



DURBAN UNIVERSITY OF TECHNOLOGY
INYUVESI YASETHEKWINI YEZOBUCHWEPHESHE

STUDENTS' REPRESENTATIVE COUNCIL (SRC) CONSTITUTION of THE DURBAN UNIVERSITY OF TECHNOLOGY

Document name	Students' Representative Council Constitution
Co-ordinating Executive Manager/Document Owner	Registrar
Operational Manager/s	Dean of Students
Contact and telephone number for support	031 373 2683
Status	Submitted for approval
Approved by	Council
Date approved	24 June 2023
Date last amended	
Title of manager responsible for monitoring policy implementation	Manager: Student Governance and Development
Date for next review	
Related policies	Higher Education Act, 1997 (Act No. 101 of 1997); Amended Institutional Statute of DUT (Gov Gazette No 48062 of 2023)

PREAMBLE

We, the students of the Durban University of Technology, are cognizant of our diversity and the consequent need for unity as a student community. Further, we affirm our commitment to the principles espoused in the Bill of Rights of the Constitution of the Republic of South Africa, Act No. 108 of 1996. We pledge our commitment to remedying the divisions of the past by establishing a student community embracing the following values and principles, amongst many others: transparency, honesty, integrity, respect, accountability, fairness, professionalism, commitment, compassion and excellence.

Again, we commit ourselves to ensuring that the SRC Constitution:

- enhances general and academic life and promotes academic excellence
- upholds democracy and democratic values
- upholds elements in the Bill of Rights (RSA Constitution) especially those that pertain to universities including academic freedom
- promotes the values and principles of the Durban University of Technology and universal ones that universities subscribe to.
- fosters interaction and communication between the SRC and the student community, and with Management
- inculcates the ideal of equality in all aspects of student life
- contributes to the realization of unity that is based on values and principles
- is implementable through the establishment of appropriate support and leadership development programmes for students

The SRC Constitution must be read to give expression to the powers granted by the Constitution of South Africa, the Higher Education Act, the Institutional Statute of DUT and the DUT Student Handbook.

INTERPRETATION

In this Constitution, unless inconsistent with or otherwise indicated by the context:

- (a) **“Academic days”** shall mean days during normal term time and excludes Saturdays, Sundays and public holidays.
- (b) **“Act”** shall mean the Higher Education Act, 1997 (Act No. 101 of 1997) as amended.
- (c) **“By-election”** shall mean an election conducted to fill in a vacancy in the SRC
- (d) **“Campus”** shall mean, based on context, any of the various campuses of DUT.
- (e) **“Centre”** shall mean, based on context, either the Durban Centre or the Midlands Centre.
- (f) **“Central Housing Committee”** shall mean leadership from House Committees.
- (g) **“Club, Society and Organisation”** shall mean all formally organized campus student formations (social, cultural, religious, or political) which are formally recognized by the SRC, the student umbrella body as defined in the DUT Statute.
- (h) **“Constitution”** shall mean the SRC Constitution as delineated in this document.
- (i) **“Council”** shall mean the Council of the University as defined in the Act and the DUT Statute.
- (j) **“Dean of Students”** shall mean the member of the Management team responsible for the student services portfolio.
- (k) **“DUT”** shall mean the Durban University of Technology.
- (l) **“DUT Statute”** shall mean the Amended Institutional Statute Durban University of Technology published in terms of the Act by Government Notice No. 1611 of 17 February 2023 in Government Gazette number 48062 of 17 February 2023.
- (m) **“Faculty Boards”** shall mean the Faculty Boards of the University.
- (n) **“Full Council”** shall mean a sitting of all 15 (fifteen) members of the SRC.
- (o) **“Institutional Forum”** shall mean the Institutional Forum of the University as defined in the DUT Statute.
- (p) **“Management”** shall mean the personnel responsible for the academic and administrative management of the University under the leadership of the Vice-Chancellor and Principal.
- (q) **“Manager: Student Governance and Development”** shall mean the person who holds the portfolio of student governance and development and who reports to the Dean of Students.
- (r) **“Majority centre”** shall refer to the centre with the majority of students.
- (s) **“Minority centre”** shall refer to the campus/centre with the minority of students.
- (t) **“Month”** shall mean a calendar month.
- (u) **“Recognition of clubs”** A process by which a newly established or a revitalized club that was inactive in the previous year is affiliated to the SRC
- (v) **“Renewal of affiliation”** A process by which clubs that existed during the previous year are affiliated to

the SRC

- (w) “**Senate**” shall mean the Senate of the University as defined in the University Statute.
- (x) “**Simple majority**” shall mean 50 (fifty) percent plus one of the members present at a meeting.
- (y) “**SRC**” shall mean the Students' Representative Council, members of which are elected in terms of the Constitution.
- (z) “**SRC Disciplinary Tribunal**” shall mean the Students' Representative Council Disciplinary Tribunal as contemplated in rule SR5 (2) in the General Handbook for Students.
- (aa) “**Student**” shall mean any person currently registered as a student for a formal program approved by University Senate.
- (bb) “**Student Governance and Development**” shall refer to the designated University Unit with duties, responsibilities and tasks in support of the SRC specified in this Constitution
- (cc) “**Student Parliament**” shall mean the official student assembly of the University.
- (dd) “**University**” shall mean the Durban University of Technology.
- (ee) “**Vice-Chancellor**” shall mean the Vice-Chancellor and Principal of the University as defined in the University Statute and the Act.
- (ff) “**Year**” shall mean the University academic year as determined by the University's annual academic calendar.

SECTION 1

OBJECTIVES OF THE SRC

- I.1 The objectives of the SRC are to:
 - I.1.1 Represent students of the University in matters that may affect them.
 - I.1.2 Provide leadership to students through exemplary conduct, serve the interests of students without partiality, bias, prejudice, discrimination or preference and shall promote:
 - I.1.2.1 A culture of learning and academic excellence.
 - I.1.2.2 Democracy.
 - I.1.2.3 Community service.
 - I.1.3 Promote unity-in-diversity among students.
 - I.1.4 Promote the values and principles of the University.

SECTION 2

NAME, STATUS AND LOCATION

- 2.1 The official name of the SRC shall be “Durban University of Technology Students' Representative Council”.
- 2.2 The official location of the SRC shall be at the University centre where the majority of students are registered.
- 2.3 The SRC can sub-own assets, but not independently of the University. The SRC shall not have the power to dispose of or alienate any assets, save for the distribution of funds as approved and as contemplated in the Constitution.

SECTION 3

POWERS AND FUNCTIONS OF THE SRC

- 3.1 The powers and functions of the SRC are contained in paragraph 40 of the Institutional Statute Durban University of Technology (gazetted in 2023) In terms thereof, the SRC is the umbrella organization for all student committees, clubs, councils, societies and organizations, and shall have the power to grant or withdraw recognition of such student committees, clubs, councils and societies based on prescribed grounds and procedures in the relevant Rules.
- 3.2 The SRC shall represent students in negotiations and interactions with the University's structures.
- 3.3 The SRC shall, keep accounts of all monies spent by and accruing to it. The SRC shall allocate funds for student activities in consultation with recognized clubs, societies and organizations.
- 3.4 Student Governance and Development shall exercise oversight over the expenditure and income of the SRC.
- 3.5 The SRC shall organize co-curricular activities for students in collaboration with relevant stakeholders.
- 3.6 The SRC shall co-ordinate student involvement in both community and student development projects it initiates and those that the University may assign.
- 3.7 The SRC shall hold at least one public feedback meeting before the end of each semester.
- 3.8 The SRC shall consult all student clubs, societies and organizations before making decisions that affect these structures.
- 3.9 The SRC shall convey student matters in all general referenda and petitions organized by students, in accordance with the rules of the SRC and the University.
- 3.10 The SRC shall co-ordinate and supervise the use of student facilities, assets and resources placed under its care and jurisdiction in conjunction with Management.

- 3.11 The SRC shall foster student awareness of the Constitution and make it readily available for inspection by interested students.
- 3.12 The SRC may issue media statements in respect of any matter relating to students, provided that there shall be no misrepresentation.
- 3.13 The SRC shall perform such functions and enjoy such privileges as may be specifically conferred upon it by Council.
- 3.14 The SRC shall preserve order at student functions and approved meetings of students.
- 3.15 The SRC shall, in consultation with the Student Services Board, the Students Parliament and Management recommend to Council the rules and procedures determining the conduct of its affairs.

SECTION 4

COMPOSITION, MEMBERSHIP AND SIZE OF THE SRC

- 4.1 The SRC, known as the SRC Council, shall consist of 15 (fifteen) elected members as specified below:
 - 4.1.1 Seven (7) members from the Midlands centre
 - 4.1.2 Eight (8) members from the Durban centre
- 4.2 The SRC Executive Committee (SRC Exco) shall consist of the:
 - 4.2.1 President
 - 4.2.2 Deputy President
 - 4.2.3 General Secretary
 - 4.2.4 Deputy General Secretary
 - 4.2.5 Finance Officer

SECTION 5

RULES FOR ELECTION OF THE SRC

5.1 Direct election of SRC members to portfolios during elections

- 5.1.1 The position of President shall be directly contested by candidates of the majority centre; that of Deputy President shall be directly contested by candidates of the minority centre
- 5.1.2 The Secretary General shall be directly contested by candidates of the minority centre and the Deputy Secretary General directly contested by candidates of the majority centre.
- 5.1.3 The Finance Officer shall be directly contested by candidates of the majority centre
- 5.1.4 The other portfolios of the SRC that shall be directly contested for by candidates are the following
 - 5.1.4.1 Two Sports and Recreation Officers - one each from the Durban and Midlands centres
 - 5.1.4.2 Two Academic Officers - one each from the Durban and Midlands centres
 - 5.1.4.3 Two Social and Welfare Officers - one each from the Durban and Midlands centres.
 - 5.1.4.4 Two Projects Officers - one each from the Durban and Midlands centres
 - 5.1.4.5 Two Organizations and Accommodation Officers - one each from the Durban and Midlands centres.

5.2 Filling of vacancies

- 5.2.1 Should a vacancy occur in the SRC, the position shall be filled by the runner up candidate who stood for that portfolio, depending on their availability.
- 5.2.2 If 5.2.1 is not applicable, it shall be offered to the next runner up who stood for the portfolio,

depending on availability, in a descending order.

5.2.3 In cases where there are no candidates, from those who stood for the portfolio, to invite to fill the vacancy:

5.2.3.1 The Chief Electoral Officer will invite the losing candidate who has polled the highest votes from all the other positions competed for in the elections of the centre, to form part of the SRC.

5.2.3.2 The Chief Electoral Officer will preside over a meeting in which the whole SRC shall re-allocate portfolios among themselves by means of secret vote.

5.2.3.3 The vote shall be by secret ballot and all members have the right to vote, including those who are nominated.

5.3 Allocation of office bearers to University Committees.

5.3.1 The SRC allocation to University Committees shall be as follows:

5.3.2 The President and Secretary General shall represent the SRC in Council and

5.3.2.1 Together with a postgraduate student at Senate

5.3.2.2 Only the President at Senex (Executive Committee of Senate).

5.3.3 Provided one of them is a post graduate student, the President, Deputy President, Deputy Secretary General and the Secretary General shall be allocated to the Student Services Board.

5.3.4 The Finance Officer and the Academic Officers shall be allocated to the Fees and the Financial Aid Committees.

5.3.5 The Sport and Recreation Officers and the Social and Welfare Officers shall be allocated to Safety/Health and Environmental Committee as well as to the HIV/AIDS Committee and Wellness Committee.

5.3.6 The Academic Officers and Projects Officers shall be allocated to the Library Committee.

5.3.7 One of the Academic Officers and the President shall be allocated to the Vice-Chancellor's Student Appeals Tribunal.

5.3.8 One of the Organizations and Accommodation Officers shall be allocated to the House Committees as well as to the Student Disciplinary Tribunals.

5.4 The Secretary General, through Student Governance and Development, shall forward the completed committee allocations to the office of the Registrar through the Committees Unit.

5.5 The SRC President, in consultation with his/her executive, under the guidance of the Student Governance and Development Unit may allocate members to new committees established by the University.

SECTION 6

DUTIES AND FUNCTIONS OF SRC OFFICE BEARERS AND COMMITTEES

6.1 In addition to the duties and functions listed below, the SRC may assign other duties and functions to any of its members.

6.2 Again, in addition to the Committees listed below, the SRC may establish other Committees when necessary, and may co-opt students with special skills to these Committees.

6.3 SRC sub-committees shall have terms of reference.

6.4 All office bearers shall submit quarterly reports to the Student Governance and Development Unit.

6.5 Duties of the President The President shall:

6.5.1 Chair all meetings of the SRC, the SRC Executive Committee, Annual General Meeting (AGM) and General/Special Mass Meetings of the student body. In the absence of the President, the Deputy President shall preside. In the absence of the President and the Deputy President, the members of the affected Committee shall appoint a fellow member to preside.

6.5.2 Be an ex-officio member of all SRC standing committees.

6.5.3 Be responsible for the overall co-ordination of the duties and functions of SRC members.

[Type here]

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

6.6 Duties of the Deputy President **The Deputy President shall:**

- 6.6.1 Act in place of the President in his/her absence.
- 6.6.2 Support and assist the President in the co-ordination of the duties and functions of SRC members.
- 6.6.3 Perform any other duties delegated to him/her by the President, subject to the terms and conditions of the Constitution.

6.7 Duties of the Secretary General **The Secretary General shall:**

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

6.8 Duties of the Deputy Secretary General **The Deputy Secretary General shall:**

- 6.8.1 Deputize for the Secretary General in his/her absence.
- 6.8.2 Support and assist the Secretary General in the administration of the affairs of the SRC.

6.8.3 Perform any other duties assigned to him/her by the Secretary General or by the Executive Committee.

6.9 Duties of the Finance Officer
The Finance Officer shall:

- 6.9.1 Be responsible and accountable to the SRC for the finances of the SRC.
- 6.9.2 Convene and chair the Finance Committee of the SRC, ensuring that 5 (five) of the members on the Committee are selected from students registered for finance or accounting related programs.
- 6.9.3 Consult with the full SRC Council on the draft proposal of the budget prepared by the Finance Committee before submission to the Student Governance & Development Unit.
- 6.9.4 In conjunction with the Student Governance and Development Unit approve the SRC budget and be responsible and accountable to the SRC constituency for the management of the budget of the SRC.
- 6.9.5 Ensure that the finances of the SRC are duly audited and prepared for presentation at the AGM.
- 6.9.6 Ensure that all financial transactions of the SRC and its Committees and substructures conform to the financial rules, policies and procedures of the University.
- 6.9.7 Together with the President and General Secretary, be an official signatory of the SRC.
- 6.9.8 Present a financial report to the AGM, Student Parliament, and to the SRC whenever required, provided that he/she is given at least seven working days' notice to do so.
- 6.9.9 In conjunction with the Student Governance and Development Unit, ensure that funds are allocated only to those clubs, societies and organizations whose plans of action and budgets for the year have been approved by the joint sitting of the SRC and Student Governance and Development Unit.

6.10 Duties of the Sports and Recreation Officer:
The Sports and Recreation Officer shall:

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

6.11 Duties of the Academic Officer
The Academic Officer shall:

- 6.11.1 Convene and chair the Academic Committee of the SRC.
- 6.11.2 In conjunction with the Academic Committee of the SRC, design an action plan for the year for approval by the SRC.
- 6.11.3 Be responsible for assisting on academic matters affecting students; liaise with Faculty Boards to identify issues that require the attention of the SRC and; provide feedback on progress made regarding those issues referred to the SRC.
- 6.11.4 Gather information pertaining to the transformation of the University, and, in conjunction with the Office of the Registrar, facilitate programs and campaigns to educate and inform students about the academic rules of the University.
- 6.11.5 Cultivate positive relationships between the SRC and the student body, lecturers, Heads of Departments and Executive Deans.
- 6.11.6 Submit quarterly reports to the SRC Secretary General for submission to the Student Governance

[Type here]

and Development Unit at the end of term.

6.12 Duties of the Social and Welfare Officer
The Social and Welfare Officer shall:

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

6.13 Duties of the Projects Officer
The Projects Officer shall:

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

6.14 Duties of the Organizations and Accommodation Officer
The Organizations and Accommodation Officer shall:

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

[Type here]

SECTION 7**MEETINGS**

- 7.1 The SRC shall hold meetings with the following limitations:
- 7.1.1 Ordinary Mass Meetings: only the SRC may call centre-based mass meetings and any decision taken has to be ratified by a sitting of the Full Council.
 - 7.1.2 Special Mass Meetings: are mass meetings constituted at the request of affiliated constituencies. As opposed to ordinary mass meetings that are called by the SRC and endorsed by Management, such call must be supported by 20% of students at any given centre and two-thirds of the delegates of the Student Parliament at each centre. This may include passing a vote of censure. A successful motion of censure does not, however, result in the dissolution of the SRC; it only records majority student dissatisfaction. This motion may be aimed at the SRC jointly or severally.
 - 7.1.3 Annual General Meeting: this is a compulsory meeting of the SRC to be held before the expiry of the term of office of the SRC. It evaluates SRC performance for their term in general.
 - 7.1.4 Full SRC: the SRC has the power to make decisions that are binding on policy matters and programs.
 - 7.1.5 Centre SRC Meeting: whilst the SRC is one structure comprising representation from all centres, the SRC can have individual centre-based meetings. Motions of an individual centre meeting must be ratified by the Full Council of the SRC.
 - 7.1.6 Executive Meetings of SRC: The Executive acts on behalf of the SRC in urgent matters with subsequent reporting to the Full SRC for ratification of decisions.
 - 7.1.7 All members of the SRC are members of the Student Parliament, and it is compulsory for them to attend all sittings of the Student Parliament.
 - 7.1.8 When requested by Student Parliament to account, the SRC is obligated to appear in person before Student Parliament and to submit a written report on the matter.

7.2 Voting at meetings

- 7.2.1 Voting at meetings shall be by show of hand, except where 50%+1 (fifty percent plus one) of those present decide on a different specified form of voting.
- 7.2.2 In the event of a tie, the Chairperson shall have a deciding vote.

7.3 Quorum

- 7.3.1 The quorum at all meetings of the SRC and its affiliates is 50%+1 (fifty percent plus one) of its constituted members.
- 7.3.2 Where a meeting of the SRC or any of its committees, including the Student Parliament, is called through official and appropriate notification and there is no quorum, the Chairperson shall adjourn the meeting and call another meeting within 7 (seven) days.
- 7.3.3 The Secretary General shall give notice of the time and venue of the reconvened meeting to all members of the body concerned and, if this is done, the members present at the start of the reconvened meeting shall constitute a quorum despite any provision to the contrary.

7.4 Annual General Meetings and Mass Meetings

- 7.4.1 Annual General Meetings, regular or special meetings, and Mass Meetings, shall be open to all bona fide students of DUT.
- 7.4.2 An AGM shall be called by the SRC prior to the end of its term of office to render an account of its finances, and to report on its activities for the year.

[Type here]

- 7.4.3 The SRC may convene a Special Mass Meeting to consider any matter that is raised by students.
- 7.4.4 Mass meetings can be called at the discretion of the SRC in compliance with the University rules and procedures.
- 7.4.5 A quorum of 5% (five percent) of registered students shall be required at an AGM, ordinary mass meeting or special meeting. However, at a mass meeting convened to consider a vote of no confidence motion against the SRC, a quorum of 20% (twenty percent) of registered students shall be required.
- 7.4.6 Notwithstanding the provisions of 7.4.5 above, in the event that the scheduled meeting is not quorate, another meeting shall be called within 7 (seven) working days and will continue with the students present regardless of quorum. This excludes any meeting called for the dissolution of the SRC.
- 7.4.7 Any resolution taken by simple majority at any mass meeting called by the SRC shall be binding on the SRC.

7.5 Aims and Objectives of the Student Parliament

- 7.5.1 The Student Parliament shall serve as a collective voice of all recognized and registered student sub-structures from all DUT campuses. The Student Parliament will operate within its own terms of reference.
- 7.5.2 The Student Parliament shall serve to keep the SRC and its sub-structures accountable, transparent and rooted in the principles and values of this Constitution by exercising oversight.
- 7.5.3 The Student Parliament shall receive and discuss reports of the SRC every quarter and make its own recommendations.
- 7.5.4 The Student Parliament shall make recommendations to the SRC on policies and issues raised.

7.6 SRC meetings

- 7.6.1 The SRC shall meet at least once every 21 (twenty-one) days except during holidays and examinations. The SRC shall meet at least 10 (ten) times during its term of office. After each full meeting of the SRC Council, a communique shall be published on the Student Portal.
- 7.6.2 The SRC Executive Committee shall meet:
 - 7.6.2.1 Once every 2 (two) weeks.
 - 7.6.2.2 When it is not possible to convene a full SRC meeting to address a specific contingency, the decisions of the constituted meeting shall be ratified by a full SRC meeting when it does convene.
 - 7.6.2.3 The quorum of the SRC executive shall be 3 (three) members, provided that not all three are from the same centre.
- 7.6.3 A quorum of 50%+1 (fifty percent plus one) shall be required at SRC meetings.
- 7.6.4 A resolution taken by a simple majority at SRC meetings binds the SRC. In the event of a tie, the Chairperson shall have a deciding vote.

SECTION 8

TERM OF OFFICE

- 8.1 The SRC's term of office shall be 24 (twenty-four) months from the final election results to the next final election results. The newly elected SRC may plan its activities for the following academic year, but shall only implement these plans in the following academic year when the budget has been made available.
- 8.2 The SRC shall be inaugurated by the Vice-Chancellor (or his/her nominee) in conjunction with the Dean of Students and/or his/her nominee as soon as is practically possible after the portfolio allocations.

SECTION 9**ELIGIBILITY**

- 9.1 No student shall be eligible to stand for election unless he/she has passed all the subjects registered for.
- 9.1.1 For students doing annualized programmes, this shall refer to the previous year's results.
- 9.1.2 For the students doing semesterised programs, this shall refer to previous semester's results.
- 9.1.3 The student must have passed the subjects registered for by a combined average of not less than 65%.
- 9.2 Any student who has been registered for at least one completed semester for a formal programme of study recognized by Senate shall be eligible to stand for election, provided he/she complies with stipulations of s9.1 above.
- 9.3 A student may only stand for election at the centre in which he/she is currently registered for a full program as a Full Time Equivalent (FTE) student.
- 9.4 The following shall not be eligible to stand for elections:
 - 9.4.1 A student who has been found guilty of an offence by any of the University's Tribunals.
 - 9.4.2 A student who is on academic probation.
 - 9.4.3 A student who has previously been found guilty of an offence/serious misconduct by any other institution of higher learning.
 - 9.4.4 A student who has been found guilty of a criminal offence without the option of a fine by a court of the Republic of South Africa.
- 9.5 All bona fide students registered for a formal program of study recognized by Senate shall be eligible to vote.
- 9.6 The SRC President may not serve more than two terms, whether consecutively or separately.

SECTION 10**RECOGNITION OF CLUBS, SOCIETIES AND ORGANISATIONS**

- 10.1 The SRC, being the umbrella organization for all student committees, clubs and societies, councils, and organizations, has the power and responsibility to grant or withdraw recognition of same as it deems appropriate.
- 10.2 Organizations that already exist shall be required to renew their affiliation with the SRC annually by submitting a copy of their program for the current year along with a budget and a list of 150 (one hundred and fifty) signed-up members who are registered students. The date for the renewal of affiliation shall be determined by the SRC at the beginning of the academic year.
- 10.3 Clubs, Societies and Organizations shall be required to submit quarterly reports of their activities Student Governance and Development, who will then forward copies to the SRC office.
- 10.4 Application for recognition shall be done formally via Student Governance and Development using a prescribed form. Student Governance and Development shall keep a record of the application and submit the original to the General Secretary.
- 10.5 An application for recognition shall include a statement of intent (aims and objective, vision and mission), a budget supported by the plan of action, and a draft constitution.
- 10.6 Clubs, societies and organizations applying for recognition shall require a minimum of 150 (one hundred and fifty) signed up members who are registered students of DUT.
- 10.7 An application for recognition shall include the names and signatures of a minimum of 6 (six) students who are willing to serve on the organization's founding committee, provided that they registered for a formal program of study recognized by Senate.
- 10.8 The organization applying for recognition shall call a meeting of its members at which at least one member of the SRC must be present. A record of the proceedings and an attendance register shall

- be submitted to the SRC.
- 10.9 The Secretary General shall make a recommendation on the recognition of the organization to an ordinary meeting of the SRC.
- 10.10 The process of recognition must be finalized within 3 (three) weeks after Student Governance and Development Unit has passed the documentation for application of recognition to the Secretary General.
- 10.11 In the event of an application for recognition being rejected, the SRC shall provide reasons in writing to the applying organization.
- 10.12 In the event of a rejection by the SRC, the organization applying for recognition shall have the right of appeal to the Manager: Student Governance and Development whose decision shall be final. The Manager: Student Governance and Development is required to provide written reasons for his/her decision to the SRC and the applicant/s.

SECTION 11

WITHDRAWAL OF RECOGNITION OF CLUBS, SOCIETIES AND ORGANISATIONS

- 11.1 The SRC shall have the right to withdraw recognition of a club, society or organization if, in the opinion of the SRC, the club, society or organization:
- 11.1.1 Does not operate consistently and in terms of its aims, objectives, and its plan of action during the course of year.
- 11.1.2 Is, by the actions of its office bearers, found guilty of misappropriation of funds.
- 11.1.3 Does not submit required reports within 5 (five) days of a reminder being sent out by the SRC.
- 11.1.4 Is found guilty of any violation of the University's rules and the Code of Conduct.
- 11.2 The SRC shall inform the student organization in writing of its intention to withdraw recognition. Such recognition may only be withdrawn on condition that the SRC provides evidence of wrong doing.
- 11.3 The SRC may give the student organization up to 3 (three) months in which to remedy the problems identified before formal withdrawal of recognition.
- 11.4 An organization that has had its recognition withdrawn shall have the right to appeal to the Manager: Student Governance and Development whose decision shall be final.

SECTION 12

TERMINATION OF INDIVIDUAL SRC MEMBERSHIP

- 12.1 An individual's membership of the SRC shall be terminated on the following grounds:
- 12.1.1 When the member's registration as a student of the University ceases.
- 12.1.2 If placed on academic probation and/or is academically excluded.
- 12.1.3 If found guilty of a serious offence as defined in the University's rules.
- 12.1.4 If found guilty of a criminal offence by a court of the Republic of South Africa without the option of paying a fine.
- 12.1.5 On tendering of a written resignation and acceptance of same by the SRC, or through death.
- 12.1.6 Failure to attend three (3) consecutive meetings without acceptable written explanation
- 12.1.7 If doing Work-Integrated-Learning (WIL) during the member's term of office
- 12.1.8 On becoming a member of staff or management or a service provider to the University.

SECTION 13**DISSOLUTION OF THE SRC**

- 13.1 Whilst DUT has one SRC for all its campuses, the collective members of the SRC of a specific centre may be dissolved under the following conditions:
 - 13.1.1 Vote of no-confidence motion.
- 13.2 If two-thirds of the SRC members resign simultaneously, the SRC shall be dissolved.
- 13.3 In case of gross misconduct, the Vice-Chancellor may recommend to Council the dissolution of the SRC. Should Council agree to dissolve the SRC, the Vice-Chancellor will facilitate a process to establish an interim SRC.

SECTION 14**AMENDMENTS TO SRC CONSTITUTION**

- 14.1 Proposed amendments to the Constitution shall be considered at a Special Mass Meeting.
- 14.2 Students shall be given 1 (one) month to submit any proposed amendments.
- 14.3 Proposed amendments, supported in writing by at least 500 (five hundred) students, may be submitted in writing by any student or student organization to Student Governance and Development who shall keep a record before submitting and passing them on to the General Secretary.
- 14.4 Prior to the Special AGM, proposed amendments must be discussed and recommended for approval by at least 66.6% (two thirds) of the Student Parliament.
- 14.5 Amendments recommended for approval shall be publicized to the general student body 4 (four) weeks prior to the Special AGM where they will be considered. Students may submit written comments or input on the recommended amendments and submit them to the Department of Student Governance and Development who will keep a record before submitting them on to the General Secretary.
- 14.6 There should be clarity on and an indication of amendments recommended for approval and those that are not recommended for approval by the SRC and/or Student Parliament. At the Special AGM, the proposer(s) may motivate to the student body the amendments that are not recommended for approval by the SRC and/or Student Parliament.
- 14.7 A quorum of 10% (ten percent) of registered students shall be required at the Special AGM called to consider amendments to the Constitution.
- 14.8 At least the support of 66.6% (two thirds) of students present at the Special AGM shall be required to pass an amendment to the Constitution.
- 14.9 Amendments to the Constitution shall require the approval of Council. Council may:
 - 14.9.1 Accept proposed amendment(s) as is.
 - 14.9.2 Accept amendment(s) with changes.
 - 14.9.3 Refer a matter back to the SRC and student body for reconsideration.
 - 14.9.4 Instruct its own amendments to be incorporated to the Constitution
 - 14.9.5 Reject proposed amendment(s). Council shall be required to stipulate their reasons for rejection.

SECTION 15**SRC ELECTIONS**

- 15.1 Student Governance and Development shall be responsible for organizing the SRC elections and providing administrative support to the Electoral Commission in accordance with the Electoral Policy.
- 15.2 Elections for the SRC shall be held according to the rules, conditions, processes and procedures set out in a separate schedule entitled "Electoral Policy for the Durban University of Technology SRC".
- 15.3 The elections shall be held during the third term at a convenient date to be determined by the Electoral Commission.
- 15.4 There shall be no formal SRC activity during the SRC election period, with the exception of the attendance of approved University and/or Committee meetings.

[Type here]

15.5 The SRC comes into office upon the declaration of election results.

SECTION 16

CODE OF CONDUCT

- 16.1 Members of the SRC and its substructures shall at all times strive to conduct themselves and their affairs in a manner worthy of the leadership positions they have been entrusted with. They shall eschew any behaviour and conduct which may bring their structures and/or the University into disrepute.
- 16.2 In conjunction with the Student Code of Conduct as contained in the “General Handbook for Students”, the conduct of the SRC and its substructures shall also be regulated by a “Code of Conduct of the DUT SRC”

SECTION 17

PROMULGATION

- 17.1 Once approved by Council, this SRC Constitution shall:
- 17.1.1 Nullify all existing constitutions or similar documents of the SRC.
- 17.1.2 Come into immediate effect.