

# **NELSON MANDELA UNIVERSITY** **CONSTITUTION OF THE NMU KARATE CLUB**

## **DEFINITIONS**

In this constitution, unless the context otherwise indicates -

“Club” means the *NMU Karate Club*;

“NMU” means the Nelson Mandela University;

“University” means the Nelson Mandela University ;

“Student” means a registered student at the Nelson Mandela University;

“AGM ” means the Annual General Meeting

“Members” mean the paid up and registered members of the club;

“SC” means the Madibaz Sport Committee

## **1 NAME**

The name of this club shall be the *Madibaz Karate Club* (hereinafter referred to as the Club).

## **2 STATUS**

As a club registered at the University, the *Madibaz Karate Club* has no legal standing and operates under the auspices of the University Sport Committee.

## **3 MISSION**

The mission of the *NMU Karate Club* is:

- 3.1. To provide the University community (students and staff) ample opportunity to participate in the sport on competitive and recreational level.
- 3.2. To use every opportunity to market the University positively through presenting professional programs and achieving excellent results.
- 3.3. To present and become involved in community outreach programs within the framework of the coordinated programme of the Madibaz Sport.

## **4 AIMS AND OBJECTIVES**

The aims and objectives of the Club shall be the following: (Describe within framework of mission)

## **5 COLOURS**

The colors of the Club shall be the standard NMU colors as contained in the logo of the University.

## **6 FUNCTIONING**

The Club has full responsibility and independent decision-making powers in all matters subject to the following:

- 6.1 The SC co-ordinates and arranges all general matters concerning sport, such as controlling and supervising the use of facilities, clubhouses, etc.
- 6.2 Participation of the Club in all tournaments and leagues, both locally and at tertiary level, shall be with the approval of and coordinated by the SC .
- 6.3 The Chairperson of the Club shall attend all the meetings of Chairpersons of all sports clubs. At such meetings, which are held at least four times a year, common sports matters are discussed. The meeting of Chairpersons also advises the Student Sport Council and the SC .
- 6.4 The SC will oversee all negotiations entered into with firms to enlist sponsors for the Club.
- 6.5 The SC will oversee all contractual negotiations on behalf of the Club.

Other specific matters pertaining to Karate.

## **7 AFFILIATION**

7.1 The Club shall affiliate to the Nelson Mandela *Karate Association*.

7.2 The Club shall affiliate to USSA.

## **8 MEMBERSHIP**

The following persons shall be eligible for membership of the Club:

8.1 All registered students at and all members of staff in the service of the University.

8.2 All Madibaz Sport Clubs are in principle open clubs. The Club, however, has the right, by a majority vote at an Annual General Meeting, to determine whether non-bona fide students may or may not become members of the Club. The nature and character of the Club, as a student club, must however always be retained.

8.3 Only bona fide students of the University may participate in intervarsity, USSA and any student endorsed national events.

## **9 VOTING RIGHTS**

9.1 All registered members who have paid their membership fees have the right to vote at the AGM, General Meetings and elections of the Club.

9.2 Members to whom the Club Committee has offered membership

9.2.1 may also vote at meetings. These members may not exceed 20% of the total members of the Club.

## **10 MEETINGS**

### **10.1 GENERAL MEETINGS**

10.1.1 The Club shall hold at least two general meetings during the course of the year, one during each semester, to inform members of activities.

10.1.2 Notice of a general meeting must be given seven days before the meeting. The agenda must accompany the notice.

10.1.3 A notice of any meeting of members of the Club is only deemed official if the notice has been posted on all notice boards.

10.1.4 A quorum at any of the members' meetings of the Club is constituted by 20% of the members.

### **10.2 EXTRAORDINARY GENERAL MEETINGS**

10.2.1 At the written request of 10% of the members an extraordinary meeting may be called.

10.2.2 Notice of such a meeting must be given 7 days prior to the meeting.

### **10.3 ANNUAL GENERAL MEETING (AGM)**

10.3.1 An AGM must be held during September of each year.

10.3.2 Notice of an AGM must be given at least seven days in advance. The agenda must accompany the notice.

10.3.3 Copies of minutes of the AGM, annual report and financial report must be handed in

to the Deputy Director: Sport.

- 10.3.4 If a quorum is not present at the time of the duly convened AGM the meeting will be postponed for 30 minutes after which it will proceed as if a quorum were present.
- 10.3.5 Resolutions taken at an AGM are only binding if they are adopted by a majority vote and within the framework of the authority of the Club.

## **11 EXECUTIVE COMMITTEE**

- 11.1 The Club shall be controlled by an Executive Committee which shall be elected at the AGM and shall consist of the following: -
  - 11.1.1 Chairperson (either chairperson or vice chairperson must be a bona fide student)
  - 11.1.2 Vice-Chairperson
  - 11.1.3 Secretary
  - 11.1.4 Treasurer
  - 11.1.5 Additional members for marketing, social functions, players' representatives etc.
  - 11.1.6 The Sport Manager responsible for Karate Club, the Director of Sport and Deputy Director of Sport responsible for that particular sport at NMU are ex officio members of all committees.
- 11.2 Nominations for the various portfolios shall be called for two weeks prior to the meeting and will be closed one day before the meeting. If not enough nominations are received nominations may be called for and accepted at the meeting.
- 11.3 Members may be re-elected in their current portfolios. If no nominations are received for a specific portfolio and the present member in that portfolio is available for re-election that person shall be deemed to have been elected.
- 11.4 Voting at the meeting shall be by secret ballot.
- 11.5 Fifty percentage of the executive must be bona fide students and gender must be taken into consideration.

## **12 FUNCTIONS OF THE EXECUTIVE COMMITTEE**

- 12.1 The Executive Committee in accordance with the relevant Sport Manager shall organize and co-ordinate the activities of the Club.
- 12.2 The Executive Committee shall report regularly to the members at general meetings where decisions will be ratified.
- 12.3 All disciplinary matters in the Club and against its members while participating in any kind of matches must be reported to the SC for its information.
- 12.4 The SC shall have the power, in any disciplinary matter submitted to it, to take the matter up with the Club via the Executive Committee which will act as the disciplinary committee. Any matter may be referred to the SC for settlement.
- 12.5 The Executive Committee shall hear, deal with, consider and decide upon protests or reports submitted by members.
- 12.6 The Sport Manager, Chairperson and Executive Committee shall be responsible for:
  - 12.6.1 Determining policy for the Club, subject to the general policy of the SC.
  - 12.6.2 Provide guidance on needs within the Club and Club members on general managerial matters;

- 12.6.3 Establish a strategic plan for the Club with the accompanying managerial guidelines for achieving the set objectives;
- 12.6.4 Carry out normal managerial duties as contained in the constitutional provisions concerning offices and portfolios;
- 12.6.5 Regularly evaluate to determine the success achieved by the Club.
- 12.7 Vacancies on the Executive Committee may be filled by elections called by the Executive during the year or by co-opting members into the vacancies.
- 12.8 The Executive may appoint sub-committees as the need arises.

### **13 MEETINGS OF THE EXECUTIVE COMMITTEE**

- 13.1 At least four (4) meetings must be held per annum
- 13.2 Minutes of meetings must be handed in to the Deputy Director of Sport within responsible for that particular sport one week after the meeting.
- 13.3 Ex officio members of the Executive must receive formal notice of all meetings.

### **14 FINANCE**

- 14.1 Financial administration must be in accordance with the general guidelines of the University.
- 14.2 No orders for sport equipment, clothing or any capital items may be placed without the prior approval of the Sport Manager subject to confirmation by the Director of Sport.

### **15 COLORS AND AWARDS (COLOURS COMMITTEE)**

- 15.1 Members who have obtained full Provincial colours at senior level, USSA, National or National Age Group colours during the year will be nominated for NMU Colours. Nominations will be finalized by the committee and presented to the SC before the last day of September.
- 15.2 Members who performed exceptionally during the year will be nominated for the various awards presented by Madibaz Sport annually

### **16 CONSTITUTIONAL AMENDMENTS**

- 16.1 This constitution may be amended only at an (Annual) General Meeting.
- 16.2 An amendment shall be adopted only if at least two-thirds of the members present at the meeting vote in favor of such amendment.

### **17 DISSOLUTION OF THE CLUB**

Should the Club be dissolved, all equipment, apparatus and documents shall be entrusted to the care of the Madibaz Sport.

**This constitution and all amendments thereto are subject to the SC constitution and the rules and regulations as determined by the SC.**

THIS CONSTITUTION WAS ADOPTED ON \_\_\_\_/\_\_\_\_ AND AMENDED ON THE FOLLOWING DATES: