

MOUNT MERU UNIVERSITY

STUDENT BY LAWS

“Do your best to present yourself to God
as one approved, a workman who does
not need to be ashamed and who
correctly handles the word of truth.”
(2 Timothy 2:15)

Mount Meru Students By-laws
Mount Meru University, 2006

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PREAMBLE

Whereas Mount Meru University has been establish and exists for the pursuance of learning.

AND

Whereas the university's mission and vision can be achieved only if the general conduct of students can reflect their purpose for being at Mount Meru University and her mission.

NOW THEREFORE

These By-Laws are promulgated and made to maintain these conditions and protect Mount Meru University from actions of students which would damage her academic reputation and the mission while providing for the rights and privileges of the students at the university.

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VISION

To be a fountain of knowledge and wisdom that produces excellent, God-fearing, visionary, skilled, proactive, hardworking and transforming servant leaders.

MISSION

The mission of Mount Meru University is to equip students with Christian ministerial and professional skills to improve their quality of life and that of their communities, nations and the whole world through:

- Training in the long-term professional programmes in the long-term in the specified theological, social sciences and other disciplines as well as in short term post-experience skill building.
- Conducting research and publication of research findings on issues of spiritual and socio-economic development
- Offering consultancy services to the general public in order to create a society free from disease, ignorance, poverty and injustice.

THE PHILOSOPHY OF THE UNIVERSITY

Mount Meru University is focused on the production of highly competent, disciplined, and committed servants who will transform their communities. On this basis, Mount Meru strives to:

- Sustain training programmes which focus on spiritual and physical needs.
- Become a leading provider of high quality consultancy and community service
- Conduct high quality research and disseminate research findings to the users.

OBJECTIVES OF THE UNIVERSITY

The objectives of Mount Meru University are:

- (a) To form an academic community of both teachers and learners as a centre of creativity and dissemination of knowledge, which promotes the protection and advancement of spiritual development, human dignity, and human values?
- (b) To advance, expand, transmit, enhance, and preserve knowledge for the benefit of the people of Tanzania, East Africa and the world at large.
- (c) To promote respect for learning among various higher learning educational disciplines and the pursuit of knowledge and truth, and to promote progressive

and responsible application of knowledge, science and technology for the benefit of mankind in the present and future generations;

- (d) To contribute toward the satisfaction of the demand for experts by society in various field of theology, humanities, education, sciences and technology by preparing competent and well qualified intellectuals of high academic, spiritual and moral integrity;
- (e) To provide university education and higher learning to the younger generations of the international community in general and of Tanzania in particular and avail an avenue of social mobility to all able men and women;
- (f) To empower students by providing them with opportunities to enhance the formation of their fundamental capabilities and by assisting them to think critically and to be skillful in communication and in methods of inquiry;
- (g) To prepare and mould men and women of integrity, devotion, and commitment, who are principled, accountable and capable of assuming leadership roles in society, towards the attainment of the ideals of a just and fair society;
- (h) To promote equal opportunity for women, ethnic minorities, the poor and disabled and to enable the nurturing of universal values and inculcation of ideals of good and responsible citizenship;
- (i) To be exemplary in quality of performance, conduct and ethics, and ensure transparency in whatever activity it undertakes;
- (j) To promote an understanding of the practical applications of knowledge, including a balance between intellectual and spiritual health, identification with African culture, and integration or co-existence and tolerance of various cultures;
- (k) To be a forum for intellectual dialogue and collaboration with other higher educational institutions for mutual benefit;

PART ONE:

PRELIMINARY:

Section 1

Declaration

- 1 (1) These By-Laws (general conduct, rights and privileges and privileges, general regulations and penalties, general provisions and machinery for implementation) shall be stated as the Mount Meru University students' By-Laws 2004 (hereafter referred to as the By-Laws) and shall come into force on such date as the Council may approve.
- (2) These By-Laws are made by the council in accordance with the provision of Article 2 of the Charter of Mount Meru University Trust Deed and its purpose is to provide for the control, governance and administration of MMU.
- (3) These By-Laws apply to all student members of the university.
These rules shall not exclude the enforcement of the Laws of Tanzania against any student and the application of existing rules and regulations of such rules and regulations as may be made from time to time:
 - a. The library and other department of the University may make rules and regulations for the guidance of students in the respective places.
 - b. Where conduct is not specifically governed by university rules all such members of the University shall act at all times with courtesy and consideration to others and with regard to the good name of the university.

Section 2

Definition of Terms and Phrases

2. (1) *Activities outside the university:* activities, which have nothing to do with the University and its functions.
- (2) *A student who is a debtor to the University:* any student who owes the university either school fees or has unpaid bill related to damage to university property.
- (3) *Chaplain:* An official of the University who helps in spiritual matters
- (4) *Council:* The council of Mount Meru University established by the MMU charter in Article 26.
- (5) *D.o.S :* Stands for Dean of Students
- (6) *D.V.C.A&A:* Stands for Deputy Vice Chancellor Academic Affairs.
- (7) *D.V.C.A.F:* Stands for Deputy Vice Chancellor Administration and Finances.
- (8) *M.M.U:* Stands for Mount Meru University
- (9) *Security Officer: Man/Woman in charge of safety of the Campus*
- (10) *Student Disciplinary Authority:* This is a standing committee established by MMU Charter Act # 41, for maintaining and restoring order at **the** Campus.
- (11) *Student member of the university:* all student members who registered for a course or research at the university.
- (12) *Student Village:* The premises where both dormitories and student houses are located.
- (13) *Student Disciplinary Appeals Committee:* This is a standing committee established by MMU charter Act # 42 MMU, for hearing and determining appeals from the student disciplinary authority.
- (14) *Vehicle:* For the purpose of these by laws “Vehicle” shall include motorcar, motor scooter, motorbike, tricycle, bicycle, etc.

PART TWO

RIGHTS AND PRIVILEGES OF STUDENTS

Section 3

Rights and privileges of students Enrolled at the University

3. Subject to the provision of these By-Laws, the governing Charter of the University as well as the Constitution of the United Republic of Tanzania of 1977 (as amended from time to time) and general laws of the United Republic of Tanzania, students enrolled at the University shall enjoy rights and privileges including.

3. 1. Rights

- (a). Right of involvement in decision making on matters relating to academic affairs, through representation in various organs of the university.
- (b). Right to conduct of academic affairs including expression of ideas, use of library facilities and access to computers set for their use.
- (c). Right to worship without infringing communal and institutional rights.
- (d). Right to establish and join legally recognized clubs and associations within the university.
- (e). Right to privacy on information made available in confidence by the student or any other concerned party provided that such information is legal.
- (f). Right of involvement in political and social affairs on a personal basis without infringing communal and institutional rights.
- (g). Right to appeal against a disciplinary penalty imposed against him/her
- (h). Right to participate in sports and games.

3. 2. Privilege

- (a). Access to University sports and games facilities, which are available.
- (b). Access to various awards granted by the University provided they qualify.
- (c). Choice of accommodation, that is to say, living in (if an accommodation is available) or off campus.

PART THREE

GENERAL REGULATIONS AND PENALTIES

SECTION 4

Vacation

4. (1). (a) All returning residential students shall be in residence not later than 10:00p.m on the day prior to the day of registration.
(b) Any student unable to do so shall inform the Dean of the relevant faculty through his Dean of Students.
- (2). (a) New students joining the University for the first time shall be in residence on the appointed day.
(b) Any student who registers late shall pay the late registration fee as set by the University.
- (3). Students shall vacate their residences during vacation not more than two days after last day of the Final Semester Examination not later than 11:00 am on the third day After the final exam.
- (4). When residence is permitted during vacation is permitted the student will pay in advance for the University accommodation according to the rate set at that time.
- (5). On returning from vacation or leave of absence, every student shall report to the office of Dean of Students.

Section 5

Permission

5. (1). (a) Permission to remain in residence during vacations shall be given by the Dean of Students in writing. Failure to adhere with these requirements attracts a charge for accommodation shall be made at the commercial rate obtaining at that time.
(b) Permission to stay in residence on academic or health grounds shall be given only where the Dean of the Faculty concerned or the University Medical Officer, as the case may be, certifies that it is necessary and makes provision for the accommodation charges.

- (2). (a) Permission to miss lectures not more than three days shall be obtained from the Dean of Students.
- (b) Permission to miss lectures for a week shall be obtained from the Dean of the relevant faculty through the Dean of Students.
- (b) Permission required for more than a week shall be obtained from the DVC/AA through the Dean of the relevant faculty, and the Dean of Students in that order.
- (c) No student shall sleep outside of the University during a semester without permission unless he/she is registered as a non-resident. Notification of travel by both resident and non-residents for weekends outside the region may be made to the Dean of Students.
- (d) A student who absents himself/herself without permission of one course for two weeks consecutively will have his/her final grade lowered by one point and if absence for four weeks consecutively he/she shall repeat the course(s).

Section 6

Campus Security

- 6. (1) Residential Students shall be on the campus by 10.00 p.m. all through the semester except when permission is secured from the Dean of Students
- (2) All visitors shall first identify themselves to the security officer on duty before they are allowed to proceed to the student village.
- (3) On reasonable suspicion that the visitor or student is, has or is about to commit an unlawful act, the security officer shall search the visitor or the student either on entering or leaving the campus or on both occasions.
- (4) All visitors/students shall pass through the main gate.
- (5) Anyone who intentionally ignores regulations provided under section 6. (1) – (4) is legible for a penalty of either suspension from classes for a period ranging from one to two weeks.

Section 7

Use of offices and University Employees

7. (1). No student may enter into kitchens and stores or make use of offices, teaching rooms and administrative rooms outside teaching hours without the consent of the head of the department concerned.
- (2). No rooms shall be used for meeting or any other functions unless prior permission has been obtained from proper authority.
- (3). No student may hire for pay any employee of the University during the employees working hours.
- (4). It shall be an offence to give or demand a bribe or attempt to unduly influence University officials for favor or services related to their official work.
- (5). Bribing is against the law of the United Republic of Tanzania. A suspected student shall be reported to the police. If convicted he/she will be discontinued from the university.
- (6). Notwithstanding any provision under these rules, any one who contravenes section 7 (1) – (3) stipulated here under shall be given a written warning not more than two times, if acts are repeated a fine of not more than \$30.00 changed accordance

Section 8

Cleanliness

8. (1) Every student shall dress in a neat and decent manner that represents one in a higher learning institution.
- (2) Every student shall keep his/her room and all premises of the University to the highest standard of cleanliness.
- (3) The rooms are furnished with beds, mattresses, tables, and chairs and in some cases armchairs. Occupants are responsible for the proper care of all property and any damage or loss must be reported immediately to the warden or the storekeeper.
- (4) Failure comply with section 8. (1) – (3) the student shall incur a fine of not ore than \$5. 00 or the student may be asked to move out of the student village.

Section 9

Noise

9. No noise from any source e.g. music, bugles, drums, whistles etc shall be made to interfere with the study or sleep of other members of the University and public. A student who has been warned three times may be asked to leave the student village.

Section 10

Students' Common Room

10. (1) The Students' Common Room Executive is responsible for the general social life of Starehe Hall.
- (2) Guests must be approved by the Dean of Students before being allowed to stay in the student village. Payment of appropriate charges must be made in advance.
- (3) In the event that the Dean of Students is unable to be contacted either the security officer, may allow a guest of the same sex for one night only. A student without permission allowing a guest of the; same sex to stay overnight shall face a warning or fine or both; allowing a guest of the opposite sex shall lead the student to be expelled from the MMU residence.
- (4) Where campus or hostels residence is not available to all, priority for residence in the campus shall be given to disabled students and such other categories as shall be determined from time to time by a competent organ of the university.
- (4) Students shall be expected to live peacefully with one another in their allocated rooms. If a student is found to be misbehaving towards his/her roommates or neighbors', shall be ordered to vacate of the room or may be given a probationary period of good behavior of up to one month or two months, whichever is the longer.

Section 11

Mechanically Propelled Vehicles and Pedal Cycles.

11. (1) No student shall keep and maintain mechanically propelled vehicles and pedal cycles on campus unless the same has been registered with the Estate Manager
- (2) Registration shall normally be refused unless the following documents are produced:
 - (a). The motor vehicles valid road licence
 - (b). The students' current driving permit/licence
 - (c). A Log-book.
- (3) The Estate Manager may refuse to withdraw permission on reasonable grounds.
- (4) Every student motorist shall abide by the University regulations relating to parking and driving rules of the campus
- (5) The student will not be allowed to keep a vehicle on campus unless he complies with these regulations.

Section 12

Payment of Dues

12. (1). (a) On first arrival at the University, every student shall be required to pay a deposit as determined by the University council as security against debts to the University or to any University department.
- (b) Payment of caution money shall be paid at the beginning of each academic year.
- (c) The balance of caution money shall be paid to the student after graduating from the University or if for any reason the student leaves the University permanently. If the balance remains unclaimed for a year, it shall be transferred to the library book account.
- (2). (a) Fees for registration, residence and tuition shall fall due for payment on the day of registration at the beginning of the academic year or semester.
- (b) Examination fees shall be paid together with the tuition fee before the student sits for the examination.

- (3). A student who is a debtor to the University may not be allowed to sit for examination or proceed further with studies, or receive a university award or degree.
- (4). (a) Every student shall be required to pay subscriptions to the students' union, games union and the appropriate students' clubs on the registration day of each academic year or semester.
- (b) A student is deemed to be a debtor to the University if the student has not paid wholly or partly fees for registration, residence and tuition or when he owes money to his hall of residence, libraries, and faculties of the university.

Section 13

Extra university activities

- 13. (1) (a) No student may undertake activities outside the University during semester without prior permission of the relevant faculty.
- (b) The appropriate Dean may grant such permission after consultation with the Dean of Students.
- (c) No permission shall be granted unless the student shows to the satisfaction of the Dean that his academic work will not suffer by undertaking any activity outside the university.
- (2) Activity outside the University pursuant with section 3.(a) and (b) above include contracting jobs, conducting seminars, filling in for relatives at their work areas, etc.

Section 14

Correspondence

- 14. (1). (a) Official correspondence by students to government or other official bodies both within and outside Tanzania that may cause the recipient to seek confirmation from the University administration, shall be channeled through the appropriate administrative officers of the university. The University administration shall not be responsible for any matters that they are unaware of, or have not been informed about.
- (b) No student or group of students shall with ill intent or malice print, publish and disseminate or otherwise circulate any false or fabricated information of any sort.

- (c) No student, student government, student associations or group of students of any description shall print or issue any circular anonymously without the name and signature of the person issuing it. If the student is found so, he shall be asked to make an apology, or be suspended for a period of between three and four weeks or both.
- (d) Repeating offences mentioned under section 14. (1) a-c above after necessary punishment being affected may result in the expulsion of the student(s) concerned.

Section 15

Attendance of Lectures and Tutorials.

- 15** Attendance of Lectures, Tutorials, Seminars, Practical, examinations, tests and such scheduled courses of instruction is compulsory. The Dean of the relevant faculty must authorize non-attendance due to illness or other good causes.

Section 16

Examination Malpractices.

16. A student found engaging in malpractices such as cheating in an examination shall be expelled from MMU or repeat the year.

See Prospectus on MMU Website

Section 17

Consumption of Drug and Alcohol

17. (1). (a) No student shall consume any intoxicating drug unless a recognized Medical Officer has prescribed such consumption.
- (b) No alcohol shall be consumed on the University campus.
- (c) No student is allowed to smoke on the University campus.
- (2). In case a student breaks any rule under section 17. (1). (a) – (c) he/she shall be fined between \$7 to \$10 and if accommodated in student village he/she shall be fined and commanded to move out of the student village.

Section 18

University Property

18. (1). Every student shall exercise the highest standard of caution in handling university property so as to avoid possible damage.
- (2). Any student who willfully or negligently damages university property shall replace it by buying or paying for the damaged item.
- (3). No university property of any description shall be taken from the proper place without the written consent of the Head of Department concerned.
- (4). Any student or students' leader who misappropriates public funds entrusted to him or misuses any of the University properties shall be guilty of an offence and shall be liable to disciplinary action.
- (5). Any one who damages private property within campus, whether belonging to students, staff or faculty, the culprit shall replace by buying or paying for the repair of the damaged item(s).

Section 19

University Entry

19. A student forging a document in any form in order to be enrolled at MMU, if discovered will be reported to police and if found guilty by the court he/she shall be expelled from university.

Section 20

Recreation and Other Similar Functions

20. (1). All games and other similar functions held at the starehe hall, chapel or any other part of the University on any day of the week shall not go beyond 11.00 p. m
- (2). For specific official students functions, permission to extend musical performance in specified places and for a specific time within the university may be granted by the DVC. A&F

Section 21

Demonstrations

21. (1). Demonstrations either on campus or outside the campus shall be held only in accordance with the Laws of United Republic of Tanzania.
- (2). No student or group of students shall mount roadblocks on any part of the campus and around the campus.
- (3). Violation of section 21. (1) – (2) stipulated herein above shall render expulsion of a student or suspension for a period of between six weeks and three months or the student may be reported to the police.

Section 22

Insubordination to University Authority

22. (1). Any student who disobeys or retorts arrogantly against a university officer during lectures, examinations, internships or in any supervision assignments authorized by the University administration, or interfere with any university staff, shall be guilty of an offence, and shall have to appear before the Student Disciplinary Authority established under Article 41 of *MMU Charter*.
- (2). Any student or group of students who attack games officials or referees or fights other students at matches or interrupts the matches shall be guilty of an offence.
- (3). (a) For committing the offenses stipulated under section 22 (1) – (2), the student shall be suspended for a period of two to four weeks and/or expelled or fined as seen fit and equitable by the student Disciplinary Committee and shall pay for damage caused and/or be reported to the police.
(b) For offenses committed by any students or group of students which shall demand University Council Decision; the Disciplinary Committee shall suspend the student indefinitely pending the University Council Decision.

Section 23

Conduct Likely to Cause a Breach of Peace.

23. (1). Any student, who uses any offensive language or indulges in any behaviour towards any member of the University or the public, in an offensive manner likely to cause a breach of the peace, shall be guilty of an offence and shall have to appear before the student Disciplinary Authority.
- (2). No student shall utter words or behave in a manner, which may damage the good name and image of the university.
- (3). For committing the offense above under section 23. (1) - (2) The student shall be suspended, expelled or fined up to \$ 20, or reported to the police.

Section 24

Deputy Vice Chancellor Administration and Finance Powers.

24. The student Disciplinary Authority has powers to reprimand a student in the University or discipline him as directed by section 36. (3) Of these By-Laws provided that such action receives approval from the DVC/AF through the Dean of Students.

Section 25

Pregnancy and Sexual Harassment

25. (1). In the event that a student is having a proved complicated pregnancy she will apply for permission to postpone the semester or a year until such a time when a child has been weaned.
- (2). In the event that a student who is given a sharing accommodation on campus becomes pregnant; the pregnant student shall vacate the room and stay outside the campus accommodation.
- (3). Sexual harassment of whatever kind, be it physical and / or psychological, committed by either sex shall result in the student being expelled for a period of one month in a semester.
- (4). Any student found guilty of rape or indecent assault shall be expelled from the university.

- (5) Any students accused of rape shall be suspended pending the final result until by relevant authorities.

PART FOUR

STUDENTS' UNION AND CLUBS

Section 26

Mount Meru University Students' Union (MMUSU)

26. (1). MMUSU exists to promote mutual cooperation between the institution administration and the students and to create unity of purpose and harmonious academic and spiritual life among the campus community and the surrounding areas.
- (2). MMUSU membership shall be obtained when a student is registered, by the institution in any academic level of education offered by the university.
- (3). Unregistered students shall not be considered as MMUSU members unless he/she pays the required membership fees.

Section 27

Students' Club

27. (1). Only student clubs officially recognized by the University are eligible to use certain university facilities at no charge. They shall be allowed to recruit members on campus and can post club information on university notice boards.
- (2). To be eligible for recognition as an official MMU student club, a prospective club must fully meet the following conditions:
 - a. Have at least five (5) members of the students body who are fully registered;
 - b. Have a short written club description and prospective terms of reference and to have written procedures for selecting any officers.
 - c. Have an advisor who is a Mount Meru University faculty or staff member or a community member approved by the MMU relevant office

- d. Be open to membership to all MMU branches regardless of gender, race, national origin, age, creed, appearance, handicap, social status, economic background, religious affiliation, political affiliation and or lifestyle.

PART FIVE

GENERAL PROVISION

Section 28

Notice Boards.

28. (1) Students should always look and read information placed on the notice boards for any information relating to general student welfare course schedules and other announcements that may be placed there by the administration, faculty, warded, student union, dormitories and other university offices.
- (2) No abusive language should be written or posted on the notice boards or any place around the campus.**

Section 29

PROCEDURE TO INSTITUTE COMPLAINTS

29. (1) The University is committed to providing students with an education of the highest possible quality. However students may raise concerns complaints or grievances about matters or issues relating to their experience at the university.
- (2). Any student may lodge a grievance about academic or administrative or any other issues as the case shall be with the following procedure.

The aggrieved person shall open the case in writing to the Dean of students' office and or any other relevant university organ in writing within 10 days after the incident; Thereafter the Dean of Students and/or the other relevant university relevant organ shall give opportunity to the complainant to state his case and produce evidence in support thereof; The complainant shall appeal to the disciplinary authority and/or to student disciplinary appeals committee when dissatisfied and aggrieved by the decision of student disciplinary authority.

Section 30

Identity Cards

30. (1) Each student must have an identity card obtained from the University Registrar. Any member who loses his identity card must report immediately first to the Dean of Student and then to the police. A new card may be issued by the Registrar's office after appropriate charges have been paid.
- (2) Any student must produce his/her identity Card when asked to do so by the authority.
- (3) No student should forge for an Identity Card

Section 31

Dean of Students

31. (1). A notice shall be put up showing the times when the Dean of Students is normally available to see member of the halls of residence or student houses in the office. At other times if at home the Dean of Student will be able to see any student if the matter is urgent.
- (2). A notice shall be put up to show which of the tutors is on duty during the weekends. All emergencies during the weekends should be referred to the Dean of Students.

Section 32

Keys

32. (1). Loss of house keys by students shall be reported immediately to the office of Dean of Students or the Estate Manager. The keys will be replaced only after the student concerned has paid for the cost of a new key or lock.
- (2). Keys shall be returned to the office of the Dean of Students at the end of every semester. If the student fails to do so, he/she will be required to do so to pay full residential charges from the beginning of vacation to the time the key is returned, plus any other charges as levied by the university. It is the responsibility of the key holder to ensure that he has signed the key-book when the key is returned to the custodian on duty.

Section 33

Dining

33. (1). All meals including breakfast, lunch, tea and supper are served at the time shown on the notice board at cafeteria. Those in need to use cafeteria are allowed in the dining hall only during these hours.
- (2). Guests shall be entertained in the cafeteria provided that the host/hostess notifies the cafeteria personnel at least one hour before the meals and pays for the same.

Section 34

Lost Items

- 34 (1) Any student who finds any lost item around the Campus shall take it to the Chaplain's office for safe keeping and announcement for recovery.

PART SIX

Section 35

MACHINERY FOR THE IMPLEMENTATION OF THESE BY LAWS.

35. (1). All member of the University have the obligation to report to the proper authority any infringement of the By-Laws within the University which comes to their notice and to check immediately any disorderly or improper conduct or any breach of these regulations whenever they may occur.
- (2) Breaches of university rules or By-Laws should be reported to the Security officer, the Dean of students or the DVC/AF and the student concerned will be expected to appear before the student disciplinary authority.

Section 36

STUDENT DISCIPLINARY AUTHORITY

36. (1). In the exercise of statutory functions, the DVC/AF, as the chairperson of the disciplinary authority shall normally be assisted by a panel consisting of members of student disciplinary authority as constituted under the MMU Charter
- (2). The committee shall hold due inquiry and shall not be required to adhere to the rules of evidence or procedure as applied in the court of law but shall observe principles of natural justice.

Before the student is summoned before the disciplinary authority the following shall be communicated to the students:

- (a) A notice to appear before the disciplinary authority
 - (b) The reason(s) on why to appear
 - (c) 14 days Notice to defend himself/herself on writing on why the said students should not appear before the said student should not appear before the disciplinary committee.
 - (d) Given right to be represented before the disciplinary.
- (3). The committee will consider and make decisions of the nature specified under section 36. (3) Below on all breaches of the University Rules.

- (4). The student Disciplinary Authority has powers to do any or several of the following:
 - a. Dismiss the case brought against the student(s)
 - b. Reprimand the student(s)
 - c. Demand an apology from the student(s)
 - d. Suspend the student(s) for a specified period not exceeding three months
 - e. Fine the student(s) any amount of money not exceeding **\$70.00** on any one occasion;
 - f. Ask the student(s) to pay for the cost of the damage or lost property.
 - g. Recommend to the Dean of Students that the student(s) be expelled from the Hall of Residence;
 - h. Recommend to the management board that the student(s) be suspended for a semester or one full year
 - i. Recommend to the council that the student(s) be expelled from the school

Section 37

PRELIMINARY PROCEDURE

37. (1). Report of the complaint against a student shall be made in writing to the secretary of the committee by the Dean of the Faculty concerned or other such person in authority.
- (2). The quorum for the meeting shall be a simple majority.
- (3). The secretary shall inform the student in writing as to the nature of the complaint and the date and time of the meeting and inform them of the right to be present and represented to call a witness or witnesses.
- (4). The committee shall hold due inquiry and shall not be required to adhere to the rules of evidence or procedures as applied in a court of law but shall observe principles of natural justice.
- (5). The committee's decision shall be communicated in writing to the student within seven days of the conclusion of the hearing.
- (6). A student may appeal to the Student Disciplinary Appeals Committee if in his opinion the decision given by the Student Disciplinary Authority is not fair. Notice of appeal shall be given in writing by the appellant to the Secretary of the Student Disciplinary Appeals Committee within fourteen days from the date of the letter communicating the decision.

Section 38

STUDENT DISCIPLINARY APPEALS COMMITTEE

38. (1) Subject to the provisions of the Trustee Deed and the Rules, there shall be established by the Council committee to be known as the Student Disciplinary Appeals Committee (SDAC) to hear and decide appeals from Students Disciplinary Authority and whose composition, functions procedure or mode of operation and power shall be as provided for the under Article 42 of the University charter.
- (2). Provided that the composition of the student disciplinary appeals committee shall not include any such person as shall have been involved in the investigation, hearing and / or decision of any matter or otherwise associated with any particular appeal to the student disciplinary appeals committee in which such matter is directly or indirectly relevant prior to the commencement of the appeal process.
- (3). The Student disciplinary appeals committee shall have the powers to do any or several of the following:
- (a). Uphold the decision made by the student disciplinary authority
 - (b). Dismiss the case on favour of the appellant.
 - (c). Reprimand the student
 - (d). Fine the student any sum of money not exceeding \$70 on any one occasion.
 - (e). Order the student to pay for the cost or part of the cost of damaged or lost property.
 - (f). Order the student(s) move out of student village
 - (g). Suspend the student for a specified period not exceeding one academic year.
 - (h). Recommend to the University council that the student be expelled from the university.
 - (i). Any other punishment that the committee may think appropriate.
- (4). The committee's decision shall be communicated to the student in writing within seven days of the conclusion of the hearing.
- (5). The decision of the student disciplinary appeals committee shall under be final. A student may, however appeal to the University council if he strongly feels that he is not satisfied with the decision made by the committee.
- (6). The appeal shall be made within fourteen days from the date of the latter communicating the decision.

Section 39

Amendment of the student By-Laws.

39. These By-Laws shall be amended from time to time as need arises. When there is a need to amend these By-Laws, the Senate may propose and the council may approve amendments to any of the provisions of the By Laws.

Section 40

Other Provisions

40. (1). Where there is an emergency need for overt operation of security officials or policemen amidst students in the student village, the student organization will be informed as soon as possible for such presence.
- (2). These By-Laws are not exclusive of the rules and regulation governing student's conduct, rights and privileges at the University and do not exclude the application of other regulations applicable in specific organs of the University such as library or financial matters etc.
- (3). In the case of differences in interpretation between these By-Laws and the charter of the university, the charter of the University shall prevail over these By-Laws.
- (4). Student must adhere to the dressing code found in the schedule of these By-Laws. Failure to abide with the dressing code the student shall be denied service for that specific day which he/she appear inappropriate dress code

Schedule

Mount Meru University Dressing Code

Mount Meru University is a Christian University committed to ethical standards accepted by the society. Student and staff are expected to dress smart and decent while on campus and/or on official University functions.

Your beauty should not come from outward adornment, such as braided hair and the wearing of gold jewellery and fine clothes. Instead, it should be that of inner self, the unfading beauty of gentle and quite spirit, which is the great worth in the God's sight. (1 Pet. 3: 3-4. NIV).

The following are considered **INDECENT Dressing** and are prohibited



tumbo-cuts



body-hugging/tight trousers



see through



bare-backs



mini-skirt above the knee



skirts with slits above the knee



drooping trousers



Dirty or clean, torn jeans that reveal parts of the body



dreadlocks



plaited hair for men



nose or earings for men



Other indecent dressings are:

- Skin tights or exposing in any form
- Un hemmed trousers, skirts, shorts, or dress
- Clothing with obscene expression
- Short parts/peddle pusher in class and university gatherings (except during games)
- Hats, caps and shades (sun glasses) in class, chapel, offices and at University functions

The following are considered DECENT dressing



Well covering tops



Well fitting clothes



Decent clothes



Well covering neck-line



Back properly covered



Knee line Skirts



Skirts with slits below knee



Properly groomed hair



Properly tucked shirt



Untucked Kitenge shirt



Smart suits

Other decent dressings are:

- Dress, shirts or blouses covering breasts
- Shirt with tie
- African fittings
- Loose trousers
- Kaunda/safari suits

I (Name print) _____
 agreed to abide by MMU By- Laws and its Dressing Code

Programe: _____

Regstration No: _____

Cell Phone No: _____

Signature: _____

