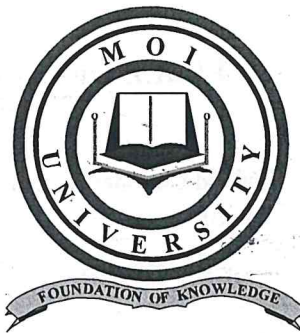




MOI UNIVERSITY

LEGAL NOTICE NO.

THE UNIVERSITIES ACT, 2012 No. 42 of 2012

THE MOI UNIVERSITY CHARTER (L.N. 202 of 2013)

STATUTES OF MOI UNIVERSITY (L.N 207 of 2013)

IN EXERCISE of the powers conferred by Section 26 of the Moi University Charter the Moi University Council certifies that these Statutes have been revised in accordance with the provisions of Section 26 of the Moi University Charter

Dr. Dr. Humphrey Kimani Njuguna, Ph.D. (Entrepreneurship), Ph.D. (Law)

Chairman of Council, Moi University

Dated this ...21st ...day of December, 2021



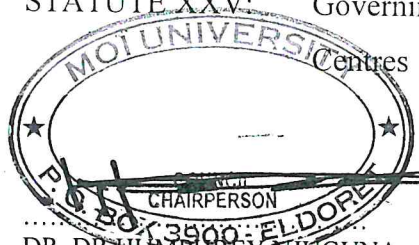
DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL



PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

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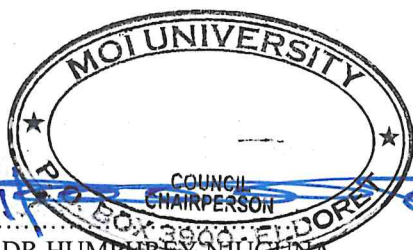
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.....
DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

Vice Chancellor

MOI UNIVERSITY
P.O. Box 3900, Eldoret, 30100
.....
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

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DR. DR HUMPHREY NJUGUNA
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VICE-CHANCELLOR

Statute I: Citation and Application

1. These Statutes may be cited as Moi University Statutes, 2013 [Rev. 2021] and shall apply to all members of the University as defined in Section 40 of the Act and Section 26 of the Moi University Charter 2013. These amended Statutes shall come into effect on 15th day of December, 2021.
2. These Statutes shall be subject to the provisions of the Constitution of Kenya, 2010, the Universities Act, No. 42 of 2012, the Moi University Charter, 2013 and any other relevant law.

Statute II: Definitions

In these Statutes, unless the context otherwise requires: -

“Academic staff” means any person appointed to teach, train or to do research at the University and any other appointee designated as such by Council;

“Act” means The Universities Act, No. 42 of 2012, and amendments thereof;

“Administrative staff” means a member of staff of the University who is appointed to perform duties related to the general management and administration of the University;

“Alumni Association” means an association of the University consisting of graduates and such other persons as stated in the Charter and these Statutes;

“Associate Dean of a School” means a person appointed by the Vice-Chancellor to assist the Dean of a School as provided for in these Statutes;

“Associate Professor” means an imminent Professor;

“Cabinet Secretary” means the Cabinet Secretary for the time being responsible for university education;

“Campus” means a unit of the University established as such pursuant to Section 6 of the Charter and Statute XXIV;

“Centre” means a unit of the University established by these Statutes to offer cross-cutting or specialized teaching, academic, research or support services;

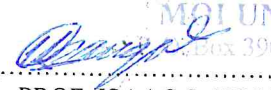
“Chairperson of Department” means an academic member of staff appointed to head a teaching or academic department;

“Chancellor” means a person appointed to be the titular head of the University as provided for by the Act;

“Charter” means the Moi University Charter granted under Section 19 of the Act;


DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


COUNCIL
CHAIRPERSON


Vice Chancellor
MOI UNIVERSITY
Box 3900, Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

“Chief Finance Officer” means a person appointed by Council to be in charge of financial matters of the University as provided for in these Statutes;

“Chief Internal Auditor” means a person in charge of the internal audit functions of the University as provided for in these Statutes;

“Chief Legal Officer” means a person appointed by Council to be in charge of legal matters of the University as provided for in these Statutes;

“Chief Medical Officer” means a person appointed by Council to be in charge of the administration and management of health services in the University;

“College Management Board” means a board established by the relevant College as provided for under these Statutes;

“College” means a College established within the University pursuant to Section 6 of the Charter;

“Congregation” means an assembly of the Chancellor, Council, University Management Board, Senate, the Students’ Governing Council, the staff and graduands for purposes of conferring degrees and fellowships and awarding diplomas and certificates;

“Constituent College” means a Constituent College of the University established pursuant to a legal notice and pursuant to Section 5 of the Charter;

“Constitution” means The Constitution of Kenya, 2010;

“Corporation Secretary” means a person appointed by Council to be responsible for the official documents of Council such as the University Seal and records and minutes of all Council or Council Committee meetings as provided for by these Statutes;

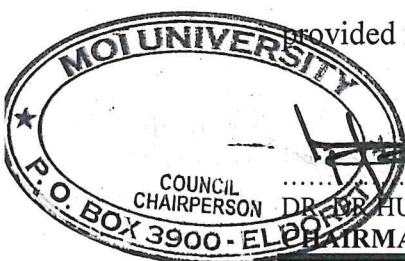
“Council” means the governing body of the University as established under Section 36(1) of the Act and Section 16 of the Charter;

“Dean of School” means a person appointed by Council as a Dean of a School as provided for by these Statutes;

“Dean of Students” means a person appointed by Council to be in charge of students’ welfare as provided for in these Statutes;

“Deputy Director” means a person appointed by the Vice-Chancellor to assist a Director in the University;

“Deputy Vice-Chancellor” means a Deputy Vice-Chancellor appointed by Council as provided for in the Act;



DR. MR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

Vice Chancellor
MOI UNIVERSITY
P.O. Box 3900, Eldoret, 3010
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

“Director” means a person appointed by Council to be in charge of a Campus, Directorate, Institute, Centre or such other designated unit of the University;

“Directorate” means a unit of the University established to offer particular teaching, academic, research or service as provided for in these Statutes;

“Graduate” means a person upon whom a degree of the University has been conferred or to whom a qualification of the University has been awarded as determined by Senate;

“Government” means the Government of the Republic of Kenya;

“Head of Department” means a head of an administrative or support unit or section of the University as provided for in these Statutes;

“Institute” means a unit within the University organized for advanced instruction and research in a specific field or subject matter;

“Lecturer” means a member of staff of the University who is, in terms of appointment, a professor, an emeritus professor, an associate professor, senior lecturer, lecturer, adjunct lecturer, tutorial fellow, graduate assistant, instructor or a person who holds any other teaching or research post which Council has recognized as a post having academic status in the University;

“Logo” means University logo as approved and registered for purposes of identification of the University as applicable;

“Mace” is an instrument of office that is used as an emblem of University authority and is carried before certain public functions by a mace-bearer nominated by Senate;

“President” means the President of the Republic of Kenya;

“Principal” means a person appointed by Council to be in charge of a College or Campus within the University;

“Professor” means University academic of the highest rank;

“Public Service Commission” means the Public Service Commission of Kenya;

“Registrar” means a person appointed by Council to be in charge of the administration and record keeping in a Division of the University as provided for by these Statutes;

“Regulations” means rules and regulations provided in the Code of Conduct of Staff and the Students’ Handbook;

“Researcher” means a member of staff of the University who is appointed to conduct scholarly or scientific inquiry and may also perform teaching duties equivalent to a lecturer;


DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL
CHAIRPERSON


Vice Chancellor
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

“School” means an academic administrative unit within the University comprising several departments and concerned with a major division of knowledge or cluster of related disciplines and headed by a Dean;

“Seal” is the University stamp used as the official mark on important documents in order to show that it is certified by and agreed upon by Council;

“Senate” means the academic authority of the University established under Section 18 of the Charter;

“Staff Association/Union” means an association or union of staff recognized by the Council as being representative of the staff of the University on matters of terms and conditions of service;

“Statutes” means the Statutes of Moi University 2013, and amendments thereof;

“Student” means a person registered by the University for the purpose of receiving instructions in a particular area of study with a view to obtaining a qualification of the University or any other person who is determined by Senate to be a student;

“Students’ Governing Council” means an association of the students recognized by the Council as being an organization representative of the students of the University and as provided for by the Act;

“Technical Staff” means a member of staff of the University who is appointed to conduct general clerical, laboratory and field courses, and assist in the conduct of lectures, demonstrations, examinations and research;

“University” means Moi University established under Section 3 of the Charter;

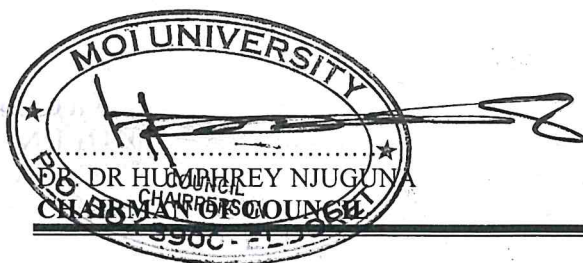
“University Librarian” means a person appointed by Council to be in charge of the provision of University Library services as provided for in these Statutes;

“University Management Board” means the Management Board of the University provided for by Section 43 of the Act and Section 19 of the Charter;

“University Rules and Regulations” means rules and regulations governing staff and students’ conduct;

“University Secretary” means a person serving as Secretary to Council as provided for in the Act;

“Vice-Chancellor” means the Vice-Chancellor of the University appointed as provided for under the Act;



[Signature]
Vice Chancellor
MOI UNIVERSITY
P.O. Box 1900, Eldoret, 2
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

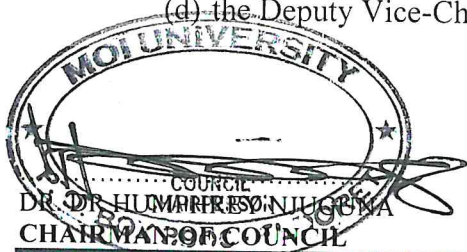
Statute III: Governing Organs of the University, Instruments of Governance and Authority

1. Subject to the provisions of The Constitution, the Act, and other relevant legislations and regulations issued by the Government of Kenya from time to time the University shall be governed by these Statutes.
2. The Governing Organs of the University shall include:-
 - (a) Council;
 - (b) Senate; and
 - (c) University Management Board.
3. The instruments of governance shall be: -
 - (a) The Constitution;
 - (b) The Act;
 - (c) The Charter, 2013;
 - (d) Statutes; and
 - (e) University Policies and Regulations that may be formulated by the University Management Board on administrative matters and by Senate on academic matters from time to time, which shall become operational upon approval by Council.
4. The instruments of authority shall be as provided for under Section 65 of the Act and shall include:
 - (a) The University Mace;
 - (b) The University Seal; and
 - (c) The University Logo.

Statute IV: Members of the University

The members of the University shall be as set out in Section 9 of the Charter as follows:-

- (a) the Chancellor;
- (b) the Chairperson of Council;
- (c) the Vice-Chancellor;
- (d) the Deputy Vice-Chancellors;




PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (e) the Principals of Constituent Colleges;
- (f) the Principals of Colleges within the University;
- (g) the Members of Council;
- (h) the Members of Senate;
- (i) the University Secretary;
- (j) the Members of academic staff;
- (k) the administrative, technical and support staff;
- (l) the students;
- (m) Alumni Association; and
- (n) such other members of staff of the University or any other body formally admitted into association with the University, as Council may from time to time determine.

Statute V: Officers of the University

The following are the Officers of the University: -

- (a) The Vice-Chancellor;
- (b) The Deputy Vice-Chancellors;
- (c) The Registrars;
- (d) The Chief Finance Officer;
- (e) The University Librarian;
- (f) The Chief Legal Officer;
- (g) The Corporation Secretary;
- (h) The Chief Internal Auditor;
- (i) The Dean of Students;
- (j) The Deans of Schools;
- (k) The Directors; and
- (l) The Chief Medical Officer.

Statute VI: Chancellor

1. There shall be a Chancellor of the University, who shall be appointed in accordance with the provisions of the Section 38(1)(a) of the Act.


.....
DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


Vice Chancellor
MOI UNIVERSITY
P.O. Box 3900, Eldoret, 3010
.....
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

2. Subject to the provisions of the Second Schedule of the Act, where a vacancy arises in the position of Chancellor, the procedure to be adopted to fill the position shall be as set out in Schedule I of these Statutes.
3. The person so appointed shall hold office and exercise the powers, and discharge such duties and functions as specified in Section 38 of the Act.
4. The Office of the Chancellor may be vacated if the Chancellor: -
 - (a) resigns in writing addressed to the Cabinet Secretary,
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine, or
 - (c) dies; or
 - (d) as may be otherwise specified in the Contract of Appointment
5. The functions of the Chancellor may in the absence or incapacity of the Chancellor be performed by the Chairperson of the Council for a period not exceeding three months in accordance with the Act.

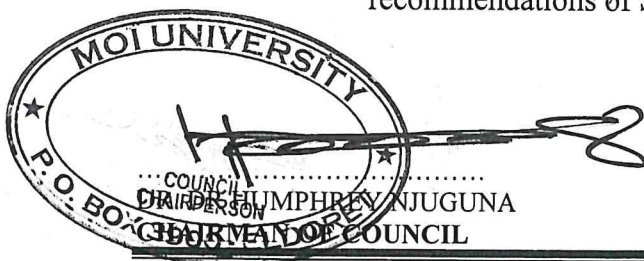
Statute VII: Council

1. Council shall, subject to the Act and the Charter be the overall governing body of the University, and shall exercise all the powers thereof without derogating from the generality of its authority.
2. The composition and membership of Council shall be as specified in Section 36 of the Act as follows;
 - (a) the Chairperson;
 - (b) the Principal Secretary for the time being responsible for University Education;
 - (c) the Principal Secretary for the time being responsible for Finance;
 - (d) five (5) members appointed by the Cabinet Secretary through an open and competitive process; and
 - (e) the Vice-Chancellor who shall be an *ex officio* member and Secretary to Council.


DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

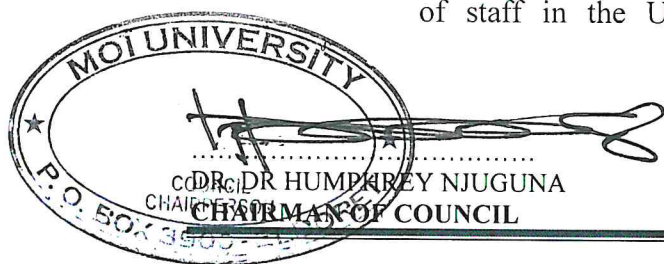

PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

3. Council shall setup Committees of Council to perform specific tasks to help fulfill its diverse range of responsibilities as set out in Schedule V of these Statutes;
4. Council and Council Committees shall develop and adopt a Council Charter which shall define its role, responsibilities and functions;
5. Pursuant to the Act, the Charter and these Statutes, Council shall have the functions, powers and duties to: -
 - (a) acquire land, buildings, premises, furniture and equipment including specialized scientific equipment, vehicles and machinery, services and other means and facilities required for carrying out work of the University in accordance with the Act, the Charter and these Statutes;
 - (b) make the appointments authorized by the Act, the Charter and these Statutes;
 - (c) establish, confirm, abolish or suspend any professorship, lectureship or other academic posts on the recommendation of Senate;
 - (d) establish, confirm, abolish or suspend any administrative posts on the recommendation of the University Management Board;
 - (e) promote and make financial provision and facilities for research and innovation within the University;
 - (f) make new or additional Statutes and alter, amend or revoke existing Statutes in consultation with University Management Board, Senate and other relevant stakeholders;
 - (g) establish, re-organize or abolish Divisions, Colleges, Campuses, Schools, Directorates, Institutes, Centres, Departments, or other academic and administrative units of the University from time to time on the recommendation of Senate and in accordance with and as provided for by these Statutes;
 - (h) plan, govern, and regulate the finances, accounts, investments, property, business and all affairs of the University;
 - (i) approve the fees payable by students to the University on recommendations of Senate;



Vice Chancellor
MOI UNIVERSITY
P.O. Box 3900, Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (j) approve the rents payable from various sources to the University on recommendations of the University Management Board;
- (k) invest any moneys belonging to the University including any unapplied income, in such stocks, funds or securities as Council may from time to time deem fit in accordance with the general law for the investment of trust moneys or in purchase of freehold or leasehold properties including rents and subject to the Charter with powers of varying such investments from time to time by sale or reinvestment or otherwise, provided that Council may in its discretion retain, as long as it shall deem fit, any investment given or bequeathed to the University, although not coming within the description of investments authorized as aforesaid;
- (l) sell, buy, exchange, lease, grant or take on lease, moveable and immovable property on behalf of the University;
- (m) borrow money on behalf of the University in accordance with the procedures laid down by the relevant laws;
- (n) receive, consider and approve estimates of income and expenditure from the University Management Board and provide the requisite funds for the approved estimates;
- (o) provide for the welfare of staff of the University in accordance with the provisions of the prevailing University Terms and Conditions of Service;
- (p) approve a Seal and Coat of Arms for the University and provide for the custody and use of the Seal;
- (q) grant fellowships, studentships, bursaries, prizes and other aids to study, research and innovate on recommendations of Senate;
- (r) consider and approve, upon recommendation of Senate, the Terms and Conditions of Examiners;
- (s) consider and give effect to reports from Senate on those matters upon which Senate is authorized or required by these Statutes;
- (t) exercise powers of removal from office and other disciplinary control of staff in the University, provided that these powers shall be



.....
Vice-Chancellor
MOI UNIVERSITY
Prof. Isaac S. Kosgey
VICE-CHANCELLOR

exercised for the reasons on the grounds, in the manner and pursuant to the procedures set out in the University's Terms and Conditions of Service which shall include the rights for the member of staff and as provided for in the Act:

- (u) delegate any of its powers or duties to the Chairperson or to Committees consisting of such members of Council and other persons as it may deem fit, provided that Council shall not delegate to the Chairperson or to a Committee the powers to approve delegated assignments without further reference to Council, annual estimates of expenditure, or any matter as Council may determine;
- (v) negotiate, sign and monitor performance contracting in the University as provided for by government; and
- (w) approve collaborations, linkages, partnerships, joint ventures and any other agreements between the University and other institutions or individuals.

6. Except where otherwise provided, the meetings of Council shall be held as follows;

- (a) A meeting of Council shall be held at least once in each quarter or as provided for in the Act or any other Government guidelines,
- (b) at all meetings of the Council, a quorum shall be two-thirds (2 / 3) of the total membership of Council,
- (c) subject to the Charter, decisions of Council shall be by consensus or a simple majority vote of those present and voting, provided that the Chairperson of Council shall have a casting vote in case of an equality of votes, and provided also that in the enactment of Statutes the provision of section 26 (3) of the Charter shall apply,
- (d) the Chairperson of Council may at any time call a special meeting of Council and shall call a meeting within twenty-eight (28) days of receiving a request for that purpose addressed to him signed by at least half ($1/2$) of the members of Council,


P.O. BOX 3900, ELDORET
DR. D. D. MURETY NJUGUNA
CHAIRMAN OF COUNCIL


Vice Chancellor
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P.O. Box 3900, Eldoret, 3010
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (e) the Chairperson of Council, or in his or her absence, a member of Council elected by the members present, shall preside at all meetings of Council at which he or she is present, provided that the Vice-Chancellor shall not be appointed as a temporary Chairperson,
 - (f) unless Council otherwise determines, a quorum for a meeting of any Committee of Council shall be the nearest whole number above half ($1/2$) the membership of the Committee,
 - (g) Council shall cause minutes of its proceedings to be kept by the University Secretary and such minutes shall be confirmed, subject to any necessary amendment by Council at a subsequent meeting,
 - (h) Subject to the provisions of these Statutes, Council shall have power to regulate its own procedure and the procedure of any Committee of Council,
 - (i) Council may invite such members as it may deem necessary, to be attendance at meetings of Council and its Committees where their technical expertise is required as may be determined by Council from time to time.
 - (j) Meetings of Council shall be held at the University's registered premises or via tele/videoconferencing and in exceptional and/or special circumstances in any other premises in accordance with government directives as may be issued from time to time.
7. There shall be a Council Secretariat headed by a Corporation Secretary, who shall be responsible to the University Secretary.
8. Under the direction of the University Secretary, the Council Secretariat shall undertake the following: -
- (a) provide guidance to the Council and its membership on their duties and responsibilities, and on matters of governance;
 - (b) to advise the Council on the relevant laws affecting the University;



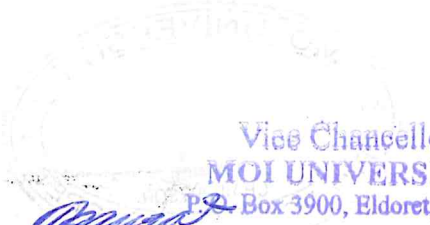
Vice Chancellor
MOI UNIVERSITY
P.O. BOX 33000, ILMorot, 30100
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (c) assist the Council and its Committees in the conduct of business by taking accurate recordings of deliberations;
- (d) provide effective and efficient service including provision of materials for all Council and Committee meetings;
- (e) be the custodian of Council minutes, records and documents;
- (f) prepare Council and Committee agenda documents;
- (g) coordinate with relevant departments to provide information, records and documentation required by Council and Committee meetings;
- (h) ensure smooth running of all Council and Committee meetings;
- (i) provide logistical support to the Council;
- (j) compile documentation for Council and Committee meetings;
- (k) provide secretarial duties and services to Council;
- (l) perform any other duties assigned by Council.

Statute VIII: Vice-Chancellor

1. The Vice-Chancellor shall be competitively appointed pursuant to the provisions of the Act.
2. To be appointed as the Vice-Chancellor, the candidate shall be: -
 - (a) a holder of an earned Doctorate degree from a recognized university;
 - (b) a Professor of Moi University or a University recognized by Moi University Senate;
 - (c) have served as a Professor for at least three (3) years;
 - (d) have at least ten (10) years administrative experience at senior level in a University setting including being a Deputy Vice-Chancellor or Principal;
 - (e) Have proven track record in resource mobilization;
 - (f) have demonstrable information communication technology skills;


.....
DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


.....
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (g) a certificate in a strategic leadership or management course lasting not less than four (4) weeks duration from a recognized institution will be an added advantage;
 - (h) comply with the requirements of Chapter Six of The Constitution; and
 - (i) Meet any other requirements as may be set by the Council.
3. The Vice-Chancellor shall serve for a period of five (5) years renewable once for a further period of five (5) years subject to satisfactory performance as provided for in the Act.
4. The Vice Chancellor shall carry out the following functions and responsibilities:-
- (a) The Vice-Chancellor shall be the Chief Executive Officer of the University and shall be responsible to the Council for: -
 - (i) the overall responsibility for the direction, organization, administration and financial management of the University,
 - (ii) promoting development and excellence of academic programmes of the University,
 - (iii) the general conduct and discipline of staff and students, and
 - (iv) maintaining efficiency and good order of the University;
 - (b) the Vice-Chancellor shall be the Chairperson of Senate and the Management Board and shall, by virtue of the office and as provided for in the Act, be the Secretary to Council, and a member of every Committee appointed by Council unless otherwise explicitly provided;
 - (c) in consultation with the Chairperson of Council, the Vice-Chancellor may take such steps deemed expedient for safeguarding the interests of the University, provided that in all cases he or she shall make a report to the Council at its next meeting;
 - (d) subject to the provisions of the Charter, the Vice-Chancellor may assign or delegate any of his or her duties to a committee or a member of staff of the University and may withdraw any such delegation or assignment at any time as set out in Schedule II of these Statutes;



DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL



PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (e) the Vice-Chancellor shall have such other powers as may be conferred upon him or her by Council in accordance with the Charter.
5. The Office of the Vice-Chancellor may be vacated if the Vice-Chancellor: -
- (a) resigns in writing addressed to the Chairperson of Council giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine;
 - (c) is appointed to another position on a full-time basis or for such a period exceeding three (3) months outside the University; or
 - (d) dies.
6. Council may, in consultation with the Chancellor, recommend to the Cabinet Secretary for the termination of appointment of the Vice-Chancellor in accordance with the Contract of Appointment.
7. In the event of a vacancy in the Office of the Vice-Chancellor or he or she is unable to perform his or her duties for any reason, Council shall recommend to the Cabinet Secretary to appoint one of the Deputy Vice-Chancellors to serve in an acting capacity for a maximum period of six (6) months within which a substantive Vice-Chancellor shall be appointed if the occurrence of the vacancy is of a permanent nature.

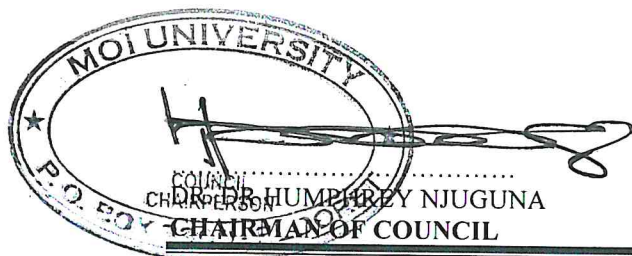
Statute IX: Deputy Vice-Chancellors

1. There shall be two Deputy Vice-Chancellors or such other number as Council may determine and designate from time to time for the effective and efficient management of the University for the following functions: -
- (a) Academic, Research, Extension and Student Affairs of the University;
 - (b) Administration, Planning and Strategy in the University that include human resource, infrastructural development, asset management, performance contracting, and quality management and standards.
2. A Deputy Vice-Chancellor shall be competitively appointed pursuant to the provisions of the Act.


DR. D. N. HUMPHREY NJUGUNA
CHAIRPERSON OF COUNCIL
P.O. BOX 3500 ELDORET

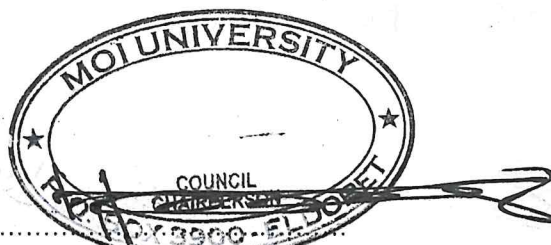

PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR
P.O. BOX 3800 ELDORET, 30100.

3. To be appointed as a Deputy Vice-Chancellor, one shall: -
 - (a) be holder of an earned Doctorate degree from a recognized University;
 - (b) be at least an Associate Professor of Moi University or a university recognized by Moi University Senate;
 - (c) have served as an Associate Professor for at least three (3) years;
 - (d) have at least six (6) years' administrative experience at senior level in a university setting including being a Dean of School or Director of an academic or research unit;
 - (e) have demonstrable information communication technology skills;
 - (f) a certificate in strategic leadership or management course of not less than four (4) weeks duration from a recognized institution will be an added advantage;
 - (g) comply with the requirements of Chapter Six of The Constitution; and
 - (h) meet any other requirements as may be set by the Council.
4. Subject to the Charter and these Statutes, a Deputy Vice-Chancellor shall serve for a period of five (5) years which may, subject to satisfactory performance, be renewed for a further period of five (5) years.
5. A Deputy Vice-Chancellor shall carry out the following functions and responsibilities:-
 - (a) the Deputy Vice-Chancellors shall, under the general direction of the Vice-Chancellor, be in charge of the functions of the Division;
 - (b) to effectively and efficiently discharge and/or manage the functions, departments and committees under the Deputy Vice-Chancellors set out in Schedule III of these Statutes; and
 - (c) subject to the provisions of the Charter and these Statutes, the Vice-Chancellor may assign such other duties and responsibilities to a Deputy Vice-Chancellor as he or she may determine from time to time.
6. The Office of the Deputy Vice-Chancellor may be vacated if the Deputy Vice-Chancellor: -



Vice Chancellor
MOI UNIVERSITY
Prof. Isaac S. Kosgey
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or paying three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine;
 - (c) is appointed to another position on a full-time basis or for such a period exceeding three (3) months outside the University; or
 - (d) dies.
7. The Council may, in consultation with the Cabinet Secretary, recommend termination of appointment of a Deputy Vice-Chancellor: -
- (a) in accordance with his or her Contract of Appointment;
 - (b) due to poor-performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; and
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
8. In the event of a vacancy in the Office of a Deputy Vice-Chancellor or one is unable to perform his or her duties for any reason, Council shall, in consultation with the Vice-Chancellor, appoint an Acting Deputy Vice-Chancellor who shall: -
- (a) act for a maximum period of six (6) months within which a substantive Deputy Vice-Chancellor shall be appointed pursuant to the provisions of the Act if the occurrence of the vacancy is of a permanent nature;
 - (b) be a senior member of academic staff with requisite qualifications and experience; and
 - (c) have served as a Dean of School or Director of an academic or research unit.

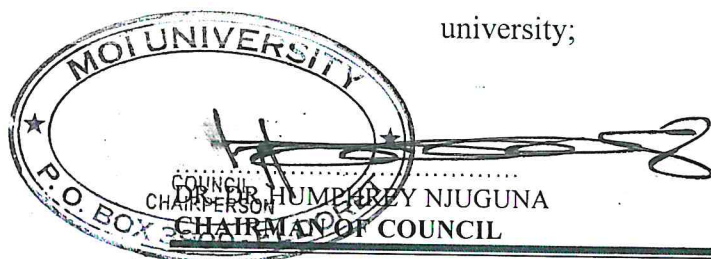


DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

Vice Chancellor
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P.O. Box 3200, Eldoret, 30100
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

Statute X: Principals and Deputy Principals of Colleges

1. There shall be a Principal for each College as established under Section 15 of the Charter who shall, under the general direction of the Vice-Chancellor, be responsible for the academic programmes and administration of the College.
2. There may be a Deputy Principal for each College as determined by Council from time to time who shall assist the Principal in his or her academic and administrative responsibilities and shall be directly responsible to the Principal.
3. A Principal or Deputy Principal shall be competitively recruited by the Council as per Schedule IV of these Statutes.
4. To be appointed as a Principal, one shall: -
 - (a) be a holder of an earned doctorate degree from a recognized university;
 - (b) be at least an Associate Professor of Moi University or a university recognized by Moi University Senate;
 - (c) have served as an Associate Professor for at least two (2) years;
 - (d) have at least five (5) years administrative experience at senior level in a university setting including being a Dean of School or Director of an academic or research unit;
 - (e) have demonstrable information communication technology skills;
 - (f) a certificate in a strategic leadership or management course of not less than four (4) weeks duration from a recognized institution will be an added advantage;
 - (g) comply with the requirements of Chapter Six of The Constitution;
 - (h) meet any other requirements as may be set by Council; and
 - (i) Council may give special consideration for the position of Principal for candidates with Master of Medicine (MMED) or Master of Dental Surgery (MDS) degree.
5. To be appointed as a Deputy Principal, one shall: -
 - (a) be a holder of an earned Doctorate degree from a recognized university;



Vice Chancellor

MOI UNIVERSITY
Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (b) be at least an Associate Professor of Moi University or a university recognized by Moi University Senate;
 - (c) have served as an Associate Professor for at least one (1) year;
 - (d) have at least four (4) years administrative experience at senior level in a university setting including being a Dean of School or Director of an academic or research unit;
 - (e) have demonstrable information communication technology skills;
 - (f) a certificate in a strategic leadership or management course of not less than four (4) weeks from a recognized institution will be an added advantage;
 - (g) comply with the requirements of Chapter Six of The Constitution;
 - (h) meet any other requirements as may be set by Council; and
 - (i) Council may give special consideration for the position of Deputy Principal for candidates with Master of Medicine (MMED) and Master of Dental Surgery (MDS) degree.
6. A person appointed as a Principal or Deputy Principal shall hold office for a period of five (5) years which shall be renewable once for a further period of five (5) years subject to satisfactory performance.
7. The Principal shall, under the general direction of the Vice-Chancellor, be in charge of the functions of the College.
8. The Office of the Principal or Deputy Principal may be vacated if the Principal or Deputy Principal: -
- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or paying three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice,
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine,
 - (c) is appointed to another position on full time basis or for such a period exceeding three (3) months outside the University, or
 - (d) dies.

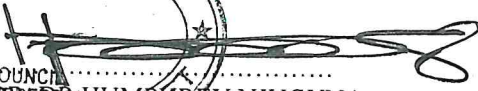

.....
DR. IR. HUMPHREY NJUGU
CHAIRMAN OF COUNCIL


.....
Vice Chancellor
MOI UNIVERSITY
P.O. Box 3900, Eldoret, 3010
PROF. ISAACS. KOSGEY
VICE-CHANCELLOR

9. The Vice-Chancellor may recommend to Council the termination of appointment of a Principal or Deputy Principal: -
- (a) in accordance with his or her contract of appointment;
 - (b) due to non-performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; and
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
10. In the event of a vacancy in the office of a Principal or Deputy Principal or one is unable to perform his or her duties for any reason, Council shall, in consultation with the Vice-Chancellor, appoint an Acting Principal or Deputy Principal who shall: -
- (a) act for a maximum period of six (6) months within which a substantive Principal or Deputy Principal shall be appointed if the occurrence of the vacancy is of a permanent nature;
 - (b) be a senior member of academic staff with requisite qualifications and experience; and
 - (c) have served as a Dean of School or Director of an academic or research unit.

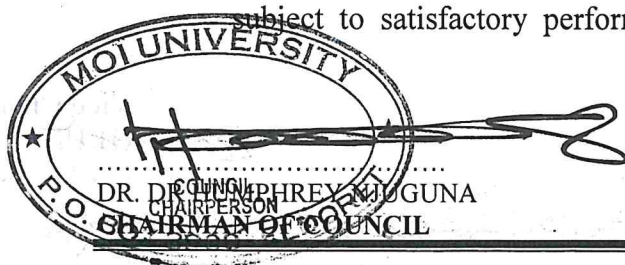
Statute XI: Directors and Deputy Directors

1. There may be a Director for each Campus, Directorate, Institute or Centre as shall be established by Council from time to time.
2. There may be a Deputy Director appointed where deemed necessary for each Campus, Directorate, Institute or Centre as shall be established by Council in consultation with the Vice-Chancellor from time to time.
3. A Director shall be appointed internally and competitively as per Schedule V of these Statutes unless otherwise where provided for in these Statutes.
4. Except where otherwise provided in these Statutes, to be appointed as a Director, one shall: -


COUNCIL CHAIRMAN
HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


VICE-CHANCELLOR
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

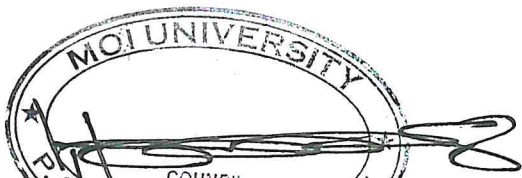
- (a) be a holder of an earned doctorate degree from a recognized university;
 - (b) be at least a Senior Lecturer of Moi University or equivalent position;
 - (c) have served as a Deputy Director, Associate Dean or Chairperson of Department or equivalent position for at least three (3) years;
 - (d) have demonstrable information communication technology skills;
 - (e) a certificate in a strategic leadership or management course lasting not less than four (4) weeks' from a recognized institution will be an added advantage;
 - (f) comply with the requirements of Chapter Six of The Constitution; and
 - (g) meet any other requirements as may be set by Council.
5. To be appointed as Director, Resource Mobilization, Enterprise Development and Institutional Advancement (RMEDIA) one shall: -
- (a) have at least a Master's degree and demonstrate immense capacity to mobilize resources;
 - (b) have a minimum of five(5) years' experience in resource mobilization in a senior role;
 - (c) demonstrate creativity and innovation in institutional leadership, in particular on resource mobilization
 - (d) have demonstrable experience in developing successful proposals for funding;
 - (e) have demonstrable information communication technology skills;
 - (f) have excellent oral, writing, networking and analytical skills;
 - (g) have excellent interpersonal management and communication skills;
 - (h) be knowledgeable in financial management, budgeting and public procurement procedures;
 - (i) a certificate in a strategic leadership or management course lasting not less than four (4) weeks' from a recognized institution will be an added advantage; and
 - (j) be of high moral integrity and must meet the provisions of Chapter Six of the Constitution.
6. The Director shall hold office for a period of three (3) years renewable subject to satisfactory performance once for a further period of three (3)



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PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

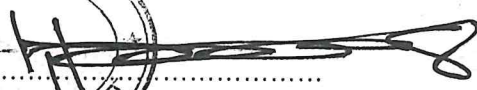
years, except for the Director in charge of RMEDIA, who shall hold office for a period of five (5) years renewable once for a further period of three (3) years subject to satisfactory performance based on annual appraisals, provided that the tenure of the Director may be terminated at any time in accordance with Clause 17.

7. Any person who has previously served as Dean may be appointed as a Director so long as three (3) years have lapsed following the last appointment as Dean.
8. The provisions of Clause 7 above shall not apply for the appointment of the Director of the Directorate of RMEDIA.
9. Council may approve external sourcing of a Director where it is deemed necessary.
10. Council may appoint any other member of academic staff of the rank of at least a lecturer as Director in an acting capacity as circumstances may dictate from time to time.
11. A Deputy Director may be appointed by the Vice-Chancellor internally. To be appointed a Deputy Director one shall: -
 - (a) be a holder of an earned doctorate degree from a recognized university;
 - (b) be at least a lecturer of Moi University or equivalent position;
 - (c) have served as a Chairperson of a Department or Associate Dean or equivalent position for at least a cumulative period of three (3) years;
 - (d) have demonstrable information communication technology skills;
 - (e) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (f) comply with the requirements of Chapter Six of The Constitution; and
 - (g) meet any other requirements as may be set by Council.
12. The Vice-Chancellor may appoint any other member of academic staff of the rank of at least Lecturer or equivalent position as Deputy Director in an acting capacity as circumstances may determine from time to time.


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COUNCIL
DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


Vice-Chancellor
MOI UNIVERSITY
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

13. Except where provided otherwise in these Statutes, the Deputy Director shall hold office for a period of three (3) years renewable once subject to satisfactory performance based on annual performance appraisals provided that the tenure of the Deputy Director may be terminated any time as provided for in Clause 17 of this Statute.
14. The Director in charge of RMEDIA shall hold office for a period of five (5) years renewable once subject to satisfactory performance for a further period of three (3) years.
15. Except for appointments in respect of the Directorate of RMEDIA, any person who has previously served as a Director or Deputy Director shall not be eligible for re-appointment to the same position within three (3) years immediately following the lapse of the last appointment.
16. Under the general direction of the Vice-Chancellor: -
 - (a) a Director shall be responsible for the academic programmes and/or administration of a Campus, Directorate, Institute or Centre as the case may be; and
 - (b) a Deputy Director shall assist the Director in his or her academic and administrative responsibilities.
17. The office of the Director or Deputy Director may be vacated: -
 - (a) if the Director or Deputy Director;
 - (i) resigns in writing addressed to the Vice-Chancellor giving one (1) months' notice,
 - (ii) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine, or
 - (iii) is appointed to another position on full time basis or for such a period exceeding three (3) months outside University, or
 - (iv) dies.
18. The Vice-Chancellor may recommend to Council the termination of a Director, and recommend to the University Management Board termination of a Deputy Director: -


COUNCIL CHAIRPERSON
DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL
P.O. BOX 8900

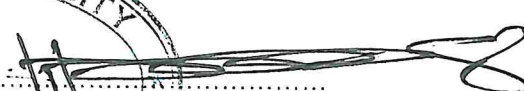

Vice Chancellor
MOI UNIVERSITY
P.O. Box 3900, Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (a) in accordance with his or her contract of appointment;
- (b) due to poor performance or gross misconduct;
- (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
- (d) if the position is declared redundant by Council as and when circumstances dictate.

19. Where a vacancy occurs in the office of a Director, the Vice-Chancellor, with the approval of Council, may appoint an acting Director from among the members of the academic staff, and a Director so appointed shall serve for a maximum period of six (6) months within which a substantive Director shall be appointed in accordance with the provisions of Section (3) of this Statute.

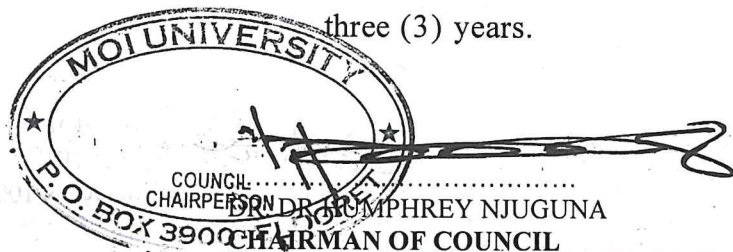
Statute XII: Deans and Associate Deans of Schools

1. There shall be a Dean appointed by Council through a competitive process for each School.
2. There may be an Associate Dean of School who shall be appointed by the Vice-Chancellor from amongst academic staff on a need basis from time to time in consultation with the University Management Board.
3. To be appointed as a Dean one shall: -
 - (a) be a holder of an earned doctorate degree from a recognized university, except that special consideration may be given for candidates with a Master of Medicine (MMED) or Master of Dentistry (MD) degrees with specialized training in the relevant field;
 - (b) be at least a Senior Lecturer of Moi University;
 - (c) have served as an Associate Dean or Chairperson of Department for a cumulative period of at least three (3) years;
 - (d) have demonstrable information communication technology skills;
 - (e) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;


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CHAIRMAN OF COUNCIL
P.O. BOX 3900-21, EL DORADO


PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR
Moi University, Eldoret, 30100.

- (f) comply with the requirements of Chapter Six of The Constitution; and
 - (g) meet any other requirements as may be set by Council.
4. An Associate Dean shall be appointed by the Vice-Chancellor from amongst members of staff of the University.
5. To be appointed as an Associate Dean, a person shall meet the following criteria: -
- (a) be a holder of an earned doctorate degree from a recognized university, except that special consideration may be given for candidates with a Master of Medicine (MMED) or Master of Dentistry (MD) degree with specialized training in the relevant field;
 - (b) be at least a Senior Lecturer of Moi University;
 - (c) have served as a Chairperson of Department for at least one term of three (3) years;
 - (d) have demonstrable information communication technology skills; and
 - (e) a certificate in a strategic leadership or management course of not less than four (4) weeks' from a recognized institution will be an added advantage;
 - (f) comply with the requirements of Chapter Six of The Constitution; and
 - (g) meet any other requirements as may be set by the Council.
6. The Vice-Chancellor shall have the discretion to appoint a Lecturer as an Associate Dean in acting capacity as circumstances may determine.
7. Any person who has previously served as a Dean or Associate Dean shall not be eligible for re-appointment within three (3) years immediately following the lapse of the last appointment.
8. Any person who has previously served as a Director is eligible for appointment as a Dean so long as three (3) years have lapsed following the last appointment as Director.
9. A Dean or Associate Dean shall hold office for a period of three (3) years renewable once subject to satisfactory performance for a further term of three (3) years.



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P.O. Box 3900, Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

10. The Dean or Associate Dean shall discharge the following responsibilities: -

- (a) a Dean shall, under the general direction of the Deputy Vice-Chancellor in charge of academic affairs or, in the case of a College, through the Principal, be responsible for the academic programmes and administration of the School; and
- (b) an Associate Dean shall assist the Dean in the academic and administrative matters of the School.

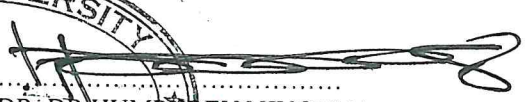
11. The office of the Dean or Associate Dean may be vacated if the Dean or Associate Dean: -

- (a) resigns in writing addressed to the Vice-Chancellor giving one (1) months' notice,
- (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law, or is adjudged bankrupt, or by ill-health, or infirmity, or any other reason as Council may determine,
- (c) is appointed to another position on a full-time basis or for such a period exceeding three (3) months outside the University, or
- (d) dies.

12. The Vice-Chancellor may recommend to Council the termination of a Dean, and recommend to the University Management Board in the case of an Associate Dean: -

- (a) in accordance with his or her contract of appointment;
- (b) due to poor performance or gross misconduct;
- (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
- (d) if the position is declared redundant by Council as and when circumstances dictate.

13. Where a vacancy occurs in the office of a Dean or Associate Dean, the Vice-Chancellor, with the approval of Council or University Management Board as the case may be, may appoint an acting Dean or Associate Dean from among the academic staff of the relevant School. A Dean or Associate Dean so appointed shall serve for a maximum period of six (6) months within

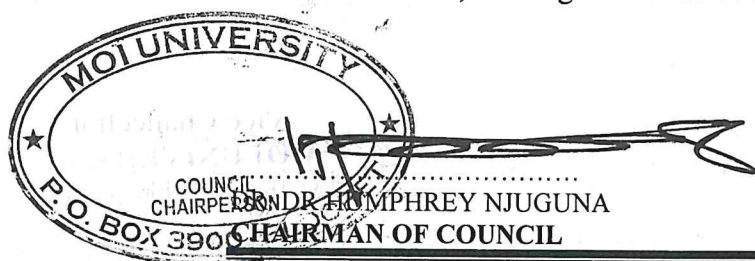

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CHAIRMAN OF COUNCIL
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PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR
P.O. BOX 30100, ELDORET

which a substantive Dean or Associate Dean shall be appointed in accordance with the provisions of Section (3) of this Statute.

Statute XIII: Registrars

1. There shall be two (2) Registrars to be in charge of: -
 - (a) Academic Division, which shall include Research, Extension and Student Affairs; and
 - (b) Administration, Planning and Strategy Division, which shall include human resource, infrastructural development, asset management, performance contracting, and quality management and standards.
2. Council shall competitively recruit the Registrars.
3. To be appointed as a Registrar, a person shall meet the following criteria: -
 - (a) have an earned doctorate degree in a relevant field from a recognized university;
 - (b) have ten (10) years of administrative experience four(4) of which should be at senior level in a university or public sector setting;
 - (c) have demonstrated knowledge in the formulation of policies and implementation of guidelines on academic programmes or administration and planning of university services;
 - (d) have proven knowledge on public sector administration and management including relevant laws, policies, rules and regulations;
 - (e) have demonstrable information communication technology skills;
 - (f) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (g) comply with the requirements of Chapter Six of The Constitution; and
 - (h) meet any other requirements as may be set by Council.
4. The Registrar's tenure of office shall be in accordance with the prevailing University's terms and conditions of Service.
5. Under the general direction of the Deputy Vice-Chancellor of the relevant Division, the Registrar shall be responsible for: -



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P.O. Box 3900, Eldoret, 30100.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (a) coordination and implementation of University policies in the Division;
- (b) implementation of the University Strategic Plan in the Division;
- (c) alignment of administrative and academic systems with University policies and procedures;
- (d) drafting, planning and controlling the Divisional budget;
- (e) advising the University Management Board on matters relevant to the Division;
- (f) keeping custody of the Division's records;
- (g) supervising all staff in the Division; and
- (h) performing any other duty assigned by the Vice-Chancellor and Deputy Vice-Chancellor.

6. The office of the Registrar may be vacated if the Registrar: -

- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
- (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as the Council may determine;
- (c) is appointed to another position on full-time basis or for such period exceeding three (3) months outside the University; or
- (d) dies.

7. Council may terminate the appointment of a Registrar: -

- (a) in accordance with his or her contract of appointment;
- (b) due to poor-performance or gross misconduct;
- (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; and
- (d) if the position is declared redundant by Council as and when circumstances dictate.

8. Where a vacancy occurs in the office of a Registrar, the Vice-Chancellor, with the approval of Council, may appoint an acting Registrar from among the staff.

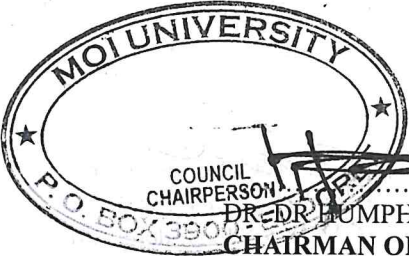
The seal of Moi University is circular, featuring the university's name around the perimeter and a star at the top. In the center, there is a signature of Dr. Humphrey Njuguna.
DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

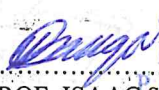
The signature of Prof. Isaac S. Kosgey is written in blue ink above the name.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

A Registrar so appointed shall serve for a maximum period of six (6) months within which a substantive Registrar shall be appointed in accordance with the provisions of Section (3) of this Statute.

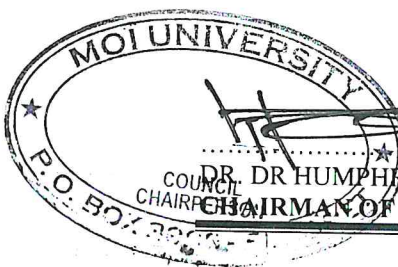
Statute XIV: Chief Finance Officer

1. Council shall competitively recruit the Chief Finance Officer.
2. For a person to be appointed, the Chief Finance Officer he or she shall have: -
 - (a) a Master of Science (MSc), Master of Arts or Master of Business Administration (MBA) degree in finance, accounting, or related field;
 - (b) a Bachelors degree in Finance, Accounting, Economics or any other related field;
 - (c) a Certified Public Accountant (CPA) (K), Association of Chartered Certified Accountants (ACCA) or Chartered Accountant (CA) qualification and be a member of the Institute of Certified Public Accountants and in good standing;
 - (d) at least ten (10) years' of experience four (4) of which should have been served as Chief Accountant or Deputy Chief Finance Officer or its equivalent in a university setting or public institution;
 - (e) demonstrated outstanding qualities of leadership, and coordination and organizational capabilities at top management level;
 - (f) demonstrable information communication technology skills;
 - (g) an earned Doctorate degree from a recognized university, majoring in Finance, Accounting, Business Administration or equivalent will be an added advantage;
 - (h) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (i) comply with the requirements of Chapter Six of The Constitution; and
 - (j) meet any other requirements as may be set by Council.
3. The Chief Finance Officer's Tenure of Office shall be in accordance with the prevailing University's Terms and Conditions of Service.


COUNCIL CHAIRPERSON
DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


Vice Chancellor
MOI UNIVERSITY
PROF. ISAAC S. KOSGEY, Eldoret, 301
VICE-CHANCELLOR

4. The Chief Finance Officer shall, under the general direction of the Vice-Chancellor, be the technical person responsible for the financial matters of the University and shall be responsible for: -
- (a) providing guidance on the implementation of financial policies and procedures in the University;
 - (b) formulation and implementation of financial strategies for the University;
 - (c) organizing, controlling and supervising Finance and Accounting Units of the University;
 - (d) reviewing, planning, coordinating, designing, implementing and developing accounting services and systems in the University;
 - (e) timely submission of annual University financial statements and reports;
 - (f) setting and maintaining high accounting standards in the University; and
 - (g) advising the University Management Board on all financial matters.
5. The office of the Chief Finance Officer may be vacated if the Chief Finance Officer: -
- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine;
 - (c) is appointed on full-time basis for such period exceeding three (3) months outside the University; or
 - (d) dies.
6. Council may terminate the appointment of a Chief Finance Officer in consultation with the Vice-Chancellor: -
- (a) in accordance with his or her contract of appointment;
 - (b) due to poor performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; and


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CHAIRMAN OF COUNCIL


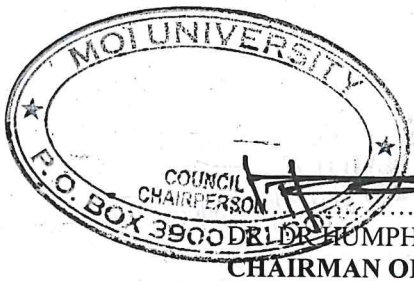

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VICE-CHANCELLOR

(d) if the position is declared redundant by Council as and when circumstances dictate.

7. Where a vacancy occurs in the office of the Chief Finance Officer the Vice-Chancellor, with the approval of Council, may appoint an acting Chief Finance Officer from among the Staff. A Chief Finance Officer so appointed shall serve for a maximum period of six (6) months within which a substantive Chief Finance Officer shall be appointed in accordance with the provisions of Section (2) of this Statute.

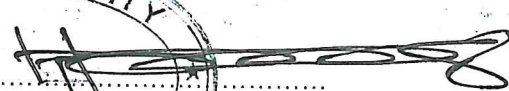
Statute XV: Chief Legal Officer

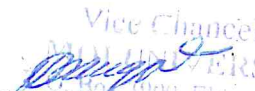
1. Council shall competitively recruit the Chief Legal Officer.
2. For a person to be appointed the Chief Legal Officer, he or she shall:
 - (a) be a holder of at least a Master of Laws (LL.M) degree from a recognized university;
 - (b) be a holder of a Bachelor of Laws (LL.B) degree from a recognized university;
 - (c) be an advocate of the High Court of Kenya;
 - (d) have at least ten (10) years post-admission experience four (4) of which must have been at the level of Deputy Chief Legal Officer or equivalent position;
 - (e) be an active member of the Law Society of Kenya and in good standing;
 - (f) have demonstrable information communication technology skills;
 - (g) an earned Doctorate degree in Law (Ph.D, LL.D, or SJD/JSD) from a recognized university will be an added advantage;
 - (h) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (i) comply with the requirements of Chapter Six of The Constitution; and
 - (j) meet any other requirements as may be set by Council.


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Vice Chancellor
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VICE-CHANCELLOR

3. The Chief Legal Officer's tenure of office shall be in accordance with the prevailing University's Terms and Conditions of Service
4. The Chief Legal Officer shall, under the general direction of the Vice-Chancellor: -
 - (a) be the head of the legal department;
 - (b) provide legal counsel and representation to the University Management Board and the University, and where necessary, to Council in all legal proceedings including litigation, arbitration and conciliation;
 - (c) in consultation with the user departments, negotiate, draft and review all agreements and contracts between the University and other parties and report to the University Management Board;
 - (d) assist in preparation of legal or quasi-legal documents for the University as may be required from time to time;
 - (e) advice the University on compliance with all the relevant statutory and regulatory requirements in its operations;
 - (f) ensure formulated policies and procedures adhere to internal and external regulations; and
 - (h) perform any other duties as may be assigned by the University Management.
5. The office of the Chief Legal Officer may be vacated if the Chief Legal Officer:
 - (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine; or
 - (c) dies.
6. Council may terminate the appointment of a Chief Legal Officer: -
 - (a) in accordance with his or her contract of appointment;
 - (b) due to poor performance or gross misconduct;

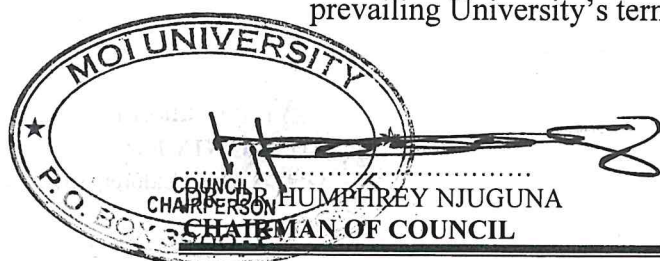

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CHIEF MAN OF COUNCIL
P.O. BOX 8000


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- (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
7. Where a vacancy occurs in the office of the Chief Legal Officer, the Vice-Chancellor, with the approval of Council, may appoint an acting Chief Legal Officer from among the staff. A Chief Legal Officer so appointed shall serve for a maximum period of six (6) months within which a substantive Chief Legal Officer shall be appointed in accordance with the provisions of Section (2) of this Statute.

Statute XVI: Chief Medical Officer

1. Council shall competitively recruit the Chief Medical Officer.
2. For a person to be appointed a Chief Medical Officer, he or she shall: -
 - (a) hold a Master's degree in Medicine (M.Med) or in health services administration;
 - (b) hold a Bachelor of Medicine and Bachelor of Surgery (MBChB) degree;
 - (c) have served for at least seven (7) years three (3) of which should have been as a Senior Medical Officer;
 - (d) be registered as a member of the Kenya Medical Practitioners and Dentists Council and in good standing;
 - (e) demonstrate a high degree of professional and administrative competencies in healthcare;
 - (f) have demonstrable information communication technology skills;
 - (g) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (h) comply with the requirements of Chapter Six of The Constitution; and
 - (i) meet any other requirements as may be set by Council.
3. The Chief Medical Officer's tenure of office shall be in accordance with the prevailing University's terms and conditions of service.



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4. The Chief Medical Officer shall, under the general direction of the Deputy Vice-Chancellor responsible for administration, be responsible for provision of Health Services in the University.
5. The Office of the Chief Medical Officer may be vacated if the Chief Medical Officer: -
 - (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine; or
 - (c) dies.
6. Council may, in consultation with the Vice-Chancellor, terminate the appointment of the Chief Medical Officer: -
 - (a) in accordance with his or her contract of appointment,
 - (b) due to poor-performance or gross misconduct,
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time, or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
7. Where a vacancy occurs in the office of the Chief Medical Officer, the Vice-Chancellor, with the approval of Council, may appoint an acting Chief Medical Officer from among the staff. A Chief Medical Officer so appointed shall serve for a maximum period of six (6) months within which a substantive Chief Medical Officer shall be appointed in accordance with the provisions of Section (2) of this Statute.

Statute XVII: University Librarian

1. Council shall competitively recruit a University Librarian.
2. For a person to be appointed as the University Librarian, he or she shall: -
 - (a) hold an earned doctorate degree in Library and Information Sciences or related field from a recognized university;


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- (b) have ten (10) years' administrative experience four(4) of which should be as a Deputy University Librarian or equivalent post;
 - (c) have published at least three (3) articles in peer reviewed journals;
 - (d) demonstrate knowledge and competencies in the management of University Library services;
 - (e) be a member of a recognized professional association for Librarians, Kenya Library Association (KLA), Library Association (LA) or American Library Association (ALA)) and in good standing;
 - (f) certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (g) comply with the requirements of Chapter Six of The Constitution; and
 - (h) meet any other requirements as may be set by Council.
3. The University Librarian's tenure of office shall be in accordance with the prevailing University's terms and conditions of service.
4. The University Librarian shall, under the general direction of the Deputy Vice- Chancellor responsible for academic affairs, be in charge of provision of University Library services.
5. The office of the University Librarian may be vacated if the University Librarian: -
- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine; or
 - (c) dies.
6. Council may, in consultation with the Vice-Chancellor, terminate the appointment of the University Librarian: -
- (a) in accordance with the prevailing University's terms and conditions of service;
 - (b) due to poor performance or gross misconduct;



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- (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
7. Where a vacancy occurs in the office of the University Librarian, the Vice-Chancellor, with the approval of Council, may appoint an acting University Librarian from among the staff. A University Librarian so appointed shall serve for a maximum period of six (6) months within which a substantive University Librarian shall be appointed in accordance with the provisions of Section (2) of this Statute.

Statute XVIII: Dean of Students

1. Council shall competitively recruit a Dean of Students.
2. For a person to be appointed the Dean of Students, he or she shall: -
 - (a) have an earned doctorate degree in education, social sciences, counseling or in a relevant field;
 - (b) have ten (10) years' experience four (4) of which should have been at the level of Deputy Dean of Students or equivalent level in a university setting;
 - (c) have demonstrated knowledge in the management of students' welfare;
 - (d) demonstrate knowledge in public sector administration and management including relevant laws, policies, rules and regulations;
 - (e) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (f) comply with the requirements of Chapter Six of The Constitution; and
 - (g) meet any other requirements as may be set by Council.
3. The Dean of Students' tenure of office shall be in accordance with the prevailing University's terms and conditions of service.
4. The Dean of Students shall, under the general direction of the Deputy Vice-Chancellor responsible for student affairs, be in charge of students' welfare.
5. The office of the Dean of Students may be vacated if the Dean of Students: -

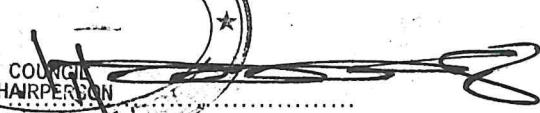

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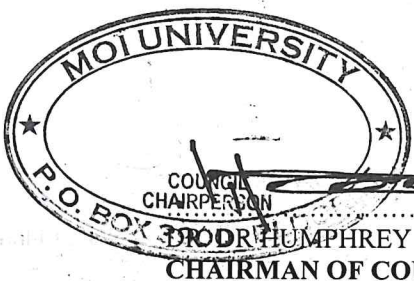

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- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice;
 - (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine; or
 - (c) dies.
6. Council may, in consultation with the Vice-Chancellor, terminate the appointment of the Dean of Students: -
- (a) in accordance with the prevailing University's terms and conditions of service;
 - (b) due to poor performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
7. Where a vacancy occurs in the office of the Dean of Students, the Vice-Chancellor, with the approval of Council, may appoint an acting Dean of Students from among the staff. A Dean of Students so appointed shall serve for a maximum period of six (6) months within which a substantive Dean of Students shall be appointed in accordance with the provisions of Section (2) of this Statute.

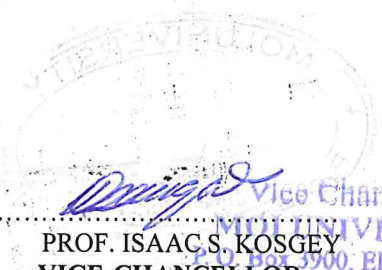
Statute XIX: Chief Internal Auditor

1. Council shall competitively recruit the Chief Internal Auditor.
2. For a person to be appointed the Chief Internal Auditor, he or she shall have:-
 - (a) Master of Science (MSc), Master of Arts (MA) or Master of Business Administration (MBA) degree in finance, accounting or related field;
 - (b) a Bachelors degree in Finance, Accounting, Economics or any other related field;


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- (c) the Certified Public Accountant (CPA) (K), Association of Chartered Certified Accountants (ACCA) or Chartered Accountant (CA) qualification and membership of the Institute of Certified Public Accountants and in good standing;
 - (d) at least ten (10) years' experience four (4) of which should have been served as a Deputy Chief Internal Auditor or its equivalent in an audit department in a university setting or an equivalent institution;
 - (e) demonstrated outstanding qualities of leadership, coordination and organizational capabilities at top management level;
 - (f) demonstrable information, communication technology skills;
 - (g) an earned doctorate degree from a recognized institution, majoring in Finance, Accounting, Business Administration, or related field will be an added advantage;
 - (h) a certificate in a strategic leadership or management course of not less than four (4) weeks' duration from a recognized institution will be an added advantage;
 - (i) comply with the requirements of Chapter Six of The Constitution; and
 - (j) meet any other requirements as may be set by Council.
3. The Chief Internal Auditor's tenure of office shall hold office in accordance with the prevailing University terms and conditions of service.
4. The Chief Internal Auditor shall under the general direction of Council functionally and administratively answerable to the Vice-Chancellor, be the technical person responsible for the internal audit and risk function of the University and provide guidance on the implementation of University policies and procedures.
5. The office of the Chief Internal Auditor may be vacated if the Chief Internal Auditor:
- (a) resigns in writing addressed to the Vice-Chancellor giving a three (3) months' notice or pay three (3) months' basic salary in lieu of notice provided that Council may waive the period of notice,

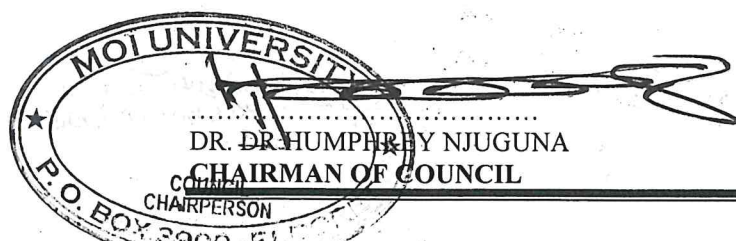

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- (b) is unsuitable to hold office by reason of criminal conduct proven by a competent court of law or is adjudged bankrupt or by ill-health or infirmity or any other reason as Council may determine, or
 - (c) dies.
6. Council may, in consultation with the Vice-Chancellor, terminate the appointment of the Chief Internal Auditor: -
- (a) in accordance with the prevailing University's terms and conditions of service;
 - (b) due to poor performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
7. Where a vacancy occurs in the office of the Chief Internal Auditor, the Vice-Chancellor, with the approval of Council, may appoint an acting Chief Internal Auditor from among the staff. A Chief Internal Auditor so appointed shall serve for a maximum period of six (6) months within which a substantive Chief Internal Auditor shall be appointed in accordance with the provisions of Section (2) of this Statute.

Statute XX: Appointment of Staff

1. Members of staff of the University shall be appointed by Council on the recommendation of the Appointments and/or Human Resource Committee of Council, and on such terms and conditions as may be applicable at the time of appointment.
2. Council shall determine the categorization of staff for purposes of terms and conditions of service, but for the time being, these shall be the academic, technical and administrative staff.
3. The terms and conditions of service for all staff shall be set out in the Human Resource Manual Policy, Scheme of Service (Career Progression Guidelines), collective bargaining agreements negotiated with the relevant staff unions from time to time and any other applicable laws.




PROF. ISAACS KOSGEY
VICE-CHANCELLOR

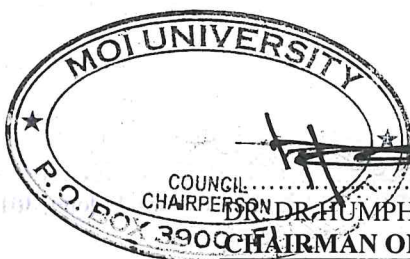
Statute XXI: Functions, Responsibilities and Membership of Governing Organs of the University

1. In accordance to the provisions of Section 35(1) of the Act, the University shall be governed by the following organs: -
 - (a) Council, as provided for in Statute VII of these Statutes;
 - (b) Senate; and
 - (c) University Management Board.
2. Senate shall be in charge of all academic matters of the University and shall undertake the functions assigned to it in the Charter of the University as per the Act, and shall have the following functions, powers and composition;
 - (a) Senate shall have the control and general direction of research, innovation, extension, instruction and examinations and of the conferment of degrees and fellowships and award of diplomas, certificates and other awards.
 - (b) Pursuant to the provisions of Section 18 (1) of the Charter, the following are members of Senate: -
 - (i) Vice-Chancellor who shall be the Chairperson;
 - (ii) Deputy Vice-Chancellors;
 - (iii) Principals of each Constituent College;
 - (iv) Principals of each College within the University;
 - (v) Professors of Moi University;
 - (vi) Registrars;
 - (vii) Deans of Schools;
 - (viii) Directors of Campuses, Directorates, Institutes, Centers, and other academic units;
 - (ix) Associate Deans of Schools;
 - (x) Chairpersons of Departments;
 - (xi) One (1) member elected by the Academic Board or equivalent body (if any) of each Constituent College from among the members of such Board or body;


DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

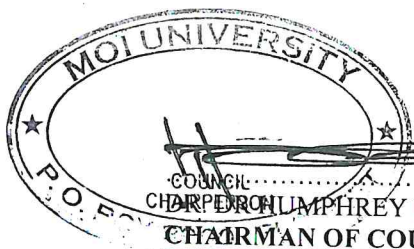
- (xii) University Librarian;
 - (xiii) One (1) representative of each of the School Academic Boards appointed by the respective Boards from among its members;
 - (xiv) Dean of Students; and
 - (xv) Two (2) student representatives drawn from the Students' Governing Council according to the Act and the Moi University Students Organization Constitution.
3. The following officers of the University shall be in attendance at meetings of Senate: -
- a) Chief Finance Officer;
 - b) Chief Medical Officer;
 - c) Chief Legal Officer;
 - d) Supply Chain Manager; and
 - e) University Corporate and Protocol Affairs Officer.
4. The Registrar in charge of academic affairs shall be the Secretary to Senate.
5. Membership of the School Boards' representatives shall be limited to a period of three (3) years renewable once.
6. Senate may function through Senate Committees as set out in Schedule V of these Statutes.
7. Pursuant to the Act, the Charter and these Statutes, the functions, powers and duties of Senate are to:-
- (a) identify, in consultation with the stakeholders, suitable persons to be appointed as Chancellor of the University according to the Act and as per the procedure set out in Schedule I of the Act;
 - (b) determine the academic, research, innovation, extension, consultancy and such other policies that shall advance the core mandate of the University;
 - (c) advice Council on the provision of facilities and means to carry out the core functions of the University;
 - (d) direct and regulate the teaching, instruction and examinations offered by the University;

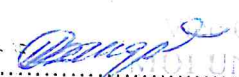


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CHAIRMAN OF COUNCIL

Prof. Isaac S. Kosgey
VICE-CHANCELLOR

- (e) recommend to Council for approval of degrees and academic fellowships and postgraduate diplomas to be conferred by the University;
- (f) to approve diplomas, certificates and other academic qualifications to be awarded by the University;
- (g) approve programmes of study, regulate admission of persons to the University and determine their continuance or discontinuation in such programmes and conditions for qualifying for conferment of degrees, academic fellowships and award of various titles, distinctions and other awards offered by the University;
- (h) consider and approve appointment of internal and external examiners upon request from Schools, Directorates, Institutes, or Centres;
- (i) consider requests for the establishment of Colleges, Campuses, Divisions, Schools, Directorates, Institutes, or Centres, Departments or other units of learning and research in accordance with these Statutes and recommend to Council for their establishment;
- (j) oversee the performance of a Schools, Directorates, Institutes, or Centres, Department or other units of learning and research and to give appropriate direction as may be deemed necessary;
- (k) recommend, subject to any conditions made by the donors thereof which are accepted by Council, the time, mode and conditions of competition for fellowships, scholarships, studentships, exhibitions, bursaries, prizes and other aids to study, research and innovation and to award the same;
- (l) Senate may withdraw or direct the withdrawal of any fellowship, scholarship, studentship, exhibition, bursary, prize or other aid to study and research where it is satisfied that on academic or other legitimate grounds it is deemed necessary;
- (m) prescribe for approval by Council the ceremonial academic dress to be worn by graduands and members of the University during congregation and/or such other functions of the University;

The seal of Moi University is circular with the text "MOI UNIVERSITY" at the top and "P.O. BOX 30100" at the bottom. In the center, there is a signature of Charles Njũgũna.
COUNCIL
CHARLES NJUGUNA
CHAIRMAN OF COUNCIL

The signature of Prof. Isaac S. Kosgey is written in blue ink.
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (n) exercise general responsibility for the resources and services of the University Library;
- (o) promote and administer extra-mural, external, extension and outreach work of the University;
- (p) recommend to the Council the enactment of University Statutes and regulations or proposed changes or amendments thereof;
- (q) formulate academic policies and guidelines or proposed changes or amendments thereof;
- (r) require any student to withdraw from the University through suspension or expulsion as the case may be on academic or disciplinary grounds as specified in the rules and regulations governing examinations and students' conduct in the University and such other rules and regulations that may come into force from time to time;
- (s) formulate rules and regulations for the discipline of the students of the University;
- (t) prescribe which units of learning or research and which subjects of study shall form part, or be the responsibility of each of the Schools, Directorates, Institutes, or Centres;
- (u) establish committees consisting of such members of Senate and any other persons as it may think fit and may delegate any of its powers or duties to the Chairperson or of its committees and may also empower such committees to act jointly with any committees appointed by the Council, Boards of Colleges, Schools, Directorates, Institutes, or Centres, subject to the Charter and these Statutes and regulations, provided that Senate shall not delegate to the Chairperson or to a committee the power to approve delegated assignments without further reference to Senate; and
- (v) exercise all powers and functions conferred by the Act, the Charter, these Statutes and any other regulations approved by Council and may discuss and declare an opinion on any matter whatsoever relating to the University.



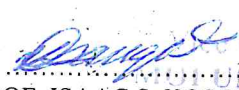
DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

Vice Chancellor
MOI UNIVERSITY
PROF. ISAAC S. KOSGEY, Eldoret, 3010
VICE-CHANCELLOR

8. Except where otherwise provided, the meetings of Senate shall be governed by the following rules:-

- (a) Senate shall meet at least once every month and shall hold such other special meetings as the Vice-Chancellor shall determine from time to time or at the written request of not less than one-third ($\frac{1}{3}$) of the members of Senate, provided that the written request shall state the purpose of the meeting and such meetings shall be convened within two (2) weeks of the date of the written request;
- (b) The Vice-Chancellor shall preside at all meetings of Senate;
- (c) In the absence of the Vice-Chancellor, the Deputy Vice-Chancellor in charge of academic affairs shall preside and in the event of the absence of both the Vice-Chancellor and the Deputy Vice-Chancellor in charge of academic affairs any other Deputy Vice-Chancellor shall preside. In the absence of the Vice-Chancellor and Deputy Vice-Chancellors, a College Principal shall preside. In the event that none of the above is present, Council shall designate one of the Deans of Schools to preside;
- (d) at meetings of Senate a quorum shall be the nearest whole number above one-half ($\frac{1}{2}$) of the membership, except at Special Senate Meetings in which any number of members present shall form the quorum;
- (e) members of Senate are required to attend all meetings of Senate, and any member who misses three (3) consecutive regular meetings without notifying the Chairperson of Senate shall be censured. Non-attendance after the censure may lead to further administrative action without further reference to the said member;
- (f) decisions of Senate shall be by consensus or by a simple majority vote of substantive members present, provided that the Chairperson shall have a casting vote;
- (g) student representatives shall not sit in Senate sessions considering and approving matters related to examination results.


DR. DR. HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL


PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

- (h) Senate shall meet at Senate Chambers, Main Campus, or at such other University premises as the Chairperson shall determine from time to time or via tele/videoconferencing and in accordance with government directives as may be issued from time to time; and
- (i) in exceptional circumstances, Senate may meet at any other premise upon approval by the Vice-Chancellor in consultation with Chairperson of Council.

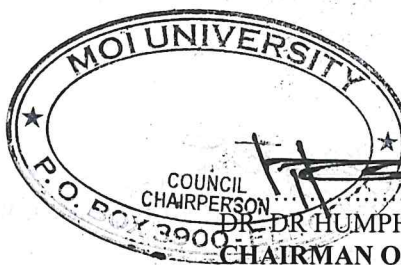
9. There is hereby established a University Management Board.

10. The University Management Board shall be composed in accordance with Section 19 (1) of the Charter as follows:

- (a) Vice-Chancellor who shall be the Chairperson;
- (b) Deputy Vice-Chancellors;
- (c) Principals of Colleges within the University;
- (d) Chief Finance Officer;
- (e) Chief Legal Officer;
- (f) The Registrars; and
- (g) Such other member of senior management as Council may determine from time to time on the recommendation of the Vice-Chancellor.
- (h) The Office of the Vice-Chancellor shall provide the Secretariat to the University Management Board.

11. The University Management Board shall be responsible for: -

- (a) implementation of University policies and regulations;
- (b) day-to-day running of the University;
- (c) co-ordination of the University strategic and development plans;
- (d) efficient management of the University's human, natural, physical and financial resources and students;
- (e) making proposals to Senate and Council on policies and regulations that have application across the entire University; and


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CHAIRPERSON
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CHAIRMAN OF COUNCIL


Vice Chancellor
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VICE-CHANCELLOR

- (f) any other matter related to the management of the University.
12. The University Management Board shall have such other powers and duties in accordance with the Charter, these Statutes or as directed by Council.
13. Under exceptional circumstances or in emergencies the University Management Board may act on behalf of Senate provided that a report shall be made to Senate for ratification.
14. The meetings of the University Management Board shall be conducted in accordance with the following rules:-
- (a) the Management Board shall meet at University premises or via tele/videoconferencing and in accordance with government directives as may be issued from time to time;
 - (b) in exceptional and/or special circumstances, the University Management Board may meet at any other premise with the approval of the Chairperson of Council;
 - (c) the meeting of the Board shall be held at least twice every month;
 - (d) the Chairperson may call for a special meeting of the University Management Board for a specific purpose;
 - (e) under extra ordinary circumstances, the University Management Board can take decisions on behalf of Senate in consultation with the Chairperson of Council but a report on such decisions must be subsequently ratified by Senate;
 - (f) at all meetings of the University Management Board, the quorum shall be the nearest whole number above half ($\frac{1}{2}$) the membership of the Board;
 - (g) decisions of the University Management Board shall be by consensus or by a simple majority vote of those present and entitled to vote, provided that the Chairperson shall have a casting vote;
 - (h) the Vice-Chancellor, or in his or her absence, the Deputy Vice-Chancellor in charge of administration shall preside at meetings of the University Management Board. In the absence of the Vice-Chancellor and the Deputy


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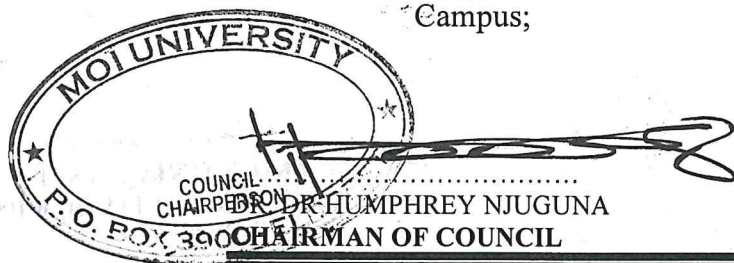

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VICE-CHANCELLOR

Vice-Chancellor in charge of administration, any other Deputy Vice-Chancellor shall preside;

- (i) the University Management Board may delegate any of its duties to the Vice-Chancellor or to a committee consisting of such members of the University Management Board and any other persons as it may appoint, and it may empower any such committee or persons to act jointly with any committee appointed by the University Management Board, provided the Board shall not delegate to the Chairperson or to a committee the power to approve any delegated assignments without further reference to the University Management Board;
- (j) the Vice-Chancellor shall be an *ex-officio* member of every committee of the University Management Board but shall not be a Chairperson of any such committee or have a vote unless expressly provided; and
- (k) Subject to the provisions of these Statutes, the University Management Board shall determine the procedure of its own meetings or those of any of its committees.

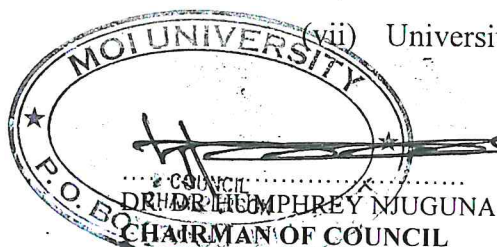
Statute XXII: Establishment of Constituent Colleges, Colleges and Campuses

1. Council can recommend to the Cabinet Secretary for the establishment of a Constituent College of the University in accordance with Section 20(3) of the Act and Section 5 of the Charter and in accordance with the applicable Standards and Guidelines issued by the Commission for University Education from time to time.
2. Council may establish such Colleges and/or Campuses of the University as may be recommended by the Senate in accordance with Section 6 of the Charter.
3. Subject to the provisions of Section 4(1) of the Charter, Colleges and Campuses shall have additional functions and powers of:-
 - (a) promoting prudent management at the College or Campus;
 - (b) carrying out teaching and training;
 - (c) conducting research, innovation, consultancy, extension and outreach;
 - (d) promoting the welfare of students and staff within the College or Campus;



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- (e) promoting the corporate image of the University; and
 - (f) enhancing quality assurance in academic, research and extension. student affairs, administration, finance, planning and development.
4. The following criteria shall apply in establishment of a College:-
- (a) a College shall comprise Schools with related disciplines which are complementary to each other and such number of students as may be determined by Senate for sustainability of the College; and
 - (b) a College shall have adequate facilities and sufficient human resource to accommodate all its constituent Schools.
5. The following criteria shall apply in establishment of a Campus;
- (a) a Campus shall run at least three (3) undergraduate academic programmes; and
 - (b) a Campus shall have such a student population as may be determined by Senate for sustainability of the Campus;
 - (c) the premises of a Campus shall be outside the Main Campus; and
 - (d) it shall have adequate infrastructural support.
6. The procedure for establishment of a College or Campus shall be as follows:-
- (a) a written request addressed to the Chairperson of Senate can be made by a School or other members of the University, provided that Senate may on its own motion propose the establishment of a College or Campus.
 - (b) upon receipt of the request, Senate shall constitute a committee comprising the following members to consider the request based on the criteria in paragraphs 4 and 5 as appropriate;
 - (i) Deputy Vice-Chancellor for the time being in charge of academic affairs who shall be the Chairperson,
 - (ii) two (2) Professors nominated by Senate,
 - (iii) Chief Finance Officer,
 - (iv) Dean of Students,
 - (v) Director in charge of Quality Assurance,
 - (vi) Chief Legal Officer,
 - (vii) University Librarian,

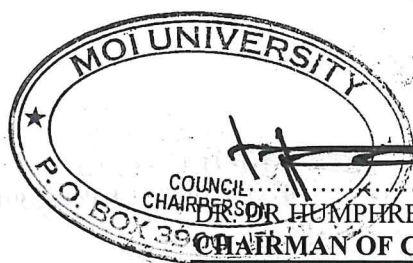



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- (viii) two (2) persons nominated by the Committee of Deans,
 - (ix) Registrar responsible for academic affairs shall provide the Secretariat; and
 - (x) such other persons as the committee may, for good reason, co-opt from time to time.
- (c) the committee shall present an evaluation report to Senate for consideration;
 - (d) where Senate concurs with the evaluation report recommending establishment of a College or Campus, the Chairperson of Senate shall forward the report for deliberation and concurrence to the University Management Board;
 - (e) the Chairperson of the University Management Board shall forward the recommendations to the Council for consideration and determination; and
 - (f) Council shall have the power to dissolve, abolish or close Colleges and Campuses and the constituent elements thereof.

Statute XXIII: Governing Organs of Constituent Colleges, Colleges and Campuses

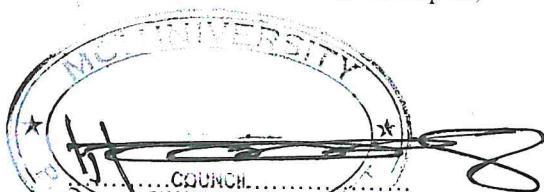
1. The governing organs for Constituent Colleges shall be as per the Legal Order establishing them.
2. The governing organs for Colleges and Campuses shall be:
 - (a) College and Campus Management Boards; and
 - (b) College and Campus Academic Boards.
3. College and Campus Management Boards
 - (a) There shall be a College Management Board for each College whose membership shall be as follows;
 - (i) Principal of the College who shall be the Chairperson of the Board,
 - (ii) Dean(s) of the School(s), and Director(s) of Directorates or Institutes in the College,



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- (iii) representatives of Registrars at the College,
 - (iv) a representative of the University Librarian in charge of the Library Services at the College,
 - (v) a representative of the Dean of Students in charge of Students' Affairs at the College, and
 - (vi) a representative of the Chief Finance Officer in charge of financial matters at the College .
- (b) There shall be a Campus Management Board for each Campus whose membership shall be as follows;
- (i) Campus Director who shall be the Chairperson of the Board,
 - (ii) Deputy Campus Director,
 - (iii) One (1) representative of the Dean of each School offering academic programs at the Campus,
 - (iv) a representative of the University Librarian in charge of Library Services at the Campus,
 - (v) a representative of the Dean of Students in charge of Student Affairs at the Campus,
 - (vi) representatives of the Registrars in charge of the Campus, and
 - (vii) a Representative of the Chief Finance Officer in charge of financial matters at the Campus.
- (c) The College or Campus Management Board shall have the following functions;
- (i) providing overall strategic leadership, planning and management of the College or Campus,
 - (ii) receiving reports and approving recommendations from the College or Campus Academic Boards for implementation,
 - (iii) mobilizing resources for the College or Campus,
 - (iv) establishing collaborations, linkages and partnerships for the College or Campus,
 - (v) considering and recommending budget proposals of the College or Campus,


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- (vi) overseeing all matters relating to human resource of the College or Campus,
 - (vii) implementing and ensuring compliance with administrative policies, operations, activities and, rules and regulations of the University and the relevant laws,
 - (viii) overseeing maintenance of infrastructure, plant and equipment, and
 - (ix) performing any other duties as may be assigned by Senate and University Management Board.
- (d) Meetings of College and Campus Management Boards
- (i) The College Management Board shall conduct its meetings in accordance with the following rules;
 - (a) unless the College Management Board otherwise determines, a meeting of the Board shall be held at least twice (21) every month in the College,
 - (b) the Chairperson may call for a special meeting of the College Management Board for a specific purpose,
 - (c) College Management Board meetings will be held in University premises or via tele/videoconferencing and in accordance with government directives as may be issued from time to time,
 - (d) in exceptional circumstances, the College Management Board may meet at any other premises upon approval by the Vice-Chancellor,
 - (e) at all meetings of the College Management Board, the quorum shall be the nearest whole number above half ($\frac{1}{2}$) the membership of the Board except for a special College Management Board,
 - (f) decisions of the College Management Board shall be by consensus or by a simple majority vote of those present and entitled to vote, provided that the Chairperson shall have a casting vote,
 - (g) the Principal of the College shall preside at meetings of the College Management Board and, in the absence of the Principal,


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the members present shall elect one of the School Deans among themselves as a temporary Chairperson,

- (h) the College Management Board may delegate any of its powers or duties to the Principal of the College or to a committee consisting of such members of the College Management Board and any other persons as it may appoint and it may empower any such committee to act jointly with any committee appointed by Senate, provided the College Management Board shall not delegate to the Chairperson or to a committee the power to approve any delegated assignment without further reference to the College Management Board,
 - (i) the Principal of the College shall be an ex-officio member of every committee of the College Management Board but shall not be a Chairperson of any such committee and shall not have a vote unless expressly provided,
 - (j) subject to the provisions of these Statutes, the College Management Board shall determine the procedure of its own meetings or those of any committees,
 - (k) the College Management Board shall perform any other function conferred on it by the Charter, these Statutes, Senate and the University Management Board, and
 - (l) the Principal of the College shall cause minutes of the College Academic Board to be submitted to the University Management Board within a month of approval of the minutes by the College Management Board.
- (ii) The Campus Management Board shall conduct its meetings in accordance with the following rules;
- (a) unless the Campus Management Board otherwise determines, a meeting of the Board shall be held at least twice (2) every month in the Campus,
 - (b) the Chairperson may call for a special meeting of the Campus Management Board for a specific purpose,


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CHAIRMAN OF COUNCIL

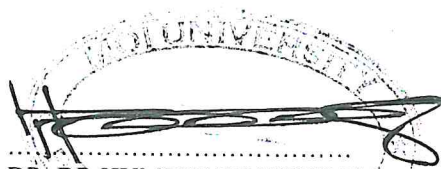

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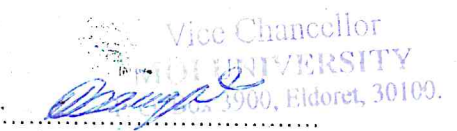
- (c) Campus Management Board meetings will be held in University premises or via tele/videoconferencing and in accordance with Government directives as may be issued from time to time,
- (d) in exceptional circumstances, the Campus Management Board may meet at any other premises upon approval by the Vice-Chancellor,
- (e) at all meetings of the Campus Management Board, the quorum shall be the nearest whole number above half ($\frac{1}{2}$) the membership of the Campus Management Board except for a special Campus Management Board for which any number of members shall form a quorum,
- (f) decisions of the Campus Management Board shall be by consensus or by a simple majority vote of those present and entitled to vote, provided that the Chairperson shall have a casting vote,
- (g) the Director shall preside at meetings of the Campus Management Board and, in the absence of the Director, the Deputy Director shall preside, and in the absence of the Director and Deputy Director, members present shall elect one of the Coordinators of academic programmes amongst themselves as a temporary Chairperson.
- (h) the Campus Management Board may delegate any of its duties to the Director or to a committee consisting of such members of the Campus Management Board and any other persons as it may appoint and it may empower any such committee to act jointly with any committee appointed by Senate and University Management Board, provided the Campus Management Board shall not delegate to the Chairperson or to a committee the power to approve the delegated assignment without further reference to the Campus Management Board.
- (i) the Director shall be an *ex-officio* member of every committee of the Campus Management Board but shall not be a Chairperson of any such committee and shall not have a vote unless expressly provided.
- (j) subject to the provisions of these Statutes, the Campus Management Board shall determine the procedure of its own meetings or those of any its committees.


DR. D. MPHREY NJUGUNA
CHAIRMAN OF COUNCIL

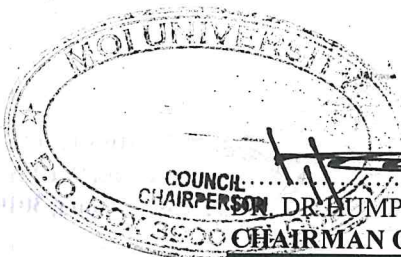

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- (k) the Campus Management Board shall perform any other function conferred on it by the Charter, these Statutes, Senate and University Management Board.
- (l) the Director shall cause minutes of the Campus Academic Board to be submitted to the University Management Board within a month of approval of the minutes by the Campus Management Board.
- (i) In every College or Campus of the University, there shall be College and Campus Academic Boards, whose composition, functions and powers are:
 - (a) The College Academic Board shall be composed of:
 - (i) Principal who shall be the Chairperson,
 - (ii) Deans,
 - (iii) Directors,
 - (iv) Chairpersons of Academic Departments,
 - (v) Deputy Registrar,
 - (vi) Deputy Dean of Students,
 - (vii) Deputy Librarian,
 - (viii) Chief Accountant, and
 - (ix) two (2) students' representatives – one undergraduate and one postgraduate nominated by the Students' Governing Council.
 - (b) College Academic Board meetings will be held in University premises or via tele/videoconferencing and in accordance with Government directives as may be issued from time to time.
 - (c) Under the general direction of Senate, the College Academic Board shall have the following functions:
 - (i) overseeing development and review of academic programmes;
 - (ii) overseeing student admissions and implementation of academic programmes and activities;
 - (iii) considering and approving matters related examinations;
 - (iv) ensuring compliance with the academic rules and regulations of the University;


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- (v) implementing the decisions of the College Management Board;
 - (vi) sourcing, receiving and awarding scholarships, grants and fellowships in accordance with the University policy on award of scholarships, grants and fellowships;
 - (vii) performing any other function conferred on it by the Charter, these Statutes, Senate and University Management Board; and
 - (viii) the Principal shall cause minutes of the College Academic Board to be submitted to the University Management Board within a month of approval of the minutes by the College Academic Board.
- (d) the students' representatives shall not sit in College Academic Board sessions considering and approving matters related to examinations results;
- (e) A Campus Academic Board shall be composed of-
- (i) Director, who shall be the Chairperson,
 - (ii) Deputy Director,
 - (iii) Coordinators of Academic Programmes,
 - (iv) Campus Administrator,
 - (v) Senior Assistant Dean of Students,
 - (vi) Campus Librarian,
 - (vii) Campus Accountant, and
 - (viii) two (2) student representatives – one undergraduate and one postgraduate - nominated by the Students' Governing Council.
- (f) Campus Academic Board meetings will be held in University premises or via tele/videoconferencing and in accordance with government directives as may be issued from time to time;
- (g) under the general direction of Senate and Deputy Vice-Chancellor responsible for academic affairs, the Campus Academic Board shall have the following functions;
- (a) overseeing implementation of academic programmes and activities,
 - (b) considering and approving matters related to examinations,

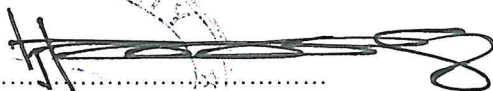


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Moi University, Eldoret, 3010

- (c) ensuring compliance with the academic rules and regulations of the University,
 - (d) implementing the decisions of the School and Campus Academic Boards,
 - (e) sourcing, receiving and awarding scholarships, grants and fellowships in accordance with the University policy on award of scholarships, grants and fellowships, and
 - (f) performing any other functions conferred on it by the Charter, these Statutes, Senate and University Management Board.
- (h) The Director shall cause minutes of the Campus Academic Board to be submitted to the University Management Board within a month of approval of the minutes by the Campus Academic Board.

Statute XXIV: Establishment of Schools, Directorates, Institutes, and Centres

1. Council shall have the power, on the recommendation of Senate from time to time, to establish and or dissolve Schools, Directorates, Institutes, or Centres and the constituent elements thereof.
2. In establishing Schools, Directorates, Institutes, and Centres, Senate and or Council shall consider the following: -
 - (a) the academic and societal needs for training, research, innovations and extension services; and
 - (b) the availability of adequate infrastructure.
3. The following procedure shall apply in the establishment and/or the dissolution of a School, Directorate, Institute, or Centre: -
 - (a) a written request addressed to the Chairperson of Senate shall be made by a School, Committee of Deans, Management Board or other members of the University, provided that Senate may on its own motion propose the establishment or dissolution of a School, Directorate, Institute, or Centre;
 - (b) upon receipt of the request, Senate shall constitute a committee made up of the following members to consider the request based on the criteria in Statute XXV (2);

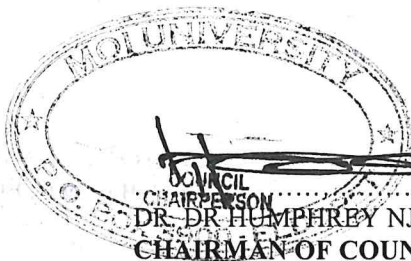

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- (i) Deputy Vice-Chancellor responsible for academic affairs who shall be the Chairperson,
 - (ii) One (1) Professor nominated by Senate,
 - (iii) Chief Finance Officer,
 - (iv) Dean of Students,
 - (v) Director in charge of Quality Assurance,
 - (vi) University Librarian,
 - (vii) Chief Legal Officer,
 - (viii) two (2) persons nominated by the Committee of Deans,
 - (ix) Registrar, responsible for academic affairs who shall provide the Secretariat, and
 - (x) such other persons as the Committee may, for good reason, co-opt from time to time.
- (c) the Committee shall present an evaluation report to Senate for consideration; and
- (d) Senate shall forward its recommendations to the University Management Board for onward transmission to Council for consideration, determination and approval.
4. Notwithstanding any provisions to the contrary herein, Council reserves the power to initiate and recommend for closure, abolition and/or merger of Schools, Directorates, Institutes, and Centers.

Statute XXV: Governing Organs of Schools, Directorates, Institutes and Centres

1. The governing organ of a School shall be a Board comprising of:
- (a) the Dean who shall be the Chairperson,
 - (b) The Associate Dean,
 - (c) the Chairpersons of Departments in the School,
 - (d) Coordinators of academic programmes,
 - (e) the Lecturers in the School,
 - (f) such members of the academic and non-academic staff as may be prescribed in the regulations;



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- (g) not more than two (2) students nominated from among the students in the School, Directorate, Institute or Centre where applicable;
 - (h) the administrators in the School, on behalf of Registrar responsible for academic affairs shall provide the Secretariat to the Board; and
 - (i) the Vice-Chancellor, the Deputy Vice-Chancellor in charge of academic affairs and the College Principal shall be ex-officio members of the Board of a School, Directorate, Institute or Centre;
2. Except where the instrument of establishment provides otherwise, the governing organ of Directorates, Institutes and Centres shall be a Board composed of:-
- (a) Director or Coordinator who shall be the Chairperson;
 - (b) the Deputy Director or Deputy Coordinators, where applicable
 - (c) appointed Board members of the Directorate, Institute or Centre, where applicable;
 - (d) one (1) representative of each School, where applicable; and
 - (e) not more than three (3) members of the academic and non-academic staff as may be approved by the University Management Board
3. The Board of each School, Directorate, Institute or Centre shall have the following functions as appropriate: -
- (a) advising and reporting to Senate, through the School Academic Board where applicable, on all matters relating to academic affairs;
 - (b) considering the progress and conduct of students in the School, Directorate, Institute or Center and to report to Senate thereof;
 - (c) to recommend to Senate persons to be appointed as internal and external examiners;
 - (d) to consider and make recommendations to Senate on any matters relating to the School, Directorate, Institute or Centre;
 - (e) Schools, Directorates, Institutes or Centres shall make recommendations to Senate with regard to departments which shall be associated with the particular School, Directorate, Institute or Centre provided that members from associated departments shall have no voting rights in the meetings of the respective Boards; and

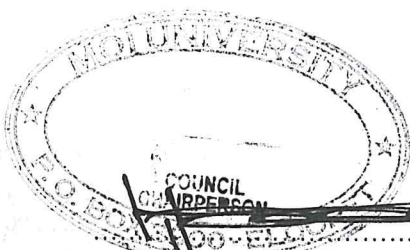

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CHAIRMAN OF COUNCIL


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VICE-CHANCELLOR

- (f) to carry out any other function as directed by Senate, University Management Board and/or regulations.
4. Subject to the Charter and these Statutes, the Board of each School, Directorate, Institute or Centre may establish committees to advise and report on such matters as may be determined by the Board and may delegate to such committees any of its functions, provided that: -
- (a) any such committee may include members of the academic staff of associated departments;
 - (b) any committee established pursuant to this section may be so composed and constituted as to be a joint committee of two or more Schools, Directorate, Institutes or Centres;
 - (c) the Deans, Directors or Coordinators of the Boards that establish committees under this section shall be *ex-officio* members of such committees;

5. Meetings of the Board

- (a) the Dean, Director or Coordinator shall be the Chairperson of the Board and where he or she is unable to attend, the Board shall elect a Chairperson from among its members present;
- (b) the Board of each School, Directorate, Institute or Centre shall meet twice (2) every semester and shall have such other meetings as shall be determined by the Chairperson of the Board from time to time;
- (c) The Chairperson may call for a special meeting of the Campus Management Board for a specific purpose;
- (d) Board meetings will be held in University premises or via tele/videoconferencing and in accordance with government directives as may be issued from time to time;
- (e) the quorum of the Boards of Schools, Directorates, Institutes or Centres shall be one-half ($\frac{1}{2}$) plus one of the membership of that particular Board except for special meetings for which any number of members present shall form a quorum;



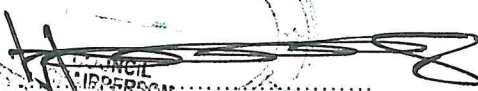
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CHAIRMAN OF COUNCIL

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VICE-CHANCELLOR

- (f) each Board of a School, Directorate, Institute or Centre may, at its own discretion and with good reason, invite other persons to attend any of its meetings in an advisory capacity; and
- (g) the Chairperson shall cause minutes of the Board to be submitted to the University Management Board within a month of approval of the minutes by the Board.

Statute XXVI: Establishment of Departments

1. Each School, Directorate, Institute or Centre shall consist of such departments as Council may approve from time to time.
2. in establishing a department, the School, Directorate, Institute or Centre Board shall consider the following:-
 - (a) the academic and societal needs for training, research and innovation;
 - (b) the availability of basic infrastructural support; and
 - (c) statutory requirements of regulatory bodies where applicable.
3. the following procedure shall apply in the establishment of a department:-
 - (a) a written request addressed to the Chairperson of the School, Directorate, Institute or Centre Board;
 - (b) upon receipt of the request the School, Directorate, Institute or Centre Board shall constitute a committee made up of the following members;
 - (i) Dean, Director or Coordinator who shall be the Chairperson,
 - (ii) one (1) Professor nominated by the School, Directorate, Institute or Centre Board,
 - (iii) University Librarian,
 - (iv) Chief Finance Officer,
 - (v) Dean of Students,
 - (vi) two (2) persons nominated by the School, Directorate, Institute or Centre Board,
 - (vii) Director in charge of Quality Assurance,
 - (viii) Chief Legal Officer,


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- (ix) Registrar in charge of academic affairs,
 - (x) Registrar in charge of administration and planning, and
 - (xi) such other persons as the committee may, for good reason, co-opt from time to time, provided that such persons shall not have voting rights in the meetings of the Board.
4. the Committee shall present an evaluation report to the School, Directorate, Institute or Centre Board for consideration.
5. the Board shall forward its recommendation to Senate through the Committee of Deans to consider and forward to the University Management Board for onward transmission to Council for consideration and approval.

Statute XXVII: Governing Organs of a Department

1. A department shall be headed by a Chairperson.
2. The Chairperson shall be the academic and administrative head and shall be responsible to the Vice-Chancellor through the Deputy Vice-Chancellor in charge of academic affairs or Principal and Deputy Principal in charge of academic in the case of a College and the Dean for maintaining and promoting the efficient and effective management of the department.
3. The Chairperson's duties shall be as follows: -
 - (a) articulating and implementing the mission and objectives of the department;
 - (b) convening departmental meetings at least twice (2) a semester for the purposes of planning, monitoring and evaluating the activities of the department;
 - (c) overall management of the academic programmes of the department as required by Senate under various rules and regulations;
 - (d) te the Chief Examiner of the department;
 - (e) allocating teaching courses in the department;
 - (f) representing the department in the School, Directorate, Institute, Centre or Campus Board, Senate and other organs of the University;



CHAIRPERSON
DR. DR HUMPHREY NJUGUNA
CHAIRMAN OF COUNCIL

Vice Chancellor
MOI UNIVERSITY
Prof. Dr. Isaac S. Kosgey
VICE-CHANCELLOR
Eldoret, 301

- (g) processing applications and recommending applicants through the Dean of School or Director of Directorate, Institute, Centre or Campus for admission;
 - (h) planning and coordinating the department's annual budgetary estimates;
 - (i) supervising academic and other staff in the department;
 - (j) preparing departmental annual workplans and reports;
 - (k) promoting and maintaining a conducive work environment in the department;
 - (l) coordinating the development of curricula for academic programmes of the department; and
 - (m) the Chairperson shall have other duties as shall be assigned or delegated by the Vice-Chancellor in accordance with these Statutes.
4. The department shall have a Departmental Board.
5. Each department shall have a Chairperson who shall be appointed by the Vice-Chancellor as follows:-
- (a) the Dean of a School, Director of a Directorate, Institute or Centre shall propose three (3) persons to the Vice-Chancellor for appointment as Chairperson of department;
 - (b) the Vice-Chancellor shall, in consultation with the University Management Board, appoint one (1) of the three (3) nominees.
4. to be eligible for appointment as a Chairperson of department, a person shall be required to be at least a Senior Lecturer, provided a Lecturer may be appointed in acting capacity.
5. A Chairperson of department shall serve for a period of three (3) years renewable for a further period of three (3) years subject to satisfactory performance and good conduct.
6. the Chairperson of department is a management position and the incumbent shall not be an official of any staff union or actively participate in union matters for the period of tenure.


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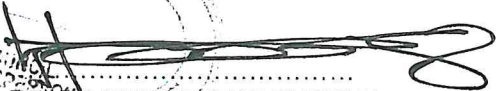

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VICE-CHANCELLOR

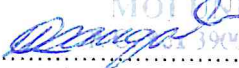
7. Council shall determine the terms of service of Chairpersons of departments from time to time.
8. The Vice-Chancellor may, in consultation with the University Management Board and Dean of the relevant School or Director of Directorate, Institute or Centre, terminate the appointment of the Chairperson of Department:-
 - (a) in accordance with his or her contract of appointment;
 - (b) due to poor performance or gross misconduct;
 - (c) if the position ceases to exist due to restructuring or reorganization of the operations of the University by Council from time to time; or
 - (d) if the position is declared redundant by Council as and when circumstances dictate.
9. In the absence from the University or incapacity of the Chairperson of department for a continuous period exceeding six (6) months or in the event of a vacancy, the Vice-Chancellor shall appoint a member of the relevant department as an acting Chairperson who shall hold office for maximum period of six (6) months within which a substantive Chairperson shall be appointed.
10. A Departmental Board shall consist of the following membership:-
 - (a) Chairperson of the department;
 - (b) all academic staff of the department;
 - (c) where relevant, at least one (1) representative of the technical staff in the department; and
 - (d) the Vice-Chancellor, the Deputy Vice-Chancellor in charge of academic affairs, College Principal and Dean of the School, and Director of a Directorate, Institute or Centre shall be *ex-officio* members.
11. Functions of the Departmental Board;
 - (a) advising and reporting to the School, Directorate, Institute or Center Board on all matters relating to the origination of teaching and research including curricula and examinations;


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- (b) considering the progress and conduct of students in the department and to report to the School, Directorate, Institute or Center Board thereon;
 - (c) recommending to the School, Institute or Centre Board persons to be appointed as Internal and External Examiners;
 - (d) forming committees for short-listing of persons to be promoted or recruited as full-time or part-time academic and technical staff of the department;
 - (e) considering and making recommendations on any matters relating to the School, Directorate, Institute or Center; and
 - (f) carrying out any other functions which may be given to or imposed on it by Senate, College Academic Board, School, Directorate, Institute or Center and or regulations.
12. A constituent part of one School, Directorate, Institute or Centre may, in relation to another School, Directorate, Institute or Center in which such a department has teaching, research, administrative or other commitments be regarded as being associated with such School, Directorate, Institute or Centre.
13. There shall be Departmental Board meetings chaired by the Chairperson of department at least twice (2) every semester.
14. Departmental Board meetings will be held in University premises or via tele/videoconferencing and in accordance with government directives as may be issued from time to time.
15. Such meetings shall be constituted by all members:-
- (a) of the academic staff of each department of the School;
 - (b) of the appointed Board by Directorates, Institutes or Centers; and
 - (c) any other co-opted member.
16. the quorum of the Departmental Board shall be one-half ($\frac{1}{2}$) plus one of the membership of that particular Board.
17. the Chairperson of the Department, after consultation with members of the Departmental Board, may from time to time, invite other persons to attend


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Vice Chancellor
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Departmental Board meetings in an advisory capacity, provided that such persons shall have no voting rights in the meetings of the Board.

Statute XXVIII: Student Matters

1. Subject to the Charter and these Statutes, all matters affecting the education, welfare and discipline of students shall be governed by the University rules and regulations approved by Council from time to time.
2. Without prejudice to the generality of paragraph (1) of this Statute, rules and regulations shall govern the following: -
 - (a) there shall be a Students' Association comprising all students of the University;
 - (b) a Students' Association shall be governed by a Students' Governing Council as per the Act;
 - (c) the functions of the students' Association shall be as provided in the Act;
 - (d) the method of election of the Students' Governing Council shall be in accordance with the Act;
 - (e) the constitution, powers and functions of the Students' Associations shall be as prescribed in the Act, the Students' Association Constitution, and the University Rules and Regulations Governing the Conduct and Discipline of Students;
 - (f) the Act, the Students' Association Constitution and the University Rules and Regulations Governing the Conduct and Discipline of Students may authorize the Students' Association to provide or assist in the provision of services for the general welfare of the students' body; and
 - (g) the University Rules and Regulations Governing the Conduct and Discipline of Students may provide for the formation of clubs and societies for the general welfare of the students' body.
3. As far as meetings are concerned, representatives of the Students' Association are eligible to attend and participate in Senate and College, Campus, School, Directorate, Institute or Centre Board meetings, provided that examinations matters or reserved areas of business are not being discussed. Documents for consideration at any such meeting as aforesaid and minutes and other records



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any of which relate to reserved areas of business shall not at any time be made available to the representatives of the students.

4. Reserved areas of business include but not limited to matters affecting the appointments, promotion, discipline and other matters affecting members of staff of the University that Senate and School, Directorate, Institute or Centre Boards may determine from time to time.

5. Students' Disciplinary Committee of Senate: -

(a) there shall be a Students' Disciplinary Committee of Senate consisting of the following persons, who shall serve for such period as shall be prescribed in the University Rules and Regulations;

(i) Deputy Vice-Chancellor in charge of student affairs who shall be the Chairperson;

(ii) Dean of Students;

(iii) three (3) members of Senate appointed by the Chairperson of Senate; and

(iv) two (2) members of the Students' Governing Council who themselves shall not be undergoing a disciplinary case appointed by the Student Governing Council.

(v) the Registrar in charge of student affairs who shall be present as an ex-officio member providing the Secretariat; and

(vi) the Chief Legal Officer, or a representative, who shall be an *ex officio* member providing technical support.

(vii) the Registrar in charge of academic affairs, or his representative

(b) The Students' Disciplinary Committee of Senate shall have such powers in relation to matters of student's discipline as shall be prescribed in the University Rules and Regulations Governing Students' Conduct.

(c) On reference to the Disciplinary Committee, a student shall have the right to receive adequate notice of the charges made against him or her, to have access to any documents introduced in evidence, to be heard in person, to call witnesses and to examine witnesses called against him or her.


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- (d) Subject to the University Rules and Regulations Governing Students' Conduct, a student may, within a period which shall be specified in the Rules and Regulations, appeal to the Vice-Chancellor against the decision of the Students' Disciplinary Committee of Senate, and to the Chairperson of Council against the decision of the Vice-Chancellor.
- (e) On receipt of the appeal, the Vice-Chancellor shall constitute an Appeals Board of Senate composed of the Deputy Vice-Chancellor in charge of administration as the Chairperson and two (2) other members of Senate who were not members of the Student's Disciplinary Committee of Senate and the Chief Legal Officer to be in attendance.
- (f) The Appeals Board of Council shall be composed of the Chairpersons of Standing Committees of Council, and will be chaired by the Chairperson of the Committee responsible for academics and student affairs. The decision of the Appeals Board of Council shall be final.
- (g) Hearings and appeals shall not be held in public and the Students' Disciplinary Committee of Senate and the Appeals Board of Senate shall each have the right to summon and examine any member of the University and to invite and examine any other person in relation to a disciplinary case.
- (h) Decisions of the Students' Disciplinary Committee of Senate, the Appeals Board of Senate and Appeals Board of Council shall be by consensus or by simple majority of the members present with the Chairperson having a casting as well as deliberative vote and, subject to the provisions of this Statute, all matters relating to the procedure of the Students' Disciplinary Committee of Senate, the Appeals Board of Senate and Appeals Board of Council shall be prescribed in the University Rules and Regulations Governing Students' Conduct and shall abide by the rules of natural justice.
- (i) Subject to these Statutes, the Rules and Regulations Governing Students' Conduct may prescribe penalties which may be imposed on students who are subject to disciplinary action and conditions under which such penalties shall be imposed and the procedure for their enforcement.


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- (j) Without prejudice to the rights of the student specified in paragraph (g) above, the Vice-Chancellor may suspend or exclude any student from any class or classes and exclude any student from the whole or any part of the University or its precincts for such a period as he may think fit and, thereafter, shall cause to be convened a special meeting of the Students' Disciplinary Committee of Senate within twenty one (21) days of the date of such suspension or exclusion to hear the case.
- (k) the decision of the Students' Disciplinary Committee of Senate shall be communicated to the Vice-Chancellor.
- (l) subject to the rights of the students specified in the foregoing sub-sections, the Students' Disciplinary Committee of Senate may amend, ratify or revoke the suspension, expulsion or exclusion of the student, and where a student who has been suspended, expelled or excluded is found to have been guilty of grave misconduct, the Committee shall inform Senate through the Vice-Chancellor of the expulsion of the student from the University.
- (m) the appeals procedure shall be as stipulated in the University Rules and Regulations Governing Students Conduct.

Statute XXIX: Staff Matters

1. All members of staff of the University shall be subject to the general authority of Council and the Vice-Chancellor and shall serve on such Terms and Conditions of Service as shall be determined by the Council.
2. Members of staff of the University shall be appointed by Council on the recommendation of the various Appointment Committees as indicated in Schedules II, III and V.
3. Council shall approve human resource procedures as provided for under the Act, Employment Act 2007, Labour Relations Act 2007, Collective Bargaining Agreements (CBAs) or any other relevant legislation that govern the Terms and Conditions of employment.
4. subject to the Charter, these Statutes, the University Staff Code of Conduct and any written law, no person shall be removed from employment under this


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CHAIRMAN OF COUNCIL


PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

Statute unless he or she is first given adequate notice of any charge made against him or her and access to any documents that shall be introduced in evidence against him or her and a reasonable opportunity to: -

- (a) be heard in person and to make representations in that regard;
 - (b) be represented by another employee or a union representative of his choice;
 - (c) call witnesses;
 - (d) examine witnesses called against him or her; and
 - (e) appeal or have the decision of the University Staff Disciplinary Committee reviewed.
5. Disciplinary cases will be expedited without undue delays and regard to technicalities and in accordance with the University Human Resource Manual approved by Council and any written law.
6. subject to the Charter, these Statutes and University Staff Code of Conduct and any other written law, Council may declare a person removed from office or employment, for good cause, or pursuant to this Statute to be unfit to continue to hold office or employment in the University and any such person shall not be eligible for further nomination, election or appointment to any office, employment or place in the University, including any office *ex-officio*, unless the said declaration shall be rescinded.
- (a) The expression “good cause” when used in reference to removal from office, membership or employment means: -
 - (i) conviction for a felony, misdemeanor or any other offence which Council deems to be such as to render the member of staff concerned unfit to continue to hold office;
 - (ii) gross negligence of duty, professional misconduct or proven incompetence; and
 - (iii) insubordination or any other misconduct which Council shall consider scandalous or disgraceful, therefore rendering the member of staff unfit to continue holding office in the University.
6. There shall be two (2) Staff Disciplinary Committees as follows: -



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(a) Staff Disciplinary Committee for staff in grades 1 to 13 shall comprise of the following members: -

- (i) Deputy Vice-Chancellor in charge of administration who shall be the Chairperson;
- (ii) four (4) members of Senate; and
- (iii) Registrar in charge of administration, or a representative, who shall provide Secretarial support (*ex officio*).
- (iv) the Chief Legal Officer, or a representative, to provide advisory support (*ex officio*).
- (v) the Committee may co-opt not more than two (2) other members, who shall be *ex officio* as the circumstances may require.

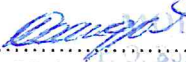
(b) an *Ad Hoc* Staff Disciplinary Committee of Council which shall handle disciplinary matters of academic and administrative staff in grades 14 to 20 shall comprise the following members: -

- (i) three (3) Council members, one of whom shall be appointed the Chairperson;
- (ii) the Vice-Chancellor, or such other person as may be designated by the Council where the matter involves the office of the Vice-Chancellor.
- (iii) the Vice-Chancellor, or in his absence, the Council Secretariat shall provide Secretariat support; and
- (iv) The Committee shall have the power to invite such technical persons (*ex-officio*) as may be necessary in the circumstances for expeditious and just disposal of the proceedings.

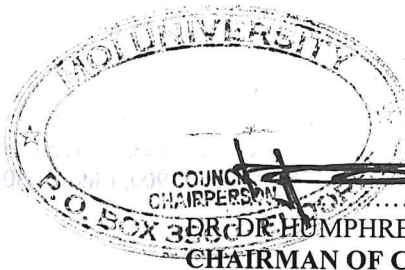
7. the Staff Disciplinary Committees under this section shall handle disciplinary cases of members of staff as appropriate in accordance with the University Human Resource Manual and the provisions of any law related to employment matters.

8. Subject to the provisions of any law related to employment matters, a member of staff may appeal against a decision of the Staff Disciplinary Committee within thirty (30) days of the decision as follows: -


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- (a) Staff in grades 1 to 13 to the Vice-Chancellor who may;
 - (i) uphold the decision of the Committee, or
 - (ii) constitute an *Ad-Hoc* Appeals Committee to listen to the appeal and make recommendations to the Vice-Chancellor comprising of the following members;
 - (a) two (2) members of the University Management Board, one of whom shall be appointed by the Vice-Chancellor as the Chairperson;
 - (b) three (3) Senate representatives; and
 - (c) the Committee can invite not more than two (2) *ex-officio* members to assist in the expeditious and just disposal of the proceedings; and
 - (d) Registrar in charge of administration who shall provide the Secretariat (*ex-officio*).
- (b) Staff in grades 1 to 13 may lodge an appeal to the Chairperson of Council if not satisfied with the decision of the Vice-Chancellor or of the *Ad Hoc* Appeals Committee in Clause 8(a) of this Statute, within thirty (30) days of the communication of the decision.
- (c) Staff in grades 14 to 20 who are dissatisfied with the decision of the *Ad Hoc* Committee of Council under Clause 6(b) may lodge an appeal to the Chairperson of Council within thirty (30) days of the communication of the decision.
- (d) Where an appeal has been lodged with the Chairperson of Council, the Chairperson may:-
 - (i) uphold the decision of the Vice-Chancellor, the *Ad Hoc* Appeals Committee or the Staff Disciplinary Committee of Council, as the case may be; or
 - (ii) constitute an *Ad Hoc* Appeals Committee of Council comprising of the following members to listen to the appeal and make recommendations to the Chairperson:-



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CHAIRMAN OF COUNCIL

Vice Chancellor
PROF. ISAAC S. KOSGEY
VICE-CHANCELLOR

1. three (3) Council members, one of whom shall be appointed as the Chairperson of the Committee;
 2. the Vice-Chancellor, or in his absence, the Council Secretariat shall provide the Secretariat; and
 3. the Committee can invite such other *ex-officio* members as it may deem necessary to assist in the expeditious and just disposal of the proceedings.
- (e) the recommendations of the Committee shall be forwarded within thirty (30) days from the date of appointment to the Chairperson of Council, who shall consider the recommendations and make a final determination.
9. Staff of the University shall retire from employment as follows: -
- (a) for academic staff on the date the member of staff attains the age of seventy (70) years or such other age as may be determined by government from time to time;
 - (b) for administrative staff in grades 1 to 15 on the date on which the staff attains the age of sixty (60) years or any other age as may be determined by government from time to time. Staff who were already in employment and service of the University in grades 11 to 15 at the commencement of these statutes on 10th October, 2013 shall retire on the thirtieth of June next after the date on which the member of staff attains the age of sixty-five (65) years; and
 - (c) for persons with disability on the date the staff turns sixty-five (65) years and or as may be prescribed by government from time to time.
10. Members of staff may, upon retirement, be considered for appointment on contract terms and conditions of service to be determined by Council and subject to prevailing government circulars on employment in force from time to time and upon production of a satisfactory medical examination report.
11. A member of staff may resign from employment in such manner and on giving such notice as may be prescribed in the contract of employment under which such member of staff is engaged.

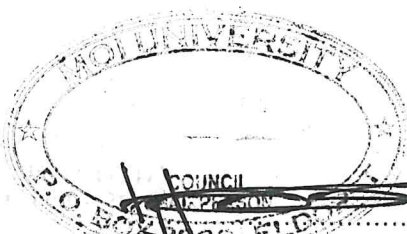

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Vice Chancellor
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12. Subject to the provisions of The Constitution, the Act, these Statutes and any other applicable law, staff of the University shall have the right to join a staff association of their choice as recognized by the University. Conduct and affairs of the staff associations shall be subject to the provisions of The Constitution and in accordance with applicable laws.
13. There shall be trade unions in the University established in accordance with Section 12 of the Labour Relations Act No. 14 of 2007 and whose operations shall be managed as provided for under the Labour Relations Act.

Statute XXX: Alumni Association

1. Pursuant to the Act and Section 22 of the Charter, there shall be an Alumni Association of the University which shall consist of graduates of the University and the following other members: -
 - (a) Chancellor;
 - (b) Council members;
 - (c) Vice-Chancellor;
 - (d) Deputy Vice-Chancellors;
 - (e) Principals;
 - (f) Professors of the University;
 - (g) present and past academic staff of the University;
 - (h) associated members as provided for in the Alumni Association Constitution; and
 - (i) special members as provided for in the Alumni Association Constitution.
2. The objectives of the Alumni Association shall be to promote the reputation and wellbeing of the University including resource mobilization for the development of the University.
3. Subject to the provisions of the Act and the Charter, the Alumni Association shall have the powers to: -
 - (a) discuss and state its opinion on any matter within the sphere of competence of the University; and



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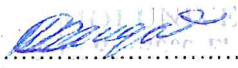
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- (b) participate in the process of appointment of the Chancellor of the University in accordance with the provisions of the Act, the Charter and these Statutes.
4. A copy of all resolutions of the Alumni Association and a statement of such other matters as the Alumni Association may from time to time decide shall be duly certified by the Chairperson and forwarded to the Chairperson of Senate and Chairperson of Council for noting.

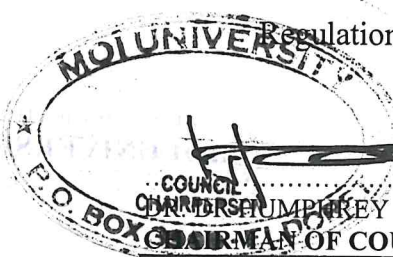
Statute XXXI: Examinations

1. University examinations shall be conducted under the general direction of Senate in accordance with University Rules and Regulations Governing Undergraduate or Postgraduate Examinations as shall be applicable.
2. There shall be regular, special and supplementary examinations as provided for in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations.
3. University Examinations shall be held under such conditions and mode as Senate may prescribe in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations.
4. Senate may prescribe such other guidelines for the conduct and administration of University Examinations which may include online examinations.
5. There shall be a Departmental Board of Examiners chaired by the Chairperson of Department who shall be the Principal Internal Examiner.
6. The functions of the Departmental Board of Examiners shall be to receive and process examination results and forward to the School, Directorate, Institute or Centre Board of Examiners for consideration.
7. There shall be a School, Directorate, Institute or Centre Board of Examiners chaired by the Dean, Director or Coordinator respectively who shall be the Chief Internal Examiner
8. The function of the School, Directorate, Institute or Centre Board of Examiners shall be to receive and process examinations results and forward them to Senate for approval, and where applicable through the College Academic Board.


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9. External Examiners shall be appointed by Senate from outside the University for a period of three (3) years which may be extended for a further period of one (1) year as circumstances may determine and on such terms as Council on recommendations of Senate may from time to time determine.
10. An External Examiner may be considered for re-appointment after the expiry of a period of four (4) years from the lapse of the last appointment.
11. Examinations shall be set, moderated and examined as provided for in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations.
12. A candidate for a University examination shall pay in respect of such examination fees as Council on the recommendation of Senate shall prescribe from time to time.
13. There shall be an Examination Irregularities Committee of Senate as provided for in the regulations and which shall handle cases of examination irregularities.
14. The Examination Irregularities Committee of Senate shall serve for such period as shall be prescribed in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations and shall consist of the following persons: -
 - (a) Deputy Vice-Chancellor in charge of academic affairs who shall be the Chairperson;
 - (b) Registrar in charge of academic affairs who shall be the Secretary;
 - (c) Dean of the School where the concerned course is offered;
 - (d) Dean of the School where the candidate is admitted;
 - (e) three (3) members of Senate to serve for a period of three (3) years;
In attendance
 - (f) Dean of Students;
 - (g) Chief Legal Officer; and
 - (h) any other person that the Chairperson may co-opt where necessary.
15. The Examinations Irregularities Committee of Senate shall have such powers in relation to matters of examinations as shall be prescribed in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations.

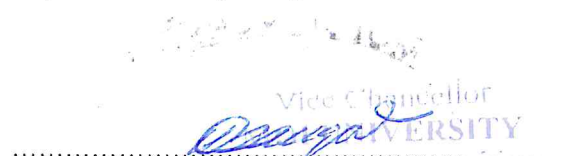


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CHAIRMAN OF COUNCIL

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16. There shall be an Examinations Irregularities Appeals Board of Senate as provided for in the Rules and Regulations Governing Undergraduate or Postgraduate Examinations and which shall handle appeals arising from the decisions of the Examinations Irregularities Committee of Senate: -
- (a) subject to the Rules and Regulations Governing Undergraduate or Postgraduate Examinations, a student may, within a period which shall be specified in the Rules and Regulations Governing Undergraduate or Postgraduate, appeal to the Vice-Chancellor against the decision of the Examination Irregularities Committee of Senate;
 - (b) on receipt of the appeal, the Vice-Chancellor shall cause to be convened a meeting of the Examination Irregularities Appeals Board of Senate in accordance with the Rules and Regulations; and
 - (c) the decision of the Appeals Board shall be final.
17. The hearings and appeals shall not be held in public and the Examinations Irregularities Committee of Senate and the Examinations Irregularities Appeals Board of Senate shall each have the right to summon and examine any member of the University and to invite and examine any other person in relation to an examination irregularity case.
18. Decisions of the Examinations Irregularities Committee of Senate and the Examinations Irregularities Appeals Board of Senate shall be by consensus or by simple majority of the members present with the Chairperson having a casting as well as a deliberative vote and subject to the provisions of this Statute.
19. All matters relating to the procedure of the Examinations Irregularities Committee of Senate and of the Examinations Irregularities Appeals Board of Senate shall be prescribed in the University Examinations Rules and Regulations Governing Undergraduate or Postgraduate Examinations and shall abide by the rules of natural justice.
20. Subject to these Statutes, the University Rules and Regulations Governing Undergraduate or Postgraduate Examinations may prescribe penalties which may be imposed on students who are subject to disciplinary action and


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CHAIRMAN OF COUNCIL


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VICE-CHANCELLOR

conditions under which such penalties shall be imposed and the procedure for their enforcement.

21. Without prejudice to the rights of the student specified Statute XXVII 5 (i) above, the Vice-Chancellor may suspend or exclude any student from any class or classes and exclude any student from the whole or any part of the University or its precincts for such a period as he may think fit and, thereafter, shall cause to be convened a special meeting of the Examination Irregularities Committee of Senate within twenty one (21) days of the date of such suspension or exclusion to hear and determine the case.
22. The Rules and Regulations Governing Undergraduate or Postgraduate Examinations shall provide for the procedure of handling an examination irregularity.

Statute XXXII: Designation of Degrees, Fellowships, Diplomas, Certificates and other Awards

1. Subject to the Act, the Charter and these Statutes, the following degrees in various disciplines may be conferred: -
 - (a) Bachelors' degrees;
 - (b) Masters' degrees;
 - (c) Fellowships;
 - (d) Doctorate degrees; and
 - (e) Honorary Doctorate degrees.
2. Subject to the Act, the Charter and these Statutes, the University may award diplomas, certificates and other awards in various disciplines.
3. Every degree certificate shall incorporate a brief description of the subject in which the award is made.

Statute XXXIII: Conferment of Degrees, Fellowships and Award of Diplomas, Certificates and other Awards

1. Bachelors' degrees
 - (a) A candidate may be conferred a Bachelor's degree provided: -


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- (i) he or she undertakes an approved and accredited programme of study in the University;
 - (ii) he or she undertakes an approved programme of study at a recognized institution and his or her period of attendance as a student at such university or institution and at the University are together not less than the complete period prescribed for the award of the degree and as provided for in the Commission for University Education Guidelines and Regulations 2014 and any amendments thereof;
 - (iii) he or she passed the prescribed examinations and such other examinations of the University as Senate may determine;
 - (iv) he or she has paid such fees to the University as may be determined by Council from time to time; and
 - (v) he or she has complied in other respects with the requirements for the degree.
- (b) Senate may accept, as part of the attendance of a student of the University qualifying him or her for the conferment of the Bachelor's degree, periods of attendance as a student at another university or institution recognized by Senate for this purpose and Senate may accept certificates of proficiency in any subject issued by an accredited university or institution as aforesaid exempting the student from the examination of the University in a course(s) in such subject.

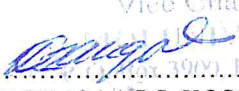
2. Award of Postgraduate diplomas

Subject to the provisions of the Charter, these Statutes and Regulations, Senate shall on the recommendation of Schools, Directorates, Institutes and Centres award postgraduate diplomas.

3. Masters' degrees

- (a) a candidate may be conferred a Master's degree in any School, Directorate, Institute or Centre provided that he or she is registered for the degree as a student of the University as specified in the relevant rules and regulations governing postgraduate studies, pursues such advanced study or research or both as may be approved by Senate.


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- (b) a candidate for a Masters' degree shall perform such other work and comply with such other conditions as may be presented after satisfying the requirements for the conferment of the Masters' degree in the School, Directorate, Institute or Centre concerned or after admission to the status of that degree or admission as a research student in accordance with this Statute and other relevant University regulations on admissions and examinations.

4. Clinical Fellowships

- (a) a candidate may be conferred a Clinical Fellowship of the University in the School, Directorate, Institute or Centre responsible for advanced medical specialist training provided that he or she has been registered for the Clinical Fellowship as a student in the University as specified in the relevant regulations governing admission and has pursued such advanced medical specialist study and training as approved by Senate.
- (b) a candidate for a Clinical Fellowship shall perform such other work and comply with such other conditions as may be required for the Clinical Fellowship.

5. Doctorate degrees

- (a) a candidate shall be conferred a Doctorate degree in a School, Directorate, Institute or Centre of the University provided that he or she has been registered for the degree as a student of the University as specified in the regulations for admission and has pursued such advanced study or research or both as may be approved by Senate.
- (b) A candidate for a Doctorate degree shall perform such other work and comply with such other conditions as may be presented, to satisfy the requirements for the conferment of that Doctorate degree in accordance with this Statute and any other regulations governing postgraduate studies.

6. Honorary degrees (*Honoris Causa*).

- (a) Subject to the Act, the Charter, these Statutes and the relevant guidelines, the University may confer Honorary degrees.



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- (b) An Honorary degree shall be the highest recognition conferred to an individual who has attained outstanding achievements in society and distinguished contribution to scholarship, creativity, leadership and humanitarian or public service nationally or internationally.
- (c) A proposal to grant an Honorary degree may be made by a member of the Council, Senate, academic staff, Alumni or a member of the public, and shall be communicated in writing to the Vice-Chancellor.
- (d) Every proposal under subparagraph (2) shall be accompanied by a statement setting forth the degree recommended and the detailed grounds on which the recommendation is based.
- (e) The procedure for award of Honorary Degree (*Honoris Causa*) is provided for in Schedule X.

7. Diplomas, Certificates and Other Awards

subject to the Charter, these Statutes and the University Examinations Rules and Regulations, Senate shall on the recommendation of Schools, Directorates, Institutes and Centres award: -

- (a) diplomas;
- (b) certificates; and
- (c) other awards.

Statute XXXIV: Congregation for the Conferment of Degrees, Fellowships and Award of Diplomas and Certificates

1. For the purposes of conferring degrees, fellowships and awarding diplomas, certificates and other awards of the University, there shall be held from time to time a meeting of the University which shall be called a Congregation convened in accordance with the provisions of the Act, the Charter and these Statutes.
2. Subject to the provisions of the Act, the Charter and these Statutes, the Congregation shall be constituted of the members of the University.
3. The Congregation shall be presided over by the Chancellor, or in his or her absence as provided for in the Act.
4. The procedure and mode of convening a Congregation for the presentation of graduands and for the conferment of degrees and fellowships and award of


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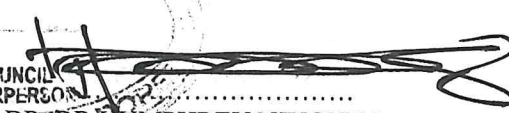

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diplomas, certificates and other awards and all other matters relating to the Congregation shall be determined by Senate and approved by the Council from time to time.

5. The Vice-Chancellor shall declare a Congregation of the University a meeting convened for the purpose of conferring degrees and fellowships and awarding diplomas, certificates and other awards and shall pronounce such Congregation dissolved at the end of the ceremony.

Statute XXXV: Processing, Signing and Sealing of Certificates

1. Certificates awarded in respect of degrees and fellowships, diplomas and certificate programmes shall be approved by Senate and Council.
2. Certificates awarded in respect of programmes lasting less than one (1) year shall be approved by the College, School, Directorate, Institute or Centre Boards.
3. The format and features to appear on the certificate shall be determined by Senate and approved by Council as is necessary from time to time.
4. Signing and Sealing of certificates: -
 - (a) Degree and Diploma certificates shall be signed by the Vice-Chancellor and the Deputy Vice-Chancellor in charge of academic affairs and the University Common Seal applied upon approval by Council;
 - (b) Certificates for certificate programmes shall be signed by the Deputy Vice-Chancellor in charge of academic affairs and the College Principal or the Dean of the respective School or Director of the Directorate, Institute or Coordinator of the Centre; and
 - (c) Certificates for certificate programmes lasting less than one (1) year shall be signed by the Dean of the School or Director of the Directorate, Institute or Coordinator of the Centre and the respective Chairperson of the Department.
5. All Certificates shall be printed in accordance with prescribed public procurement procedures and other relevant laws.



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Statute XXXVI: Cancellation of Degrees, Fellowships, Diplomas, Certificates and other Awards

1. Subject to the provisions of the Act and upon recommendation by Senate, Council may cancel a degree, diploma, certificate or any other award of the University.
2. A degree, fellowship, diploma, certificate and other award of the University may be cancelled only for the following reasons: -
 - (a) where evidence of falsification of academic documents for entry into the University to pursue the programme for which the certificate was issued is discovered after one has graduated from the University;
 - (b) where a graduate or one purporting to be a graduate of the University is found guilty of falsifying transcripts or a certificate;
 - (c) where a graduate is involved in some academic fraud or misconduct likely to bring the image of the University into disrepute; or
 - (d) where a graduate is involved in plagiarism or any other form of academic dishonesty.
3. Upon receipt of a report of a falsified certificate or academic transcript, the Registrar in charge of academic affairs, shall make a proposal to the Vice-Chancellor through the Deputy Vice-Chancellor in charge of academic affairs for tabling in Senate requesting for cancellation of the degree, diploma, certificate or any other award by citing any of the reasons in clause 2 of this Statute.
4. A proposal for cancellation of the degree, diploma, certificate or any other award may be made by any member of the University or public citing any of the reasons in clause 2 of this Statute.
5. Before cancellation of a degree, diploma, certificate or any other award of the University, Senate shall constitute a committee to consider the proposed cancellation.
6. The Committee of Senate referred to in clause 5 of this Statute shall be composed of the following member: -

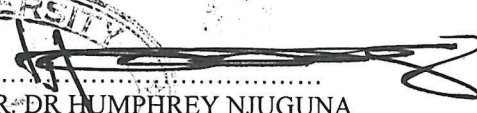

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- (a) Deputy Vice-Chancellor in charge of academic affairs who shall be the Chairperson;
 - (b) Registrar in charge of academic affairs;
 - (c) Director in charge of Quality Assurance;
 - (d) Dean of the School, or Director of the relevant Directorate, Institute or Centre;
 - (e) Chairperson of the relevant department;
 - (f) two (2) persons nominated by Senate;
 - (g) Dean of Students; and
 - (h) one (1) person nominated by the Alumni Association.
7. A person found to have committed an offence of falsifying a certificate or transcripts of the University shall not only have the certificate cancelled but the University shall also prefer charges of forgery against him or her in a court of law and expel the person if he or she has not completed studies.
8. The University shall institute disciplinary proceeding if the person in clause 7 is an employee of the University.

Statute XXXVII: Financial Provisions

1. All funds, and movable and immovable assets and property of the University shall be managed and utilized by Council in accordance with the Act, the Charter, these Statutes, the relevant financial laws and regulations, and any other written law, in such manner and for such purposes as, in the opinion of the Council, shall promote the best interest of the University.
2. Any immovable property vested in the University shall not be alienated or charged without the prior approval of Council and all the relevant government agencies and following the due process of the law.
3. Pursuant to Section 3(2)(c) of the Charter, Council may borrow funds for such purposes from such sources and under such arrangements as may be approved by a resolution of Council from time to time and in accordance with the procedures laid down by the law.
4. Pursuant to the Act and subject to any other relevant written law, regulation and guidelines, the University may appeal to the general public, alumni or


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private, corporate or non-governmental organizations for subscriptions, donations or bequests for the benefit of the University.

5. The University shall incur expenditure in accordance with budgets approved by Council and any approved expenditure under any vote head of the budget may not be exceeded without the prior approval of Council or The National Treasury as may be appropriate.
6. There shall be an Endowment Fund which shall be administered in accordance with the Act, and the Endowment Fund Policy and Guidelines of the University.
7. All the monies of the University shall be paid into any of the following bank accounts: -

(a) the Special Account;

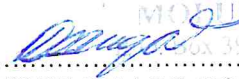
- (i) there shall be paid into the Special Account all such monies as are received by the University for special purposes and as are not payable into the Endowment Fund Account,
- (ii) the monies and the interest thereon from the Special Account shall be used and applied for the special purposes for which such monies were established,
- (iii) revenue generated by any unit of the University shall be paid into the Special Account and shall be used for the furtherance of the interests of the unit for which it was generated, and
- (iv) the unit funds shall be accounted for in the same manner as all other University funds.

(b) the Capital Account;

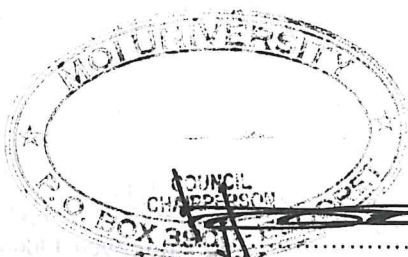
- (i) there shall be paid into the Capital Account all such monies as are received by the University for the purpose of capital expenditure for construction, development and infrastructure of the University, and
- (ii) the capital money and the interest thereon from the Capital Account shall be used and applied on capital expenditure for the construction, development and infrastructure of the University.

(c) the Revenue Account;


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- (i) there shall be paid into the Revenue Account all fees, dues and other amounts payable by or in respect of students and revenue grants by the government of Kenya or by any other government, organisation or person, and
 - (ii) the money outstanding to the credit of the Revenue Account shall be transferred to the Operational Account for disbursement.
- (d) the Operational Account;
- (i) there shall be paid into the Operational Account all transfers from the Revenue Account and or other accounts, and
 - (ii) the monies so transferred shall be used for the general operations of the University as per budget approved by Council or as specified.
- (e) the Research Account;
- (i) there shall be paid into the Research Account all such monies as are received for research activities; and
 - (ii) the balance of such funds shall be carried forward to the next financial year.
 - (iii) Monies received for research shall be used for research activities only.
- (f) the Project Account;
- (i) all monies received for specific projects shall be deposited in the Project Account and spent as per the stated budgets of the projects, and the balance of such funds shall not be surrendered at the end of the financial year but shall be carried forward to the next financial year.
 - (ii) Monies allocated for projects shall be expended on projects only;
 - (iii) the University Management Board shall determine the monies that may not be immediately required for any application or use and Council may approve the investment of such funds in accordance with the law, and



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- (iv) the University Management Board may retire such invested funds for University operations or roll over the funds upon maturity.
 - (g) the Endowment Fund Account;
 - (i) there shall be paid into the Endowment Fund Account all such monies as are received by the University and as are declared specifically to be payable into the Endowment Fund; and
 - (h) such other account as Council may determine from time to time.
8. Any University account shall be authorized by the Council and in accordance with The Public Finance Management Act, Act No. 18 of 2012 or any other written law or as directed by The National Treasury.
9. The signatories to the University Bank Accounts shall be as approved by Council from time to time.
10. Council shall cause the preparation and submission of Annual Estimates of revenue and expenditure, both recurrent and capital, of the University to the Cabinet Secretary as per the Act and in the format as may be prescribed from time to time by The National Treasury.
11. In accordance with the Act, Council shall cause to be kept all proper books and records of accounts of the income, expenditure and the assets of the University.
12. In accordance with the Act, the University shall within four (4) months from the end of each financial year submit to the Office of the Auditor General the accounts of the University together with:-
- (a) a Statement of Financial Performance of the University for the financial year;
 - (b) a Statement of Financial Position of the University on the last day of the year; and
 - (c) any other financial statements as may be required.
13. The accounts of the University shall be audited and reported in accordance with the provisions of the Article 229 of The Constitution and the Public Audit Act, Act No. 34 of 2015.


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14. In accordance with the Act, the financial year of the University shall be the period of twelve (12) months ending on 30th June in each year.

Statutes XXXVIII: Budgeting and Expenditure

1. There shall be a University Budget Committee appointed by the Vice-Chancellor, chaired by Deputy Vice-Chancellor responsible for administration which shall prepare a draft master budget from submissions of various Divisions of the University.
2. The preparation of the University Budget shall be in accordance with the government budgetary cycle.
3. The master budget shall respectively be approved by the Management Board not later than 31st December and by Council to be submitted to the Cabinet Secretary not later than 31st January of each year.
4. Based on the printed estimates, Council shall revise and approve the budget together with the annual procurement plan and other budgetary provisions for implementation by 1st of July each year.

Statute XXXIX: General provisions

1. Appointment of Committees: -

- (a) Council, the Vice-Chancellor, University Management Board, Senate and Boards of Colleges, Campuses, Schools, Directorates, Institutes, Centres or departments may appoint such standing, special or *ad hoc* committees for specific tasks as they may deem necessary. Such committees may include students and persons who are not members of the body appointing the committee, and the powers and duties of any committee shall be such as the body appointing it may from time to time direct and shall include the powers to appoint sub-committees or co-opt any other person as it deems necessary;
- (b) the body appointing a committee shall provide the terms of reference for the committee and timelines to undertake the task where applicable;


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- (c) the committees shall determine their own procedures and time of meetings in consultation with the appointing authority; and
- (d) every committee shall meet within University premises. However, in exceptional circumstances, a committee may meet at any other premises or place upon approval by the Vice-Chancellor.

2. Proceedings: -

- (a) Council, University Management Board, Senate and Boards of Colleges, Campuses, Schools, Directorates, Institutes or Centres or departments may from time to time make regulations for governing their respective proceedings subject to the provisions of the Charter, these Statutes and any other relevant law and regulations; and
- (b) unless otherwise provided by the Charter, these Statutes or any other relevant law and regulations, any matter or question shall be determined by consensus. In the event that there is no consensus, the matter shall be put to a vote and shall be determined by a simple majority vote of those present and voting and, in case of a tie of votes, the chairperson or other presiding officer shall have a casting vote.

3. Powers of delegation: -

- (a) subject to the provisions of the Charter, these Statutes and any other relevant law and regulations, Council, University Management Board, Senate and Boards of Colleges, Campuses, Schools, Directorates, Institutes, Centres or departments may, subject to such conditions as they may deem necessary, impose or delegate any of the powers or duties conferred under the Charter, these Statutes or any other relevant law and regulations to their respective appointees, provided that such appointees shall not have the power to approve such delegated assignments without further reference to the appointing authority.
- (b) subject to the Charter, these Statutes and any other relevant law and regulations, any delegation of powers shall be revocable at will and shall not preclude the person or body making the delegation


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from exercising any of the powers or duties conferred or imposed under the Charter, these Statutes or any other relevant law and regulations; and

- (c) Council shall not delegate its powers to alter, amend, add to or revoke any of the provisions of these Statutes and any University policies, rules and regulations.

4. Contracts: -

- (a) Contracts on behalf of the University may, in addition to any other manner effectual in law, be made as follows: -

- (i) a contract which if made between private persons would by law be required to be in writing and to be under seal may be made on behalf of the University in writing under its Common Seal;
- (ii) a contract which if made between private persons would by law be required to be in writing and signed by the parties to be charged therewith may be made on behalf of the University in writing and signed by any person acting under the express authority of Council;
- (iii) a contract which if made between private persons would by law be valid although made orally and not reduced into writing may be made either in writing or orally on behalf of the University by any person acting under the express or implied authority of Council; and
- (iv) a contract made according to sub-paragraph (c) may in addition to any other manner effectual in law be varied or discharged in the same manner in which it is authorized to be made.

5. Disclosure of interest: -

- (a) a member of the University as provided in Section 9 of the Charter shall not take or hold any interest in any property belonging to the University other than as a trustee for the purpose thereof;
- (b) where a member is directly or indirectly interested in any contract or any other matter before Council or any other committee thereof and is present at a meeting at which the contract or any other matter is the



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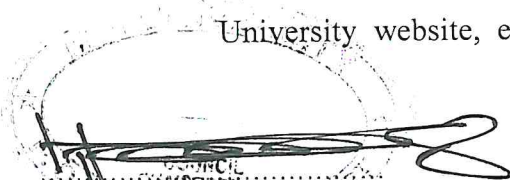
subject of consideration, the person shall at the meeting and as soon as reasonably practicable after the commencement, disclose the interest, and shall not take part in the consideration or discussion of, or vote on any questions with respect to the contract or any other matter, or be counted in the quorum of the meeting during consideration of the matter; and

- (c) the Constitution of Kenya, 2010, the Ethics and Anti-Corruption Act, 2011 Laws of Kenya, the Public Officer' Ethics Act, 2003 Laws of Kenya, the Leadership and Integrity Act, 2012 Laws of Kenya, the Act, the Public Finance Management Act, 2012 Laws of Kenya, the Public Procurement and Asset Disposal Act, 2015 Laws of Kenya and Regulations, and any other relevant laws and University policies, rules and regulations hereto as shall be amended from time to time shall apply herein.

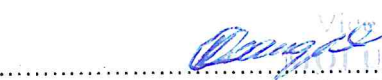
6. All members of the University in management or senior positions including chairpersons, coordinators of academic programmes and heads of departments shall not be officials in any staff unions nor actively participate in union matters for the duration of their tenure.

7. Service of notices and documents: -

- (a) except where otherwise expressly provided by the Charter, any notice or document required by or for the purpose of the Charter, these Statutes, or any other relevant law and regulations to be given or sent to any person may be given or delivered either in person or sent electronically or by post to his or her last known electronic or postal address, or through government agencies;
- (b) where a notice or other documents is sent by post service it shall thereof be deemed to have been properly effected by correctly addressing and posting a letter containing the notice or other documents and at the expiration of seven (7) days after the letter is put in the registered post;
- (c) where a notice or other document is sent electronically including on the University website, e-mail, Short Messaging Services, Facebook or



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- other such social media, affixed in strategic places or through the print media service shall be thereof deemed to have been properly effected upon expiry of seven (7) days following the date of dispatch; and
- (d) the omission to give notice to or send a document to any person entitled to receive the same shall invalidate the proceedings consequent upon such notice or document.
 - (e) Failure to acknowledge receipt where there has been proof of service through the last declared postal or residential address, or through electronic means shall not invalidate any proceedings consequent upon the issuance of such notice or document.
8. Formulation of policies, rules and regulations of the University: -
- (a) Council shall cause the formulation of policies, rules and regulations that will bring into effect the provisions of these Statutes;
 - (b) policies, rules and regulations of the University shall be formulated by the University Management Board on administrative issues and Senate on academic matters in consultation with the various University stakeholders; and
 - (c) all University policies, rules and regulations shall be presented to Senate and Council for approval before they become operational in accordance with Section 16(9) of the Charter.

Statute XL: Amendment and Review of Statutes

These Statutes may be amended or reviewed by Council every five (5) years or as deemed necessary in accordance with the provisions of Section 26 of the Charter.

Statute XLI: Commencement and Transition

1. These reviewed Statutes and amendments thereto shall commence on the date of approval by Council except where it is provided otherwise in any regulation such other date shall be deemed to be the commencing date of that particular regulation.



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2. The Schedules appended hereto shall come into force in accordance with the provisions of the Act and the Charter.
3. Where these Statutes have caused restructuring, reorganization and or change in Terms and Conditions of Service, Council shall formulate a framework for transition to the new terms.
4. Where there is a conflict in the interpretation of these Statutes the interpretation given thereof by the Council shall prevail.

Statute XLII: Publication of Statutes in the Kenya Gazette

Subject to the provisions of the Act, these Statutes and any subsequent amendments or review thereto shall be published by the Cabinet Secretary in the Kenya Gazette.

Made on the Day of 20.....

Cabinet Secretary, Ministry of Education.

Prof. George A. O. Magoha, IOM, MBS, EBS, CBS, MBBS, FKNAS,
FWACS, FICS, FCS (ECSA), FAAS, FMCS (Urol)


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SCHEDULES

SCHEDULE I: Procedure for Appointment of Chancellor

- (a) The vacancy shall be declared by the University and an advertisement placed on the University website and a national daily newspaper(s) of wide circulation and readership inviting members of the Public, the Council, Senate and the Alumni Association to nominate suitable persons.
- (b) Senate shall appoint a Committee of Senate on Search for the Chancellor comprising the following:
 - (i) the Deputy Vice-Chancellor in charge of Academic Affairs, who shall be the Chairperson;
 - (ii) two (2) Professors;
 - (iii) one (1) Member of Senate; and
 - (iv) Chairperson of Alumni Association.
- (c) The Chairperson of Senate shall issue letters of notification to the nominees to confirm whether they are willing to go through the vetting process and take up the appointment if successful.
- (d) Upon confirmation by the nominees, the Senate Committee shall vet them for suitability by reference to documents and reports in accordance with Chapter Six of The Constitution.
- (e) Five (5) names of the nominees deemed to be most suitable shall be forwarded by Senate to the Public Service Commission for ranking in order of merit. The Public Service Commission shall forward the names of the top three (3) candidates for onward transmission to the President who shall pick one of the persons for appointment as the Chancellor.
- (f) Notwithstanding the foregoing provisions, the appointment of the Chancellor shall conform to the Act as amended from time to time.



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SCHEDULE II: Functions, Departments, Directorates and Committees of the Vice-Chancellor's Office

(a) Functions

The Vice-Chancellor shall be the Chief Executive Officer of the University and shall have the overall responsibility for the direction, organization, administration, financial and academic matters of the University.

(b) Departments

The Departments under the Vice-Chancellor's Office shall be as indicated below, and may be reviewed from time to time for the efficient and effective management of the University;

1. Council Secretariat;
2. Finance;
3. Procurement;
4. Legal;
5. Security and Safety;
6. Corporate and Protocol Affairs;
7. Corruption Prevention;
8. Internal Audit (*administratively*);

(c) The Vice-Chancellor Shall Chair the Following:

1. University Management Board;
2. Senate;
3. Appointment and Promotion Committee of Academic Staff from Grade 11 to 13 (Graduate Assistant, Tutorial Fellows, Assistant Lecturer/Junior Research Fellow, Lecturers/Research Fellows, and Senior Lecturers/Senior Research Fellow).
4. Appointment and Promotion Committee of Middle and Senior Level Administrative Staff from Grade 5 to 13; and
5. Any other Committee as may be determined by Council or Senate.


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(d) Directorates

The Directorate under the Vice-Chancellor's Office shall be as indicated below and may be reviewed from time to time for the efficient and effective management of the University;

1. Resource Mobilization, Enterprise Development and Institutional Advancement (RMEDIA).



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VICE-CHANCELLOR

SCHEDULE III: Functions of the Deputy Vice-Chancellors

The functions of the Deputy Vice-Chancellors shall be as indicated below or as may be determined by Council from time to time.

1. Deputy Vice-Chancellor Academic, Research, Extension and Student Affairs

A. Functions

The Deputy Vice-Chancellor in charge of academic, research, extension and student affairs shall be the head of the Division and shall be responsible for:-

- (i) all Academic matters; admissions, development and review of academic programmes, timetabling; teaching and examinations, marking and release of examination results;
- (ii) preparation and release of academic transcripts and certificates;
- (iii) preparation of graduation ceremonies;
- (iv) quality of all academic programmes and staff through regular appraisals;
- (v) strategic direction and leadership of Schools, Directorates, Institutes and Centres;
- (vi) development of frameworks and policies, regulations and guidelines governing academic, research, innovation, outreach, extension, and student activities;
- (vii) fostering and development of linkages with Alumni Association;
- (viii) all student matters and welfare that affect the general well-being and academic performance of students;
- (ix) planning, organising and managing provision of academic and counselling, career, work study programmes and sports, accommodation, catering, community service, recreation, health, security and other student affairs;
- (x) developing mechanisms to anticipate and promptly, efficiently and effectively respond to student needs;
- (xi) other related matters affecting students' welfare; and
- (xii) performing any other duties as may be assigned or delegated to him or her by the Vice-Chancellor in accordance with these Statutes.


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B. Departments

The Departments under this Division shall be as indicated and may be reviewed from time to time for the efficient and effective management of the University;

- (i) Schools;
- (ii) Academic Directorates;
- (iii) Academic Institutes;
- (iv) Academic Centres;
- (v) University Library;
- (vi) Office of the Dean of Students;
- (vii) Student Guidance and Counseling;
- (viii) Games and Sports;
- (ix) Chaplaincy;
- (x) Clubs and Societies;
- (xi) Special Needs Unit;
- (xii) Leisure and Entertainment;
- (xiii) Office of Careers Services;
- (xiv) Catering;
- (xv) Hostels;
- (xvi) Admissions;
- (xvii) Examinations;
- (xviii) Alumni;
- (xix) Senate Secretariat; and
- (xx) Committee of Deans Secretariat.

C. Committees

The Deputy Vice-Chancellor in charge of academic, research, extension and student affairs shall chair the following committees of the Senate;

- (i) Committee of Deans;
- (ii) Standing Committee of Senate on Examinations Irregularities;
- (iii) Committee of Senate on Search for the Chancellor;
- (iv) Committee for Honorary Doctorate Degrees;
- (v) Semester Dates and Timetabling Committee;



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- (vi) Library and Information Management Committee;
- (vii) Appointment Criteria Committee for Academic Staff;
- (viii) Students' Disciplinary Committee;
- (ix) Students' Welfare and Bursary Committee;
- (x) Catering and Students' Accommodation Committee; and
- (xi) Any other Committee as shall be determined by the Council or Senate.

D. Institutes

- (i) Gender, Diversity and Peace Studies;
- (ii) Open, Distance and e-Learning;
- (iii) Confucius Institute.

E. Centres

- (i) Biomedical Informatics

2. Deputy Vice-Chancellor, Administration, Planning and Strategy

A. Functions

The Deputy Vice-Chancellor in charge of administration and planning shall be the Head of the Division and shall be responsible for:

- (i) human resource;
- (ii) planning;
- (iii) infrastructural development;
- (iv) asset management;
- (v) undertaking any other duties assigned from time to time by the Vice-Chancellor.

B. Departments

The Departments under this Division shall be as indicated below, and may be reviewed from time to time for the efficient and effective management of the University:-

- (i) Central Services;
- (ii) Development Unit;


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- (iii) Estates and Maintenance;
- (iv) Human Resource;
- (v) Staff Training and Development;
- (vi) Staff Recruitment;
- (vii) Health Services;
- (viii) Planning; and
- (ix) Transport and Garage.

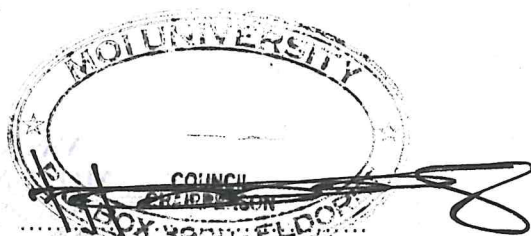
C. Committees

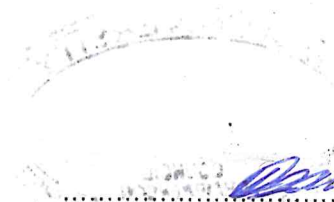
The Deputy Vice-Chancellor in charge of administration, planning and strategy shall chair the following committees:

- (i) Finance, Planning and Development Committee;
- (ii) University Budget Committee;
- (iii) Graduation and Ceremonies Committee;
- (iv) Appointment and Promotion of Junior Level Administrative Staff from Grade 1 to 4;
- (v) Staff Disciplinary Committee;
- (vi) Space Utilization and Allocation Committee;
- (vii) Staff Welfare, Development and Training Committee;
- (viii) Quality Assurance, Compliance and Performance Contracting Committee;
- and
- (ix) Any other Committee as shall be determined by Council or Senate.

D. Directorates

- (i) Information Communication Technology;
- (ii) Quality Assurance, Compliance and Performance Contracting.


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Schedule IV: Terms of Reference of Directorates and Institutes

(a) Institute of Gender Diversity and Peace Studies

The Institute shall be headed by a Director who shall, under the general direction of the Deputy Vice-Chancellor responsible for academic affairs, have the following duties and responsibilities: -

- (i) developing and coordinating gender diversity and peace functions within the University environment;
- (ii) executing gender diversity and peace policy matters;
- (iii) advocating and promoting gender equity and diversity through affirmative action;
- (iv) promoting development and implementation of gender diversity and peace policies;
- (v) promoting multi-disciplinary research on gender diversity and peace issues at the local, national and regional levels;
- (vi) advocating for and promoting education of women and men;
- (vii) advocating mainstreaming of gender diversity and peace in all Moi University programmes;
- (viii) establishing systems and strategies that address students' and staff real-life issues;
- (ix) establishing policies that promote reproductive health and well-being of women and families;
- (x) creating consultancies, collaboration and linkages at the local, national, regional and international levels; and
- (xi) Instituting strategies for sustainability and gender diversity and peace.

(b) Institute of Open and Distance e-Learning (IODeL)

The Institute shall be headed by a Director who shall, under the general direction of the Deputy Vice-Chancellor responsible for academic affairs, have the following duties and responsibilities:-

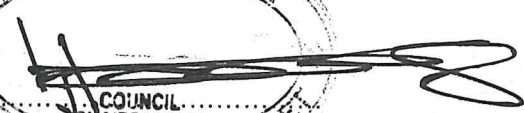

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- (i) providing guidelines for the packaging of content into formats appropriate for delivery through open, distance, blended, flipped and e-learning;
- (ii) identifying, installing and maintaining an e-learning platform (learner/ content management system);
- (iii) training academic staff to design and repackage content for IODEL delivery;
- (iv) providing support for academic staff in uploading content in liaison with the directorate of information, communication and technology, access to reading materials, management of content and students;
- (v) providing support for students' orientation into the platform, respond to inquiries, access to instructional materials and information on skills required for an IODEL learner);
- (vi) establishing Study Centers as may be required by the University;
- (vii) researching into the field of IODEL and provide suggestions on the way forward with matters pertaining to IODEL;
- (viii) coordinating the evaluation and production of Self Learning Instructional Materials (SLIMS)/ Modules;
- (ix) coordinating the purchasing of equipment and other materials required;
- (x) overseeing the day to day running of the Institute;
- (xi) participating in relevant committees of the University; and
- (xii) support recruitment of students to the IODEL platform;
- (xiii) participate in marketing IODEL programmes;
- (xiv) coordinating the provision of professional and continuing education;
- (xv) participating in the recruitment and management of staff for the Institute; and
- (xvi) performing any other duties as may be assigned by the Deputy Vice-Chancellor in charge of academic affairs.

(c) Confucius Institute

The Confucius Institute at Moi University (CIMU) was co-established with Donghua University, The People's Republic of China.


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The Institute shall be co-headed by a local and a foreign Director who shall, under the direction of the Deputy Vice-Chancellor in charge of academics, have the following responsibilities: -

- (i) platform for Sino-Africa cultural exchange particularly in the field of textile and fashion design;
- (ii) teaching Chinese language;
- (iii) organizing of Sino-Africa International Symposium on textile and apparel;
- (iv) supporting designers on integrating African elements with Chinese elements in fashion design; and
- (v) coordinating cultural exchange between Moi University students and Donghua University students.

(d) Directorate of Quality Assurance, Compliance and Performance Contracting

The Directorate shall be headed by a Director who shall, under the general direction of the Deputy Vice-Chancellor responsible for administration, have the following duties and responsibilities: -

- (i) developing and maintaining Quality Assurance aspects for the University in pursuit of its Vision and Mission;
- (ii) coordinating the internal and, where possible, the external aspects of the University's Quality Assurance to ensure compliance with approved policies, memos and Quality Management Systems (QMS);
- (iii) overseeing implementation of the Quality Assurance, Compliance and Performance Contracting Directorate as an aspect of the University's Management of its programmes, activities and services and the implementation of the corrective action, recommendations and final conclusions;
- (iv) providing training to staff to develop skills related to Quality Assurance and Compliance and services as a resource to various organs of the University;


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- (v) liaising with the relevant members of the University Senior Management as Heads of functions in the monitoring of the implementation and success of Quality Assurance and Compliance function in the University in general and the relevant functional units in particular;
- (vi) liaising with external parties on relevant issues and maintain relations to keep abreast with the dynamics of Quality Assurance and Compliance;
- (vii) providing a positive team-oriented interaction between the various Schools, Departments and units of the University to support and enhance quality and ensuring the implementation and realization of Quality Standards;
- (viii) working closely with the teams in Quality Management and Performance Contracting and other units to ensure adherence to targets, protocols and the achievements of goals; and
- (ix) any other duties related to this appointment as may be assigned by the Deputy Vice-Chancellor responsible for administration.

(e) Directorate of Information Communication Technology (ICT)

The Directorate shall be headed by a Director who shall, under the general direction of the Deputy Vice-Chancellor responsible for administration, have the following duties and responsibilities: -

- (i) executing of ICT policy matters;
- (ii) overall administration of Information and Communication Technology services including ICT infrastructure planning, maintenance and operation in the University;
- (iii) developing and coordinating ICT functions within the University environment;
- (iv) directing the installation, maintenance and upgrading of software/hardware components;
- (v) overseeing the implementation, operation and maintenance of data infrastructure for administrative and academic functions;


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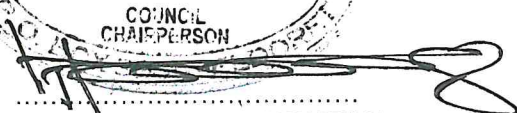
- (vi) coordinating in-service Information and Communication Technology training for University staff;
- (vii) providing technical guidance in procurement of necessary hardware, software, services and facilities;
- (viii) developing, implementing and enforcing information systems policies, standards and quality assurance;
- (ix) liaising with the wider University Management in the realization of the University strategic plans for Information Systems;
- (x) monitoring and evaluating information services, Management Information Systems (MIS) projects and personnel in the MIS;
- (xi) ensuring that the University ISO quality manual and procedures are adhered to; and
- (xii) performing any other duties as may be assigned by the Deputy Vice-Chancellor responsible for administration from time to time.

(f) Directorate of Resource Mobilization, Enterprise Development and Institutional Advancement (RMEDIA)

1. Duties and Responsibilities

The position of the Director is a Management position reporting to the Vice-Chancellor, and shall be responsible for:-

- (i) the academic and administrative leadership and coordination of the Directorate;
- (ii) participating in establishing policies for the University and ensuring that institutional traditions and academic policies of the University support the needs of academic staff and students and the University's Vision, Mission, Core Values, Objectives, Strategies and Plans are achieved;
- (iii) engaging National and County Governments, organizations/companies, trusts, partners/donors, banks and foundations within and outside Kenya to raise funds;


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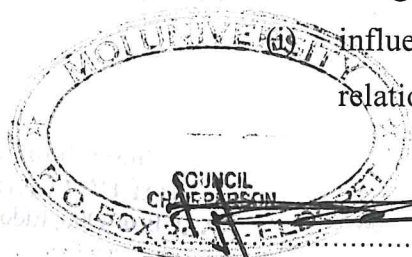

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- (iv) coordinating University Institutional Advancement and Endowment Fund;
- (v) identifying, recommending and implementing means to grow the Endowment Fund;
- (vi) identifying, recommending and implementing means to attract funds through strategic collaborations, fundraising, linkages, partnerships and networks;
- (vii) coordinating capacity building for raising funds through research, innovation projects and consultancies;
- (viii) ensuring that the University ISO Quality Manual and Standard Operation Procedures are adhered to within the Directorate;
- (ix) ensuring targets set for the Directorate in the Performance Contract are achieved;
- (x) assisting in the preparation of project proposals for corporate and other funding agencies;
- (xi) organizing fundraising events for partnership building between implementers and potential partners;
- (xii) initiating, promoting and enhancing corporate social responsibility, community relations partnership, linkages and collaborations;
- (xiii) preparing budgetary estimates and administering all financial resources in the Directorate, participating in various Committees of the University, helping in the coordination of University Alumni and maintaining connections;
- (xiv) manage staff performance and provide regular feedback to staff;
- (xv) conduct and document staff annual performance reviews; and
- (xvi) performing any other duties as may be assigned from time to time by the University Management.

2. Summary of Critical Duties

(a) Networking and Partnership Engagement:

- (i) influence outreach, network and engage and manage productive relationships with funders, grantors, donors, philanthropists, investors,



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entrepreneurs, Chief Executive Officer, Ministries and/or top-tier government officials, business executives and high-level corporate stakeholders as well as top-tier global organizations and research-based organizations and leaders; and

- (ii) provide guidance, training and support to Deans/Directors, Chairpersons of Departments, Sections Heads and Heads of Departments in the University to contribute to meet the global, regional and national resource mobilization goals and targets.

(b) Leadership and Management

- (i) plan, develop and manage the Directorate and closely working with Staff, and with key internal and external stakeholders in the University;
- (ii) managing people, capacity building and organizational leadership; and
- (iii) establish fundraising benchmarks and indicators to measure and track resource mobilization efforts at national, regional and global levels and making corrective actions as needed to ensure progress toward fundraising targets and secure resource streams and sustainability.

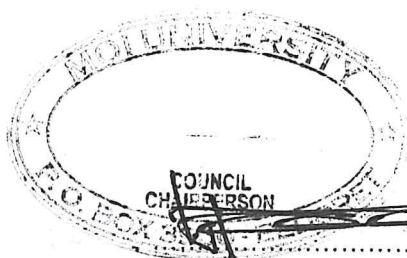
(c) Functional Skills, Knowledge and Experience

- (i) demonstrable capacity for innovative and creative initiatives, together with strategic thinking and ability to provide leadership;
- (ii) proven track record and experience in fundraising, resource mobilization and business/project development, preferably in international organizations, industry, and development, health and investment fields;
- (iii) ability to develop strategic alliances and partnerships with a variety of public, private and non-profit stakeholders, including international funders, grantors, donors, philanthropists, chief executive officers, investors, game-changers, decision-makers and research-based organizations;

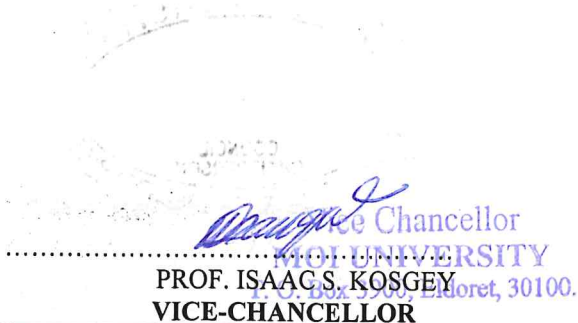

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- (iv) strong knowledge in grant proposal writing, donor reporting and pitching to grant donors, corporate social responsibility, investors, research-based institutions and foundations;
- (v) excellent interpersonal, negotiation, networking, presentation and communication skills, and marketing or business development track record including proven ability to conceptualize, innovate, plan and execute ideas and deliver results; and
- (vi) demonstrable experience in fundraising and resource mobilization, including multi sector organization, networking, leadership, donor and stakeholder engagement, strategic alliances and partnerships, and business and budget plan development.



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SCHEDULE V: Process of Appointment of Principals, Deputy Principals, Deans and Directors

1. Appointment of the Principal and Deputy Principal of a College shall be done through a competitive process that entails the following: -

- (a) an internal advertisement;
- (b) receipt of applications;
- (c) short-listing by a Senate Committee comprising:
 - (i) three (3) Professors nominated by Senate, one of whom shall be the Chairperson;
 - (ii) two (2) Deans and two (2) Directors nominated by the Committee of Deans;
- (d) an interview conducted by Council; and
- (e) appointment of the successful candidate.

2. Appointment of the Deans and Directors shall be done through a competitive process that entails the following: -

- (a) an internal advertisement;
- (b) receipt of applications;
- (c) short-listing by a Senate Committee comprising:
 - (i) three (3) Professors nominated by Senate, one of whom shall be the Chairperson;
 - (ii) two (2) Deans and two (2) Directors nominated by the Committee of Deans;
- (d) an interview conducted by Council; and
- (e) appointment of the successful candidate.

3. Council may give approval for external appointment where there is need for specialized skills and such is not attracted internally.


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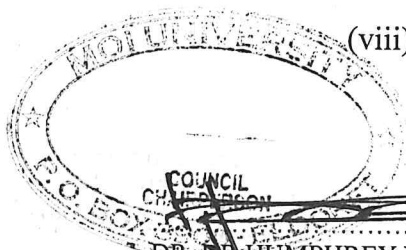
SCHEDULE VI: Committees of Council

1. Council shall deal with the overall administration of the University including policy formulation, planning, resource mobilization and allocation and shall provide a conducive environment for the implementation of academic programmes.
2. The Committees of Council shall be as follows and may be reviewed from time to time as Council may deem fit and according to various Government guidelines:-

A. Audit, Risk and Compliance Committee

The Terms of Reference for Audit, Risk and Compliance Committee are to: -

- (i) receive, review and recommend internal control mechanisms for the improvement of efficiency, effectiveness, transparency and accountability of the University Management Board;
- (ii) receive and discuss internal and external audit reports and make recommendations to Council for approval;
- (iii) review and oversee the adoption and implementation of recommendations from Parliamentary Committees;
- (iv) receive, review and recommend to Council for approval internal audit department charters, and the internal audit annual work plans;
- (v) monitor implementation and compliance of Risk Management Controls and Governance by Management;
- (vi) receive, review and recommend to Council for approval proposals on improvement of Management systems, including and not limited to high-risk areas such as finance, procurement, human resource and academic programmes;
- (vii) receive, review and recommend to Council for approval corrective actions on the University's compliance with policies, laws, regulations, procedures, plans and code of ethics;
- (viii) initiate special audit into any allegations, concerns and complaints regarding corruption, lack of accountability and transparency; and



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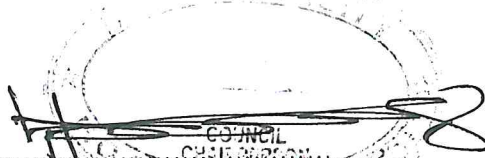
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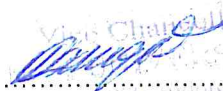
- (ix) the mandate of the Audit and Compliance Committee shall not be limited in any way which would prevent it from properly performing its duties and responsibilities.

B. Academics, Research, Extension and Student Affairs

The Terms of Reference for the Academics, Research, Extension and Student Affairs Committee are to: -

- (i) receive and consider reports from Senate and make recommendations to Council on academic matters including: -
 - (a) the establishment, harmonization or abolition of Schools, Directorates, Institutes, Centres, Departments, and research and teaching units; and
 - (b) promotion of research, technology and innovation in the University and dissemination of the findings.
- (ii) receive, consider and submit to Council all Senate reports on matters touching on research programmes, consultancies, innovation, technology transfer, and intellectual property rights and commercialization;
- (iii) receive, consider or review and recommend to Council policies on Academics, research, innovation, extension and outreach;
- (iv) receive and consider proposals and nominations for the award of honorary degrees and recommend to Council for approval;
- (v) receive and consider reports on students' welfare and submit thereon to Council;
- (vi) receive, consider and or approve proposals for affiliations, linkages, partnerships and associations and report to Council for approval;
- (vii) receive, consider and recommend to Council for consideration and approval regulations governing the conduct and discipline of students; and
- (viii) receive, consider and recommend amendments or review of the University Statutes to Council for approval.

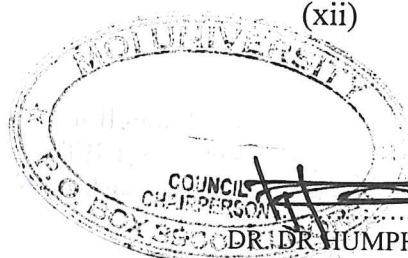

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VICE-CHANCELLOR

C. Finance, Administration and Strategy Committee

The Terms of Reference for the Finance, Administration and Strategy Committee are to: -

- (i) receive, consider or review and recommend to Council for approval the University Master Plan and Strategic Plan;
- (ii) oversee the development, review and implementation of the University Strategic Plan in conformity with the medium-term fiscal framework and policy objectives of Government;
- (iii) receive, consider and recommend to Council for approval, annual estimates of revenue and expenditure;
- (iv) receive, consider and recommend to Council reports on compliance to budgetary allocation as approved within the University's annual budgets;
- (v) receive, consider and recommend to Council for approval, the annual Procurement Plan of the University;
- (vi) receive, consider and submit to Council for approval quarterly and annual University financial reports;
- (vii) receive and consider proposals for University fees and any other charges and recommend to the Council for approval;
- (viii) receive and recommend to Council for approval the purchase, utilization, sale exchange, lease or take on of movable and immovable property;
- (ix) receive for consideration and recommendation to Council for approval the opening, and or closing of bank account(s) for the funds of the University in accordance with prevailing financial laws;
- (x) receive, consider and submit for Council for approval proposals for new projects;
- (xi) review on quarterly basis, the performance of all ongoing projects and submit reports thereon to Council for noting and monitoring and evaluation;
- (xii) receive, review and recommend to Council quarterly and annual performance contract reports for approval;



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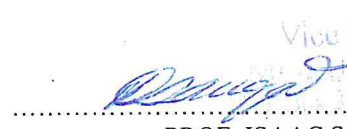
- (xiii) receive, consider and submit quarterly and annual reports on the performance of the staff retirement benefits pension scheme and provident fund for approval;
- (xiv) receive, consider and submit to Council reports on the performance of all resource mobilization and income generating activities in the University for noting and monitoring and evaluation;
- (xv) receive, consider and recommend to Council for approval policies and guidelines to promote resource mobilization and utilization of all funds in the University;
- (xvi) explore and recommend to Council for approval ways of raising funds and expansion of revenue base for the University, both internally and externally; and
- (xvii) receive, consider and recommend amendments or review of the University Statutes to Council for approval.

D. Human Resource and Governance Committee

The Terms of Reference for the Human Resource and Governance Committee are to: -

- (i) review and make recommendations to Council on Staff Terms and Conditions of Service for the University employees as and when necessary;
- (ii) review and recommend to Council career structures and progression guidelines for staff in the University;
- (iii) recommend or review a performance management scheme for use in monitoring performance for all staff;
- (iv) recommend to Council monitoring and evaluation tools for senior management;
- (v) receive and consider quarterly reports on staff matters including but not limited to welfare, development and training, appointments, promotions and disciplinary;
- (vi) receive, consider and recommend to Council for consideration and approval regulations governing the conduct and discipline of staff;
- (vii) receive, consider and recommend to Council for approval proposals on staff establishment and succession planning; and


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- (viii) receive, consider and recommend amendments or review of the University Statutes to Council for approval.

E. Ad Hoc Committees of Council

Council shall from time to time form Ad-Hoc Committees to address various matters affecting the University which will include but not limited to the below listed whose membership shall be determined by Council on a need basis: -

1. Appointments and Promotions Committee

The Terms of Reference for the Appointments and Promotions Committee of Council are as per The Constitution and the enabling Acts of Parliament, relevant University Policies on appointment/promotion and any other relevant legislation and guidelines are to:-

- (i) To interview/review on behalf of Council suitable candidates for appointment to academic or administrative positions in Grades 14 to 17; and
- (ii) To review and recommend for extension of appointment of Senior Management Staff in Grades 18-20

2. Staff Disciplinary Committee

The Terms of Reference for the Staff Disciplinary Committee of Council are to consider and recommend to Council actions to be taken in regard to disciplinary matters for staff in Grades 14 to 20 and shall adopt such practices and procedure for the discharge of its mandate that are consistent with The Constitution and the enabling Acts of Parliament, University Human Resource Policies and any other relevant legislation and guidelines.

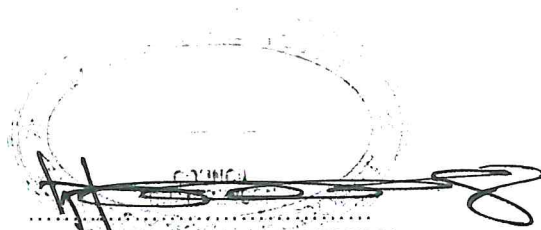
3. Council Appeals Committee

- (a) The Terms of Reference of the Council Appeals Committee shall be to hear and determine appeals from any decisions of any committee that may be referred to it from students or members of staff as provided for under these Statutes, and make recommendations to Council.

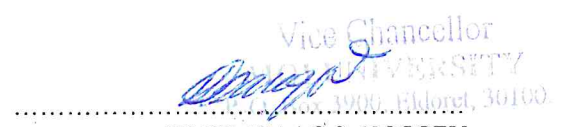

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- (b) The Council may from time to time appoint on a needs basis members to the Appeals Committee taking into consideration the exclusion of members who were in the initial committee that considered the matter.



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SCHEDULE VII: Committees of Senate

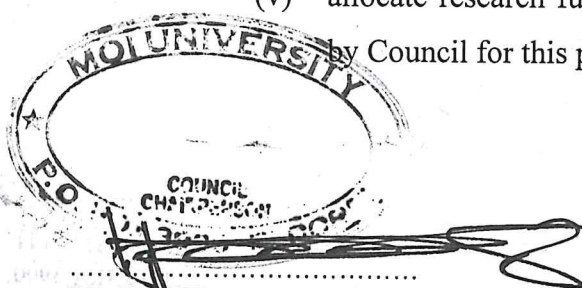
Committees of Senate shall comprise but not limited to and may be reviewed from time to time as Senate may deem fit: -

- (a) Chancellor's Search;
- (b) Deans;
- (c) Examinations Irregularities;
- (d) Finance, Planning and Development;
- (e) Graduation and Ceremonies;
- (f) Honorary Degrees;
- (g) Library and Information Management;
- (h) Semester Dates and Timetabling;
- (i) Space Utilization and Allocation;
- (j) Staff Welfare, Development and Training;
- (k) Students' Disciplinary; and
- (l) Students' Welfare.

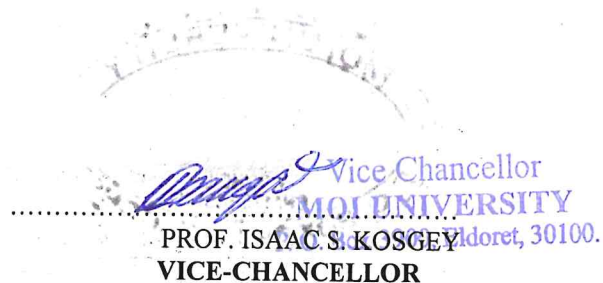
1. Committee of Deans

I. The Terms of Reference for the Deans' Committee are to: -

- (i) act as the coordinating body to advise Senate on all matters relating to the University and to deal with matters that may properly be referred to the Committee by the Vice-Chancellor or Senate;
- (ii) develop and or review University academic, research, innovation and extension policies and make recommendations to Senate;
- (iii) make recommendations to Senate on the allocation of funds available for research, publication and travel in connection with research and conferences;
- (iv) request and receive reports of grants through Chairpersons of departments and Deans of Schools on utilization of research funds;
- (v) allocate research funds to individual applicants out of funds voted by Council for this purpose;



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- (vi) consider and approve applications for admission to the University for undergraduate courses;
- (vii) consider as appropriate applications for inter-School transfer of students and make recommendations to Senate for approval;
- (viii) make recommendations to Senate on regulations governing research, admission and rates of fees to be charged;
- (ix) examine the format and contents of the University Statutes and rules and regulations and make appropriate recommendations to Senate.
- (x) examine and recommend for approval of Senate academic programmes submitted by Schools, and in so doing ensure that: -
 - (a) the programmes conform with general University curricular guidelines in matters such as course codes and numbering, course content, credit hours and loading and prerequisites;
 - (b) the programmes are presented in a concise and clear manner; and
 - (c) the programmes meet acceptable standards of academic excellence.
- (xi) consider, advise, review and recommend for approval of Senate academic regulations and guidelines for curriculum and instruction;
- (xii) consider and report to Senate from time to time on the quality and number of teaching staff, class sizes for lectures, laboratories, workshops and fieldwork that will ensure a high standard of instruction and learning;
- (xiii) consider and advise Senate on all matters related to staff development and in so doing: -
 - (a) advise Senate on policies related to training of all categories of staff;
 - (b) approve study fellowship for staff; and
 - (c) recommend training to meeting identified needs of the University;
- (xiv) consider and report to Senate on any other matters relating to its Terms of Reference and on matters referred to it by Senate.


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II. Membership of the Committee of Deans

- (i) Deputy Vice-Chancellor responsible for academic affairs who shall be the Chairperson;
- (ii) All other Deputy Vice-Chancellors;
- (iii) Principals of Constituent Campuses;
- (iv) University Librarian;
- (v) Deans of Schools; and
- (vi) Directors of Campuses, Directorates, Institutes and Centres

In attendance:-

- (vii) Registrar in charge of academic affairs who shall provide the secretariat;
- (viii) Registrar in charge of Administration;
- (ix) Dean of Students; and
- (x) Chief Finance Officer.

2. Information and Learning Resources Committee

I. The Terms of Reference for the Informational and Learning Resources Committee are:-

(i) To deal with all matters related to the Library and Bookshop and, in particular to: -

- (a) advise the University Librarian on all matters relating to the University library;
- (b) make recommendation to Senate on Library policy regulations;
- (c) advise Senate on the development, planning and establishment of Library and Bookshop services;
- (d) prepare and submit an annual report to Senate on the functioning of the University libraries and the Bookshops;
- (e) advise Senate on the preparation of estimates, allocation of funds and control of library expenditure;
- (f) advise Senate on acquisition and disposal of books and library materials; and



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(g) deal with any other matters referred to it by Senate, University Management Board or Committees of Senate.

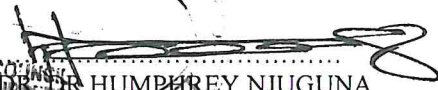
- (i) To deal with all matters related to information communication technology, and in particular to: -
 - (a) formulate proposals for the organization, development and implementation of computer services in the University;
 - (b) receive and consider annual reports and submit to Senate;
 - (c) formulate University-wide information strategies and policies in relation to the Library and to contribute to the development of Library and information strategy, policies, services and resources;
 - (d) develop and or review ICT policies for the Library;
 - (e) ensure that appropriate ICT services are adopted to enhance decision support systems in the Library;
 - (f) report to Senate on significant Library and ICT initiatives; and
 - (g) consider any other matters referred to it by Senate.

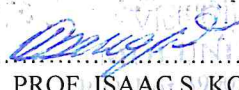
II. Membership of the Informational and Learning Resources Committee

- (i) Deputy Vice Chancellor in charge of academic affairs who shall be the chairperson;
- (ii) One (1) Representative from each School;
- (iii) University Librarian; and
- (iv) Director, ICT.

In attendance

- (v) Registrar in charge of academic affairs who shall provide the secretariat;
- (vi) Registrar in charge of administration;
- (vii) Chief Finance Officer;
- (viii) Dean of Students;
- (ix) Chief Legal Officer;
- (x) Supply Chain Manager;
- (xi) Corporate and Protocol Affairs Officer; and


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(xii) Bookshop Manager.

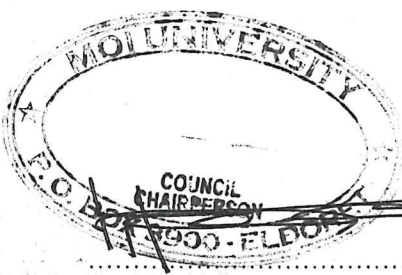
3. Time-Tabling and Semester Dates Committee

I. The Terms of Reference for the Time-Tabling and Semester Dates Committee are to handle matters related to the University Calendar Timetabling, and in particular: -

- (i) consider and recommend University semester dates;
- (ii) consider and harmonize University teaching time-tables;
- (iii) consider and harmonize University examination timetables;
- (iv) consider and allocate teaching space; and
- (v) advice the University on the requirements for teaching space.

II. Membership of the Time-Tabling and Semester Dates Committee:

- (i) Deputy Vice-Chancellor in charge of academic affairs who shall be the chairperson;
- (ii) All Deputy Vice-Chancellors;
- (iii) Registrars;
- (iv) Dean of Students;
- (v) Directors of Campuses;
- (vi) Chairperson, Timetabling
- (vii) School time-tabling coordinators;
- (viii) Chief Security Officer;
- (ix) Deputy Registrar, Central Services;
- (x) Deputy Registrar, Admissions;
- (xi) Deputy Registrar, Examinations;
- (xii) Catering and Hostels Manager;
- (xiii) Student Representatives, Chairperson and Academic Director; and
- (xiv) The office in charge of Admissions and Examinations shall provide Secretariat.



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4. Other University Awards Committee

The Terms of Reference for the Other University Awards Committee are to deal with matters related to other University awards, and in particular to: -

- (i) solicit prizes and awards;
- (ii) co-ordinate and formulate criteria of awards and prizes to students and staff;
- (iii) co-ordinate receipt and presentation of awards; and
- (iv) approve and authorize through Senate prize awards.

5. Appointment Criteria Committee for Teaching Staff

I. the Terms of Reference for the Appointment Criteria Committee for Teaching Staff are to: -

- (i) draw up criteria for appointments and promotions of teaching staff; and
- (ii) appraise members of teaching staff who have applied for promotions and make recommendations for consideration by the appropriate Appointments and Promotions Committee.

II. The Appointment Criteria Committee for Academic Staff shall be composed of:-

- (i) A Senior member of staff of the rank of Professor who shall be the Chairperson;
- (ii) three (3) members of Senate of the rank of Professor (1), Associate Professor (1) and Senior Lecturer (1);
- (iii) two (2) representative members of teaching staff;
- (iv) Registrar in charge of academic affairs;
- (v) Registrar in charge of Administration shall provide the secretariat; and
- (vi) the committee may co-opt members as it deems necessary.

6. Students' Disciplinary Committee

I. The Terms of Reference for the Students' Disciplinary Committee are to: -

- (i) receive and consider on behalf of Senate matters of disciplinary nature affecting students and to report to Senate on appropriate action to be taken, provided that the disciplined students may appeal to Senate through the Vice-Chancellor;


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- (ii) investigate issues surrounding misconduct by students and recommend to Senate appropriate corrective measures; and
- (iii) recommend review or amendments of the regulations governing the conduct and discipline of University students from time to time.

II. The Students' Disciplinary Committee shall be composed of:-

- (i) Deputy Vice-Chancellor responsible for student affairs who shall be the Chairperson;
- (ii) Dean of Students;
- (iii) three (3) members of Senate; and
- (iv) two (2) members of the Students' Governing Council who themselves shall not be undergoing a disciplinary case.

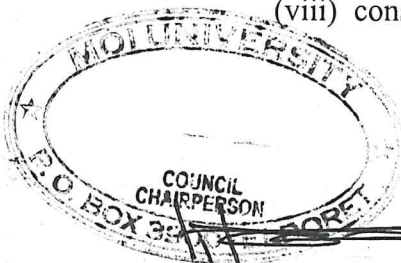
In attendance

- (v) Deputy Registrar in charge of student affairs shall provide the Secretariat;
- (vi) Chief Finance Officer; and
- (vii) Chief Legal Officer.

7. Students' Welfare and Bursary Committee

I. The Terms of Reference of the Students' Welfare and Bursary Committee are to: -

- (i) deal with all matters related to student welfare;
- (ii) deal with health, games and recreation matters as they affect the students' welfare;
- (iii) consider and recommend provision of adequate social and recreational activities for students;
- (iv) receive, consider and allocate bursaries and scholarships to students;
- (v) advise on matters related to students' career guidance and placement;
- (vi) advise on matters related to the welfare of students with special needs;
- (vii) advice on matters related to safety and security of students;
- (viii) consider and advice on any other matter relating to students' welfare.



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- II. The Students' Welfare and Bursary Committee shall be composed of:-
- (i) Deputy Vice-Chancellor responsible for student affairs who shall be the Chairperson;
 - (ii) Dean of Students;
 - (iii) three (3) members of Senate; and
 - (iv) two (2) members of the Students' Governing Council.

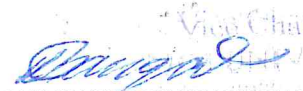
In attendance

- (v) the Deputy Registrar in charge of student affairs who shall provide the Secretariat;
- (vi) Chief Finance Officer;
- (vii) Chief Medical Officer;
- (viii) Chief Security Officer; and
- (ix) Corporate and Protocol Affairs Officer.

8. Catering and Students Accommodation Committee

- I. The Terms of Reference Catering and Students Accommodation Committee are to: -
- (i) deal with catering, and accommodation matters as they affect the students' welfare;
 - (ii) consider reports from Students Governing Council on catering and accommodation;
 - (iii) consider and recommend provision of additional facilities for catering and accommodation for students;
 - (iv) advise on matters related to the welfare of students with special needs; and
 - (v) advice on matters related to safety and security of students.
- II. The composition of the Catering and Students Accommodation Committee shall be as follows:-
- (i) Deputy Vice-Chancellor responsible for student affairs who shall be the Chairperson;
 - (ii) Dean of Students;
 - (iii) Catering and Hostels Manager; and


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- (iv) two (2) members of the Students' Governing Council.

In attendance

- (v) the Deputy Registrar in charge of student affairs who shall provide the Secretariat;
- (vi) Chief Finance Officer;
- (vii) Chief Medical Officer;
- (viii) Chief Security Officer; and
- (ix) Corporate and Protocol Affairs Officer.

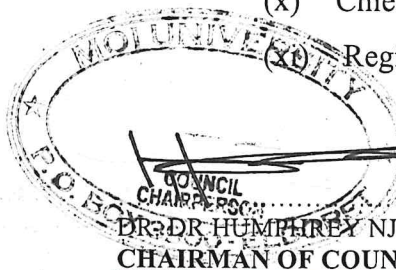
9. Space Utilization and Allocation Committee

I. The Terms of Reference Space Utilization and Allocation Committee are to:-

- (i) consider the utilization and allocation of office space in the University;
- (ii) consider and recommend reorganization and or rationalization of utilization of space for approval by the University Management Board;
- (iii) recommend maintenance and repair of office space;
- (iv) recommend safety and security requirements of various spaces; and
- (v) consider any other matter related to utilization and allocation of space.

II. The Space Utilization and Allocation Committee shall be constituted as follows:-

- (i) Deputy Vice-Chancellor responsible for administration who shall be the Chairperson;
- (ii) Registrars;
- (iii) Deputy Registrar, Central Services;
- (iv) Deputy Registrar, Planning;
- (v) Head, Development Unit;
- (vi) Senior Estates Officer;
- (vii) Chairperson, Timetabling;
- (viii) Corporate and Protocol Affairs Officer;
- (ix) Senior Purchasing Officer;
- (x) Chief Legal Officer; and
- (xi) Registrar in charge of administration to provide Secretariat.



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10. Graduation and Ceremonies Committee

I. The Terms of Reference Graduation and Ceremonies Committee are to: -

- (i) spearhead together with other members of the University the preparation of graduation and other ceremonies;
- (ii) consider and review graduation theme; and
- (iii) consider, review and recommend to Senate the appropriate graduation and other ceremonial regalia.

II. The Graduation and Ceremonies Committee shall be constituted as follows:-

- (i) Deputy Vice-Chancellor responsible for administration who shall be the Chairperson;
- (ii) All Deputy Vice-Chancellors;
- (iii) Registrar in charge of administration who shall provide the secretariat;
- (iv) Registrar in charge of academic affairs;
- (v) The Chief Finance Officer;
- (vi) Chief Legal Officer;
- (vii) Supply Chain Manager; and
- (viii) Corporate and Protocol Affairs Officer.

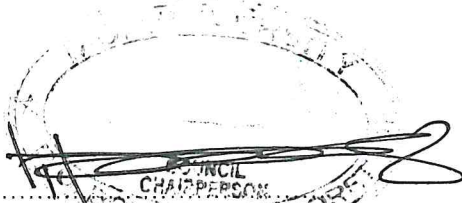
In Attendance

- (ix) All relevant Heads of Sections shall be in attendance.

11. Finance, Planning and Development Committee

I. The Terms of Reference of Finance, Planning and Development Committee are to: -

- (i) coordinate and develop the University Master Plan and Strategic Plan;
- (ii) coordinate the development and maintenance of the University physical infrastructure;
- (iii) consider, review and recommend changes to the University staff establishment;


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- (iv) consider, review and recommend changes to the University academic calendar;
- (v) determine and recommend policies to Senate in regard to general plant and equipment acquired or to be acquired by the University;
- (vi) co-ordinate distribution, use and maintenance of plant and equipment;
- (vii) carry out periodical survey of University plant and equipment and make appropriate recommendations; and
- (viii) perform such other duties as may be referred to it by Senate or the University Management Board.

II. The Finance Planning and Development Committee shall be constituted as follows:-

- (i) Deputy Vice-Chancellor responsible for administration who shall be the Chairperson;
- (ii) Registrar in charge of administration;
- (iii) Registrar in charge of academic affairs;
- (iv) three (3) Senate representatives;
- (v) Chief Finance Officer;
- (vi) Head of Development Unit;
- (vii) Corporate and Protocol Affairs Officer;
- (viii) Registrar in charge of administration who shall provide the Secretariat; and
- (ix) the committee can co-opt any other members as it deems fit.

12. Staff Welfare and Training Committee

I. The Terms of Reference of the Staff Welfare and Training Committee are to:-

- (i) to consider issues dealing with the welfare of staff including health and housing;


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- (ii) to make recommendations to Council and Senate on issues affecting the welfare of staff;
- (iii) to consider staff and institutions training needs; and
- (iv) perform any other business as shall be determined by the Senate.

II. The Staff Welfare and Training Committee shall be composed of:-

- (i) Deputy Vice-Chancellor responsible for administration, who shall be the Chairperson;
- (ii) Registrars;
- (iii) two (2) Senate representatives;
- (iv) Relevant Chairperson or Head of Department;
- (v) chairperson of the relevant staff union;
- (vi) Registrar in charge of administration who shall provide the Secretariat;
- (vii) Chief Finance Officer;
- (viii) Chief Legal Officer; and
- (ix) Corporate and Protocol Affairs Officer.


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SCHEDULE VIII: Colleges

Colleges in the University shall comprise but not limited to the following and may be reviewed from time to time as the Council, on advice of the University Management Board and Senate may deem fit:-

1. Health Sciences

SCHEDULE IX: Campuses, Directorates, Institutes and Centres

Campuses, Directorates, Institutes and Centres in the University shall comprise but not limited to the following and may be reviewed from time to time as the Council, on advice of the University Management Board and Senate may deem fit: -

I. Campuses

- (a) Main;
- (b) Annex;
- (c) Coast; and
- (d) Nairobi.

II. Directorates

- (a) Information Communication Technology;
- (b) Quality Assurance, Compliance and Performance Contracting; and
- (c) Resource Mobilization, Enterprise Development and Institutional Advancement (RMEDIA).

III. Institutes

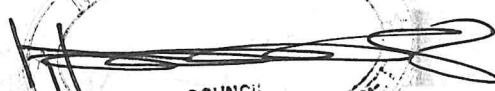
- (a) Gender, Diversity and Peace Studies;
- (b) Open, Distance and e-Learning; and
- (c) Confucius Institute.

IV. Centres

- (a) Biomedical Informatics.

SCHEDULE X: Associations and Organizations

1. Moi University Alumni Association;
2. Students' Associations; and
3. Staff Unions.


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SCHEDULE XI: Procedure for Award of Honorary Degree (*HONORIS CAUSA*)

1. There shall be a Senate Standing Committee on Honorary Doctorate Degree Awards.
2. The Senate Standing Committee on Honorary Doctorate Degree Awards shall be composed of:-
 - (i) Deputy Vice-Chancellor for the time being in charge of academic affairs who shall be the Chairperson;
 - (ii) Dean, School of Postgraduate Studies, Research and Innovation;
 - (iii) Dean of the relevant School;
 - (iv) Three (3) Professors nominated by Senate every three (3) years; and
 - (v) Registrar in charge of academic affairs who shall provide the Secretariat.
3. The roles and responsibilities of the Standing Committee on Honorary Doctorate Awards shall be:-
 - (i) to receive and consider nominations from Schools and Colleges and make recommendations to Senate for approval; and
 - (ii) to perform any other responsibilities pertaining to Honorary Doctorate degrees as may be directed by Senate.
4. The following may be considered for an awarded of a Honorary Doctorate Degree:
 - (i) Individuals, who include but not limited to eminent persons in areas of research, scholarship, community service, religious activities, academics, public service, conflict resolution, education, artistic creation, social activities, human rights, innovation or invention beneficial to society, and humanitarian outreach, or generally exemplary work to humanity that is recognizable by society; and
 - (ii) an Honorary Doctorate degree may be awarded posthumously.
5. Except where Council specifically grants an exemption, a Honorary Doctorate degree shall not be awarded to current members of the University Council, trustees, University staff, students, elected and

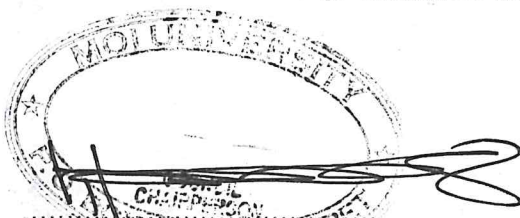

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political appointees and current public servants including members of the legislature and the judiciary.

6. The Senate Standing Committee on Honorary Doctorate Degree Awards shall adopt the following procedure when recommending candidates for the award of a honorary doctorate degree: -

- (i) inform Senate and Schools, Directorates, Institutes or Centres concerning the opening of nominations;
- (ii) call for nominations in January-February from Schools and Colleges for those to be awarded Honorary Doctorate degrees during the year;
- (iii) meet in April of each year to receive proposals of the prospective candidates from the Schools after deliberations by the School Committee chaired by the Dean of the School and comprising three (3) other senior academic staff members of the School. The details of the deliberations by the School committee shall not be released out of respect for the nominee so as to ensure integrity of the process;
- (iv) once the initial selection has been done within the School, the names of the candidates who meet the criteria shall be tabled in the Senate Standing Committee on Honorary Doctorate Degrees;
- (v) after receiving the nominees, the Senate Standing Committee on Honorary Doctorate Degree shall vet, including background check of the accomplishments as well as integrity of the nominee;
- (vi) once the vetting process has been done by the Senate Standing Committee on Doctorate Degrees, the names of successful candidates shall be forwarded to Senate for consideration;
- (vii) after Senate passes the names of the presented candidates the office of the Deputy Vice-Chancellor for the time being in charge of academic affairs shall forward the names to the University


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Management Board for onward transmission to the University Council for provisional approval;

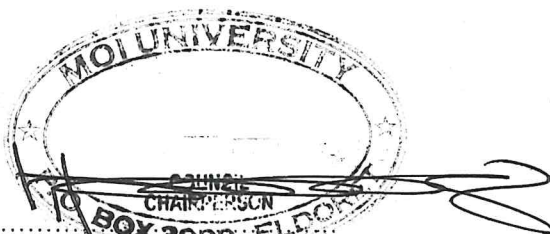
- (viii) after Council gives a provisional approval, the Vice-Chancellor shall approach the person(s) confidentially to know whether they want to accept the award or not;
 - (ix) if the person(s) declines the award, the process shall be terminated;
 - (x) if the person(s) accepts, a citation of the cause to award the Honorary Doctorate degree shall be prepared and an announcement made in at least two (2) daily newspapers with a wide circulation in Kenya;
 - (xi) if there are no concerns from members of the public, Council shall make the final approval for the award of the Honorary Doctorate degree; and
 - (xii) if there are concerns, then the process shall be terminated and the nominee is informed of the decision without giving details.
7. The Honorary Doctorate degree shall normally be awarded in perpetuity.
8. The University shall reserve the right to withdraw an award of a Honorary Doctorate degree in accordance with the following rules:-
- (i) the University Council may at any time, in its absolute discretion, withdraw an Honorary Doctorate degree award in the interest of the University;
 - (ii) the University shall notify the Honorary Doctorate award recipient of the withdrawal in writing at least thirty (30) days before the award is withdrawn;
 - (iii) there shall be no appeal to a decision by Council to withdraw an Honorary Doctorate degree award; and
 - (iv) the Honorary Doctorate degree award recipient may renounce the Honorary Doctorate award by giving a thirty (30) days' written notice to the Vice-Chancellor.


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SCHEDULE XII: Subsidiaries of the University

1. The subsidiaries of the University shall operate under the respective Memoranda and or Article of Association.
2. Subsidiaries of the University shall comprise but not limited to the following and may be reviewed from time to time as the University may deem fit:-
 - (i) Rivatex East Africa Limited (REAL), and
 - (ii) Innovation Firm Limited.



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