
KIBABII UNIVERSITY CHRISTIAN UNION



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PREAMBLE

KIBABII UNIVERSITY CHRISTIAN UNION is a body of Christian students bound together by a common faith with the heavenly calling of Christ according to the Holy Scriptures. It declares that it shall be non-political, non-denominational, voluntary and non- partisan. Further, no provision herein shall or will be construed to qualify defeat or in any manner contravene the Holy Scriptures such provisions shall to the extent of contravention have no effect without prejudice to the foregoing it specifically provided as hereunder.

ARTICLE 1: NAME

1.1 The name of the society shall be KIBABII UNIVERSITY CHRISTIAN UNION abbreviated as KIBUCU.

1.2 The Christian Union shall have the logo displayed below.



1.3 The logo shall be a copyright which uniquely identifies KIBUCU and shall only be used in the furtherance of the vision, mission and specific objectives of the CU.

ARTICLE 2: VISION, MISSION, CORE VALUES, AIMS, DOCTRINAL BASIS

2.1 VISION OF THE SOCIETY

To transform, develop and empower for life and godliness through the knowledge of Christ.

2.2 MISSION OF THE SOCIETY

To help members keep their roots deep in the Lord, build their lives on him and become strong in their faith by his word and be filled with thanksgiving as his witness through Bible study, discipleship, and evangelism.

2.3 CORE VALUES

- i. Integrity
- ii. Faithfulness to the Holy Scriptures
- iii. Teamwork
- iv. Excellence
- v. Hospitality

2.4 AIMS OF THE SOCIETY

The aim of KIBUCU shall be in accord with the preamble and shall be as follows;

- i. Discipleship.

To deepen and strengthen the spiritual life of its members by the study of the bible, prayer, and fellowship.

- ii. Evangelism.

To witness the Lord Jesus as God, incarnate and seek to lead others to a personal faith in Him.

- iii. Leadership development

To develop transformational servant leaders who will play key roles while on campus, in church and society

- iv. Mission.

To prepare Christian students to take the good news to all nations of the world and to play an active role in the communities where they live

2.5 DOCTRINAL BASIS.

The doctrinal basis of KIBUCU shall be the fundamental truth of Christianity and shall include;

- i. The unity of the Father, the Son, and the Holy Spirit in the Godhead. (Col.2:9, Jn.16:12-15).
- ii. The sovereignty of God in the creation, revelation of the Holy Scriptures, redemption and final judgment (Dan 4:25, Rev 4:11)
- iii. Divine inspiration and entire truthfulness of the Holy Scriptures originally given its supreme authority in all matters of faith and conduct (II Tim 3:16)
- iv. The universal sinfulness of all men since the fall, rendering them subject to God's wrath and condemnation. (Rom. 3: 23-24)
- v. Redemption from the guilt, penalty, dominion and pollution of sin solely through the Lord Jesus Christ the incarnate son of God (Jon3:16, Rom10:9)
- vi. The bodily resurrection of the Lord Jesus Christ from the dead and His ascension to the right hand of God the Father (Acts 2:31-33).
- vii. The presence and power of the Holy Spirit in the work of regeneration (Jon 16:7-13, Rom 8:26)
- viii. The justification of sinners by the grace of God through faith alone (Eph2:5&8, Heb 10:38, Titus 2: 1)
- ix. The dwelling and work of the Holy Spirit in every believer. (Jn14:17, Jon 14:26)
- x. One holy universal church, which is the body of Christ which all time believers, in unity belong (Eph 5:30, 4:14-15)
- xi. The expectation of the return of the Lord Jesus Christ and subsequent eternal life of the Holy universal church in Heaven with Him (Rev1:17, 20:11-15)
- xii. The teaching of all nations and making disciples through baptism in the name of the Father, the Son, and the Holy Spirit. (Matt28: 19-20, Jon 3: 5, Rom 6:3- 4, Acts 8:36-38)

ARTICLE 3: MEMBERSHIP

3.1 FORMS OF MEMBERSHIP

i. A full membership

Shall be open to all bonafide registered undergraduate/diploma/certificate students of Kibabii University on session who ascribe to the doctrinal basis of Article 2.5 and conscientiously sign the following declaration.

“In joining KIBUCU I declare my faith in Jesus Christ as my personal savior, my Lord, and my God and it’s my desire by the grace of God to live a life in consistency with this declaration. I am also determined to give active support to KIBUCU as it seeks to fulfill its aims.”

ii. Special membership

Shall be open to postgraduate and staff members of Kibabii University by signing article 3.1(i) also subject to article 2.5.

iii. Alumni membership

Shall be open to former students of Kibabii University who were members of KIBUCU by signing the article 3.1(i) also subject to article 2.5

3.2 RIGHTS AND RESPONSIBILITIES OF MEMBERS

a) Full members shall be;

- i. Eligible to hold office EXCEPT for first years and finalists who will not be eligible to hold office in the Executive Committee.
- ii. Eligible to participate in the nomination of officials of KIBUCU EXCEPT first years.
- iii. Entitled to requisition for and vote in any General meeting.
- iv. Capable of proposing and effecting alteration, modification or other amendments to this constitution subject to article 12.
- v. Supporting the union financially.

- b) Special members shall;
 - i. Not be eligible to hold office
 - ii. Be Non-eligible to participate in the nomination of officials of KIBUCU.
 - iii. Be eligible to vote in general meeting.

- c) Alumni members
 - i. Shall be free to participate in the activities of KIBUCU.
 - ii. Shall be entitled to vote in a general meeting.
 - iii. Shall not be entitled to nominate or to be nominated to be members of any committee except in the Advisory Committee.
 - iv. Shall actively support the union in achieving its aims.
 - v. Shall form an alumni fellowship whose target membership will be all alumni members of the union.

- d) All members shall be expected to contribute to the union as the Lord leads them.

3.3 CESSATION OF MEMBERSHIP

- i. In case of completion or termination of studies one ceases from being a full or a special member.
- ii. In case of termination of work, one ceases from being a special member.
- iii. In case of a written resignation to the unions executive committee through the secretary.
- iv. When careful and judicious exercise of power conferred on the Executive Committee.
- v. In case of death.

ARTICLE 4: GOVERNANCE

4.1 EXECUTIVE COMMITTEE

The Executive Authority of KIBUCU shall be exercised in accordance with this constitution by, or on the authority of the executive committee.

These Executive committee members shall exercise their powers and roles vested upon them by this constitution and SHALL NOT be eligible for a position in the student governing council (SC).

This Executive committee shall consist of thirteen (13) members;

- i. Chairperson
- ii. Vice-chairperson
- iii. Secretary
- iv. Vice Secretary
- v. Treasurer
- vi. Prayer Coordinator
- vii. Bible study coordinator
- viii. Music Coordinator
- ix. Missions and Evangelism Coordinator
- x. Discipleship Coordinator
- xi. Ushering Coordinator
- xii. Technical and Instrumentalist's coordinator
- xiii. Media Coordinator

4.1.1 THE ROLES OF THE EXECUTIVE COMMITTEE MEMBERS

- i. To implement the aims of the KIBABII UNIVERSITY CHRISTIAN UNION
- ii. Responsible for safekeeping of all donations, funds, and assets of KIBABII UNIVERSITY CHRISTIAN UNION.
- iii. To propose a list of possible auditors who shall be approved in the A.G.M.
- iv. Making decisions in liaison with the Advisory body on behalf of the KIBABII UNIVERSITY CHRISTIAN UNION.
- v. To appoint a committee which shall be accountable to it except the Nominating committee.
- vi. Hold an Executive meeting at least once a fortnight whose quorum shall not be less than 70% of the members.
- vii. To assist in the upbringing of Christian Unions in other campuses of KIBU.

- viii. To plan the activities of the Union including coming up with facilitators/ministers/ on behalf of the Union in order to speak in the Union's gatherings and/or to preside over in ceremonies such as baptism and Holy Communion.
- ix. To handle disciplinary matters in the Union. The Executive Committee shall take disciplinary action against any member whom by belief or practice departs from the aims, objectives and the doctrinal basis of the Union in consultation with the Patron and advisory committee.
- x. To have full authority of reviewing the Leadership Manual and all other documents of the Union except the Union's Constitution.
- xi. To interpret this Constitution, the Leadership Manual and any other Union's policy documents responsibly to the union members.
- xii. Draw up a budget for the whole spiritual year.
- xiii. Ensure that nonresident members are fully catered for in the activities of Kibabii University Christian Union.
- xiv. Shall be in charge of admitting new members through the declaration process.
- xv. To convene the advisory committee.

4.1.2 QUALIFICATION OF THE EXECUTIVE COMMITTEE MEMBER

Must be a member of KIBUCU as stated in article 3, section 3.1(i) and 3.2(a) of this constitution.

4.2 TERMS OF SERVICE

- i. Chairperson to serve for a maximum of one spiritual year.
- ii. An executive committee member shall hold office for a term not exceeding one spiritual year beginning with the date of assumption of office.
- iii. An Executive member may hold office for two terms if he/she is re-nominated but not in the same office in KIBUCU nomination.

4.3 CESSATION OF OFFICE

An executive committee member shall cease to hold office if;

- i. He/she is not living a life worthy of God's calling and the Executive Committee shall be obliged to inform the Union in the best way possible.
- ii. He/she defers his/her studies.
- iii. He/she writes a resignation letter to the Unions executive committee through the secretary.

4.4 ROLES OF OFFICE BEARERS

4.4.1 CHAIRPERSON

The chairperson shall;

- i. Preside over all meetings of the committee and all general meetings UNLESS prevented by illness or any other reasonable cause.
- ii. Coordinate the work of the Executive Committee in carrying out their aims of KIBUCU.
- iii. Facilitate leadership training and induction of new leaders which shall be done by the affiliated body.
- iv. Be the spokesperson and/or represent KIBABII UNIVERSITY CHRISTIAN UNION in any function.
- v. Be a signatory to the KIBABII UNIVERSITY CHRISTIAN UNION bank account.
- vi. Communicate with the alumni and be a link with them.

4.4.2 VICE CHAIRPERSON

The vice chairperson shall;

- i. Share fully the responsibilities of the chairperson when need be.
- ii. Represent the Chairperson in his/her absence.
- iii. Chair the Welfare Sub-Committee meetings.
- iv. Give advice through guidance and counseling together with the Patron/Matron when need be.
- v. Be in charge of hospitality.
- vi. Be in charge of charity affairs.

4.4.3 SECRETARY

The Secretary shall;

- i. Deal with all correspondence of Kibabii University Christian Union.
- ii. Consult the chairperson or if not available the vice-chairperson in the case of urgent matters where the committee cannot be consulted, the decision reached shall be subject to ratification (or otherwise) at the next Executive Committee meeting.
- iii. Be responsible for the preservation of all the records of Kibabii University Christian Union and of the Executive Committee.
- iv. Be writing minutes of each official meeting held by the Executive Committee and general meeting of Kibabii University Christian Union.
- v. Be a signatory to the Kibabii University Christian Union bank account.
- vi. Communicate to the ministers and make all official communications pertaining the Christian Union.
- vii. Be in charge of the Union's email account.

- viii. Organize, issue notices convening all the meetings of the Executive Committee, General Meetings and services of Kibabii University Christian Union in consultation with the chairperson.

4.4.4 VICE SECRETARY

The vice secretary shall;

- i. Deputize the Secretary and perform all the duties of the Secretary in his/her absence.
- ii. Be in charge of brothers and sisters fellowship.
- iii. Chair the brothers and sisters sub - committee.

4.4.5 TREASURER

The treasurer shall;

- i. Receive and only disburse (under the direction of the executive committee) all the monies of Kibabii University Christian Union.
- ii. Brief the Executive Committee on the usage of funds.
- iii. Keep records of all assets of Kibabii University Christian Union.
- iv. Ensure that proper books of accounts of all monies received and paid by the Union are kept, preserved and availed for inspection by all registered Union members.
- v. Be answerable to the Committee and to Kibabii University Christian Union members on financial matters.
- vi. Chair the Finance Sub-Committee.
- vii. Be a signatory to the Kibabii University Christian Union bank account.
- viii. Be in charge of income generating projects in the Christian union.
- ix. Be in charge and oversee the activities of the funds drive.

4.4.6 PRAYER COORDINATOR

The prayer coordinator shall;

- i. Chair the prayer coordination Sub-Committee.
- ii. Organize prayer meetings such as fasting, intercessory.
- iii. Handle all prayer correspondence.
- iv. Sensitize, encourage and mobilize Kibabii University Christian Union on prayer.
- v. Lead the union's monthly prayers.

4.4.7 BIBLE STUDY COORDINATOR

The bible study coordinator shall;

- i. Chair the bible study (BS) coordinating sub-committee.
- ii. Identify the relevant material to be used in the BS and suggest to the Executive Committee for approval.
- iii. Organize BS groups and appoint leaders with the assistance of the Bible study sub – committee.
- iv. Oversee other BS ministries such as BEST-P.
- v. In charge of KIBUCU library.
- vi. Organize and facilitate Continuous Bible Reading (CBR).

4.4.8 MUSIC COORDINATOR

The music coordinator shall;

- i. Chair the music sub-committees.
- ii. Represent the music department in the executive committee
- iii. Facilitate the nurturing of new talents in the music team.
- iv. Organize music training sessions.

4.4.9 MISSIONS AND EVANGELISM COORDINATOR

The mission and evangelism coordinator shall;

- i. Chair evangelism sub-committee.
- ii. Sensitize, encourage and mobilize Kibabii University Christian Union for missions (in reach and outreach).
- iii. Oversee the evangelistic team board.
- iv. Be in charge of evangelistic teams within Kibabii University Christian Union.
- v. Organize trainings to equip union members for effective mission and evangelism work.
- vi. Ensure implementation of the evangelistic team policy.

4.4.10 DISCIPLESHIP COORDINATOR

The Discipleship coordinator shall;

- i. Chair discipleship sub-committee.
- ii. Ensure that new Christians are nurtured through discipleship.
- iii. Oversee the Sunday school ministry.
- iv. Organize baptismal classes and facilitate baptism.
- v. Sensitize and mobilize the running of the class fellowships.

4.4.11 USHERING COORDINATOR

The ushering coordinator shall;

- i. Chair ushering sub – committee.
- ii. Be in charge of the collection of offerings and tithes and submit to the treasury.
- iii. Organize and facilitate training of ushers.
- iv. Maintain open communication with all ushers.
- v. Organize seating and arrangement of the hall for service.

4.4.12 TECHNICAL & INSTRUMENTALIST'S COORDINATOR

The Instrumentalist's coordinator shall;

- i. Chair the instrumentalist's sub – committee.
- ii. In consultation with the executive committee be in charge of lending instruments.
- iii. Brief the executive committee on the condition of the instruments.
- iv. Organize and facilitate training for technicians.
- v. Be in charge of repair of all Kibabii University Christian Union instruments.

4.4.13 MEDIA COORDINATOR

The media coordinator shall;

- i. Chair media sub-committee.
- ii. Be in charge of KIBUCU social media.
- iii. Organize and facilitate training sessions for the media team.
- iv. Facilitate all duties pertaining to media.
- v. Be in charge of creative art ministry.

ARTICLE 5: PATRON/MATRON

5.1 NOMINATION OF THE PATRON/MATRON

The Executive committee shall nominate the patron/matron in consultation with the advisory committee in absentia of the patron/matron. The proposed names shall comprise of senior staff and or members who ascribe to the doctrinal basis of Kibabii University Christian Union as at article 2.5. Nomination of the patron/matron shall be done within the first six weeks of the second semester.

5.2 ROLES AND DUTIES

- i. To give advice through guidance and counseling in coordination with the welfare committee.
- ii. Shall chair the advisory committee.
- iii. Shall link the Kibabii University Christian Union to the administration.
- iv. To give advice to the Union leadership on various issues affecting the Union.

5.3 TERM OF SERVICE

Shall serve for three spiritual years, which he/she can be nominated again to serve as many times as decided by the Christian Union executive committee.

5.4 CESSATION OF THE PATRON/MATRON FROM OFFICE

The patron/matron shall cease office incase he/she;

- i. Differs from the doctrinal basis of the union.
- ii. Resigns from his/her position as the Union's patron.
- iii. Term of service elapses.
- iv. Ceases to be a staff member of Kibabii University Main Campus.
- v. Goes out of the country for more than one spiritual year.
- vi. Dies.

ARTICLE 6: OTHER COMMITTEES

The following other committees shall work with the executive committee in the running of KIBUCU.

6.1 ADVISORY COMMITTEE

a) COMPOSITION

The committee shall;

- i. Consist of the patron who shall be the convener, at least three (3) special members and /or alumni members, a staff affiliated body and any other persons as deemed fit by the executive committee.
- ii. Have a minimum of five (5) and maximum of seven (7) members.

b) ROLES AND RESPONSIBILITIES

- i. To be available to advice, counsel and encourage Kibabii University Christian Union leaders and members when necessary.
- ii. To acquaint themselves with the Kibabii University Christian Union constitution and its operations.
- iii. Shall meet at least once a semester to acquaint themselves with the progress of Kibabii University Christian Union and its leadership.
- iv. Shall attend Kibabii University Christian Union committee meetings when called upon to do so.
- v. Shall have no executive powers.

c) APPOINTMENT.

- i. It shall be appointed by the executive committee and confirmed at the annual general meeting.
- ii. The appointment of the committee shall be done within the first six weeks of the second semester.

d) TERMS OF SERVICE

- i. Members of the committee shall not take any other leadership role in Kibabii University Christian Union.
- ii. Shall serve three spiritual years after which one may be re-appointed any number of times.

6.2 NOMINATING COMMITTEE

a) COMPOSITION

This shall include eight (8) finalists that are four (4) members of executive committee, other four (4) members who are Kibabii University Christian Union members and an ex-official member from an affiliated body. The executive committee shall decide on the office bearers which shall include;

- i. Chairperson.
- ii. Secretary.

b) RESPONSIBILITIES

The responsibilities shall be;

- i. To sensitize Kibabii University Christian Union members concerning nominations by reading out articles 3, section 3.2(a), (i and ii).
- ii. Encourage Kibabii University Christian Union members to put forward a list of thirteen (13) names of members eligible to hold office.
- iii. Ensure prayers are made for nominations in collaboration with the outgoing prayer coordinator.
- iv. To coordinate nominations and announce results.
- v. They shall have the final decision on posts.

c) FORMATION

- i. Shall be formed at least twenty-one (21) days before the Nomination Day, and shall stand dissolved fourteen (14) days after the announcement of results.
- ii. There will be an induction training before they are allowed to take part in nomination.
- iii. The nominating committee to come up with the nominating guidelines.
- iv. Every member of the nominating committee shall take an oath of service before they resume office. The following declaration will be made;

I do hereby accept to serve as in the nomination committee. I do commit myself to uphold integrity and confidentiality of the committee. So help me God.

6.3 SUB-COMMITTEES.

It is a secondary committee appointed by the executive committee under the leadership of a specific executive committee member. In addition, their roles will be as stipulated in the leadership manual.

These subcommittees include:

- i. Welfare
- ii. Finance
- iii. Prayer
- iv. Bible study
- v. Music.
- vi. Missions and Evangelism.
- vii. Discipleship.
- viii. Mela
- ix. Technical & Instrumentalist's
- x. Media
- xi. Ushering

ARTICLE 7: NOMINATIONS.

7.1 NOMINATIONS OF EXECUTIVE

The Kibabii University Christian Union nominations shall be conducted at the beginning of every new academic year and not later than the sixth week.

- i. The full members of the Christian union shall be asked to recommend in writing to the nomination committee persons they have prayerfully felt should form the executive committee.
- ii. The nomination committee shall vet the nomination papers and prayerfully, objectively and independently decide on the next office bearers at least 21 days before the AGM.
- iii. Names of the nominees shall be presented to all full members of the Christian union for prayerful consideration at least 14 days before the AGM.
- iv. Objections to any of the nominees must be made in writing to the nominating committee through the secretary of the nomination committee at least 7 days with reasons attached before the AGM.
- v. Objections can only be raised individually by a full member of the Christian union and substitution of the nominees shall be considered and made by the nominating committee.

ARTICLE 8: MEETINGS

8.1 REGULAR MEETINGS

- i. The KIBUCU shall arrange for regular meetings including;
 - a) Bible study,
 - b) Devotions,
 - c) Services,
 - d) Class fellowships,
 - e) Evangelistic teams fellowships,
 - f) In reach and outreach,
 - g) Weekend rallies that is, worship nights and weekend challenge
 - h) Crusades.
- ii. The Executive committee shall meet with;
 - a) The advisory committee at least once a semester.
 - b) Sub-committee representatives at least once a semester.

8.2 GENERAL MEETINGS.

All KIBUCU members shall have the right to participate in general meetings. In addition, in attendance may be included as the Executive committee deems fit.

There shall be two classes of general meetings.

a) ANNUAL GENERAL MEETING(A.G.M)

- i. A.G.M shall be held not later than the twelfth (12th) week of the first semester of each academic year. Notices in writing of such AGM shall be communicated to all members not later than twenty-one (21) days before the date of the meeting.
- ii. The agenda of the AGM shall consist of;
 - a) Admission of new members and affirmation of doctrinal basis.
 - b) Reading and confirmation of the minutes of the previous AGM.
 - c) Consideration of the audited accounts and reports.
 - d) Confirmation of the office bearers and the advisory committee members.
 - e) Other matters as the executive committee may describe or as to which a member (s) shall have given notice in writing at least two weeks before the date of the meeting.

f) Any other business with the approval of the chairperson.

b) SPECIAL GENERAL MEETING (SGM)

- i. May be called for any specific purpose by the executive committee. Notice in writing of such a meeting shall be communicated to members not later than seven (7) days before the date of the meeting.
- ii. May be a requisition for a specific purpose, by order of at least 10% of the full membership of the executive committee. Such meetings shall be held within twenty-one (21) days from the date of requisition and notice of such meeting shall be as in 8.2(a) (i). No matter other than that stated in the requisition shall be discussed.

c) QUORUM

- i. The quorum for SGM shall not be less than 2/3 of the registered full members of KIBUCU. If the quorum is not obtained, the SGM shall be postponed to be held a month later. Notice of this meeting shall be communicated to members of KIBUCU at least fourteen (14) days before the day of the meeting. The quorum for the second meeting shall be of members present.

8.3 PROCEDURE OF MEETING

- i. The chairperson shall chair all meetings of KIBUCU. In his/her absence the vice-chairperson shall undertake the duties. In the absence of the two, the secretary shall chair the meeting.
- ii. The chairperson may at his/her discretion determine the members permitted to speak for or against any motion without any favor.
- iii. Resolutions shall be reached upon a motion moved by a full member.

ARTICLE 9: ASSETS, FUNDS, AND THEIR ADMINISTRATION.

9.1 FINANCES.

- i. The finances of KIBUCU may be used for the purposes the executive committee consider proper in accordance with the aims, vision, and mission of KIBUCU (article 2).
- ii. The finances of KIBUCU shall be raised through the offerings, tithes and donations.
- iii. All monies and funds shall be received and handed to the executive treasurer and shall be deposited by him/her in the name of KIBUCU in any bank(s) approved by the executive committee.
- iv. A sum to be determined by the executive committee from time to time may be kept by the treasurer for petty cash disbursement of which proper account shall be kept.
- v. The financial year of KIBUCU shall be one term of an executive committee(Article 4.4)
- vi. All the committees and subcommittees shall give a proper account of their financial dealings to KIBUCU treasurer.
- vii. A tenth of KIBUCU monthly income shall be given to the affiliated body(Article 10)
- viii. The signatories of the bank account shall always include;
 - a) Chairperson
 - b) Treasurer
 - c) Secretary

9.2 ASSETS.

- i. Purchase of KIBUCU assets shall be from the bidder offering the best quality at the lowest price.
- ii. The assets shall be leased out or lent if the executive committee finds it appropriate and in the best interest of the union.
- iii. The equipment shall be used under the stipulation laid down by the executive committee and any other person(s) in charge.
- iv. KIBUCU assets shall be depreciated on a straight-line method every financial year. If the value of the asset reaches half of its buying price or goes below the depreciation amount per annum then it should be disposed of.
- v. The disposal of KIBUCU assets shall be done to the binder of the highest offer.
- vi. At the change of every leadership, the incoming leader shall ensure that all the assets from the outgoing leader are handed over. There shall be physical crosschecking by both leaders.

- vii. The executive committee shall handle any loss of the asset.

9.3 INSPECTION OF ACCOUNTS

- i. The books of account and all related documents of KIBUCU shall be available for inspection at the office of KIBUCU by an auditor or a member of KIBUCU on giving a notice note in writing to the executive committee.
- ii. Members and or Non-member(s) may assess the books of accounts and all related documents of KIBUCU on giving not less than fourteen(14) days' notice in writing to the executive committee through the secretary to be approved or rejected as deemed fit.

9.4 AUDITOR

- i. The executive committee shall propose a list of possible auditors who shall be approved in the AGM for the next financial year.
- ii. The auditor shall NOT be an office bearer or member of KIBUCU.
- iii. The auditor shall be paid in honor ration of his /her duties as may be resolved by the executive committee.
- iv. All KIBUCU accounts, records, and documents shall be open for inspection by the auditor(s) before the annual general meeting.
- v. The treasurer shall produce an updated account for their receipts, payments, vouchers and statements of assets and liabilities for that financial year.
- vi. A copy of the audited report shall be available to the members at least seven (7) days before the AGM.
- vii. Shall be a qualified accountant.

ARTICLE 10: AFFILIATION

KIBUCU shall be affiliated with the Fellowship of Christian Unions (FOCUS).

ARTICLE 11: DISCIPLINARY MATTERS

The executive committee shall undertake disciplinary measures with the assistance of the advisory committee on the careful and judicial exercise of the power conferred on them.

The procedure is as follows:

- i. A written and/or verbal complaint shall be submitted to and received by the executive committee.
- ii. The Executive Committee shall choose a team from amongst themselves which shall probe the said members and the witnesses and report back to the Executive Committee.
- iii. The Executive Committee shall study the report and make a ruling.
- iv. In case confirmation of allegation, the Executive Committee shall serve the member with a written warning.
- v. If the member continues in his/her waywardness, the executive committee shall publicly denounce them before the church and thus excommunicate him/her.
- vi. The deregistered member will have the liberty to apply for registration through a written request to the Executive Committee.
- vii. The executive Committee shall then make the final decision on whether to register the member.

ARTICLE 12: AMENDMENTS OF THE CONSTITUTION

Only full members of KIBUCU shall be eligible to propose amendments to the constitution, which shall not be amended unless;

- i. Proposals for amendments should be given in writing to the Executive committee who in turn shall notify KIBUCU members at least twenty-one (21) days before AGM and or SGM.
- ii. The advisory committee opinion is sought and a recommendation made known to the AGM and or SGM.
- iii. It is passed by $\frac{3}{4}$ of full members present by voting at a special general meeting and or AGM of KIBUCU.

Whenever there is a need to oversee the overhaul amendment of the constitution, a committee shall be formed which shall;

- i. Comprise of at least five (5) members appointed by the executive committee and two representatives (one from the executive committee and one from the affiliated body).
- ii. Consist of a minimum of seven (7) and maximum of nine (9) members.

The constitution review committee shall be dissolved upon the adoption of the harmonized constitution.

12.1 REVIEW INTERVAL

The amendment of the constitution will be done after 3 years.

ARTICLE 13: LEADERSHIP MANUAL AND POLICY DOCUMENTS

There shall be a Leadership manual which shall;

- i. Be a policy document on roles and responsibilities of the union leaders. The manual shall also state and describe the ministries in the Union and their mode of operation.
- ii. Be used hand in hand with this constitution.
- iii. Be subject to review by the Executive Committee when need arises, after which it shall be subjected to approval by at least 50% of the Union's leaders.

The executive committee shall also authorize the development of other policy documents, concepts and write ups to aid in decision making and easier operations of the various departments and ministries.

ARTICLE 14: DISSOLUTION

KIBUCU shall not be dissolved EXCEPT:

- i. By resolution passed in a general meeting by a vote of $\frac{3}{4}$ of full members of the union.
- ii. Prior information if forwarded in writing to the dean of students and signed by 80% of the executive office bearers.
- iii. No further action shall be taken by the executive or any other office bearers in connection with its aims, mission, and vision, other than to liquidate for cash all assets of KIBUCU subject to payment of all its debts, provided that the dean of students has been informed of the dissolution of KIBUCU. The balances thereof shall be distributed to such Christian organization(s) as may be resolved by the meeting at which the resolution for dissolution is passed.