



AHSU

AFRICA HEALTH
SCIENCES UNIVERSITY

Student Representative Council Policy

Policy Code: AHSU/009/2024

Version: 1.0

Effective Date: 13 December 2024

Review Date: 12 December 2027

Policy Owner: Student Welfare Directorate

Table of Contents

PURPOSE	3
SCOPE OF APPLICATION	3
PRINCIPLES FOR STUDENT REPRESENTATION	3
The following principles shall govern student representation within the AHSU Student Representative Council (SRC):	3
STRUCTURE OF STUDENT REPRESENTATION	4
1. Program-Level Representatives	4
2. University Student Representative Council (USRC)	4
STUDENT REPRESENTATIVE COUNCIL ELIGIBILITY	4
A student is eligible for election if they meet the following criteria:	4
ELECTION AND TERM OF OFFICE	4
1. Election Process	4
2. Term and Eligibility	5
3. Filling Vacancies	5
ROLES AND RESPONSIBILITIES	5
1. Class/Program Representatives	5
2. University Student Representative Council (USRC)	5
SCOPE AND LIMITATIONS OF AUTHORITY	6
Student Representatives are restricted from the following actions:	6
Professional Standards and Conduct for Representatives	6
To align with the clinical and healthcare environment of AHSU, all representatives are required to meet the following professional expectations:	6
OFFICE REMOVAL CRITERIA	6
GOVERNANCE AND COMMUNICATION	6
CAPACITY BUILDING (TRAINING)	7
POLICY REVIEW SCHEDULE	7
Policy approval	7

PURPOSE

The Student Representative Council (SRC) Policy aims to establish a formal structure for student representation at Africa Health Sciences University (AHSU). This is intended to strengthen participatory governance, ensuring student voices contribute meaningfully to academic quality, training environments, and overall student welfare. Ultimately, the policy promotes constructive dialogue between students and university leadership, aligning with AHSU's mission of excellence in health sciences education.

SCOPE OF APPLICATION

This policy extends to all students enrolled in academic programs at AHSU, including:

1. Undergraduate students (Midwifery and any future programs)
2. Postgraduate students (Residency Programs, Students completing clinical training at AHSU-affiliated sites)

PRINCIPLES FOR STUDENT REPRESENTATION

The following principles shall govern student representation within the AHSU Student Representative Council (SRC):

1. Upholding Standards: Representatives must demonstrate Professionalism by adhering to the ethical and professional conduct expected of health sciences trainees.
2. Embracing Diversity: SRC activities must reflect Inclusivity, ensuring representation across all academic programs, genders, and training locations.
3. Clear Operations: All processes, including elections, communications, and decision-making, must exhibit Transparency through clear and documented procedures.
4. Working Together: Student leaders are expected to foster Collaboration by partnering effectively with both faculty and administration.
5. Responsibility: Representatives maintain Accountability to both their respective student cohorts and the university institution.

STRUCTURE OF STUDENT REPRESENTATION

1. Program-Level Representatives

The following representatives shall be elected for each academic program:

- 1.1 Class Representatives: One (1) Class Representative per cohort/year. (The representative will be part of the School Senate meeting and/or the board meetings)
- 1.2 Deputy Representative: One (1) Deputy Representative (optional, but recommended)
- 1.3 Resident Representatives: One (1) Resident Representative per specialty.

2. University Student Representative Council (USRC)

The USRC is the formal student governance body established by AHSU at the university level. It is comprised of the following members:

- 1. All Program-Level Representatives
- 2. An elected University Student President (if applicable).
- 3. A Vice President.(if applicable)
- 4. A Secretary (optional position).

STUDENT REPRESENTATIVE COUNCIL ELIGIBILITY

A student is eligible for election if they meet the following criteria:

- 1. Good academic standing.
- 2. No current disciplinary sanctions.
- 3. Completion of a minimum of one academic term (unless an exception is granted).
- 4. Evidence of professionalism and leadership potential.

ELECTION AND TERM OF OFFICE

1. Election Process

The election for Student Representative Council members must be:

- 1. Democratic and transparent.
- 2. Held at the start of every academic year.
- 3. Overseen by the Office of Student Affairs or an appointed faculty member.

2. Term and Eligibility

1. The term of office is one (1) academic year.
2. A representative is eligible to be re-elected for one consecutive term.

3. Filling Vacancies

If a representative resigns or is removed from office, a by-election must be conducted within thirty (30) days to fill the resulting vacancy.

ROLES AND RESPONSIBILITIES

1. Class/Program Representatives

The primary function of Class/Program Representatives is to act as the key link between the student body and the faculty, promoting professionalism and cohesion within their cohort.

Their responsibilities include:

1. Liaison: Serving as the direct point of contact between students and faculty.
2. Feedback Collection: Gathering and formally presenting student feedback on critical areas:
 - i. Curriculum delivery
 - ii. Clinical rotations
 - iii. Learning environment
 - iv. Student welfare and wellbeing
3. Representation: Attending scheduled academic meetings upon invitation.
4. Communication: Disseminating crucial decisions and updates to their respective student group.

2. University Student Representative Council (USRC)

The USRC is responsible for coordinating student representation efforts across all programs and engaging with institutional governance structures.

Key duties involve:

1. Meetings: Convening at least once every academic semester.
2. Consolidation: Aggregating and prioritizing concerns raised at the program level.
3. Institutional Participation: Representing the student voice in key institutional forums (e.g., Academic Board, Quality Assurance meetings) when invited.
4. Initiative Support: Sponsoring student-driven projects that align with the AHSU's core values.

5. Quality Improvement: Collaborating with the administration on initiatives aimed at enhancing institutional quality.

SCOPE AND LIMITATIONS OF AUTHORITY

Student Representatives are restricted from the following actions:

1. Independent Policy Modification: They lack the authority to unilaterally change academic policies.
2. Intervention in Individual Cases: Involvement in specific academic or disciplinary matters is prohibited unless a formal request has been made.
3. Official Position Misrepresentation: Personal opinions must not be presented as the official stance of the student body without prior consultation.

Professional Standards and Conduct for Representatives

To align with the clinical and healthcare environment of AHSU, all representatives are required to meet the following professional expectations:

1. Confidentiality: Maintain strict confidentiality in all matters.
2. Communication: Utilize only formal channels for all communications and ensure professionalism. Incitement, misinformation, or any form of unprofessional dialogue is prohibited.
3. Respect: Engage respectfully with all faculty members and clinical staff.

Consequence of Non-Compliance: Failure to uphold these standards of professional conduct may result in removal from office.

OFFICE REMOVAL CRITERIA

A representative's term may be terminated if any of the following conditions are met:

1. Failure to maintain good academic standing.
2. Violation of established university policies.
3. Failure to adequately perform assigned duties.
4. Removal is supported by a two-thirds (2/3) vote of the representative's cohort (final approval subject to administrative review).

GOVERNANCE AND COMMUNICATION

1. Formal meetings between the student representatives and the university leadership must be conducted at least once per academic semester.

2. All meeting proceedings must be formally documented (Minutes).
3. Official communications must utilize the designated institutional email platforms.

CAPACITY BUILDING (TRAINING)

AHSU is responsible for providing:

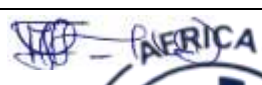
1. Orientation focused on leadership and governance for all newly elected representatives.
2. Training modules covering professionalism, effective communication, and conflict resolution techniques.

POLICY REVIEW SCHEDULE

This policy is scheduled for review every three (3) years, or sooner if deemed necessary by the Academic Board.

Policy approval

This Examination Policy was reviewed and approved by the School Council of Africa Health Sciences University.

Names	Role	Signature	Date
Dr Belise Uwurukundo	Registrar		13 December 2024
Dr. Edgar Kalimba	Dean of the School of Medicine		13 December 2024
Dr. Zerihun Abebe	Vice Chancellor		13 December 2024

