

**Constitution of “The Anime Society”  
at  
Stellenbosch University**

**Approved by the Societies Council on 21 October  
2019 (21/10/2019)**

# 1 Preamble

## 1.1 Name and definition

The name of this society is “The Anime Society” (hereafter referred to as “The Anime Society”), a group consisting of registered students at Stellenbosch University (hereafter referred to as “the University”) as well as other non-student members never consisting of more than 15% of total membership.

## 1.2 Definitions

Unless otherwise stipulated, the following terms in the constitution refer to:

- (a) Weeb Council: The official name of the Anime Society’s executive committee. Also can be written as, “The Weeb Council.”
- (b) Executive Committee: The executive branch and governing body of The Anime Society. Hereafter alternatively referred to as the Weeb Council.
- (c) Council: Short for Weeb Council or The Weeb Council.
- (d) The Anime Society or the Anime Society: refers to the society as a whole.
- (e) Quorum: 40% of registered members, unless otherwise stipulated.
- (f) Member: Any student who has paid their membership fee in full is recognised.
- (g) AGM: Annual General Meeting
- (h) Special/Extraordinary meeting: A meeting called in the face of special circumstances.
- (i) Executive member: A member who has been voted in as an officer or member of the executive branch of the society. Can alternatively be referred to as an executive officer.
- (j) Officer: An executive member of The Anime Society.
- (k) Simple majority vote: any vote exceeding 50% of the members present.
- (l) Anime: Anime is just the Japanese word used for animation, so the medium of entertainment that is known as anime is just Japanese cartoons made with a specific art style originating from manga comics.

Anime is not to be confused with any western cartoons as they are completely different and feature different series for all age groups.

- (m) Series: An entirety of a single show. Plural is also series.
- (n) Main-stream: Main-stream is just a term used to describe something that is becoming known to the general populace and not just a small group of individuals.
- (o) FANCON (short form of, "Cape Town Comic Con (Convention)": The anime and comic convention held at the Cape Town Convention Centre every year.
- (p) UCON (short form of, "University of Cape Town (UCT) Anime and Gaming Convention."): The anime and gaming convention hosted by UCT's anime society every year, most recently taking place at Grand West.
- (q) Special vote: A vote consisting only of the executive committee, to be used in an appropriate situation, such as a disciplinary hearing.
- (r) One Week: 7 Days (including weekends and holidays).
- (s) Term: The term of service of an executive officer or, alternatively, one term of the academic year. This will depend on surrounding text for context.
- (t) Societies Council: The Societies Council is a governing body of the University comprised of all of the chairpersons of various societies. The Chairperson serves on the Societies Council. Everywhere that this document advises someone to contact the Societies Council, they should contact the Executive Committee of the Societies Council.
- (u) Tie: When their 50%:50% split on any vote.
- (v) SMS (short form of, "Short Message Service."): This includes standard SMS, as well as similar phone-based messaging applications such as Blackberry Messenger and Whatsapp.
- (w) Written Notice / Notice in Writing: A message either written or printed on paper and delivered by hand, or a message sent via email.
- (x) Gross Misconduct: Behaviour which is deemed completely unacceptable by members or students of the university. This includes, but is not limited to, sexual harassment, indecent behaviour, fighting or physical abuse, theft, drug use, discrimination and any activity which is considered gross misconduct by university policy or which breaks the law.

- (y) General Election: The election held once a year to determine new officers of the executive committee.
- (z) Deciding vote: Vote granted to the Chairperson of the society in special situations such as a tied vote.
- (aa) The Chair or Chair: This refers to the Chairperson of the society. This rule also applies to the Vice-Chairperson as Vice-Chair.
- (bb) The society: This is shorthand and refers to the full name of the society, The Anime Society.
- (cc) Medium: Short for “a form of” and in this constitution is also used as shorthand for “a form of entertainment.”
- (dd) Electronic voting: voting through the medium of email, sms, or whatsapp.
- (ee) Year: The traditional 365 day year consisting of January to the end of December.
- (ff) Majority vote: Any vote exceeding 50% of those eligible to vote in that specific situation.

### 1.3 Purpose

The purpose of our society is to bring together like-minded individuals who share an interest or passion in the medium of entertainment known as anime (refer to Definitions), which was once very niche but is now becoming increasingly popular and “main-stream” (refer to definitions) year by year. It is a chance to bring together a group that is well known for being reclusive to meet people that share their hobbies and passions. This is a medium that surpasses boundaries, and all people, no matter their differences, are accepted.

### 1.4 Objectives

The objectives of this society are:

- (a) To create an environment where people that share the same interests can gather, especially for those who do not enjoy large social events such as parties or clubs and would prefer meeting new people in a quieter environment.
- (b) To create a place that feels like home where new, lifelong friends can be made.

- (c) To create a place where people can escape the academic stresses of university life.
- (d) To teach people about the great entertainment medium of Anime and how it's stories can inspire us in our day-to-day lives as well.
- (e) To inspire well-meaning debate over the complexities of the medium.
- (f) To attend events such as FANCON and UCON (refer to definitions) where the medium of Anime is celebrated by many.
- (g) To expose people to all that anime has to offer and help cultivate their growth as they explore all that this medium has to offer.
- (h) To hold events at least once every two weeks for members of the society to enjoy.

## **2 Mission Statement**

The mission of "The Anime Society" is to bring together like-minded people in order to celebrate the medium of anime as a shared interest, passion, or hobby. We intend to do this by hosting a number of events that are centred around anime as the main theme. This would include anime screenings, where members can gather to watch sample episodes of various different anime series with the accompaniment of snacks and drinks. There shall also be quiz nights, where members' memory and knowledge of different anime will be tested. We will also hold welcoming and closing events for the beginning and end of the year respectively. Organising trips to "FANCON" (refer to definitions) and "UCON" (refer to definitions) as a society is also something that we would love to include for those who want to go. We may also hold cosplay events, where members dress up as one of their favourite characters from an anime. There are also a host of other types of events we can host as a society. For these we will use member participation and suggestions to decide depending on what is most requested. Overall, all of these events will help a group of people, generally known for not socialising, to socialise. This will not only make life at the University more pleasant and enjoyable, but will help past university life as members will be able to make those bonds and friendships that will last for the rest of their lives.

## **3 Membership**

### **3.1 Membership Requirements**

- (a) Membership is open to all registered students at the University who profess a sincere intention to be a part of the society. Membership will also be open to those who are not registered students at the University, but this number will not be allowed to exceed 15% of overall membership.

- (b) There will be no maximum number of members.
- (c) By university policy, at least 85% of the members of the society must be registered students of the University.
- (d) The membership fee will be determined for each year in the year previous by the newly elected Weeb Council, with assistance from members of the previous Weeb Council.
- (e) If no consensus can be found then the membership fee shall be decided by the standing Chair, Treasurer, and Vice-Chair.
- (f) All of those who pay the membership fee in full will be considered members of the society.
- (g) Membership will be granted by the relevant powers once a prospective member has paid their membership fee.
- (h) To maintain your membership a member must adhere to all of the values of the society and may not discriminate against any other member or commit any acts that can be seen as misconduct by the society for any reason.
- (i) Any member that voluntarily terminates their membership or is expelled from the society is not entitled to a refund of their membership fee.

### 3.2 Eligibility to vote

- (a) Any paying member who is present at the AGM or voting event will be eligible to vote.

### 3.3 Termination

- (a) A person's membership may be terminated at the request and wish of the member.
- (b) A person's membership may also be terminated involuntarily by executive committee vote if they do something which does not align with the values of the society. This may include discrimination of any kind of other members, as well as others, hate speech, violence towards others, the inciting of violence, or any illegal action or act.
- (c) Their membership may also be terminated by the executive committee if the member commits any act that is considered inappropriate to fellow members or others and is of a certain severity.

- (d) Any member that voluntarily decides to end his membership must notify in writing his or her decision and reason and direct it to the presiding Chairperson of the society at the time. However, if the Chairperson is unreachable at the time, it may be directed to the Vice Chairperson in their stead.
- (e) Depending on the severity of their actions, following disciplinary action, the membership of a member may be terminated. This will follow a review of their actions and if termination of membership is considered an appropriate measure then a special vote (refer to definitions) will be taken, where the executive members of the society will vote and a simple majority will decide on whether the action of membership termination should be taken.
- (f) In the case of a termination of a membership, whether voluntary or otherwise, said member is not entitled to a refund of their membership fees.

### 3.4 Appeals

- (a) A member may appeal to the executive committee when their membership is terminated, and depending on the severity of that particular member's case, the executive committee may hold a special vote where a simple majority will decide whether the member may be reinstated.
- (b) A member also always has the right to appeal to the Stellenbosch University Student Court against a decision made by the Weeb Council to terminate their membership.
- (c) Any successful reinstatement will not require the reinstated member to pay their membership fees if they are reinstated within the year in which their membership was terminated.

## 4 Office Bearers

### 4.1 Eligibility Requirements

- (a) The Weeb Council must consist of at least 4 members.
- (b) At least 85% of the Executive Officers must be registered students at the University.
- (c) These executive officers do not need to have been members for any required length of time as long as they are full members of The Anime Society in that they have paid their membership fees.

## 4.2 New Portfolios

- (a) All new portfolios that have been approved need to have followed the nomination process and to have been voted in by their fellow Anime Society members through simple majority vote at the AGM or annual voting event, the date of which is to be decided by the Weeb Council members. This will apply to the position once the steps in 4.2.b to 4.2.h are completed and regular proceedings for the new position apply, as stated in 4.2.i.
- (b) More portfolios can be added to the Weeb Council at any time throughout the year.
- (c) The new portfolio can be put forward by any Weeb Council member and following this a special meeting may be called.
- (d) The new portfolio and its duties will be discussed and if there is agreement the new officer position will be ratified by a vote by the members of the Weeb Council.
- (e) This vote has to be unanimous of all members of the Weeb Council present within a quorum of at least 80% of the entirety of the Weeb Council in order to ratify the new position.
- (f) The constitution will then be amended with the new position and its duties as laid out in 7.1.c.
- (g) Once the new position has been ratified nominations for the position shall be taken from the members of the Anime Society.
- (h) The Weeb Council shall then hold a special vote, outside of the AGM or voting event, in order for the new position to be filled. This will be done with a simple majority vote of the Weeb Council. If a consensus cannot be reached then the vote will be opened to all Anime Society members who can proceed to vote electronically through email or SMS. The voting period for this instance will be 2 weeks unless otherwise decided by the Weeb Council.
- (i) Following this, once the end of the standing Weeb Council and its members come to an end regular proceedings for this new position will apply.

## 4.3 Duties of the Executive Officers

- (a) Together, the Executive Officers form the Weeb Council of the society.

- (b) The overarching duties of the Weeb Council is to uphold and maintain the values of the society and to assist the society in achieving its goals to the best of their ability.
- (c) The executive members of the Weeb Council are not solely responsible for voting in new members as that will be done via a vote inclusive of all members of the Anime Society.
- (d) In the special case of an unusual vacancy of a position the Weeb Council may vote in a substitute until the point at which the position can be filled by a member who has been voted in at the AGM or Annual Voting Event.
- (e) In the case of a dereliction of duties of one of the executive officers the Weeb Council may vote on the member's removal or suspension. Grounds for this include absence from compulsory events, misconduct, gross misconduct, as well as the neglecting of their duties.
- (f) The decisive outcome of the vote must carry the majority vote of the Weeb Council as well as the vote of both the Chair and Vice-Chair. This will not apply if the one that stands accused is the Chair or Vice-Chair. In the case of the Vice-Chair their vote will not be required. In the case of the Chair standing accused it is the duty of any member of the Weeb Council to report the Chair and the Chair's actions to the Societies Council for their judgement.

#### 4.4 Portfolios (also referred to as, "Positions.")

The following offices and specific duties are stated for the use of those holding office:

- i. Chairperson
  - (a) The duties of the Chairperson will be to preside over meetings, and act as the representative of the society to the public.
  - (b) The Chair must be a registered student of Stellenbosch University.
  - (c) They will hold a position on the Societies Council as described in 6.1 of the SC constitution.
  - (d) Will also be responsible for chairing executive committee meetings.
  - (e) Will have a deciding vote in the case of a tie in any vote made by the Anime Society or the Weeb Council, unless the vote concerns the current Chairperson, in which case the responsibility of a tie-breaking vote falls to the Vice Chairperson.

- (f) Should know the duties of each of the committee members as described in this constitution.
- (g) Ensures that each member of the executive committee performs their duties as required by this constitution. Will be required to organise events alongside other executive committee members
- (h) Along with the Treasurer, signs for payments made by The Anime Society.
- (i) Along with the Treasurer signs for payments made by the Society through the society's Cashpoint. (Both the Chairperson and the Treasurer have to sign in order for a payment made through the Cashpoint to be in order).
- (j) Writes the full-year and half-year reports as required by the Societies Council.

ii. Vice Chairperson

- (a) The vice-chairperson's duties is to assist the Chairperson in all of his duties and to complete all duties assigned to them by the Chairperson.
- (b) Stands in for the Chairperson (in all duties) in the Chairperson's absence or if the Chairperson requests it.
- (c) Has a deciding vote if the Chairperson is not present at a voting event.

iii. Secretary

The following is the duties of the official secretary of The Anime Society:

- (a) Keeps a record of all members of The Anime Society.
- (b) Schedules the regular meetings of the society on behalf of the Chairperson.
- (c) Records the minutes at Weeb Council meetings, as well as other meetings if it is deemed necessary.
- (d) Writes up lists of members attending the Society's events when such lists are required.
- (e) Informs the Weeb Council of Council meetings at least 24 hours in advance (via email and or SMS and optionally also in person and/or via other electronic media).
- (f) Maintains any other non-financial records of the society.

- (g) Is in charge of organising venues for meetings and events, with the help of the Chairperson.

iv. Treasurer

Must be a registered student of Stellenbosch University.

The following is the duties of the official treasurer of The Anime Society:

- (a) Should attend the training for treasurers as stipulated in 14.1.7 of the Societies Council constitution.
- (b) Administers The Anime Society's cost point, provided they have attended the training for treasurers described in 4.4.iv. They are the only Anime Society member capable of doing so. However, it is possible to access the cost-point via the university's financial department, and the Chairperson should find out about this possibility (possibly from the Societies Council) in case the Treasurer becomes unavailable for some reason.
- (c) Keeps track of the Anime Society's funds and informs the rest of the Weeb Council as to whether the society can afford expenses under consideration.
- (d) Handles monetary transactions such as members joining the Society or paying for Society events.
- (e) Along with the Chairperson signs for payments made by the Anime Society through the society's Cashpoint. (Both the Chairperson and the Treasurer have to sign in order for a payment made through the Cashpoint to be in order).
- (f) Handles payment of external parties.
- (g) Informs the Chairperson if an invoice has not been received by an external party.
- (h) Records all monetary transactions and informs the Chairperson and Secretary as to who has paid for Society events.
- (i) Maintains all financial records of the society.
- (j) Manages the society's bank account (if applicable).

v. Media and Marketing Manager

The following is the duties of the official media and marketing manager of The Anime Society:

- (a) Maintains and updates all social media accounts belonging to the society (Facebook, etc)
- (b) Manages any websites created by or for the society.
- (c) In charge of marketing for all society events (this may include the creation of posters or other marketing devices).
- (d) Is authorised to form a task team of society members to help in regards to their position's tasks such as creating material for the marketing of the society.

vi. Other Officers

The duties of any additional officers will be determined after the formation and ratification of the new position following the steps set out in 5.2.

#### 4.5 Transition of authority

- (a) To ensure the continual well-being of the society, outgoing Executive Officers shall facilitate the orderly transition of authority to incoming Executive Officers.
- (b) The society shall hold an election to elect new Executive Officers to fill the positions to be left by outgoing members by no later than the end of the second week of the fourth academic term (second half of the second semester) of each year and can be held at any point following the start of the second semester.
- (c) The election timeline and nomination process must be announced to members at least two weeks prior to the elections meeting.
- (d) The outgoing Executive Officers shall solicit nominations for new Executive Officers from the membership and present to the membership a list of those members eligible for election for each office.
- (e) The determination by the outgoing Executive Officers of an individual's eligibility to hold office shall be final.
- (f) Any determination by the outgoing Executive Officers of an individual's eligibility to hold office may be appealed to the Stellenbosch University Student Court.

#### 4.6 Election of Executive Officers

- (a) Nominations may take place at any point after the notification of the start of the nomination period by the Weeb Council, up until the start of the voting process for that particular position.
- (b) Nominations can be both in writing or electronic in nature. It can also be verbal in nature but it has to be made aware to both the chairperson and the secretary, or towards whoever is chairing the election event if the election event has already started.
- (c) Nominations can be for yourself or another person, so long as that person is willing to stand to be voted in for that position.
- (d) Nominees will be required to make some form of speech of their intentions and goals they have when it comes to the position that they want to stand for.
- (e) Nominees must stand for any questions presented to them by their fellow members.
- (f) Any nominees not present at the election event may not stand to be voted in as the position that they wished to stand for.
- (g) Voting shall take place by means of a secret ballot.
- (h) A quorum here must be at least twice as many members present and taking part in the vote (including those standing) as the number of positions to be filled (e.g. if 3 Council members are to be voted in, at least 6 members in total must be present and voting for the vote to proceed). This is required in order for the vote to be valid.
- (i) A majority vote of the membership present at the election meeting shall be required for the election of any Executive Officer.
- (j) Should a vote fail to result in a majority for any position for which more than 2 candidates are presented, the Executive Officers may, in their discretion, remove the candidate receiving the fewest votes from consideration. This process may be repeated until a candidate receives a majority. Should the membership fail to break a tie between any two candidates for an office after two separate votes, the outgoing Chairperson shall break the tie.
- (k) The new Executive Committee will take office at the first meeting of the first semester and remain in office until the next election.
- (l) The Executive Officers remain in office over all vacation breaks of the University.

#### 4.7 Executive Officers' Duration of Service

- (a) An executive officer may only hold their position for one term and if they wish to stand for their position again they must be voted in at the general elections.
- (b) The exception to this rule stated directly above is that the Chairperson as well as Vice-Chairperson may hold their positions for a duration of a maximum of 3 terms, unless their position is voluntarily vacated or they are forcibly removed from office following the procedure set out in 4.8.
- (c) While all executive committee members will be voted in by the annual general election this does not pertain to the position of Chairperson. If the position of Chairperson is vacant the current Vice-Chairperson shall take on the position of Chairperson.
- (d) If both the Chairperson and the Vice-Chairperson are to resign at the end of the same term of office, nominees for the position of Chairperson will be considered and approved by the executive committee of the society. Once approved the nominees may stand to be voted in as the Chairperson of The Anime Society in the next general election.

#### 4.8 Vacancies

- (a) If a vacancy of an Executive Officer position exists, due to resignation or removal or otherwise, the remaining Executive Officers can decide whether to leave the position unfilled until the next regular election or to call for a special election.
- (b) If it is determined to leave the Chairperson's office unfilled, then the Vice Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of, and be subject to all the restrictions upon the Chairperson.
- (c) If a special election is called the election timeline, nomination process, and voting procedures shall be the same as enumerated in paragraphs 4.5 and 4.6 above, except that it will not be limited to a specific semester.

#### 4.9 Forcible removal of an Executive Officer

- (a) If an Executive Officer fails to maintain University requirements for holding office, he or she shall resign immediately.
- (b) Disciplinary action against an Executive Officer can lead to removal of the specific Executive Officer from his or her office as described in 5.4.

#### 4.10 Appeals

- (a) An Executive Officer whose membership is terminated as a result of action taken pursuant to paragraph 4.9 may appeal such termination in writing within 7 days by requesting a hearing before the other Executive Officers, whose decision shall be final.
- (b) The decision of the other Executive Officers must be unanimous to reverse the prior termination decision.
- (c) Should the decision to terminate the membership of the specific Executive Officer be upheld, that person has the right to appeal to the Stellenbosch University Student Court.

#### 4.11 Committees

- (a) The Executive Officers can call for a committee to be put together to discuss any necessary issues, determine a course of action, and implement that action regarding the issue.
- (b) A committee will be composed of an Executive Officer and any number of other members.
- (c) The committee members must present their recommendations to the Executive Officers who will determine the appropriate course of action.

### **5 Discipline**

#### 5.1 Disciplinary Procedures

- (a) The disciplinary procedures are subordinate to those compiled in the Stellenbosch University Student Union Constitution, Societies Constitution and the "Studente Reglement".

#### 5.2 Unacceptable Conduct

- (a) Any violation of or failure to uphold the constitution by any member is regarded as unacceptable conduct and can lead to disciplinary action against the specific member.
- (b) Any violation of the University rules and requirements.
- (c) All members shall respect and treat all other members as well as all non-members attending any society meeting, session, activity or event in a

civilized and decent manner and failure to do so can lead to disciplinary action against the specific member.

- (d) Unacceptable conduct by a member must be reported to any Executive Officer in writing or via electronic media such as an email or whatsapp. The Executive Officers will investigate the complaint and if found to be valid, the Chairperson will issue a written warning to the member against whom the complaint is raised.

### 5.3 Discipline of Members

- (a) Any unacceptable conduct as listed in 5.2 by any member can result in disciplinary action taken against the specific member.
- (b) A special meeting shall be called once two written warnings are issued to a member. During this meeting, both sides will have the opportunity to present a case. All Executive Officers must be present at the meeting, including the specific member against whom the complaints are raised. The Chairperson will preside over the disciplinary hearing. After all arguments have been heard a vote will be taken. The suspension or expulsion of a current member requires a majority vote of the Executive Officers present.
- (c) In the case of no majority the chairperson may make the final decision on the suspension or expulsion of the current member.
- (d) Following the verdict, if dismissal or suspension was the outcome for the one to stand accused then it is the duty of the Weeb Council to inform the member of their right to appeal to the Student Court within 30 days of the decision to dismiss or suspend.
- (e) Any and all suspensions may not exceed a period of one month or 8 weeks.
- (f) Any Chapter Member who is suspended or expelled has the right to appeal as described in 3.4.

### 5.4 Discipline of Executive Officers

- (a) If it is believed that an Executive Officer is not fulfilling his or her constitutional duties or is believed to be guilty of any unacceptable conduct as listed in 5.2, then a petition requesting his or her removal must be signed by at least  $\frac{1}{2}$  of the society members and the majority of the Executive Officers and presented at a general meeting or special meeting called by the Executive Officers. Then, at least two weeks but no more than four weeks from the date of submission, another meeting shall be

held at which the petition will be presented, with both sides having the opportunity to present a case.

- (b) A quorum of entirety of the Weeb Council is required for this meeting. Any other registered member of the society is welcome but not required at the proceedings. If a member of the Weeb Council can't be present at proceedings that member needs to send a registered member of the society in his stead if sufficient reason for their absence is found. This will not apply to any who stand accused.
- (c) The Chairperson will preside over the removal hearing unless the Chairperson is the subject of the hearing in which case the Vice Chairperson will preside.
- (d) After all arguments have been heard a vote will be taken. The removal of a current Executive Officer requires a 50% + 1 common majority vote of registered members present.
- (e) The membership shall also vote on whether the Executive Officer against whom the complaints are raised should be suspended or expelled as a member. The suspension or expulsion of a current Executive Officer, in their capacity as a registered member, requires a 75% majority vote of members present.
- (f) Alternatively the Executive Officer may be removed from his position but still be allowed to remain a member of The Anime Society (demoted).
- (g) Any Executive Officer who is suspended, demoted, or expelled has the right to appeal as described in 4.10.

## **6 Meetings**

### **6.1 Annual General Meeting.**

- (a) One Annual General Meeting (AGM) shall be held during each University academic year during which specific topics regarding the general running of society will be discussed and decided.
- (b) The Executive Officers, in consultation with the members, shall determine the time, place, and agenda of the meeting and shall ensure that adequate notice is given for each meeting.
- (c) The AGM shall be open to only registered members.

- (d) The AGM will be when the voting in of new executive members will take place, unless extraordinary circumstances prevents this. The steps laid out in 6.6 will be followed.

## 6.2 Constitutional Amendment Meeting (CAM)

- (a) A CAM is a meeting held where members are able to voice their opinions on possible changes in the constitution and vote on changes in the constitution.
- (b) This meeting may be called by the Weeb Council and may be held at any point in the academic year.
- (c) The Chairperson, or in their absence, the Vice-Chairperson, will host a CAM.
- (d) Members must be notified at least 2 weeks before a CAM.
- (e) All of the Council should preferably attend a CAM. At least the Chairperson or Vice-Chairperson must be at the CAM.
- (f) The meeting is open to any Anime Society member.
- (g) The meeting may also be opened to non-members if the Weeb Council so decides. They may, however, not take part in votes.

## 6.3 Special Meetings.

- (a) Any Executive Officer may call a Special Meeting.
- (b) The Executive Officers, in consultation with the members, shall determine the time, place, and agenda of the meeting and shall ensure that adequate notice is given of each meeting.
- (c) The Special Meeting shall be open to either all or only individually invited members as well as all the Executive Officers. This will be decided by the Weeb Council at a time prior to when the meeting is to be held.
- (d) To those that the Special Meeting concerns, the Executive Officers, and all Anime Society members that have been invited to attend must be given notice at least one week prior to the meeting. In some cases a Special Meeting will be open to all of the Anime Society members, and in this case a notice of at least one week prior to the meeting will also apply and is required.

## 6.4 Executive Committee Meetings. (Weeb Council meetings)

- (a) Executive Committee Meetings (Weeb Council meetings) shall be called as and when required.
- (b) The Executive Officers, in consultation with the members, shall determine the time, place, and agenda of the meeting and shall ensure that adequate notice is given of each meeting.
- (c) The Executive Committee Meetings shall be open to all the Executive Officers.

#### 6.5 Public Meetings/Events.

- (a) In addition to the AGM and Special Meetings, Public Meetings/Events shall be held whenever required.
- (b) The Executive Officers, in consultation with the members, shall determine the frequency, time, place, and agenda of each meeting and shall ensure that adequate notice of each meeting is given to all members.
- (c) All students and faculty are welcome to attend these meetings and events. The privilege of attendance does not depend on one's race, age, ability/disability, colour, national origin, religion, race, sex, or sexual orientation. Disruptive behaviour, as determined by the Executive Officers, may be cause for expulsion of student(s) and faculty and guests from these meetings and events.

#### 6.6 Voting

- (a) All votes will be taken by verbal, hand raising, or secret ballot at the discretion of the Executive Officers, except during election of Executive Officers where it will be a secret ballot as described in paragraph 4.6.
- (b) During a secret ballot, the voting members will write their vote on a piece of paper and turn it in to the Secretary, who will collect the ballots and announce the results.
- (c) In the event that a member will be absent during a vote, this member may e-mail a vote to the Secretary by the end of the period in which the vote is scheduled to take place.
- (d) The requirement for a vote for a proposal to pass will be any vote consisting of more than 50% majority vote by the members present at such meeting unless otherwise stipulated in this constitution.

- (e) The results will be announced by the Chairperson via e-mail within 24 hours of the vote.
- (f) Any appeals must be directed to an Executive Officer within 48 hours of this announcement, and the Executive Committee shall decide whether the appeal is worthy to be entertained by the voting members at large. If this is the case, the voting members will take a new vote by the procedures listed above.
- (g) These procedures are to be followed whenever any vote is taken; this shall include, but is not limited to, elections of Executive Officers, removals of Executive Officers, and decisions concerning the affairs of the society.

## **7 Amendments and Interpretation**

### **7.1 Amendments.**

- (a) Amendments to the Constitution shall be submitted by members of the society to the Executive Officers in writing for consideration.
- (b) A written notification of the proposed amendment, including the reason for the amendment, shall be sent to all the members via email, at least two weeks in advance of any vote on the changes in the constitution.
- (c) Constitutional amendments must take place at a reasonable time and place.
- (d) A 2/3 majority of the Executive Officers must agree to a constitutional amendment and this assent to the amendment must be confirmed by a vote in favour thereof by 2/3 majority of the members present at the meeting with regard to a constitutional amendment.
- (e) No amendment shall have any force or effect unless the Stellenbosch University Student Court has approved it in writing.
- (f) Any change to the constitution must be announced to all members and an electronic copy of the new constitution made available to any member who requests it.

### **7.2 Interpretation.**

- (a) Any conflict or disagreement among Executive Officers or members as to the meaning or interpretation of this Constitution shall be submitted to the Stellenbosch University Court for determination.

**Adopted on:** 21 October, 2019 (21/10/2019)