 Student Code of Conduct;

3.1.2 Policy on SRC Benefits;

3.1.3 Policy on Recognition of Student Organisations and Activities;

3.1.4 SRC Electoral Rules and Regulations;

3.1.5 Policy on Student Residences; and

3.1.6 Any other policy or code of conduct applicable to registered students of the University.

3.2. Rules and policies determined by the Student Parliament regarding its election, constitution, functioning and structures will only have force and effect if such rules and policies have been properly consulted with the student body and approved by the Student Parliament, the University Management and the Council, as applicable.

### **4. NAME OF THE ORGANISATION**

4.1. The name of the body shall be the Student Parliament of the Sefako Makgatho University for Health Sciences.

### **5. LEGAL STATUS**

5.1. The Student Parliament (SP) shall not at any point assume the status of a legal persona and it cannot sue or be sued in its name.

### **6. AIMS AND OBJECTIVES**

6.1. The Student Parliament shall serve as the collective voice for all students of Sefako Makgatho Health Sciences University as reflected in its student structures and societies recognized and affiliated to the SRC.

6.2. It shall serve to keep the SRC, its members, and student governance structures accountable, and transparent in the execution of their duties.

6.3. It shall make recommendations to and receive reports from the SRC and its sub- structures.

### **7. COMPOSITION AND FUNCTIONS OF THE STUDENT PARLIAMENT**

7.1. The Student Parliament shall comprise of:

7.1.1 The Executive of the Student Parliament;

- 7.1.2 All SRC members;
- 7.1.3 The Chairperson of Central House Committee;
- 7.1.4 Faculty Representatives [6 members];
- 7.1.5 Twenty-five (25) representatives from student political organisations who participated in the preceding SRC elections whose seats shall be allocated proportionally in accordance with the number of seats won in the SRC Elections;
- 7.1.6 SRC Sports Officer and two other representatives from the Sports Council;
- 7.1.7 Six (6) representatives elected by SRC Affiliated Societies;
- 7.1.8 Two representatives from religious structures; and
- 7.1.9 Two representatives from the International Students Organisation (ISO)
- 7.1.10 **The total Parliamentary representative composition shall be 60**

## **8. CONSTITUTING OF THE STUDENT PARLIAMENT**

- 8.1.** Two (2) weeks post the constituting of the SRC, the SRC General Secretary shall call for the Inaugural sitting of the Student Parliament at a predetermined time and place;
- 8.2.** Once the Executive of Student Parliament is elected, the Chief Electoral Officer shall declare the first sitting of Student Parliament duly constituted as per prescripts of the SRC Constitution and the Student Parliament Policy;
- 8.3.** The Chief Electoral Officer shall issue nomination forms for all the positions on the Executive Committee of the Student Parliament;
- 8.4.** The Chief Electoral Officer shall announce the names of the nominated candidates and conduct an election process, commencing with the Speaker, in an instance of nomination of more than one candidate for a position;
- 8.5.** After completion of the process described in clause 8.3. and 8.4. the Chief Electoral Officer shall declare the Student Parliament duly constituted in accordance with the provisions of the Constitution;
- 8.6.** The voting for the election of the Executive Committee of the Student Parliament shall be by show of hands unless decided otherwise by the sitting, and to be successful, a candidate must receive a simple majority of the votes.;
- 8.7.** The Chief Electoral Officer shall count the ballot papers in full view of the invited observers and immediately announce the results;
- 8.8.** In instances where more than two (2) candidates were nominated for a position and no candidate managed to receive a simple majority of votes, the candidate with the least number of votes will be removed from the ballot paper and the voting for the remaining candidates will proceed in accordance with clause 8.6. for two (2) more rounds.
- 8.9.** Should a tie occur between two candidates who received the least amount of votes, voting will take place to determine which candidate should be removed from the ballot paper, where after the voting will continue as determined in clause 8.6.; and
- 8.10.** In the event of equal amounts of votes between the two candidates (in the instance of two nominations) only or the result of the voting process described in clause 8.9. voting will be repeated once more, and should a tie still exist, the candidate to be declared successful will be determined by a lot from the two respective candidates. The candidate determined by lot will be the candidate determined by repeating the lot three times.

## **9. ELIGIBILITY FOR ELECTION IN THE STUDENT PARLIAMENT AND STUDENT PARLIAMENT EXECUTIVE**

- 9.1. Eligibility for election to the Student Parliament**

9.1.1. Subject to the provisions of the Higher Education Act and the Statute of the University, a person shall be eligible for election to the Student Parliament if he/she:

- (a) Is a registered student of the Sefako Makgatho Health Sciences University;
- (b) Has been a registered University student for at least one (1) year preceding the elections and if his/her name appears on the final voters' roll;
- (c) Has not been convicted of any criminal offence by a court of law without an option of a fine, or, regardless of the sentence, has been found guilty by an authorised authority of an offence of which violence, intimidation, dishonesty or the infringement of the constitutional rights of any person is an element;
- (d) Has not been barred from seeking election by the Disciplinary Committee of the University;
- (e) Has not already held two (2) terms of office as a Member of the Student Parliament and/or Student Parliament Executive;
- (f) Is not a permanent staff member of the Sefako Makgatho Health Sciences University;
- (g) Does not seek election to the Student Parliament, SRC and School Council at the same time; and
- (h) In the case of undergraduate and honours students, has been promoted to the next academic year based on the end-year examination results of the previous academic year and has passed at least 75% of his/her modules prescribed for the semester or the academic year, as the case may be, in the previous examination, and, in the case of postgraduate students, excluding honours students, has submitted a report of satisfactory academic progress issued by the supervisor or promoter, as the case may be;

## **10. EXECUTIVE COMMITTEE**

**10.1.** The Executive of the Student Parliament shall comprise of the following members, elected at the Constituting Meeting of the parliament:

- 10.1.1 The Speaker;
- 10.1.2 The Deputy Speaker;
- 10.1.3 Secretary; and the
- 10.1.4 Treasurer;

## **11. POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE**

### **11.1. The Speaker**

11.1.1. The Speaker shall:

- (a) Preside over the affairs and sittings of the Student Parliament;
- (b) When presiding over meetings of the SP, act impartially and ensure that there is democratic debate;
- (c) Regulate and enforce the rules of debate and decide who has the right to speak and put questions to the House for debate and, only where necessary to a vote;
- (d) Ensure that all Members receive a fair opportunity to state their views;
- (e) Ensure that all Members are given due opportunity to report to the SP at each meeting;
- (f) Ensure that Members of the SP are given the opportunity to do whatever is democratically necessary to ensure the accountability of the Student Representative Council;
- (g) Ensure orderly and free discussions on motions in the SP;
- (h) Manage control over media access to meetings of the SP; and
- (i) Shall have a casting vote in case of a deadlock during a parliamentary sitting.

**11.2. The Deputy Speaker**

11.2.1. **The Deputy Speaker shall:**

- (a) Assume the duties of Speaker in the Speaker's absence;
- (b) Assist the Speaker in his/her duties when delegated by the Speaker;
- (c) Perform any duties delegated by the Speaker; and
- (d) Be the Head of the Student Parliaments's Disciplinary Committee constituted with two other members of the Student Parliament, elected at the first sitting of the Student Parliament.

**11.3. The Secretary of Parliament**

11.3.1. **The Secretary of Parliament shall:**

- (a) Be the chief administrative officer and be responsible for the minutes of all Student Parliament gatherings;
- (b) Manage the correspondence of the Student Parliament and keep copies thereof;
- (c) Circulate notices and agendas of all Student Parliament sittings;
- (d) Manage and facilitate the vetting of all voting members of Student Parliament;
- (e) Together with the Speaker, receive all issues submitted for discussion by the Student Parliament and formulate the agenda of the Student Parliament sittings;

- (f) Ensure that all persons participating and casting votes in Student Parliament are in good standing; and
- (g) Manage the affairs of the Student Parliament in the absence of the Speaker and Deputy Speaker.

#### **11.4. Treasurer**

11.4.1. The Treasurer shall:

- (a) Be responsible for open and transparent financial administration of the **budget allocation from the student grant** to the Student Parliament in accordance with the University policies, rules, and regulations;
- (b) Be accountable to members of the Student Parliament and the University about every financial transaction of the Student Parliament;
- (c) Develop the budget for the Student Parliament;
- (d) Record and control every financial transaction undertaken by the Student Parliament;
- (e) Lead any fundraising process of the Student Parliament whenever necessary in accordance with University policy, rules and regulations; and
- (f) Act as a signatory to all financial transactions of the SRC, subject to University policies, procedures and rules.

### **12. TERM OF OFFICE**

- 12.1.** The term of office of Student Parliament shall be one year in line with the term of office of the SRC as enshrined in the SRC constitution.

### **13. FUNCTIONS AND POWERS OF THE STUDENT PARLIAMENT**

- 13.1.** On matters relating to policies and related matters the Student Parliament shall act as an Advisory body to the SRC;
- 13.2.** Note, discuss and advise on the SRC Programme of Action, as well as any other relevant matter;
- 13.3.** In keeping the SRC accountable the Student Parliament shall receive and discuss reports from the SRC;
- 13.4.** The Student Parliament shall **propose, discuss and recommend** the adoption of or amendments to the Constitution or policies of the SRC;
- 13.5.** Recommendation for the appointment of commissions or committees, their terms of reference and duties may be made by the Student Parliament;

- 13.6. The President, Secretary-General and Treasurer, shall submit reports which shall be received and considered by the Student Parliament;
- 13.7. Request one or more SRC members to explain any of their actions, activities, or lack thereof in person at the Student Parliament;
- 13.8. The Student Parliament shall give advice and guidance when the disciplinary committee of the SRC fail to make decisions on matters of discipline;
- 13.9. Institute a motion of no confidence in one or more SRC members, on the grounds that they are not fulfilling their constitutional obligations subject to Section 11 and 13 of the SRC Constitution.
- 13.10. Appoint task teams to discuss and investigate specific matters and to report back and make recommendations to the plenary session and other bodies and representatives, including those of the University;
- 13.11. Adopt any other measures to ensure that it fulfils its mandate effectively;
- 13.12. The Student Parliament shall not recall, reshuffle and or appoint an SRC;
- 13.13. The final seating of the Student Parliament shall serve as the Annual General Meeting of the SRC;
- 13.14. The Student Parliament shall recommend the adoption of amendments to the Constitution or policies of the SRC;
- 13.15. The Student Parliament may mandate the SRC to convene a Student Body Meeting

#### **14. OBLIGATIONS OF THE STUDENT PARLIAMENT**

- 14.1. The Student Parliament shall:
  - 14.1.1 Act in accordance with the rules of the University when exercising its powers;
  - 14.1.2 Behave in a manner that conforms to the Student Code of Conduct as reflected in the Student General Calendar; and
  - 14.1.3 Strive for co-operation and communication between the different student governance substructures.

#### **15. OBLIGATIONS OF MEMBERS**

- 15.1. Members shall:
  - 15.1.1 Serve individually and collectively the interests of the Student Body when formulating policy or making decisions on matters concerning the Student Body;
  - 15.1.2 Perform the duties and functions allocated to them by the Student Parliament within

reasonable deadlines;

- 15.1.3 Ensure effective communication in adopting any Student Parliament resolutions, once they have been communicated to relevant constituencies;
- 15.1.4 Attend all meetings and execute all legitimate tasks assigned by the Student Parliament.

## **16. SITINGS OF THE STUDENT PARLIAMENT**

### **16.1. Ordinary Sittings**

- 16.1.1. Ordinary sittings of Student Parliament shall be held at least once per quarter and all members shall attend such meetings;
- 16.1.2. According to the University calendar, the Speaker shall give at least seven days' notice of the date, time and venue of such a sitting, with the disclosure of a provisional agenda;
- 16.1.3. Members shall be granted a reasonable opportunity to put matters on the agenda for a period of not less than five days. The opportunity will close 48 hours before the sitting;
- 16.1.4. The elected Speaker shall chair the sittings of Student Parliament, and in the absence of the Speaker, the elected Deputy Speaker shall chair the sitting of Student Parliament;
- 16.1.5. The Speaker shall not possess an ordinary vote unless they form part of Student Parliament as provided for in article 7.1 of this constitution; and
- 16.1.6. The Speaker shall only have a casting vote in the event of a deadlock;

### **16.2. Extraordinary Sittings**

- 16.2.1. An extra-ordinary sitting of Student Parliament shall be held if convened by the Speaker; the SRC General Secretary in writing or the Speaker calls for such a sitting, or at least 5 members submit a written request to the Speaker for such a sitting, accompanied by a written motivation for consideration at the sitting of Student Parliament;
- 16.2.2. Notice of the date, time and venue of an extra-ordinary sitting of Student Parliament with disclosure of the agenda shall be given at least twenty-four hours before such a sitting.

## **17. QUORUM**

- 17.1. The quorum of an ordinary meeting of the Student Parliament shall be fifty per cent plus one of the Student Parliament Members. The quorum is determined at the start of the meeting. If the required quorum is not present at the beginning of a meeting the chairperson of the meeting shall adjourn the meeting for a period of at least an hour, immediately give oral notice of the resuming time, and contact all absent members to inform them of the arrangements for the starting time.
- 17.2. If the meeting is still not quorate at the time determined in clause 15.1 above, the meeting shall continue, provided that at least one third of the members of the parliament are

present at the meeting.

- 17.3. In the event of a quorum not being met, the sitting of Student Parliament shall continue with those members present. Draft minutes of the sitting shall be circulated to all members of Student Parliament who will then be given the opportunity to object any decisions taken by those present within 48 hours, where-after they shall be considered as present by the Executive of the Student Parliament.

## **18. MINUTES OF THE STUDENT PARLIAMENT**

- 18.1. The minutes of the Student Parliament shall be circulated to Members of Parliament within five days after a sitting;
- 18.2. The Secretary shall keep minutes of each Student Parliament sitting;
- 18.3. The minutes shall be submitted for approval at the following sitting of Student Parliament, and thereafter signed by the Speaker.
- 18.4. Once the minutes have been approved, they will be available upon request by any interested parties within three days of its approval.
- 18.5. A document register shall record all documents considered by Student Parliament and be available upon request by any interested party.

## **19. RECOMMENDATIONS TO THE SRC**

- 19.1. Recommendations may only be made in respect of matters disclosed by the agenda, provided that other matters may be added to the agenda if there is no objection thereto by present members.
- 19.2. A recommendation shall be adopted by a simple majority vote.

## **20. ADMISSIONS TO STUDENT PARLIAMENT**

- 20.1. Members of the Student Body, who are not part of the Student Parliament, may attend and observe Student Parliament meetings; such requests may reasonably be granted or refused. All applications and their outcomes are to be publicized at the sitting in question.
- 20.2. A member of the Student Body may apply in writing to the Student Parliament Speaker about a particular matter disclosed on the agenda; such requests may reasonably be granted or refused. All applications and their outcomes are to be publicized at the sitting in question.
- 20.3. A non-member of the Student Body qualifies to perform the same privilege outlined in Section 18.2.

**20.4.** The Speaker of Student Parliament may at their discretion, invite a non-member of the Student Body to attend and/or to speak during the meeting.

## **21. TERMINATION OF MEMBERSHIP**

**21.1.** A person shall cease to be a member of the Student Parliament if:

21.1.1. A written notification from the particular student governance structure to that effect has been noted by Student Parliament;

21.1.2. They are absent without a valid excuse from two consecutive sittings;

21.1.3. They fail to attend without a valid excuse twenty-five percent of the scheduled Student Parliament sittings during their term of office

## **22. FILLING OF VACANCIES**

22.1 In the case of any seat in the Student Parliament becoming vacant, the Secretary shall, in writing and within two (2) days after the resignation of a member or permanent unavailability of a member, notify the student organisation/forum that nominated such a member to nominate a replacement within seven (7) days.

22.2 Should the student organisation/forum responsible fail to make a nomination as prescribed by this Constitution, the seat shall remain vacant for the remainder of the term.

22.3 The Student Parliament may, through a simple majority, elect any new member nominated according to the provisions of clause 11(1), (2) and (4), to a position in the Executive Committee of the Student Parliament.

## **23 REVIEW**

The Student Parliament Constitution shall be reviewed as and when necessary to ensure compliance with prevailing legislative and regulatory frameworks and policies. Proposed amendments shall be submitted to MANCO, Student Affairs Committee of Council and University Council for approval.

## **24 EFFECTIVE DATE OF THE POLICY**

The Student Parliament Constitution shall come into effect after approval by the University Council.

## **ADDENDUM I: ELECTION OF SPEAKER**

### **Election conveners:**

The outgoing Speaker, and outgoing Secretary-General will serve as Conveners and will be assisted by two members of Student Parliament present at the meeting.

### **Nomination process:**

- a. Not less than seven University days must be given before the meeting when the election shall take place.
- b. The person(s) must apply by email to [studpar@smu.ac.za](mailto:studpar@smu.ac.za) in the manner as determined by the Student Parliament Executive Committee.

### **Ineligible parties:**

Persons who:

#### **A. Serve on-**

- i. Student Representative Council;
- ii. Schools Committees
- iii. Political Societies;
- iv. Chairpersons of House Committees;

#### **B. Apart from compliance with items A, the Election Committee must also reject the application of a candidate if the candidate –**

- i. could possibly face academic exclusion; or
- ii. has not been a student for at least one (1) semester; or
- iii. has been sentenced to imprisonment in the Republic of South Africa or elsewhere for any misdemeanor without the option of paying a fine; or
- iv. has been found guilty of any offense by any of the University's Disciplinary Committees.

### **Requirements:**

Applicant -

- i. Must be at least in the Second Academic year
- ii. Provide 3 relevant contributions within the SMU Community or greater Republic of South Africa Community for the three preceding years. This would start with the current year of application. ***This does not have to be in a position of leadership***
  - a. Contactable references for all must be provided
  - b. Please note simply naming a position would be insufficient
  - c. We need to know what you specifically contributed where you were involved be it NGO, Community, societies, committees, etc
- iii. Must not have had any Disciplinary Cases in past two years
- iv. Must have a demonstrable working knowledge with regards to the following constitutions:
  - a. Sefako Makgatho Health Sciences University Statute (SMU)
  - b. Higher Education Act
  - c. SMU Strategic Plan
  - d. SRC Student Constitution

### **Application process:**

1. Email [studentparl@smu.ac.za](mailto:studentparl@smu.ac.za) if you have any enquiries with regards to the process
2. Written motivation containing:
  - a. Statement that they meet with all the requirements;
  - b. Provide all as requested in the **Requirements** section;
  - c. 300 word motivation
    - i. How would you advance Student Parliament in terms of promoting a constitutional democracy?
    - ii. Identify at least one aim of Institutional Strategic Plan that you would want the Student Parliament to engage on and how would you do so?
    - iii. Why you should be a Speaker and what you will contribute towards realizing Student Parliament Vision and Mission?
3. Speaker, Accountability Chairperson, and Secretary-General) reviews applications
4. Interviews by a Panel consisting of-

- a. Outgoing Speaker
- b. Outgoing Student Parliament Executive Committee Members
- c. One student selected by the Student Parliament Executive Committee from attendance lists
- d. Deputy Director Student Affairs: Advocacy, Diversity, Governance and Student Life in advisory capacity

### **Student Parliament election**

1. One slide presentation containing
  - a. Name and Surname;
  - b. Three relevant positions in which the candidate served;
  - c. Three reasons why you wish to run for Speaker;
  - d. One minute in which to address the House;
    1. Depending on the number of applicants, this may be increased
  - e. Photo;
  
2. Election Conveners:
  - a. Outgoing Speaker;
  - b. Outgoing Deputy Speaker;
  - c. One student selected by the Student Parliament Committee from attendance lists
  
3. Process: Positive Voting by ballot paper until one person obtains 55%
  - a. If only one candidate stands:
 

A vote of confidence will then be held where the person must obtain a minimum of 2/3 (two thirds) of the vote of those members present.
  - b. If more than two persons are running
 

The ones at the bottom of voting list will fall away provided that their combined votes does not equal 50% of voting members present
  
4. Additional rounds of voting will commence until one obtains 55% of voting members present
  - a. If no person obtains the respective 2/3 (A) or 55% (B):
 

The outgoing Student Parliament Executive Committee Members, after taking the advice of Student Affairs and Residences into consideration must convene another sitting within a reasonable time period to have another election.

**Vacancy in Office of the Speaker:**

If the office of Speaker should become vacant due to, but not limited to;

- Death; and/or
- Removal from office; and/or
- Resignation; and/or
- Any other condition as contained in this Constitution

This person will have all the necessary authority in order to discharge the duties of Speaker of Student Parliament.

**Order of filling vacancy:**

- a. Deputy Speaker
- b. Secretary-General

**Temporary physical absence from campus: More than twenty four (24) consecutive hours**

- a. The speaker must indicate an Acting Speaker from within his/her Student Parliament Committee
- b. If no person is able to discharge this duty, the Speaker may for a period not exceeding ten (10) University days identify any student who would not be disqualified to serve on Student Parliament Executive Committee given the parameters of Addendum 1.

**Practical implications for vacancy:**

Office of Speaker becomes vacant for whichever reason or combination of reasons

Scenario A:

Neither Deputy Speaker or Secretary General accepts office of Speaker

1. Treasurer
2. Student Parliament Executive Committee member
3. Any Student Parliament Executive Committee member as elected by the Student Parliament Committee
4. Any student as elected by the Student Parliament Committee

It is important to note that all the rules as to ineligibility apply and remain in effect. In essence, the person who would hold the office of the Speaker in an acting capacity must still meet with ALL requirements to have been elected as Speaker. The person holding

temporary office must also not be planning to run for the position in the upcoming special by election.

In effect: The Acting Speaker will then be required to hold an election in a timely period as prescribed by the Student Parliament Constitution.