

UGANDA CHRISTIAN UNIVERSITY

CHARTER, 2012

*Amended by Resolution of the University Council
May 24 2012*

Charter to provide for the establishment, control, governance and administration of Uganda Christian University, and for connected purposes, in accordance with The Universities and Other Tertiary Institutions Act, 2001.

PART I: Preliminary Matters

Preamble

1. Uganda Christian University was founded in 1997 by the Church of Uganda in response to the call for quality higher education in Uganda, especially from a Christian perspective. The University is located on the 86.5-acre site of Bishop Tucker Theological College, which has served for the training of clergy since 1913.

Short Title

2. This Charter may be cited as the Uganda Christian University Charter, 2003.

Interpretation

3. In this Charter, unless the context otherwise requires -

“Affiliated institution” means a college or Tertiary Institution which has academic linkage with Uganda Christian University under section 14 for the purposes of being able to grant university degrees, diplomas and certificates;

“The Act” means “The Universities and Other Tertiary Institutions Act, 2001” of the Republic of Uganda [Act 7, 2001];

“Alumni Association” means the Association of graduates of Uganda Christian University and its predecessor college or colleges, established under section 47;

“Campus” means the main University campus at Mukono or other campuses designated by the University Council under section 15;

“Chancellor” means the titular head of the University under section 16;

“Charter” means the Uganda Christian University Charter, 2002;

“Church of Uganda” means the Anglican Church of the Province of Uganda;

“Constituent College” means a Constituent College established under section 13;

“Council” means the University Council established under section 24;

“Dean” means a person appointed as head of a faculty or other academic body under section 21, or the Dean of Students under section 22 (4).

“Director” means a person appointed as head of an institute under section 21;

“Fiscal Year” means the fiscal year of UgandaChristianUniversity determined under section 37;

“Graduate” means a person upon whom a degree has been conferred or a diploma or degree or certificate has been granted by UgandaChristianUniversity;

“Instruments of Identity” means the statement of the University’s Christian identity approved and maintained by the Proprietors under section 8;

“National Council” means the National Council for Higher Education;

“Not-for-profit organization” means a private organization founded to provide a public service beyond the personal interest of its members as defined under section 4;

“Principal” means the person appointed as head of a ConstituentCollege under section 19;

“Proprietors” means the Registered Trustees of the Church of Uganda through its Provincial Assembly under section 23;

“Provincial Assembly” means the supreme governing authority of the Church of Uganda;

“Senate” means the University Senate as established under section 28;

“Statutes” means the Statutes of Uganda Christian University made by the University Council under section 43;

“Student” means a person registered for the purpose of obtaining a qualification, or any other person who is determined by the Senate to be a student;

“Student Guild” means the students’ association recognized by the University Council as being an organisation representative of the students of UgandaChristianUniversity under section 46;

“The University” means UgandaChristianUniversity;

“Vice Chancellor” means the chief academic and executive officer of the University appointed under section 18.

PART II: Establishment of the University

Establishment and Incorporation as a Not-for-Profit Organization

4. (1) There is hereby established a university to be known as UgandaChristianUniversity, which shall be constituted according to this Charter.

(2) Uganda Christian University is a private, **not-for-profit organization** established by the Church of Uganda (**Anglican**) to provide a **public service beyond the personal interest of its members** through Christian-based higher education, training and research for the expansion of God's Kingdom and the betterment of society.

(3) None of the assets and income of the University shall confer a private benefit on any person nor be distributed directly or indirectly to its members, except as bona fide compensation for services rendered and expenses on behalf of the organization.

(4) The University shall be a body corporate with perpetual succession and a common seal and shall, in its corporate name, be capable of:

(a) taking, purchasing or otherwise acquiring, holding, charging and disposing of movable and immovable property;

(b) Borrowing or lending money;

(c) Suing and being sued;

(d) Entering into contracts with Government, other institutions and individuals;

(e) Receiving bequests and gifts which shall be used for the purposes stated by the persons making such bequests and gifts;

(f) Doing all such other things as are incidental to the attainment of all the objectives and functions of the University.

The Common Seal

5. The use of the Common Seal of the University shall be as follows –

(1) The Common Seal shall be kept in custody by the Secretary to the University Council and shall be used upon the order and direction of the Council.

(2) The Common Seal shall be authenticated by the signature of the Chairperson of the Council, the Vice Chancellor or any other person specifically appointed by the Council and duly authorized by the Council in that behalf.

(3) The Common Seal of the University, when affixed to any document and duly authenticated under this section, shall be judicially and officially noticed; and unless and until the contrary is proven, any necessary order or authorisation of the Council under this section shall be presumed to have been duly given.

Location of the University

6. The main campus of Uganda Christian University is located at Mukono, Uganda. It is the successor to Bishop Tucker Theological College. Subject to this Charter, all rights, duties, obligations, assets and liabilities of Bishop Tucker Theological College existing at the commencement of this Charter shall be automatically and fully transferred to Uganda Christian University, and any reference to Bishop Tucker Theological College in any contract or document shall for all purposes be deemed to be a reference to Uganda Christian University as established under section 4 of this Charter.

Mission of the University

7. Uganda Christian University is dedicated through teaching, scholarship, service, spiritual formation, student development and social involvement to the preparation of students for thoughtful, productive lives of Christian faith and service in their respective professions and places.

Christian Identity and Academic Freedom

8. (1) The Christian identity of Uganda Christian University is summarized in the motto “God the Beginning and the End” and is articulated in its Instruments of Identity. The Instruments of Identity, which include a Rule of Life, shall be consistent with the teaching of the Church of Uganda and shall be approved and maintained by the Proprietors of the University through the University Council.

(2) Academic Freedom. Within the parameters of subsection (1) above, academic staff and students are expected to engage in thorough academic research and vigorous exchange of ideas in the tradition of Christian liberal education.

PART III: Objects and Functions of the University

Objects of the University

9. The objects of the University shall be –

(1) To provide resources for higher education, excellence in teaching, and promotion of research and advancement of learning within the context of Christian truth, practice and spirituality;

(2) to provide, with other Christian institutions, academic leadership to the church in Uganda and Africa so as to address through research, education and consultation, the economic, social and political problems of the Ugandan and African society and those challenges unique to the church of Christ;

(3) To provide adequate resources for quality university education, training and research based on biblical concepts and values which reflect the Ugandan and African cultural heritage;

(4) To guide students to understand and accept themselves, their individual needs and talents, and to develop their potential for productive life and service;

(5) To provide students with a balanced educational programme that helps them to develop professional skills and to broaden their perception so as to develop a holistic approach to life;

(6) To offer students the opportunity to commit their lives to Jesus Christ and to equip students to live out Christ’s Great Commission (Matthew 28:18-20);

(7) To play an effective role in the development and expansion of university education in Uganda and Africa.

Functions of the University

10. The functions of the University shall be –

- (1) to provide resources for university education, training and research and for the establishment or recognition of Constituent Colleges, affiliated institutions, faculties, departments, institutes and other academic bodies as the University Council may from time to time determine;
- (2) To determine who may teach, who may be taught, what may be taught and how it may be taught in the University;
- (3) To conduct research and encourage the conduct of research which enlarges the province of human knowledge in general, and increases the effectiveness of the church in particular;
- (4) To assist in the preservation, processing, transmission and dissemination of knowledge and in the stimulation of the intellectual life and cultural development of the students and the Ugandan and African church and society;
- (5) To conduct examinations for, and grant degrees, diplomas, certificates and other awards of the University;
- (6) to provide a balanced programme and experiences for harmonious and holistic development of students and staff;
- (7) To carry out any other functions as may be permitted and approved by the University Council.

Admission

11. The University shall admit for study for degrees, diplomas, certificates or other awards of the University, such candidates as shall have been accepted by the University Senate as being academically qualified and who formally undertake to respect the University's Instruments of Identity and to follow its Rule of Life as set out in section 8(1).

The University may use diverse criteria for determining merit in admission, but there shall be no discrimination on grounds of sex, ethnic origin, race, colour, political opinion or physical disability, and no person shall be excluded solely on grounds of creed or religion.

PART IV: Membership of the University

Members

12. (1) The members of the University shall be –

- (a) The Chancellor;
- (b) The Registered Trustees of the Church of Uganda;
- (c) The Chairperson of the University Council;
- (d) The members of the Council;
- (e) The Vice Chancellor;

- (f) The Deputy Vice Chancellors;
- (g) The members of the University Senate;
- (h) The professors and lecturers of the University;
- (i) **other officers of the University as may be prescribed by the University Council, including the University Librarian, University Bursar, University Chaplain and an officer responsible for the Welfare of Students;**
- (j) The students of the University;
- (k) The members of the Alumni Association;
- (l) Such other members of staff of the University, or of any other body, formally admitted into association with the University, as the Council may from time to time determine.

(2) Members of the University listed under subsection (1) (a)-(i) above shall affirm the University's Instruments of Identity as stated under section 8(1). Students of the University (1) (j) shall respect the University's Instruments of Identity and follow its Rule of Life throughout their time at the University. Members of the University under subsection (1) (k)-(l) above shall respect the University's Instruments of Identity.

Constituent Colleges

13. (1) The University Council, with the **recommendation** of the Senate and the approval of the National Council for Higher Education, may –

- (a) Establish any college or institution as a Constituent College of the University; or
- (b) With the approval of the institution, declare a Private Tertiary Institution as a Constituent College of the University.

(2) Where the University Council establishes or declares a college or Private Tertiary Institution to be a Constituent College of the University -

- (a) the Chancellor of the University shall appoint a Principal on the recommendation of the University Council from up to three candidates nominated by the Senate;
- (b) subject to subsection (4), the University Council shall appoint members of the academic and administrative staff and other employees of the Constituent College;
- (c) the Governing Council of the former College or Private Tertiary Institution shall function and have such responsibilities as are provided by the University relating to Constituent Colleges of that University.

(3) For the avoidance of doubt, a College or Private Tertiary Institution declared to be a Constituent College under subsection (1) above shall cease to be a body corporate and all rights, assets and liabilities of the Governing Council of that institution shall vest in the University Council to which it is a Constituent College to the same extent and for the same estate and interest as they were previously vested in the Governing Council and shall be held and enjoyed in trust and for the benefit of the Constituent College.

(4) Where the University Council declares a Private Tertiary Institution to be a Constituent College of the University, it shall make provision for the transfer to the University of the staff and employees of the institution whose services are required.

(5) All continuing students of an institution declared to be a Constituent College of the University shall transfer to the Constituent College for their studies without any further assurance; and all subsequent recruitment of students to, and the conduct of courses of study in, the College shall be made in accordance with procedures and standards set by the University.

(6) The University Council may, with the recommendation of the Senate and the approval of the National Council for Higher Education, disestablish a Constituent College. The University will provide for all continuing students of the Constituent College to complete their programme of study at the time of disestablishment.

Affiliated Institutions

14. (1) A college or Tertiary Institution may, for the purpose of promoting its academic programmes, and with the approval of the National Council, affiliate with the University if -

(a) its institutional standards of performance, operations and conduct are acceptable to the University Council;

(b) its institutional standards conform to the standards set by the National Council for Higher Education;

(c) it formally undertakes to respect the Instruments of Identity of the University.

(2) An affiliated college or Tertiary Institution shall remain a Tertiary Institution and as such, for all intents and purposes shall -

(a) retain its status, administration and organisational structure as they were before affiliation; and

(b) be independent of the University to which it is affiliated and only depend on the University to the extent agreed upon.

(3) A college or Tertiary Institution affiliated to the University shall, as may be agreed to in relation to awards, conduct courses leading to awards of degrees, diplomas or certificates of the University under standards provided by the Act and under Statutes and guidelines of the University, and shall in connection with the relevant awards, jointly conduct examinations leading to those awards.

(4) The University may enter into various types of academic linkages or affiliations with other recognized institutions.

Alternative Programmes and Other Campuses

15. (1) In addition to its regular programme, the University may conduct alternative programmes leading to awards of degrees, diplomas or certificates at different times and places and by different modes of delivery, such as evening, recess, extension, and distance

courses. Such courses must be approved by the University Senate and must offer instruction and facilities comparable with those courses offered to all other students of the University.

(2) Any location where alternative programmes are regularly offered may be designated a campus of UgandaChristianUniversity by the University Council.

PART V: Officers of the University

The Chancellor

16. (1) There shall be a Chancellor of the University, who shall be the Archbishop of the Church of Uganda.

(2) The Chancellor shall be the titular head of the University and as such shall preside at all ceremonial assemblies of the University and, in the name of the University, confer degrees, grant diplomas, certificates and other academic awards, titles and distinctions of the University.

(3) The Chancellor shall serve as visitor to the University and in this capacity shall:

(a) perform an overall supervisory role over the affairs of the University.

(b) conduct a visitation of the University or appoint another person to conduct a visitation as often as circumstances may require or in response to a written request from the proprietors of the University, with the full cooperation of the Vice Chancellor.

(c) Any person conducting a visitation on behalf of the Chancellor shall transmit a written report of the visitation to the Chancellor with or without any recommendations or suggestions.

(4) Whenever the Chancellor is for any reason unable to perform the functions of the office, the Vice Chancellor shall perform those functions.

The Vice Chancellor

17. (1) There shall be a Vice Chancellor of the University, who shall be appointed by the Chancellor on the recommendation of the University Council.

(2) The Vice Chancellor shall be the chief academic, financial and administrative officer of the University.

(3) A search committee composed of two members of the University Council and three members of the Senate shall nominate up to three candidates to the Council.

(4) The Vice Chancellor shall be appointed on such terms and conditions as may be determined by the University Council for five years and shall be eligible for re-appointment.

(5) The Vice Chancellor may be removed from office at a meeting of the University Council by a vote of not less than two-thirds of the total membership of the Council present and voting.

(6) In the event of the death, resignation or removal of the Vice Chancellor, an Acting Vice Chancellor shall be appointed.

The Deputy Vice Chancellors

18. (1) The University shall have Deputy Vice Chancellors as may be appointed by the University Council.

(2) The Deputy Vice Chancellors shall perform such functions as are **may be defined** by the University Council **on recommendation of the Vice Chancellor. Such functions may include, but not be limited to:**

- (a) being responsible for the building and maintenance of University facilities and equipment;**
- (b) being responsible for the management of personnel matters;**
- (c) overseeing the welfare of staff and students;**
- (d) serving as Secretary to the University Council and see to the implementation of its resolutions.**
- (e) coordinating the planning and budgeting for the University;**
- (f) serving as accounting officer and be responsible for the management and administration of University finances and financial resources;**
- (g) being responsible for public relations, networking, development and fundraising; and**

(3) One of the Deputy Vice Chancellors shall be the Deputy Vice Chancellor for Academic Affairs, who shall –

- (a) perform the functions of Vice Chancellor in the temporary absence of the Vice Chancellor;
- (b) serve as Secretary to the University Senate and administer such academic regulations as the Senate may from time to time adopt;
- (c) be responsible for the administration and organisation of all academic matters, including admission, undergraduate studies, post-graduate studies, examinations, research and publication;**
- (d) oversee the quality and content of instruction and research programmes.**

(6) In the event of the death, resignation or removal of a Deputy Vice Chancellor, an Acting Deputy Vice Chancellor may be appointed.

Principals of Constituent Colleges

19. (1) The Chancellor shall, in accordance with section 13(2)(a) appoint a Principal for any Constituent College who, under the direction and authority of the Vice Chancellor, shall be responsible for the administration of that Constituent Colleges and perform such other duties as shall be provided for.

(2) The Principal shall be appointed on such terms and conditions of service as the University Council may from time to time determine and shall hold office for such periods as may be stipulated.

Deans of Faculties or Other Academic Bodies

20. (1) The University Council shall, in consultation with the Vice Chancellor, appoint Deans of faculties or other academic bodies who shall perform their duties under the direction and authority of the Vice Chancellor.

(2) A Dean shall be appointed on such terms and conditions of service as may be determined by the Council.

Directors of Institutes

21. (1) The University Council shall, in consultation with the Vice Chancellor, appoint Directors of institutes who shall perform their duties under the direction and authority of the Vice Chancellor.

(2) A Director shall be appointed on such terms and conditions of service as may be determined by the Council.

Other Officers

22. (1) The University shall have such other officers as are necessary to carry out its mission and operations **among whom are:**

(2) *University Librarian.* There shall be a University Librarian who shall -

(a) be appointed by the University Council on terms and conditions that the Council may determine;

(b) be responsible, under the direction of the Deputy Vice Chancellor for Academic Affairs, for the development, control, management and co-ordination of all library and information services of the University.

(3) *University Bursar.* There shall be a University Bursar who shall -

(a) be appointed by the University Council on terms and conditions that the Council may determine;

(b) be responsible, under the direction of the **appropriate** Deputy Vice Chancellor, for the financial administration and planning of the University and shall maintain the accounts in a form determined by the Council.

(4) There shall be **an Officer of the University** who shall -

(a) be appointed by the University Council on terms and conditions that the Council may determine;

(b) be responsible, under the direction of the **appropriate** Deputy Vice Chancellor, for the welfare of the students.

(5) *University Chaplain.* There shall be a University Chaplain who shall -

(a) be appointed by the University Council on terms and conditions that the Council may determine;

(b) be responsible, under the Vice Chancellor, for the spiritual well-being of the students, staff **and other members** the University **community** and for the conduct of worship at the University.

PART VI: Governing Bodies

The Proprietors of the University

23. (1) The Registered Trustees of the Church of Uganda through its Provincial Assembly, which established Uganda Christian University, shall be the proprietors of the University. **Proprietorship in no way confers a private benefit to the Registered Trustees or to the Church of Uganda.**

(2) The Proprietors shall -

(a) oversee the mission of the University;

(b) approve and maintain the Instruments of Identity of the University **and ensure that they remain in force;**

(c) **establish the University Council in accordance with the Law;**

(d) receive reports on the operation and progress of the University;

(e) request in writing, under section 16(4) (b), that a visitation of the University be conducted.

(d) give consent to any amendment or amendments to this Charter.

The University Council

24. (1) There shall be a Council of the University consisting of not more than 30 members.

(2) The University Council shall comprise the following members –

(a) the Vice Chancellor;

(b) the Provincial Secretary of the Church of Uganda;

(c) the Provincial Education Secretary of the Church of Uganda;

- (d) 10 members elected by the Provincial Assembly, including at least four lay persons, two clergy, two bishops **and two others**;
 - (e) Chairpersons of the Governing Councils of Constituent Colleges;
 - (f) one alumni member, elected by the Alumni Association;
 - (g) two members elected by the University Senate;
 - (h) two members **representing** the Student Guild;
 - (i) additional members as may be co-opted by the Council.
- (3) Ex officio members of Council shall include -
- (a) the Deputy Vice Chancellors;
 - (b) Principals of Constituent Colleges.
- (4) The terms of service of the Council shall be as follows -
- (a) All elected, appointed, and co-opted members other than Student Guild representatives shall serve for four years and shall be eligible for re-election.
 - (b) Student Guild representatives shall hold office for one year and shall be eligible for re-election so long as they are students of the University.
- (5) Members of Council shall affirm **annually** in writing the Instruments of Identity of the University.
- (6) The office of a member of the Council shall be declared vacant by the Secretary of the Council -
- (a) if the member fails to affirm the University's Instruments of Identity as stated under section 8;
 - (b) if the member resigns from office by writing a letter addressed to the Secretary of the Council;
 - (c) if the Council is satisfied that a member is, by reason of physical or mental infirmity, unable to exercise the functions of the office;
 - (d) if the member fails to perform the duties of office without valid reason as determined by the Council;
 - (e) if the member is guilty of gross misconduct as determined by the Council;
 - (f) if the member is directly or indirectly interested in any contract with the University and fails to declare the nature of this interest;

(g) if the member becomes bankrupt or makes any arrangement or proposition with creditors generally; or

(h) upon the member's death.

The Chairperson and Vice Chairperson of the University Council

25. (1) The Chancellor shall appoint the Chairperson of the University Council from among the members of Council who are not members of staff or students of the University. The Council shall elect a Vice Chairperson from among its members who are not members of staff or students of the University.

(2) The Chairperson and Vice Chairperson shall hold office for a period of four years and shall be eligible to serve for two terms.

(3) Whenever the office of Chairperson is vacant or the Chairperson is absent for any cause, the Vice Chairperson shall discharge the functions of the Chairperson and in the absence of both the Chairperson and Vice Chairperson, the Council shall elect a temporary Chairperson from among the members of Council who are not members of staff or students of the University.

(4) The Chairperson of the Council, in consultation with the Vice Chancellor, shall keep the Chancellor fully informed about the general conduct of the affairs of the University and shall furnish the Chancellor with such information as may be required on any particular matter relating to the affairs of the University.

Functions of the University Council

26. (1) Subject to the provisions of this Charter, the University Council shall be the supreme organ of the University and as such shall -

(a) be responsible for the direction of the administrative, financial and academic affairs of the University;

(b) formulate the general policy of the University;

(c) give general guidelines to the administration and academic staff on matters relating to the operations of the University;

(d) do any other thing and take all necessary decisions conducive to the fulfillment of the objects and functions of the University.

(2) Notwithstanding the generality of subsection (1) of this section, the Council shall have power -

(a) to represent the University in any legal suits by and against the University;

(b) to provide and administer the property and funds of the University in a manner and for the purposes which shall promote the best interests of the University;

- (c) to raise and receive on behalf of the University, funds, gifts, donations, grants and other monies and make disbursements thereof;
- (d) to approve the University budget and final accounts;
- (e) to provide for the welfare and discipline of the staff of the University, determine staff ranks and positions and the terms and conditions of service;
- (f) to provide for the welfare and discipline of the students of the University, in consultation with the Senate;
- (g) to set the rates of various University fees and charges;
- (h) to create University scholarships and other awards and to determine the conditions and modalities to govern them;
- (i) to appoint University staff upon such terms and conditions of service as may be provided for;
- (j) to delegate either generally or specifically, to any person or committee, the power to appoint any member of staff of the University;
- (k) to approve, in consultation with the Senate, regulations governing the conduct and discipline of the academic staff and students of the University;
- (l) to approve and enter into any association with other colleges or any institutions of higher learning and research or other bodies either within or outside Uganda;
- (m) to establish, in consultation with the Senate and with the approval of the National Council for Higher Education, such Constituent Colleges, affiliated institutions, institutes, and new programmes as may be deemed desirable;
- (n) to constitute the final court of appeal in cases of academic staff and student discipline.
- (o) to make Statutes in accordance with this Charter;
- (p) to amend this Charter;
- (q) to make annual reports to the Provincial Assembly.

Organisation of the University Council

27. (1) The procedure, conduct and regulations of the affairs of the University Council shall be vested in the Council.

(2) The Council shall meet at times and places that it may determine for the transaction of its business but not less than twice a year.

(3) The Chairperson may at any time call a meeting of the Council and shall call a meeting if requested in writing by at least one third of all the members of Council.

(4) For all meetings of the Council, the quorum shall be one half of the membership.

(5) The Council may delegate any of its powers to boards and committees of the Council consisting of such members or bodies as it may deem fit. All such committees shall, in the exercise of their powers so delegated, conform to any Statutes or regulations that may be imposed by the Council. But the Council shall not delegate the power to approve the budget or the final accounts of the University.

(6) The Council may establish advisory bodies or associations as it may deem fit. All such bodies and associations shall perform their functions in accordance with the provisions of the Statutes and regulations made by the Council.

(7) The Secretary to the Council shall -

(a) cause minutes to be kept in books provided for the purpose including the names of the members present, the proceedings and resolutions of the meetings and the appointments made by the Council;

(b) ensure that all notices are sent or waivers executed;

(c) be the custodian of the Common Seal.

(8) All documents, other than those required by law to be under the seal, made on behalf of the Council, and all decisions of the Council, may be signified under the hand of the Chairperson or the Secretary or such other persons as may be authorized by the Council.

(9) The Council shall appoint an executive committee to assist it in the smooth conduct of its affairs, except that the following functions shall be the exclusive preserve of the University Council during its duly constituted seating: 26.2 (d)(g)(k)(m)(o)(p)(q).

The University Senate

28. (1) There shall be a Senate of the University consisting of –

(a) the Vice Chancellor;

(b) the Deputy Vice Chancellors;

(c) Principals and Academic Registrars of Constituent Colleges;

(d) Deans of Faculties and Directors of Institutes of the University;

(e) Chairpersons of Departments of the University;

(f) the University Librarian, **the University Bursar, the University Chaplain and an officer responsible for the Welfare of Students;**

(g) such number of professors and associate professors of the University as the University Council may determine, which shall include at least one professor or

associate professor from each faculty of the University elected by the academic staff of the faculty;

(h) two members elected by the academic staff;

(i) two students elected by the Student Guild;

(j) the Provincial Education Secretary of the Church of Uganda

(k) additional members as may be stipulated by the Senate.

(2) The terms of service of the Senate shall be as follows -

(a) All elected, appointed, and co-opted members other than Student Guild representatives shall serve for four years and shall be eligible for re-election;

(b) Student Guild representatives shall hold office for one year and shall be eligible for re-election so long as they are students of the University;

(4) The Vice Chancellor shall be the Chairperson of the Senate and shall preside at all meetings of the Senate when present; in the absence of the Vice Chancellor, one of the Deputy Vice Chancellors shall preside.

(5) The Deputy Vice Chancellor for Academic Affairs shall be the Secretary to the Senate.

Functions and Powers of the University Senate

29. (1) Subject to the provisions of this Charter, the University Senate shall be responsible for the organisation, control and direction of the academic matters of the University, and as such the Senate shall be in charge of the teaching, research and general standards of education and research and their assessment in the University.

(2) Without prejudice to the generality of subsection (1), the Senate shall have the following powers and duties –

(a) to initiate the academic policy of the University and advise the University Council on the required facilities to implement the policy;

(b) to direct and regulate the instructional programme and the structure of any degree, diploma or certificate course within the University;

(c) to advise the Council regarding the eligibility and qualifications of persons for admission to courses leading to the award of degrees, diplomas, certificates or other awards by the University;

(d) to make regulations regarding the content and academic standard of any course of study in respect of a degree, diploma, certificate or other award by the University;

(e) to make regulations regarding the standard of proficiency to be attained in each examination for a degree, diploma, certificate or other award by the University;

- (f) to decide which persons have reached the standard of proficiency and are fit for the award of any degree, diploma, certificate or other award by the University;
- (g) to advise the Council on the promotion, coordination, control and general direction of research in the University;
- (h) to consider and report to the Council on any matter relating to, or in connection with the academic work of the University;
- (i) to recommend to the Council changes in the **relevant academic** Statutes and regulations;
- (j) to propose to the Council the financial needs of the academic, training and research programmes of the University;
- (k) to recommend to the Council appointments and promotions of academic staff;
- (l) to nominate candidates for the office of Vice Chancellor according to section 17 (3);
- (m) to **vet the academic qualifications of** candidates for the office of Deputy Vice Chancellor and Principal of Constituent Colleges;
- (n) to promote and supervise the development of the library and the archives;
- (o) to advise the Council on standards of conduct for academic staff and students and to act on matters related to mass indiscipline or unrest;
- (p) to constitute the final court of appeal in cases of academic discipline of students;
- (q) to make regulations governing such matters as are within its powers;
- (r) to award, in conjunction with the Council, honorary degrees, **academic titles and honours** to persons who have excelled in any sector of life.

Organisation of the University Senate

- 30.** (1) The University Senate shall meet at least three times in an academic year at a time or place that the Senate may decide or that the Vice Chancellor may require.
- (2) The quorum at a meeting of the Senate shall be one half of the members.
- (3) The Senate may establish and delegate any of its powers to such committees as may be deemed necessary for the efficient discharge of its functions and duties.

Faculties, Institutes and Other Academic Bodies

31. (1) Each faculty, institute and other academic body shall have a Board consisting of the following -

- (a) the Dean or Director, who shall be Chairperson;

- (b) Heads of Departments within the faculty, institute or other academic body;
- (c) representatives of the teaching staff;
- (d) such other persons as the University Senate may decide.

(2) The Board of a faculty, institute or other academic body shall make recommendations to the Senate on matters relating to –

- (a) attendance of students, the system of courses and lectures and the admission of students in the faculty;
- (b) the curriculum and teaching methodology;
- (c) the procedure and dates of examinations;
- (d) the promotion of teaching, research and writing;
- (e) its own particular academic and administrative matters.

(3) The organisation of each faculty, institute or other academic body shall be such as is regulated by the Senate.

(4) The faculty of theology shall be called The Bishop Tucker School of Divinity and Theology and shall be retained in perpetuity as a faculty of the University.

Academic Departments

32. (1) Each faculty, college, institute and other academic body may have academic departments for the various courses of study covered.

(2) Each academic department shall have a Board consisting of the following -

- (a) the Head of Department, who shall be Chairperson;
- (b) academic staff members in that department;

(3) Each Departmental Board, subject to the direction of the University Senate and the faculty, college, institute or other academic body, shall -

- (a) deal with its own academic and administrative matters;
- (b) propose study plans and academic decisions to the Dean or Director for approval;
- (c) assign its members to particular courses, lectures, seminars and workshops.

(4) The organisation of each department shall be such as is regulated by the Senate.

University Chapel

33. (1) The University shall have a Chapel, headed by the Chaplain, which shall provide for the spiritual well-being of the University community.

(2) Official worship at UgandaChristianUniversity shall be conducted according to the tradition and practice of the Church of Uganda.

(3) The Chapel shall function under the administrative headship of the Vice Chancellor and under the spiritual headship and ecclesiastical jurisdiction of the Archbishop of the Church of Uganda as Bishop of Kampala Diocese.

PART VII: Staff of the University

Categories of Staff

34. (1) There shall be three categories of full-time staff in the University: academic staff, administrative staff and support staff.

(2) The academic staff shall consist of -

- (a) Deans and Directors of faculties, institutes and other academic bodies;
- (b) Principals of Constituent Colleges;
- (c) full-time academic staff, appointed on a permanent or contract basis for teaching and research;
- (d) part-time academic staff, who work according to the terms of a particular contract with the University.
- (e) the University Librarian and other members of the library staff designated as academic staff;
- (f) such other persons as the University Council may designate as academic staff.

(2) The administrative staff shall consist of persons employed by the University other than academic staff who work according to the terms of a particular contract with the University.

(3) The support staff shall consist of persons employed by the University who are not members of the academic staff or administrative staff.

Duties and Regulations of Staff

35. (1) All members of staff shall be subject to the general authority of and responsible to the University Council and the Vice Chancellor through the immediate relevant authority.

(2) Officers of the University and full-time academic staff are expected to affirm **annually** the University's Instruments of Identity. Other staff are expected to formally undertake to respect the University's Instruments of Identity, as stated in section 8(1).

(3) The status, privileges, procedures and responsibilities of the staff shall be as defined in the Statutes of the University.

(4) Subject to the provisions of this Charter, it shall be the duty of the staff, through discussion, study and research, to institute procedures for the efficiency and quality of instruction, guidance and advancement of students.

(5) All the staff may, through their departmental and staff meetings, make proposals and recommendations to the University Senate or appropriate board or committee, and the Senate or the appropriate board or committee shall make decisions on such proposals and recommendations.

(6) There shall be a University Staff Tribunal to adjudicate disputes and receive appeals from support staff.

PART VIII: Financial Provisions

Oversight of Property and Funds

36. (1) All the funds, assets and property movable and immovable of the University shall be managed and utilised by the University Council in accordance with this Charter in such a manner and for such purposes as shall promote the best interest of the University.

(2) The University Council may dispose of the movable and immovable property of the University.

University Fiscal Year

37. (1) The fiscal year of the University shall be the period of twelve months **as determined from time to time by the University Council.**

(2) In the event of any change in the fiscal year and for the transition from the old fiscal year to the new fiscal year consequent upon the changes, the transitional period, whether more or less than twelve months, shall be deemed, for the purposes of this Charter, to be a fiscal year.

Sources of University Funds

38. (1) The funds of the University shall be derived from –

- (a) academic fees;
- (b) boarding and catering charges;
- (c) endowments, gifts and trusts;
- (d) income from University auxilliary enterprises and investments;
- (e) grants or contributions from the Church of Uganda, the Central Government or District Councils;
- (f) such other sources as the University may from time to time identify.

(2) The University shall not be obliged to accept any grant or donation for a particular purpose unless it approves the purpose and the conditions of the grant or donation.

Investment and Borrowing of Funds

39. (1) The University Council may invest any of the funds of the University in securities, bonds, trusts etc., in which for the time being, the Council may by law invest, or in such manner as the Council may from time to time approve for the purpose.

(2) The Council may place on deposit with such banks or financial institutions, as it may determine, any funds not immediately required for use by the University.

(3) The Council may create or appoint other corporate bodies to manage its investments, pensions, provident funds, properties, etc.

(4) The Council may borrow funds required for meeting its obligations and for carrying out its functions.

(5) The Council may borrow temporarily, by way of overdraft or otherwise, sums of money to be paid within a short period for any urgent requirements in the discharge of its functions.

(6) The Council may contribute funds to any society or agency whose purpose is to enhance the mission of the University.

Annual Budget

40. (1) Before the commencement of a fiscal year, the University Council shall approve an annual recurrent budget and a capital budget of estimates of revenue and expenditure of the University for that year.

(2) The recurrent budget shall make provision for all the estimated recurrent expenditures of the University for the fiscal year concerned, and in particular shall provide for:

(a) the payment of the salaries, allowances and benefits in respect of the staff of the University;

(b) the payment of pensions, gratuities and other charges in respect of the staff;

(c) the proper maintenance and operation of the buildings and grounds, other facilities, equipment and vehicles of the University;

(d) the provision of student services;

(e) the costs of promotion and fundraising;

(f) the creation of such reserve funds for future or contingent liabilities in respect of retirement benefits, insurance or replacement of buildings or equipment, or in respect of such other matters as the Council may deem fit;

(g) institutional scholarships and grants;

(h) all other expenses necessary for the functioning of the University.

(3) A supplementary budget may be approved by the Council at any time to revise the approved budgets already enacted.

(4) No expenditure shall be incurred for the purposes of the University except in accordance with an approved budget unless by special authorisation of the Council.

Accounts and Audit

41. (1) The University Council shall cause to be kept proper books and records of accounts of the income and expenditure, assets and liabilities of the University.

(2) The accounts of the University shall be audited annually by a reputable firm of auditors appointed by the Council.

(3) An auditor appointed under subsection (2) above shall report directly to the Council.

(4) Within a period of three months from the end of each fiscal year, the Vice Chancellor shall submit to the Council audited accounts of the University.

PART IX: General Provisions

Contracts

42. (1) Contracts on behalf of the University shall be made in the following manner –

(a) a contract which if made between private persons would be by law required to be made in writing and if made according to any law for the time being in force in Uganda is required to be under seal, may be made on behalf of the University under the Common Seal of the University;

(b) a contract which if made between private persons would be by law required to be made in writing, signed by the parties to be charged therewith, may be made on behalf of the University in writing, signed by any person acting under its authority, express or implied;

(c) a contract which if made between private persons would be by law valid although made by parol only and not reduced into writing, may be made by parol on behalf of the University by any person acting under its authority.

(2) A contract made according to and under subsection (1) shall be effectual in law and shall bind the University and its successors and all other parties to the contract.

(3) A contract made in accordance with this section may be varied or discharged in the same manner in which it is authorised to be made in this section.

Statutes

43. (1) In the performance of its functions under this Charter, the University Council, where appropriate on the advice of the University Senate, shall make Statutes for the policies, governance, control and administration of the University and for the better carrying into effect of the purposes of this Charter, and in particular for –

(a) the procedures of conduct and regulation of the affairs of the Council;

- (b) the establishment or recognition of Constituent Colleges, faculties, departments, institutes, affiliated institutions and other academic bodies;
- (c) the description of degrees;
- (d) the conduct of examinations;
- (e) the regulations for the award of degrees, diplomas and certificates;
- (f) prescribing academic fees, boarding charges and other costs;
- (g) determining the terms and conditions of service, including the appointment, remuneration, dismissal and terminal benefits of the staff of the University;
- (h) the constitution and procedures of the meetings of the Council, the Senate, boards and committees of the University;
- (i) prescribing the rules and regulations for University staff, students and the Student Guild;
- (j) the composition and procedures of the meetings of the academic staff and Alumni Association;
- (k) providing for or prescribing anything which under the Charter may be provided for or prescribed in the Statutes.

(2) Statutes shall be made by a resolution passed at one meeting of the Council, supported by a majority of not less than two-thirds of the membership present and voting at that meeting, provided that such Statutes shall not be in contravention of any provision of this Charter or the Act.

Protection of Name

44. (1) Notwithstanding the provisions of any other written law, no public officer performing the functions relating to the registration of companies or business names, shall accept for such registration any name which includes together the word “University” and the word “Uganda Christian” unless the application for such registration is accompanied by the written consent of the University Council.

(2) Any person who, except with the written consent of the Council, uses the word “University” and the word “Uganda Christian” in furtherance of, or in connection with any advertisement for any trade, business, calling or profession, shall be guilty of an offence under penalty of law.

(3) Provided that nothing in this subsection shall be construed as preventing the bona fide use by any person of any title in pursuance of the grant of any degree, diploma or certificate of the University.

Conferment and Grant of Degrees, Diplomas, Certificates and Other Awards

45. (1) The University shall have power to confer degrees and to grant diplomas, certificates and other awards.

(2) The University may, in accordance with such conditions as it may prescribe, confer any degree or honorary degree or grant any academic distinction, **title** or award to a person who has rendered distinction in the advancement of any branch of learning or who has otherwise, in the opinion of the University Senate and Council, rendered himself worthy of the degree or academic distinction.

(3) The University may, under conditions which it may prescribe, award fellowships, scholarships, bursaries and prizes and make other awards which it may consider necessary or desirable.

The Student Guild

46. (1) There shall be a students' association, or Student Guild, in the University, which shall be constituted according to Statutes made for that purpose by the University Council.

(2) The governance of the Student Guild shall be guided by a Constitution drawn **in consultation** with the student body which shall be approved by the Council and which shall be in conformity with the Instruments of Identity and Statutes of the University.

(3) All students shall be eligible to become members of the Student Guild upon admission and registration in the University.

The Alumni Association

47. (1) There shall be an Alumni Association of the University which shall consist of the graduates of the University, including the graduates of its predecessor college or colleges, and such other persons.

The governance of the Alumni Association shall be guided by a Constitution which shall be approved by the Council and which shall be in conformity with the Instruments of Identity and Statutes of the University.

(2) The Alumni Association shall have the right to meet and discuss any matter relating to the University and to transmit resolutions thereof to the University Council and Senate.

(3) The Alumni Association shall exercise such powers and functions as may be provided for.

Amendment

48. (1) This Charter shall be amended at a meeting of the University Council by a vote of not less than two-thirds of the total membership of the Council present and voting. Any proposal for amendment of this Charter shall be published and circulated to members at least one month in advance of said meeting. **Any Amendment or amendments shall not be inconsistent with the Instruments of Identity and shall receive the prior consent in writing of the Proprietors of the University.** Any amendment or amendments so passed by the Council shall be submitted to the National Council for Higher Education for approval.

Dissolution

49. (1) In the event of the University being dissolved, the amount that remains after such dissolution of all debts and liabilities shall be transferred to another Church of Uganda-founded organization with similar not-for-profit educational purposes to be determined by the Proprietors.

*27 Nov 2008; proposed additional revisions 9 Aug 2010; further revisions 08 September, 2010; Revisions following the PDB 21 Sep 2010; January 17, 2011; **June 29, 2012***