

# CONSTITUTION OF NUST ACCOUNTING STUDENTS SOCIETY

## Article 1 – Name

The club's official name will be "NUST ACCOUNTING STUDENTS SOCIETY", and may be referred to as "NUSTAS" and the "Accounting Society". No other name will be used in the advertisement or representation of the club.

## Article 2 – Club Mandate

The club's mandate will be as follows:

- (1) **Mission:** The Accounting Society exists to provide exciting and unique opportunities for accounting students to interact with each other, and with staff members and Accounting professionals from industry. The Society will strive to keep accounting students informed of happenings in the field of accounting as well as opportunities available to them
- (2) **Strategy:**
  - a. The Accounting Society will hold campus activations at the yellow benches to engage students on accounting topics
  - b. Inform members of bursary, scholarship, internship, and networking opportunities
  - c. Plan exertions for Society members for professional as well as community building purposes.
  - d. Invite industry professionals onto campus as motivators and guest lecturers
  - e. Assist members in finding academic help, i.e providing past question papers and arrange for tutors
- (3) **Vision:** To create community amongst Accounting students and offer guidance on opportunities available to an Accounting graduate.

## Article 3 – Membership

- (1) Membership shall be limited to persons officially connected with NUST as Accounting Students or graduates, faculty/administrators (with voting privileges restricted to students);
- (2) Membership in The Accounting Society shall not be limited to persons based on their race, color, religion, gender, national origin, age, ability, gender expression, gender identity or sexual orientation;
- (3) Executive members shall be undergraduate students and at least one faculty or staff member;
- (4) Removal of membership

- a. Members may pursue resignation by contacting the secretary via email
- b. If deemed necessary, a person's membership may be reviewed by the club officers for repeated or serious violations of the club constitution. Members may also be expelled by a unanimous vote of the club officers for gross ethical or professional misconduct.

#### **Article 4 – Membership fees**

- (1) Dues for The Accounting Society will be established by the Executive Committee annually before the official opening of the university.
- (2) Payment of membership fees must be made into the Society's account at the University cashier and the receipt given to the secretary to be an active member of the Society.
- (3) The Accounting Society will fund its activities from membership dues, fundraising projects and external sponsorship (subject to approval by student services).

#### **Article 5 – Executive and Executive Responsibilities**

- 1) Only active undergraduate students may be executives and at least ½ must be full time students.
- 2) The elected officers of The Society shall consist of leadership roles, for example – President, Vice President, Secretary, Organiser and Treasurer, which shall serve as the Executive Committee.
- 3) There will not be less than five (5) Executive members at any one time that will fulfill the following functions:
  - a. The President will:
    - i. Oversee the other members of the executive in fulfilling their responsibilities
    - ii. Chair all meetings;
    - iii. Have NUST Finance Office signing authority for the club; and,
    - iv. If absent, assign an executive with all the responsibilities of the President
  - b. The Vice-President will:
    - i. Assist the President with the fulfillment of his/her duties.
    - ii. Appointing all committee chairs, pursuant to Article VII.
    - iii. Provide support for the development of club activities planned by the committees.
    - iv. Work with the Treasurer to establish budgets for committees which are created.
  - c. The Secretary will:
    - i. Record votes and minutes of all meetings;
    - ii. Give or cause to be given notice of all meetings; and,
    - iii. Keep record of all members,

- iv. Ensure that all changes of officers are reported to the appropriate University officials.
- v. Work with the Vice President to establish budgets for the committees which are created

#### **Article 6 – Meetings**

- 1) The President will preside at meetings. The club's quorum for meetings shall be thirty (30) percent of the total membership, including one officer.
- 2) At least three (3) general meetings shall be held during each school year, including the Annual General Meeting.
- 3) At least one general meeting will be held in February, for which the sole purpose shall be to review The Fun Club's constitution, and discuss long term goals and objectives for the club
- 4) The Executive Board will meet regularly separate from the general body to discuss forwarding long-term goals and any issues that require privacy

#### **Article 7 – Elections or selection of new officers**

- 1) Elections will be held during a regularly scheduled meeting in October. The particular meeting will be determined by the President.
- 2) Nominations will open two weeks prior to elections. Any active member will be eligible to be nominated.
- 3) All officers shall be elected by a majority of the votes cast. Only active members are eligible to vote. If no candidate for an office receives a majority of the votes cast, then only the top two candidates will be placed on a second ballot for that office until a majority is reached.
- 4) A quorum of one-half of the active membership shall be required for all meetings where officer nominations or elections take place.
- 5) All elections shall be conducted by secret ballot. The ballots shall be tabulated by any officer not on the ballot and the faculty/staff advisor.

#### **Article 8 – Removal from office**

- 1) An NUSTAS officer whose dereliction of duty adversely affects the operations of the Club shall be subject to disciplinary action or removal from office.
- 2) A written request stating the reasons for dismissal and signed by at least three (3) active members of the Club must be submitted at a regularly scheduled meeting.
- 3) Before the next regularly scheduled meeting, written notification of the request and the reasons for dismissal must have been given to the offending officer, who should come to that regular meeting prepared to speak.
- 4) A two-thirds (2/3) affirmative vote of all active members is required to remove the officer from office.

#### **Article 9 – POLICY COMPLIANCE**

- 1) The Accounting Society will abide by all university policies including the Student Code of Conduct and the Campus Alcohol Policy.
- 2) The Accounting Society agrees that it will not initiate, support, or encourage any events or situations that endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with this group or organization.

#### **Article 10 – AGENCY CLAUSE**

- 1) The Accounting Society is not an agent of the University Students' Council of the Namibia University of Science and Technology (NUST) and its views and actions do not represent those of NUST.
- 2) The Accounting Society and its members are not permitted to sign contracts on behalf of the club or NUST

#### **Article 11 –COMMITTEES**

- 1)

#### **Article 12 – RATIFICATION**

#### **Article 13 – AMENDMENTS**

- 1) The Constitution is binding to all members of NUSTAS, but is not binding unto itself.

- 2) Amendments may be proposed in writing by any active member by emailing the Secretary. The Secretary will distribute a copy of the proposed amendments to all active members for discussion at the next regularly scheduled meeting **OR** Amendments to the Constitution must be proposed in writing by an active member of NSO at any regular meeting at which two-thirds (2/3) of the active members are present.
  
- 3) After initial discussion, the amendment may be voted on by a simple up-or-down vote. Amendments must be passed with a 2/3 majority vote.