

## Student Council Policy

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# Student Council Policy

## Article (1):

The council aims to achieve the following:

1. Emphasize the spiritual and moral values of our religion and enhancing those values in the students.
2. Spread awareness and enhance the sense of belonging to our nation and homeland in light of our Islamic Sharia and the values of our original Arab and Islamic civilization.
3. Enhancing the spirit of teamwork and the values of cooperation and volunteering inside and outside university.
4. Enhancing the spirit of leadership and initiative to create a new generation armed with the awareness of the proper principles of teamwork management.
5. Giving the opportunity to students to express themselves.
6. Protecting the rights of students and defending their interests by representing them in the student's council.
7. Training students on dialogue, counselling, and respect.
8. Providing opportunities for positive interaction between the students and the university administration, deanships, colleges, and scientific and administrative departments in the service of the educational process.
9. Cooperating with other universities in the Kingdom of Saudi Arabia and offering support, expertise and consultation and building strong ties among Saudi students inside and outside the kingdom.
10. Employing youth energy and capabilities in the service of the university community and the local community for the good of the homeland.
11. Activating activities and programs to discover students' talents and strengths.
12. Making students aware of their rights and responsibilities and following up their cases by working with the university administration to solve their problems.
13. Spreading the university spirit among the university students and enhancing their relations with the faculty members.

**Article (2):**

To become a member of the Consultative Council, the student;

1. Must be an active student at the university.
2. Must be a regular student at the university during the period of the council membership.
3. Must be registered at least for two semesters for the bachelor degree.
4. Must possess high morals, good reputation and good relations with his colleagues, faculty members and university staff.
5. Must have a minimum GPA of 2.00/4.00.
6. Must not have received any disciplinary punishment higher than a preliminary warning at nomination.

**Article (3):**

There are two student Council, one for female section and the other for male section. Each council consists of:

1. The council president, who earned the highest number of votes.
2. The council vice-president, who earned the second highest number of votes after the council president.
3. The council member and secretary who earned the third highest number of votes.

**Article (4):**

1. Voting in elections is a right for all bachelor university students.
2. The council elections shall be conducted as follows:
  - a) Each college or deanship forms one constituency.
  - b) The students of each college or deanship elect their representative to the council directly.
  - c) The council elections take place in the fall semester a month before the end of the previous council's tenure, and not exceeding two months.
  - d) Elections take place in one day only.
3. The council tenure is two years, renewable for one extra year.
4. The University President can, upon recommendation by the Dean of Admission, Registration and Student Affairs, postpone the elections when necessary, in which case the current council resumes its duties until the new council is elected.



**Article (5):**

1. The council holds its first assembly within two weeks of the announcement of the elections results. Dates and times of subsequent meetings will be decided afterwards.
2. The council meetings shall be public.
3. The council meetings are considered legal when more than half the members including the president and vice president attend.
4. The council recommendations are issued with the majority of votes by the members who attend the meeting. In case of equal votes, the president's vote shall take precedence.
5. Meetings are periodical at a rate of two meetings per semester, unless it was deemed necessary to do otherwise

**Article (6):**

The council assumes the following powers:

1. Discussing and approving the council's action plan.
2. Taking appropriate recommendations to fulfill its goals and objectives stated in Article (2) in compliance with the bylaws and rules of the Ministry of Education and the university.
3. Discussing the council budget and referring it to the university president for approval
4. Meeting with the University Council on a bi-annual basis to participate in decision making whenever possible with regard to academic programs and student related initiatives.

**Article (7)****Powers of Council President:**

1. Calls for the meetings of the council.
2. Heads the council meetings.
3. Refers the council recommendations to the Dean of Admission, Registration and Student Affairs to be referred to the University President to take necessary action about it and approve it.
4. Represents the council at the university councils of other universities.

**Powers of Vice-President:**

*The Vice-President assumes the powers of the president in his absence and assists him in the management of the council affairs.*

**Duties of the Secretary:**

1. Prepares the agenda and refers it to the president.
2. Prepares the meeting minutes.
3. In charge of council secretarial affairs.
4. Receives council mail, keeps records and documents.
5. Provides present and members with the meetings minutes
6. Participates in calling for meetings and sessions by sending letters and invitations.

**Article (8):**

The affairs of the council shall be managed by an administrative committee headed by the council president and composed of the vice president, secretary and Council member.

**Article (9):**

The administrative committee must:

1. Follow up council recommendations.
2. Prepares the budget project of the council.
3. Supervises the student's club's activities and monitors their performance.
4. Follows up on the projects of the student activities plan.

**Article (10):**

The membership of any member of the council shall be terminated in the following cases:

1. Written resignation.
2. Transfer to another university.
3. Any health condition that prevents from continuing as a council member.
4. Missing two consecutive meetings or four meetings intermittently without acceptable excuse.
5. Losing one of the membership conditions stated in Article 3.3

6. Committing any behavior violation that warrants a greater punishment than notification.
7. Committing and acts or violations that violate the goals and reputation of the council.
8. At the end of the legal term of the council.

**Article (11):**

1. The council shall perform its duties and practice its powers in no violation of the duties and powers of the university's councils and administrations and according to the university's bylaws, policies and instructions.
2. He council shall not deal with any agency outside the university without prior permission by the university president.

**Article (12):**

In case one elected member seat became vacant as a result of transferring to another university or graduation or for any other reason, the next in votes shall succeed him.

**Article (13):**

The council will be dissolved by a University Council decision upon recommendation by the Dean of Admission, Registration and Student Affairs. The University Council may authorize the university president to take this decision and notify the University Council in the first meeting.

**Article (14):**

The council shall be dissolved with the resignation of the majority of its members. New elections shall be organized on the date specified by the University Council.

**Article (15):**

All activities of the council shall be suspended and the headquarters shall be closed two weeks before the elections of the new council.

**Article (16):**

The University Council shall decide the cases which were not stated in these bylaws.

**Article (17):**

The University President and the Dean of Admission, Registration and Student Affairs are responsible for the follow up on the implementation of these bylaws.

**Article (18):**

Elections supervision:

1. Elections held according to these bylaws shall be supervised internally by the supervisory committee appointed by the university president to overlook the selection of the student council and consists of:

<b>A. Dean of Admission, Registration and Student Affairs</b>	<b>Head</b>
<b>B. Four faculty members</b>	<b>Members</b>
<b>C. Four students not running for the council</b>	<b>Members</b>



### **Article (19):**

Duties and powers of the supervisory committee:

1. Receiving nomination requests.
2. Monitoring and supervising the election campaigns.
3. Supervising the elections (or authorizing anyone to do so) on the day of the elections, managing the procedures in compliance with these bylaws and taking necessary actions to facilitate the counting of votes quickly and precisely.
4. Deciding the place of the elections.
5. Deciding the time of the elections on condition that it is not close to mid-terms or finals.

### **Article (20):**

The college has the right to recommend a representative the college as a member of the Student Council, in the case of none of its students is nominated.

### **Article (21):**

The affiliated member of the student council must sign a non-disclosure agreement for the confidentiality of the university's information.

### **Exceptions**

The University Council reserves the right to decide on any situation/circumstance outside of the conditions stated in this policy.

### **Authorization**

This policy was authorized by:



University President

Date: 30-10-2023