



For an Open Mind

UNIVERSAL TECHNOLOGY AND MANAGEMENT UNIVERSITY

**UTAMU**

**CONSTITUTION OF THE UTAMU  
CONVOCATION**

Adopted on \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

## **PREAMBLE**

---

This Constitution of the UTAMU Convocation aligns with the provisions of the National Council for Higher Education (NCHE) Act and is specifically guided by the mission, vision, and institutional framework of Universal Technology and Management University (UTAMU).

### **University Vision**

To be a global educational institution in Management, Science, Technology and Innovation.

### **University Mission**

To provide global quality education, research and innovation critical to economic and human development.

The core functions of UTAMU are student-centred teaching and learning, development-oriented research, innovation and business incubation, and community engagement. UTAMU offers Certificates, Diplomas, and Bachelor's, Master's, and PhD degrees.

### **Institutional History**

Uganda Technology and Management University (UTAMU) Ltd was incorporated on 30<sup>th</sup> August 2012 under the Companies Act Cap. 110 as a company limited by shares (Registration No. 80010003784501). UTAMU was granted a provisional licence by the National Council for Higher Education (NCHE) on 11<sup>th</sup> March 2013 (Licence No. UIPL022), and its name was published in the Uganda Gazette Vol. CVI No. 14 of 22<sup>nd</sup> March 2013.

In fulfilment of its vision and mission, the university shall transform into a multicampus University with campuses spread across the globe. The University, right from inception, was envisaged as a global education institution that would eventually have a global presence in terms of both students and campuses. So in July 2023, the organs of the University resolved to change the name of the University from Uganda Technology And Management University (UTAMU) to Universal Technology And Management University (UTAMU) to speak to the vision and mission and the long- term strategic direction of the University. This name change would also give the University a global character consistent with the Vision and Mission.

Accordingly, on 12<sup>th</sup> July 2023, Uganda Technology And Management University (UTAMU) Ltd changed its name to Universal Technology and Management University (UTAMU) Ltd with Registration No: 80010003784501 under the Companies Act, Cap.110 as a company limited by shares.

Pursuant to Sections 96(2)(a) and 122 of the Act, the owners of the University at an extra ordinary general meeting held on 29<sup>th</sup> May 2023 resolved to change the “University name” from “Uganda Technology And Management University (UTAMU)” to “Universal Technology And Management University

(UTAMU)". This resolution was communicated by the University Vice Chancellor to the Executive Director of NCHE on 13<sup>th</sup> June 2023.

Furthermore, pursuant to Section 127(1) of the Act, the NCHE at its 76<sup>th</sup> Council meeting recommended to the President of the Republic of Uganda the change of the "University name" from "Uganda Technology And Management University (UTAMU)" to "Universal Technology And Management University (UTAMU)" and the particulars of change of name were published in the Uganda Gazette Vol. CXVIII No. 68 of 5<sup>th</sup> September 2025.

The University was established to make a difference in the training of Technology and Management Professionals across the globe. Thus, the University has positioned itself as a high-quality education and research global institution. Furthermore, the University has positioned itself to undertake consultancy, knowledge and technology transfer partnerships and business incubation.

We, the graduates, academic staff, and senior administrators of UTAMU, committed to academic excellence, good governance, and national development, hereby establish the UTAMU Convocation as a formal, statutory body of the University. This Constitution shall be the supreme governing instrument of the Convocation.

## **PART 1: INTRODUCTORY PROVISIONS**

---

### **Article 1: Establishment of Convocation**

#### **1. Legal basis for the convocation**

There is hereby an established body to be known as the Convocation of Universal Technology and Management University (hereinafter referred to as "the Convocation"), constituted in accordance with the Universities and Other Tertiary Institutions Act, the University Charter and the Statutes of UTAMU.

#### **2. Status as an official organ of the university**

The Convocation shall be a recognised organ of the University with advisory and representative functions as provided for under this Constitution, the University Charter and the relevant University Statutes. It shall operate within the framework of the University's governance structures.

#### **3. Mandate**

The Convocation shall serve as a formal platform for engagement between UTAMU and its alumni, promote the interests and reputation of the UTAMU, and exercise such functions as may be assigned to it under the law or by the University Charter, Statutes and Policies.

### **Article 2: Name, Headquarters and Address**

2.1 Name: The body is recognised as the Convocation of Universal Technology and Management University, established in accordance with the University Charter and NCHE provisions. The name of the Convocation shall be the UTAMU Convocation (hereinafter "the Convocation").

2.2 Headquarters: Plot 8374, Block 82, Kyadondo, Kungu, Gombe, Nansana, Wakiso District, Uganda.

2.3 Address: P.O. Box 73307, Kampala, Uganda. Website: [www.utamu.ac.ug](http://www.utamu.ac.ug)

2.4 Fiscal Year: The fiscal year of the Convocation shall run from 1st January to 31st December of the calendar year, consistent with the University's fiscal year.

### **Article 3: Definitions**

Unless the context indicates a contrary intention, the following definitions apply:

1. Alumni means all persons who have been conferred a degree or awarded a diploma, certificate and any other qualification by UTAMU.
2. Chancellor means the Chancellor of UTAMU.
3. Constitution means this Constitution of the UTAMU Convocation.
4. Convocation means the body established under this Constitution in accordance with the University Charter and NCHE provisions.
5. Convocation Member means a member of the Convocation as described in Article 5.
6. Council means the University Council of UTAMU established in terms of the UTAMU Charter and Statutes.
7. Exco means the Executive Committee of the Convocation.
8. Exco Member means a Convocation Member duly elected or appointed to Exco.
9. NCHE means the National Council for Higher Education of Uganda.
10. President means the elected head of the Convocation.
11. Registrar means the Academic Registrar of UTAMU, who acts as the official secretariat of the Convocation.
12. Senate means the academic organ of UTAMU.
13. Statute means the statutes and regulations of UTAMU as amended from time to time.
14. VC means the Vice Chancellor.

### **Article 4: Core Values**

The Convocation shall be guided by the following core values:

1. Integrity: Upholding honesty and ethical conduct in all Convocation activities.
2. Inclusivity: Embracing diversity of gender, discipline, geography and background.
3. Excellence: Promoting continuous improvement and academic distinction.
4. Service: Committing to the advancement of the University and the wider community.
5. Collegiality: Nurturing lasting bonds of fellowship among members.

6. Accountability: Ensuring transparent and responsible governance at all times.

## **PART 2: CONVOCATION GOVERNANCE**

---

### **Article 5: Roles and Objectives of the Convocation**

The Convocation:

1. Is a structure, accountable to the University Council, that represents the interests of its members and of UTAMU as a whole.
2. Executes its responsibilities in accordance with the Constitution of Uganda, the Universities and Other Tertiary Institutions Act, UTAMU Charter, the UTAMU Statutes, the University's Rules, and this Constitution.
3. Promotes a positive image and reputation of UTAMU.
4. Fosters a sense of responsibility, obligation and accountability towards the UTAMU community and their Alma Mater.
5. Debates and states its opinion on any matter relating to the best interests of UTAMU, including matters referred to it by the Board of Directors, Council, the Senate or Management.
6. Elects representatives to serve on the University Council and other organs as provided for in the UTAMU Statutes.
7. Promotes UTAMU as an institution of academic excellence and supports its strategic goals through graduate engagement.
8. Fosters a strong network of Alumni for mentorship, career development, and lifelong learning.
9. Promotes gender equality and the participation of Social-economic groups in all Convocation activities and leadership.
10. Organises academic, social, and cultural activities that strengthen fellowship among members and maintain a structured relationship between the university and its graduates.
11. Encourages volunteerism and support for the University.
12. Operates as a voluntary structure; members participate without obligation on the University to remunerate or compensate them or provide them with benefits.

#### **Independence of the Convocation**

In executing its functions, the Convocation shall act independently but in alignment with the mission, vision, and strategic objectives of UTAMU, and shall not exercise executive authority over UTAMU management.

### **Article 6: Membership of the Convocation**

#### **6.1 Categories of Membership**

Membership of the Convocation consists of:

1. Alumni — all diplomates and graduates of formal qualifications awarded by UTAMU.
2. The Chancellor, Vice Chancellor, Deputy Vice Chancellors, Academic Registrar, and other members of the University Management Committee.
3. Permanent academic staff and Professors Emeriti of UTAMU.
4. Honorary Members — persons invited by the Exco in recognition of distinguished service to the Convocation or the University.

### **6.2 Rights of Members**

1. Alumni members in good standing shall be entitled to attend and vote at General Meetings of the Convocation.
2. All members may stand for election to the Exco, subject to eligibility criteria in Article 10.
3. All members shall have the right to receive notices of meetings, annual reports, and audited financial statements.
4. Convocation Members must, at all relevant times, comply with the University's Policy on General Standards.

### **6.3 Cessation of Membership**

1. Any member may resign by giving thirty (30) days' written notice to the Secretary. No refund of any fees paid shall be made upon resignation.
2. A member may be expelled by a two-thirds majority vote at a General Meeting, on grounds that his or her conduct has adversely affected the reputation or dignity of the Convocation or the University for example failure to abide by UTAMU Core Values.
3. The Exco may suspend a member pending consideration of expulsion at the next General Meeting. The member retains the right to address the meeting at which expulsion is considered.
4. Any person who resigns or is removed from membership shall not be entitled to a refund of any subscriptions or contributions.

## **Article 7: Membership Fees and Dues**

1. The Exco shall fix membership fees and dues payable by Alumni members and shall review them periodically.
2. The University shall, for the foreseeable future, provide logistical and financial support to the Convocation Executive to deliver on its mandate.
3. Convocation fees shall be introduced among the University's graduation fees with effect from 2027 academic year, as directed by the Board of Directors.

4. Any member in arrears of dues for one (1) year shall be deemed not in good standing and shall forfeit voting rights until arrears are settled.
5. Any member in arrears for two (2) consecutive years shall cease to be a member. The Exco may, at its discretion, reinstate such a member upon payment of all outstanding dues.
6. Ex-officio members, academic staff, and Honorary Members shall not be required to pay membership fees.

## **Article 8: Meetings of the Convocation**

### **8.1 Annual General Meeting**

The Convocation shall hold one Annual General Meeting (AGM) per year, to be held not later than 31st December in each year. The meeting may be postponed or brought forward in exceptional circumstances by the President in consultation with the Academic Registrar.

### **8.2 Meeting Procedures**

1. Meeting notices and procedures shall be in accordance with the University's Rules for Effective Meetings.
2. The AGM shall be called by at least twenty-one (21) days' written notice to all members, served by post, electronic mail, newspaper, or publication on the Convocation website.
3. The President shall chair all meetings of the Convocation and the Exco. In the President's absence, the Deputy President chairs. In the absence of both, the Vice Chancellor or representative chairs.
4. Any motion for consideration at a meeting must be lodged in writing with the Academic Registrar at least two (2) weeks before the meeting date.
5. Prior to the commencement of a meeting, every member is obligated to declare (i) any personal conflict of interest and (ii) compliance with the University's Policy on General Standards.
6. A quorum for a duly constituted General Meeting shall be the minimum of 15 paid up Convocation members or 30% of the paid up Convocation Members or whichever is smaller.
7. If a quorum is not present within forty-five (45) minutes of the scheduled time, the meeting shall be adjourned to a date not less than fifteen (15) days later. If a quorum is again not present at the adjourned meeting, the members present shall be deemed to constitute a quorum.
8. Where a meeting is not quorate, members shall be supplied with a notice requesting their inputs on items requiring approval via secure electronic means.
9. Decision-making shall be primarily based on the principle of consensus or sufficient consensus.
10. Where consensus is not reached, the Chairperson shall put the matter to a vote. The motion is carried if two-thirds of Convocation Members present vote in favour.
11. Members participating by telephone conference, video conference, or other approved electronic means shall be deemed present and counted towards quorum.
12. A summarised report of each meeting shall be submitted to the University Council.

13. The Council must consider the advice given by the Convocation and provide written reasons if such advice is not accepted.
14. The Academic Registrar shall act as the official secretariat, ensuring that meeting administration is in accordance with good governance principles and the University's Rules for Effective Meetings.

### **8.3 Special General Meeting**

The President, in consultation with the Academic Registrar, may call an extraordinary or emergency meeting in accordance with the University's Rules for Effective Meetings. A Special General Meeting may also be requisitioned in writing by not less than one-third of registered Convocation Members. Such a meeting shall be held within twenty-one (21) days of the requisition, with at least seven (7) days' notice to all members.

### **8.4 AGM Agenda**

The agenda of each Annual General Meeting shall include, but not be limited to:

1. Confirmation of the minutes of the previous AGM.
2. President's Report.
3. Consideration of the Convocation's Audited Financial Statements.
4. Election of office bearers (where due).
5. Appointment of Auditors.
6. Any Other Business of which members have given written notice to the Academic Registrar at least four (4) weeks before the meeting.

### **Article 9: Voting**

1. Each Alumni member in good standing shall have one vote at a General Meeting.
2. A member unable to attend a General Meeting may appoint another member as proxy by signed written notice to the Academic Registrar, countersigned by the proxy.
3. Upon implementation by the Exco, members may exercise voting rights by a secure electronic voting system in accordance with applicable law.

## **PART 3: CONVOCATION EXECUTIVE COMMITTEE (EXCO)**

---

### **Article 10: Composition of the Exco**

The Convocation shall be managed by an Executive Committee (Exco) consisting of:

1. The President (elected).
2. The Deputy President (elected).

3. Three (3) additional Convocation Members elected by the Convocation.
4. The Convocation representative(s) elected to serve on the University Council (ex-officio Exco members if not already elected above)
5. The Vice Chancellor or representative (ex-officio, non-voting).
6. The Academic Registrar or representative, who acts as Secretary (ex-officio, non-voting).
7. The Head of the Alumni Relations Office (ex-officio, non-voting).

### **Article 11: Eligibility and Election of Exco Members**

A Convocation Member is eligible to be elected to the Exco or as a Convocation representative on the University Council if he or she:

1. Has been a member of the Convocation for at least five (5) years.
2. Is entitled to be appointed in a position of trust, including as a director under legislation regulating the governance of companies.
3. Meets the requirements as stipulated in the University's Statutes.
4. Is not a current student of UTAMU or a current employee of UTAMU.
5. Is not a serving member of the Nominations Committee.

Nominations and elections shall be conducted in accordance with the University's Policy on Nominations and Elections, via a secure online system and under the oversight of the Nominations Committee (see Article 14).

### **Article 12: Terms of Office**

1. Elected Exco Members shall hold office for a term of three (3) years.
2. Exco Members may be re-elected, subject to the provisions of this Constitution.
3. No office bearer shall hold the same elected position for more than two consecutive terms.
4. Exco Member who also serve on the University Council shall hold office as Exco members for the same period as their Council term.

### **Article 13: Responsibilities of the Exco**

1. Executes the mandate given to it by the Convocation.
2. Acts within its powers of authority and performs its fiduciary, care and skills duties in accordance with the University's Rules for Effective Meetings.
3. Has no executive powers within UTAMU beyond its defined Convocation mandate.
4. Promotes a positive image and reputation of UTAMU.

5. Fosters a sense of responsibility and accountability towards the University community.
6. Debates and states opinions on matters relating to the best interests of the University and Convocation, including matters referred by the Board of Directors, Council, Senate, or the Institutional Forum.
7. Identifies opportunities and risks that may impact the Convocation or UTAMU.
8. Identifies and participates in projects that promote the well-being and prosperity of the Convocation and UTAMU.
9. Addresses urgent matters prior to the next meeting of the Convocation.
10. Manages the day-to-day business of the Convocation.
11. Ensures effective operation of the Exco by reviewing its functions and efficiency and addressing any deficiencies.
12. Fosters a sense of belonging among alumni and graduates.
13. Authorises all monies disbursed on behalf of the Convocation.

#### **Article 14: Duties of Office Bearers**

##### **14.1 President**

The President shall:

1. Preside over all meetings of the Convocation and the Exco.
2. Co-ordinate the functions and activities of the Convocation and its committees.
3. Ensure all Convocation activities are conducted in accordance with this Constitution.
4. Report on the operations of the Convocation to members at each AGM.
5. Act as a signatory on all financial transactions on behalf of the Convocation.
6. Act as the primary spokesperson and representative of the Convocation.
7. Address graduands and present Convocation awards at graduation ceremonies.
8. Act at all times in the best interests of the Convocation and the University.

##### **14.2 Deputy President**

The Deputy President shall:

1. Perform the duties of the President in his or her temporary or prolonged absence.
2. Perform other official duties as assigned by the President or the Exco.
3. Should the President's position become vacant, the Deputy President shall serve as President for the remainder of the term.

##### **14.3 Secretary (Academic Registrar or Representative)**

The Secretary shall:

1. Ensure accurate minutes of all Convocation and Exco meetings are taken and properly kept.
2. Maintain the Register of Convocation Members.
3. Issue notices of all meetings in accordance with this Constitution.
4. Ensure a reliable system of record keeping, archiving, and preservation of Convocation data.
5. Coordinate all meetings and event logistics.
6. Perform any other duties assigned by the President or Exco.

#### 14.4 Treasurer

The Treasurer (one of the three elected Exco Members) shall:

1. Receive and disburse, under Exco direction, all funds belonging to the Convocation, issuing receipts for all monies received and preserving vouchers for all payments made.
2. Maintain accurate books of accounts and records of all Convocation transactions.
3. Draft the annual budget for approval by the Exco and the AGM.
4. Collect membership dues and maintain a list of paid-up members.
5. Prepare and present quarterly and annual financial accounts to the Exco.
6. Act as a signatory on all financial transactions on behalf of the Convocation.
7. Submit a year-end report including audited financial statements and proposed budget at each AGM.

#### 14.5 Head Alumni Relations Office (Ex Officio)

The Head Alumni Relations Office shall:

1. Be responsible for record maintenance, archiving, and membership data.
2. Coordinate all meetings and event logistics alongside the Secretary.
3. Act as liaison between the Convocation and the University.
4. Be responsible for balloting and elections under the supervision of the Nominations Committee.
5. Submit an Annual Secretariat Report to the Exco.
6. Serve as an ex-officio member of all Committees.

#### Article 15: Nominations Committee

1. A Nominations Committee shall be established whenever the AGM or Special General Meeting agenda includes the election of office bearers.
2. The Nominations Committee shall consist of five (5) members: two (2) senior University officers proposed by the Vice Chancellor, and three (3) outgoing Exco members appointed by the Exco.

3. Members of the Nominations Committee shall not be eligible for nomination or election to any position during the election they oversee.
4. The Nominations Committee shall solicit nominations from paid-up members through email, University publications, social media, and special notices, at least sixty (60) days before the election.
5. Candidates shall complete and submit a Nominations Credential Form to the Nominations Committee at least sixty (60) days before the election, demonstrating their skills, experience, and commitment.
6. The Nominations Committee shall review all forms, may reject candidates it considers unsuitable, and shall forward only qualifying candidates to the election.
7. Elections shall be conducted via a secure online system in accordance with the University's Policy on Nominations and Elections.

#### **Article 16: Meetings of the Exco**

Meetings and meeting procedures of the Exco shall be in accordance with the University's Rules for Effective Meetings. The Exco shall meet at least once per quarter. Written notice of Exco meetings shall be given to all members at least five (5) working days before the meeting. The quorum for an Exco meeting shall be two-thirds (2/3) of elected Exco members, provided that either the President or Deputy President is present.

#### **Article 17: Termination of Exco Membership and Vacancies**

##### **17.1 Termination**

Membership of the Exco shall be terminated if an Exco Member:

1. Resigns in writing.
2. Is absent from three (3) consecutive meetings without submitting an acceptable apology to the Secretary prior to each relevant meeting.
3. Fails to meet or comply with the University's Policy on General Standards.
4. Ceases to be an Ordinary Member of the Convocation in good standing.
5. Is found unfit to continue by the appropriate University committee on grounds of conduct contrary to this Constitution.

##### **17.2 Vacancies**

1. For the President and Deputy President: succession follows the provisions of Article 13.2(3) above. In the absence of both, the Vice Chancellor or representative will act as President until the position is filled.

2. For other Exco positions: a vacancy arising within six (6) months of the election shall be filled by the next candidate in the election results for the remainder of the term. If the vacancy arises after six months, it shall be filled through the normal nominations and elections process.
3. For Council and other organs vacancies: remaining Exco members shall co-opt a replacement until the next AGM.

## **PART 4: COMMITTEES**

---

### **Article 18: Standing Committees**

The Exco shall, within thirty (30) days of assuming office, establish standing committees and appoint their Chairpersons. The Head of Alumni Relations Office and Secretary shall be ex-officio members of all committees. The following Standing Committees shall exist:

#### **18.1 Academic and Research Committee**

Works with the University on academic programmes, student engagement, faculty collaboration, and lifelong learning to maintain a strong bond between UTAMU and its graduates.

#### **18.2 Fundraising and Resource Mobilisation Committee**

Coordinates budgeting and fundraising for the Convocation, developing initiatives that support Convocation activities and University development.

#### **18.3 Membership and Welfare Committee**

Responsible for reviewing membership applications, collecting dues, designing member services and benefits, and promoting member welfare. It shall oversee the following networks: (a) Young Graduates Network; (b) Women's Network; (c) Executives Network; (d) Entrepreneurs Network.

#### **18.4 Public Relations and Communications Committee**

Responsible for all public relations, publications, social media engagement, and external communications on behalf of the Convocation.

#### **18.5 Governance and Ethics Committee**

Ensures adherence to this Constitution, advises the Exco on governance matters, and receives and investigates complaints against members or Exco members.

## **PART 5: FINANCIAL ACCOUNTABILITY AND ANNUAL REPORTS**

---

### **Article 19: Financial Accountability**

1. The Exco shall authorise all monies disbursed on behalf of the Convocation.
2. An Auditor shall be appointed by members at each AGM. The Auditor shall be entitled to inspect all accounts, records, and documents of the Convocation at any time. No Auditor shall be an office bearer or Exco member.
3. The Treasurer shall produce an account of receipts and payments and a statement of assets and liabilities made up to the end of each financial year, to be examined and reported on by the Auditor.
4. A copy of the Auditor's report and audited accounts shall be furnished to all members at the same time as the notice convening the AGM.
5. The Exco shall prepare and present an Annual Report at each AGM covering activities, governance, and financial performance.
6. The Secretary shall submit a Membership Report to the Exco at each AGM.
7. Chairpersons of all committees shall submit programme activity and financial reports to the Exco at the end of each fiscal year.

## **PART 6: RELATIONSHIP WITH THE UNIVERSITY**

---

### **Article 20: University Relationship**

1. The Convocation shall recognise UTAMU as its principal strategic partner. The Convocation's procedures and policies shall not conflict with University Charter, Statutes, policies or applicable laws.
2. The Convocation shall not enter into any financial obligations, contracts, or agreements that conflict with University policy or exceed its authorised budget.
3. The Exco shall meet with the University's Management Committee at least three (3) times per year, corresponding to each academic semester.
4. The Convocation shall elect its members to serve on the University Council and other organs as provided in the UTAMU Statutes.
5. A summarised report of each Convocation meeting shall be submitted to the University Council.
6. The Council must consider the advice given by the Convocation and provide written reasons if such advice is not accepted.
7. The Secretariat of the Convocation shall be located at the University campus or as otherwise determined by the Exco.

### **Article 21: Transition and Handover**

1. There shall be a sixty (60) day transition period following the election and registration of new office bearers, during which the outgoing Exco shall update incoming officers and provide all necessary documentation, records, and assets.
2. The outgoing Exco shall continue to hold office in an advisory capacity until a proper handover is completed and signed off.
3. Any Exco member who ceases to be a Convocation Member shall automatically cease to hold office.

#### **Article 22: Conflict of Interest**

All Exco members and committee members must disclose any personal conflict of interest prior to the commencement of any meeting. A member with a declared conflict of interest shall recuse himself or herself from deliberations and voting on the relevant matter. Breaches of this provision shall be referred to the Governance and Ethics Committee.

### **PART 7: AMENDMENTS AND DISSOLUTION**

---

#### **Article 23: Amendments to the Constitution**

1. Proposed amendments must be submitted in writing to the Academic Registrar.
2. Amendments must first be approved and recommended by the Exco before submission to the General Meeting, and shall be notified to the Vice Chancellor.
3. Amendments require a two-thirds majority vote at a quorate General Meeting, provided written notice of the proposed amendments has been circulated to all members at least fourteen (14) days before the meeting.
4. Amendments require approval by the University Council.
5. Amendments shall not take effect without prior consent in writing from the Registrar of Societies, obtained by application signed by three (3) Exco members.

#### **Article 24: Dissolution**

1. The Convocation cannot be dissolved except in consultation with the University Council and by a specific amendment to the University Statute.
2. Dissolution shall require a resolution passed at a General Meeting by a vote of two-thirds of members present at a quorate meeting.
3. If no quorum is obtained at the first dissolution meeting, a further meeting shall be held one month later with at least fourteen (14) days' notice. The quorum for this second meeting shall be the members present.

**CONSTITUTION OF THE UTAMU CONVOCATION**

---

4. No dissolution shall be effected without prior permission in writing from the Registrar of Societies, obtained by application signed by three (3) Exco members with the consent of the Vice Chancellor.
5. Upon approved dissolution, all assets of the Convocation shall be liquidated and, after settlement of all liabilities, the balance shall be transferred to the University.

**ADOPTION AND CERTIFICATION**

---

This Constitution was adopted on \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_\_.

We, the members of the UTAMU Convocation whose names and signatures are listed below, as first promoters, approve this Constitution:

NAME	SIGNATURE	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Witnessed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

Witness Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Signature: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Signed on this.....27th.....day of.....March..... 2026

By:

\_\_\_\_\_

.....  
Chairperson, University Council

\_\_\_\_\_

.....  
Vice Chancellor

