

Majuba Men's Residence

Constitution

House Rules

Addenda



MAJUBA
MEN OF PURPOSE

Stellenbosch University

Stellenbosch

South Africa

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Constitution

Preamble

Section 1 In humble reverence to the Almighty and the culture of promoting and upholding human rights as embodied in the Constitution of the Republic of South Africa, 1996, the following are determined to arrange and organize matters in our House, Majuba Men's Residence.

Definitions

Section 2 In this Constitution, unless the context indicates otherwise:

1. "University" – Stellenbosch University as referred to in the Higher Education Act 101 of 1997.
2. "The House" – Majuba Men's Residence, a residence of the University of Stellenbosch.
3. "House meeting" – a properly constituted meeting of house members as set out in Sections 23 and 24.
4. "Member" – a member of the House as referred to in Section 11.
5. "Council" – the Council of the University of Stellenbosch.
6. "University Day" – any weekday (Monday to Friday) during the academic year that is not a holiday.
7. "Head" – the Resident Head as referred to in Section 14.
8. "Voting rights" – a member of the House who has lived in the House at least three (3) months.
9. "Newcomer" – a member resident in the House for his first year.
10. "Section" – a group of students who live together in a section of the House.

Name

Section 3 Majuba Men's Residence

Motto

Section 4 "Men of Purpose"

Values

Section 5

- Respect
- Unity
- Variation, Involvement and Balance (V.I.B)
- Loyalty
- Pride

Ethos

Section 6 In humble reverence to the Almighty and the culture of promoting and upholding human rights as embodied in the Constitution of the Republic of South Africa, 1996, the following are recognized as core values in our house, Majuba:

- Respect for each other, other people, the possessions of others, as well as our House Majuba.
- Utilising unity as a basis, sufficient opportunities are created for each individual to enrich and equip himself with knowledge and life skills.
- We believe in a balanced lifestyle embodied in the following words: variety, involvement and balance (VIB).
- As a house of brothers, we value loyalty to the House and each other.
- Majubane are characterised as men of style, who are proud of themselves, their House and its traditions and the fact that they are students of Stellenbosch University.
- We strive to act in such a way that the House and the University can be proud of us.

Emblem

Section 7 In Zulu Majuba means “mountain of the doves”. The doves symbolize ambition and the mountain represents our continuous pursuit of greatness. The two castles are reminiscent of the historical background of the old Van der Stel coat of arms and the heraldic motifs represent reliability, faithfulness and strength of character. The blue represents the beautiful skies typical of South Africa.

Flag

Section 8 The flag contains Majuba’s emblem in the top right corner with two horizontal white stripes against a “poublou” background.

Objective

Section 9 The purpose of this House is to provide for the cohabitation of all its members in a responsible and mature manner that is in the interest of all members. The ethos forms the basis of this relationship of cohabitation (see Section 6).

Legal personality

Section 10 The House has no legal personality and therefore cannot be the bearer of rights and/or duties.

Membership

Section 11 All students who have been granted accommodation in Majuba by the Administration of the University and reside in Majuba are considered members of the House.

Authority

Section 12 Every resident of Majuba is subject to the general provisions applicable to University residences as prescribed by the University management, as well as to this Constitution, the Ethos contained in Section 6 and the House Rules.

Welcoming

Section 13 Welcoming serves to fully incorporate and welcome Newcomers into the House as true Majubane. This is achieved through the following process:

1.
 - (a) splitting the members of the House into two groups, namely Seniors and Newcomers;
 - (b) assigning the House Committee member with the portfolio of Newcomers the responsibility of the welcoming program; and
 - (c) electing a senior from the House to assist the House Committee Member with Newcomers as a portfolio during the welcoming period. The process of appointment and election of the senior is set out in Addendum E.
2. The Welcoming Program consists of three (3) stages:
 - (a) Night of the White Dove (for more detail see Addendum B: Traditions point 1) - Newcomers are welcomed and accepted by the House Committee;
 - (b) Section Welcoming - Each section has a separate and unique way of welcoming the newcomers to their section through events, customs or traditions that take place within the rules of the residence and values of the University; and
 - (c) Final Welcoming - All current Majubane (seniors) welcome the newcomers as true Majubane into the House. (For more detail see Addendum B: Traditions point 2).

Residence Head

Section 14 The Director of Central Student Communities nominates the Residence Head. The Primarius, House Committee and Mentors are held accountable by the Director and University Management through the Residence Head.

House Committee

Composition

Section 15

1. The House Committee is the controlling body of the House, which together with the resident head observes the management of the House and which, amongst other things, maintains the order of the House; implements the general provisions of the University Annual Calendar and University Residence Rules; upholds the constitution of Majuba and formulates- and implements new- or existing House Rules.
2. The resident head is a member of the House Committee solely in an advisory capacity and possesses no voting rights at House Committee meetings.

Powers and duties

Section 16 Subject to the provisions of the Higher Education Act 101 of 1997, the House Committee is authorized to:

1. Represent the House in general and specific actions relating to:
 - (a) the Central Student Communities and other governmental institutions of the University; and
 - (b) other House Committees and residences of this University, as well as other universities and academic institutions.
2. Exercise disciplinary powers.
3. Maintain good order in the House.
4. Ensure that the Ethos is respected.

5. Enforce the House Rules to the House.
6. Exercise control of House publications.
7. Appoint officials and committees in the performance of their functions.
8. Control the finances and other assets of the House.
9. Issue or amend House Rules to ensure the effective functioning of the House Committee and subcommittees.
10. Implement the Rules of the Council and give effect to the decisions and orders of the Council.
11. Issue and receive disciplinary fines.
12. Hold House Meetings and Referendums.
13. Communicate with the caterers with regards to food related matters.
14. Subject to the provisions of this Section, exercise such powers as are specifically conferred upon it by this Constitution and Rules.
15. Act as a link between a section and the Primarius and the Resident Head.
16. Serve as House Committee member until the end of the third quarter.
17. Be held personally liable in ensuring that the University's Risk Management Policy is adhered to and that the security measures of the residence are being enforced in their respective domain.
18. In conjunction with the Residence Head, be held co-responsible and accountable for the application and management of the University's alcohol policy in their respective environment.

Election

Section 17 The appointment and election of House Committee members takes place in accordance with Addendum E.

Termination of house committee membership

Section 18 Individual House Committee membership lapses if a House Committee member:

1. stops being a member of the House;
2. submits his resignation in writing to the Primarius and Resident Head;
3. without leave or a reasonable excuse is absent in two (2) consecutive, or a total of three (3) ordinary House Committee meetings;
4. upon acceptance of a motion of no confidence in the relevant House Committee member;
5. is removed from office by the Disciplinary Committee or Residence Head; or
6. his term, as set out in the House Rules, comes to an end.

Motion of no confidence

Section 19 A motion of no confidence in one (1) or more, or all members of the House Committee, may only be accepted by means of a two-thirds majority vote of all voting members of the House through a referendum with a closed ballot. Upon acceptance of said motion, the member/members or the entire House Committee to which the motion relates is/are obliged to resign.

Meetings

Section 20

1. Seven (7) House Committee members form a quorum at House Committee meetings.
2. The House Committee is obliged to answer any reasonable question regarding House Committee action by members of the House, which has been submitted to the Secretary in writing at least twenty-four (24) hours before the House Committee meeting.
3. Ordinary House Committee meetings take place weekly at a set time.
4. Special House Committee meetings take place at times as the Primarius or Residence Head deems it desirable.
5.
 - (a) No notice is required in the case of ordinary House Committee meetings.
 - (b) The Primarius and Vice-Primarius act as Chairman and Vice-Chairman respectively.
 - (c) The chairman shall have an ordinary and a casting vote at all meetings in the event of a tie in votes.

Finances

Section 21

1. The House Committee controls the finances of the House subject to the Residence Rules. The Treasurer as well as the Primarius are responsible for the effective management of the House's funds.
2. Each House Committee member must submit a budget for each portfolio that he is responsible for before- or on a set date. The date will be determined by the Primarius and the treasurer.
3. The House Committee may hold fundraising events for the benefit of the House funds.
4. The outgoing Treasurer must report on the residence's finances for his term at the House Meeting during the third term.
5. The collection of fines forms part of the finances of the House Funds.

Fine system

Section 22

1. Fines are issued by the House Committee members in accordance with Addendum C.
2. Applications for appeal against fines must be submitted to the Vice-Primarius in writing at least seven (7) days before the final date of payment of the fine. The application for appeal should contain reasons as to why the appeal should be granted.
3. If a member of the house does not pay the fine within fourteen (14) days of an offence, he is brought before the Disciplinary Committee.

House meetings

Section 23

1. A House Meeting is a meeting to which all members have access. The Resident Head can attend a House Meeting with the status of a voting house member.
2. At least one (1) House Meeting is held every quarter, chaired by the Primarius.
3. Notice of a House Meeting must be made at least seventy-two (72) hours before the start of the meeting by way of a notice.

4. Motions must be submitted to the House Committee Secretary in writing at least forty-eight (48) hours before the commencement of a House Meeting. The Secretary of the House Committee must place the motions on the notice board at least twenty-four (24) hours before the meeting.
5. The following applies to the treatment and validity of excuses:
 - (a) Only house members who have submitted valid excuses may be excused. Excuses with reasons must be submitted to the House Committee Secretary at least twenty-four (24) hours before the start of the meeting.
 - (b) For undergraduate students, academic reasons are only considered valid if the person writes a test within the two (2) days following the House Meeting or has to submit a task which, according to the House Committee's discretion, is of such a nature that it justifies the excuse.
 - (c) For postgraduate students, academic reasons are only considered valid if the person writes a test within the five (5) days following the House Meeting or submits a task that, according to the House Committee's discretion, is of such a nature that it justifies the excuse.
 - (d) The validity of excuses for reasons other than academics are subject to the House Committee's discretion.
 - (e) A house member who contravenes Section 23 (5) (a), (b), (c), or (d) is liable to a fine (Section 22).
6. The following applies to quorum of House Meetings:
 - (a) The quorum at a House Meeting is half the number of voting house members.
 - (b) If quorum is not attained after thirty (30) minutes of the advertised start time of House Meeting, the same House Meeting will be held as a guideline two (2) University days later at the same time, provided that quorum is reached.
 - (c) If there is no quorum in the course of the House Meeting, the meeting will adjourn.
7. Only House members with voting rights may submit a motion at a House Meeting, second, or participate in a discussion (Section 23 (4)). Speaking opportunities may, however, be granted to outsiders with the approval of the House Committee.
8. Newcomers attain full voting capacity after the first House Meeting of the year.
9. The Primarius has a regular and decisive vote (in the case of a tie).
10. The decisions made in a House Meeting are binding to the entire House.

Extraordinary house meetings

Section 24

1. An Extraordinary House Meeting is held:
 - (a) when the Resident Head or House Committee deems it necessary; or
 - (b) at the written request of at least one-third (1/3) of the voting members of the House.
2. At an Extraordinary House Meeting, only matters for which the meeting has been convened can be discussed.
3. Notice for an Extraordinary House Meeting must be given at least twenty-four (24) hours prior to the start of the meeting in the form of a notice together with an agenda.
4. In the case of urgent matters, the House Committee may convene an Extraordinary House Meeting on shorter notice.
5. The quorum at an Extraordinary House Meeting is half the number of voting members.

Disciplinary committee

Jurisdiction

Section 25

1. The Disciplinary Committee (“DC”) has jurisdiction to investigate and compile a verdict on any case brought to them. The disciplinary powers of the DC are set out in the University’s General Yearbook.
2. The DC has jurisdiction to review appeals against a fine issued by a House Committee Member.
3. The DC is the highest authority on the interpretation of the Constitution and House Rules.
4. The DC’s authority to discipline includes:
 - (a) referring the case to the University Authorities, which may include a recommendation that:
 - i. the person should be expelled from the House effective immediately; or
 - ii. the person should be denied placement in the House for next year.
 - (b) the issue of fines to the maximum amount as set out by the University Authorities;
 - (c) the promulgation of an order to pay for damage to property;
 - (d) the suspension of certain privileges of a House Member given to the specific person;
 - (e) the issue of a written warning;
 - (f) the imposition of an appropriate reduced penalty; and
 - (g) the imposition of an alternative suitable penalty if the accused indicates that he does not have the financial means to pay the fine, as indicated in Addendum C. The alternative penalty is up to the discretion of the DC and must be issued within three (3) days of receiving such indication.

Procedure

Section 26

1. The DC meets *in camera* and decides by a majority vote.
2. In case of disciplinary action, the Secretary of the DC must notify an accused house member in writing of the nature and grounds of the accusation against him. The accused is charged with appearing before the DC after at least forty-eight (48) hours of the above notice.
3. The call of witnesses by the complainant(s):
 - (a) The complainant(s) must provide sufficient evidence, either verbally, in writing and/or in real evidence, to prove his charge on a balance of probability.
 - (b) An accused is innocent until proven guilty. The onus rests on the complainant(s) to discharge the burden of proof.
 - (c) The accused may call any evidence he considers relevant to substantiate his case.
4. The nature of witness proceedings:
 - (a) Witness accounts should preferably be delivered *viva voce* (verbally). In certain cases, evidence may be presented via an affidavit (sworn statement).
 - (b) An affidavit can be accepted as evidence in the following cases:
 - i. If a house member, either witness or accused, cannot attend the proceedings for a valid reason.
 - ii. If a witness chooses to remain anonymous.

5. The writing and handling of an affidavit:
 - (a) An affidavit must be produced by the witness or accused in the presence of the Chairman, assisted by an elected member of the DC, and signed by all parties.
 - (b) The content of the affidavit must be read to the other members of the DC for the first time by the Chairman during the disciplinary hearing itself, and at no other time.
6. The complainant(s) as well as the accused are entitled to be represented in their case by a law student or any other person with a legal background.
7. If the DC, after hearing both parties' cases, finds the accused to be guilty on a balance of probabilities, the DC may act against the accused.
8. All judgements must be documented by the Secretary of the DC to promote legal certainty and serve as a guideline for further disciplinary action.
9.
 - (a) The judgement and justification thereof must be given immediately to the accused/appellant in oral form and delivered in writing within twenty-four (24) hours.
 - (b) All convictions and judgments must be sent to the Resident Head within seven (7) days for review and will not be valid until it has been ratified by the Resident Head.
 - (c) The house member who has been found guilty must be notified in writing of the outcome of the review.
10. When an appeal is heard against a fine written by the Vice-Primarius, the above member is replaced for that matter by an alternative House Committee member who is unanimously appointed by the members of the Disciplinary Committee.
11. Upon being convicted by the DC, the convicted person is free to appeal to the Central Disciplinary Committee of the University.
12. The maximum fine imposed by a House Committee member is determined annually by the University authorities.
13. Applications for appeal against penalties must be submitted in writing to the Vice-Primarius at least seven (7) days before the final date of payment of the fine, stating reasons. This application must be discussed at the next House Committee meeting. If an application is not granted, it can be appealed to the Disciplinary Committee. The decision of the Disciplinary Committee is final.
14. If a member of the house does not pay the fine within fourteen (14) days of an offence, he is brought before the Disciplinary Committee. When ignoring the Disciplinary Committee's ruling, the case is referred to the Director of Student Affairs.
15. The DC is at all times subject to the provisions of the US Disciplinary Code.
16. The DC's responsibilities include the approval of motions received by the Secretary of the House Committee prior to a House Meeting.
17. The DC must weigh the motion against the values of Majuba and use their discretion to reach a joint decision of approval or non-approval.
18. If the motion is not approved, the motion must be sent back to the motion proposer within twenty-four (24) hours of receipt, explaining the reasons for non-approval.
19. The motion proposer has a final chance to rectify the motion and return it to the chairman of the DC.
20. The DC must, for a final time, weigh the rectified motion against the values of Majuba and use their discretion to reach a joint decision of approval or non-approval. If the motion is not approved, it will be discarded and not form part of the motions submitted to the House at the House Meeting.

21. The DC has the responsibility, in conjunction with the motion proposer, to ensure that modifications to the constitution or house rules voted in by the house are implemented before the next ordinary house meeting.
22. The DC has the responsibility, in conjunction with the motion proposer, to ensure that modifications to the house rules voted in by the House Committee are implemented before the next ordinary House Committee meeting.

Composition

Section 27

1. The Disciplinary Committee consists of:
 - (a) Resident Head (Chairperson)
 - (b) Vice-Primarius (Secretary)
 - (c) Primarius
 - (d) Three (3) additional house members. These members are elected as set out in Addendum E.
2. The term of the DC extends from their election until the new committee has been elected; with the exception of the newly elected Primarius and Vice-Primarius that will take over the place of their predecessors' after the House Committee election.
3. If a vacancy were to arise on the DC, the said vacancy will be filled in the prescribed manner. (see Section 27(1))
4.
 - (a) If the Vice-Primarius is not available for a sitting of the DC, the House Committee will appoint a replacement from the House Committee for the purposes of that sitting. If the Resident Head is not available, the Vice-Primarius will act as chairman.
 - (b) If one (1) or two (2) of the additional members are not available for a sitting of the DC, the remaining member(s), for purposes of that sitting, will appoint (a) substitute(s) from the ranks of the voting house members (who are not House Committee members).
 - (c) At least one (1) of the elected additional members must be present.
5. The Secretary of the DC shall in all cases act as convener of the DC.
6. If any member of the DC is charged before the DC, the DC shall, for the purposes of the sitting, appoint a substitute for the member of the DC from the voting members. If the Vice-Primarius is charged, the procedure in Section 27(4)(a) must be followed.

Referendums

Section 28

1. A referendum is held if:
 - (a) the House Committee decides to do so;
 - (b) a House Meeting so decides; or
 - (c) a written request for a referendum is received by the House Committee, specifying the matter to be voted on and signed by at least one-third (1/3) of the voting members of the House.
2. The voting committee is responsible for the organisation and control of the referendum. If the voting committee has not yet been elected, the voting committee must be elected within two (2) university days after the conditions of Section 28(1) have been met.
3. The voting committee will set the day on which the referendum will take place, provided that it may not take more than five (5) university days after the election of the voting committee.

4. Proper notification of the referendum takes place at least two (2) university days before its occurrence and must as a minimum state:
 - (a) the date on which voting will take place;
 - (b) the case being voted on; and
 - (c) the place and time of voting.
5. Voting takes place as determined by the voting committee.
6. Voting takes place in person via a closed ballot.
7. Only members of the house with voting rights may participate in a referendum.
8. Votes are counted *in camera* as soon as possible. The ballot papers must be kept until the validity of the referendum has been established, after which the ballot papers are destroyed.
9.
 - (a) Subject to the provisions the Higher Education Act 101 of 1997 and of this Constitution, the result of a referendum is binding on the whole House.
 - (b) In the event of a clash between a referendum result and the results of a motion voted in during a House Meeting, the former will enjoy preference.
10. Proper notification of the outcome of the referendum must take place as soon as possible.
11. The matter voted upon may not be the subject of a referendum or motion before a House Meeting for a period of one (1) year after the voting has taken place.
12. A referendum is accepted if two-thirds (2/3) of the voting house members vote in favor thereof.

Constitutional Amendments

Section 29

1. Motions to amend the Constitution must be submitted to the Secretary of the House Committee at least forty-eight (48) hours before the commencement of any house meeting. If voted in, the necessary amendments to the Constitution must be made by the Disciplinary Committee in collaboration with the House member who proposed the motion, before the next House meeting.
2. The Constitution can only be amended by a motion that receives two-thirds (2/3) votes from the voting house members present at a house meeting, or by a referendum that receives two-thirds (2/3) votes of the voting house members in favour thereof. A Constitutional Review Committee may be appointed to submit possible constitutional amendments to the House for approval.
3. Addendum I serves as the proposed format of a motion.

House rules and house rule amendments

Section 30

1. Rules that set out the responsibilities of the House Committee are prepared by the House Committee and supplemented or amended from time to time.
2. House rules to set out the composition, division of functions of activities and the manner of election of subcommittees are drafted by the House Committee and supplemented or amended from time to time, provided that such rules are not amended or declared void by a motion that receives a majority (50% plus 1) vote of the voting members present at any given House Meeting.

3. The drafting and amendment of the House Rules is at the discretion of the House Committee, provided that such rules are not conflict with the US Disciplinary Code; US Residence Rules and Section 30(2) of this Constitution.
4. Motions to amend any of the House Rules must be submitted to the Secretary of the House Committee at least forty-eight (48) hours before the commencement of any House Meeting. If voted in, through a majority (50% plus 1) vote of house members present at the House Meeting, the amendments to the house rules must be made by Disciplinary Committee in collaboration with the House member who proposed the motion before the next House meeting.
5. Addendum I serves as the suggested format of a motion.

Repeal of constitution

All previous Majuba Constitutions, or amendments to such constitutions, are hereby repealed.

Date: _____

Primarius

Vice-Primarius

Residence Head

House rules

Responsibilities of House committee members

The Primarius

1. is the leader of the House;
2. manages student affairs in the residence and serves as a coordinating link between the House and the Resident Head and services provided to students. The Primarius will in no way qualify as an employee of the University;
3. must, in conjunction with the Resident Head, ensure that House Committee members perform their duties;
4. coordinates public relations with other residences, the Student Representative Council and other student affairs;
5. ensures that official University information is passed on to the House through official announcements at House Committee meetings, House Meetings and through formal communication;
6. allocate portfolios to each House Committee member within one (1) week of the House Committee election in consultation with the Vice-Primarius;
7. act as chairman of House Meetings and House Committee meetings;
8. is the chief executive officer of the House; and
9. serves on the Prim Committee as the representative of Majuba.

The Vice-Primarius

1. serves as substitute for the Primarius if the latter cannot fulfill his duties for any reason;
2. is responsible for the Residence Risk Management Program and is responsible for the selection and management of the Safety Committee;
3. is *ex officio* the Secretary of the DC;
4. ensure that all decisions of the DC are preserved and that members of the DC have access thereto;
5. must update the Constitution and House Rules as necessary;
6. is responsible for updating and maintaining the archive; and
7. is responsible for the allocation of rooms on the credit system as set out in Addendum D.

Secretary

is responsible for:

1. keeping the minutes at House Meetings and House Committee meetings;
2. conducting correspondence (generally) with other House committees and associations;
3. all notices and general cleanliness of the general notice boards in the residence and the glass cupboards in the foyer;
4. drafting and updating the timetable of House Committee members on duty for the week;
5. the drafting of the House Committee Mock Photo, to be displayed in the foyer within the first three (3) weeks of the academic year;

6. updating the “Witskrif” for each group of newcomers;
7. the organisation of the House Committee, Primarius and House photo;
8. providing a hard copy of the Constitution to each newly elected House Committee member; and
9. the installation and maintenance of all House- and House Committee photos.

Treasurer

is responsible for:

1. the financial affairs of the House;
2. reporting monthly to the House Committee on the financial position of the House;
3. at the ordinary house meeting in the third quarter, submitting a report of the past financial year to the house members for approval. A copy of this report must be submitted to the Resident Head;
4. closing the books each year;
5. the administration of any type of official fundraising that may exist that year, together with the Primarius and an elected member of the house;
6. handling all the finances of the House Committee;
7. handling the Connect Finance with the Treasurer’s Liaison Officer; and
8. handing over the following to the newly elected Treasurer at the end of his term:
 - (a) last year’s full budget; and
 - (b) the current financial condition of the House, which must be evident from the books.

Sport

is responsible for:

1. overall coordination of Majuba’s sport activities through the appointment and management of sport representatives or committees for every sport;
2. the organisation of the annual MPL and MCL competitions;
3. the organisation of all intersection sport activities;
4. the organisation of the annual Hemel vs. Hel duel;
5. the organisation of the prize giving regarding achievements in sport;
6. the organisation of the inter-residence quad cricket tournament;
7. the scouting and appointment of a coach for the rugby season; and
8. overseeing the Sport Representatives and ensuring that they meet their duties, which include:
 - (a) Each sport that Majuba (as a house) competes in, must have a sport representative;
 - (b) The contact details of each sport representative will be sent to the sport bureau of the University of Stellenbosch, where all information will be communicated to the relevant sport representatives and House Committee members. The sport representative is responsible for sharing this information with members of the specific sport;
 - (c) Handling all the administration regarding matches, teams, meetings and practices;
 - (d) maintaining a general positive attitude in their respective teams; and
 - (e) Keeping the House up to date with regards to achievements and future fixtures.

Services

is responsible for:

1. Maintenance:
 - (a) overall maintenance of residence property - the House Committee member is expected to oversee and report any damages to appropriate institutions;
 - (b) new developments in Majuba;
 - (c) the annual completion of service forms relating to the status of residence rooms; and
 - (d) overall tidiness of the residence, which includes: the TV room, the pool room, the quad as well as the front of Majuba.
2. IT:
 - (a) reporting and overseeing problems relating to the logging in of the university network;
 - (b) reporting and overseeing problems regarding faulty network points; and
 - (c) act as the link between the House and the University's IT department;
3. Bidvest Catering:
 - (a) resolve any misunderstandings between Bidvest and the House;
 - (b) communicate any information regarding Bidvest to house members during House Meeting, House Committee meetings and any other meeting with reference to Bidvest;
 - (c) help maintain a healthy relationship between Bidvest and members of the house;
 - (d) resolve any queries regarding students' meals;
4. Parking:
 - (a) The organisation of parking for members of the house by:
 - i. acting as the link between the parking services of the University and members of the house; and
 - ii. facilitating the choosing/shooting of parking spots.

Social

is responsible for:

1. appointing and managing the Social committee;
2. the organisation, with the assistance of the Social committee, of the Miss Majuba event;
3. the organisation of social events with the Student Representative Council, other House Committees and other social events within Majuba;
4. drawing up a social program for newcomers and their respective House committee member(s);
5. the organisation of the annual award dinner ("Hingsdinee"), assisted by member(s) of the House committee responsible for: sport, academic and cultural achievements;
6. the organisation of a social event in the fourth term with Majuba's Connect partners for the following year; and
7. the addition of new and maintenance of previous Miss Majuba photos.

Dance

is responsible for:

1. the organisation of the annual resurrection dance ("Opstandingsfunksie"); and
2. the organisation of the annual house dance.

Connect

is responsible for:

1. communicating between Majuba and the University of Stellenbosch regarding any arrangements pertaining to the building of the stage, sound and lighting systems, pavilions as well as fencing;
2. the appointment and management of the Connect committee;
3. overseeing that all relevant records and source documents are completed and sent to the treasurer;
4. overseeing the program on the night of the Connect performances (assisted by the committee), including: the organisation of the backdrop, dances, costumes, writing of the play as well as being the master of ceremonies for the evening;
5. acting as the link between the Connect committee and the House committee; and
6. assisting with the dream launch at the beginning of the year with help from the mentors;

Culture

is responsible for:

1. arrangements regarding Toneelfees;
2. to form and organise an official Acapella group (sêr) for the year;
3. to form and organise a serenade group for the annual Mollasesêr competition;
4. entering and dealing with the administration of inter-residence debating competitions;
5. organisation of house culture evenings;
6. maintaining a register of all cultural achievements and acknowledgements;
7. the appointment of a Culture committee; and
8. communicating and being a part of any other relevant cultural opportunity as stated by the SRC member of culture.

Pool Club

is responsible for:

1. ensuring that the pool club is tidy;
2. maintaining all pool cues, balls and darts;
3. arrangement of poker evenings;
4. arrangement of intra-residence pool tournaments; and
5. arrangement of a inter-residence pool tournament.

Media

is responsible for:

1. the video camera;
2. taking of photos and/or videos of members of the house as well as activities that the house partakes in;
3. the distribution of said photos and/or videos to members of the house;
4. the appointment of the Media committee;
5. the appointment of the Yearbook team;
6. publish a yearbook within the same year that the member's term started;
7. projector and screen; and
8. sound equipment (speakers, microphone etc.).

Marketing

is responsible for:

1. all correspondence between the SRC of Media, Marketing and Communication with any publications of the University. This includes publications such as *Die Matie* and *Maties Media*;
2. marketing within the house regarding residence activities such as stay-in weekends/ "in-naweke";
3. promoting the residence at the University's open day, in accordance with the Prim committee;
4. general marketing of the House; and
5. the management of Majuba's websites, as well as their social media accounts (Facebook, Instagram, etc.).

Social Impact

is responsible for:

1. the selection and management of the social impact committee;
2. attending all SRC social impact meetings;
3. preparing a preliminary program for social impact events at the beginning of the year;
4. preparing a report at the end of their term describing each event that was planned and executed;
5. the management and coordination of Majuba social impact projects; and
6. the management of the Connect social impact project in collaboration with the Connect partner's House Committee.

Tours

is responsible for:

1. the organisation of the annual “jooltoer” or Connect tour in the December holidays (the tour will be held in partnership with Majuba’s Connect partners for the following year);
2. the organisation of the annual KKNK tour in Oudtshoorn during the March/April study break (any female residence can be chosen to join Majuba on the tour and must be communicated to the house as soon as possible);
3. depending on general feedback and interest from the House, the organisation of an Orange River rowing tour during the March/April study break that will replace the KKNK culture tour of that year; and
4. the organisation of the annual sport tour during a holiday or recess period.

Spiritual Diversity

is responsible for:

1. forming and overseeing of the Spiritual Diversity committee;
2. the organisation of House church once per term;
3. the organisation of a suitable opening during House meetings;
4. the organisation of social events between different cell groups;
5. the organisation of praise and worship events; and
6. the coordination of all spiritual initiatives and associations.

Grysduiwe

is responsible for:

1. communication with members of the Old Majubane Bond;
2. working alongside the House committee and specifically the Vice-Primarius to maintain and add material to the Archive;
3. arranging functions and reunions for Grysduiwe;
4. keeping Grysduiwe informed by sending out a quarterly news bulletin;
5. managing the Grysduiw Majuba Facebook page;
6. organising the annual Primarius breakfast; and
7. working alongside the University’s Alumni Office to improve alumni relations.

Newcomers

also known as the “Welcoming Leader”;

is responsible for:

1. preparing a welcoming program in collaboration with the Primarius for newcomers in accordance with residence rules;
2. preparing a social program in collaboration with the House committee member for Social during the welcoming period;

3. the introduction and welcoming of newcomers into Majuba, providing guidance inter alia on the following: House Rules, traditions; day-to-day life in residence and the manner in which a Majubaan conducts himself in upholding the values of the House.
4. providing opportunities to newcomers to query any problems regarding academics;
5. the selection of the Newcomers' committee;
6. the selection of newcomers for the following roles:
 - (a) Flag-newcomer – responsible for flag duty.
 - (b) Emergency-kit-newcomer: responsible for carrying the emergency kit during the welcoming period.
 - (c) Car-newcomer: responsible to ensure that all newcomers safely cross all crossings during the welcoming period.
7. ensuring that, after the welcoming period set out by the University, the Newcomers' committee fulfills their role and that all grievances amongst the Newcomers are tended to and resolved;
8. the hosting of a quarterly newcomer feedback and interaction session (“Djarhof”); and
9. arranging two (2) white doves for each House Meeting.

Head mentor

is responsible for:

1. ensuring the Mentors fulfil their responsibilities;
2. leading a bi-weekly meeting with all the Mentors;
3. overseeing the mentor program and ensuring relevant themes are address during mentor sessions; and
4. holding Mentors accountable and, where the Head Mentor deems it to be necessary, referring a Mentor(s) to the Disciplinary Committee.

Sport Club

is responsible for:

1. selection and management of the club committee;
2. the documentation of financial records of the club with help from the treasurer;
3. organising any functions in the club with consent from the Primarius and Residence Head;
4. overseeing that the club is always neat and tidy prior to or during any event;
5. all arrangements regarding the Sport club:
6. stock taking;
7. controlling trading hours;
8. revising the alcohol policy alongside the Primarius and Residence Head; and
9. the Residence Head is the head of the club.

Cultural Diversity

is responsible for:

1. the continuous reassessment and improvement of the residence's diversity policy;
2. arrangement of critical discussions regarding certain aspects of diversity within the house;
3. arrangement of other opportunities to discuss certain aspects of diversity with other residences, wherein guest speakers are welcome;
4. implementation of rules to ensure that all newcomers holistically adapt to the House and to university as easily as possible;
5. promotion of events regarding spiritual diversity and the discussions thereof; and
6. arranging an annual trip with aim to increase the knowledge, understanding and appreciation of different cultures.

Second Years

is responsible for:

1. the selection of the second years' committee;
2. the building of the Connect stall;
3. ensuring that the second years' committee functions well and fulfils their role;
4. the organising of Heaven vs Hell/ "Hemel vs Hel" dance; and
5. the organising of the annual party bus.

House Progression

is responsible for:

1. Tuck shop:
 - (a) management of the tuck shop.
2. Critical Thinking:
 - (a) with the assistance of the treasurer, new and innovative ways must be searched for to improve the House;
3. Gymnasium:
 - (a) the management and improvement of Majuba's gymnasium.
4. Sustainability:
 - (a) ensuring that the House is committed to sustainable practices such as recycling; and
 - (b) acting as a link between the University's sustainability department and the House. The House Committee member is further expected to gather and share information regarding sustainability as well as relevant competitions and events with the house.

Leadership Development

is responsible for:

1. promoting initiatives hosted by the University of Stellenbosch (specifically the FVZS institute) regarding leadership development.

Clothing

is responsible for:

1. the ordering and distribution of all House clothing, including:
 - (a) Newcomer clothing for the welcoming period;
 - (b) Heaven vs Hell/ “Hemel vs Hel” clothing;
 - (c) Clothing for specific Majuba activities and events;
 - (d) General clothing for stay-in weekends/ “innaweke”; and
 - (e) Winter clothing.

Clusters

is responsible for:

1. the growth and improvement of the Vicmeyr cluster in Majuba;
2. facilitation and organisation of cluster events; and
3. management within the cluster itself where applicable.

Academics

is responsible for:

1. ensuring that there is strong focus on academics in the house;
2. the link between the house and the Academic Affairs Council (“AAC”) of the University;
and
3. the selection and enforcement of noise times during test week and exams.

Responsibilities of the House committee member on duty

Daily:

- 12:45: Play music in the Silie.
- 13:30: Switch music off and lock the sound box.
- 24:00:
 - Switch off lights in the foyer and recreational hall,
 - Ensure the Sport-club is locked.
 - Switch off the TV and close the balcony door.

Sunday evening:

- Organise refreshments for the House Committee meeting.
- Prepare a suitable opening for the House Committee meeting, after which the House Committee member’s duties will have concluded for the week.

Continuous:

- Note the general tidiness of the House, especially the foyer.
- Keep the notice boards neat and remove any unofficial documents and/or papers that are no longer relevant.
- Ensure that the club's trading hours are respected.
- Take note of and guide any behaviour by members of the House that are not in line with the house values.
- Ensure that you are available to deal with any problems or disturbances that may arise.
- In the case of the House Committee member not being available for a period of time while on duty, necessary arrangement with another House Committee member must be made to fulfill the above mentioned responsibilities.

Subcommittees

First Year Committee

1. The First Year Committee is the representative body of the Newcomers to the House Committee.
2. The House Committee can use their discretion to assign the First Year Committee any tasks related to the Newcomers.
3. The committee consists of eight (8) members that are chosen as follows:
 - (a) Via closed-voting polls during the first term.
 - (b) notice of election takes place three (3) university days before the day of nomination.
 - (c) Newcomers that wish to serve on the committee are to nominate themselves.
 - (d) The Voting Committee of this election consists of the Primarius and two (2) additional House Committee members.
 - (e) Only newcomers may take part in the election.
 - (f) The chairperson of the First Year Committee is elected by the First Year Committee.

Voting committee

1. The Voting Committee consists of three (3) members chosen at the beginning of the fourth term, as stipulated in Addendum E.
2. Further rules regarding elections and mode of operation of the Voting Committee can be found in Addendum E.

Mentors

1. Mentors are elected in the third term.
2. The panel that decide upon the mentor-shortlist consists of:
 - (a) the Residence Head;
 - (b) the newly-elected Primarius;
 - (c) the newly-elected Vice-Primarius;
 - (d) the newly-elected Head Mentor;
 - (e) he newly-elected Welcoming Leader serving on the House Committee;
 - (f) a member of Napels;
 - (g) one (1) second year selected by the outgoing HC-member of Second Years; and
 - (h) two (2) first years selected by the outgoing HC-member of First Years.
3. House members that wish to run for the post of Mentor nominate themselves.
4. The Head Mentor must contact each house member who has an interview for the post of Mentor at least one (1) day before their interview.
5. Prerequisites that are necessary before one can be considered for the position of Mentor:
 - (a) the house member may not be a resident of Napels during their mentor term;
 - (b) if elected, all training opportunities provided by the University are compulsory; and
 - (c) the entirety of the welcoming period must be attended.
6. The panel (as set out in (b)) compiles a shortlist from which the whole residence votes.
7. The eight (8) candidates with the most votes, together with the Head Mentor, form the new Mentor group.

8. The primary functions of mentors are:
 - (a) to share information with the Newcomers during the welcoming period;
 - (b) to act as a mediator and communication channel between Newcomers and the House Committee or University;
 - (c) to address any issues with the welcoming period program;
 - (d) to provide advice and support to the Newcomers throughout their social and academic transition process within the House or University; and
 - (e) to relay Newcomers to the relevant units or institutions in case specific aid is required.
9. If a mentor does not achieve full-year HEMIS, the house member with the greatest number of votes after him will be elected in his place.

Other Subcommittees

Any other sub-committees deemed necessary relative to their respective portfolios can be assembled by House Committee Members and answers, like any other committee, to their relevant House Committee Member. Other sub-committees inter alia include: Rugby, Event, Media, Marketing, Grysduiwe/Old Majubane, Yearbook, IT, Second Years, Safety, Dance, Sustainability, et cetera.

House Sections

Section alliances

1. Napels may choose to pair with either Beaujolais or VVO.
2. LOBE may choose to pair with either Klipdrift or Communiqué.
3. Daktuin may choose to pair with either Kerkstraat or Haak en Steek.
4. The Primflat may choose to pair with either Koelewijn or Piccadilly.
5. The above-mentioned sections are to pair with a section as a whole.

Section meetings

1. Section meetings occur once a week on a day stipulated by the sections' respective House Committee member.
2. The section meeting is led by the House Committee member of the section.
3. Failure to attend section meeting without a valid excuse being handed in to the House Committee member before the commencement of the meeting is subject to the imposition of a reasonable fine.

Napels room shooting policy

1. Room shooting for Napels is done on an individual basis.
2. A written application and motivation must be handed in to the Primarius to be considered for Napels.
3. The panel that decides which residents are placed into Napels consists of:
 - (a) The Residence Head – His vote counts 1
 - (b) The Primarius – His vote counts 2
 - (c) The Vice Primarius – His vote counts 2
 - (d) The new House committee – Each vote counts 1
 - (e) The outgoing Napels members – Each vote counts 1
4. When casting their vote, the panel must take into consideration the definition of a member of Napels which is as follows:

Someone who upholds the values of the house through his actions throughout the year; an individual who is involved in different aspects of the residence in terms of sport, cultural activities and one who ultimately instills pride and participation in residence activities – by means of self-participation or support.

An individual who stays in Napels displays the character of a true Majubaan – someone that not only the first years look up to, but the rest of the house as well. He is an individual that carries the role of being a leader without a title.
5. This process is repeated every year. A current member of Napels thus has to reapply to stay in Napels.
6. If a resident allocated into Napels does not have residence HEMIS, the applicant with the seventh most votes will be allocated to Napels.

Addenda

Addendum A

General House Rules

The Ethos of Majuba acts as a basis of all house rules and should a rule not be described in sufficient depth; the Ethos is to act as guideline.

1. No newsletters, parts of games or sport gear may be removed from the recreation hall without the approval of a House Committee Member. No dining ware – neither crockery nor cutlery, as well as no item belonging to the food service providers – may be removed from the recreation hall or kitchen.
2. No cutlery or crockery owned by the catering service company may be removed from the dining hall.
3. No furniture may be removed from the recreation hall, television room, dining hall or snooker room without the direct approval of the Primarius. The furniture may not be damaged.
4. Notices or posters placed in the House must be approved by a House Committee member before being displayed.
5. No resident may park on any other parking other than their allocated parking. Neglect of this rule is punishable by a fine from the House Committee as set out in Addendum C.
6. Out of respect for fellow house members, shoes must be worn and hats removed during mealtimes.
7. Smoking is not allowed in public areas. This includes hallways, bathrooms, the dining hall and the TV room.
8. No males are allowed to use the facilities in the female bathroom, other than during stay-in weekends.
9. The use of emergency equipment is strictly forbidden and the misuse thereof is subject to severe penalties.
10. Only residents may use the washing facilities. In the case of a resident wishing to use a drier or washer while another resident's clothing is inside, the clothes are to be removed and placed on top of the machine.
11. The selling of products in the hallways is forbidden, unless permission has been granted therefore by the House Committee.
12. In case friends of a resident spend the night, the resident has to inform a House Committee Member.
13. When committees or unions of societies want to use the Tienie Meyer Committee Room, members have to wear full Majuba Wear. Allowance to use the room can be made by either Primarius or Vice Primarius. Exceptions to this rule may be made by the Primarius.
14. The House's first aid kit should be kept in the committee room.
15. The House's sound system may be rented out at the discretion of the Primarius and Treasurer.
16. Electricity and water should be used as sparingly as possible. Quad lights should be turned off after the quad's use and neglect thereof is punishable by a fine.
17. Door duty is performed by Newcomers from Mondays to Thursdays between 19h00 and 23h00. In all circumstances, the original Newcomer on duty is to be held accountable. The penalty for not arriving or properly completing the duty is stipulated in Addendum C. Dates upon which door duty is scheduled may be swapped among Newcomer, but only after the House Committee member on duty for the week has been informed.

18. The attendance of stay-in weekends by all house members are compulsory. Excuses are to be given to and validated by residents' respective section House Committee member. A maximum of one (1) stay-in weekend may be held per term.
19. Flag duty: the flags need to be hoisted at 08:00 and removed before dusk
20. During test weeks and exams, the following noise times are in effect: 12h30-14h00; 17h00-19h00; 22h00-22h30.
21. Any behavior that does not comply to these House Rules is punishable according to Section 25 of the Constitution.

Addendum B

Traditions

No resident of Majuba is obliged to partake in any of the residence's traditions.

1. Night of the White Dove
A formal event during welcoming wherein each House Committee member is introduced to the Newcomers. Every Newcomer receives a Majuba tie and white dove lapel pin.
2. Final Welcoming
A celebration wherein Newcomers are invited to spend time with the seniors in the Felix Visage sport club.
3. Button-up collared shirts are to be worn every Sunday at afternoon lunch.
4. The Ethos is to be read at every house meeting. After every house meeting, the house song is to be sung, after which a white dove is released by the Primarius and the house war cry is performed.
5. Majuba does not have a house-fund dance, but instead hosts an annual Resurrection Dance (“Opstandingsfunksie”) to commemorate Majuba’s rich history of once more becoming a men’s residence. Miss Majuba is crowned during this event. Every section’s representative for Miss Majuba is chosen at the sections’ Sundowners events. The attire for first years is Majuba wear and for the rest of the house it is browns and chinos, with hair combed in a side partition, if possible. The attire for all partners is semi-formal.
6. Newcomers hand out roses on Valentine’s Day and arum lilies on Spring Day in front of the residence.
7. Every year a Army Weekend in-weekend is held. This is to commemorate the Battle of Amajuba and the expelled 2003 House Committee. It also acts as commemoration to the house that the practices for which they were expelled are not tolerated within Majuba. During Majuba Weekend, all residents address one another on their rank and surname. This is for residents to get to know one another better. The morning the residents of Majuba march through the streets of Stellenbosch. The ranks are as follows: Troop, Corporal, Sergeant, Lieutenant, Major, Colonel (Welcoming leaders), General (Residence Head). Newcomers and other residents shave their heads, at their discretion.
8. The House has chosen upon a military theme because it reflects the residence values of discipline, respect, pride, tidiness, punctuality and unity and also represents the historic background of Majuba as a residence.
9. Every year an inter-sectional Quad-cricket and Quad-soccer tournament is held (See Addendum F: Majuba Quad-cricket rules and Majuba Quad-soccer rules).
10. Hingsdinee – Majuba’s annual award ceremony during the fourth term. Majuba wear is worn by all who attend.
11. Hemel vs Hel-week (“Heaven vs Hell Week”) – A competition wherein the sections situated in the top floors of Majuba compete against the sections situated in the bottom floors in a variety of activities. The winner is awarded the Hamsak trophy.
12. Only members of the house that are older than the youngest member of Napels may use the Napels bathroom.
13. During stay-in weekend, the Friday evening is only for house members, whereas the Saturday evening is also open to former residents/ “Grysduiwe”.
14. The MPL (Majuba Premier League) takes place on Majuba Weekend.
15. The MCL (Majuba Championship League) takes place on the *potjiekos* stay-in weekend.

16. Majuba hosts a quad praise and worship event during the year.
17. The House Committee does the war cry in the quad after every House Committee meeting. After every first House Committee meeting of the term, the war cry is accompanied by the house song.
18. On the first evening of the stay-in weekend, at a time chosen at the discretion of the Primarius, the siren is sounded in the quad to indicate the start of the stay-in weekend. At the sound of the sirens, all residents move to the quad to perform the war cry.
19. Further traditions are stipulated in the *Witskrif*.

Addendum C

Fine system

Transgressor

Notice of transgression

Name and Surname: _____

Description of transgression: _____

Date and time of transgression: _____

Fine imposed: _____

House committee member: _____

Payable to the treasurer by: _____

Please note: In terms of section 26(13)(14) of the Regulations of Majuba, house members are required by the house committee to deliver a written appeal within seven (7) days before the last date of payment if they feel the fine was unjustly given. A house member that does not pay the given fine within fourteen (14) days, will be called to appear before the Disciplinary committee.

Treasurer

Notice of transgression

Name and Surname: _____

Description of transgression: _____

Date and time of transgression: _____

Fine imposed: _____

House committee member: _____

Payable to the treasurer by: _____

Signature of transgressor upon receipt: _____

Please note: In terms of section 26(13)(14) of the Regulations of Majuba, house members are required by the house committee to deliver a written appeal within seven (7) days before the last date of payment if they feel the fine was unjustly given. A house member that does not pay the given fine within fourteen (14) days, will be called to appear before the Disciplinary committee.

Offence	Fine
Newcomer not on front door duty	R100
House meeting: Not attending without an excuse	R100
House meeting: Not attending with a valid excuse that was not timeously submitted	R50
Ladies in a student's room between 01:00 – 06:00	R100
Excessive noise during quiet times	R100
Kicking a fellow Majubaaan's door.	R100
Inweekend: Not attending without a valid excuse	R100
Parking is someone else's spot	R100
Bidvest Catering cutlery in a student's room	R50
Vandalism and theft (excluding compensation paid for any damages caused by the house member)	Discretion of the Disciplinary committee (Maximum R750)

Addendum D

Room points

1. Room points are calculated for all events a week prior to room selection.
2. House Committee members do not receive room points for the committees that form part of their portfolios.
3. House Committee members are seen as a year older for every year spent on the House Committee.
4. Members of the House only receive room points for the highest team represented per sport (including Maties Sport).
5. Three (3) matches need to be played to receive room points for the relevant sport.
6. Umpires and scorers receive the same amount of room points per sport, provided that they comply to the above-mentioned criteria.
7. Note the column that only applies to Newcomers due to their ability to partake in first-year tournaments.
8. Reference Formula 1 with regards to influence of academics on room points.

Description	Points
Year	
Second	10
Third	20
Fourth	30
Fifth	40
Sixth	50
General	
HK member for next year (Prim: 15, Dep/Prim: 12)	10
Welcoming leader (not forming part of House Committee) for current year	5
Mentor (Head mentor: 6)	4
Attendance of house meetings (per house meeting)	1
Served on SRC	4
Served on Student Court	2
Attendance of House Dance	2
Majuba Dances (1 per dance)	1
Unpaid fines (Per outstanding fine)	-5
Disciplinary hearing (per guilty verdict)	-10
Culture	
Acapella (Acapella leader: 11)	10
Molassesêr	4
US choir	6
Culture evening participation (1 for each culture evening)	1
Toneelfees ("backstage" 1 point)	3
Debating and oratory competitions (Per Event)	1
Sport (minimum of 3 matches)	
First team Rugby	7
Maties Hockey	6
Maties Soccer	6
Maties Rugby	9

Other Maties sport	4
Sport representative	4
Attendance of Majuba tour (Jool, Sport, KKNK, etc.)	1
Poolclub member	1
Cricket (any league)	4
First team Hockey	6
Second team Hockey	3
First team Soccer	6
Second team Soccer	3
Table tennis (First team +1)	2
Inter-residence Quadcricket (Final +2)	1
Provincial colours in any sport	9
National colours in any sport	11
Tennis	3
Chess	2
For every 3 items participated in Hemel and Hel	1
Quadcricket for section (Played Semi and Final +1)	1
Quadsoccer for section (Played Semi and Final +1)	1
MPL participation	1
MCL participation	1
IronChurch participation	1
Pool competition participation	1
Pokernight participation	1
Committees	
Connect	1
Sport	3
House Progression	2
Social	1
Culture	1
Dances	3
Social Impact (if attended more than 6: +2)	1
First year's	2
Spiritual Diversity	1
Yearbook (Editor 4 points)	2
Second year's	3
Poolclub	1
Sportclub	5
Media	3
Quadsport	2
Disciplinary	2
Voting	2
Gym	2
Cultural	1
Chairman of a committee (1 per committee)	1
Majusnoepie (Chairperson 3)	2
Majuboytjie	3
Only for newcomers	
Years out of residence (per year)	2
Newcomer's Hockey tournament	1
Newcomer's Soccer tournament	1
Newcomer's Rugby tournament	1
Newcomer's Athletics	1
Newcomer's Debating	1
Newcomer of the year	3

Impression points	
Total	

Formula 1 The room points awarded above serve as the base room points and does not include any academic considerations. The base room points are thereafter adjusted by a factor of α based on academic achievement.

$$\text{Roompoints} = \text{Basepoints} * \alpha$$

Half-year course average: X	α
65% < X < 69%	1.1
70% < X < 74%	1.12
75% < X < 79%	1.16
80% < X < 84%	1.18
85% < X < 89%	1.2
90% < X < 100%	1.22

Section of the Year

1. Section of the Year should be announced at Hingsdinee or no less than a week after room shooting has been concluded, whichever occurs last.
2. There are three (3) categories to measure the performance of sections namely Section Points, Senior Involvement and First Year Involvement. These three categories have an overall weighting of 50%, 25% and 25% respectively towards the final performance percentage.
3. The sections are given a percentage in each category on a linear scale where the top achieving section achieves 100% and the bottom section 0% in the particular category.
4. A section will not be eligible for Section of the Year unless all of its current members have completed their room points regardless of when the member was placed in Majuba.
5. The points to calculate Senior Involvement is the average of room points of all current senior members of a section excluding the points awarded for being a specific year, but including the points for previously serving on the House Committee.
6. The points to calculate First Year Involvement is the average of room points of all current first year members of a section.
7. The points to calculate Section Points is awarded for placement in events where each activity has a weighting.
8. Each event where possible should rank all eight (8) sections from first to eighth.
9. In specific circumstances an event, listed under non-weighted Activities, may award a set amount of points only to specific winning sections.
10. If multiple sections finish tied they divide the points available to them equally. An example would be if the bottom four sections are not ranked where all four teams then receive 4 points $([7 + 5 + 3 + 1]/4)$.
11. In events where the section has multiple entries the average score of all entries are used when calculating the ranking to award Section Points. As an example this could lead to Napels having the best pot for Potjiekos, but Napels and Beaujolais not being the highest scoring section if the Beaujolais pot brought down the average.

Placement Points
First (21)
Second (16)
Third (13)
Fourth (9)
Fifth (7)
Sixth (5)
Seventh (3)
Eighth (1)

Activity Weighting
Quadcricket (1)
Quadsoccer (1)
Down-Downs A-team (0.5)
Down-Downs B-team (0.25)
Dodgeball (0.5)
Pool (0.2)
Potjiekos (0.6)
IronChurch (0.5)
Internationals (0.6)
Non-weighted Activities
Miss Majuba (+5)
Hemel & Hel (+1)

Addendum E

Voting Regulations

Voting Committee

1. Three (3) members are chosen by the Vice Primarius and the previous voting committee chairperson at the start of the 4th term. Prospective candidates must apply in writing.
2. This committee is responsible for all voting in the House. This includes but is not limited to:
 - (a) Primarius
 - (b) Vice-Primarius
 - (c) House Committee
 - (d) Mentors
 - (e) Welcoming leader
3. The chairman for the voting committee is chosen by the Primarius and the Vice Primarius from the three members.

House Committee

1. Voting takes place during the third term unless specified otherwise by the University.
2. Voters must be notified timeously of an election. An invitation is extended by the House Committee to candidates for nomination at least two (2) university days before the nomination day and has to contain the following:
 - (a) the date, time and place to hand in nominations; and
 - (b) the place of collection for nomination forms
3. Nominations are handed in to the chairperson of the voting committee and must contain the following:
 - (a) the full name of the candidate;
 - (b) the name and surname of the nominator;
 - (c) the names and signatures of the following number of house members that second the candidate:
 - i. a minimum of fifteen (15) for normal House Committee members;
 - ii. a minimum of twenty (20) for Primarius or Vice Primarius;
 - (d) the signature of the candidate to serve as notice that he will fulfill his responsibilities as House Committee member, serve the house and will accept service for the period as prescribed by the Council if elected; and
 - (e) the candidate's experience and policy statement. The policy statement may not exceed 100 words.
4. Only a voting member of the House may avail himself for nomination, nominate another candidate or second a candidate.
5. Primarius candidates must have been a house member for a full academic year at time of nomination.
6. The rules regarding the election must be made available two days before the caucus by the voting committee.
7. The nomination forms and policy statements must be made available in the dining hall a minimum of 24 hours before the caucus.

8. Voting caucus:
 - (a) The meeting takes place under the auspices of the chairperson of the voting committee.
 - (b) Proper notice should be given to the House at least twelve (12) hours before the start of the caucus.
 - (c) Candidates must hand in their cellphones and any other communication devices to the chairperson before the start of the caucus.
 - (d) Each candidate for Primarius will be asked one general and two personal questions by the voting committee chairperson. Candidates for House Committee and Vice Primarius only receive one personal and one general question. *Thereafter, the House will be granted the opportunity to ask questions.*
 - (e) The chairperson sets a uniform maximum time for questions from the House for each candidate that is not standing for the position of Primarius or Vice-Primarius. A maximum of ten (10) minutes is allowed.
 - (f) The time for questions from the House for the Primarius and Vice Primarius may not be longer than twenty (20) and fifteen (15) minutes respectively.
 - (g) The chairperson has the discretion to declare any unreasonable questions out of order.
 - (h) Applications for Vice-Primarius will be accepted upon election of a Primarius and applications for House Committee will be accepted upon election of a Vice-Primarius
 - (i) Only one (1) candidate for Primarius or Vice Primarius may be eliminated in each voting round. The elimination continues until one candidate receives fifty percent plus one (50% + 1) of the votes from House Members with voting rights that attended the caucus. Any House Member with voting rights that attended the caucus and has not voted in the allocated time will be deemed to have abstained from voting, but it is to the discretion of the chairperson to extend the allocated voting time in order to allow these House Members to vote. The chairperson of the voting committee has the discretion to specify the time for the next voting round.
 - (j) The Primarius is automatically a House Committee member if elected.
 - (k) The Vice Primarius is automatically a member of the House Committee if elected.
9. The Voting committee chairperson has the right to schedule the elections, provided that the scheduling is fair. The Disciplinary committee has the power and right to question the fairness of the scheduling.
10. The result of the election is announced by the out Primarius or the Residence Head at a time specified by the chairperson of the voting committee.
11. Only house members who have attended the caucus or have made a valid excuse to the chairperson are allowed to vote.
12. An election takes place if there are more applicants than positions. If this is not the case then all applicants are elected as House Committee members. Another vote will then be held at a suitable time to fill the other positions.
13. Voting is done by closed ballot.
14. A voter has a maximum number of votes equal to the number of available positions. No house member may be forced to vote for a minimum number of candidates.
15. The voting committee must hold record of the people who have voted as well as those who have not voted.
16. Notice of an election must be given at least one University day before the event. Notice must contain the following:
 - (a) Date and time of election; and

- (b) Location of the election.
- 17. The voting committee rules by majority on the following:
 - (a) validity of voting letters; and
 - (b) indecent campaigning.
- 18. Votes are counted behind closed doors as soon as possible and are protected until the validity of the election is confirmed.
- 19. The House Committee positions are filled by the candidates with the highest votes. If candidates have received an equal number of votes and will influence the results of the election an additional election will be held between these candidates. If another stalemate is reached, the newly elected House Committee will decide between the candidates by majority vote.
- 20. Notice of the results take place as soon as possible.
- 21. Any objections regarding irregularities during the election are immediately reported to the Voting committee, which will act in its discretion. If the Voting committee chairperson is alleged to be involved in the irregularities, it must be reported to the outgoing Primarius, who must then act in consultation with the outgoing house committee.
- 22. An election is valid if:
 - (a) No complaints are handed in to the voting committee within 24 hours of the announcement of the results; or
 - (b) If the voting committee chairperson decides that the election is valid despite a complaint as specified in (a).
- 23. A by-election takes place if the House Committee membership of one or more members expires. No by-election may take place less than four weeks before a general election.
- 24. Subsection (1) to (22) under the heading “House Committee” will be applicable *mutas mutandis* to by-elections.

Disciplinary Committee

- 1. The disciplinary committee consists of:
 - (a) Residence Head acting as chairman of the DC;
 - (b) Vice-Primarius acting as secretary of the DC;
 - (c) Primarius; and
 - (d) Three (3) additional house members.
- 2. Candidates for the position of disciplinary committee must have been a member of the House for a full academic year.
- 3. A written motivation must be handed in to the Vice-Primarius with a proper motivation regarding the suitability of the house member to serve on the committee.
- 4. The additional House members are chosen by the Residence Head, Primarius and Vice-Primarius.
- 5. If a position becomes vacant, the same procedure as specified under “Disciplinary committee”, (1)-(4), is to be followed.

Additional Welcoming leader

1. A senior from the House is chosen to accompany the House Committee welcoming leader during welcoming. The voting procedure takes place as specified below.
2. The election takes place during the third term.
3. Voters must be notified timeously of the election. An invitation from the House Committee to candidates must be extended at least two University days before the nomination day. It must contain the following:
 - (a) time and place to hand in nominations;
 - (b) place of collection of nomination forms; and
 - (c) information regarding point 4.
4. Nomination forms must be collected from the chairperson by the candidates.
5. Nominations are handed in to the chairperson of the voting committee and must contain the following:
 - (a) the full name of the candidate;
 - (b) the signature of the candidate to serve as notice that he will fulfill his responsibilities as welcoming leader if elected;
 - (c) the name and surname of the nominator;
 - (d) The candidate's experience and policy statement (not exceeding 100 words); and
 - (e) the names and signatures of the following number of house members that second the candidate:
 - i. a minimum of twenty (20).
6. Only a voting member of the House may avail himself for nomination, nominate another candidate or second another candidate.
7. Candidates for the position of welcoming leader must be a House member for at least one full academic year before nomination.
8. The rules regarding the election must be made available at least two days before the election.
9. The nomination forms of candidates and policy statements must be available in the dining hall at least 24 hours before the caucus.
10. Voting caucus:
 - (a) The meeting takes place under the guidance of the chairperson of the voting committee.
 - (b) Proper notice should be given to the House at least twelve (12) hours before the start of the caucus.
 - (c) Candidates must hand in their cellphones and any other communication devices to the chairperson before the start of the caucus.
 - (d) Each candidate for welcoming leader will be asked one general and two personal questions by the voting committee chairperson. Thereafter, the House will be granted the opportunity to ask questions.
 - (e) The chairperson sets a uniform maximum time for questions from the House for each candidate. A maximum of ten minutes is allowed.
 - (f) The chairperson has the discretion to declare any unreasonable questions out of order.

- (g) Only one (1) candidate for Welcoming Leader may be eliminated in each voting round. The elimination continues until one candidate receives fifty percent plus one (50% + 1) of the votes from House Members with voting rights that attended the caucus. Any House Member with voting rights that attended the caucus and has not voted in the allocated time will be deemed to have abstained from voting, but it is to the discretion of the chairperson to extend the allocated voting time in order to allow these House Members to vote. The chairperson of the voting committee has the discretion to specify the time for the next voting round.
- 11. The Voting committee chairperson has the right to schedule the elections, provided that the scheduling is fair. The Disciplinary committee has the power and right to question the fairness of the scheduling.
- 12. The result of the election is announced by the Primarius or the Residence Head at a time specified by the chairperson of the voting committee.
- 13. Only House members who have attended the caucus or have made a valid excuse to the chairperson are allowed to vote.
- 14. Voting is done by closed ballot.
- 15. The voting committee must hold record of the people who have voted as well as those who have not voted.
- 16. Notice of an election must be given at least one University day before the event. Notice must contain the following:
 - (a) date and time of election; and
 - (b) location of the election.
- 17. The voting committee rules by majority on the following:
 - (a) validity of voting letters; and
 - (b) indecent campaigning.
- 18. Votes are counted behind closed doors as soon as possible and are protected until the validity of the election is confirmed.
- 19. The House Committee positions are filled by the candidates with the highest votes. If candidates have received an equal number of votes and will influence the results of the election an additional election will be held between these candidates. If another stalemate is reached, the newly elected House Committee will decide between the candidates by majority vote.
- 20. Notice of the results take place as soon as possible.
- 21. Any objections regarding irregularities during the election are immediately reported to the Voting committee, which will act in its discretion. If the Voting committee chairperson is alleged to be involved in the irregularities, it must be reported to the outgoing Primarius, who must then act in consultation with the outgoing house committee
- 22. An election is valid if:
 - (a) no complaints are handed in to the voting committee within 24 hours of the announcement of the results; or
 - (b) If the voting committee chairperson decides that the election is valid despite a complaint as specified in (a).

Addendum F

Quadsport rules

Quadcricket rules:

General:

1. There are 8 players per team.
2. The wide lines are on the both sides of the wickets.
3. The playing area is the entire quad excluding the gym.
4. The batsmen off strike crease is at the line closest to the batsmen on strike.
5. The batsmen only has to run to the closest line to accumulate a run.
6. 5 runs are deducted if a player is out.
7. Thus, if a player is caught off a wall, where 2 runs would be earned, they would now receive -3 runs.
8. 2 Batsmen bat for 2 overs.
9. Batsmen switch at the end of an over.
10. After two overs, a new set of batsmen come to the crease.

Batting

1. Hitting the back wall (adjoining the dinning hall) is 0 runs.
2. Hitting the wall on the sides, before the first gutter is 1 run.
3. Hitting the wall on the sides, before the second gutter but after the first gutter is 2 runs.
4. Hitting the wall on the sides, but between the second gutter and the gym area is 3 runs.
5. For points (1)-(4) the ball may reach the wall in any manner provided that it has come off the bat.
6. Windows are included in the definition for a wall. If a ball is hit into the building, the batsmen may run the 1 additional run and runs are awarded as if the ball hit the wall.
7. If the ball is hit into the gym area, along the ground without touching the walls on the sides, 4 runs are awarded.
8. If a gutter is hit, the maximum runs associated with the gutter is awarded.
9. Over the line of the gym without bounce is a 6.
10. If the ball is hit out of the House 1 run is awarded. The umpire allows 5 seconds for the ball to return.
11. At any time the batsmen may run 1 additional run if the ball comes of the bat. If the batsmen is caught, the run is void.
12. A batsmen may not run if the ball does not hit the bat.
13. You can be dismissed in the following ways: bowled, run out, caught, caught with one hand off the walls.
14. If any other objects in the quad are hit without the ball touching the wall or crossing the boundary line, no runs are awarded. Batsmen may still run the additional run.

15. Trees are deemed to be non-existent. Fielders may catch the ball with both hands if it hits the tree and the batsman will be dismissed. In the case of the ball hitting the wall and then the tree, it must be caught with one hand for the batsman to be dismissed. Trees are considered players, thus if the ball is stuck in a tree the batsman is out.
16. Where the ball is hit but it does not hit the wall or cross any boundary line, no runs will be awarded unless an additional run has been run by the batsman.
17. A batsmen can be run out after hitting a 4 or a 6.
18. The additional run is not counted if a batsmen is run out.

Bowling

1. There are 6 balls per over.
2. Wides may be awarded to the discretion of the umpire. The wide lines are used as a guideline. A ball bowled on the legside of the batsmen is considered a wide. A wide is also given if the ball passes over the batsmen's head after bouncing.¹
3. A wide is 1 run and the ball must be bowled again.
4. A no-ball is awarded if the ball passes the waist of the batsmen without bouncing. A no-ball is also awarded if the bowler oversteps the crease or oversteps into the gym area at the start of his run-up. A run is awarded for a no-ball and the bowler has to bowl the ball again.
5. There is no LBW.
6. A bowler may not start his run-up outside of the playing area.
7. All players must bat, bowl and field.
8. Only fielders may be replaced in an emergency.
9. No overthrow runs are awarded.

Extra

1. There are two umpires on the field.
2. The decision of the umpire is final.
3. Umpires may not be in a section that is currently playing.
4. The umpire has discretion to decide on any other disputes not covered in the rules. E.g. Bowling actions.
5. Matches over lunch start at 13:00, if a team is late they automatically lose the toss.
6. Teams must be informed when they are playing at least 24 hours before the match.

Quadsoccer rules:

Match

1. A match consists of two halves of 15 minutes each.
2. Halftime is 2 minutes.
3. There are 4 players per team.
4. Matches begin at 13:00.

¹A batsmen may not manufacture a wide by moving to his offside to allow the ball to pass on his legside. No wide will be awarded in this case.

5. If a team does not have 4 players at 13:10, they forfeit the match. The other team receives 3 points and a goal difference of +3.
6. A win is 3 points, a draw 1 and a loss 0.
7. Sections are split into two groups, A and B.
8. After the group stages, there are two semi-finals, a 3rd place playoff and a final.
9. Each team must have unique clothing to distinguish them from the other team, else they will have to play “shirts vs skins”.
10. If there is a draw in a knockout match, two halves of extra time of 5 minutes are played. If there is a stalemate at the end of this period, a penalty shootout is held.

Substitutes

1. Every team may have four (4) substitutes.
2. Only four (4) players may be on the field at any time.
3. Substitutes must be outside the field during the match.

Referees

1. Two (2) Referees rule over the match.
2. Each referee is equipped with a stopwatch and a whistle.

Playing area

1. The walls on the side may be used, as there are no out lines.
2. The back lines are the bricks at the end of the green area in the quad.
3. The semi-circle around the goal area is called the “D”.

Rules

1. If the ball hits a player’s hand unintentionally and the player is not preventing a clear goal scoring opportunity, a freekick is awarded.
2. A goal can be scored from any part of the field.
3. If the ball is irretrievable beneath the stairs, a freekick is awarded against the team to last touch the ball.
4. Normal soccer rules are followed regarding physical play. A freekick may be awarded for any transgressions.
5. For serious transgressions, what would constitute a red card in normal soccer, a penalty may be awarded. The referee may use his discretion.

Corner

1. A corner is awarded as in normal soccer. It is taken at the corners of the green area in the quad.
2. During a corner, two players from the defending side must be behind the halfway line. When the attacking player touches the ball, the defenders may move towards the ball.
3. If the defending team has more than two players in their half during a corner, the referee may award a warning. If the defending team transgresses again, a penalty may be given. The referee may use his discretion regarding the impact of the players on play and if it constitutes a warning/ penalty.

Offside

1. A player is deemed offside if any part of his body is inside the D when an opposition player takes a shot. When the shot has been taken, the player may move inside the D. If a defender breaks this rule, a penalty may be awarded.

Penalty

1. A player of the attacking team may place the ball in any part of the D as long as the ball is in contact with a part of the line. The player will then attempt to shoot into the open goal at the opposite end. The ball must be allowed to complete its path.

Normal soccer rules apply further.

Dodgeball rules:

Team

1. Each team consists of eight (8) players, five (5) on the field starting and three substitutes.
2. Substitutions can only be made between rounds to alter the starting five (5), and not in-game.

Playing arena

1. The active playing field is demarcated by the painted section of the quad.
2. The brick paving and everything beyond is “out of bounds”.
3. The expansion joint running across the centre of the painted section of the quad is the halfway line and separates the two teams.

Ball regulations

1. There will be five (5) pre-approved balls that will be used.
2. These balls will be placed on the halfway line at the start of each round.

Game length

1. Pool games will consist of only one (1) round.
2. Knockout games will consist of a maximum of three (3) rounds.
3. There is no time limit on the rounds, they will be played until all five members of a team has been eliminated.
4. A winner of a knockout match will be determined based on a “best of three”.
5. This means that if Team A wins the first two rounds, there is no need to play the third round, as they have already won the majority of the three rounds. The same holds true for a “best of five” game in the knockout stages.

Starting position

1. Players will start from outside the green area, on the brick paving or beyond, and can only move on to the active playing area after the first whistle.
2. Any player inside the active playing area prior to the first whistle will be declared out.

Catching

1. A catch can be defined as the act of holding on to a ball, with full control, after it has been launched at you by the opposition.
2. A catch will only be valid when:

- (a) The first player to touch the ball thrown at them by the opposition achieves full control of the ball without any outside assistance. This means that another player may not help or catch the ball should the first player to make contact with the ball drop or fumble the ball.
- (b) The catcher may fumble the ball provided that it does not go out of bounds, touch another player or touch the floor.

Whistles

1. The first whistle of the game indicates that the players may enter the active playing area and “dash” for the balls.
2. The second whistle indicates that the balls may be thrown. Any ball thrown prior to this whistle will not be counted and the ball will not be returned to the team who threw the said ball.
3. The third and final whistle of the game marks the end of the round. This will happen once one of the teams has lost all five of their players.

Outs

1. A player will be declared out for the following reasons:
 - (a) He is inside the active playing area prior to the first whistle;
 - (b) He is outside of his team’s half after the first whistle. This includes being in the opposition half or out of bounds;
 - (c) He is hit by a ball that has not bounced, thrown by the opposition. A hit encompasses any part of your body and includes clothing; or
 - (d) His throw is caught by the opposition before it bounces.
2. When a player has been declared “out” by a referee, he must immediately leave the active playing area and any throws or catches made after being declared out will be ignored.

Re-entry

1. A player may re-enter the game if one of his teammates catches an opposition throw, before said throw bounces.

Deflections

1. A deflection can be described as the process of moving an oncoming ball out of your path.
2. You may only deflect a ball with another ball.
3. Should the deflected ball hit your teammate prior to it bouncing, said teammate will be declared out.
4. There is no significance of a deflected ball hitting a teammate after bouncing.

Addendum G

Diversity policy

In acknowledgement of the fact that the House is home to people of diverse cultures, races, social and ethnic groups:

1. Majuba acknowledges and seeks to meet the need to shape minds that are willing to challenge and question tradition, to think for themselves and question the taught assumptions of home, Stellenbosch, Majuba and the Republic of South Africa.
2. We undertake to search for and appreciate experiences which will allow us to gain deeper understanding of issues around and central to gender, race, sexuality, religion and disability, and to use this knowledge to strengthen the relationships we build with fellow residents and the broader community.
3. We aim to learn and develop the skill of empathy, so that we can understand and appreciate others' point of view.
4. We aspire to create an environment of openness in which all members of the House feel free to express their views.
5. We seek to embrace new cultures as an opportunity to expand on the greater culture of Majuba.
6. Finally, we undertake to uphold the good/strong traditions of Majuba, which play a vital role in molding us as Men of Purpose.

Addendum H

Vision 2025

Majuba's Vision 2025

1. A residence where every single resident strives, in his full capacity, to be a true Man of Purpose.
2. A community that is fully inclusive by welcoming and allowing every individual who has the privilege of calling it home to flourish and develop to their full potential during a quality student life.
3. A residence where our values of respect, unity, loyalty, pride and VIB (variation, involvement and balance) are instilled in every individual. A community where our values, in accordance with those of Stellenbosch University, are given due diligence and consideration in our everyday thoughts, actions and words.
4. A residence that prides itself on its unique identity, acknowledges its history and reflects on its traditions, in order to strive towards excellence whilst providing a truly unique Majuba experience.
5. A residence that strives to appreciate, understand, uplift and integrate the incredible diversity of cultures, races, religions and beliefs that we are privileged to have amongst our fellow Majubane.
6. A house that thrives on the strength of its individuals yet unites as a community in realizing the potential positive impact we can have on campus and in the world in which we find ourselves.
7. A residence that constantly endeavours for innovative, reliable and informative leadership that is based on transparency, accountability and a value driven management system.
8. A residence where meaningful conversations are held and encouraged, where every individual strives to be a true and accessible friend and where a feeling of brotherhood is continually fostered.

Addendum I

Proposed motion format

Template to propose changes to the constitution or House rules



Title of Motion

Motion to amend constitution/Motion to amend House rules

Current status quo

Proposed change

Motivation

Section of constitution/House rules affected

Proposer Signature: _____ Seconder Signature: _____