1.4 SC Structure

The SC will consist of the following members:

President – Chair

Vice President – Treasurer

Committee Chair Student Affairs Society

Committee Chair Cultural Society

Committee Chair Media and PR Society

Committee Chair Sports Clubs

SC Committee Coordinator

1.5 SC’s Terms of Reference

1.5.1 Strengthen the ties between students, the SSU, and MCUC’s management.

1.5.2 Contribute to the development of annual plans for student activities.

1.5.3 Propose suggestions for the development of student services including; cafeteria, sports events, student hostels, health clinic, counseling, etc.

1.5.4 Analyse student issues and submit appropriate solutions to the SSU

1.5.5 Organise and manage the activities of the various SC societies and clubs.

1.5.6 Consult and coordinate communication among student groups and university administration to achieve the objectives of the activities

1.5.7 Contribute to the organization of graduation ceremonies and public events involving MCUC.

1.5.8 Be responsible for obtaining funding and sponsorship to finance SC activities.

1.6 Terms of Reference of SC members

1.6.1 President – SC Chair

\* Responsible for leading and managing the SC.

\* Chairs SC meetings to discuss programs and annual plans of all SUC societies and clubs.

\* Represents students on the College campus and presents MCUC in positive light off campus.

\* Encourages students to join SC societies and clubs, as well as, getting involved in SC activities.

\* Plans and develops the necessary strategies to achieve the objectives of the SC.

\* Represents students at the Academic board and presents a report on the events and activities that have taken place and that are being planned for the future.

1.6.2 Vice President - Treasurer

\* Maintains financial accounts, which will be presented for audit during week 3 of the Academic calendar.

\* Chairs Council meetings in the absence of the SC President.

\* Carries out the responsibilities of the SC President during his absence.

\* Attends Academic Board and presents update of SC’s financial status.

1.6.3 SC Coordinator

\* Prepares the agenda for SC meetings.

\* Takes minutes of SC meetings and distributes them once approved by the SC

President.

\* Attends Academic Board meetings to take minutes on matters pertaining to the SC.