

ASSOCIATION FOR GERMAN STUDIES IN SOUTHERN AFRICA

GERMANISTEVERENIGING IN SUIDER-AFRIKA

C O N S T I T U T I O N

(As amended on 10 October 1987)

1. NAME

The Association shall be styled the ASSOCIATION FOR GERMAN STUDIES IN SOUTHERN AFRICA (Germanistenverband im Südlichen Afrika) and came into existence on the first day of May 1966 as the SOUTH AFRICAN ASSOCIATION FOR GERMAN STUDIES (Südafrikanischer Germanistenverband).

2. CORPORATE BODY

The Association shall be an entity entirely separate from its members, shall continue to exist as such notwithstanding the loss of any members, and shall for all purposes have perpetual succession. No member shall have any rights in the property of the Association, the said property vesting in the Association, which shall have the capacity to own property and be vested with rights apart from its members, and to incur obligations, and which shall sue and be sued in its own name.

3. OBJECTS

The objects of the Association shall be the furtherance of the study of and research in the German language and literature, by one or more or all of the following steps: national and international co-operation, affiliation to international associations for German studies, the support of research projects, the encouragement of personal contacts, the holding of conferences, meetings, discussions and enquiries, the publication of year-books, journals and other documentary material and the taking of such other steps as may from time to time be considered desirable. The Association shall be entitled to do all such things as may be necessary or desirable or incidental in order to achieve any of these objects. The Association supports within the framework of its objectives the “Universal Declaration of Human Rights of 10 December 1948 (resolution of the UN General Assembly, UN-Doc. 217/A(III))”.

4. MEMBERSHIP

- (a) The following shall be eligible for membership of the Association:
 - (i) a professor or lecturer or holder of some other teaching post in German language or literature at any university in Southern Africa, whether on the full- or part-time, or the permanent or temporary staff thereof;
 - (ii) a teacher of German language or literature at any Government or provincial or private school or college in Southern Africa, whether on the full- or part-time, or the permanent or temporary staff thereof;
 - (iii) any post-graduate student, whether full-time or part-time, who has received an academic degree with German as a main subject;
 - (iv) any person who in the past has satisfied the requirements set out in subparagraph (i), (ii), or (iii) above, or who in some other manner has displayed an interest in the furtherance of the study of and research in German language and/or literature.
- (b) Every eligible person wishing to become a member of the Association shall make application to be admitted to membership in such manner as shall be decided by the Executive Committee, which shall have the unfettered discretion to decide whether he shall be admitted to membership.
- (c) No person shall be admitted to membership until he has paid such subscriptions as are laid down in terms of this Constitution.
- (d) Membership of the Association shall be terminated on the death of a member, or on his resignation by letter addressed to the Honorary Secretary or his ceasing in any way to be eligible for membership.

5. HONORARY MEMBERSHIP

- (a) The Executive Committee shall have the power to invite persons to become honorary members of the Association by virtue of their distinguished service in the furtherance of the study of and research in German language or literature, whether in Southern Africa or elsewhere.
- (b) No person shall be invited to become an honorary member who is eligible for membership of the Association in terms of Clauses 4.(a)(i), (ii), or (iii) hereof.
- (c) A person who accepts an invitation to become an honorary member of the Association shall not be entitled to any voting rights or be eligible for election to the Executive Committee, but in all other respects shall be entitled to full privileges of membership.

6. GENERAL MEETING OF ALL MEMBERS OF THE ASSOCIATION

- (a) An Ordinary General Meeting of all members of the Association shall take place at least every second year during the congress or at a time to be determined by the Executive Committee. An Extraordinary Meeting must be convened by the President within six weeks after receiving a request to this effect from at least five members.
Written notice of these meetings shall be sent by the Secretary to all members at least three weeks before the appointed date.

- (b) For both the Ordinary General Meeting and for an Extraordinary Meeting 25% of the total number of members – albeit personally present or by proxy – shall constitute a quorum. No member shall be eligible to vote at a General Meeting or to be elected to any office while his subscription payments are in arrears.
- (c) The following matters shall be dealt with at an Ordinary General Meeting:
- (i) Reading and approval of the minutes of the previous General Meeting or Extraordinary Meeting;
 - (ii) matters arising from the minutes;
 - (iii) report of President and/or Secretary about activities of the Association since the last meeting;
 - (iv) reports of the Editors of ACTA GERMANICA and DEUTSCHUNTERRICHT IN SÜDAFRIKA;
 - (v) presentation of audited financial reports;
 - (vi) election of members of the Executive Committee and office bearers for the following period of office (cf. 6.(d));
 - (vii) proposals and recommendations to the incoming committee(s);
 - (viii) appointment of an auditor for the following financial year/years;
 - (ix) decision about date and locality for the next congress.

Note: The report referred to in (iii), (iv) and (v) above shall be submitted to the Secretary in writing not later than on the day of the beginning of a congress.

- (d) The election of the Executive Committee:

A person's name shall not appear on a voting paper for election as an office bearer unless he has been proposed by one member of the Association and seconded by another member of the Association, and has given his consent to his nomination.

The election shall take place as follows:

- (i) The members present shall decide by show of hands which method of election (vide Par. 9. (d) shall be followed;
- (ii) The names of the two Teachers Representatives elected by postal ballot (vide Par. 9(d) (i)) are announced;
- (iii) the President is elected;
- (iv) the Vice-President is elected;
- (v) six additional members are elected to the Committee in a single ballot.
- (vi) The Executive Committee shall then designate from amongst themselves who shall fill the posts of Honorary Secretary, Vice-Secretary and Treasurer. The President has the casting vote in case of dissension.

The new President and the new Executive Committee shall take office at the end of the congress during which they are elected.

7. ACTA GERMANICA

- (a) An Editorial Committee shall be formed consisting of no more than four members in whose hands the edition of the yearbook ACTA GERMANICA shall lie. The Editorial Committee shall consist of the Editor and three Co-Editors.

The yearbook ACTA GERMANICA shall be a research publication of a high standard. Therefore the Editorial Committee responsible for refereeing manuscripts received for publication in said periodical should consist of distinguished specialists of international reputation.

The Editor shall receive manuscripts for publication. The Editor shall act as Editor-in-charge. The Editor shall in consultation with the Editorial Committee see to it that all manuscripts submitted for publication in ACTA GERMANICA are refereed by a panel of distinguished specialists of international reputation. The method known as Blind Refereeing shall be used in all cases. The Editor shall in consultation with the Editorial Committee call in the expert opinion of at least two distinguished specialists of international reputation in cases where the Editorial Committee lacks the necessary expertise.

The Editor shall prepare the manuscripts for publication, he shall represent the Editorial Committee towards the publishers in all technical and financial matters and shall be responsible to the General Meeting of all members of the Association. He shall supervise the distribution and sales promotion of the edition, and he shall apply for and administer, in conjunction with the Treasurer, any financial subsidies for the edition.

- (b) In all matters regarding the acceptance of contributions the Editorial Committee shall act jointly and be jointly and severally liable under South African and International Law.

The Editorial Committee shall have power to make its own rules.

All decisions of the Editorial Committee, including the making and amendment of its rules, shall be taken by a majority of the total members of the Committee, who shall be approached by the Editor by post, telephone, telegraph or other means of communication, or in person. In the case of equality of votes, the Editor shall have a casting vote.

In cases where a member of the Editorial Committee is the contributor he/she shall, in accordance with common practice, recuse him/herself.

In the event of the contribution being rejected by the Editorial Committee it shall be returned to the author with or without stating reasons for the refusal and with or without proposals for possible amendments.

The Editorial Committee shall be responsible to the General Meeting of all members of the Association.

- (c) The Editorial Committee shall be elected in terms of Par. 6.(c) (vi) of this Constitution.
- (d) The Editorial Committee shall hold office for a term of four years. Each member of the Editorial Committee shall be eligible for re-election.
- (e) All members of the Editorial Committee shall, ex officio, be members of the Executive Committee of the Association for German Studies in Southern Africa.
- (f) All members of the Association shall receive a free copy. The prices for additional copies for members and those sold to the public will depend on the general state of the market.

8. DEUTSCHUNTERRICHT IN SÜDAFRIKA

- (a) Name: DEUTSCHUNTERRICHT IN SÜDAFRIKA
- (b) Objects: This publication is to serve as a supplement to the ACTA GERMANICA. Its aim is to further the study of German language and literature on the basis of problems experienced in practical teaching and learning situations by promoting:
- (i) an interchange of ideas about teaching methods and aids;
 - (ii) the interpretation and discussion of prescribed works;
 - (iii) reviewing teaching manuals, school editions of text books, etc.;
 - (iv) publishing information about: vacant posts, conferences of interest to German scholars, bursaries and grants available, etc.
- Each volume should therefore contain contributions of linguistic-didactic or literary content, material for drill/exercises, reviews, letterbox (queries and answers on practical problems).
- (c) Mode of publication: A publication in the form of a booklet, which should appear at least twice annually, preferably at the dates most opportune for teachers.
- (d) Distribution:
- (i) All members of the SAGV receive a free copy. Non-members may purchase copies at a price to be determined by the Executive Committee of the Association. For orders in excess of 10 copies (from schools and similar institutions) a price reduction can be considered.
 - (ii) Stocks of the current and of back numbers are to be controlled by the Editor or by the Secretary of the Association.
- (e) Editorial Committee: The Editorial Committee shall consist of one Editor and three Co-Editors and shall be voted into office for four consecutive years at a General Meeting of the Association. The Editor shall – with such assistance as is necessary from the co-editors – request contributions, prepare the manuscripts and supervise the distribution of the edition.
- The Editorial Committee shall be responsible to the General Meeting of all members of the Association.
- Each member of the Committee shall be eligible for re-election. The Editor of DEUTSCHUNTERRICHT IN SÜDAFRIKA shall, ex officio, be a member of the Executive Committee of the Association.
- A casual vacancy among the office bearers shall be filled by the Editor in consultation with the President and the Honorary Secretary of the Association. Such an appointment is to be confirmed by the following General Meeting.
- (f) Finances: The Executive Committee of the Association shall bear the responsibility for all financial transactions and expenses incurred in the publication of DEUTSCHUNTERRICHT IN SÜDAFRIKA.

9. EXECUTIVE COMMITTEE

- (a) The management of the Association shall be vested in an Executive Committee, consisting of the following office bearers: a President, a Vice-President, a Honorary Secretary, an Honorary Vice-Secretary, an Honorary Treasurer, three Additional Members, two Teachers' Representatives, each of whom shall represent a different Education Department, and – ex officio – the Editor and Co-Editors of ACTA GERMANICA and the Editor of DEUTSCHUNTERRICHT IN SÜDAFRIKA.
- (b) The Executive Committee, on behalf of the Association, shall have the following powers:
 - (i) to open and operate accounts in Registered Banks and Building Societies;
 - (ii) to acquire by purchase or otherwise, and to hire any movable or immovable property; to sell, let, mortgage and otherwise deal with or dispose of the Association's movable and immovable property;
 - (iii) to accept donations;
 - (iv) to employ staff and to determine their remuneration and other conditions of service;
 - (v) to decide whether an application for membership shall be accepted or not;
 - (vi) to determine from time to time the amount of membership subscriptions;
 - (vii) to administer all membership subscriptions, donations and grants, bequests and other capital and income belonging to the Association;
 - (viii) such other powers as are necessary or desirable or incidental in order to fulfill the objects of the Association.
- (c) The Executive Committee shall hold office for a term of four years. Each office-bearer shall be eligible for re-election, provided that no President or Vice-President shall be eligible for re-election for a third successive term of office.
- (d) The office-bearers shall be elected at four-yearly intervals by the members of the Association from among their lot.
 - (i) The two Teacher's Representatives shall be elected (prior to the General Meeting referred to in (ii) below) by postal ballot by members falling into the group described in par 4(a) (ii) ("teachers") of the Constitution. Between two and three weeks shall be allowed both for the calling of nominations and for the casting of a vote.
 - (ii) The other office-bearers shall be elected at a General Meeting by show of hands or by ballot, whichever is preferred by the Meeting (vide 6(d)).
- (e) Any casual vacancy among office-bearers shall be filled by the remaining members of the Executive Committee from among the members of the Association for the remaining period of office.
- (f) The Executive Committee shall have power to make its own rules. All decisions of the Executive Committee, including the making and amendment of its rules, shall be taken by a majority of the total members of the Committee, who shall be approached by the Honorary Secretary or the Honorary Vice-Secretary by post, telephone, telegraph or other means of communication or in person. In the case of equality of votes, the President shall have a casting vote.

- (g) The Executive Committee shall meet at least once in connection with every congress and shall, as a matter of course, deal with the agenda of the next General Meeting and all matters relating to it. It shall cause Minutes to be kept of its decisions and shall transmit by post copies thereof to each member of the Committee.

10. FINANCIAL OPERATIONS

- (a) Cheques drawn in the name of the Association shall be signed by two members of the Executive Committee, namely by the Treasurer and one other member.
- (b) The financial year of the Association shall be the period of twelve months ending on the last day of December of every year.
- (c) The accounts of the Association shall be audited at least once a year by a registered public accountant and auditor, appointed by the General Meeting of all Members (vide 6 (c) (viii)).

11. FAILURE TO TRANSMIT DOCUMENTS

Accidental failure or omission on the part of the Executive Committee or any of its members to transmit any voting paper or other document to any member of the Association or any member of the Executive Committee entitled thereto, shall not invalidate any proceedings.

12. AMENDMENT OF CONSTITUTION

A resolution to amend the Constitution of the SAGV may be proposed by no fewer than five members of the Association.

- (a) Such proposed resolution shall either
 - (i) be put before members of the Association by the Executive Committee for postal vote, allowing between two and three weeks to cast a vote, and to be carried requires a two-thirds majority of such members as cast a vote, or
 - (iii) the General Meeting of the Association shall have the power to amend the Constitution with a two-thirds majority of the members present at the meeting (including votes by proxy).
- (b) No amendment to the Constitution in terms of Par. 12. (a) shall again be amended unless a period of two years has elapsed since the introduction of the original amendment. The interval between two General Meetings shall be considered, in terms of this proposal, as equal to the period of two years.

13. DISSOLUTION OF THE ASSOCIATION

A proposal to dissolve the Association may be submitted by no fewer than five of its Members. Such proposal shall be put before members of the Association by the Executive Committee for postal vote, allowing between two and three weeks to cast a vote, and to be carried, requires a two-thirds majority of the total number of members of the Association. The funds and assets of the Association, after payment of all creditors, shall, upon dissolution of the Association, go to such society, association or institution as the Executive Committee shall decide.