BUSITEMA UNIVERSITY

Pursuing Excellence

SPORTS POLICY



The Gymnasium at Busitema Campus



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BUSITEMA UNIVERSITY

GAMES AND SPORTS POLICY

OCTOBER 2014

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PREAMBLE

Busitema University is a public University under the Universities and Other Tertiary Institutions Act,2001 (Establishment of Busitema University Instrument 2007 No. 22 made on 25th day of May,2007, having been enacted by parliament on the 10th of May,2007).

The University was established as a Multi- Campus model with its main Campus located at Busitema along Jinja-Tororo highway. The Campuses that form Busitema University are as follows:

Busitema Main Campus, Nagongera Campus, Namasagali Campus, Arapai Campus, Mbale Campus, Kaliro Campus and Pallisa Campus.
Mandate of the University

The mandate of the University is to provide higher education through teaching, research and outreach.

The Vision:
The Vision of the University is "A centre of academic and professional excellence in science, technology and innovation."

The Mission:
The Mission of the University is "To provide high standard training, engage in quality research and outreach for socio-economic transformation and sustainable development."

Core Values:
These are our core values

i.	Excellence	ii.	Relevance
iii.	Innovativeness	iv.	Professionalism
v.	Ethics and Integrity	vi.	Equity
vii.	Internationalization	viii.	Respect for Diversity

SECTION ONE

1.0 INTRODUCTION, DEFINITIONS AND INTERPRETATION

1.1 INTRODUCTION

1.1.1 This policy shall be known as Busitema University Games and Sports Policy

1.1.2 The Games and Sports Policy has been issued with the approval of Busitema University Council.

1.1.3 The Policy shall be reviewed from time to time.

1.2 DEFINITIONS

In this Games and Sports policy, unless the context otherwise requires:

Assistant Sports Tutor

Shall mean the person in the office of the Dean of students assisting the Sports Tutor in the day to day administration of Games and Sports.

Athlete (s)

Refers to sports person (s)

Club refers to Busitema university sports team that may include commercial players

Dean of Students

Shall mean a person appointed and designated by Council to be responsible for the welfare of students.

Excused cuts

means being absent from a lecture or from training

Game A game is a recreational activity involving one or more players, defined by a goal that the players try to reach, and some agreed set of rules to play it. Games are played for

entertainment or competition.

Games Union Chairperson
Shall mean the student mandated by the Guild Constitution to work with the office of the Dean of students' office in the administration of Sports and Games at the University.

Games Union Council
Shall mean and refer to the students' supreme organ in the management of Sports and Games at the University as established by the Guild Constitution.

Hall Shall mean Busitema University building(s) where students reside.

Hostel Shall mean an off- campus privately owned building where Busitema University Students reside.

Intramural
refers to sports activities/competitions amongst university persons

Principal Sports Tutor
Shall mean the person in the office of Dean of students designated by Appointments Board to head the management of Sports and Games at the University.

Senior Sports Tutor
Shall mean the person in the office of the Dean of students responsible for the day to day administration of Games and Sports.

Sport A sport is a physical activity that pertains to only an individual's skills and performance carried out under an agreed set of rules, with a recreational purpose; for competition or self-enjoyment or a combination of these.

Sports Tutor Shall mean the person in the office of the Dean of students assisting the Senior Sports Tutor in the day to day administration of Games and Sports.

Staff Shall mean all persons appointed by the University in the academic, administrative and support positions.

Team A group of people playing the same sport/game

University: Shall mean Busitema University established under the University and other Tertiary Institutions Act 2001 as amended under the legal instrument no. 22 of 2007.

University Council

Shall mean and refer to Busitema University Council, the supreme policy making organ of the University as established by the Universities and Other |tertiary Institutions Act 2001(as amended)

Vice- Chancellor

Shall mean the Vice Chancellor of Busitema University who is the Chief Executive Officer of the University

University Sports Committee

Shall mean and refer to the committee appointed by University management to monitor Games and Sports at the University.

1.3 INTERPRETATION

Interpretation of this policy shall rest with the person responsible for the office of Dean of Students subject to appeal to the Vice Chancellor with a further and final appeal to Council.

SECTION TWO

2.0 GAMES AND SPORTS POLICY

2.1 POLICY STATEMENT

Busitema University is committed to a principle of provision of accessible physical facilities and creation of an enabling environmental to all sports persons to fully participate in University games and sports in order to achieve the University's vision, mission and strategic objectives.

2.3 POLICY OBJECTIVES

The policy objectives are:-

i) To guide the planning, management and administration of University games and sports;

ii) To provide an enabling environment for all students and staff to participate in competitive and recreational games and sports without discrimination.

iii) To develop a games and sports culture among students and staff at the University.

iv) To improve the quality and quantity of sports facilities and equipment

v) To create linkages both local and international to support and financially facilitate games and sports at the University.

2.4 LEGISLATIVE FRAME WORK

The University shall comply with the existing relevant National and International rules, regulations and laws that govern games and sports as per the National Council of Sports Act and the Ministry of Education and Sports Physical Education and Sports Policy.

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2.5 PURPOSE OF THE POLICY

The policy is intended to guide the management and administration of games and sports at the University.

2.6 GUIDING PRINCIPLES

i. The University regards games and sports as an integral part of the development process in enforcement of its overall development objectives.

ii. In the administration of games and sports in the University, management shall decentralize games and sports activities to cater for the multi-campus model.

iii. The University regards its Students and Staff as its most valuable resource.

2.7 IMPLEMENTATION:

i. Management through the office of the Dean of Students shall be responsible for the implementation of the policy in terms of the necessary processes, systems and procedures.

ii. The Office of the Dean of students in liaison with the University Sports Committee and the Students Games Union shall be responsible for ensuring compliance of the policy.

SECTION THREE

3.0 ADMINISTRATIVE STRUCTURE

3.1 ORGANIZATION

The responsibility for the development of games and sports at the University lies with the University Council and Management. Management through the office of the Dean of Students shall constitute the University Sports Committee and the Students' Games Union Council to assist in the management and administration of games and sports in the University.

3.1.1 THE UNIVERSITY GAMES AND SPORTS COMMITTEE

This shall consist of the following members appointed by University management;

i. The Dean of Students as chairperson
ii. Representative from the Academic Registrar's office
iii. Representative from the University Bursar's office
iv. Representative from the University Estate's office
v. The Principal Sports Tutor
vi. The Public Relations Officer
vii. The University Medical Officer
viii. The Chairperson of the Games Union
ix. Another students representative preferably of a different sex from the Chairperson and approved by the Students Games Union.

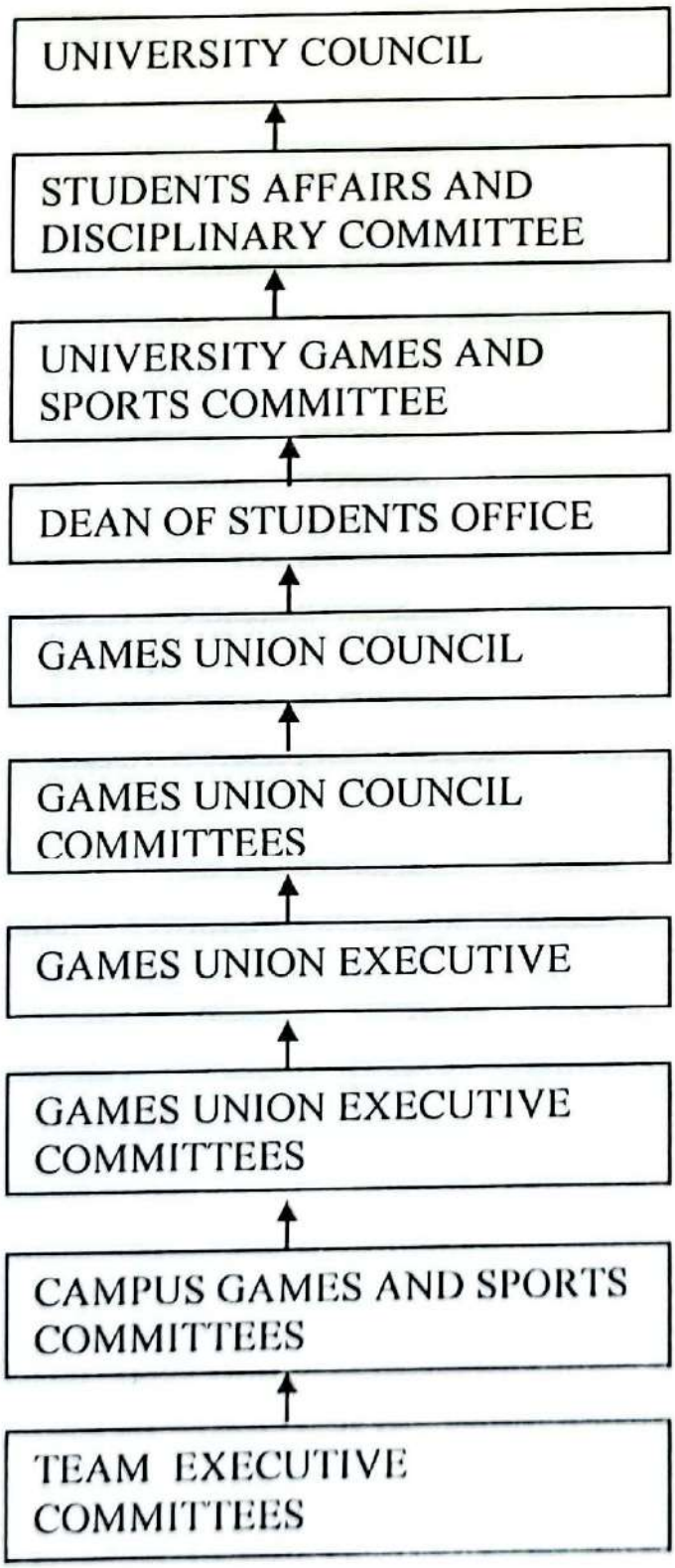
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3.1.2 THE STUDENTS' GAMES UNION COUNCIL MEMBERSHIP

The Students' Games Union Council shall consist of the Games Union Executive, Campus Games and Sports Executives and Teams executives as shown below:-

a) Games Union Executive
i. The chairperson Games Union
ii. Vice chairperson
iii. The General Secretary
iv. The Publicity Secretary
v. The Finance secretary
vi. The equipment secretary
vii. A representative of the students with disabilities
viii. All campus games and sports secretaries
ix. Principle Sports Tutor (Ex-official)
b) Campus Games and Sports Executive
i. The Campus Games and Sports Secretary as the chairperson
ii. The General Secretary
iii. The Publicity Secretary
iv. The Finance secretary
v. The equipment secretary
vi. All Hall sports secretaries
vii. Games Union Chairperson (Ex-official)
viii. Campus Sports Tutor (Ex-official)
c) Team Executive
i) Team Coach
ii) Team Captain
iii) Finance Secretary
iv) Campus Sports Tutor (Ex-official)

3.1.3 ORGANOGRAM OF THE ADMINISTRATION OF GAMES AND SPORTS



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3.2 POWERS AND FUNCTIONS

3.2.1 THE UNIVERSITY GAMES AND SPORTS COMMITTEE

i. Meet at least once a semester
ii. Be answerable to University management.
iii. Carry out decisions of University Management.
iv. Implement the games and sports policy as approved by the University Council.
v. Initiate and approve other guidelines to manage games and sports at the University
vi. Approve rules and regulations as presented by the Students' Games Union.
vii. Consider and forward budget estimates for sports and games to University Management for consideration.
viii. Spear head resource mobilization for games and sports.
ix. Recommend teams to take part in the external engagements.
x. Organize staff games and sports competitions.

3.2.2 THE STUDENTS' GAMES UNION COUNCIL

i. Meet at least twice a semester
ii. Approve all games and sports programs initiated by the Executive.
iii. Approve the annual budgets presented by the Games Union Executive.
iv. Promote games and sports in all campuses of the University.
v. Admit new clubs in the Union.
vi. In collaboration with the tutor (s), review regulations of the intramural programs
vii. Nominates sportsman and woman of the year.
viii. Initiate and forward the Sports and Games budget to the Dean of Students for approval by the University Council.

3.2.3 THE GAMES UNION EXECUTIVE

i. Meet at least four times a semester
ii. Be answerable to the Games Union council.

iii. Carry out the decision of the Games Union Council
iv. Initiate and implement rules and regulations as approved by the Games Union Council.
v. Make and execute the budget as well as approve budget estimates of clubs
vi. Make and implement the Games and sports programs with approval of the Games Union council
vii. Coordinate the Team Executives.
viii. Collaborate with the sports tutors in acquisition of sports uniforms and equipment
ix. Recommends teams to take part in the external engagements.
x. Recommend new clubs to affiliate.
xi. Allocates sports facilities and equipment to teams.

3.2.4 THE CAMPUS GAMES AND SPORTS EXECUTIVE

i. Meet at least thrice a semester
ii. Be answerable to the Games Union Executive.
iii. Carry out the decision of the Games Union Executive
iv. Implement rules and regulations as approved by the Games Union Executive.
v. Implement the Games and sports programs as approved by the Games Union council
vi. Collaborate with the sports tutors in acquisition of sports uniforms and equipment

3.2.5 THE TEAM EXECUTIVE

i. Meet at least twice a semester
ii. Run all club activities and take care of equipment.
iii. Draw and execute club programs.
iv. Identify club requirements.
v. Recommend appointment of coaches from club members

3.2.6 THE PRINCIPAL SPORTS TUTOR

He/she shall;

i. Be responsible for the general management and administration of all university sports activities
ii. Link the Sports and Recreation Department to management and present all sports matters to management.
iii. Supervise all members of the Sports and Recreation Department
iv. Perform any other duties as assigned by the university management

3.2.7 SENIOR SPORTS TUTOR

He/she shall;

☒ Work hand in hand with the principle Sports Tutor in running the day to day university sports activities

3.2.8 SPORTS TUTOR

He / she shall;

i. Be responsible for the general planning and implementation of the campus sports and recreational activities.
ii. Look out for resources to run all the campus sports and recreational activities.
iii. Look for sponsors to fund sports and recreational activities that will boost the university finances
iv. Oversee all campus sports activities
v. Any other duties as assigned to him

3.2.9 ASSISTANT SPORTS TUTOR

he / she shall;

Work hand in hand with the Campus Sports Tutor in running the day to day university sports activities

3.2.10 THE CHAIRPERSON OF THE GAMES UNION

He/she shall;

i. Be the executive head of the Students' Games Union Council.
ii. Have the powers to suspend any Games Union official who fails to carry out his/her duties and responsibilities. Such suspensions shall require a two thirds approval of the Games Union Executive.
iii. Have powers to make decisions in collaboration with the disciplinary committee of the Students Games Union on matters of disputes amongst members of the Games Union.
iv. Be an ex-official to all the Games Union committee meetings.
v. Prepare a report to be presented to the Games Union council and Institutional Guild Representative Council.

3.4 ACTIVITIES

The Dean of Students' office in conjunction with the Students' Games Union shall organize both intramural and extramural programs.

Intramural programs will involve; Inter- Campus competition, Inter-hall competitions, inter-faculty competitions, inter-association and inter-departmental competitions for both students and staff for the different sports teams.

The extramural programs will involve Inter-University competitions, club friendly matches, leagues, national and international competitions for the different sports teams.

The University shall have sports and games activities including; football, netball, volleyball, athletics, chess, scrabble, basket ball, badminton, table tennis, wood ball , handball, scrabble, darts, Karate and any other games and sports disciplines approved by the University Games and Sports Committee.

3.4.1 PARTICIPATION IN GAMES AND SPORTS:

i. Students shall participate enthusiastically in the available sporting activities.
ii. Busitema University shall participate in the sports and games activities organized by;
a) National University Sports Federation of Uganda
b) East African University Games
c) All Africa University Games
d) National Council of Sports
e) Universities in Uganda and East Africa
f) Any other games and sports bodies nationally and internationally recognized.
iii. The University Games and Sports Committee shall approve teams to participate in External Games and Sports activities.
iv. Participating University teams in the competitions shall be selected majorly through Inter-Campus and Inter- hall competitions.
v. The number of teams to participate in games and sports activities shall depend on the availability of funds.

3.5 PRIORITY AREAS

The University shall emphasize the following as priority areas:
i. Designing and implementation of quality and relevant games and sports programs that are responsive to societal needs.
ii. Seeking partnership with the private sector.
iii. Developing adequate infrastructure.
iv. Mobilization and efficient management of resources.
v. Designing administrative systems that will ensure excellence in management.
vi. Internationalization of University games and games and sports programs and activities
vii. Gender equality

3.6 CONDUCT

i. Teams will be expected to function in a mature and responsible manner, both on and off campus in all team-related activities.

ii. Teams or a team member shall face disciplinary action for inappropriate behavior while participating in any game or sports-related activity.

iii. A disciplinary concern shall refer to "the violation of, or non-compliance with, University policies, University campus regulations and Club Sports procedures, or standard of conduct."

iv. Teams shall be expected to be responsible of the games and sports equipment at the disposal.

v. Drug Abuse

a) The possession and/or consumption of alcohol shall be strictly prohibited at all Recreational Sports facilities. This applies to all Intramural Sports participants, as well as coaches and spectators.

b) Any participant or spectator who shall be under the influence of illegal drugs shall not be allowed to participate in any Intramural Sports activity and shall be required to leave the facility immediately.

c) Further disciplinary actions shall be taken by the Intramural University Sports Committee against the individual/team involved.

d) Use of illegal drugs by a team or its spectators shall affect the team's sportsmanship rating for that game.

vi. Fighting and hooliganism

a) Fighting and Hooliganism shall be strictly prohibited at all Games and Sports facilities. This applies to all Intramural Sports participants, as well as coaches and spectators.

b) Any participant or spectator who shall involve himself/herself in fighting or Hooliganism shall not be allowed to participate in any Intramural Sports activity and shall be required to leave the facility immediately.

c) Further disciplinary actions shall be taken by the University Games and Sports Committee against the individual/team involved.

d) Fighting and hooliganism by a team or its spectators shall affect the team's sportsmanship rating for that game.

vii. Sexual harassment by University staff and coaches shall strictly be prohibited and shall be punishable by the staff facing the Staff Disciplinary Committee and relieving the coach his/her appointment.

viii. Use of mercenaries shall lead to disqualification of the team. Members of staff or students involved will face the University Games and Sports Committee.

3.7 ELIGIBILITY

All Busitema University staff and students (undergraduate & graduate) are eligible to play intramural sports. Additionally, community residents and alumni who have purchased recreation memberships are eligible to play in intramural sports. Eligibility of participation in Extramural sports competitions shall be as stated in the approved Rules and Regulations of the Local Organizing Committees.

3.7.1 ELIGIBILITY OF STUDENTS

i. The University games and sports program is open to any student who is properly registered as a regular full-time University student.

ii. The student shall be performing successfully in at least the minimum semester hours of academic work required by the University.

iii. A student shall have registered for a sport or game each year prior to participation.

iv. To be considered as a member of a University team, the following conditions shall be met:

a) The student's name shall appear on the official University roster in the Offices of the Dean of Students and Academic Registrar.

b) The student shall complete and sign a Medical Consent, Waiver and Indemnification Form to be kept on file in the Office of Principal Sports Tutor.

3.7.2 STAFF PARTICIPATION

University staff shall participate in sports and games organized by the University Games and Sports Committee. These shall include among others Inter- campus games and corporate games.

University staff may participate with University sports clubs that choose to accept them as "associate members". These individuals shall not participate in students competitions with other Universities.

3.7.3 COACHES

i. Former students and University staff shall be strongly encouraged to act as team coaches.

ii. Coaches shall act only in the teaching, training and instruction of the games and sport itself.

iii. Coaches may perform administrative duties for the Games Union if requested to do so.

iv. All coaches shall fill out a Paid or Volunteer Coach Application Form, and be interviewed by the Senior Sports Tutor or Sports Tutors or their Assistants, before approval to assume coaching responsibilities.

v. Only in exceptional cases, permission may be granted to contract and retain a coach who is not associated with the University. Such a coach shall be allowed only with prior approval of the Dean of Students.

3.7.4 CONTRACTS AND AGREEMENTS

Contracts and agreements between the University and students, companies and organizations shall be signed on various issues concerning scholarships and sponsorships with the approval of Management.

3.7.5 GAMES AND SPORTS MEETINGS

i. Mandatory meetings for the sports and games Unit shall be scheduled by the Senior Sports Tutor.

ii. General meetings for games and sports shall be held at the beginning and end of the academic year.

iii. Individual meetings with each team shall be held at least once each semester, and as often as necessary. These meetings shall highlight specific topics and also provide an open forum for the specific sports club representatives.

3.7.6 WEEKLY REPORTS

All Sports clubs captains / coaches, when in season, are required to submit to the respective Sports Coordinator a report on the prior week's activity and provide information about upcoming events. Results shall be submitted to the Games and Sports Unit, and placed on the students' Games Union and Recreation website.

3.7.7 EXCUSED CUTS

i. A member of a University sports team may be granted three excused cuts per semester.

ii. Students shall not miss final examinations in order to participate in club competitions.

3.7.8 TRAVEL

i. A team may only travel as a representative of the University when recommended by the University Games and Sports Committee and authorized by University Management.

ii. Authorization will be given only when all the conditions to travel are fulfilled.

3.7.9 RECOGNITION AND REWARD

Good performance in games and sports shall be recognized. This shall aim at motivating the sports men and women of the University for Team building and sustainability.

3.7.10 TALENTED SPORTS PERSONS SCHEME

These are students admitted to the university under government sponsorship on sports merit exhibited in their secondary schools. These shall be expected to fit in the university team and participate actively in all sports programmes of the university in their respective sport admitted for.

3.7.11 TALENT AND SKILL DEVELOPMENT

Sports persons shall be assisted to develop their inborn and acquired abilities and competences in the following ways:-

i. Provision of scholarships to persons with excellent talent and skills at national level in any games and sports discipline exhibited in Secondary school.
ii. Acquisition of services of professional coaches and trainers.
iii. Support to such persons for national and International competitions.
iv. Provision of the necessary equipment.

3.7.12 GENDER, DISABILITY, EQUALITY AND EQUITY

Gender, disability, equality and equity are vital in a games and sports environment. Implementation of the principles of gender equality and equity in the University develop and promote games and sports among all students and staff.
This shall be done through;

i. Involving female students and staff in all sports disciplines that their male conterparts participate in.

ii. Rewarding equally the male and female sports persons.

iii. Acquiring and training female coaches to help handle the female teams.

iv. Supporting the women sports teams at the University to national and international competitions.

v. Hosting National and International female sportspersons to sensitize female sports persons about the importance of sports and games.

vi. University management taking care of medical bills of sports persons who get injured while on official games and sports competitions if funds permit.

SECTION FOUR

4.0 FINANCES

4.1 EXPECTED SOURCES OF REVENUE

The university anticipates receiving its funding from the following sources;

i. Government grants and subsides.
ii. Students' annual contribution paid as a Sports fee by each University student.
iii. Fees collections from lease of University sports facilities.
iv. Fundraising activities.
v. Alumni initiatives.
vi. Funds obtained from partnerships with the private sector.
vii. Donations.
viii. Price money
ix. Any other lawful source not listed.

4.2 MANAGEMENT OF THE FINANCES

Funds will be managed as per Busitema University "Finance Policy"

4.3 FUNDING OF TEAMS

Each team (club) shall be expected to demonstrate financial responsibility regardless of the source of funds. Each academic year, all sanctioned teams shall receive a specified allotment from the sports committee. This allocation shall not be intended to cover all of a team's yearly expenses, and the amount received may vary from year to year. A budget request, including projected income, projected expenses and the requested allocation shall be drafted.

4.6 FUNDRAISING AND SPONSORSHIP SOLICITATION

i. Funds shall also be obtained from partnerships with the private

and public sector.

ii. Also government grants and subsidies are another source.

iii. The University sports facility may be leased and gate collections may be obtained.

iv. Fund raising can be done through business organization and dinners.

v. Alumni initiative is another source of funding.

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