WAYAMBA UNIVERSITY OF SRI LANKA

University Students Union and Faculty Students Union By-Law No. 1 of 2000

PART I

A By-Law made by the Council of the Wayamba University under Section 135 read with Section 112 (3) of the Universities Act No. 16 of 1978 as amended by Act No. 7 of 1985 and No. 26 of 1988.

1. This By-Law shall be cited as the University Students Union By-Law No. 1 of 2000 and shall come into operation on the first day of the Academic Year for which the elections are held.

2. Nothing in this By-Law shall be construed in a manner to detract from the powers, duties and functions conferred on or imposed upon the Principal Executive Officer by the Universities Act No. 16 of 1978 (as amended) (hereinafter referred to as the Act) or by any other Instrument.

3. (i) Upon the coming into operation of this By-Law there shall be established a Wayamba University Students Union and Faculty Students Unions per the terms provided for in sub-paragraph 3 (ii) and 3 (iii) of this By-Law.

   (ii) The Wayamba University Students Union shall derive its authority for its composition, duties and functions as provided for in section (1), 1 (2), section 2 and section 3 as specified in the schedule to the Universities (Amendment) Act No. 26 of 1988.

   (iii) There shall be Wayamba University Faculty Students Union for each Faculty of the Wayamba University, which Unions will derive their authority for their composition, duties and functions as provided for in section 6 (1), 6 (2), 6 (3) and section 7 as specified in the schedule to the Universities (Amendment) Act No. 26 of 1988.

PART II

4. Without prejudice to the generality of the powers, duties and functions conferred upon or imposed on the Governing Authority of the Wayamba University by the 'Act' or any other instrument, the Council shall be responsible for the administration and implementation of this By-Law.

5. No student of a Faculty shall be eligible to vote at an or stand for election;

   (a) Unless he has been duly registered and admitted as a full-time undergraduate student and is following a course of study in the relevant Faculty in respect of the academic year in which the election is held;

   (b) If he is under suspension from the Faculty and/or University;

   (c) If he fails to establish his identity at the time of voting.

6. For the purpose of this By-Law "Registered Student" means any undergraduate student who had already been registered and admitted to a course of study at the University for any academic year or any student who is duly admitted and registered to follow a course of study in respect of any academic year, or other period of study.

7. (i) Within one month of the first term of each academic year, the Registrar of the University shall publish within the University, a notice containing,

   (a) The name of the each Faculty Student Union

   (b) The title of the office-bearers and the number of other members to be elected to each such Faculty Student Union.

   (c) The name and registration No. of students who are eligible to vote at an election of office-bearers and other members to each such Faculty Student Union.

   For the First Union, under this By-Law the above notice may be published on a date as may be prescribed by the Principal Executive Officer of the University.

8. The Principal Executive Officer of the University shall nominate in respect of the Election of officer-bearers and other members to each Faculty Student Union, the name and designation of a person to conduct such election (hereinafter referred to as the 'Election Officer'). The E.O. may co-opt any person or persons to assist him in this task.

9. (i) The Principal Executive Officer of the University shall fix in respect of each Faculty Students Union, a date, closing time and venue for the receipt of nominations by the Election Officer for the election of office-bearers and other members for that Faculty Student Union. Such date shall be a date after the expiry of eight days but prior to the expiry of fourteen days from the date of publication of the Notice under section 7 (i) of this By-Law.

(ii) The Registrar of the University as soon as possible shall publish within the University the date, time and venue arranged for the receipt of nominations in respect of each Faculty Student Union.

(iii) Nominations will be on a form given in schedule I of this By-law. Nominations should be accompanied by name, and student registration No. of the proposer and seconder and should be signed by the nominee in token of his agreement to stand for election. Every registered undergraduate student will become a member of the Faculty Students Union. Proposers and seconders should be undergraduates of the Faculties to which they will be nominating candidates.

(iv) No student will be eligible to be nominated to more than one post or by more than one proposer or seconder at any given election.

(v) Nominations so received will be displayed by the Election Officer on the Faculty Notice Board on the day following the receipt of nominations.

(vi) Any objections to persons nominated should be submitted to the Election Officer by any undergraduate students of that Faculty prior to the expiration of one day after the displaying of nominations, giving valid reasons for such objection. The decision whether a nomination is valid or not will be made by the Principal Executive Officer and such decision shall be final.

10. (i) When one nomination paper has been received in respect of each post and has been accepted in respect of any Faculty Student Union, the Election Officer shall declare as having elected the candidate specified in that nominations paper to the respective offices.

(ii) Where no nominations have been received, the Election Officer on the advice of the Principal Executive Officer shall fix, in respect of such Faculty Student Union, a fresh date, time and venue for the receipt of nominations

11. (i) The Principal Executive Officer of the University shall fix in respect of each Faculty Student Union a date for the election of office-bearers and other members to such Faculty Student Union. Such date shall be a date falling within fourteen days of the date on which nominations were received in respect of that Faculty Student Union, and the date fixed for holding elections for each Faculty Student Union shall be the same.

(ii) The Registrar of the University, shall publish within the University, the date, time and venue fixed for the election of office-bearers and other members in respect of each Faculty Student Union.

(iii) The election officer shall conduct the election by secret ballot.

12. Each candidate contesting the election of a Faculty Students Union may appoint two students as polling agents to represent him at the venue of election during the taking of the poll and the count. Notice in writing of every such appointment stating the name and registration numbers of the students appointed, shall be given by the candidate to the Election Officer before the opening of the poll.

Provided however, that only one polling agent of a candidate can be present at the venue of election at any time during the taking of the poll, or the count.

13. (i) Every registered student at an election of a Faculty Student Union shall be entitled to vote for a candidate for each office and for such number of candidates for membership as is equivalent to the number of members to be elected to such Faculty Students Union as specified in the schedule to the Amendment Act No. 26 of 1988.

(ii) The election officer shall declare as having elected the candidate who polls the highest number of votes for each office.

(iii) The Election Officer shall declare as having elected as members the candidates who poll the most number of votes in descending order until the number of candidates declared elected as members shall be equivalent to the number for membership for each Faculty as specified in the schedule to the Amendment Act No. 26 of 1988.

(iv) Where an equality is found to exist between the votes polled by two or more candidates for election of an office-bearer or other member the determination for the office bearer/member to be elected shall be made by a draw of lots.

14. (i) Each office bearer or member of a Faculty Student Union shall hold office from the date of his election up to the end of the academic year in which he was elected.

(ii) No student shall hold the same office for more than one academic year nor shall be eligible for re-election to the same office.

(iii) If any office bearer or member,

(a) ceases to be a student; or

(b) resigns office by writing under his hand addressed to the senior treasurer; or

(c) has been suspended or dismissed from the University, his office shall be deemed to be vacant.

(iv) Where the post of an office bearer/ member of a Faculty Student Union falls vacant, the students of such Faculty shall, as determined by the Principal Executive Officer in accordance with the earlier provisions of this By-Law initiate action for the holding of an election to elect a person to fill that vacancy. The person so elected shall hold office for the unexpired portion of the term of office of his predecessor.

15. (i) The duties and functions of the President of the Faculty Student Union shall be :

(a) to preside at all meetings of the Faculty Student Union;

(b) to carry out the decisions of the Faculty Student Union; and

(c) to call meeting of the Faculty Student Union.

(ii) The duties and functions of the Vice President of the Faculty Student Union shall be:

(a) To preside at any meeting of the Faculty Student Union in the absence of the President;

(b) to assist the President in the discharge of his duties; and

(c) to carry out any other duty or function assigned to him by the Faculty Student Union.

PART III

16. (i) The Principal Executive Officer shall arrange a date for the holding of the first meeting of the Faculty Students Union wherein all the members of the University Students Union shall elect the office bearers of the Faculty Student Union. Such date shall be a date falling within two weeks of the election of the office bearers and other members of the Faculty Student Unions in terms of the relevant Section of part 2 of this By-Law.

(ii) For the purpose of this meeting the Principal Executive Officer shall nominate a senior member of the University as the Returning Officer to conduct the election of officer-bearers by secret ballot. He shall preside at the meeting and take all necessary action for the smooth conduct of the election.

(iii) At the conclusion of the election of office-bearers, the University Students Union shall nominate a Senior Teacher to be appointed by the Principal Executive Officer of the University as the Senior Treasurer of the University Student Union.

(iv) The Returning Officer shall submit a report on the above election to the Principal Executive Officer.

17. (i) Each office bearer of the University Students Union shall hold office from the date of election up the end of the academic year in which he was elected.

(ii) No member shall hold the same office for more than one academic year, nor shall he be eligible for re-election to the same office.

(iii) If any office-bearer

(a) ceases to be a student; or

(b) resigns office by writing under his hand addressed to the Senior Treasurer, or

(c) has been suspended or dismissed from the University

his office shall be deemed to be vacant.

(iv) Where an office of the University Student Union falls vacant, the University Students Union shall, as determined by the Principal Executive Officer of the University, initiate action for holding an election to elect an office bearer/member. The person so selected shall hold office for the unexpired portion of the term of office of his predecessor.

18. (i) The duties and functions of the President of the University Student Union shall be in accordance with the prescribed Section 15 (I) of the By-Law similar to the duties and functions of the President of the Faculty Students Union.

(ii) The duties and functions of the Vice President of the University Student Union shall be the same as those prescribed for the Vice President of the Faculty Student Union as at 15 (ii) of this By-Law.

(iii) The duties and functions of the Secretary of the University Student Union shall be the as prescribed in Section 15 (iii) of this By-Law in relation to the Secretary of the Faculty Students Union.

(iv) The duties and functions of the Junior Treasurer of the University Student Union shall be:

(a) To ensure that all income and expenditure is properly recorded and accounted for in the books kept for this purpose, subject to any rules pertaining to maintenance of such accounts;

(b) To inform the Senior Treasurer within one week of the payment of any money to the Union, of such payment.

(c) To make payments out of the funds of the Union with the approval of the Senior Treasurer;

(d) To prepare a budget for the academic year and submit it to the Union within one month from the date of election of its office-bearers; (for this purpose he can consult the office bearers and any standing committee of the Union, if there are any)

(e) When necessary, to prepare supplementary estimates;

(f) To submit to the Auditor through the Senior Treasurer a statement of income and expenditure and the balance sheet of the Union for the academic year within two years of the end of the academic year in which the Union was elected.

19. Any question regarding the interpretation of this By-Law shall be referred to the Council whose decision thereon shall be final.

20. In this By-Law,

"Academic Year" means the period commencing on 1st day of October of one year and ending on 30th of September of the following year unless the Senate decides otherwise.

"Act" means the Universities Act No. 16 of 1978 (as amended).

"Auditor" means any auditor appointed by the Principal Executive Officer to audit the account of the University Student Union or any Faculty Student Unions.

"Council" means the Council of the Wayamba University.

"Deans" means, the Dean of the each Faculty or any other person acting for the Dean for the time being.

"Faculty" means any Faculty established by the Wayamba University under the Act.

"Principal Executive Officer" means the Vice-Chancellor or any other person performing the duties of office of the Vice-Chancellor for the time being.

"Registrar" means the Registrar of the Wayamba University or any other person acting for the Registrar for the time being.

"Senate" means the Senate of the Wayamba University.