



UNIVERSITEIT
STELLENBOSCH
UNIVERSITY



Stellenbosch University

Tygerberg Societies Council

Constitution



Tygerberg Societies Council

Version 1.8

This Constitution was adopted by the Tygerberg Societies Council on 16 January 2019 and ratified by the Tygerberg Student Council on 22 January 2019. The English version of this document will take precedence in case of any interpretation disputes.





Table of Contents

Preamble.....	3
Part 1: Basic provisions	4
Part 2. The Tygerberg Societies Council	6
Part 3: The Executive Committee of the Tygerberg Societies Council	9
Part 4: Executive Units of the Tygerberg Societies Council	15
Part 5: Obligations and Responsibilities of all societies	18
Part 6: Privileges of Societies	20
Part 7: Registration of societies	21
Part 8: General Society Finances and Services.....	24
Part 9: Discipline	26
Part 10: Commencement and amendment	28





Preamble

We, the Tygerberg Societies Council of Stellenbosch University, representing the Societies at the Faculty of Medicine and Health Sciences, affirm that we are well acquainted with and accept the legislature contained in this document as the governing Constitution of the Tygerberg Societies Council; and bind ourselves to the values, guidelines and principles set out in this Constitution, as well as those set out in the Tygerberg Student's Constitution, the Statutes of Stellenbosch University and University Regulations.





Part 1: Basic provisions

1. Definitions

In this Constitution, unless the context indicates otherwise –

- (1) “*accept*”, “*decide*”, or “*elect*” means a decision taken with an ordinary majority of votes;
- (2) “*Executive Committee*” means the Executive Committee of the TSC;
- (3) “*Evaluation Panel*” means the Evaluation Panel referred to in the Tygerberg Student Constitution;
- (4) “*House*” is a collective term referring to both Private Student Organisations (PSO’s) and Residences;
- (5) “*Society*” or “*Societies*” means registered and new societies on Tygerberg Campus, Stellenbosch University;
- (6) “*Student*” means an undergraduate or post-graduate student registered at the Faculty of Medicine and Health Science;
- (7) “*Student body*” means an organised group of students formally associated with the University;
- (8) “*Student organisations constituted by this constitution*” means all societies registered according to the provisions in this constitution on Tygerberg Campus, the TSC, and the Executive Committee;
- (9) “*TSC*” means the Tygerberg Societies Council;
- (10) “*TSR*” means Tygerberg Student Representative Council;
- (11) “*TSR Manager*” means a member of the TSR but does not have voting power;
- (12) “*TSU*” means the Tygerberg Student Union, that is: all students registered at the Faculty of Medicine and Health Science;
- (13) “*University*” means Stellenbosch University; and
- (14) “*University day*” means a weekday (Monday to Friday) during the academic year which is not a public holiday.





2. Currently registered societies

- (1) A society is viewed as a voluntary and organised congregation of students and/or staff in expression of their specific needs as defined by that society as such, while bound to the values, rules and regulations of this constitution, the Tygerberg Student's Constitution and the statutes of the University.
- (2) At least 85% of the members of a society must be students.
- (3) The executive committee of a society must consist of students that are registered with the society.

3. New societies and registered societies

- (1) New societies are those that have met all the requirements stipulated in section 36 and the society has been registered in the term of the current Chairperson.
- (2) Registered societies have met all the requirements stipulated in section 37 and the society has been evaluated through the process described in section 38, at the beginning of the current term of the TSC.



Part 2. The Tygerberg Societies Council

4. Tygerberg Societies Council

- (1) The TSC represents all new and registered societies on Tygerberg Campus of Stellenbosch University.
- (2) The TSC, as a student organisation within the University, has the mandate to serve as a forum of student leaders and attempts to protect and further the interests of all students, by advising the TSR, the Executive Committee, and the Stellenbosch Societies' Council.
- (3) Representative members of the TSC must protect, represent and promote the interests of their society.
- (4) Non-representative members of the TSC, namely the Executive Committee, must protect, represent and promote the interests of the TSC.

5. Composition

- (1) The TSC consists of –
 - (a) an elected chair;
 - (b) and Executive Committee chosen from members of the TSC; and
 - (c) the Chairpersons of all registered and new societies, as indicated in the registration and re-registration forms of the societies, which has been submitted to the outgoing Executive Committee during the registration and re-registration period as stipulated in sections 36 and 37 respectively, unless the Executive Committee has been informed by the society, according to section 31 of a change of the chosen representative of the society on the TSC.
- (2) All Tygerberg Societies must hold elections prior to the election of the TSR.
- (3) At re-registration every society must provide the Executive Committee with the name and contact details of their Executive Committees.
- (4) Notwithstanding section 12, members of the Executive Committee may stand down as representatives of a registered society but retain their membership on the Executive Committee.



- (a) When the person steps down from the representative position on the TSC they lose the associated voting rights within the TSC but maintain their voting rights within the Executive Committee.
- (b) It is up to the registered society to appoint another member to represent them on the TSC and take up the voting rights vacated by the member in 4(4).

6. Term of office of the Tygerberg Societies Council

The term of the TSC shall coincide with that of the TSR.

7. Authorities

- (1) The TSC is the decision-making body for society related affairs, except where the constitution indicates otherwise.
- (2) The Executive Committee is responsible for the management of the TSC reserve fund made available from the TSR.
- (3) The TSC may appoint, in a democratic manner, representatives to any relevant University structure on which the TSC is represented.

8. Ordinary meetings

- (1) The TSC must hold at least three ordinary meetings during every University semester.
- (2) All members of the TSC must be informed at least 10 (ten) working days prior to a meeting for it to be classified as an ordinary meeting.
- (3) The Chairperson or a representative from every society must attend every ordinary meeting of the TSC.
- (4) Should a society fail to send a representative to an ordinary meeting on two or more occasions during a semester without a reasonable excuse, that society may be de-registered in terms of section 39.
- (5) If a society intends on sending a representative in place of their Chairperson (proxy) to a TSC meeting, it is the responsibility of that society to inform the Executive Committee at least 48 hours before the scheduled time of the meeting, in which case –
 - (a) the proxy will be able to vote on behalf of their society; and



- (b) if a society makes use of a proxy in terms of this subsection on more than two consecutive occasions, then their proxy may not vote in the meeting.
- (6) If, in the case of unpreventable circumstances, a society cannot send their Chairperson or a representative to a scheduled meeting, then the society must inform the Executive Committee, with due justification, at least 48 hours before the scheduled time of the meeting.
- (7) Quorum for any meeting of the TSC is 50% plus one of all members.

9. Extraordinary Meetings

- (1) An extraordinary meeting of the TSC may be called by –
 - (a) the Executive Committee; or
 - (b) 15% of the TSC, by communicating their request to the Secretary of the TSC.
- (2) A notice of the extraordinary meeting must be given to all members of the TSC by the Secretary of the TSC, and such notice must be given –
 - (a) a reasonable amount of time before the extraordinary meeting is to be held, considering the urgency of the matter(s) to be discussed; and
 - (b) in the case of a meeting called in terms of subsection (1)(b), within 24 hours of receiving the required requests.
- (3) The notice by the Secretary of the TSC to the members of the TSC must include:
 - (a) the proposed date and time of the extraordinary meeting;
 - (b) the purpose of the extraordinary meeting; and
 - (c) in the case of a meeting called in terms of subsection (1)(b), the names and student numbers of the persons who requested the extraordinary meeting.
- (4) Only matters relating to the purpose of the extraordinary meeting may be discussed



Part 3: The Executive Committee of the Tygerberg Societies Council

10. Composition

The Executive Committee consists of –

- (1) the Chairperson of the TSC;
- (2) the Vice Chairperson of the TSC;
- (3) the Treasurer of the TSC;
- (4) the Secretary of the TSC; and
- (5) the Registrar.

11. Term of office of the Executive Committee of the Tygerberg Societies Council

The term of office of Executive Committee shall coincide with that of the TSC.

12. Election of members of the Executive Committee of the Tygerberg Societies Council

- (1) The election must take place at a scheduled meeting for this purpose.
- (2) The election will be facilitated by the TSR Election Convenor or their chosen deputy.
- (3) The election of the Executive Committee must take place prior to the election of the incoming TSR.
- (4) If more than two candidates make themselves available for any position, and no person receives 50% plus 1 of the vote, the candidate who received the least votes is removed until the number of candidates is reduced to two, thereafter the person with the most votes wins the election.
- (5) Candidates, who are members of the TSC, may make themselves available by nominating themselves or by accepting the nominations of another member of the TSC.
- (6) Candidates may be from the incoming or outgoing Chairpersons or Vice-Chairpersons of registered societies.
- (7) Outgoing Chairpersons will get priority, and only if no outgoing Chairpersons or Vice-Chairpersons make themselves available will incoming Chairpersons or Vice-Chairpersons be afforded the opportunity to make themselves available.



- (8) Should no-one be elected to serve as Secretary or Treasurer, the position(s) will then be advertised to the Tygerberg Student Union and filled via interviews with the Executive Committee.
- (9) Members from the previous term may also be nominated to serve on the Executive Committee, but only current members may vote.
- (10) Should a member be elected from a previous term to serve on the current term's Executive Committee, they will enjoy voting rights in their position.

13. Responsibilities of the Executive Committee of the Tygerberg Societies Council

The Executive Committee is responsible for –

- (1) The organisation and composition of agendas for TSC meetings;
- (2) The organisation and facilitation of all events in which the TSC participate;
- (3) The evaluation of societies at the beginning of the TSC term;
- (4) The registration, re-registration and de-registration of societies represented on the TSC;
- (5) The handling of urgent issues, in terms of section 14(2); and
- (6) To assure that there are sufficient opportunities for training (as deemed appropriate by the Executive) and the Division: Finances of the University) of society Treasurers.

14. Authority of the Executive Committee of the Tygerberg Societies Council

- (1) The Executive Committee is the final decision making body of the TSC.
 - (a) They are to be held accountable by the TSC and the TSR for the direction and decisions made by the TSC.
 - (b) If the TSC does not believe the Executive Committee are adequately fulfilling the requirements in sections 13, 14, 15, 16 then they may propose amendments to the Executive Committee as per section 17.
- (2) Subject to subsections (3) and (4), the Executive Committee may take decisions in the name of the TSC should the issue requiring action be determined as urgent by the Executive Committee.
- (3) Should the Executive Committee act in terms of subsection (2), then within 48 hours, the Executive Committee must –
 - (a) notify the TSC of the decision; and





- (b) provide detailed reasons for the decision to the TSC in writing.
- (4) Should the Executive Committee act in terms of subsection (2) –
 - (a) societies may lodge their reservations against the decision, and, should more than 10% of the societies lodge reservations, then an extraordinary meeting of the TSC must be convened, within 2 (two) University days from the time that 10% of societies lodged their reservations, to reconsider the decision, and
 - (b) the decision must serve as an agenda point at the next scheduled meeting of the TSC.

15. Obligations of the Executive Committee of the Tygerberg Societies Council members

- (1) The Chairperson of the TSC is responsible for –
 - (a) serving as chair at meetings of the TSC and Executive Committee;
 - (b) the general supervision of societies administration and business activities; and
 - (c) representing the interests of all societies to the TSR.
- (2) The Vice-Chairperson of the TSC is responsible for-
 - (a) chairing the Executive Guardian unit; and
 - (b) chairing the Executive Policy Unit; and
 - (c) assisting the Chairperson in fulfilling their duties.
- (3) The Treasurer of the TSC is responsible for –
 - (a) the composition of the TSC budget;
 - (b) the financial administration of the TSC, in cooperation with the Treasurer of the TSR;
 - (c) The assurance of the allocation of registration funds to societies, which must be done as a matter of haste and must be adequately communicated to all societies concerned;
 - (d) the registration of the Chairpersons and Treasurers of all societies with the relevant University staff member in charge of Society Finances (Division: Finances of the University), after the societies have been registered, which –
 - (i) will be done through the TSR Treasurer and the relevant faculty assisting the TSR; and
 - (ii) may be assigned to another member of the Executive Committee should the Executive Committee deem it necessary to do so; and
 - (e) to administrate the cost points of new societies, in conjunction with the nominated Treasurer and Chairperson of the society, until the Treasurer has undergone the



appropriate training, as deemed appropriate by the Executive Committee and the Division: Finances of the University.

- (4) The Secretary of the Executive Committee is responsible for –
 - (a) distributing the agenda of the TSC meetings, at least 48 hours before the time of the meeting to all members of the TSC;
 - (b) distributing the minutes of the TSC meetings, within 2 (two) weeks after the meeting of the TSC to all members of the TSC;
 - (c) correspondence addressed to the TSC;
 - (d) acting as Secretary for meetings of the TSC and Executive Committee; and
 - (e) keeping records of TSC members and their attendance of meetings.
- (5) The Registrar is responsible for –
 - (a) the registration, re-registration and de-registrations of societies;
 - (b) approval of the constitutions of societies according to the template provided by Student Court;
 - (c) chairing the Start-up Unit in terms of section 26; and
 - (d) the evaluation of all societies.

16. Meetings

- (1) The Executive Committee will meet at least once a month.
- (2) The Secretary of the TSC will send an agenda, as decided by the Chairperson, to every member of the Executive Committee at least 24 hours before the meeting.
- (3) The quorum for a meeting of the Executive Committee is 50% plus one.
- (4) All decisions that cannot be unanimously accepted must be put to a vote, where –
 - (a) each member's vote has equal weight;
 - (b) each member's vote is recorded in the minutes; and
 - (c) the majority decision is final.
- (5) The minutes of every Executive Committee meeting must be taken and sent to the TSR Chairperson, the TSC, as well as be presented for approval at a TSC meeting.

17. Amendments to the Executive Committee



- (1) The TSC may, subject to subsections 2 – 7, remove a member of the Executive Committee if that member has failed to fulfil their responsibilities and obligations in terms of section 14 and 15.
- (2) The decision to remove any member of the Executive Committee must be made at a special meeting called for this specific purpose, which will be chaired by the Chairperson of the TSR.
- (3) Any decision to remove a member of the Executive Committee must be made by a simple majority of members present, provided that a decision to remove the Chairperson of the TSC must be made by a two-thirds majority.
- (4) Should a member or members of Executive Committee be relieved of their duties, resign or pass away, the other members of the Executive Committee must take over that member's obligations, until the TSC has an opportunity to democratically elect a substitute member.
- (5) Should the Chairperson of the TSC be relieved of their duties, resign or pass away –
 - (a) the Vice-Chairperson will assume the role of the Chairperson of the TSC;
 - (b) the current TSC must nominate and elect a substitute from their own number for the position of Vice-Chair; and
 - (c) the election will take place under the direction of the TSR Chairperson.

18. Honoraria

- (1) The Chairperson of the Tygerberg Societies Council will receive an honorarium as a TSR member, as contained in the Honoraria Guide of the University
- (2) The non-chairperson members of the Executive Committee will receive an honoraria in accordance with the Honoraria Guide of the University.
- (3) Before receiving any honorarium, each member of the Executive Committee must have submitted an annual report that is available to the TSC and the Evaluation Panel.

19. Duties and powers of the Evaluation Panel

- (1) The Evaluation Panel can decide to –
 - (a) withhold up to 20% of the customary honorarium of a TSC member if that member's annual report is, in the opinion of the Evaluation Panel, not adequate and complete; and





- (b) withhold up to 40% of the customary honorarium of an TSC member if the Evaluation Panel is of the opinion that that member did not perform their duties properly and competently.
- (2) The Evaluation Panel can conduct a short interview with each TSC executive member and manager about the performance of their duties and the performance of the other TSC executive members.
- (3) When making a decision in terms of subsection (1)(b), the Evaluation Panel must also take the following into account:
 - (a) the provisions of this Constitution;
 - (b) the code of conduct and other regulations of the TSC;
 - (c) any representations that any person may direct in writing to the Chair of the Evaluation Panel;
 - (d) the reports of TSC executive members, copies of which must be supplied to the Evaluation Panel; and
 - (e) the principles of procedural fairness.





Part 4: Executive Units of the Tygerberg Societies Council

Part 4.1. The Policy Unit

20. Constituency

The Policy Unit will consist of –

- (1) The Vice-Chairperson, Chairperson and Secretary of the TSC; and
- (2) Two members of the TSC not currently serving on the Executive Committee.

21. Authority of the Policy Unit

- (1) The Policy Unit is responsible for ensuring that society activities meet the requirements and legislations laid out in the TSC Constitution, the Tygerberg Student's Constitution and the values and regulations of the University.
- (2) The Policy Unit is empowered to regulate societies and/or their activities should the Policy Unit find the society's activities do not agree with the requirements set out in the aforementioned Constitutions and values of the University.
- (3) The Policy Unit may call representatives from societies in for meetings in circumstances where the Policy Unit believes that a society's constitution is not align with the TSC Constitution, the Tygerberg Student's Constitution and values and regulations of the University.
- (4) The purpose of the meeting contemplated in subsection (3) must be to elicit the reasoning behind the society's non-compliance with section (1).

22. Non-compliance with policy of the Tygerberg Societies Council

- (1) In cases where the Policy Unit is of the opinion that a society's reasoning is inadequate for non-compliance with 21(1), they may impose sanctions against that society in terms of subsection (2) and (3).
- (2) The Policy Unit may issue a written warning.
- (3) Subject to section 42, the Policy Unit may recommend that the Executive Committee, with approval from the TSR, –
 - (a) impose a fine not exceeding R500, payable to the TSC Cost Point;





- (b) suspend the society from the TSC for any period not exceeding 3 (three) months, during which the society may not hold meetings, attend TSC meetings, access their cost point, or be a part of any TSC marketing; or
 - (c) de-register the society from the TSC in terms of section 39.
- (4) All disciplinary procedures, meetings and sanctions must be communicated to all members of the effected society's Executive Committee by the Policy Unit so as to promote internal accountability as a way of recourse prior to external repercussions from the Executive Committee being implemented.
 - (5) When any society does not satisfy the obligations set out in Part 5 – the Executive Committee must notify the society in writing of the obligations that have not been satisfied, and offer the society a week within which to offer explanations why their obligations have not been satisfied.

23. Meetings of the Policy Unit

- (1) The Policy Unit will meet when the chair of the Policy Unit deems it necessary.
- (2) The Vice-Chairperson of the TSC will act as chair of all meetings.
- (3) The agenda of the meeting will be composed in consultation with the members of the Policy Unit before the meeting.
- (4) The agenda must be sent to all concerned parties 24 hours before the meeting.

Part 4.2. The Guardian Unit

24. Constituency

The Guardian Unit will consist of –

- (1) All members of the Executive Committee;
- (2) Each member will be assigned a proportionate number of societies to be the guardian of.

25. Responsibilities

- (1) The Guardian Unit is responsible for ensuring that societies meet their mandates, and are unhindered in that purpose.





- (2) The Guardian unit will serve as another line of communication between the TSC and the Executive Committee.
- (3) Every Guardian as set out in 24(2) must attend at least 1 society meeting or event per 6 month period, of each of the societies they are the Guardian of.
- (4) At each Executive Committee meeting there must be a report back from each Guardian wherein they update the Executive Committee on the functionality of their respective societies.
- (5) This process will serve as an early warning system for intervention if a society is struggling.
- (6) This process will also serve as a system of being able to highlight societies who are performing strongly.

Part 4.3. The Start-up Unit

26. Constituency

The Start-up Unit will consist of –

- (1) The Registrar, the Chairperson, and the Vice-Chairperson of the TSC; and
- (2) The Chairpersons of new societies, as outlined in 3(1).

27. Responsibilities

- (1) The members in section 26(1) are responsible for ensuring that all new societies are aware of, and have access to, the assistance of the the Start-up Unit.
- (2) The Chairpersons of new societies must –
 - (a) maintain regular contact with;
 - (b) give feedback to; and
 - (c) give progress reports to,
the members in section 26(1), as those members may deem necessary.

28. Meetings

- (1) The Start-up Unit must meet at least once every 2 (two) months.
- (2) The Start-up Unit ought, but is not mandated to, meet when a new society meets the conditions for being defined in 3(1).





Part 5: Obligations and Responsibilities of all societies

29. General Administration

Societies are subject to the administrative and financial guidelines and policies of the University.

30. Registration and Re-registration

- (1) In order to register or re-register, a society must follow the procedures in section [36] or [37].
- (2) A society may be barred from re-registering if they missed more than two ordinary meetings of the TSC during the prior term of the TSC.
- (3) A society's Executive Committee must be constituted in terms of that society's constitution, which must at least provide for –
 - (a) a Chairperson; and
 - (b) a Treasurer.
- (4) The Treasurer of a society must attend the necessary training for Treasurers prescribed by the Executive Committee, and is responsible for administering that society's cost point.
- (5) A society's cost point –
 - (a) will be administered by the Treasurer of the TSC until that society's new Treasurer has undergone the requisite training; and
 - (b) may be frozen if that society's Treasurer fails to attend the requisite training within 3 (three) months of starting their term.

31. Changes of Societies Council Representatives and/or Executive Committee members of a Society.

- (1) Should any member of the Executive Committee of a society change during the term of the TSC, the Chairperson must sign a notice in writing to the Executive Committee within 5 (five) University days.
- (2) In the case that the Chairperson of a society changes during the term of the TSC, a majority of the rest of the Executive Committee must sign the notice.





- (3) No change in the Executive Committee of a society will be of any effect unless the provisions of this section have been complied with.
- (4) This section does not apply for the purposes of re-registration or the annual handover of societies.

32. Society Activities

Society activities must fall within the spirit of the definition of a society within this Constitution, and the description of the society within the society's own Constitution, as well as within the values of the University.

33. Obligations and responsibilities of a New Society.

- (1) A new society (as defined in section 3(1)) will only obtain access to a University vehicle with prior permission, obtained in writing, from the Chair of the Start-up Unit, or someone deputised by the Chair of the Start-up Unit, 48 hours prior to the event.
- (2) A new society may only obtain direct access to a cost point after the society's Treasurer has received training.
- (3) A new society must supply financial reports every 3 (three) months to the Start-up Unit.
- (4) The timeframe of reporting may be changed at the discretion of the members of the Start-up Unit in accordance with section 27.
- (5) These reports must detail the income and explain the expenditure of the society during this period.
- (6) New societies may make contributions to TSC, but do not have voting rights.





Part 6: Privileges of Societies

34. Privileges of registered societies

A registered society is entitled to –

- (1) access and use of venues on campus for society activities, provided that the booking of the 'Verenegingslokaal' must be done through the TSR office;
- (2) the allocation of a cost point and the ability to subtract membership fees from TSU student accounts;
- (3) have a description and contact details of the society placed in the Matie Diary as well as in all media and marketing of the TSC;
- (4) an email address for the society on one of the University's servers, the cost of which must be covered by the society itself, and can be arranged through Gerga's IT staff;
- (5) have a representative of the society to cast a vote in meetings of the TSC; and
- (6) apply for assistance from the Societies' Assistance Fund, in terms of section 41.

35. Privileges of new societies

A new society is entitled to –

- (1) access to and use of venues on campus for society activities, provided that no registered societies require the venue; and
- (2) the allocation of a cost point and the ability to subtract membership fees from TSU student accounts.





Part 7: Registration of societies

36. First Registration

- (1) Subject to this section, any student or student organisation may apply to register a society.
- (2) All applications must be submitted to the Registrar of the TSC, and must at least contain:
 - (a) a constitution of the society;
 - (b) a list of at least ten students that are willing to be members of that society, their student numbers, their course and year of study, and their signatures;
 - (c) a description of the society, including how it differs from already registered societies;
 - (d) the names, student numbers and positions of the students who will serve as the Executive Committee of the prospective society; and
 - (e) an affiliation fee, if so deemed by the Executive Committee.
- (3) If the details of students in subsection [2][b] must remain confidential, the Chairperson of the proposed society may sign a declaration stating that at least ten students are willing to join the society, in lieu of the list in subsection [2][b].
- (4) The Executive Committee must register and open a cost point for a society that meets the requirements of subsection [2], and notify the Executive Committee of the society in writing that registration was successful.

37. Re-registration

- (1) The Executive Committee must give all societies a reasonable opportunity to re-register before the election of the new TSR.
- (2) The outgoing Registrar is responsible for all re-registrations until the new Registrar takes office, and this responsibility must be considered by the Evaluation Panel.
- (3) All applications to re-register must be submitted to the Registrar of the TSC, and must at least contain:
 - (a) a list of at least ten students that are willing to be members of that society, their student numbers, their course and year of study, and their signatures;
 - (b) the names, student numbers and positions of the students who will serve as the Executive Committee of that society for the following term;
 - (c) an affiliation fee, if so deemed by the Executive Committee;



- (d) a year report in the format prescribed by the Executive Committee;
 - (e) a financial report in the format prescribed by the Executive Committee; and
 - (f) any other information required by the Executive Committee for marketing purposes.
- (4) If the details of students in subsection [3][a] must remain confidential, the Chairperson of the proposed society may sign a declaration stating that at least ten students are willing to join the society, in lieu of the list in subsection [3][a].
- (5) The Executive Committee must re-register every society that meets the requirements of subsection [3], and notify the Executive Committee of the society in writing that has successfully re-registered, before the end of their term.
- (6) The Executive Committee may extend the deadline for societies to meet the requirements of subsection [3].
- (7) Any society that was not re-registered in terms of this section, may be de-registered in terms of section 39.

38. Evaluation of Societies

- (1) The outgoing Executive Committee will evaluate all year- and financial reports on the grounds of guidelines approved by the TSC, in keeping with section 32 and the mandate of the TSC as so defined in this constitution.
- (2) If the Executive Committee is not satisfied with a society's reports in subsection (1) they may, through the Policy Unit, follow the stipulations as set out in section 22.

39. De-registration

- (1) The Executive Committee may de-register a society that does not meet the requirements of section 37 and must notify the society of this action in writing.
- (2) Upon de-registration of a society:
- (a) The society loses its membership of the TSC, its rights and all its privileges as a registered society.
 - (b) The society's cost point is immediately frozen.
 - (c) funds emerging from membership fees will be returned to members where possible on a pro-rata basis; and
 - (d) funds gifted by donors or other bodies will be returned to those bodies where possible.



- (3) Should a society not re-register for two consecutive years, and the funds could not be returned in terms of subsection [2], their cost point will be closed and the funds therein transferred to the TSC cost point.
- (4) A society that has been de-registered may apply for first registration at any time, provided that a society may not first register in terms of section [36] to avoid any of the re-registration requirements of section [37].
- (5) A society that has been de-registered in terms of section 22(3) may only apply for first registration after a period of a month after de-registration, and only once the society has demonstrated to the TSC that it has the reasonable capacity to meet the obligations in Part 5.
- (6) The Executive Committee is empowered to make necessary investigations to implement the stipulations of this section.
- (7) A society that is de-registered according to section 39 and wishes to appeal against the decision, must –
 - (a) Lodge a written appeal with the Executive Committee within a month of the notification of de-registration being sent to the society.
 - (b) The appeal must serve as a point of discussion at the next meeting of the TSC.
 - (c) The TSC may only overturn a decision of the Executive Committee in this context should the TSC find the society has been handled unfairly according to the regulations of this Constitution.





Part 8: General Society Finances and Services

40. Tygerberg Societies Council Budget

- (1) The TSC Budget is set up by the Treasurer of the TSC in collaboration with the Treasurer of the TSR at the beginning of the new TSR term, using the funds awarded to the Societies by the TSR. The budget is evaluated by the Executive Committee and approved by the TSC.
 - (a) This amount must be paid into the TSC cost point at the start of the TSR term and this cost point is to be administered by the TSC Executive Treasurer and not by the TSR Treasurer.
 - (b) This cost point must not be reconciled at the end of the TSR term back into the TSR budget for the following term.
 - (c) If the TSC do not spend the entire allocation the amount must carry over for the following term of the TSC, not the TSR.
- (2) The TSC Budget will be used to fill the mandate of the Executive Committee.
 - (a) This mandate must be proposed to and approved by the TSC.
 - (b) This mandate must include Societies Bekendstelling, a societies' assistance fund, and general administrative costs.
- (3) This budget can be augmented by the administration of affiliation fees as outlined in section 36**Error! Reference source not found..**

41. The Societies' Assistance Fund

- (1) The Societies' Assistance Fund is a floating fund established in the budget of the TSC.
 - (a) This entails that applications by societies for the aid of the Societies' Assistance Fund are applications for a temporary loan.
 - (b) The loan must be repaid within the deadline set by the Executive Committee when the funds are administered.
- (2) Every registered society may apply for funds from the Societies' Assistance Fund.
 - (a) The application must include an exact amount being applied, a description of the need for the funds, and reasoning as to why the society does not currently have these funds.





- (b) Note that the Societies' Assistance Fund does not serve to replace overdraft facilities drawn on societies' cost points when membership fees have yet to be allocated.
- (3) Should the Executive Committee not be satisfied with the application for aid from the Societies' Assistance Fund, then none will be awarded. The Executive Committee will bear the following in mind when considering the application:
 - (a) The society's need for funds;
 - (b) Conscientious, responsible and effective use of funds in the interests of the student community, as illustrated in the year- and financial reports supplied in their previous term; and or
 - (c) Thoroughly budgeted, planned and motivated activities for the following year.





Part 9: Discipline

42. Discipline

- (1) Should the TSC, The Executive Committee or Policy Unit decide that a society has disregarded the regulations of the Constitution, the TSC, Executive or Policy Unit will –
 - (a) Follow the procedure detailed in 22.
 - (b) If, after discussion with the society concerned, the matter is not resolved the Policy Unit may impose a sanction in terms of section 22(3).
- (2) Societies must comply with the stipulations of the “Regulations for Students of Stellenbosch University,” as laid out in Part 1 of the Yearbook, which relate to societies, in particular:
 - (a) open air gatherings;
 - (b) use of venues;
 - (c) public gatherings and external speakers; and
 - (d) petitions.
- (3) In situations where the Policy Unit is of the opinion that a society has potentially done great damage to the image of the TSC and/or The University:
 - (a) The issue will be addressed at the first possible TSC meeting. The TSC will decide via a two-thirds majority decisive vote whether serious damage has indeed been done.
 - (b) Should it be decided that serious damage has indeed been done, it must be determined whether the society as a whole or individuals within the society must face disciplinary action.
 - (c) The TSC must then determine the best method to solve the problem: To deal with the matter internally, in lieu of subsection (1)(b) or to refer the case to the Student Court or the Central Disciplinary Committee of the University.
 - (i) The Executive Committee and the TSC will accept the decisions made by Student Court or the Central Disciplinary Committee of the University on the matter

43. Appeal

- (1) A society may appeal against a decision of the Executive Committee, the TSC or the Policy Unit, which must –
 - (a) be delivered to the TSR in writing; and





- (b) be delivered within 2 (two) weeks from the date of the decision being approved by the TSC; or
- (2) In the case of a decision by the Policy Unit, such an appeal must be delivered within 1 (one) week of the TSC being notified of the decision.





Part 10: Commencement and amendment

44. Commencement date

This constitution comes into effect on 1 February 2019 and thereby repeal all prior constitutions of the Tygerberg Societies Council.

45. Amendments to the Constitution

- (1) Any member of the TSC may propose an amendment to the Constitution by submitting those proposed amendments to the Executive Committee in writing.
- (2) It is the responsibility of the Secretary of the TSC to send the proposed amendments to every member of the TSC, at least one week before the meeting at which the vote will take place.
- (3) Any amendments must be brought before a quorum of the TSC and can only be accepted by a two-thirds majority of the present societies.
- (4) The TSR must ratify the amendments before any amendments can be finally accepted.
- (5) After the TSR has ratified the constitution, the constitution must be sent to Student Court for notice.

