



Student  
Services  
Department

# CONSTITUTION of the University of Dubai Student's Union

July 2024



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# CONSTITUTION OF THE UNIVERSITY OF DUBAI STUDENTS' UNION

## 1. University of Dubai Students' Union Mission

The Mission of the University of Dubai Students' Union (UDSU) is to create an exciting and proactive student community by:

- (a) Encouraging students to take responsibility for handling their own matters and having a say in the decision-making process at the university level.
- (b) Advocating the needs and interests of undergraduate students.
- (c) Promoting learning outside the classroom and developing and implementing both innovative and traditional programs.
- (d) Organizing and participating to international events.

## 2. Name

The elective representative government of the student body of the University of Dubai shall be referred to in this Constitution as the University of Dubai Student's Union (UDSU).

## 3. Aims and Objectives

The following aims and objectives shall be practiced without discrimination on the grounds of age, sex, race, nationality, economic status, religion, creed, ability or medical condition.

- (a) To be the official unbiased and impartial representative body for students attending University of Dubai (UD).
- (b) To advance the education of the students at the University as a whole.
- (c) To represent the interests of the UD students and act as a channel of communication in dealing with the UD and external bodies, through the Department of Students Services (DSS).
- (d) To promote and protect the welfare of all UD Students.
- (e) To defend the students' rights and defend their view in front of UD management.
- (f) To promote and encourage the students' participation in Students Union, clubs, organizations, sports, and all the other UD activities.
- (g) To provide opportunities for student engagement and personal development.
- (h) To explore students' talent, capacities, and skills as well as to increase their creativity spirit.
- (i) To increase the awareness of the new students about University of Dubai.
- (j) To assist in organizing and promoting clubs' activities, in collaboration with DSS.
- (k) To promote respect, appreciate and strengthen the spirit of belonging and promote the local culture and traditions of the United Arab Emirates and abide by its laws.

- (l) To serve as a role model to UD students and help enforce UD rules and policies while also promoting strong ethics and morals.

The Manager of Student Services (DSS) or his/her representative shall serve as an advisor to all the Students' Union. The UD staff shall be responsible for safeguarding the well-being of the Student Union and advising its members to fulfill their responsibilities.

#### **4. The Cabinet**

The executive authority of the UDSU shall reside with the Cabinet. The purpose of the Cabinet is to serve the UD students as initiators and leaders, operating as a team to ensure the efficiency, transparency, competence, and accountability of the UDSU.

- (a) The Cabinet, elected by the UD students or nominated by Deans, is the addition of three distinct groups of students: The Top 4, the College Representatives and the Officers.  
The Top 4 is referring to the University-wide elected President, Vice-President, Secretary and Treasurer, while the College Representatives shall be nominated by the UDSU and approved by the DSS and the Dean of the three colleges: The Dubai Business School, the College of Engineering and IT and the College of Law. The term Officers is referring to the Event and Media Officers.
- (b) The role of the Cabinet shall be to control affairs consistent with the aims and objectives of the UDSU and to carry out the wishes of the UD Students.
- (c) The Cabinet shall run the UDSU on a day-to-day basis according to the terms of this Constitution and Bylaws.
- (d) The Cabinet may delegate specific responsibilities to individual students and to such sub-committees as deemed necessary.

The UD may provide an office to the UDSU's Cabinet members on the UD premises. This office must abide by the UD policy, rules, and regulations.

#### **5. Duties**

In parallel of the mission, the UDSU shall fulfill a certain number of tasks and responsibilities until the end of the academic year.

- a) Establish internal rules and policies for the UDSU, get them approved by the DSS representatives and implement them.
- b) Approve the UDSU plans and to follow up on implementation.
- c) Coordinate the collaboration between other universities or institutes' student unions.
- d) Provide to the DSS an annual report on UDSU activities.

## **6. Elections**

To represent the UD student body, the DSS shall organize a yearly election where only the UD students can vote. To nominate themselves, the students must fulfill four conditions in addition than any other selective criteria required by the UD:

- a) Be a fulltime UD student.
- b) Be 18 years old or more.
- c) Have a clear disciplinary record.
- d) Have no criminal background, felony nor misdemeanor.

In the case of the lack of student nominating to run the UDSU, the DSS will nominate the Cabinet members.

## **7. Amendment of the UDSU's Constitution**

Only the President of UD is authorized to amend the Constitution.

In case UD is modifying the Constitution during the academic year, the DSS should inform the students by email about the amended document.

## **8. Finance of the UDSU**

The resources' allocation, the purchasing procedure, promotion and selling, sponsorship and fundraising as well as any other financial matter shall be in accordance with UD policy, rules, and regulations and under the supervision of the DSS.

- (a) The contributions payable by the UD are subject to availability and will be made after due consideration of satisfactorily audited accounts for the preceding year, as well as a clearly itemized budget for the next year.
- (b) The UDSU shall prepare its annual budget and present it to the DSS representative.
- (c) All income, secured by the UDSU, through promotion and selling or sponsoring and fundraising should be delivered as a contract/agreement, submitted, and approved by the DSS.
- (d) All external contributors' bank cheques must be written and payable to University of Dubai with UDSU in the description.
- (e) Each expenditure shall be authorized by the President or Vice-President of the UDSU, the Manager of the DSS and the UD Finance Manager and shall be duly recorded. No legal contracts of expenditure of the organization's funds shall be entered into without approval of the President or Vice-President of the UDSU and the Manager of the DSS.
- (f) All funds should be spent for the benefit of the student body.
- (g) Before the end of their duties, each organization shall attest and approve the conclusion of its account.

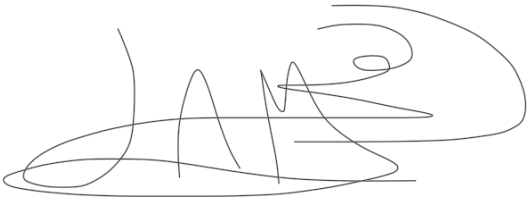
## **9. Removal From an Organization**

Only the President of the UD is entitled to remove an elected or nominated student of the UDSU.

## 10. Constitution's Acknowledgment

The UDSU Cabinet should be aware and abide by the rules and regulations stated in the Constitution as well as those linked to their duties.

Endorsed by:

A handwritten signature in black ink, consisting of several loops and strokes, positioned above the printed name.

Mr. Haitham Abdullah Al Maaini

Manager, DSS