LAWEH OPEN UNIVERSITY
COLLEGE, ACCRA

... Developing Abilities For
Global Impact Anytime, Anywhere

- LEADERSHIP
- INNOVATION
- FLEXIBILITY
- ENTREPRENEURSHIP (LIFE)
# TABLE OF CONTENTS

**Statutes**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>4</td>
</tr>
<tr>
<td>1. The University</td>
<td>4</td>
</tr>
<tr>
<td>2. Principles</td>
<td>4</td>
</tr>
<tr>
<td>3. Aims</td>
<td>4</td>
</tr>
<tr>
<td>4. Powers</td>
<td>5</td>
</tr>
<tr>
<td>University Authorities and Office Holders</td>
<td>7</td>
</tr>
<tr>
<td>5. The Council</td>
<td>7</td>
</tr>
<tr>
<td>6. The Executive Committee</td>
<td>7</td>
</tr>
<tr>
<td>7. The Senate</td>
<td>8</td>
</tr>
<tr>
<td>8. The Faculty Council</td>
<td>8</td>
</tr>
<tr>
<td>9. The Office Holders</td>
<td>8</td>
</tr>
<tr>
<td>10. General Regulations of the University</td>
<td>9</td>
</tr>
<tr>
<td>11. Amendment to the Statutes</td>
<td>9</td>
</tr>
<tr>
<td>12. Amendment to the General Regulations</td>
<td>10</td>
</tr>
<tr>
<td>13. Continuity of Office</td>
<td>10</td>
</tr>
<tr>
<td>14. Transfer of Office</td>
<td>10</td>
</tr>
<tr>
<td>16. Indemnification</td>
<td>10</td>
</tr>
<tr>
<td>18. Commencement of Validity and Transitional Provisions</td>
<td>11</td>
</tr>
</tbody>
</table>

**General Regulations**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The Council</td>
<td>12</td>
</tr>
<tr>
<td>2. The Executive Committee</td>
<td>17</td>
</tr>
<tr>
<td>3. The Senate</td>
<td>21</td>
</tr>
<tr>
<td>4. The Academic Faculty Council</td>
<td>25</td>
</tr>
<tr>
<td>5. The Office Holders</td>
<td>26</td>
</tr>
<tr>
<td>6. Duties of Members in the University Authorities and Office Holders</td>
<td>30</td>
</tr>
<tr>
<td>7. The Comptroller</td>
<td>32</td>
</tr>
<tr>
<td>8. The Internal Auditor</td>
<td>32</td>
</tr>
<tr>
<td>9. Honorary Fellowships</td>
<td>33</td>
</tr>
</tbody>
</table>
STATUTES
The Laweh Open University (hereinafter called "the University") was founded in 2014. The statute and the General Regulations attached hereto represent the fundamental laws governing the University.

GENERAL
1. The University
Name: THE LAWEH OPEN UNIVERSITY

2. Principles
The University is a teaching and research based institution of higher learning. The University thrives on academic freedom, sound teaching and learning, and the promotion of results-oriented education. Teaching and learning is conducted via a wide range of media which are not necessarily campus based; it is a teaching and research institution that upholds its core values of academic integrity and discipline.

The University frowns on all forms of discrimination centered on ethnicity, country of origin, socio-economic background, race, nationality, sex, religion, beliefs and opinions, physical etc.

3. Aims
The aims of the University are as follows:

3.1 To provide a platform that promotes a scientific and research-based education and knowledge that is disseminated by means of research, development of study materials and teaching.

3.2 To make academic degrees available to wider sectors of the public and, inter alia, to pursue defined study courses as determined by the University, which do not require attendance at regular study courses or regular presence at a central teaching institute.

3.3 To offer an opportunity to individual who previously interrupted their studies to reintegrate into an appropriate study environment with a view to advancing their education or vocational training.
3.4 To contribute to raising the educational level of the citizenry

3.5 To promote the research and development of study material and innovative teaching methods, including the development of personal tutoring methods, via technological means, in meetings with students or in any other manner as deemed appropriate.

4. Powers

The powers of the University are as follows:

4.1 To perform any act necessary for the promotion of research, teaching and learning, including:

4.1.1 To establish and maintain study and research units as required by this Statute.

4.1.2 To appoint or employ academic staff for the purpose of research and teaching, and to appoint or employ administrative staff and define job descriptions for the various personnel and faculty.

4.1.3 To determine Regulations and procedures for the appointment of academic staff and to define their functions; to admit students; and any other activity pertaining to study, research and teaching.

4.1.4 To hold examinations and appoint examiners.

4.1.5 To admit students, demand and receive tuition fees or dues and other payments as determined from time to time.

4.1.6 To award degrees and grades, diplomas and various certificates to those who fulfill the requirements as required by the University.

4.2 To employ workers in full time or part time positions or on a contractual basis in order to execute work in research, teaching, development of resources and teaching materials; administration and all other activities necessary for the proper operation of the University and the advancement of its aims.

4.3 To confer honorary degrees or other honors.

4.4 To establish, maintain and safeguard facilities, equipment and services for the execution and advancement of the University's aims.
4.5 To purchase, sell, rent, exchange, improve, manage, lease or perform any other activity in real estate and movables and to obtain rights and special permits as required or expedient for the advancement of the University's aims.

4.6 To establish and maintain a University publishing house for the publication, distribution and sale of study material, research papers, books, brochures and journals; and to develop, manufacture, distribute and sell digital media, illustration methods and the conveyance of information of any kind whatsoever.

4.7 To develop methods of study and knowledge in all areas of its business, or to purchase or sell same or perform any other act pertaining thereto.

4.8 To establish or hold or grant licenses to establish or hold halls, clubs and restaurants for the use of students, members of the academic and administrative staff and visitors.

4.9 To register or acquire copyrights, designs and patents and to hold and use, in any manner deemed fit by the University authorities, copyrights or designs and patents registered or acquired in Ghana or abroad.

4.10 To engage in recruitment of the means and resources required for the operation of the University in accordance with its aims.

4.11 To solicit and receive gifts, donations, membership fees, endowments, estates, bequests, trust funds, subsidies and grants, to administer and use or dispose of same, all with a view to advancing the aims of the University. Also, to establish not-for-profit organizations, companies, trusts and foundations and participate therein with a view to advancing the University's aims.

4.12 To obtain loans and guarantee the repayment thereof, to purchase securities of any kind whatsoever and to invest the University's funds at the discretion of the University authorities, to provide and receive collaterals and liens of any kind whatsoever in order to safeguard such loans or investments as aforementioned.

4.13 To create and award scholarships and prizes for the advancement of research, teaching and learning, and for other purposes, as determined by the University.
4.14 To supervise discipline among the University's students, academic staff and employees and to undertake disciplinary measures in pursuance of same.

4.15 To cooperate with other institutions and authorities or with persons or groups of people, in such manner and for such purposes as defined from time to time by the University.

4.16 To engage in any other acts in furtherance of the University's aims, including such acts as not included in the aforementioned. All of the powers specified above also include the power to revoke or alter a decision or impose conditions and restrictions within the limits of law.

UNIVERSITY AUTHORITIES AND OFFICE HOLDERS

5. The Council
The Council is the highest decision making body in the University and is vested with all the powers that are required for governing the university. These powers are however subject to the Statutes or the General Regulations of the university.

6. The Executive Committee
6.1 The Executive Committee shall be responsible for outlining policies, determining strategy, overseeing corporate organizational structure and overseeing the proper management of the institution and its assets.

6.2 The Executive Committee shall be elected by the Council from among the members of council and senior management of staff and shall be responsible to the Council for its activities.

6.3 The Chairman of the Executive Committee and his deputy shall be elected by the Council.

6.4 The deputy to the Chairman of the Executive Committee shall have all the powers and perform all the duties of the Chairman in the latter's absence or when the Chairman is unable to perform his functions.

6.5 The Chairman shall report to the Council on the activities of the Executive Committee.
7. The Senate
The Senate is the supreme academic body of the University. The Senate shall be composed of Office holders who by virtue of the positions they hold as senior academic faculty members, shall constitute the senate as defined in the General Regulations.

8. The Faculty Council
The Faculty Council is an academic body which includes all senior faculty members of the University, as defined in the General Regulations. The Council shall include Vice Chancellor of the University and the Pro-Vice Chancellor for Academic Affairs. The Faculty Council shall provide guidance on academic affairs and shall submit its recommendations and proposals via the Vice Chancellor to the relevant institutions of the University.

9. The Office Holders
   **Chairman of the Executive Committee:** The Chairman of the Executive Committee heads the Executive Committee.

   **Vice Chancellor:** The Vice Chancellor heads the University and administers the institution's affairs under the powers vested in him/her and is responsible to the Executive Committee for the administration, standards and quality of the institution. The Vice Chancellor shall be a senior academic endowed with academic vision, leadership capacity and proven administrative skills.

   **Pro Vice Chancellor for Academic Affairs:** The Pro Vice Chancellor for Academic Affairs shall be responsible for academic affairs of the University as spelt out in the regulations of the university and shall from time to time be assigned tasks by the Vice Chancellor. The Pro Vice Chancellor for Academic Affairs shall serve in an acting capacity in the absence of the Vice Chancellor. Where the Vice-Chancellor resigns, retires or is unable to perform his/her function by reason of ill-health, incapacity or death, the Pro-Vice-Chancellor shall play an acting role till a replacement is found in accordance with the regulations of the university.

   **Registrar:** The Registrar is responsible for the University's administrative affairs under the powers vested in him/her by the council.
**Election of Office Holders:** The Chancellor, the Vice Chancellor, Pro Vice Chancellor and the Registrar shall be elected by the Council as stated in the General Regulations. The Vice Chancellor, Pro Vice Chancellor and the Registrar shall be nominated by the Executive Committee to council.

Deans shall be appointed by the Vice Chancellor from among senior academic faculty of the University, and sanctioned by the Senate.

10. **General Regulations of the University**

The University Council is empowered to make General Regulations for the running of the university. The General Regulations so made, shall establish all positions and offices in the university. These regulations shall specify their functions, powers and the use thereof, as well as other matters relating to the effective running of the university.

11. **Amendment to the Statutes**

The Statute of the university may be amended by Council through a meeting convened for that purpose. Any such amendment requires a two-thirds majority vote of the members present at such meeting and participating in the vote; provided that a quorum is present as prescribed in the General Regulations.

12. **Amendment to the General Regulations**

The Statute of the university may be amended by Council through a meeting convened for that purpose. Any such amendment requires a two-thirds majority vote of the members present at such meeting and participating in the vote; provided that a quorum is present as prescribed in the General Regulations.
13. Continuity of Office
An Office Holder in any of the positions of the University, who was elected or appointed, as the case may be, for a fixed period as stated in the Statutes or the General Regulations, and whose term of office has ended, shall continue to serve in such office, with all applicable rights and duties, until such time as another person is elected or appointed in lieu of him.

14. Transfer of Office
The power to make an appointment also implies the power to revoke such appointment, dismiss the person, or suspend him/her from his/her position, as stated in the General Regulations.

15. Indemnification
The members of the Council, the Executive Committee, the Senate, the Chancellor, Vice Chancellor, Pro Vice Chancellors and the Registrar, the members of committees established or that may be established by the Council, and any other functionary or Office Holder of the University and any trustee thereof; and anyone lawfully operating on its behalf, who act in connection with its affairs and the heirs and estate administrators thereof shall be indemnified by the University from its assets for court trials, costs, losses, compensation and other liabilities borne or incurred by them or their heirs or their estate administrators as a result of any act, participation in any act or omission connected to the execution of their duties or what appeared to them to be the bona fide execution of their duties or trust, unless caused by gross negligence or with prior intent; none of the aforementioned shall be liable for any act or omission of any other, or for any damage or loss incurred as a result of the execution of their duties or their trust, unless incurred as a result of gross negligence or with prior intent.


16.1 These Statutes come into effect on ...........2015, as determined by the Council at its meeting held on ..........2015, and are binding on the University and all its authorities as of the date of coming into effect.
16.2 Upon these Statutes coming into effect, the effectiveness of the Memorandum and Articles of Association shall cease.

16.3 Other regulations and resolutions adopted by the institutions of the University prior to these Statutes coming into effect, which were effective immediately prior to same, shall continue to have effect as long as they were not expressly revoked.

GENERAL REGULATIONS

1. The Council

1.1 Powers of the Council

The powers of the Council are as follows:

1.1.1 To determine the Statutes and make the General Regulations.

1.1.2 To approve the outlines of the University's policies as defined by the Executive Committee.

1.1.3 To follow up the management of the affairs, activities and assets of the University and its institutions.

1.1.4 To recommend policies for the development of the University.

1.1.5 To discuss and recommend methods of fundraising and other means of financing the University's activities.

1.1.6 To supervise the implementation, modus operandi and extent of implementing the Regulations, rules and procedural provisions of all kinds.

1.1.7 To discuss and ratify financial reports.

1.1.8 To discuss reports of the Vice Chancellor of the University on the University's activities.

1.1.9 To elect the Chancellor, the Vice Chancellor and the Registrar. To co-opt members to the Council as stated in Paragraph..................

1.1.10 To elect the Chairman of the Executive Committee, his deputy and the members thereof.

1.1.11 To approve the appointment of the Vice Chancellor.

1.1.12 To set up permanent or ad hoc committees and to appoint members onto same from among members of the Council or otherwise, and define their roles and the powers exercisable by them.
1.1.13 To receive reports from the Chairman of the Executive Committee on the activities thereof.

All of the powers specified above include also the power to revoke or alter a decision or impose conditions and restrictions. The power to elect or appoint includes the power to revoke such appointment, accept a resignation or dismiss. The Council shall have residual power in all of the University's affairs which are not expressly conveyed in the Statutes or Regulations to another authority of the University's institutions, with the exception of residual academic power, which shall be the domain of the Senate. In this paragraph, "ratify" means to provide further authorization in addition to prior approval by another authority in the University.

1.2 Number of Council Members

The council shall have a minimum of seven and maximum of eleven members.

1.3 Composition of the Council

The chairman to be appointed at the general meeting of shareholders
The Vice chancellor
Any twenty percent (20%) share represents one member (five in all)
A Representative of Senior Members
Student’s Representative
Franklin Representative

1.4 Duration of Term of Office of Council Members

1.4.1 The duration of the term of office of an appointed Council member shall be determined by the appointing authority.

1.4.2 A Council member who was elected by the Senate or the academic faculty shall serve in office for three years from the date of his election. In the event that such a member leaves on sabbatical or other extended leave or terminates his employment at the University, another member shall be elected to complete his term of office.
1.4.3 A member who was co-opted by the Council shall serve in office for a term of four years from the date of his nomination. At the end of four years he/she may be re-elected for an additional term. Election procedures are as specified in Paragraph 1.3.5 above. At the end of the additional term the member may be elected for a further term (or further terms) if he/she has the support of two thirds of the Council members who participated in the secret ballot, provided that at least one third of the Council members participated in the vote.

1.5 Cessation of Term of Office

15.1 A Council member may resign prior to the end of his term of office. Save that the Member shall give a written notice to the Chancellor and Chairman of Council of the University. In the event that a member was appointed or elected by a body outside of the Council, the Vice Chancellor shall give notice to the appointing or electing body or group as the case may be, of the need to appoint or elect another member in his/her stead.

15.2 A Council member who absents himself from four consecutive meetings shall be deemed as wishing to resign his position, unless the Chancellor determines otherwise. The chairman of Council shall be appointed by the AGM.

15.4 The membership of a Council member shall cease upon his/her death or if he/she is declared bankrupt or legally incompetent or if he/she is convicted of a crime in a nature of a first degree or second degree felony.

1.6 Dates and Times of Council Meetings

1.6.1 The Council shall meet on the dates and at the times determined by the Chairman, provided it meets at least twice a year.

1.6.2 A special meeting shall be convened by the Chairman of the Council whenever he deems fit so to do, or further to a written request from at least 10% of the Council members, or from the Vice Chancellor or from the Chairman of the Executive Committee addressed to the Chairman of the Council.
1.7 Invitation and Agenda

1.7.1 Notice of the date of a Council meeting shall be sent at least 21 days prior to the actual date of the meeting.
1.7.2 A detailed agenda shall be attached with the invitation.

1.8 Quorum

1.8.1 One third of the members of the Council shall constitute a quorum at Council meetings; however, a meeting convened for the purpose of amending the Statutes or the General Regulations shall begin and be conducted only in the event that at least half of the Council members are present at the meeting and participates in the vote.
1.8.2 Decisions of the Council shall be passed by a simple majority of Council members present at the meeting, unless otherwise determined in these Statutes or Regulations in respect of the subject under discussion and provided a quorum is satisfied at the time of voting.

1.9 Chairman of the Council

There shall be a chairman of council appointed by the AGM

1.10 Chairman's Casting Vote

In the event of a tied vote among participating members of the Council, the Chairman shall have the casting vote.

1.11 Persons Invited to Council Meetings

The Chairman may, where necessary, invite persons who are not Council members to attend Council meetings. Anyone so invited to attend a meeting may participate in deliberations but shall not have the right to vote.

1.12 Minutes

The deliberations of Council meetings shall be recorded in minutes, to be signed by the Chairman of the meeting.
2. The Executive Committee

2.1 Election and Term of Office

2.1.1 The Council shall elect from among its members and senior management an Executive Committee, whose members shall number not less than three and no more than seven, including the Vice Chancellor. The Registrar shall act as a permanent observer at meetings of the Executive Committee. A Representative of the Students Association shall be invited by the Chairman of the Executive Committee, at his discretion, to attend the Committee's meetings.

2.1.2 Duration of Office of a Member of the Executive Committee: The duration of office of an Executive Committee member shall be for three years (hereinafter: "term of office"); however, on expiration of such term the Council may re-elect the member for an additional term. On termination of the additional term the member may be re-elected for up to two further terms of office, provided he/has the support of two thirds of Council members who participate in a secret ballot and provided that at least half of Council members participate in the vote.

2.1.3 An Executive Committee member may resign his/her term of office by means of notification in writing, to be delivered to the Chancellor and the Chairman of the Executive Committee.

An Executive Committee member who absents himself from three consecutive meetings shall be deemed as wishing to resign his term of office, unless otherwise determined by the Chairman of the Executive Committee.

The Council may decide, further to a proposal from the Chairman of the Council or three members thereof, in a secret ballot in which at least half of the Council members participate and which is passed by a two thirds majority of voters, on the cessation of the term of office of the Chairman of the Executive Committee or a member thereof, effective as of the date determined in the Council's decision.
2.1.4 The tenure of office of an Executive Committee member shall expire on his/her death or if he/she is declared bankrupt or legally incompetent or if he/she is convicted of a crime in a nature of a first degree or second degree felony.

2.1.5 In the event that a position on the Executive Committee becomes vacant before completion of the member's term of office, whether as a result of that member's resignation or for any other reason, the Council shall elect another member in his stead. The Executive Committee may continue to perform its functions with its incomplete composition as long as the vacancy remains unfilled by the Council.

2.2 **Modus Operandi**

2.2.1 The Executive Committee shall determine its *modus operandi* unless otherwise provided for in the Regulations, including the determination of observers and guests, as well as the frequency of its meetings, provided such meetings are convened no less than four times a year.

2.2.2 The Executive Committee shall convene at the behest of the Chairman, upon a request of the Vice Chancellor or further to a written request from two members thereof.

2.2.3 The agenda of the Executive Committee shall be determined by the Chairman, but Committee members may request that the Chairman include any additional matters in the agenda.

2.2.4 The quorum at Executive Committee meetings shall be one-third of its membership, provided they include the Chairman or his/her substitute and the Vice Chancellor or the ProVice Chancellor for Academic Affairs.

2.2.5 Decisions of the Executive Committee shall be passed by a simple majority of members participating in the vote, provided a quorum is present at the time of voting. In the event of a tied vote the Chairman shall have the casting vote.

2.2.6 At meetings of the Executive Committee where the working conditions of University employees are to be discussed or addressed, University employees to whom such conditions aforesaid apply, may not attend or vote.
2.3 Powers

The powers accorded to the Executive Committee are as follows:

2.3.1 Determination of policies and strategies and deliberation of programs for the advancement of the University, as brought before it by the Vice Chancellor or any member of the Executive Committee.

2.3.2 Supervision of the proper administration of the University and its assets.

2.3.4 Supervision of the *modus operandi* of the Vice Chancellor and fulfillment of his/her functions.

2.3.5 Recommendation to the Council on amendments to the University Regulations/Statutes.

2.3.6 Approval of the University's budgets.

2.3.7 Approval of financial reports.

2.3.8 Approval of the establishment of academic units and alterations therein.

2.3.9 Approval of development programs of the University brought before the Committee by the Vice Chancellor.

2.3.10 Approval of rules for the appointment of senior Office Holders of the University (with the exception of those expressly determined in the Statutes and Regulations) and determination of their working conditions and pay.

2.3.11 Determination of authorized signatories of the University and their powers and approval of opening bank accounts in the University's name.

2.3.12 The appointment of an Internal Auditor for the University and approval of the appointment of a Legal Advisor.

2.3.13 Receipt of regular reports on the activities and programs of the University.

2.3.14 Prior examination of matters requiring resolution by the Council, in order to prepare same for deliberation as aforesaid.

2.3.15 Deliberation and resolution of any matter referred to the Executive Committee by the Council, whether in general terms or regarding specific cases.

2.3.16 Follow-up of implementation of Council resolutions.

2.3.17 The appointment of an Audit Committee, a Finance Committee and the appointment of permanent and ad hoc sub-committees from among Committee members or otherwise, as well as determination of their functions and the appointment of their Heads.
2.3.18 The receipt of reports, whether on a regular basis or by request, from the Internal Auditor, the Chairman of the Finance Committee and the Chairman of the Audit Committee.

2.3.19 The execution of any additional function assigned to the Executive Committee further to a Council resolution.

2.3.20 Decisions on matters within the Council's authority which may not be postponed during periods between Council meetings. Such decisions shall be delivered in writing to the Council members and shall be valid for a period of 90 days. In the event that the Council does not meet within such period, the Council shall conduct a written voting procedure in order to approve or dismiss the decision of the Executive Committee.

3. The Senate

3.1 Functions and Powers of the Senate

3.1.1 General:

The Senate is the supreme academic body of the University. The Senate is responsible for the determination of academic standards and shall strive to maintain the standard of the University's academic activity, especially that of the academic faculty and academic study programs, and shall outline academic development programs.

3.1.2 The powers of the Senate are as follows:

3.1.2.1 The Senate shall determine academic policy in matters of research, development and teaching.

3.1.2.2 The Senate shall determine and from time to time update the academic study programs of the University and plans for program development.

3.1.2.3 The Senate shall recommend the development, renewal and/or cancellation of academic courses in accordance with the procedure determined to that end.

3.1.2.4 The Senate shall deliberate and decide on all matters pertaining to the establishment of new academic units.

3.1.2.5 The Senate shall determine various academic regulations.

3.1.2.6 The Vice Chancellor shall approve on behalf of the Senate the list of recipients of academic degrees from the University.

3.1.2.7 The Senate shall uphold professional and ethical norms among the academic faculty.
3.1.2.8 The Senate shall bring before the Executive Committee a code of ethics and rules of conduct for the academic faculty.

3.1.2.9 In order to discharge the aforementioned functions, the Senate may appoint sub-committees from among its members, and with additional members, save that the Chairperson of such a sub-committee shall be a member of the Senate.

3.1.2.10 The Senate shall elect from among its members the Head of the Disciplinary Court of Appeal for students.

3.1.2.11 The Senate shall elect from among its members, in a secret ballot, representatives to serve on the Council of the University.

3.1.2.12 As part of its powers, the Senate shall deliberate any matter brought before it by the University Council, the Executive Committee, the Vice Chancellor or the Faculty Council.

3.1.2.13 The Senate shall make recommendations to the University Council or the Executive Committee on any matter pertaining to the University.

3.1.2.14 Any decisions of the Senate which have budgetary implications or which could have such implications on the budget in the future, or which were not taken into account in the approved budget or the approved work program, must be approved by the Executive Committee.

3.2 Composition of the Senate

3.2.1 The Chairman of the Senate shall be the Vice Chancellor of the University, in whose absence the Pro Vice Chancellor for Academic Affairs shall serve as Acting Chairman.

3.2.2 The Pro Vice Chancellor for Academic Affairs.

3.2.3 The Deans, who shall be members of the senior academic faculty.

3.2.4 Heads of the academic departments.

3.2.7 One representative of the faculty with the rank of lecturer holding a full time position and having served three years in that position at the University.

3.2.11 Professors from different disciplines at other universities, as determined by the Vice Chancellor, provided they number no more than five and subject to the stipulations of Paragraph 3.3.4.
3.4 Term of Office and Termination of Office of Members of the Senate

3.4.1 A member of the Senate who is appointed by virtue of his position shall serve as long as he is an Office Holder.

3.4.2 The term of office of Senate members who are appointed under Paragraphs 3.2.7-3.2.11, 3.3.2 and 3.3.3 shall be for three years.

3.4.3 A member of the Senate who was appointed to his position shall be deemed as resigning in the event that he absents himself from three consecutive meetings, unless otherwise decided by the Vice Chancellor.

3.4.4 A member of the Senate who was elected may resign from his position before the end of his term of office by written notice to the Vice Chancellor, and another member will be appointed in his stead, as stated in Paragraph 3.3.4.

3.5 ModusOperandi of the Senate

3.5.1 The Senate shall convene meetings no less than four times a year.

3.5.2 The Chairman shall convene the Senate for a special extraordinary meeting on his own motion or further to a written request from five members of the Senate.

3.5.3 One third of the members of the Senate shall constitute a quorum for meetings thereof. Resolutions may be passed only in the presence of a quorum.

3.5.4 Resolutions of the Senate shall be passed by a simple majority of members present at the meeting. In the event of a tied vote, the Chairman shall have the casting vote.

3.5.5 The agenda of Senate meetings shall be delivered to the Registrar of the University and he/she may request that the Vice Chancellor invite him/her to deliberations on matters related to his/her areas of responsibility.

4. The Academic Faculty Council

The Academic Faculty Council provides counsel on academic affairs and shall submit its recommendations and proposals via the Vice Chancellor to the relevant institutions of the University. On the Council's request, the University institutions shall be required to deliberate on certain issues, as recommended by the Faculty Council in a majority of votes representing at least one third of Council members.
4.1 Composition of the Faculty Council

For the purpose of these Regulations:
A "senior faculty member" is a person appointed to an academic position at the University, and who holds a full time position at the University.
An "academic appointment" is an appointment that takes place further to the full and regular procedure of the University, including a professional committee and the Appointments Committee of the University.
The Academic Faculty Council is an academic body comprising all senior academic faculty members of the University, as well as the Vice Chancellor of the University and the Pro Vice Chancellor for Academic Affairs.
Visiting faculty members shall serve on the Faculty Council as observers.

4.2 Office Holders of the Faculty Council

The Chairman of the Faculty Council shall be the Vice Chancellor of the University, in whose absence the Pro Vice Chancellor for Academic Affairs shall serve as Acting Chairman.
The Secretary of the Faculty Council shall be elected by the Council from among Council members for a term of office of three years. The Vice Chancellor shall be assisted by the Faculty Council Secretary.

4.3 Modus Operandi of the Faculty Council

4.3.1 The Faculty Council shall convene meetings no less than three times a year.
4.3.2 At the written request of five members of the Council, the Council shall convene an extraordinary meeting.
4.3.3 The Faculty Council shall be convened for meetings – whether ordinary or extraordinary – at the invitation of the Chairman.
4.3.4 The agenda of Faculty Council meetings shall be determined by the Chairman on his own motion or on consultation with Faculty Council members. Further to a written request from three Faculty Council members, additional subjects may be added to the agenda. The agenda of extraordinary meetings shall be determined by the parties requesting the meeting.
4.3.5 One half of the Faculty Council members shall constitute a quorum.
4.3.6 Motions and recommendations of the Faculty Council shall be passed by a majority of members present at the meeting who cast their votes.
4.3.7 The minutes of Faculty Council deliberations and resolutions thereof shall be drawn up by a person appointed by the Chairman of the Council and shall be submitted to him for approval.
4.3.8 The Faculty Council may invite, in an advisory capacity, persons other than its members, including visiting professors and lecturers whose principal place of work is at another institution. Such guests shall have no voting rights.

5. The Office Holders

5.1 The Chancellor

5.1.1 The Chancellor of the University shall be elected by the Council by a two thirds majority of members.
5.1.2 The term of office of the Chancellor shall be four years and it may be renewed.
5.1.3 The Chancellor may resign his position prior to the end of his term of office in a written notice to the Chairman of the Executive Committee, to be delivered at least three months in advance.
The Council may decide by a two thirds majority of its members to terminate the Chancellor's term of office.

5.3 The Vice Chancellor

5.3.1 Appointment of the Vice Chancellor:
The Vice Chancellor shall be nominated by the Executive Committee and the appointment shall be approved by the Council. In order to elect the Vice Chancellor, a Search Committee shall be established, to be appointed by the Executive Committee. The Search Committee shall comprise five members, as follows:
Chairman of Executive committee
Two members of council
Two representatives of shareholders.
A member of the Search Committee may not be a candidate for the position of Vice Chancellor.

The Search Committee shall make a recommendation to the Executive Committee on a candidate for the position of Vice Chancellor. In the event that the Executive Committee fails to approve the candidate, the Search Committee shall recommend another candidate.

5.3.2 The Vice Chancellor shall be appointed for a term of three years. He/She shall be on probation for one year. His appointment can be terminated during the period of probation and reasons may not be assigned for this. The appointment may be extended for up to one additional term. The terms of the Vice Chancellor's service shall be determined by the Executive Committee and he/she shall be in the full time employment of the University, which shall be his/her sole place of work other than occupation in public academic matters as approved by the Chairman of the Executive Committee.

5.3.3 Termination of the Vice Chancellor's term of office:
The Vice Chancellor may resign from office prior to the expiration of the term of office by a written notice to the Chairman of the Executive Council, to be delivered at least six months in advance. The Executive Committee may, on the basis of a request signed by one third of all Committee members and after hearing the Vice Chancellor, recommend to the Council that the Vice Chancellor's term be terminated.

5.3.4 Powers and functions of the Vice Chancellor:
5.3.4.1 The Vice Chancellor is the head of the University for academic and administrative matters.
5.3.4.2 The Vice Chancellor shall conduct all the affairs of the University pursuant to the Statues, Regulations, rules, procedural directives and resolutions of the sanctioned authorities of the University. The Vice Chancellor's powers include the duty to determine, \textit{inter alia}, rules and procedural directives, act within the framework of the approved University budget, and determine payments, establish directives regarding scholarships, grants and prizes for various purposes and engage in any act he/she deems necessary and expedient for the proper management of the University and the protection of its interests.
5.3.4.3 The Vice Chancellor is responsible for the implementation of resolutions of the Council and the Executive Committee.

5.3.4.4 The Vice Chancellor shall act as Chairman of the Senate and the Faculty Council.

5.3.4.5 The Vice Chancellor shall submit to the Council, at the end of each academic year, an annual report summarizing the University's activities for that year.

5.3.4.6 The Vice Chancellor shall nominate the Registrar and Legal Advisor with the approval of the Executive Committee.

5.3.4.7 The Vice Chancellor shall appoint a Student Ombudsman.

5.3.4.8 Subject to that which is stated in Paragraph 5.3.4.2, the Vice Chancellor may delegate his/her powers to an Office Holder of the University in a written document, except for powers determined by the Executive Committee as such that may not be delegated.

5.3.4.9 The Vice Chancellor may remove from office an Office Holder appointed by him/her, after conducting a hearing for a stated misconduct.

5.4 Pro Vice Chancellors / Registrar

5.4.1 The Pro Vice Chancellor for Academic Affairs shall be appointed by the Vice Chancellor from among members of the senior faculty of the University with the rank of Associate or Full Professor, on consultation with the Senate and with the approval of the Executive Committee. The Pro Vice Chancellor for Academic Affairs shall be appointed for a term of four years. His/her terms of employment shall be determined by the Vice Chancellor. The appointment may be extended for up to one additional term.

5.4.2 The Pro Vice Chancellor for Academic Affairs shall serve in an acting capacity in the absence of the Vice Chancellor.

5.4.4 The Pro Vice Chancellor or Registrar may resign their position prior to the end of their term of office in a written notice to the Vice Chancellor and the Chairman of the Executive Committee.

5.4.5 The Vice Chancellor shall define the functions of the Pro Vice Chancellors and the Director

General and may delegate powers to them for the discharge of their functions. The Vice Chancellor shall report thereon to the Executive Committee.
5.5 Deans

The Vice Chancellor may appoint Deans from among members of the senior faculty of the University.

The Deans shall direct the activities of their areas of responsibility. They shall be responsible to the Pro Vice Chancellor for Academic Affairs in affinity to other Office Holders of the University, as the case may be. The Deans will consult with the Pro Vice Chancellor for Academic Affairs on an ongoing basis and shall report to the Pro Vice Chancellor and the Vice Chancellor on their activities. The Vice Chancellor, with the approval of the Senate, may terminate a Dean's term of office after conducting a hearing on the grounds of a stated misconduct.

6. Duties of Members in the University Authorities and Office Holders

Members of the University Council, the Executive Committee, the Senate, the Faculty Council and any other office holder as defined in Paragraph 5 above (hereinafter: "Office Holder") shall act in good faith and integrity in the fulfillment of their duty, shall act for the advancement and development of the University within the framework of the Statutes and Regulations, take part in decision making processes without bias, and refrain from any act or omission that is in conflict with the interests of the University. An Office Holder owes a fiduciary duty and duty of care towards the University and shall act in good faith and for the benefit thereof, as provided below:

6.1 Precautions and standard of proficiency

An Office Holder shall act with the standard of proficiency with which a reasonable officeholder, in the same position and in the same circumstances, would act; this shall include taking reasonable steps, in view of the circumstances of the case, to obtain information regarding the expedience of an act submitted for his/her approval or an act done by him/her by virtue of his/her position, and to obtain all other pertinent information regarding such acts.
6.3 Fiduciary duty

6.3.1 An Office Holder shall owe a fiduciary duty to the University and shall act in good faith and for the benefit thereof, including the following:

6.3.1.1 He/she shall refrain from any act involving a conflict of interest between the fulfillment of his role at the University or any other role or his/her personal affairs.

6.3.1.2 He/she shall refrain from any act involving competition with the affairs and activities of the University.

6.3.1.3 He/she shall refrain from taking advantage of the University's activities, with the aim of obtaining a personal benefit for himself/herself or for the benefit of any other person.

6.3.1.4 He/she shall disclose all information to the University and shall provide it with all documents relating to its interest that reach him/her by virtue of his/her position with the University.

6.3.2 The provisions of Paragraph 6.3.1 above shall not preclude a fiduciary duty being owed by an Office Holder to any other person.

6.4 Approval of acts

6.4.1 The Audit Committee and the Executive Committee may approve any of the acts enumerated in Paragraph 6.3.1 above provided that all the following conditions apply:

6.4.1.1 The Office Holder acted in good faith and neither the act nor the approval of the act prejudices the good of the University.

6.4.1.2 The Office Holder disclosed to the University the essence of his/her personal interest in the act, including any substantial fact or document, a reasonable time before the date for discussion of the approval thereof.

6.5 Remedies

6.5.1 The rules applying to breach of contract shall apply, *mutatis mutandis*, to the breach of the fiduciary duty of an Office Holder.

6.5.2 Without derogating from the generality of the provisions of Sub-Paragraph 6.5.1 above, an Office Holder who is in breach of a fiduciary duty towards the University shall be considered as a person in breach of his/her contract with the University.
6.5.3 The Executive Committee may revoke an act done by an Office Holder on behalf of the University towards another person or may claim from such person the compensation owed to the University from the Office Holder, even without cancelling the act, if such person knew of the breach of the Office Holder's fiduciary duty, and knew or ought to have known of the lack of approval of the act.

6.5.4 There is a presumption that a person was not required to have known about the lack of approval of an act as necessitated under this paragraph, if such person received confirmation from the Executive Committee that all consents required for such act were received.

6.6 Disclosure of Defects
Where an Office Holder or other officer becomes aware of a matter of the University in which an apparent breach of a law or harm to proper business procedures has been discovered, said Office Holder or other officer shall immediately notify the Chairperson of the Executive Committee, who shall act to convene a meeting of the Executive Committee without delay as provided in the General Regulations.

7. The Internal Auditor
8.1 The Executive Committee shall appoint an Internal Auditor for the University, who shall operate pursuant to the Internal Audit Law, further to the recommendation of the Audit Committee and in consultation with the Vice Chancellor of the University.

8.2 The appointment shall be for a period of no less than three years and no more than seven years.

8.3 The Executive Committee may terminate the employment and appointment of the Internal Auditor further to the Audit Committee's recommendation.

8.4 The Internal Auditor's terms of employment shall be determined by a special contract with the approval of the Audit Committee.

8.5 The Audit Committee, with the approval of the Vice Chancellor, shall define the scope of the Internal Auditor's functions and activities and shall obtain approval thereof from the Executive Committee.
8.6 The Internal Auditor is required to submit an annual report and special reports to the Vice Chancellor and to the Audit Committee.

8.7 The Audit Committee shall deliberate on the Internal Auditor's reports with his/her participation and the participation of the Vice Chancellor, and shall submit a report thereon to the Executive Committee and to the Council. The Internal Auditor's report is to be submitted to the Executive Committee and the Council together with the report of the Audit Committee.

8. Honorary Fellowships

9.1 The Open University shall confer Honorary Fellowships on distinguished persons in the two following categories:

9.1.1 "Academic candidates" – individuals who have excelled in academic or spiritual fields, including in endeavors related to the teaching method of concept of the Open University.

9.1.2 "Public figures" – individuals who have devoted their life's work to the benefit of humanity, the Jewish people or the State of Israel, or those who have made a significant contribution to the advancement and development of the Open University.

9.2 Number of Honorary Fellowships

The number of Honorary Fellowships conferred shall not exceed seven per year, with a balance between the two categories as aforementioned in Paragraph 9.1 above.

9.3 Submission of Proposals and Decision-Making Procedures

9.3.2 The Executive Committee shall from time to time appoint a Committee for the Conferment of Honorary Fellowships. The Committee shall be composed of the Chairman of the Executive Committee, the Vice Chancellor of the Open University and three additional members to be elected from time to time by the Executive Committee (hereinafter: "the Committee").

9.3.3 The Committee shall appoint a Chairman from among its members and shall determine its modus operandi.

9.3.4 Decisions of the Committee:
9.3.4.1 The Committee's decision shall be presented in writing to the members of the Council. If within four weeks no request from a Council member to reconsider the Committee's decision is forthcoming, such decision will take effect. In the event of a request to reconsider any specific candidacy, the matter shall be discussed by the Council in the presence of the members of the Committee. In such case, the Council's decision shall be final.
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