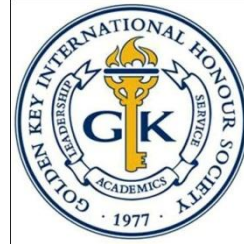


## Golden Key International Honour Society South Africa

"Rewarding Excellence"



### Local Chapter Constitution

#### ARTICLE I – AUTHORITY

This constitution is subordinate to the Bylaws of the Golden Key International Honour Society, any Chapter Affiliation Agreement with the Golden Key International Honours Society, and the rules, regulations or policies of the host institution. A chapter shall not establish provisions in this constitution or amend this constitution such that its provisions are in conflict with the Bylaws of the Society, any Chapter Affiliation Agreement and the rules, regulations or policies of the host institution. A chapter shall not purport to speak for, act as an agent of, or to represent the official position of the Society without consent of Golden Key SA.

#### ARTICLE II – NAME

The name of this Society shall be the Golden Key International Honour Society chapter at Stellenbosch University.

#### ARTICLE III – Mission and Activities

Section A. The mission of the Society is to enable members to realize their potential by connecting individual achievement with service and lifelong opportunity.

Section B. Activities of the chapter shall be:

1. Inviting New Members
2. Campus Awareness
3. New Member Ceremonies
4. Community Service
5. Personal Development Programmes
6. Leadership Development Programmes
7. Professional Development Programmes
8. Other activities that are in accordance with Society bylaws and are deemed necessary and worthwhile by the Chapter Executive Committee.

#### ARTICLE IV – Membership

Section A. Membership of the Society shall be based on the following criteria:

1. By invitation only to those undergraduates and Honours students who rank among the top 15% of their faculty based on cumulative academic percentage average.
2. A prospective member must have completed at least one full year of university credit.
3. Before being considered a member of the Society, one must have paid, in full, the membership fee, unless if membership is subsidized by Golden Key SA.

4. Golden Key will not discriminate on any basis prohibited by law.

Section B. Honorary Members

1. The chapter may select up to four Honorary Members each year. Individuals who are not undergraduate students and have distinguished themselves in their field of endeavour are selected to receive membership in the Society.
2. Honorary Members are welcomed and encouraged to participate in all Society activities.

ARTICLE V – Elections and Voting

Section A. Elections

1. Chapters may determine the most appropriate Chapter Executive Committee election procedure – depending on the feasibility of the process and the university’s rules and regulations.
2. Golden Key recognises four types of elections for Chapter Executive Committee positions:
  - True Election – Open floor speeches followed by a “show-of-hands” or ballot vote.
  - Stated Election – Advisor and/or current Chapter Executive Committee interviews candidates and assigns specific officer positions.
  - Applicant and Interview – Applicants apply for positions and are interviewed by the Advisor and current Chapter Executive Committee for the positions they applied for.
  - Selections – Applicants are selected based on their application only.

Section B. Voting

1. Each student member shall have one vote for all matters submitted to the members for a vote.
2. A quorum of members shall comprise of at least the number of members on the Chapter Executive Committee per campus. Unless otherwise specified in this Constitution, the affirmative vote of majority of a quorum of members present in person at a meeting shall constitute the act of the members.

**ARTICLE VI – Chapter Executive Committee (Officers)**

Section A. Members of the Chapter Executive Committee shall be composed of at least four officers to include, at a minimum, a President, Vice President, Treasurer and Secretary. The Chapter Executive Committee may include additional officers as deemed necessary. The Advisor may be a member of the Chapter Executive Committee, ex-officio and non-voting.

Section B. Any student who meets the membership criteria is eligible to hold office in the Chapter Executive Committee.

Section C. Officers will be selected by a fair process that is consistent with the rules and regulations of the university.

Section D. The term of office will be one year.

Section E. If an officer chooses to resign for any reason, the Chapter Executive Committee must report this to the Advisor and solicit nominations/applications to fill the vacant

position. Vacancies in any officer position may be filled for the remainder of the term by a majority vote of the remaining members of the Chapter Executive Committee.

- Section F. Changes to the Chapter Executive Committee should be reported to the SA Office within 30 days of the change.
- Section G. Voting rights in all Chapter affairs are extended to the Chapter Executive Committee members of each chapter. A majority of Chapter Executive Committee members shall constitute a quorum from transacting business.
- Section H. Responsibilities of officers shall include, but not be limited to the Chapter Officer Responsibilities list.
- Section I. Officers are required to attend all Chapter Executive Committee meetings. Absence from three consecutive meetings without apology will be considered a resignation. A warning will be issued by the Chapter President after the second instance of consecutive absence.
- Section J. Any Chapter Executive Committee member who fails to fulfil his/her responsibilities as outlines and defined in the chapter constitution and by the bylaws of the Society or who engages in misconduct bringing discredit on the Chapter can be removed by a two-thirds vote of the Chapter Executive Committee. A Chapter Executive Committee member's removal must require the introduction of a motion to so move by a current Chapter Executive Committee member and properly seconded, followed by a two-thirds vote of a quorum to remove the officer from his/her designated office position. Such a vote will be taken by the members present at a Chapter Executive Committee meeting called for such a purpose. The Chapter Executive Committee member in question shall have the opportunity to present oral or written matters in his/her defence before the vote is taken, but may not cast a vote.

#### **ARTICLE VII – Advisor(s)**

- Section A. An individual – academic staff, administrative staff or other – acceptable to the university shall be selected to serve as the Advisor for the chapter. The chapter may have more than one Advisor, should need and interest warrant. If not already a member, each Advisor is to be inducted as an Honorary Member.
- Section B. The duration of the Advisor's tenure is individually determined, but must be at least two academic years, unless serving in an interim capacity.
- Section C. If an Advisor chooses to resign for any reason, the Advisor and/or chapter leadership shall immediately notify the SA Office. The Chapter Executive Committee shall then collaborate with the SA Office and, as appropriate, the university to discuss and designate a possible replacement.
- Section D. The Advisor serves at the pleasure of the Golden Key International Leadership Council. Any Advisor who fails to fulfil his/her responsibilities as outlined and defined in the chapter constitution may also be removed by a two-thirds vote of the Chapter Executive Committee. An Advisor's removal must require the introduction of a motion to so move by a current Chapter Executive Committee member and properly seconded, followed by a two-thirds vote of a quorum to remove the Advisor from

office. Such a vote will be taken by the members present at a Chapter Executive Committee meeting called for such a purpose. The Advisor shall have the opportunity to present oral or written matters in his/her defence before the vote is taken.

#### **ARTICLE VIII – Chapter Conduct and Discipline**

Section A. The Golden Key International Honour Society chapter at Stellenbosch University adheres to the laws, rules and regulations governing Stellenbosch University and its students.

#### **ARTICLE IX – Meeting**

Section A. Chapter Executive Committee meetings shall be held at least once every two weeks within term time.

Section B. General membership meetings shall be held at least once during the academic year.

Section C. Participation in general memberships meetings is voluntary.

#### **ARTICLE X – Dues**

Section A. The Golden Key Board of Directors shall determine the membership fees and dues. The chapter may not add local membership fees or dues unless they first obtain written approval to do so from the SA Office.

Section B. The Society returns a portion of the fee to the chapter for operational expenses.

Section C. The Society membership fee is waived for initial chartering officers, Advisors and all Honorary Members.

Section D. In the event of dissolution of a chapter, funds in the chapter treasury that were provided by the Society and/or were raised by the chapter shall, after paying all outstanding debts, be forwarded to the SA Office. Funds that were provided by the host institution will be returned to the institution. Under no circumstances shall funds unlawfully inure to the benefit of any individual.

#### **ARTICLE XI – Amendments**

Amendments to this Constitution may be proposed by a majority of the Chapter Executive Committee or by the 10% or more of the Chapter members. Proposed amendments must be approved by the Golden Key SA Office prior to being presented to the members for a vote. Approved amendments to this constitution shall be presented in writing and read at a regular meeting, but shall not be voted upon until the next regular meeting. A two-thirds majority of the members present and voting shall be required for passage of amendment. In addition to any amendments under the procedure set forth above, the Golden Key International Honour Society Board of Directors may mandate any Chapter Constitution amendments that it deems to be necessary and in the best interests of the Society.