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CONSTITUTIONAL REVIEW COMMITTEE MEMBERS

PREAMBLE

IN THE NAME OF THE ALMIGHTY GOD;

WE, the members of the Graduate Students Association of Ghana,

REALIZING the need to organize ourselves in the spirit of oneness to pursue common goals, equality and fraternity;

DETERMINED to promote the general welfare and ensure continuity in postgraduate work including academic, social and other pursuits;

AND IN SOLEMN declaration and affirmation of our commitment to freedom, justice, probity, rule of law and accountability;
DO HEREBY ADOPT, ENACT AND GIVE TO OURSELVES AND GIVE TO OURSELVES, THE CONSTITUTION AS A FRAMEWORK FOR THE GOVERNANCE OF THE ASSOCIATION.

CHAPTER ONE

1. THE SUPREMACY OF THE CONSTITUTION

(1) The supreme power of the Graduate Students Association of Ghana resides in its Members in whose name and for whose welfare; the Officers of the Association shall act.
(2) Subject to the Constitution of the Republic of Ghana and all laws of the Republic, this Constitution shall be the Supreme Law of Members of the Graduate Students Association of Ghana.

(3) Any law(s) of Member Institutions which is (are) inconsistent with any provision(s) of this Constitution shall, to the extent of the inconsistency be null and void.

2. ENFORCEMENT OF THE CONSTITUTION

(1) Any member(s), who alleges that any act(s) or omission(s) of any member(s) is (are) inconsistent with a provision(s) of this Constitution, may bring an action(s) to the Judicial Committee for a declaration(s) to that effect.

(2) The Judicial Committee shall, for the purpose of a declaration under clause (1) of this article, give such direction, as it may consider appropriate for giving effect to the declaration so made.

(3) Any person or group of persons to whom an order or direction is addressed under clause (2) of this article by the Judicial Committee shall duly obey and carry out the terms of the order or direction to the extent that such order is not in contradiction /inconsistency with the laws of Ghana.

(4) In the event of refusal to comply with the order given under clause (2) of this article shall be an offence under this constitution and shall constitute a ground for removal of such person or group of persons from the Association or financial sanction imposed.
(5) Notwithstanding clause (4), financial sanctions may be preferred against such a person or group of persons depending on the gravity of the offense which is subject to the approval of Senate.

3. DEFENSE OF THE CONSTITUTION

(1) All members of the association shall have the right and duty at all times to defend this constitution and resist any action of a person or group of persons to undermine this constitution.

(2) Any person or group of persons who resist the undermining of this constitution commit no offense and as such any damage incurred by such persons shall be paid for by the association.

(3) Notwithstanding clause (2) of this article, a person or group of persons defending the constitution shall employ reasonable cause and where necessary with National Executive Council (NEC) approval.
THE ASSOCIATION

4. NAME AND STATUS

(1) The Association is registered under the Company's Code 1963 (Act 179) as a Voluntary Association and shall be known and called Graduate Students' Association of Ghana, herein after referred to as GRASAG.

5. MEMBERSHIP

(1) A person admitted into a postgraduate programme in a recognised institution in Ghana and has paid his/her dues, shall be a member of GRASAG.

(2) Graduate students who have completed their studies with any of the Member Institution shall have the right as full member of the association for a period of one year and therefore shall enjoy full benefits.

(3) Any Ghanaian national who is pursuing a postgraduate program abroad qualifies to be an affiliate member and may register with GRASAG.

(4) Without prejudice to clause (2) under this article a person who has completed his/her postgraduate studies may be accorded Honorary Membership upon submission of a written application to GRASAG.

(5) Subject to the approval of congress, such a person referred to in clause (3) shall have a voting right as regular members.
6. PROTECTION OF MEMBERS

(1) GRASAG shall protect the welfare and right of the members in line with this constitution and constitution of Ghana.

(2) For the avoidance of any doubts, NEC shall have the basic responsibility of providing the welfare and protecting the rights of members.

7. MOTTO

(1) The motto of the Association shall be GRASAG: Partners in National development through research and practices.

8. SLOGAN

(1) The slogan of the Association shall be Graduate Students, the panacea to development.

9. AIMS AND OBJECTIVES

(1) The aim of GRASAG shall be to seek the academic, social and general welfare of its members.

(2) The objectives of GRASAG shall be;

   (a) To provide a forum for members to discuss issues of mutual interest and benefit.
(b) To keep and utilize all relevant records of members.

(c) To champion the course of members in fighting for their rights and privileges as the laws of Ghana and/or the statutes of the Member Institutions may dictate.

(d) To collaborate with other students' associations, professional bodies and any other groups on any issue of mutual academic interest and benefit to its members.

10. ELDER STATEMEN

(1) All past Local and National Senators, who have completed their Graduate Studies shall be Elder Statesmen of GRASAG until they, in a written statement to the National Secretary, wish otherwise.

(2) Elder Statesmen shall be assigned duties by the NEC which shall not be inconsistent to any of the provisions of this Constitution.

11. PATRONS

(1) The NEC shall appoint not more than three (3) Patrons, subject to their acceptance and approval by Senate.

(2) A Patron shall hold the appointment for two (2) academic years subject to extension at the discretion of Senate.

(3) A Patron shall not be a GRASAG member of any of the Member Institutions.
ORGANS OF GRASAG

12. STRUCTURE

(1) GRASAG shall be composed of Congress, Senate and National Secretariat.

13. CONGRESS

(1) There shall be a Congress, which shall be the highest decision making organ of GRASAG.

(2) Each Member Institution shall sponsor a maximum of thirty (30) delegates, including the Local Executive Members.

(3) Notwithstanding clause (2) supra, a Member Institution with satellite campuses shall be entitled a maximum of thirty (30) delegates

(4) Member Institutions may sponsor not more than ten (10) observers to Congress who will not have voting rights.
(5) The selection of delegates to the Congress shall be representative of the various halls of residence and/or faculties in Member Institutions.

(6) Quorum shall be at least two-thirds (2/3) of registered delegates to congress, in addition to the National President and the National Secretary or their Representatives.

(7) Subject to clause (6) of this article, any decision taken shall be binding on all Member Institutions.

(8) For the avoidance of doubt, observers are not to be counted when quorum is being constituted.

(9) Decisions shall be by simple majority, unless otherwise provided for by this Constitution.

(10) Congress shall concern itself with:

**CHAPTER THREE**

(a) General policy of GRASAG,

(b) Any issue referred to it by Member Institutions, the NEC, and/or any other Organ(s) of GRASAG, and

(c) National Executives Elections

(11) Any issue to be discussed at Congress, which is not being initiated by the National Executive Committee (NEC), shall be communicated in writing to the NEC at least four (4) weeks before Congress.
(12) Where the NEC is proposing an issue for discussion at the Congress, NEC shall ensure that all Member Institutions are served with such notice at least four (4) weeks before Congress.

(13) Member Institutions shall ensure that Congress fees for all delegates and observers payable to the NEC are paid at least two (2) weeks before Congress.

(14) Congress shall be held at least once a year, and Senate shall decide the date and venue of the Congress.

(15) Notwithstanding clause (14) of this article, Congress may be convened at any time to discuss an extra-ordinary issue.

(16) The NEC or any Member Institution may convene an extra-ordinary Congress, which shall discuss issues which may have necessitated the calling of the Congress only.

(17) Any issue to be discussed at the extra-ordinary Congress, which is not being initiated by the NEC, shall first be communicated to the NEC, who shall then, ensure that all Member Institutions are served with copies of such notice at least two (2) weeks before the Congress.

(18) Two weeks after the notice has been confirmed and NEC defaults to convene the extraordinary Congress, the initiating Member Institution shall within eight days convene such extraordinary Congress and the reasonable expenses incurred there from shall be surcharged on NEC.

(19) Where the NEC is proposing an issue(s) for discussion at an extra-ordinary Congress, NEC shall ensure that all Member Institutions are served with such notice at least two (2) weeks before the Congress.
(20) The convene, not being the NEC, as in clause (15) of this article shall bear two thirds (2/3) of the cost of organisation, while NEC bears the rest.

(21) All resolutions taken at Congress must be fully and completely implemented by Senate, NEC and all Member Institutions.

(22) A communiqué shall be issued at the end of every Congress.

(23) The Congress shall compose of:

(a) 30 delegates from each Member Institutions,

(b) Additional 10 observers from each Member Institution

(c) NEC

(d) Members of national committees

(e) Immediate past NEC members

(f) 10 other observers appointed by NEC.

(24) The procedure of Congress shall be the following:

(a) All new members of Congress shall be ratified before they can vote at meeting and as such all Member Institutions must conduct election and hand-over at least 21 days prior to Congress.

(b) Subject to paragraph (a) of this clause such members shall take and subscribe before the Chairperson of Congress, the oath of office of a member of Congress.
(c) The Chairperson of the Judicial Committee or his/her representative shall administer the oath of office.

(d) The National President shall be the Chairperson of Congress and all preside over all sittings and in his or her absence; the National Vice President shall preside.

(e) Deliberations about Congress shall adhere to the standing orders, interventions and conventions of the association.

(f) The Chairperson of Congress shall appoint a chief whip at Congress to maintain order.

14. POWERS OF CONGRESS

(1) Congress shall be the highest decision/legislative body of GRASAG.

(2) Congress shall have the right to form committees and Advisory Bodies to aid the work of the Association.

(3) Congress shall be the final appellate body in the adjudication of dispute.

(4) Decisions taken by Congress shall be regarded as the decision of GRASAG.

(5) Senate, NEC, committees and any group of person(s) formed out of this constitution shall be responsible to Congress.
15. SENATE

(1) There shall be a Senate comprising:

(a) All members of the NEC,

(b) Six (6) delegates from each Member Institutions,

(c) All members of national committees.

(2) The Member Institution delegates to Senate shall include the Local Presidents, Local Secretaries, the Local Treasurers, Local Women's Commissioners, a representative of the elder state men and one other person appointed by the Local Executives.

16. PROCEDURE OF SENATE

(1) All new members of Senate must be ratified at their first meeting before they can vote at meetings.

(2) In accordance with clause (1), all new members of Senate must subscribe to the oath of office set out in Appendix II and this shall be administered by the Chairperson of the Judiciary Committee or his/her representative.

(3) The National President shall be the Chairperson of Senate and shall have the authority to preside over Senate at all sittings and in his/her absence the National Vice President.

(4) The Chairperson of Senate, herein the National President, shall be responsible for the conveying of all Senate meetings.
(5) The first Senate meeting shall be convened not later than eight weeks after assumption of office of NEC.

(6) Decisions taken at Senate meetings shall be communicated to all members of GRASAG through the Member Institutions within fourteen (14) days of such meeting.

(7) The decision of Senate unless otherwise stated shall be taken by simple majority of those Senators present and voting which decision shall be binding on all Member Institutions.

(8) There shall be three (3) Senate meetings in a year, one of which shall be held twenty one (21) days before Congress.

(9) Notwithstanding clause (8) of this article, a Senate meeting may be convened at any time to discuss any extraordinary issue(s) necessitating the call.

(10) Senate meeting shall rotate among Member Institutions.

(11) Quorum shall be two-thirds of the registered delegates to Senate including the National President and or his Vice and any decision taken shall be binding on all Member Institutions.

(12) The NEC or any Member Institution(s) may convene an extra-ordinary Senate meeting, which shall discuss the issues(s) which may have necessitated the calling of the meeting only.

(13) Where the NEC is proposing an issue(s) for discussion at an extra-ordinary Senate meeting, NEC shall ensure that all Member Institutions are served with such notice at least two (2) weeks before the meeting.
(14) Any issue(s) to be discussed at the extra-ordinary Senate meeting, which is not being initiated by NEC, shall be communicated to the Senate, who shall then ensure that all Member Institutions are served with copies of such notice at least two (2) weeks before the meeting.

(15) The convener, not being NEC, shall bear two thirds (2/3) of the cost of feeding, while the NEC bears the rest.

17. POWERS OF SENATE

(1) Senate shall monitor and coordinate all policies taken at Congress for implementation by Member Institutions.

(2) Senate shall have the right to form committees and advisory boards to aid the work of the Association.

(3) Senate shall have the power to approve budget proposal presented by NEC.

18. THE NATIONAL SECRETARIAT

(1) There shall be a National Secretariat located at the national capital made up of Members of NEC who shall be elected at Congress from Member Institutions.

(2) The NEC shall consist of the following officers:

   (a) The National President,

   (b) The National Vice-President

   (c) The National Secretary,
(d) The National Organiser,

(e) The National Treasurer, and

(f) The Gender Commissioner

(3) Subject to this Constitution, Members of the NEC shall hold office for one academic year only.

(4) Notwithstanding clause (3) supra, PhD student shall be eligible for re-election for a second term but not more.

19. POWERS OF NEC

(1) NEC in consultation with Senate shall have the right to formulate and implement policy(ies) which shall be consistent with the provisions of this Constitution.

(2) Notwithstanding any provision in this Constitution, the NEC shall in times of emergency assume emergency powers appropriate to contain the emergency situation, and shall convene an extra-ordinary Senate meeting within twenty-one (21) days after exercising such emergency powers, to justify to Senate the use of such emergency powers.

20. RESPONSIBILITY OF NEC

(1) NEC shall see to the effective and efficient operation of the National Secretariat.

(2) The NEC shall be responsible for the organisation of all official meetings, activities and functions for the promotion of the aim and objectives of GRASAG.

(3) NEC shall see to the implementation of Senate and Congress resolution(s).
(4) NEC shall be accountable to Senate and Congress.

(5) NEC shall maintain proper financial and administrative records of activity(ies).

(6) NEC shall submit detail and comprehensive financial report to the Audit Committee not less than 21 days to Congress for auditing.

(7) NEC shall carried out its responsibilities without prejudice to article 22(6) and in the spirit of article 6 of this constitution.

**21. NEC MEETINGS AND QUORUM**

(1) There shall be at least 3 NEC meetings in a year.

(2) All new NEC members must be ratified by the National President at their first meeting before they can vote at NEC meetings.

(3) For the avoidance of doubt, the Chairperson of the Judiciary Committee or his representatives shall be called to administer the oath of office for any new NEC member.

(4) Quorum shall be four (4) members including the National President and/or the National Vice President and the decision taken will bind on all.

**CHAPTER FOUR**

**22. IMPLEMENTATION OF THE DIRECTIVE PRINCIPLE**

(1) The Directive Principle of GRASAG Policy contained in this Constitution shall guide Members, Congress, Senate, NEC, Committees and any other body in applying or interpreting this Constitution and or in taking and implementing and Policy decision, for the advancement of members' welfare and rights.
(2) The President shall report to Congress at least once a year all the steps taken to ensure the realization of the Directive Principle of GRASAG Policy contained in this chapter.

(3) Senate shall within four (4) months upon the coming force of this Constitution adopt the Strategic Policy Document of GRASAG.

(4) The Policy document shall not be amended whatsoever by anybody, person or group of persons.

(5) Notwithstanding clause (4) supra, Congress shall have the right to amend the Strategic Policy Document if the need be.

(6) NEC shall have the basic responsibility for implementing the Strategic Policy Document.

(7) Senate shall agree on specific activity(ies) within the strategic Policy Document to be implemented during their tenure in office.

(8) Non-fulfilment of activity(ies) in clause (7) supra constitutes a breach of this constitution and shall constitute enough ground for impeachment unless otherwise decided by Congress.

(9) NEC in consultation with Senate shall develop and submit a new Strategic Policy Document after the expiration of any existing Strategic Document for consideration and approval.
CHAPTER FIVE
RESPONSIBILITIES OF OFFICERS OF THE NEC

23. THE NATIONAL PRESIDENT

(1) The National President shall preside over Congress, Senate and NEC meetings and any other official meetings, activities and functions of GRASAG.

(2) He/she shall have a casting vote in the event of a tie at Congress, Senate and NEC meetings.

(3) He/she shall be the official Spokesperson of GRASAG, unless otherwise decided by him/her.

(4) He/she shall approve all expenditure of NEC and various committees.

(5) The President in the performance of his/her functions shall ensure the achievement of the aim and objectives of GRASAG as stated in the Constitution.

(6) The President in consultation with the other members of the NEC shall ensure that GRASAG is represented on the requisite boards or committees or commissions in the country.

(7) The President shall present a state-of-GRASAG address to all Senate meetings and at Congress in line with article 22(2).

(8) The President shall be the principal signatory to the GRASAG account.

(9) The President may be assigned additional responsibility (ies) by Congress and or Senate.
24. THE NATIONAL VICE-PRESIDENT

(1) The National Vice-President shall assist the National President in the performance of his/her duties.

(2) He/she shall perform any additional duties as may be assigned to him/her by Congress, THE DIRECTIVE PRINCIPLE OF GRASAG POLICY

Senate, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

(3) The Vice-President shall perform the duties of the President under this Constitution in his/her absence, with the same powers given to the President, except being the principal signatory of the GRASAG account.

(4) He/she shall perform all the duties of the National President with all the powers conferred on the National President under this Constitution including being the principal signatory in the event of the death, resignation or removal from office of the National President, or any other cause of inability by the National President to perform his/her responsibilities, until such time that a bye-election is conducted to fill the vacancy.

(5) Notwithstanding clause (4) of this article, the National Vice President shall act as National President for the rest of his/her tenure if the National President has served half or more of his/her term before his/her death, resignation or removal from office.

(6) He /She shall have oversight responsibility over all ad hoc committees unless otherwise stated.
25. THE NATIONAL SECRETARY

(1) The National Secretary shall take, keep and maintain true and accurate minutes at Congress, Senate, the NEC and all other official meetings, activities or functions of GRASAG and make it available to Member Institutions at least two (2) weeks after the next meeting(s).

(2) He/she shall take custody of all documents and records of GRASAG and shall be copied all correspondents received by other members of NEC and shall properly index them for transfer to the incoming NEC.

(3) He/she shall be responsible for all the correspondence for and on behalf of GRASAG.

(4) He/she shall perform any additional duties as may be assigned to him/her by Congress, Senate, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

(5) He/she shall be a signatory to the GRASAG account.

26. THE NATIONAL ORGANISER

(1) The National Organiser shall be responsible for organising all official meetings, activities and functions of GRASAG.

(2) He/she shall be the Chairperson of the Projects and Programmes Committee and shall help the President in reporting on GRASAG activities.

(3) He/she shall act as secretary to NEC, Senate and Congress in the absence of the secretary.
(4) He/she shall perform any additional duties assigned to him/her by Congress, Senate, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

27. THE NATIONAL TREASURER

(1) The National Treasurer shall be responsible for all financial matters of GRASAG, including the collection of dues, financial contributions of any form and disbursement of all monies.

(2) Without prejudice to article 25(3), he/she shall keep all financial documents and proper records of financial transactions of GRASAG.

(3) He/she shall present a budget proposal to the first Senate meeting and a financial statement to all Senate meetings and Congress.

(4) He/she shall keep a reasonable imprest, which shall be determined by Senate.

(5) He/she shall perform any additional duties assigned to him/her by Congress, Senate, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

(6) He/she shall be a signatory to the GRASAG account.
28. THE GENDER COMMISSIONER

(1) There shall a Gender Commissioner who shall be responsible for all gender issues and matters relating to the integration and participation of all graduate students within GRASAG and other relevant collaborating bodies.

(2) The Gender Commissioner shall design and implement programmes aimed at developing the capacities, skills and knowledge of female graduate students.

(3) The Gender Commissioner shall strengthen communication and cooperation between both genders.

(4) She shall perform any additional duties assigned to her by Congress, Senate, the NEC, and/or the National President, provided it is consistent with the provisions of this Constitution.

CHAPTER SIX

ELECTIONS AND TENURE OF OFFICE

29. ELECTION OF OFFICERS

(1) Congress shall elect all officers from members of the Association who shall necessarily be students of any of the Member Institutions or a person(s) stated under article 5(2).

(2) Any member of GRASAG shall be eligible to contest election only when he/she has been nominated by five (5) local GRASAG executives of which one (1) from each Member Institution.
(3) The rules and regulations guiding the conduct of elections of the NEC shall be set by the Electoral Commission and shall be communicated to aspirants not less than 1 week to Congress.

(4) No member shall be nominated to contest for any of the NEC positions in absentia

(5) Immediately after the close of polls, the presiding officers shall in the presence of candidates or their representative proceed to count at the polling station, the ballot papers and record the votes cast in favour of each candidate in question.

(6) Notwithstanding clause (3) supra, a person shall not qualify to contest for any position under this constitution if:

   (a) He/she has ever been voted out of any office for stated misconduct.

   (b) Any adverse findings against him/her by any committee of inquiry.

   (c) He/she has misappropriated funds or misconducted him/herself in any other manner as to have caused loss of money or property entrusted him/her.

   (d) Vetting Committee finds him/her not qualified for such position contesting/vying for based on his/her unsatisfactory performance at the Vetting Committee.

   (e) The candidate's institution is financially indebted to GRASAG.

(7) The eligibility of a member of GRASAG to contest for election may be challenged by any member of GRASAG who may present a petition to that effect to the Vetting Committee within seventy-two (72) hours of the person being advertised as a nominee for elections.
(8) The results of the national GRASAG elections shall be presented to Congress within twenty-four (24) hours after declaration of results.

(9) In the case of a tie for any position, there shall be run-off to decide on the winner for such position; unless there is/are withdrawal(s) such that only one candidate remains and he/she shall be declared winner.

(10) Notwithstanding clause (9) only the candidate with the highest equal votes tied up shall be considered for a run-off and the rest withdrawn.

(11) Voting shall be by secret ballot and the winner shall be declared based on simple majority.

(12) In the event where there is only one candidate for a particular position such a person shall be required to obtain at least fifty percent plus one vote (50% + 1) of the valid vote cast.

(13) The Electoral Commissioner shall re-open nomination in the event that an unopposed candidate is unable to fulfil clause (12) supra.

(14) An unopposed candidate who is not able to fulfil clause (12) supra shall not be eligible to contest for the same position when nominations are re-opened.

(15) In the event of disputes of the electoral results, the aggrieved contestant(s) may challenge the declaration with a written notice to the Judicial Commission within three (3) hours after the results have been declared.

(16) Candidates for Presidency shall run for elections with their proposed Vice Presidents who shall contest for the position.

(17) There shall be no right to proxy voting in the case of accredited candidate being indisposed.
(18) Notwithstanding any provision in this constitution, the position of the Gender Commissioner shall be reserved for female Members of the Association.

30. TENURE OF OFFICE

(1) All officers of the NEC shall hold office for one academic year only, in consonance with article 18(3) and without prejudice to article 18(4).

(2) Any officer of the NEC may suspend, or removed from office on account of:

   (a) Mismanagement of funds,
   (b) Infirmity of body or mind,
   (c) Gross misconduct,
   (d) Negligence of duty,
   (e) Any act that is likely to bring GRASAG into disrepute and/or,
   (f) Adverse finding him/her by an appointed committee of GRASAG.

(3) An officer of the NEC may be removed from office only by quorum stated in article 13(6).

(4) A member may subject to clause (2) of this article, initiate an impeachment proceedings against any officer by writing to the Judicial Committee, stating very clearly the reason(s) for the impeachment and providing all the necessary evidence for the allegation(s), and the Judicial Committee shall take all the necessary steps to address the issue to its logical conclusion and make recommendation to Senate and Congress.
(5) Senate or Congress may base on suspicion and/recommendation(s) by the Judicial Committee interdict any officer of the NEC, until such that the officer concern has been conclusively investigated by Senate or Congress.

(6) Where credible evidence is found against the person, he/she shall be punished in accordance with article 30(2) but where there is a favourable finding, he/she shall be re-instated.

(7) Where an officer is not satisfied with the verdict of Senate, may appeal to Congress through the Judicial Committee Chairperson for a review of the verdict and Congress shall consider the merit of the application in taking any decision and the decision so taken shall be final.

(8) An officer of the NEC other than the National President may relinquish his/her post voluntarily by writing to the National President at least two (2) weeks prior to the proposed date of resignation.

(9) The National President may relinquish his/her post voluntarily by writing to the National Secretary at least two (2) weeks prior to the proposed date of resignation.

(10) If there is an en bloc resignation or resignation by the National President and Secretary, they shall relinquish the post by writing to the Chairperson of Judicial Committee.

(11) On receipt of any proposed resignation letter from any officer, the National President, National Secretary or Chairperson of Judicial Committee as the case may be, shall communicate to the NEC and or Senate about such resignation within seven (7) days.
(12) An officer who resigns his/her position or who otherwise leaves office shall hand over all properties of GRASAG in his/her possession to the NEC and clear him/herself in respect of any other obligations he/she may owe to GRASAG within two (2) weeks.

(13) Any vacancy created in respect of any officer by whatever cause shall be filled within twenty-one (21) days through a bye-election.

CHAPTER SEVEN
FINANCES

31. INCOME

(1) The funds of GRASAG shall include:

(a) Annual membership dues,

(b) Fund raising,

(c) Donations, and

(d) Any other lawful source of cash contribution

(2) In line with clause (1) of this article, NEC in consultation with Senate and Congress may device the other lawful ways of generating income for the association.
(3) Any Committee/Commission of GRASAG shall have the power to raise funds for the effective performance of its function(s).

(4) Any such Committees/Commissions shall within forty eight (48) hours of raising or receiving the revenue on behalf of or in trust of GRASAG, channel the money through the Treasurer of GRASAG into the GRASAG Bank Account.

(5) The annual dues shall be determined by Congress and shall be paid by all members through their respective Member Institutions.

(6) Payment of dues shall be compulsory for all members of the association and a default by any member /Member Institution shall constitute offence under this Constitution.

(7) Any Member Institution which defaults in the payment of the dues of its members or any other monies belonging to GRASAG shall lose its voting rights at Senate meetings and Congress until such time that the debt is paid.

32. EXPENDITURE

(1) The expenditure of GRASAG shall include the following:

(a) Administrative expenses

(b) T&T, honorarium and/or per diem of officers who work for and on behalf of GRASAG

(c) Cost of Projects duly approved by Senate and/or Congress
(d) Organisation of Senate, Congress and NEC meetings.

(e) Other expenses incurred on Member(s) welfare.

(2) Any other expenditure not stated in this constitution and / approved by Senate and / Congress amounts to mismanagement and shall not be recognized by this Constitution.

(3) Any mismanagement of funds constitutes an offence and such article 30(2) article shall be applied.

33. MANAGEMENT OF FUNDS COMMENT

(1) GRASAG shall maintain a Current and Saving Accounts with a Bank (s) that is networked nationally for the purpose of the associations' financial transactions.

(2) Eighty percent (80%) and twenty percent (20%) of all monies collected on behalf of GRASAG by Member Institutions shall be paid into the Current and Savings Accounts respectively within one (1) week upon receipt of the said monies.

(3) All monies saved in the GRASAG Savings Account shall only be withdrawn with the approval of Senate.

(4) All monies received by any officer on behalf of GRASAG shall be lodged into the GRASAG Current Account before disbursement.

(5) The National President, National Secretary and National Treasurer shall be signatories to the GRASAG Accounts, and the National President together with any of the two (2) officers shall sign for the purpose of withdrawals.
(6) The National President, National Treasurer and Financial Committee Chairperson shall sign all pay vouchers.

(7) The National Treasurer shall keep and maintain accurate and comprehensive financial records of all activities of GRASAG.
CHAPTER EIGHT
COMMISSIONS/COMMITTEES AND APPOINTMENTS OF GRASAG

34. STANDING COMMISSIONS AND COMMITTEES OF GRASAG

(1) GRASAG shall have the following commissions/committees:

(a) Electoral Commission

(b) Gender Commission

(c) Audit Committee

(d) Judicial Committee

(e) Finance Committee

(f) Vetting Committee

(g) Project and Programmes Committee

(h) Welfare Committee

(2) Senate and / Congress may constitute ad hoc committees and or commission as the need arises and assign them such function (s) as may be determined by the appointing organ.

35. ELECTORAL COMMISSION

(1) There shall be an independent Electoral Commission of GRASAG which shall consist of all Chairpersons of Electoral Commissions or their representatives of the various Member Institutions.
(2) The Electoral Commission shall elect their Chairperson, Deputy Chairperson and Secretary at their first meeting.

(3) No members of the Electoral Commission shall serve as a Chairperson for more than one academic year unless otherwise decided by Congress.

(4) In accordance with article 29(3), the Electoral Commission shall be responsible for the conduct of all GRASAG elections and shall formulate their own modus operandi which shall not be in contravention with any provision(s) of this constitution.

(5) In reference to article 30(13), the Electoral Commission, in the case of a vacancy in the NEC, shall have 21 days within which to organize a bye-election to fill the said vacancy (ies).

(6) The Electoral Commission shall educate members of the association on the electoral process.

(7) The Electoral Commission shall be responsible for the provision of a platform for all members to interact with candidates in GRASAG elections.

(8) A Member of the Electoral Commission shall cease to be a member when:

   (a) Proven to have an infirmity of mind or body.

   (b) Prima facie case established against him/ her.

   (c) he/she dies.

(9) Notwithstanding clause (8) under this article, a member shall cease to be a member of the Commission through a written notice of resignation, which shall be addressed to the Chairperson of Senate.
(10) The Electoral Commission shall prepare and submit to the Judicial Committee an independent report of the elections after the performance of their duties.

36. GENDER COMMISSION

(1) Within twenty-one (21) days of coming into force of this Constitution, GRASAG shall form the Gender Commission of the association which shall be responsible for the coordination of Gender issues of GRASAG.

(2) The Gender Commission shall comprise of seven (7) members appointed by Senate in its first meeting.

(3) The Gender Commissioner shall be the Chairperson of the Gender Commission including four (4) other females and two (2) males.

(4) A member of the Gender Commission shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/ her.

(5) No member of the association shall be appointed as member of the Commission unless he/she has appreciable understanding of Gender issues.
(6) The Gender Commission shall be responsible for Gender related issues such as the integration and participation of female graduate students in GRASAG's activities.

(7) The Gender Commission shall advocate gender issues, promote higher female education at the national and international level.

(8) The Committee may liaise with the Ministry for Gender Affairs to help in addressing the challenges of female students in the country.

37. THE AUDIT COMMITTEE

(1) There shall be a three (3) member Audit Committee appointed by Senate at the first Senate meeting.

(2) The members of the Audit Committee shall have an appreciable knowledge in auditing and accounting.

(3) The Audit Committee shall audit all GRASAG accounts not less than seven (7) days prior to Congress.

(4) Subject to clause (3) of this article, reports of the audited accounts shall be presented to Congress by the Audit Committee for consideration.

(5) In the event of a rejection of an audit report by the Congress, such rejected report shall be referred to an external Auditor appointed by Congress.

(6) The external Auditor(s) shall report to Senate, any audit findings for consideration when Congress or an extraordinary Congress cannot be easily convened.
(7) The external Auditor appointed under clause (6) of this article shall not be a member(s) of GRASAG.

(8) All Auditors appointed under this Constitution shall have complete access to all documents and information necessary for the execution of their duties and shall subpoena any person(s) who fail to comply including members of the NEC who fail to comply with this provision to appear before it.

38 THE JUDICIAL COMMITTEE

(1) Justice emanates from Members of GRASAG and shall be manifestly administered by an independent Judiciary Committee subject only to this Constitution and the Constitution of Ghana.

(2) The Judicial Committee shall comprise of five (5) members including two (2) Elder Statesmen.

(3) The other three members of the Judicial Committee shall be from different Member Institutions.

(4) No member of GRASAG shall be appointed to serve in the Judicial Committee unless he/she has an appreciable knowledge and understanding of the GRASAG Constitution.
(5) A member of the Judicial Committee shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/her.

(6) The members of Judicial Committee shall appoint their Chairperson, Vice Chairperson and Secretary at their first meeting.

(7) The quorum for all the Judicial Committee meetings shall be three (3) members who shall sit and determine any case brought before it.

(8) The Judicial Committee shall have jurisdiction over the following; unless otherwise stated in this Constitution:

   (a) Interpretation and enforcement of this Constitution.

   (b) All matters of disputes including electoral disputes.

   (c) Swearing in of elected and appointed officers of GRASAG.

   (d) All matters as to whether resolution(s) was / were made as whether a person or group of person has/have allegedly acted ultra vires to the powers conferred on them by this Constitution.

(9) In accordance with clause (8) of this article, any member may bring an action before the Judicial Committee for a declaration or an order to the effect where any document, act or omission of any person is inconsistent with or in contravention of a provision of this Constitution.
(10) All cases brought before the Judicial Committee shall be in writing, addressed to the Chairperson of the Committee and such cases should be dealt with within twenty-one (21) days in the case of electoral disputes shall be determined within 48 hours.

(11) The Judicial Committee shall communicate its declaration or order thereafter to the NEC, Senate or Congress as the case may be a copy of which shall be served on the member who brought the action before the Committee.

(12) Any member to whom a declaration or order is addressed by the Judicial Committee shall duly obey and carry out the terms of the declaration or order.

(13) A member who is not satisfied with a declaration or order by the Judicial Committee may appeal for redress, after which any further dissatisfaction may be communicated in writing to the NEC or Senate, which may decide to refer the matter to the Dean of Graduate Studies of the Member(s) Institution(s).

(14) Where the order of the Judicial Committee is consistent with the declaration of the appellate body stated in clause (13) supra, the member shall duly obey and carry out the terms of the declaration or order.

(15) Notwithstanding clause (13) of this article, no election disputes shall go past the Judicial Committee.

(17) For the avoidance of doubt, no action or sanction shall be brought against any member when an appeal process has not been concluded.
(18) The Judicial Committee shall perform any other responsibilities as may be determined by Senate or Congress.

39. FINANCE COMMITTEE

(1) There shall be a three member Finance Committee appointed by Senate at the first Senate meeting which shall include the National Treasurer.

(2) The Committee shall appoint a Chairperson either than the National Treasurer at their first meeting.

(3) The Chairperson of the Finance Committee shall be a signatory to all payment vouchers in accordance with article 33(6) of this Constitution.

(4) A member of the Financial Committee shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/her.

(5) In accordance with article 27(3), the Finance Committee shall together with NEC and National Treasurer prepares and presents a comprehensive financial statement to Congress.

(6) The Finance Committee shall be responsible for the implementation of GRASAG’s financial policy.

(7) The members of the Finance Committee shall have an appreciable knowledge in financial issues.
(8) The Financial Committee shall perform any additional duties, consistent with provisions of this Constitution, assigned to it from time to time by NEC, Senate and / Congress.

40. VETTING COMMITTEE

(1) The Vetting Committee shall comprise of five (5) members including two (2) Elder Statesmen and three (3) GRASAG members.

(2) The first Senate meeting shall appoint the members of the Vetting Committee.

(3) The three (3) other GRASAG members so nominated shall be from different Member Institutions.

(4) The members of the Vetting Committee shall appoint their Chairperson at their first meeting.

(5) A member of the Vetting Committee shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/her.

(6) The quorum for all the Vetting Committee meetings shall be three (3) members who shall sit and vet student aspirants.

(7) The Vetting Committee shall be responsible for ensuring that candidates for NEC elections under this constitution satisfy the requirements provided for in this constitution or regulations as may be set by the Electoral Commission.

(8) The Vetting Committee shall publish the list of aspirant for NEC positions at least (1) week to the vetting through Member Institutions and on GRASAG website and any other medium.
(9) The Vetting Committee shall recommend or nullify a person's candidature after vetting, based on constitutional justifiable grounds in accordance with article 29(6).

(10) Vetting results shall be declared twenty-four (24) hours after vetting has taken place.

(11) The Vetting Committee shall within four (4) week before Congress, submit a confidential report on the performance of the Vetting Committee duties submitted to Congress and copied to the Judicial Committee and the Electoral Committee after performance of its duties.

(12) In case of disqualification of all aspirants for a particular position, the Electoral Commission shall open nominations for other members either than those disqualified to contest.

(13) If a candidate is dissatisfied with the Vetting Committee's results of his candidature shall have forty-eight (48) hours within which to appeal to the Judicial Committee.

(14) Any Member of GRASAG dissatisfied with the Vetting Committee's results on a candidate(s) shall have forty-eight (48) hours within which to appeal to the Judicial Committee.

41. PROJECTS AND PROGRAMMES COMMITTEE

(1) Within twenty-one (21) days of coming into force of this Constitution, the Projects and Programmes Committee of the association shall be a standing committee.

(2) The Projects and Programmes Committee shall comprise of seven (7) members appointed at the first Senate meeting with its Chairperson being the National Organiser of GRASAG.

(3) The committee shall appoint Deputy Chairperson and Secretary during their first meeting
(4) The committee shall be responsible for all projects and programmes of GRASAG contained in the GRASAG Policy Document.

(5) A member of the Project and Programmes Committee shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/her.

(6) The Project and Programmes Committee may be assigned other responsibilities from Senate and NEC.

42. WELFARE COMMITTEE

(1) Within twenty-one (21) days of coming into force of this Constitution, the Welfare Committee of the association shall be a standing committee.

(2) The Welfare Committee shall consist of seven (7) members including the National Vice President as its Chairperson.

(3) The Welfare Committee shall be responsible for ensuring the welfare of members of GRASAG in the country.

(4) The Committee shall foster close ties with Member Institutions in advancing members welfare in line with clause (3) of this article.

(5) The Welfare Committee shall be responsible for the health of social gatherings.

(6) A member of the Welfare Committee shall cease to be a member through resignation, proven infirmity of mind or body, death or when a prima facie case has been established against him/her.
(7) The Committee shall perform any other duty consistent with the provision of this Constitution as may be directed by NEC, Senate and Congress.

43. APPOINTMENTS

(1) Apart from the standing Commissions /Committees mentioned in this constitution, Congress, Senate, or the NEC may appoint a person, committee, or commission on ad hoc basis and assign to him/her/them such functions as may be determined by the appointing Organ.

(2) The functions of any such person, committee, or commission shall be deemed automatically void when the purpose for which he/she/they was/were appointed ceases.

(3) In accordance with article 23(6) the NEC shall ensure that there is capable appointment to boards and other Institutions in the country that require the representation of GRASAG.

(4) In the case of clause (3) of this article, such appointment shall be for a limited period of time not exceeding one year.

(5) In the case of a vacancy in any commission/committee, the NEC shall be invested with the powers to appoint a replacement within twenty-one (21) days upon declaration of such vacancies except the Electoral Commission.

(6) Without prejudice to clause (5) of this article, a vacancy in the Electoral Commission shall be occupied by Local Electoral Commissioner of the institution from which such a person hails from.
CHAPTER NINE

MISCELLANOUS

44. AMENDMENTS

(1) Subject to the provisions of this Constitution, Congress may amend or cause to be amended, in part or in whole, any provision of this Constitution.

(2) Any member or Member Institution(s) may propose an amendment by writing to the National Secretary, at least one (1) month prior to Congress, stating the reasons for such proposed amendment, and the National Secretary shall take the necessary steps to inform other Member Institutions of such proposed amendment.

(3) Congress upon receipt of the proposed amendment shall debate and adopt it or otherwise base on quorum and voting as stated in article 13(6).
(4) The writ of amendment by any member shall not be considered unless it is endorsed by not less than one-third (1/3) of the members of Senate.

(5) Any new amendment shall come into force within twenty-one (21) days of promulgation.

(6) Where there is a complete review of this Constitution, a referendum shall be conducted after a review.

45. STANDING ORDERS

(1) Congress, Senate and the NEC meetings shall be guided by the Standing Orders as they appear in the schedules in Appendix I.

(2) Notwithstanding clause (1) of this article, Congress, Senate and the NEC meetings may suspend or modify a portion of the Standing Orders in case of emergency or necessity, provided that this does not disregard the core business of the meeting.

46. HANDING OVER

(1) The outgoing officers shall hand over to the incoming officers at the close of Congress.

(2) The incoming officers shall be sworn-in by the Chairperson of the Judicial Committee or his/her rep before taking office.

(3) All assets and liability of GRASAG shall be handed-over to the incoming officers and this shall include a handing-over note.

(4) Outgoing executive shall comply with the handing-over provisions under this article.
(5) Noncompliance with the handing-over provisions constitutes an offence and outgoing executives shall be subpoenaed at the law court.

47. TRANSITIONAL PROVISIONS

(1) The old Constitution of GRASAG is hereby repealed upon the coming into force of this Constitution.

(2) Notwithstanding the repeal under clause (1) of this article, any provision of the repealed Constitution in existence or in force immediately before the coming into force of this constitution shall, subject to this Constitution, continue to be in force until revoked, altered, cancelled or expires.

SCHEDULES

Appendix I

(a) Order of Precedence

(1) The Chairperson shall allow the following procedural motions to be put when there is already a proposition on the table, in the following order of precedence:

(i) That the motion be now put

(ii) That the motion not now be put

(iii) The motion to postpone or adjourn the matter to a later specified meeting
(iv) The next meeting

(v) The motion to refer the matter to a committee, ad hoc or otherwise, for investigation and for report

(vi) The motion to limit to a certain specified time or period

(vii) That the matter to lie on the table

(viii) The motion to adjourn the meeting to a later specified date

(2) If the motion "that the motion not now be put" has been seconded, no further discussion of the original question shall be allowed but a member may give notice of his/her desire to speak further on the original question if the motion is carried. Only the proposer shall be allowed to speak before the original question is put to vote.

(3) Only accredited delegates shall have the right to file a motion and shall only be seconded by an accredited delegate.

(4) Notwithstanding clause (3) supra, two observers can second a motion file by an accredited delegate.

(5) All motion shall be in writing to the Chairperson with a title MOTION underlined, stating the motion, mover, seconder, and time and shall be duly signed by the mover and seconder of such a motion.

(6) In the event that a motion has no seconder, the mover shall be given an opportunity to speak on the motion in order to get a seconder and failure to get a seconder after this opportunity shall cause the motion to be disregarded.
(7) Counter motion shall be invited by the Chairperson for any motion filed and must also be seconded and where a counter motion is not seconded after an opportunity to speak on the counter motion to get a seconded, it shall be disregarded.

(8) Both proposer and ‘opposer’ of motion may be given a rite of reply which closes debate on the motion before a voting is conducted on the motion.

(9) Notwithstanding clause (5) supra, procedural motions maybe by oral submission.

(10) Amendment maybe moved only if by Chairperson's ruling does not negate the original motion.

(11) There shall be only one amendment table at a time which shall be disposed before any new amendment.

(12) Amendment like motion shall have a mover, seconder and can be oral or written

(b) Interventions

(1) In addition to discussion on the motion the Chairperson shall allow the following points of intervention in the following order of precedence:

(i) Point of order

(ii) Point of correction

(iii) Point of information
(2) A point of order must be heard at all times, and the Chairperson shall give a ruling before the issue is further discussed. Point of order shall deal with conduct of procedure of the debate. The member rising to put the point of order shall prove one or more of the following:

(i) That the speaker is travelling outside the scope of the issue under discussion

(ii) That he/she is using improper language

(iii) That he/she is circumventing the standing order

(3) A point of correction shall be a factual presentation seeking to correct a statement made by a speaker. It must be strictly related to the subject under discussion.

(4) A point of information is a question or brief statement of a relevant fact concerning the matter under discussion. It should be directed to either the last Speaker or the Chairperson.

(c) Conduct of Meetings

(1) A speaker shall direct his/her speech to the issue under discussion. Every member shall express him/herself solely to the Chairperson.

(2) No member shall be allowed to speak more than once on a motion as long as another member who has not spoken on the motion desires the floor.

(3) The Chairperson shall interpret the standing orders with the approval of the house. He/she shall be free to take part in all discussions.

(4) Any one or more standing orders may, in case of emergency, be suspended or applied.
APPENDIX II

The Presidential Oath (Oath of Secrecy)

I..........................having been elected to the high office of the president of GRASAG do hereby in the name of God solemnly affirm that I will be faithful and true to GRASAG; that I shall strive at all times to preserve, protect and defend the constitution of GRASAG and I hereby dedicate myself wholly, without fear or favour to the service and welfare of GRASAG.

I further solemnly affirm that I will conform to the principle of strict accountability; financially and otherwise and that should I at anytime break this oath of office I shall submit myself to the dictate of the GRASAG constitution and suffer the penalty for it. (SO HELP ME GOD).

To be administered by the Chairperson of the Judicial Committee before Congress during the handing over ceremony.

Oath for Members of the NEC

I..........................having been elected to the NEC of GRASAG as do hereby in the name of God affirm that I will at all times be faithful and loyal to GRASAG and will support and uphold the
principle of accountability; financially and otherwise and seek the welfare of GRASAG. I further solemnly affirm that should I at anytime break this oath of office, I shall submit myself to the dictate of the GRASAG constitution and suffer the penalty for it. (SO HELP ME GOD).

To be administered by the Chairperson of the Judicial Committee before Congress during the handing over ceremony.

The General Oath of Office

I.........................having been elected/appointed as ................do hereby in the name of God solemnly affirm that I will at all times faithfully and truly serve GRASAG, that I will support and uphold the principle of accountability; financially and otherwise and seek the welfare of GRASAG.

I further solemnly affirm that should I at anytime break this oath of office, I shall submit myself to the dictate of the GRASAG constitution and suffer the penalty for it. (SO HELP ME GOD).

To be administered by the Chairperson of the Judicial Committee before Congress during the handing over ceremony or Senate as the case maybe.

The Judicial Oath

I.........................having been appointed as the Chairperson/member of the Judicial Committee of GRASAG do hereby in the name of God affirm that I will interpret the GRASAG constitution
without fear or favour, to defend and uphold the constitution, and to adjudicate on all matters that shall be brought before the Judicial Committee without affection, ill will or personal interest.

I further solemnly affirm that I shall not be found wanting in the discharge of my responsibilities as a member of the GRASAG Judicial Committee nor place myself in such a position as to frustrate the efficient function of the Judicial Committee of GRASAG (SO HELP ME GOD).

To be administered by the outgoing Chairperson of the Judicial Committee before Congress during the handing over ceremony.

Made this day, 27th day of July, in the year of our Lord Two thousand and thirteen.

TIA ABDUL-KABIRU MAHAMA AUGUSTINE NKRUMAH
CHAIRMAN NATIONAL PRESIDENT
CONSTITUTIONAL REVIEW COMMITTEE GRADUATE STUDENTS ASSOCIATION of GHANA
CONSTITUTIONAL REVIEW COMMITTEE MEMBERS

MR. TIA ABDUL-KABIRU MAHAMA (UDS) - CHAIRMAN

MS. ABENA ATUOBI-YEBOAH (UG) - SECRETARY

MR. RESTER TOGORMEY (UG) - MEMBER

MR. FRANK KWAKWO OTOO (LAWYER) - MEMBER

MS. VIDA OSEI-AGYEMAN (KNUST) - MEMBER