

**CONSTITUTION OF THE SOUTH AFRICAN SOCIETY OF CROP PRODUCTION  
REVISION FOR CONSIDERATION BY THE AGM ON 18 JANUARY 2018**

**1. NAME AND LEGAL STATUS**

1.1 The name of the organization is the "South African Society of Crop Production" (Afrikaans: Suid-Afrikaanse Vereniging vir Gewasproduksie), hereinafter referred to as the "Society".

1.2 The shortened name will be SASCP (Afrikaans: SAVG).

1.3 The Society shall:

- Exist in its own right, separately from its members;
- Continue to exist even when its membership changes and there are different office bearers;
- Be able to own property and other possessions and
- Be able to sue and be used in its own name.

1.4 The Society is a non-profit organization and is exempt from taxes and duties to SARS in terms of section 10(1) (d) (iv) (bb) of the Income Tax Act.

**2. OBJECTIVES**

The objective of the Society is the promotion and extension of the science and techniques of crop production in all its forms by:

2.1 Creating opportunities for the free exchange of ideas between members with common interests.

2.2 Obtaining and disseminating knowledge, information and ideas in the field of crop production through deliberations and publications.

2.3 Promoting the application of scientific knowledge to practical crop production.

2.4 Encouraging scientific training in crop production.

2.5 Fostering liaison between bodies with similar or common interests both in South Africa and abroad.

2.6 Establishing opportunities for affiliation with organizations or professional societies with related, albeit specialized needs.

2.7 Promoting the work and interests of members of the profession and the rendering of mutual assistance in technical and other matters.

2.8 Rewarding outstanding achievements in, and service to, the field of crop production through the presentation of trophies, awarding of Fellowships and Honorary Membership and in other appropriate ways as the Society deems appropriate.

2.9 Promoting and encouraging members to publish research work.

2.10 Fulfilling any other function in the interest of crop production.

### **3. LANGUAGE**

Notwithstanding the recognition of all the languages of the Republic of South Africa, the Society shall use English. English shall be the legal binding language of the Constitution.

### **4. MEMBERSHIP**

4.1 Membership classes:

4.1.1 The Society shall consist of Honorary Members, Ordinary Members, Student Members, Retired Members and Foreign Members. Ordinary Members and Student Members (herein after collectively referred to as Full Members) shall have

electronic access to the South African Journal of plant and Soil, which is subsidized by the Society.

4.1.2 An Honorary Member is a person upon whom the Society has bestowed an honour for meritorious services rendered to the Society and for the realization of the objectives of the Society or for reasons of eminence in science. Honorary Members enjoy all the privileges of Ordinary Members but shall not be required to pay membership fees.

4.1.3 Ordinary members are persons who are engaged in research, teaching, extension or administration in crop production, or in commerce involving crop production. Members must hold a Bachelors' degree that is recognized by the Council, or be in possession of an alternative applicable qualification and experience deemed acceptable by the Council. The Council will consider the merits of each application individually.

4.1.4 Student Members are full time undergraduate or post-graduate students registered at any recognized University and who have been accepted by the Council as members. Full time registered student members are entitled to reduced membership fees for a period of two (2) years for a M.Sc. and three (3) years for a Ph.D. degree, but do not have voting rights. A student representative is eligible for election to the Council.

4.1.5 Retired Members are ordinary members who have reached a retirement age and applied for their membership status to be changed so that they pay reduced membership fees while still enjoying the privileges of Ordinary Membership.

4.1.6 Foreign Members are Ordinary Members who reside outside the Republic of South Africa and pay an adjusted membership fee.

4.1.7 Organizations or professional societies with related objectives may be accepted for affiliation by the Annual General Meeting of the Society.

#### 4.2 Recruiting of members

4.2.1 Application for membership as Ordinary Member Student Member or Foreign Member must be submitted on the prescribed form to the Secretary for submission to the Council for approval. The signature of the applicant on the application form will be accepted as an acknowledgement that, if approved by the Council, the applicant will be bound by the Constitution and decisions of the Society.

4.2.2 When a new member has been accepted he/she shall be liable for the full prevailing membership fees, as per current membership fee structure decided upon by the Council and agreed upon at the AGM of the Society.

4.2.3 Members of the Society must attend its Annual General Meetings. At the meeting, members must exercise their right to determine the policy of the Society.

#### 4.3 Termination of membership

4.3.1 Any member may resign from the Society by submitting a written resignation to the Secretary.

4.3.2 The Council may terminate the membership of any member whose continued membership would, in its opinion, be contrary to the interests of the Society. Misuse of membership for personal gain or profit will be considered as contrary to the interests of the Society.

4.3.3 Cessation of membership for any reason shall entail forfeiture of all rights of the Society. Such a member will be liable for the subscription for the full year in

which he or she resigns as well as any arrear subscriptions or dues owing by him or her to the Society.

## **5. COUNCIL**

5.1 The affairs of the Society are managed by a Council consisting of:

The President

The Vice-President

The Secretary

The Treasurer

The Editor

Registrar of Awards and Honorary Membership

Two additional members

The Retiring President, for liaison purposes

A maximum of four Co-opted members

One student representative

5.2 Council members are elected biennially, to specific offices, at and by the Annual General Meeting. Nominations shall be in writing, properly seconded by a Full Member and accompanied by a signed statement by the nominee that he or she is prepared to accept office. Voting shall take place by ballot.

5.3 The Members of the Council shall continue in office until after the Annual General Meeting and Congress at which their successors are elected.

5.4 Members of the Council will serve for two years, and can stand for re-election for another term after that. No member of the Council who has completed six years (three terms) of continuous service on the Council shall be eligible for re-election before a full term (two years) has passed. Regardless of the length of service, the President shall be allowed to stay on for an extra year as Retiring President.

5.5 In the event of a vacancy occurring during the term, the Council has discretion to appoint a Full Member to fill the vacancy for the remainder of the term.

5.6 If a member of the Council does not attend three consecutive meetings of the Council, without an apology accepted by the Council, then the Council will replace the member.

## **6. FUNCTIONS OF THE COUNCIL**

The Council is empowered to execute the objectives and resolutions of the Society and has, among others, the following duties:

6.1 The President shall chair Annual General Meetings, Council Meetings or any other official meetings of the SASCP. In his/her absence the Vice-President shall act as President. In the absence of both these officers the members present shall elect a chairman for the occasion.

6.2 The Council manages the election of prospective members and exercises discipline.

6.3 The Council sees to it that a membership register is maintained, containing all membership and professional details of each member. It is the individual members' responsibility to update all changes to professional information through contacting the Council and/or electronic updates.

6.4 The Council determines the venue and date of an Annual General Meeting, Congress or any other meeting arranged by the Society and sees to it that the proceedings are properly organized and recorded. The Council may arrange special meetings at short notice for conferences, reading of papers, lectures, symposia, etc.

6.5 The Council has the power and authority to raise funds and or to invite and receive contributions. All funds, assets and property, fixed or otherwise, of the Society, and the acquisition, administration or disposal thereof, shall be vested in the Council.

6.6 The membership fees of Ordinary Members and Student Members will be decided upon from time to time by the Council. Any decision of the Council concerning increased fees must be submitted to the Annual General Meeting for approval before such an increase can be implemented.

6.7 All moneys received by the Society shall be deposited, without undue delay, in such financial institution as the Council may decide. True accounts must be kept of all moneys received and expended and of the assets and liabilities of the Society.

6.8 The Council may authorize, on such conditions as it may prescribe, those of its members as it may from time to time deem necessary, to sign any contract or other document which shall be binding on the Society. All cheques, withdrawals and electronic payments on behalf of the Society must be authorized by at least two members of Executive Committee so authorized by a resolution of the Council.

6.9 In the event of the Society having to control any trust moneys, wholly or in part, and the constitution of such funds stipulates that they be controlled by trustees, such persons as may be nominated by the Council, shall act as the Trustees of such funds.

6.10 Each member of the Council shall be accountable only in respect of his own acts, and shall not be accountable for any act done or authorized to which he or she has not expressly assented; and no member of the Council shall incur any personal liability in respect of any loss or damage incurred through an act, authorized or allowed by him, in good faith for the benefit of the Society, although in excess of his legal powers. The activities of the Council must abide by the Law.

6.11 The Council may employ and determine the remuneration fees, if any, which shall be payable to members of the Society, officers or servants as well as the nature of the disbursements which shall be refunded to members in connection with work done on behalf of the Society.

6.12 The Council may, at its discretion, appoint sub-committees for specific purposes and may co-opt other members for this purpose.

6.13 The Council may authorize the establishment of branches of the Society. The constitution of a branch of the Society shall, however, not come into force or effect until it has been sanctioned by the Council.

6.14 The Council shall submit to each Annual General Meeting, a report of the affairs of the Society and an audited statement of accounts for the preceding year. The Council shall appoint the auditor at a Council Meeting.

6.15 The Council shall meet as often as the Chairman deems necessary or on the requisition of not less than four members of the Council, but not less than twice a year. At all meetings of Council 50% of the members shall constitute a quorum. Minutes will be taken at every meeting to record the Council's decisions. The minutes of each meeting will be distributed as soon as possible to the members but no later than two weeks prior to the next meeting. The minutes shall be confirmed as a true record of proceedings by the next meeting of the Council and shall thereafter be signed by the chairperson.

6.16 Only the Council, through the President or his proxy, is empowered to make public statements on behalf of the Society.

6.17 Notice of a Council Meeting must be given at least 21 days before a meeting. If, however, one of the matters to be discussed is to appoint a new Council member, then the notice must be given not less than 30 days before the proposed date.

## **7. EXECUTIVE COMMITTEE**

7.1 The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer and Editor.



7.2 The Executive Committee shall exercise the functions and possess the powers delegated to it by the Council.

7.3 The Executive Committee shall normally meet, either independently or as part of a full Council meeting at least once every quarter and at independent meetings three members shall constitute a quorum.

## **8. GENERAL MEETINGS AND CONGRESSES**

8.1 The Annual General Meeting shall be held at a place determined by the Council. At the Annual General Meeting, the Society should deal with the following business, amongst others:

- Agree to the items on the agenda
- Record presence and apologies
- Read and confirm the previous meeting's minutes with matters arising.
- Chairperson's report
- Treasurer's report
- Changes to the Constitution that members may want to make
- Elect new office bearers

8.2 A Special General Meeting may be convened for a specific purpose at any time, should the Council deem it necessary or at the written request of at least 15 (fifteen) Full Members.

8.3 A Congress shall, whenever possible, be held with each Annual General Meeting. The purpose of the Congress shall be the advancement of crop production by means of deliberations, papers, symposia, excursions, exhibitions or by any other means as the Council may determine.

8.4 Notices of Annual General Meetings and Special General Meetings of Congresses shall, together with the agenda, be posted to the members not less than one month before the meeting. The non-receipt of such a notice by a member shall not invalidate the proceedings of such a meeting.

8.5 At General Meetings and Congresses, every Full Member who is present and whose membership fees are not in arrears, shall have the right to vote. In the event of the votes being equal, the Chairman shall have a casting in addition to a deliberative vote.

8.6 At General Meetings and Congresses 10% of the enrolled members of the Society shall form a quorum.

## **9. FINANCES**

9.1 The financial year of the Society extends from the first day of January to the first day of December of the following year.

9.2 Any changes in membership fees of Ordinary Members, and Student Members, as decided upon from time to time by the Council, will be submitted to the Annual General Meeting for approval.

9.3 Membership fees shall be due and become payable upon receipt of an invoice. Should the subscriptions not be received within one month of the due date, notices to this effect shall be sent to members concerned. The Council may terminate the membership of any member failing to pay the fees after a period of one year from the date the fees was due.

9.4 Official receipts shall be issued for all moneys received in cash.

9.5 The Council may, at its discretion, require the payment of a Congress fee from those members who attend any Congress of the Society.

9.6 The investment of all funds controlled by the Society shall be by resolution of the Council and all securities registered in the name of the Society. Funds may only be invested with registered financial institutions, which are listed in Section 1 of the Financial Institutions Act, 1984.

9.7 The Society will keep a record of everything that it owns.

9.8 Members of the Society are not automatically entitled to remuneration. However, Council may appoint a Society member to perform a specific task and duly remunerate him/her.

9.9 A member of the Society will be refunded for expenses incurred on behalf of the Society. Guidelines:

- a) Travel by car – Rent a Class B car;
- b) Travel by plane – Economic class (cheapest reliable airline);
- c) Accommodation – Limited to ≤R 800 per day (will be revised from time to time);
- d) Expenses – Will be reimbursed by submission of actual slips;
- e) Council members with outstanding fees cannot claim.

9.10 Members or office bearers of the Society do not have rights over assets that belong to the Society. The organisation may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organisation. The payment must be a reasonable amount for the work that has been done.

## **10. INTERPRETATION AND AMENDMENT OF CONSTITUTION**

10.1 In case of any doubt as to the meaning or import of any portion of the Constitution, the interpretation of the Council shall be final and binding.

10.2 The Constitution may be altered or amplified at an Annual General Meeting or Special General Meeting provided that due notice of the meeting, specifying the nature of the alternation, deletion or addition, has been given to members in terms of Clause 8.4 and the votes of at least two-thirds of the members, present and entitled to vote, are recorded in favour of the amendment.

10.3 Notice of motion on any constitutional change must reach the Secretary in writing at least 60 days before the date of the Annual General Meeting and must be seconded by at least two Full Members.

10.4 Should any circumstances arise necessitating the Council, in the interest of the Society, taking action not covered by the Constitution or a resolution of a General Meeting, the Council is authorized to take such action as may be necessary and it shall report the nature of such action to the members as soon as possible.

## **11. AWARDS AND HONOURS**

### **11.1 Fellowship**

Fellows of the Society are highly regarded Full Members who made a significant contribution to the Society for at least 7 years. Not more than four members per year may be appointed as fellows. Fully motivated nominations (proposed by one Full Member and seconded by two Full Members) must reach the Secretary at least six months prior to the next congress. A decision to confer Fellowship shall be made by the Council.

### **11.2 Honorary membership**

A properly motivated proposal for the nomination of an Honorary Member, supported by at least two Full Members, may be submitted at any time to the Secretary, who must table the proposal at the next meeting of the Council. The proposed Honorary Member shall be elected, by a two-third majority of members present at the Council meeting following the one at which the nomination was tabled. Except in exceptional circumstances as decided upon by the Council, the election of an Honorary Member shall be announced only on the occasion of the Annual General Meeting or Congress.

### **11.3 Gold medal**

The Gold Medal of the SASCP is regarded as the highest award that can be granted to members in recognition of exceptional scientific achievement. Fully

motivated nominations (proposed by one Full Member and seconded by two Full Members) must reach the Secretary at least six months prior to the next congress. A decision to confer the Gold Medal award shall be made by the Council.

#### 11.4 Other awards

The Council may present awards to its members for excellence as it is deemed appropriate.

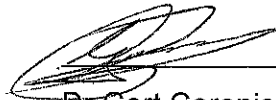
## 12. DISSOLUTION

The Society may be disbanded if at least two-thirds of the members, present and entitled to vote, at a Special Meeting convened for the purpose of considering such a matter, are in favour of disbanding. In such a case, all debts must be paid and after doing this the property or money left must be donated to another non-profit organization with similar objectives, voted for at this Special Meeting.

Signed at Bloemfontein on the 25 day of April 2018.



Dr Elbe Hugo  
President



Dr Gert Ceronio  
Past President



Dr Elmarie van der Watt  
Secretary