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**University of Bahrain**  
**Deanship of Student Affairs**

**Bylaws for Student Scientific Associations at the University  
of Bahrain**

## **Bylaws for Students of the University of Bahrain**

**Decision No. (6) of 2006**

**Issuing**

### **Bylaws for Student Scientific Associations at the University of Bahrain**

**Minister of Education and Chairman of the Board of Trustees of the University of Bahrain:**

After reviewing Decree-Law No. (12) of 1986 establishing and organizing the University of Bahrain, as amended by Decree-Law No. (18) of 1999, and the Bylaws for Organizing Scientific and Student Societies at the University of Bahrain, approved by the Board of Trustees of the University of Bahrain on May 22-23, 1989, and the Bylaws for Student Misconduct Violations of the University of Bahrain issued by Decision No. (4) of 2006 by the Minister of Education and Chairman of the Board of Trustees of the University of Bahrain,

based on the presentation of the University Council,

and upon the approval of the Board of Trustees of the University,

It is hereby decided:

#### **Article One**

provisions of the Bylaws for Student Scientific Associations at the University of Bahrain, attached to this decision, shall be enforced.

#### **Article Two**

The bylaws for Organizing Scientific and Student Associations at the University of Bahrain, approved by the Board of Trustees of the University of Bahrain on May 22-23, 1989, are hereby repealed.

#### **Article Three**

The President of the University shall issue the necessary decisions to implement the provisions of this Bylaws.

#### **Article Four**

This decision shall take effect as of the day following its publication in the Official Gazette.

Minister of Education

Chairman of the Board of Trustees of the University of Bahrain

Majid bin Ali Al Nuaimi

Issued on: 30 Dhul-Hijjah 1426 AH

Corresponding to: January 30, 2006 AD

## **Chapter One**

### **Establishment of Student Scientific Associations**

#### **Article 1**

Student Scientific Associations may be established at the University of Bahrain, with their headquarters located on the university campus.

The decision to establish an Association shall be issued by the President of the University upon the recommendation of the Dean of the relevant college and after consultation with the Dean of Student Affairs.

These student Associations shall serve as extracurricular platforms for the development of scientific activities, events, and programs within the colleges, aimed at enhancing students' scientific, intellectual, and physical development. Such initiatives shall enrich the student environment and align with the mission of the university.

#### **Article 2**

No more than one Student Scientific Association may be established within a single college. Membership shall be limited to individuals who are registered students of that college.

## **Chapter Two**

### **Objectives of Student Scientific Associations and Means of Achieving Them**

#### **Article (3)**

The objectives of the scientific Associations shall include the achievement of the following activities:

- A. To encourage scientific activity among college students in their respective fields of specialization.
- B. To develop and strengthen cultural, intellectual, social, sports, and artistic relationships among the college students themselves, as well as between them and the faculty, and between them and students from other colleges within the university.
- C. To enhance scientific capabilities and refine creative skills by formulating programs and projects that stimulate thought, research, and innovation.
- D. To emphasize the scientific and applied aspects of various sciences and to foster a spirit of training and practice based on the theoretical knowledge acquired by students.
- E. To affirm the interconnection among various scientific fields by acquiring skills to apply results and outcomes in diverse areas of applied and human sciences.
- F. To promote the use of reason, methodology, experimentation, observation, and other tools of scientific achievement.

#### **Article (4)**

Scientific Associations shall not advocate political, sectarian, or denominational ideas, nor shall they participate in activities of this nature. Associations established on such a basis shall be deemed invalid.

## **Article (5)**

Scientific Associations shall strive to achieve their objectives through the following means:

- A. Issue newsletters and wall magazines of a scientific and intellectual nature only and in accordance with the Disciplinary Rules and Standards stipulated in the university Regulations, with such issuance occurring only after obtaining approval from the Dean of Student Affairs.
- B. Organize student activities at the college level.
- C. Participate in the organization of lectures, seminars, and scientific, literary, and intellectual meetings at the university in accordance with established regulations.

## **Chapter Three**

### **Associations' Bodies, Membership and Competencies**

## **Article (6)**

Scientific Associations shall carry out their activities through:

- A. The General Assembly.
- B. The Executive Board.

## **The General Assembly**

## **Article (7)**

The General Assembly of the Scientific Association shall consist of all active members and shall be the highest authority of the Association. Its powers and duties are as follows:

- A. To discuss and approve the annual report of the previous Executive Board.
- B. To elect the Executive Board of the Association.
- C. To approve the work plan of the Executive Board within a period not exceeding one month from the date of approval of the election results by the university president.

#### **Article (8)**

An active member of the Association is defined as a member who has submitted a membership application to the Association.

### **The Executive Board**

#### **Article (9)**

- A. The Executive Board of each Association shall consist of seven members elected by the General Assembly in May of each academic year, according to arrangements prepared by the Dean of Student Affairs. The validity of these elections requires the participation of an absolute majority of the General Assembly. If the legal quorum is not met, the elections shall be postponed for one week, after which they shall be deemed valid regardless of the number of voters.
- B. Only those members who joined the Association in the semester preceding the election semester shall participate in the elections for the Executive Board.
- C. The Dean of Student Affairs shall present the election results to the President of the University for approval within two weeks from the date of the elections.

#### **Article (10)**

The term of membership in the Executive Board shall be a full year, starting from the date of approval of the election results by the relevant authority.

### **Article (11)**

- A. If a position becomes vacant in the Executive Board for any reason, the student with the next highest number of votes from among the non-members of the Executive Board in the last election conducted by the General Assembly shall fill the vacancy.
- B. If the position of the President or Vice President of the Executive Board becomes vacant for any reason, the Executive Board shall elect one of its members to fill the vacant position.
- C. If the number of members of the Executive Board falls below half, the Board shall be considered automatically dissolved; in which case the provisions of Paragraph C of Article (39) of this Bylaws shall apply.

### **Article (12)**

A student who nominates themselves for membership in the Executive Board of any Student Scientific Association shall meet the following conditions:

- A. The student's cumulative GPA shall not be less than 2.000.
- B. The student shall have completed at least 30 credit hours.
- C. The student shall have at least three semesters remaining until graduation from the university.
- D. The student shall not have received any disciplinary punishment as stipulated in the Code of Conduct.
- E. The student shall not be on academic deferment at the university.
- F. The student shall not be an executive member in any Association or body outside the university, regardless of its form, that engages in the same activities or seeks to achieve the same objectives.



### **Article (13)**

The Executive Board shall elect from among its members:

- A. President of the Executive Board.
- B. Vice President.
- C. Secretary of the Board.
- D. Treasurer.
- E. Cultural Activity Officer.
- F. Sports Activity Officer.
- G. Social Activity Officer.

### **Article (14)**

The President of the Executive Board shall undertake the following responsibilities:

- A. To preside over meetings of the Executive Board.
- B. To represent the Association before the Dean of Student Affairs and other administrative entities within the university.
- C. To decide on and address urgent matters after obtaining the approval of the Dean of Student Affairs.
- D. To sign disbursement documents jointly with the Treasurer and the relevant employee in the Dean of Student Affairs.

### **Article (15)**

The Vice President of the Executive Board shall assist the President in the performance of their duties and shall act on their behalf in their absence.

### **Article (16)**

The Secretary shall undertake the following responsibilities:

- A. To convene meetings of the Executive Board in agreement with the President.
- B. To record the minutes of the meetings and maintain the Association's records.
- C. To perform the secretarial duties of the Executive Board.

### **Article (17)**

The Treasurer shall prepare the financial report for the Association, sign disbursement authorizations with the President of the Executive Board, and maintain the records of expenditures and revenues in the financial register, under the supervision of the Dean of Student Affairs.

### **Article (18)**

The Cultural Activities Officer shall have the following responsibilities:

- A. To organize lectures, seminars, workshops, intellectual competitions, and exhibitions after approval from the Executive Board and the Dean of Student Affairs.
- B. To supervise the issuance of publications after the content has been approved by the Executive Board and endorsed by the President and the Dean of Student Affairs.

### **Article (19)**

The Sports Activities Officer shall organize and conduct matches and sports competitions in coordination with the Dean of Student Affairs.

**Article (20)**

The Social Activities Officer shall organize trips, parties, exhibitions, artistic competitions, and other social and artistic activities in coordination with the Dean of Student Affairs.

**Article (21)**

Each Association shall have a faculty advisor appointed by the President of the University based on a recommendation from the Dean of the College in coordination with the Dean of Student Affairs.

**Article (22)**

The Advisor of the Association shall perform the following tasks:

- A. To attend meetings of the Executive Board and to participate in its discussions without having the right to vote.
- B. To approve the plans and activities of the Association before they are presented to the Dean of Student Affairs.
- C. To sign disbursement and deposit authorizations in accordance with the applicable bylaws.
- D. To monitor the implementation of the various activities of the Association to achieve its objectives.

**Article (23)**

The designated employee from the Dean of Student Affairs has the right to attend meetings of the Executive Board and participate in its discussions without having the right to vote.

## **Meetings of the Executive Board of the Association**

### **Article (24)**

The first meeting of the Executive Board shall be held within the first month from the date of its formation or renewal. The Board shall meet at least once a month upon the invitation of its President or at the request of the majority of its members. For the meeting to be valid, the attendance of more than half of its members is required, and decisions shall be made by a majority of the votes of those present. In the event of a tie, the vote of the President shall prevail.

## **General Assembly Meetings**

### **Article (25)**

- A. The General Assembly shall convene at the invitation of the Executive Board thirty days prior to the expiration of its term to discuss the administrative and financial report of the Association. The invitation shall be announced in terms of time, place, and agenda through available announcement methods for no less than one week and no more than three weeks prior to the meeting. The announcement shall be made through the Dean of Student Affairs.
- B. The General Assembly may hold extraordinary meetings based on a decision made by a majority of the Executive Board or upon a justified request submitted to the Executive Board by one-third of the members of the General Assembly. In this case, the Executive Board shall invite the General Assembly to meet within two weeks from the date of the request, and the Dean of Student Affairs shall not be responsible for sending the invitation.

## **Article (26)**

The Executive Board shall form a System Committee from among the members of the General Assembly, provided that they are not members of the Executive Board, and it shall be responsible for the following:

- A. To maintain order during the meetings of the General Assembly.
- B. To organize the processes of entry and exit to the location of the General Assembly.
- C. To ensure the necessary quorum is present for the General Assembly to convene.
- D. To count the votes during voting within the General Assembly.

### Activity Committees of the Association

## **Article (27)**

Specialized committees may be formed by a number determined by the Executive Board, selecting members from the General Assembly. The Executive Board shall also select a chairperson for each committee from among them, provided that the chairperson meets the conditions stated in Article (12) of these Bylaws.

### **Termination, Suspension, and Revocation of Membership**

## **Article (28)**

Membership in the Association shall be terminated in the following cases:

- A. Transfer of the member to another academic unit as a result of an official change in their field of study.
- B. Graduation or permanent withdrawal from the university.
- C. Final dismissal from the university.

- D. Resignation in writing, subject to acceptance by the Executive Board

### **Article (29)**

Membership in the Association shall be suspended in the following cases:

- A. Suspension of the student's enrollment in the university.
- B. Suspension of the student's enrollment as a result of a disciplinary penalty.

### **Article (30)**

Membership in the Association shall be revoked in the following cases:

- A. By a decision of the General Assembly if the student violates an obligation imposed by the Association's bylaws, subject to the approval of the Dean of Student Affairs.
- B. By a decision of the Dean of Student Affairs, based on a recommendation from one of the investigative committees formed under these Bylaws or the Code of Conduct, if the member violates the rules of public decency or public order.

## **Termination of Membership in the Executive Board**

### **Article (31)**

- A. Membership in the Executive Board shall terminate in the following cases:
  1. If any of the conditions stated in Article (12) of these Bylaws are no longer met.
  2. If the member's membership in the Association is terminated, suspended, or revoked.
  3. If the member fails to attend three meetings of the Executive Board without an acceptable excuse.
  4. Written resignation.

- B. A decision regarding the termination of membership shall be issued by the Dean of Student Affairs after consulting with the Dean of the relevant college and the Advisor of the Association in cases that require such consultation.

### **Notification of General Assembly Decisions**

#### **Article (32)**

The Executive Board shall notify the Dean of the relevant college and the Dean of Student Affairs of its decisions and the decisions of the General Assembly.

#### **Article (33)**

The decisions of the General Assembly and the Executive Board must be consistent with the university's policies, objectives, bylaws, and interests, and must not violate any laws or bylaws established in the Kingdom. These decisions shall not take effect until they are approved by the Dean of the relevant college and the Dean of Student Affairs. If any decision is found to be in violation of the aforementioned, it shall be returned to the Executive Board for reconsideration.

## **Chapter Four**

### **Financial System of the Association**

#### **Article (34)**

- A. The Association shall have a budget prepared by the Executive Board at its first meeting following its election.
- B. The financial year of the Association shall coincide with the term of membership of the Executive Board.
- C. The Executive Board shall submit its estimated budget to the Dean of Student Affairs, including the anticipated expenditures and revenues.

- D. The Executive Board shall prepare the final accounts of its total revenues and expenditures at least one week prior to the General Assembly meeting. In cases of ongoing activities designated by the Dean of Student Affairs, it may submit a financial annex covering only that activity in coordination with the Dean's office.
- E. A special account named the "Cost Center" shall be opened for the Association's funds in the Financial Affairs and Budget Department, from which withdrawals shall be made based on disbursement vouchers signed by the President of the Association, the Treasurer, and the Advisor of the Association, under the supervision of the Dean of Student Affairs.
- F. The university's Internal Audit Department shall audit the invoices, financial documents, and expenditures related to the Association in accordance with the university's Financial Bylaws.

#### **Article (35)**

- A. The revenues of the Association shall consist of the following:
  - 1. Any subsidies allocated by the university administration through the Dean of Student Affairs.
  - 2. Donations, gifts, and grants, provided that the Dean of Student Affairs approves their acceptance.
  - 3. Revenues from activities organized by the Association.
- B. Funds shall be disbursed by a decision of the Executive Board and shall require the signatures of both the President of the Association and the Treasurer. The President may expend an amount not exceeding one hundred dinars, which shall be retained as a cash advance for incidental expenses. This advance shall be reimbursed as soon as the balance of expenditures reaches fifty dinars, and all disbursements must be approved by the Association's Advisor.



- C. Any amount exceeding one hundred dinars shall be disbursed by a decision of the Executive Board.
  
- D. No offsetting shall be allowed between the revenues and expenditures of the Association.

**Article (36)**

At the conclusion of its term, the Executive Board shall submit a copy of the Association's administrative and financial report concerning its activities to the Dean of the relevant college and the Dean of Student Affairs.

**Article (37)**

The Dean of Student Affairs shall inventory the Association's assets and receive them from the outgoing Executive Board prior to the convening of the General Assembly, and shall hand them over to the new Executive Board.

**Chapter Five**  
**Violations and Penalties**

**Article (38)**

The Dean of Student Affairs shall form a committee to investigate any violations attributed to the Association, its Executive Board members, or those responsible for student newsletters, regarding any law, bylaws, system, decision, or order during the conduct of any activities of the Association or as a result thereof. The committee shall present its findings and recommendations to the Dean of Student Affairs for appropriate action.

The committee shall consist of:

- A. A representative from the Dean of Student Affairs.
- B. A faculty member from the college to which the Association belongs.

- C. The Association's Advisor.
- D. A faculty member from the College of Law, nominated by the Dean of the college, excluding violations attributed to the Law College Association.
- E. The President of the Student Council or their delegate.

**Article (39)**

- A. Without prejudice to any of the penalties stipulated in the Code of Conduct for Students at the University of Bahrain, issued by Minister of Education and Chairman of the Board of Trustees of the University of Bahrain, Decision No. (4) of 2006, the President of the University, based on a recommendation from the relevant Dean and the Dean of Student Affairs, and in accordance with the recommendations of the investigation committee stipulated in the previous article, shall impose any of the following penalties:
  - 1. Freezing the activities of the Association for a period not exceeding one academic year if the club has committed an act that contravenes any law in force in the Kingdom, including laws and bylaws specific to the University.
  - 2. Dissolving the Executive Board of the Association in the following cases:
    - A. If the Association violates its objectives.
    - B. If the Associations violates any law in force in the Kingdom, including the University Law and its applicable Bylaws
    - C. If the Association violates moral laws.
    - D. If the Association seeks to deepen conflicts among its members and weaken student unity.
- B. In the event that the Association commits other violations that undermine university customs and traditions not mentioned in the previous paragraph, any of the following penalties may be imposed:
  - 1. Formal notice.
  - 2. Warning.

3. Immediate suspension of one of the Association's activities.
4. Suspension of one of the Association's activities for a period not exceeding one academic year.
5. Suspension of the Association's activities for a period not exceeding one academic year.
6. Dissolution of the Executive Board.

The imposition of the penalties enumerated in Items (1), (2), and (3) shall fall under the authority of the Dean of Student Affairs, while the penalties enumerated in Items (4), (5), and (6) shall fall under the authority of the President of the University.

- C. In the event of the dissolution of the Executive Board of the Association, the Dean of Student Affairs shall convene the General Assembly to elect a new Executive Board for the remaining term, provided that this term is five months or longer. If the term is less than five months, the Dean of Student Affairs shall manage the affairs of the Association until a new Executive Board is elected in accordance with Article (9) of this Bylaws.

#### **Article (40)**

In cases of violations related to publications and printed materials, the Dean of Student Affairs may issue a decision to impose any of the following penalties, based on the recommendation of the investigation committee stipulated in Article (38) of these bylaws:

- A. Confiscation of the violating publication, along with a suspension of its distribution for a period determined by the decision.
- B. Freezing the cultural activities of the Association responsible for the publication, or freezing the activities of the student committee formed within the academic association responsible for issuing publications.

- C. Referring the responsible student to the Disciplinary Committee established in accordance with the Code of Conduct for disciplinary action; and the Dean of Student Affairs may withhold all violating means of publication until the investigation conducted by the relevant committee is completed.

**Article (41)**

In the event of the suspension or dissolution of the Association, no member shall have the right to act on its funds or documents except by a decision from the Dean of Student Affairs, which shall specify the manner of disbursement of these funds and the entity to which they shall be transferred.

**Article (42)**

In the case of the dissolution or suspension of the Association, the Dean of Student Affairs shall form a committee to inventory and take possession of the Association's assets.

**Chapter Six**  
**General Provisions**

**Article (43)**

Associations may only be dissolved by a decision from the President of the University, based on a reasoned recommendation from the Dean of Student Affairs in the cases specified in Article (39) of these bylaws. In the event of the dissolution of the Association, its funds and assets shall be transferred to the Dean of Student Affairs.

**Article (44)**

The University Council is the competent authority to interpret these bylaws.

**Article (45)**

The President of the University shall have the authority to resolve cases not explicitly addressed in these bylaws.

**Article (46)**

The Dean of Student Affairs may delegate some of the powers specified in these bylaws to a member of the Dean of Student Affairs' staff.