

**CONSTITUTION OF THE THEOLOGICAL  
STUDENT COMMITTEE OF STELLENBOSCH  
UNIVERSITY**



FAKULTEIT TEOLOGIE  
FACULTY *of* THEOLOGY  
*sol iustitiae illustra nos*



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STELLENBOSCH  
UNIVERSITY

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1918 · 2018



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## **PREAMBLE**

As the Stellenbosch university Student Constitution makes provision for the existence of societies and as the Student Representative Council has approved a society of students of the Faculty of Theology of Stellenbosch University (SU), the Theological Student Committee (TSC) accepts this as a binding constitution subject to the Stellenbosch University Student Constitution.



## **CHAPTER 1: INTERPRETATION**

### **1. DEFINITIONS**

The managing body of the student body is known as THE THEOLOGICAL STUDENT COMMITTEE OF STELLENBOSCH UNIVERSITY (TSC) DEFINITIONS AND WORD DESCRIPTIONS.

In this Constitution the following meanings apply:

#### **I. GENERAL MEETING**

A meeting of the Theological Student Body (TSB) organized and legally constituted by the Theological Student Committee (TSC) of Stellenbosch University.

#### **II. PROPER NOTICE**

Display of information relevant to the TSB on the official notice boards at the Faculty of Theology and/or announcements in classes by elected class representatives and/or the regular sending of emails to theological students and/or announcements on official TSC social media sites.

#### **III. DAY**

A university day excluding Saturdays, Sundays, and public holidays.

#### **IV. STUDENT REPRESENTATIVE COUNCIL**

The Student Representative Council of Stellenbosch University.

#### **V. THEOLOGY STUDENT BODY**

The registered students (undergraduate and postgraduate) at the Faculty of Theology of Stellenbosch University.

#### **VI. FEEDBACK**

Feedback to TSB by the TSC which will take place continuously via notices and/or emails and/or class announcements by class representatives and/or announcements on official TSC social media sites.



## **VII. TWO THIRDS MAJORITY**

That the number of votes in favor of a motion should be in a ratio of two to one by the number of people present.

## **VIII. QUOROM**

Three (3) members of the Executive Committee of the TSC constitute a quorum in TSC executive meetings, and two thirds of elected TSC members constitute a quorum in TSC meetings.

## **IX. CENTRAL DISCIPLINARY COMMITTEE**

As defined by the student constitution.

## **MOTTO AND STUDENT BILL OF RIGHTS ARTICLE 3**

Motto of the Faculty of Theology, Stellenbosch University:

“Sol Justitiae Illustra Nos” [The sun of justice illuminates us].

Motto of the Theological Student Committee, Stellenbosch University

“Serve with the attitude of Jesus”.



**The TSC abide with the Student Bill of Rights as it is set out in the Stellenbosch University Student Constitution (chapter 2).**

## **CHAPTER 2: THE GOAL OF THE TSC**

### **ARTICE 4**

2.1 The TSC is the student committee of the Faculty of Theology, and its goal is to create a home for students in the faculty, enriching and promoting their special interests in terms of:

- a. Academy
- b. Ecumenicism
- c. Church
- d. Social life
- e. Spirituality



### **CHAPTER 3: TSC VOTING RIGHTS ARTICLE 5**

**3.1** All students who are registered for full time studies, undergraduates and postgraduate, at the Faculty of Theology of the SU, are ipso facto members of the TSB with full voting rights. TSB members annually pay membership fees at registration as determined by the TSC.

**3.2** Any registered student of the Faculty of Theology of Stellenbosch University may apply to the TSC for voting rights of the TSB, to be renewed annually. Every application will be subject to approval by the TSC. After TSC approval such a person will have full voting rights and can therefore also be elected to a position in the TSC.

**3.3** Any student applying for voting rights will be charged an annual fee.



## **CHAPTER 4: REVOKING OF TSC VOTING RIGHTS ARTICLE 6**

**4.1** Voting Rights of the TSB lapses ipso facto when:

- 4.1.1** A student discontinues his/her studies.
- 4.1.2** A student is expelled by SU and/or the Faculty of Theology.
- 4.1.3** A student applies in writing to the TSC for discontinuation of membership.
- 4.1.4** A student completes his/her studies at the Faculty of Theology.

**4.2** Membership fees will not be reimbursed to students whose voting rights lapse or are discontinued due to expulsion (see Article 6b) or disciplinary action (see Article 14).

Any student who applies in writing to the TSC for discontinuation of voting rights, and who does so before the end of the first term of the academic year, will be reimbursed in the case of charged membership fees.



## **CHAPTER 5: THEOLOGICAL STUDENT COMMITTEE ARTICLE 7**

The TSC is elected from TSB members, as described in Article 9, and consists of:

**5.1** A minimum of five (5) and a maximum of nine (9) elected members. The newly elected TSC decides, in consultation with the TSB and the outgoing TSC, which portfolios the committee would be included in each term. However, the newly elected TSC must, as its first order of business, elect:

**5.1.1** Chairperson

**5.1.2** Vice-chairperson

**5.1.3** Treasurer

**5.1.4** Administrative Officer

**5.2** The newly elected TSC is also responsible for the election of one class representative by every year group studying at the Faculty of Theology, as stipulated in Article 11. ix.

**5.2.1** The TSC's Administrative Officer is responsible for communication between the TSC and elected class representatives.





## **CHAPTER 6: EXECUTIVE COMMITTEE OF THE TSC ARTICLE 8**

**6.1** The Executive Committee (EC) of the TSC consists of:

- 6.1.1** Chairperson
- 6.1.2** Vice-chairperson
- 6.1.3** Treasurer
- 6.1.4** Administrative Officer (no voting rights).

**6.2** Functions of the Executive Committee:

- 6.2.1** Reports to the TSC in all matters.
- 6.2.2** Responsible for decisions that require prompt response.
- 6.2.3** The EC takes such decisions on behalf of the TSC but:
  - 6.2.3.1** must take such decisions with a two thirds majority in
  - 6.2.3.2** a meeting constituting a quorum of EC members and
  - 6.2.3.3** must report back at the to the TSC regarding all such decisions.



## **CHAPTER 7: ELECTION PROCEDURE OF THE TSC ARTICLE 9**

**7.1** Under Article 7 a minimum of five (5) and a maximum of nine (9) members must be elected to the TSC. The election must take place per closed ballot and/or via electronic voting.

**7.2** The election of the TSC must take place before the end of the third term.

**7.3** Nominations for TSC:

**7.3.1** Nominations close ten (10) days before the election date.

**7.3.2** The Dean's Office of the Faculty of Theology evaluates every candidate in terms of academic and social functioning for approval, whereafter the Dean signs the approved nomination forms within five (5) days after nominations close.

**7.3.3** Candidates must comply with the minimum residence HEMIS requirements on the basis of his or her academic record of previous years and the June examination results of the year concerned to be eligible for election to the TSC.

**7.3.4** Election convenors must make nominations or applications available to the TSB at least five (5) days before the election starts (see Article 10).

**7.3.5** Results must be made available to the TSB within five (5) days after the ballot has closed.

**7.4** A by-election must be held if:

**7.4.1** The memberships of more than two members of the newly elected TSC have lapsed.

**7.4.2** No by-election may be held later than four (4) weeks before the start of first semester exams.

**7.5** In the case of resignation of members or the lapsing of membership the TSC has the right to co-opt members onto the TSC as deemed necessary. However, as long as the TSC consists of a minimum of five (5) members, the TSC is under no obligation to co-opt more TSC members to fill vacant positions after resignations.

**7.5.1** Once the results of the TSC election are made available to the TSB, election convenors are responsible for facilitating the election of a new Chairperson and Vice-chairperson by the chosen



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members of the new TSC. This election takes place per closed ballot. Nominations may include self-nomination or open nomination. Nominations can also be made by closed ballot upon request.



## **CHAPTER 8: ELECTION CONVENORS ARTICLE 10**

**8.1** The TSC appoints at least one (1) but no more than three (3) election convenors to organize, facilitate, and manage the election process according to the requirements:

**8.1.1** this constitution and the Student Constitution.

**8.1.2** Election convenors are appointed at the discretion of the TSC.

**8.1.3** Election convenors must be appointed at least two (2) weeks before TSC elections start.

**8.1.4** Election convenors may include members of the outgoing TSC who will not avail themselves for re-election to the incoming TSC.

**8.2** A representative from the Dean's Office may assist election convenors in their duties.

**8.3** The functions of election convenor(s) are:

**8.3.1** Proper notice of the election and the coordination of ballots; Compiling ballots.

**8.3.2** Determining an election date.

**8.3.3** Displaying nominations on notice boards of the Faculty of Theology; Counting votes and making the results public.

**8.3.4** Any other actions needed to ensure objective and fair elections.

**8.4** Any objection to the election procedure (see Article 9) must be lodged with election convenors and the Dean's Office within one (1) day.

**8.5** The final decision regarding objections to or disputes of election results lies with the appointed election convenors and the Dean's Office. The only exception is objections or disputes lodged against the appointed election convenors, in which case disputes must be lodged with Student Court for a final decision (see Article 55 of the Student Constitution).



## **CHAPTER 9: POWERS AND DUTIES OF THE TSC ARTICLE 11**

**9.1** The TSC is authorized with the following powers and duties subject to the regulations of the Student Constitution and this TSC Constitution:

To be responsible for and represent the general interests of the TSB with reference to:

- 9.1.1** The Faculty Board and Faculty Committees of the Faculty of Theology.
- 9.1.2** The Academic Affairs Council of Stellenbosch University (AAC).
- 9.1.3** Other theological institutions and student societies as approved by the serving TSC.
- 9.1.4** General issues of topical interest in society about which the TSB want to formulate an options.
- 9.1.5** Support for and involvement in activities of theological students and other members of the TSB that relate to the activities of the TSB as stated in this Constitution.
- 9.1.6** Discipline and control of the finances and other assets of the TSB.
- 9.1.7** Convening meetings and calling elections.
- 9.1.8** Managing all TSC publications (including all TSC media).
- 9.1.9** Issuing regulations regarding the effective functioning of the TSC, student leaders and committees, and the appointment of student leaders and committees.
- 9.1.10** Exercising the powers specifically entrusted to the TSC by this Constitution.
- 9.1.11** Coordination of projects which are in the interest of students of the Faculty Theology and approved by the TSC.
- 9.1.12** Coordination and facilitation of the election of class representatives of the Faculty of Theology.



## **CHAPTER 10: CLASS REPRESENTATIVES**

**10.1** Class representatives for the following groups are elected in the third academic week of the first term (for first-semester modules) and the third term (for second- year semester modules) of the year under Article 3.4.1 of the Constitution of the Academic Affairs Council:

**10.1.1** BTh I, II, III and IV

**10.1.2** BDiv

**10.1.3** Licentiate (Postgraduate Diploma in Christian Ministry) and Postgraduate Diploma in Theology

**10.1.4** MDiv (1)

**10.1.5** MPhil and MTh (1) • PhD (1)

**10.2** The class representatives of BDiv and BTh I are elected in the second academic week of the first term (for first-semester modules) and the third term (for second- semester modules) under Article 3.4.1 of the Constitution of the Academic Affairs Council.

**10.3** The election of class representatives should be facilitated by two members of the TSC who will not avail themselves to be elected as class representatives.

**10.4** Class representatives must be elected with a two thirds majority of the class concerned. Class representatives for postgraduate programs may be appointed by the TSC if a two thirds majority cannot be reached due to a lack of participation in the election process.

**10.5** In the case of resignation or the lapsing of TSB membership of any class representative the powers of said class representative will lapse and the class concerned must elect a new class representative within five (5) days.

**10.6** Class representatives for postgraduate programs may be co-opted by the TSC in cases of resignation or the lapsing of TSB membership of such representatives.

**10.7** The TSC will give continuous feedback to the TSB by way of notices, electronic communication, meetings, and class announcements (see also Article 2 (ii)).



## **Chapter 11 TSC MEETINGS Article 12**

**11.1** Members of the TSB may attend TSC meetings.

**11.2** The Chairperson may however convene a meeting in camera when discussing irregularities and disciplinary matters.

**11.3** The notice of the meeting and agenda for the meeting must be made available to all TSC members at least three (3) days before the meeting.

**11.4** At least two (2) meetings should be held per calendar month, unless a calendar month falls partly or completely in the June or December university recesses.

**11.5** If the Chairperson is not present for a TSC meeting, the Vice-chairperson will chair the meeting.

**11.6** If the Chairperson's membership has been suspended or he/she has resigned voluntarily, the remaining members of the TSC may elect a TSC member to fill the vacant position.

**11.7** The minutes must be made available to TSC members within seven (7) days after the meeting.



## **CHAPTER 12: TERMINATION OF TSC MEMBERSHIP ARTICLE 13**

**12.1** The term of office of the newly elected TSC starts on the first day of the fourth term of the academic year and continues up to the day before the start of the fourth term of the following academic year (see Article 20 of the Student Constitution).

**12.2** The retiring TSC is responsible for calling a handover meeting where the newly elected TSC officially takes over as elected representatives of the TSB.

**12.3** The term of a TSC member may, however, also lapse in the following instances: A TSC member's membership ends under Article 5.

**12.4** A TSC member hands a written resignation in to the TSC.

**12.5** A TSC does not attend:

**12.5.1** Two consecutive TSC meetings.

**12.5.2** Or any three meetings.

**12.5.3** Without prior permission or an excuse deemed acceptable according to the discretion of the entire TSC.

**12.5.4** Does not fulfil the duties assigned to them

**12.6** A member can also lose membership in the following cases:

**12.6.1** If a vote of no confidence in such a member is accepted with a two-thirds majority at a legal TSC meeting.

**12.6.2** A vote of no confidence in a TSC member should be lodged with the Dean's Office. Thereafter a TSC meeting must be convened within fourteen (14) days to find a solution or vote on a motion of no confidence. The Dean of the Faculty of Theology will chair the meeting or nominate someone to do so on his/her behalf.

**12.7** If students from the TSB request a vote of no confidence in a TSC member. A request for a vote of no confidence in a TSC member is lodged with the EC of the TSC. Such a request must be accompanied by at least 30 signatures from the TSB (per request).





**12.7.1** The TSC Chairperson or Vice-chairperson will act as chair at such a meeting, except where the request for a vote of no confidence pertains to them. In such cases the Dean of the Faculty of Theology will chair the meeting or nominate someone to do so on his/her behalf.

**12.8** Any disputes in this regard must be referred to Student Court (see Articles 62, 63, and 64 of the Student Constitution).

**12.9** If a vote of no confidence in a member of the TSC is instituted, the member has the right to appeal within fourteen (14) days with the Dean of the Faculty of Theology. The matter will then be dealt with in the appropriate manner by the Dean and/or the AAC and/or the Student Court and/or any other appropriate body which is appointed by the SU at the time.



## **CHAPTER 13: DISCIPLINARY MEASURES ARTICLE 14**

**13.1** The EC of the TSC acts as disciplinary committee of the TSC, subject to the regulations of the AAC and Student Constitution.

**13.2** The jurisdiction of the disciplinary committee applies to all TSC members of the Faculty of Theology (Article 5) regarding:

**13.2.1** Behavior that violates the Disciplinary Code for students at Stellenbosch University.

**13.2.2** Behavior that threatens the good standing of the TSC, TSB, the SU and/or the Faculty of Theology.

**13.2.3** Neglect of duty by a member of the TSC.

**13.3** Authority of the disciplinary committee in terms of fines:

**13.3.1** Compulsory payment of damages by the guilty party, as determined by the EC and/or other relevant SU bodies or committees (such as Student Court).

**13.3.2** Forbidding of the privilege of wearing official colors.

**13.3.3** Temporary or permanent ban on the guilty party occupying any theological student office, such as election to the TSC or election as a class representative.

**13.4** If found guilty the individual is subjected to admonition.

**13.5** Reference to the Dean's Office and/or any appropriate SU body (such as Student Court) for further action.

**13.6** TSC members that are found guilty by the disciplinary committee have the right to appeal to the Student Court of SU and/or any other relevant SU bodies or committees (such as the SU Ombudsman).



## **CHAPTER 14: FINANCES ARTICLE 15**

**14.1** The Treasurer of the TSC deals with the finances of the TSC.

**14.2** The TSC and/or the Faculty of Theology are not accountable for any financial obligations arising from actions by theology students that were not approved by the TSC.

**14.3** The Treasurer is responsible for detailed, complete, and regular accounting.

**14.4** The Treasurer is responsible for an annual financial report at the end of his/her term.

**14.4.1** This report must reflect the financial position of the TSC as it stands at the end.

**14.4.2** The report must be based on audited records.

**14.5** The following persons have signing rights to the current SU admin account of the TSC, unless decided otherwise by the TSC:

**14.5.1** Chairperson

**14.5.2** Vice-chairperson

**14.5.3** Treasurer

**14.6** Regarding the current SU admin account of the TSC:

**14.6.1** Approval of any withdrawal shall consist of the signature of the Chairperson plus the signature of either the Vice-chairperson or the Treasurer.

**14.6.2** These officers must always report to the TSC about transactions made. Regarding petty cash.

**14.6.3** Only the Treasurer may handle and approve claims. These transactions must also be audited.

**14.7** The amount of petty cash is determined annually by the TSC. No student or students of the TSB may raise funds or initiate financial projects in the name of or with reference to the Faculty of Theology and/or the SU and/or the TSC without written permission from the TSC and the Dean's Office.



## **CHAPTER 15: INTERPRETATION**

**15.1** Any differences with reference to the meaning or interpretation of any clause, article or word in this Constitution will be referred to Student Court for a verdict under Articles 62, 63, and 64 of the Student Constitution.

**15.2** In cases where interpretation and/or dispute arise from the translation of the Constitution, the English text will always be considered the correct text. All decisions of the TSC contained in the English text will be understood and interpreted as the correct version.



## **CHAPTER 16: AMENDMENTS ARTICLE 17**

**16.1** Any amendments to the Constitution are only legitimate and legally binding after being voted in by the TSC.

**16.2** Votes on the Constitution may take place by ballot and/or electronic voting.

**16.3** In addition to this a two-thirds majority of members of the serving TSC must approve amendments to the Constitution.



## **CHAPTER 17: SUPERVISION AND DISSOLUTION ARTICLE 18**

**17.1** The TSC is subject to the Faculty of Theology as the institution responsible for supervision and control over the students of the Faculty of Theology, in cooperation with any relevant SU body or committee appointed by SU. Article 16.

**17.2** Dissolution of the TSC can only take place according to a decision of two-thirds of the members of the TSC and with the approval of the Faculty Board of the Faculty of Theology.

**17.3** With dissolution of the TSC all property of the society becomes the property of the Faculty of Theology, or a SU body or committee appointed by the SU.



## **CHAPTER 18: REPEAL ARTICLE 19**

**18.1** All previous Constitutions or amendments to such Constitutions of the TSC are hereby revoked.