



ΠΑΜΙΒΙΑ
UNIVERSITY
OF SCIENCE AND
TECHNOLOGY

**THE
CONSTITUTION
FOR THE**

GEOMATICS STUDENTS SOCIETY

Precise. Accurate. Checked.

CONSTITUTION OF THE GEOMATICS STUDENT'S SOCIETY

PREAMBLE

We, the students of the Geomatics programme, at the Namibia University of Science and Technology, believing that a mark of distinction should be placed on the undergraduate who has upheld the honour of the programme by high scholastic ability, and believing that a society with the broad principles of scholarship, character, practicality, and sociability would be an incentive to greater achievements in the Geomatics profession, do adopt this constitution as a guiding instrument for this organization.

Article I

NAME

The name of this organization shall be the **Geomatics Student Society (GSS)**.

Article II

OBJECTIVES

The objectives of GSS shall be:

- To contribute to the improvement of the Geomatics profession as an instrument for the betterment of society,
- To facilitate links between students interested in Geomatics, industry partners and the careers and employment department to resource students about the employment industry,
- To provide a social outlet for students interested in Geomatics of all year levels and with staff in the Geomatics section,
- To be a support network for all students of all year levels interested in Geomatics,
- To foster interaction and shared experience by current students in all year levels with students who have graduated with a Geomatics Degree, Diploma or Major, as appropriate.

Article III

DUTIES AND FUNCTIONS OF THE MANAGEMNET COMMITTEE

PRESIDENT

The President shall:

- Preside over the operations of the society and ensure effective smooth running of the society,
- Act as an official ambassador of the society,
- Report on semester basis, to members or any interested party on the progress of the society and its plans ahead,
- Will have the co-signing right to withdraw money from the society's account,
- Initiate projects to realize aims and objectives of the society,
- With the help of the treasurer approves the budget of the society.

VICE-PRESIDENT

The Vice-President shall:

- Assist the President,
- Perform duties and responsibilities of the President in his/her absence,
- Be of assistance to every member,
- Be available at all times for assistance to panel members,
- Organize elections.

SECRETARY GENERAL

The Secretary General shall:

- Be responsible for overall administration of the society,
- Notify members of meetings at least one week before the actual date of the meeting, and two weeks in advance of the annual general meeting,
- Record minutes for all meetings,
- Be responsible for all correspondence internally or externally in collaboration with the Public Relations Officer.

TWO OTHER MEMBERS

There should be two additional members in the committee without portfolios, in case of vacancies arising in the Management Committee.

TREASURER

The Treasurer shall:

- Report on an on-going basis to the Management Committee and/or any other interested party on the financial position of the society,
- Compile the financial budget of the society,
- Plan fundraising activities, in conjunction with the Public Relations Officer,
- Have the co-signing right to withdraw funds from the society's bank account,
- Work in consultation with the entire management team to conduct any external relation with any interested and relevant party.

SPOKESPERSON

The Spokesperson shall:

- Promote the society inside and outside the campus,
- Establish relations on behalf of the GEOMATICS STUDENT SOCIETY with organizations that serve the same purpose,
- Address any queries and correspondence regarding the society,
- Maintain a membership drive and encourage more members to join the society.

PUBLIC RELATIONS OFFICER (PRO)

The PRO shall:

- Promote of the society inside and outside the campus,

- Bookings,
- Events organizing,
- Link the society to the external environment,
- Transport and sponsorship arrangements.

Article IV

ELECTIONS OF THE MANAGEMENT COMMITTEE

- a. Members of the Management Committee shall be elected at the AGM, and shall serve in the office until the next annual general meeting. Members of the Management Committee shall be eligible for re-election for the period of one year, provided that they are being productive.
- b. Management Committee shall be non-discriminatory in areas of gender, race, etc.
- c. Elections of Management Committee shall take place in the following manner;
 - i. An electoral officer who is not a member of the outgoing Management Committee, and who is not a nominee for such portfolio shall be elected by two third majority of the AGM,
 - ii. Electoral officer shall receive nominations for the incoming Management Committee two or three weeks in advance,
 - iii. No member shall nominate him/herself,
 - iv. All the nominees for the committee shall be automatically elected to the Management Committee, unless a seconded objection to rise to the automatic installation of,
 - v. A nominee, in which case the nominee objected to must be elected in a secret ballot by two thirds majority at the meeting,
 - vi. Candidates eligible for election, President, the Treasurer, and Secretary General must have served on the Management Committee of the Society before.

Article V

POWERS AND DUTIES OF MANAGEMENT COMMITTEE

- a. Members of the Management Committee shall manage all the business affairs of the society and shall have full power and authority to carry out the objectives of the society, except when such duties or powers are to be carried out in the AGM.
- b. Network and liaise with any relevant organization, operate a banking account with any bank selected it in the same name of the society.
- c. Register the name, and if necessary the constitution, and rules of the society.
- d. Approve admission to members or any person, who apply for membership, has the power to expel any member from the membership, subjected to the rules and regulations of the society.
- e. Reject admission to members or any person, who apply for membership, has the power to expel any member from the membership, subjected to rules and regulation of the society.

Article VI

MEETING OF THE MANAGEMENT COMMITTEE

- a. Meetings of the Management Committee shall be convened by the secretary or any member of the Management Committee.

- b. All the meetings of the Management Committee shall be chaired by the Spokesperson or the President in his/her absence. In the absence of both, any other selected member of the Management Committee elected by the members shall chair the meeting.
- c. Management Committee members shall meet at least every two weeks. One week before any such meeting an agenda shall be circulated to all members of the Management Committee.
- d. Failure to attend three consecutive meetings without a valid reason and proof shall render a member of the Management Committee liable for removal from the office or face disciplinary hearing.
- e. For a meeting to take place there shall be a minimum number of 6 members [30%] of the Management Committee.

Article V

MEMBERSHIP

Membership shall be based upon enrolment in Geomatics field. Membership will not be contingent on any person's sex, race, religion, economic background, or sexual preference. All members are free to leave and disassociate without fear of retribution or harassment from the GSS or its members.

- a. Have strong interests in the field of Geomatics entirely.
- b. Have been duly accepted as provided in the constitution.
- c. Have paid a membership fee of (N\$.....) subjected to change.
- d. Gain every benefit of the society equally.

Article VI

FINANCES

The society will undertake fundraising activities, which include the registration fee of new members as provided for by the office of the Dean of Students.

Furthermore, the management of the society shall ensure that there is a mother [main] sponsor for the society to fund the major events that the society will undertake.

No money shall benefit the individual; it shall benefit all members of the society.

Any account of the society should be open for investigation or inspection to any member of the society.

Article VII

SUBSCRIPTION FEE

The annual membership fees shall be determined from time to time by the Management Committee, in conjunction with the Dean of Students.

Article VIII

DISCIPLINARY COMMITTEE

All disciplinary hearings shall be done according to the SDR7 of Namibia University of Science and Technology.

Any member found guilty shall face consequences based on the offence committed as provided under the SDR of the Dean of Students.

Article IX

MEETINGS

Annual General Meeting (AGM):

The AGM shall be held each year at such a venue as determined from time to time by the Management Committee and the notice shall be given to members in not less than a month.

Article X

PROCEEDINGS

Receive and consider Management Committee reports and financial statement for the presiding year.

Receive and consider each committee member's report for the proceeding.

Elect members of the Management Committee for the coming year.

Consider any notice of motion, which has been submitted to the secretarial.

Article XI

AMMENDMENT OF THE CONSTITUTION

Founders of the society shall be consulted in events of constitution amendment.

To amend the constitution, 75% of those present shall be in favour of the amendment.

Amendment of this constitution shall be done in consultation with the Advisory Council of the Society.