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University of Bahrain
Deanship of Student Affairs

**Student Club Bylaws at the University of
Bahrain**

Decision No. (7) of 2006

Issuing the Student Clubs Bylaws at the University of Bahrain

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

After reviewing Law Decree No. (12) of 1986, which establishes and organizes the University of Bahrain, as amended by Law Decree No. (18) of 1999;

After reviewing the Clubs Bylaws at the University of Bahrain, approved by the Board of Trustees on May 22/23, 1989;

After reviewing the Code of Conduct at the University of Bahrain, issued by Decision No. (4) of 2006 from the Minister of Education;

After reviewing the Student Scientific Associations Bylaws at the University of Bahrain, issued by Decision No. (6) of 2006 from the Minister of Education;

Based on the presentation from the University Council;

And following the approval of the Board of Trustees of the University,

It is hereby decided:

Article One

The provisions of the Student Clubs Bylaws at the University of Bahrain, annexed to this decision, shall be enforced.

Article Two

The Clubs Bylaws at the University of Bahrain, approved by the Board of Trustees on May 22-23, 1989, are hereby revoked.

Article Three

The President of the University shall issue the necessary bylaws and decisions to implement the provisions of this decision.

Article Four

This decision shall take effect on 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 Clubs and their Objectives

Article (1)

Student clubs may be established at the University of Bahrain by a decision from the President of the University based on a proposal from the Dean of Student Affairs and after obtaining the approval of the University Council. Their headquarters shall be located on the university campus.

Article (2)

The decision to establish a club must include its distinctive name and the activities it will engage in, which must not conflict with the university's objectives or with the requirements of security and order.

Article (3)

Each club shall have an internal system that outlines its objectives, the types of activities it engages in, how it is managed, and the rights and duties of its members, according to the general model organized by the Dean of Student Affairs.

Article (4)

The objectives of student clubs shall be as follows:

- a. To develop and encourage talents and hobbies.
- b. To provide opportunities for university students to participate in activities that align with their interests and abilities.
- c. To encourage volunteerism and teamwork among university students.
- d. To foster an interest in the cultural heritage of the Kingdom of Bahrain, the Arab

world, and the Islamic world, and promote local and global culture.

Article (5)

Clubs are prohibited from engaging in any activities of a political or sectarian nature or any activities that may harm the interests of the university.

Chapter Two

Membership

Article (6)

Every student enrolled in the university for a degree may apply for membership in the club, provided that the following conditions are met:

- a. The student shall be regularly attending classes during the semester in which the membership application is submitted.
- b. The student shall not have received a disciplinary penalty of a final warning or any other disciplinary penalty as specified in Paragraphs (g, h, t, y, k, l) of Article (3) of the Code of Conduct. This applies if the penalty was imposed during the academic year in which the application for membership was submitted.

Article (7)

A club member is defined as a student enrolled at the university for a degree, who has received approval of their application for club membership.

Article (8)

A student may not be a member of more than two student clubs.

Article (9)

A student's membership in the club shall continue for one academic year and shall automatically be renewed unless a written request for withdrawal is submitted.

Article (10)

Each member of the club shall have the right to nominate themselves for membership in the Executive Board and to participate in elections and all activities conducted by the club.

Article (11)

Members shall work to enhance the club's status, contribute to the development of its activities, and refrain from any actions that may harm the club's reputation or violate the laws and bylaws in effect at the university.

Article (12)

A student's membership in the club shall be terminated under the following circumstances:

- a. Resignation in writing, subject to acceptance by the Executive Board.
- b. Dismissal from the club.
- c. Dismissal from the university.
- d. Graduation from the university.

Article (13)

A member may be expelled from the club under the following circumstances:

- a. If they violate the club's internal bylaws.
- b. If they violate the university's Bylaws or the laws of the kingdom.
- c. If they commit an act that may cause moral or material harm to the club.
- d. If they lose any of the membership conditions stated in Article (6) of these Bylaws

Article (14)

The decision for expulsion shall be issued by the club's Executive Board with the approval of the absolute majority of its members or by a decision from the Dean of Student Affairs. The Executive Board's decision to expel a member shall not be effective unless it is ratified by the Dean of Student Affairs.

Chapter Three

The General Structure of Clubs and the Powers of their Bodies

Article (15)

Clubs shall exercise their powers and work to achieve their objectives through:

- a. The General Assembly.
- b. The Executive Board.

Article (16)

The General Assembly shall consist of all members who have joined the club, with a minimum of fifty members at the time of establishment.

Article (17)

The General Assembly shall exercise the following powers:

- a. Electing the Executive Board of the club from among the members of the General Assembly.
- b. Discussing and approving the annual administrative report submitted by the Executive Board.
- c. Approving the annual work plan.

- d. Actively participating in the club's activities through specialized committees.
- e. Withdrawing confidence from the Executive Board, provided that this is done with a two-thirds majority of the members.

Article (18)

The General Assembly shall hold its first meeting upon the invitation of the Dean of Student Affairs after the decision to establish the club has been issued, and within one month from the date of reaching the number mentioned in Article (16) of these Bylaws, for the purpose of electing the Executive Board and approving the annual work plan.

Article (19)

The General Assembly shall meet once a year, and it may be convened for extraordinary meetings by a decision of the Executive Board or at the request of the majority of the members of the General Assembly, or upon the invitation of the Dean of Student Affairs.

Article (20)

A meeting of the General Assembly shall be deemed legal if attended by the majority of the members. If a quorum is not achieved, the meeting shall be postponed for one week and shall then be deemed legal regardless of the number of attendees.

Article (21)

The Executive Board of the club shall consist of seven members elected by the General Assembly through secret ballot in the second half of October of each academic year, according to arrangements made by the Dean of Student Affairs.

Article (22)

The term of membership for the Executive Board shall be one year, after which new elections shall be held.

Article (23)

The following conditions shall be met for a member to nominate themselves for membership in the Executive Board of the club:

- a. The member's cumulative GPA shall not be less than 2.000.
- b. The member shall have completed at least 30 credit hours.
- c. The member shall have at least three semesters remaining until graduation from the university.
- d. The member shall not have deferred their studies at the university.
- e. The member shall not have received a disciplinary penalty as specified in the Code of Conduct.

Article (24)

A student shall not serve on the Executive Board of more than one student club or student organization at the university, except for representatives of student clubs in the Student Council.

Furthermore, a member shall not hold simultaneous positions on the Executive Board of the club and on the Executive Board of any scientific student association.

Article (25)

The Executive Board shall elect, at its first meeting, from among its members a President, a Vice President, a Secretary, and a Treasurer.

Article (26)

The Executive Board shall manage the administrative, financial, and organizational affairs of the club and shall specifically have the following powers:

- a. The Executive Board shall make the necessary decisions and take actions to achieve the club's objectives.
- b. The Executive Board shall determine the appropriate means to accomplish the club's goals.
- c. The Executive Board shall form various committees and activities from among the members of the General Assembly and oversee them.
- d. The Executive Board shall submit an annual plan to the General Assembly that includes the activities it intends to undertake and the financial requirements for their implementation.
- e. The Executive Board shall present the annual financial and administrative report to the General Assembly.
- f. The Executive Board shall implement the decisions of the General Assembly.
- g. The Executive Board shall consider membership applications to the club and make decisions regarding them. In the event of a rejection of any application, the applicant shall have the right to appeal the Executive Board's decision to the Dean of Student Affairs within one week from the date of being notified of the decision, and the Dean's decision shall be final.
- h. The Executive Board shall accept members' resignations.
- i. The Executive Board shall prepare for and oversee meetings of the General Assembly.

Article (27)

The Executive Board of the club shall hold a regular meeting every month. An extraordinary meeting may be convened whenever necessary. The Dean of Student Affairs shall have the right to invite the Executive Board to hold a meeting if deemed necessary.

Article (28)

- a. Meetings of the Executive Board shall be considered legal if attended by more than half of the members, and decisions shall be made by a majority of the votes of those present. In the event of a tie, the side with the President of the Executive Board shall prevail.
- b. A representative from the Dean of Student Affairs may attend the meetings of the Executive Board but shall not have the right to vote.

Article (29)

If a member of the Executive Board is absent from three meetings without an acceptable excuse, the member shall be considered to have resigned, and a decision to that effect shall be issued by the Dean of Student Affairs.

Article (30)

Membership in the Executive Board shall cease in the following cases:

- a. Resignation in writing, subject to acceptance by the Executive Board and ratification by the Dean of Student Affairs.
- b. Legal resignation in accordance with what is stated in Article (29) of these Bylaws.
- c. Loss of any of the membership conditions outlined in Article (23) of these Bylaws.

Article (31)

If a position on the Executive Board becomes vacant for any reason, the student with the next highest number of votes from among non-Executive Board members shall fill the vacancy. If this is not possible, the Dean of Student Affairs shall appoint a qualified member to the vacant position from those who meet the membership conditions outlined in Article (23) of these Bylaws.

Article (32)

If the position of President, Vice President, Secretary, or Treasurer of the Executive Board becomes vacant for any reason, the Executive Board shall elect one of its members to fill the vacated position.

Article (33)

The Dean of Student Affairs shall establish a committee to investigate any alleged violations attributed to the club or the members of the Executive Board concerning any law, regulation, system, decision, or order that occurs during the conduct of any activities of the club or as a consequence thereof. The committee shall consist of:

- a. A representative from the Dean of Student Affairs;
- b. A faculty member from the College of Law, nominated by the Dean of the College of Law;
- c. The President of the Student Council or their designated appointee.

Article (34)

- a. Without prejudice to the penalties stipulated in the University of Bahrain Code of Conduct, the President of the University, based on recommendations from both the Dean of Student Affairs and the investigation committee mentioned in the preceding article, shall impose any of the following penalties::
 1. Freezing the club's activities 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 club in the following cases:
 - a. If it violates the objectives of the club.
 - b. If it violates any law in force in the Kingdom, including the University Law and its applicable Bylaws.

- c. If it violates moral laws.
 - d. If it seeks to deepen disputes among club members, weaken student unity, or incite sectarian strife.
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- b. The following penalties may be imposed in the event of violations of university customs and traditions:
 - 1. A warning shall be issued.
 - 2. A reprimand shall be issued.
 - 3. A specific club activity shall be immediately suspended.
 - 4. A specific club activity shall be suspended for a period not exceeding one academic year.
 - 5. The club's activities shall be suspended for a period not exceeding one academic year.
 - 6. The Executive Board shall be dissolved.

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 club, 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 club's affairs until a new Executive Board is elected in accordance with Article (21) of these Bylaws.

Article (35)

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

- a. Preside over meetings of the Executive Board;
- b. Represent the club before the relevant authorities at the university;
- c. Sign, along with the Treasurer and the representative of the Dean of Student Affairs,

- the expenditure documents;
- d. Decide and act on urgent matters after obtaining the approval of the Dean of Student Affairs.

Article 36

The Vice President of the Executive Board shall assume the duties of the President in the event of their absence.

Article (37)

The Secretary shall have the following responsibilities:

- a. Convene meetings of the Board in agreement with the President.
- b. Record the minutes of the meetings and sign them with the President, and maintain the club's records.
- c. Perform the secretarial duties of the club.

Article (38)

The Treasurer shall have the following responsibilities:

- a. Manage the financial affairs of the club, maintain its accounts, and keep records of revenues and expenditures;
- b. Sign, along with the President and the representative of the Dean of Student Affairs, the expenditure documents;
- c. Prepare financial reports.

Article (39)

The other members of the Executive Board shall perform the tasks assigned to them by the Executive Board and participate in decision-making through their attendance at meetings of the Board.

Article (40)

The revenues of the clubs shall consist of:

- a. The annual grant provided by the University;
- b. Donations and gifts approved by the Dean of Student Affairs;
- c. Proceeds from activities conducted by the club;
- d. Any other resources approved by the Dean of Student Affairs.

Article (41)

A special account, designated as a "Cost Center," shall be established for the club's funds within the Financial Affairs and Budget Department. Withdrawals shall be made based on expenditure documents signed by the President of the club, the Treasurer, and the representative of the Dean of Student Affairs.

Article (42)

The disbursement of the club's funds shall be authorized by a decision of the Executive Board. The President of the Executive Board may expend an amount not exceeding fifty dinars, which shall be retained as an advance with the Treasurer and settled in accordance with the applicable university accounting procedures.

Article (43)

The university's Internal Audit Department shall audit the invoices, financial documents, and expenditures related to the club in accordance with the university's Financial Bylaws.

Chapter Five
General Provisions

Article (44)

The Dean of Student Affairs shall exercise full oversight of student clubs from the time of their establishment

Article (45)

Decisions made by the General Assembly and the Executive Board shall be communicated to the Dean of Student Affairs.

Article (46)

The Dean of Student Affairs shall exercise the powers of the Executive Board, including the consideration of applications for membership in the club and making appropriate decisions regarding those applications during the foundational phase preceding the establishment of the Executive Board for any club, in accordance with the provisions of Article (21) of these Bylaws.

Article (47)

The decision to establish the club shall be nullified if three months have elapsed from the date of its issuance without the required number of members necessary to form the General Assembly, as stipulated in Article (16) of these Bylaws.

Article (48)

The club shall not be dissolved except by a decision of the President of the University, based on a substantiated proposal from the Dean of Student Affairs when one of the conditions

stipulated in Article (34/a/2) of these Bylaws is met. In the event of the club's dissolution, its funds and assets shall be transferred to the Dean of Student Affairs.

Article (49)

The authority to interpret these Bylaws shall reside with the University Council.

Article (50)

The President of the University shall have the authority to adjudicate matters not expressly addressed in these Bylaws.

Article (51)

The Dean of Student Affairs may delegate certain powers outlined in these Bylaws to a designated staff member of the Dean's office.