The Maldives National University Student's Union
The Maldives National University
Ameenee Building
Male' 20-04, Rep of Maldives
Registry Number: T/2012/99/53
Tel: 3345202

MNUSU

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ރަޖިسްޓްރީ ނަންބަރ: T/2012/99/53
ފޯނ: 3345202

REGULATIONS OF THE MALDIVES NATIONAL UNIVERSITY STUDENTS' UNION

1. **Name of the Union**

   1.1. The name of the union is "Maldives National University Students' Union". In Dhivehi, it is called "ދިވެހިރާއްޖެގެ ޤައުމީ ޔونިވަރسިޓީ ތަލަބަތުގެ ޔونިއަން".

   1.2. The union's name was shortened to MNUSU. (MNUSU).

2. **Union Office**

   2.1. The union is the central office of the Maldives National University.

3. **The Purpose of the Union**

   3.1. The aim of the union is to protect the rights of students, promote the interests of students, inculcate the spirit of brotherhood and loyalty, and assist in achieving the objectives of the university.

   3.2. The objectives include the following:

      3.2.1. Promote and protect the educational rights of students.

      3.2.2. To inculcate the spirit of Islam among the students, to inculcate the spirit of democracy and sovereignty, and to cultivate friendship.

      3.2.3. Providing opportunities for social relations among students. Such opportunities include playing sports and conducting technical and literary activities.

      3.2.4. Assisting new university students, especially those coming from the atolls, to solve the difficulties and problems they face in the early days.

      3.2.5. Representing university students both within and outside the university.

3.2.6. Providing assistance and services to students and other members of the University.

3.2.7. Assisting in the establishment and maintenance of student clubs and other organizations.

3.2.8. Conduct fundraising activities in accordance with the prescribed procedures for the achievement of the objectives of the Union.

3.2.9. To carry out other activities in accordance with the principles determined by the Executive Committee of the Student Union in order to achieve the main objectives of the Student Union.

4. Income and Goods of the Union

4.1. The income and property of the union shall not be divided between the members of the union and the members of the executive committee. The funds and resources of the union shall be used only for the purposes set out in this regulation.

4.2. The members of the union, the members of the executive committee of the union, and the employees of the union have no right to ownership of the union's property and money.

4.3. The union's money should be in the name of the union.

4.4. The Treasurer shall maintain the financial affairs of the Union in such manner as may be determined. At the close of each year, the Treasury shall submit to the Governing Committee a statement detailing the income and expenses incurred by the Union.

4.5. If the union is dissolved, all property and money will be donated to the Maldives National University after the debt is paid.

4.6. If the union is dissolved as a result of the closure of the university, the ownership of any property or money owned by the union after paying off its debts and obligations can be transferred to a charitable organization or a charity fund recognized by the

government. An organization or fund to replace these items will be determined at the dissolution meeting of the union. If any government property or money is owned by the union, it will be able to comply with the regulations governing the assets and finances of the government.

5. How to become a member

5.1. All students registered at the Maldives National University (MNU) who do not wish to become members of the union can register as members of the union.

6. How to dismiss and dismiss a member

6.1. A student will be removed from the membership:

6.1.1. A student submits a letter of resignation to the General Secretary.

6.1.2. If a member leaves the course in which he or she is registered or terminated from the University;

6.1.3. If a student is suspended by the University for a violation of the rules of the University, the student shall cease to be a member of the Union for the duration of the suspension. As a member, he or she may not participate in any activities of the Union.

6.2. If the departing or terminating member owes the union or any obligations owed to him or her by the union, the union shall be determined by mutual agreement.

7. Members' Rights

7.1. As long as the Regulation does not interfere with any provision of this Regulation, every member has the following rights:

7.1.1. Knowing how to obtain or obtain information when a public meeting is called.

7.1.2. Explain the reason for calling a public meeting.

7.1.3. Participating in the process of calling for a public meeting.

7.1.4. Attending, speaking and voting at public meetings.

7.1.5. Voting at elections to elect members to committees established under this regulation.

7.1.6. Applications for and appointments to other committees.

7.1.7. Attending meetings of the Executive Committee and other committees.

7.1.8. Access to copies of meetings and meetings that have been confirmed by the Chair.

8. Register of Members

8.1. The general secretary of the union will maintain the register of members. The registry should include the student's name, student ID number, and if the student does not have a complaint, the e-mail address and phone number should be included.

9. Union Fee

9.1. Once the regulation comes into effect, every student registered with the university will be charged a fee of MVR 50. The fee is charged once per semester per student.

9.2. Membership fees may be changed only after a vote of more than half of the members of the Executive Committee and the approval of the University Council. The fee may not be charged for the past few days.

10. How to Raise Funds for the Operation of the Union and the Activities of the Union

10.1. Collecting donations from members.

10.2. Contributions from various parties.

10.3. Income from the Union's fundraising activities.

11. Executive Committee

11.1. The Executive Committee is an elected committee to lead the union. The Executive Committee consists of the following positions:

11.1.1. 01 – President

11.1.2. 03 – Vice Presidents (Additional Activities, Academics and Wings)

11.1.3. 01 – General Secretary

11.1.4. 01 – Regional Coordinator

11.1.5. 01 – Treasurer

11.1.6. 01 – Media Coordinator

11.2. The Executive Committee is elected by the members of the union through a secret ballot at a general election.

11.3. Terms of Reference

11.3.1. To be a member of the Maldives National University Students' Union

11.3.2. Should not be a student of any elected or appointed office of any political party.

11.3.3. Should not be a student of any position elected or appointed under the Constitution or any law of the Republic of Maldives.

11.3.4. Not being a graduate member of the Applicant's Executive Committee.

11.4. The term of the Executive Committee is 1 year. The positions of the new Executive Committee shall be assigned before the end of the last semester of each academic year. (The term of the first elected Executive Committee shall be from the date of its election until the end of the last semester at the earliest after the completion of one year.)

11.5. The old Executive Committee will remain in place until a new Executive Committee is formed at the end of each term.

11.6. Unless otherwise specified in any other article of this regulation, the responsibilities of the Executive Committee are as follows:

11.6.1. Supervision of the Union.

11.6.2. Coordinating the activities of the Union.

11.6.3. Establishing relationships with other clubs/organizations/associations/unions to achieve the objectives of the Union.

11.6.4. Educating students in the university and in the community.

11.6.5. Adjust the budget of the union and be responsible for the money received.

11.6.6. Formulate and implement the policies and programs of the Union.

11.6.7. To do all that is necessary to achieve the objectives of the Union in accordance with the laws of the Maldives and the regulations of the University.

11.6.8. Determining the various activities to be held among the students and the manner in which they will be conducted.

11.6.9. The committees and Wings of the Union shall determine the activities of the Union.

11.6.10. To perform other functions as specified in the Fundamental Regulations.

11.7. The following individuals can attend the meetings of the Executive Committee. They can attend the meetings of the Executive Committee with the notice of the Executive Committee or upon an invitation from the Union. However, they will not be able to vote on any matter of the Executive Committee.

11.7.1. the Chancellor of the University;

11.7.2. the Vice-Chancellor of the University

11.7.3. the Deputy Vice-Chancellor in charge of student affairs of the University

11.7.4. the presidents of the Wings of the union or their appointees.

11.7.5. the last president of the union for one year.

12. **Positions and Responsibilities of the Executive Committee**

12.1. **President**

12.1.1. Representing students at university events and other activities.

12.1.2. Protect the rights of students in all circumstances and ensure equality among all members.

12.1.3. Providing information on behalf of the union.

12.1.4. Chairing meetings of the Executive Committee.

12.1.5. Regular discussions with the head of the university in charge of student affairs.

12.1.6. Running the union under the advice of the Executive Committee.

12.1.7. Implementation of the objectives and policies of the Union.

12.1.8. Providing time for student discussion on any matter related to the interests of the students of the university.

12.1.9. Performing other duties as stated in this regulation and other duties assigned to it by the Executive Committee.

12.2. **Vice President (other activities)**

12.2.1. Striving to achieve the objectives of the Union.

12.2.2. Fulfilling the responsibilities assigned to the President of the Union.

12.2.3. Taking the lead in developing the skills of the members.

12.2.4. Taking the lead in planning to strengthen relations among the members.

12.2.5. Organizing and participating in competitions.

12.3. **Vice President (Academic)**

12.3.1. Striving to achieve the objectives of the Union.

12.3.2. Fulfilling the responsibilities assigned to the President of the Union.

12.3.3. Organizing scholarly debates and lectures.

12.3.4. Leading the way in providing opportunities for members to participate in academic competitions.

12.3.5. Leading the way in education-related matters.

12.3.6. Planning and implementing all activities to enhance the academic abilities of the members.

12.4. **Vice President (Wings)**

12.4.1. Carrying out the responsibilities assigned to the president of the union.

12.4.2. Formulate regulations and submit necessary amendments to the Executive Committee.

12.4.3. Actively working to ensure that the union's expectations for the Wings are met to the best of their ability.

12.4.4. Assisting in the activities of the Wings.

12.4.5. Facilitating the activities of the Wings, both inside and outside the university.

12.4.6. Assisting in resolving the difficulties faced in the operation of the Wings.

12.4.7. Assisting in the establishment and dissolution of Wings.

12.4.8. Coordinating the work of the Regional Coordinator

12.5. **General Secretary**

12.5.1. Maintaining a register of members.

12.5.2. Doing everything necessary in connection with the elections.

12.5.3. Arranging and supervising the appointments of members.

12.5.4. Overseeing the schedule of general meetings and Executive Committee meetings.

12.5.5. Preparation of documents related to the decisions of the General Meetings and Executive Committee meetings.

12.5.6. Overseeing the administrative work of the Executive Committee.

12.5.7. Maintain all records of the union.

12.5.8. Maintain the latest copy of the Basic Rules of the Union and make it available to the students.

12.5.9. Obtain financial information from the treasurer and ensure that the information is available to those in need.

12.5.10. Publish all documents required by the Union, unless otherwise specified in the regulations.

12.5.11. Performing such other duties as stated in the Fundamental Regulations or as may be prescribed by the Executive Committee.

12.5.12. Preparation of the annual report at the end of each year.

12.5.13. Carrying out the administrative responsibilities of the union on the advice of the President and the Executive Committee of the Union

12.5.14. Carry out all the day-to-day activities of the union under the advice of the President and Executive Committee of the Union

12.6. **Regional Coordinator**

12.6.1. Assist in solving the difficulties faced in the operation of the atoll campuses, outreach centers and clubs run by the students.

12.6.2. Assisting in the activities of the Wings established in the atoll campuses and outreach centers.

12.6.3. To be involved in providing the best possible services to the clubs run by the Union.

12.6.4. Assisting the Club Oversight and Evaluation Committee

12.6.5. Carrying out the responsibilities assigned to the Vice President (Wings) in matters related to the Wings.

12.6.6. Carrying out the responsibilities assigned to the President of the Union

12.6.7. Performing other duties as set out in this regulation and other duties assigned to it by the Executive Committee.

12.7. **Treasurer**

12.7.1. To receive and receive all payments owed to the Union and to pay for the purposes permitted by the Union.

12.7.2. Maintaining accurate accounts and books related to financial matters and maintaining details of all financial transactions in connection with the activities of the Union.

12.7.3. Formulate the proposed budget for the coming year.

12.7.4. Preparation of a statement of income and expenses incurred before the end of each year.

12.8. **Media Coordinator**

12.8.1. Communicating the decisions of the Executive Committee to the members.

12.8.2. Maintain a system that provides information to the members of the union.

12.8.3. Dissemination of information about the union to the media on the advice of the president of the union.

12.8.4. Leading the way in publicizing the activities of the union.

12.8.5. Providing information about the activities of the union to its members in a quick and convenient manner.

12.8.6. Unless otherwise specified in this regulation, the union shall act as a liaison with the students.

13. **How to elect and dismiss members of the Executive Committee**

13.1. How to elect members to the Executive Committee

13.1.1. The Executive Committee will be elected between the 8th and 15th weeks of the last semester of each academic year.

13.1.2. The election will be overseen by a committee appointed by the union's executive committee.

13.1.3. The University Council should form a committee to monitor the union elections. The executive committee of the union should inform the Deputy Vice Chancellor in charge of student affairs to form the committee.

13.1.4. A secret ballot must be taken during the election.

13.1.5. Candidates must be given 10 days to apply for the positions in the election, excluding public holidays. Candidates must also be given 10 days to seek support after announcing their candidate numbers, excluding public holidays.

13.1.6. If not more than one candidate has contested for any position, the candidate will be elected without a vote.

13.2. The position on the Executive Committee will become vacant under the following circumstances.

13.2.1. Membership expires.

13.2.2. Failure to meet any of the conditions set out in Article 11.3 of this regulation.

13.2.3. Submitted a written resignation to the union office.

13.2.4. A member will be disqualified from the committee if they fail to attend three consecutive meetings without the notice of the Executive Committee.

13.2.5. The decision of the Executive Committee to be incompetent to perform the duties of the Executive Committee.

13.2.6. Suspension from the university for any offence.

13.2.7. If a member of the Executive Committee leaves or is dismissed from the University, a new member will be re-elected. The term of the member elected in this way will expire at the end of the term of the Executive Committee.

14. **Executive Committee Meeting**

14.1. Executive Committee meetings must be held at least twice per semester.

14.2. The President presides over the meetings of the Executive Committee. In the absence of the President, the Vice President will preside over the Presidency on the advice of the President. In cases where the President is not advised, a Vice President will be appointed by the Executive Committee. Meetings where the Vice President is absent will be presided over by a member appointed by the members appointed to preside over the sitting.

14.3. The General Secretary will oversee the minutes of the meetings of the Executive Committee. If the General Secretary is absent, a member who will write the Meeting Minutes should be appointed by the Executive Committee before the start of the meeting.

14.4. The agenda of each meeting of the Executive Committee shall be passed at the earliest meeting and signed by the person presiding over the meeting.

14.5. The President, Vice President, or four members of the Executive Committee have the authority to decide to hold a meeting of the Committee.

14.6. The legal amount of the Executive Committee is one more than the number of members of the Executive Committee.

15. **General Meeting**

15.1. The AGM will be presided over by the President. If the President is unable to attend, the President will be appointed as per Article 14.2 of the Regulation.

15.2. At least two public meetings must be held annually. The time and place of the meeting will be determined by the Executive Committee.

15.3. The agenda and venue for the meeting must be announced at least 10 days in advance, excluding public holidays.

15.4. The public meeting will be held for the following purposes:

15.4.1. To obtain a report from the Committee on the activities of the Union and to assess the financial position of the Union.

15.4.2. To inaugurate a new Executive Committee for next year.

15.4.3. To vote on the proposals submitted for a decision at the General Meeting.

15.5. Records of all public meetings must be written and recorded.

15.6. How to make an announcement at the General Meeting

15.6.1. by sending it to the e-mail addresses provided to the University, or

15.6.2. on the website of the Union or the University, or

15.6.3. Placed on the notice boards of the faculties, or Publicly.

15.7. The legal limit for an annual general meeting is 5 per cent of the members.

16. Voting Procedures and Procedures for General Meetings and Executive Committee Meetings

16.1. Votes will be cast at the general meetings of the union and the executive committee meetings with their hands raised. However, if a member requests for a secret ballot, a secret ballot must be taken if it is approved by a majority of the members present at the meeting.

16.2. Unless otherwise stated in the regulations, it must be passed by a majority.

16.3. Only members present can vote at the Executive Committee and general sittings.

17. Dissolution of the Union

17.1. If the university is dissolved, the union will be dissolved.

17.2. The union can only be dissolved if it is approved by the University Council with a two-thirds majority of the members at the general meeting.

17.3. The decision to dissolve the union shall be governed by Article 31 of the Unions Act.

18. **Changes to the Regulations**

18.1. Changes to this regulation will be made by a two-thirds majority of the members present at the general meeting. Changes to this regulation must be made publicly. However, the changes must be approved by the University Council before they can be made public.

19. **Emblem, flag, color and motto**

19.1. The union's symbol, flag, color and motto will be approved by the committee and submitted for registration.

19.2. The insignia, flag, color and motto of the union can only be changed by a two-thirds majority of the general meeting of the union.

19.3. The general secretary will maintain the insignia and symbols of the union.

19.4. The insignia of the union must be affixed to the document in accordance with the committee's principles.

20. **Annual General Meeting**

20.1. The annual general meeting of the union must be held at least once a year. This meeting can be held annually at the inauguration of the Executive Committee of the Wings or the inauguration of the Executive Committee of the students' union. The time and place of the meeting will be decided by the Executive Committee.

20.2. During this meeting, the union will announce what it will do for the next session and present its annual report and statistics.

21. **Annual Report and Annual Report**

21.1. The annual report of the income and expenditure of the union shall be approved by the Executive Committee and shall be signed by the members of the Executive

Committee and submitted to the general meeting of the Union. It shall also be submitted to the University Council and the Registrar of the Organizations/Unions in accordance with the prescribed procedure.

22. **Union debt**

22.1. No debt can be taken in the name of the union with the permission of the University Council.

22.2. If the union does not have enough money or money to pay off the debts of the union, the debts will be paid equally among the members of the executive committee.

23. Wings of the Union

23.1. Separate Wings may be formed in order to advance the cause of the union.

23.2. If the members of the union are selected, the organization or club may be formed according to the rules and regulations set by the governing body. The governing body of the union shall approve the rules governing the organization and clubs.

24. References

24.1. Under this regulation, any instructions given to an individual must be communicated through the e-mail address provided by the member or in writing.

25. Translation of this rule

25.1. Unless otherwise specified in this regulation, the following terms shall be construed as follows:

25.1.1. University: Maldives National University.

25.1.2. Union: Maldives National University Students' Union.

25.1.3. Students registered at the Maldives National University.

25.1.4. Academic year: January to December of this year.

25.2. The decision of the Executive Committee of the Union shall be the final decision in the translation of a clause in this Regulation. Such a decision shall be made by all the members until it is changed by a general meeting.

26. **<u>What is not included in this regulation</u>**

26.1. Matters not specified in the regulation may be carried out in accordance with the policy set by the Executive Committee of the union.

The regulation was amended by the 127th meeting of the University Council held on 11 June 2012 (UC127)· This was in contravention of the judgment of the High Court in Judge No· 08/HC-DM/2011 (24 May 2012)·

Disclaimer: This document is an unofficial English translation of the Maldives National University Students' Union (MNUSU) Constitution. Certain provisions or interpretations may differ from the original Constitution. Therefore, this translation is provided for reference purposes only. For all official, legal, or administrative purposes, the original Dhivehi version of the MNUSU Constitution shall be considered the sole authoritative document.