

THE CONSTITUTION OF THE BLACK MANAGEMENT FORUM STUDENT CHAPTER

This constitution shall not be in conflict with the Articles of Association, and membership of the chapter shall be governed in the first instance by the Articles of Association of the Forum and in addition by the provision of this Constitution. Should there be any conflict; the provision of the Articles shall supersede the Chapter Constitution.

SECTION 1

1. NAME

The Name of the organisation shall be known as the **Black Management Forum Student Chapter (BMFsc)** hereafter referred to as the **Student Chapter**.

SECTION 2

2. PREAMBLE

The objectives of the student chapter is to prepare and equip students at institutions of higher learning with managerial leadership and business skills, which will prepare them to effectively and productively respond to the challenges of the corporate world, labour market and the society at large. The fundamental philosophical believe of student chapter is that before we are students, we are members of our immediate communities.

Founding intentions being:

- a) The pursuit of academic excellence
- b) Personal development
- c) Community involvement and responsive citizenry

2.1 Mission

The BMF student chapter stands for the development and empowerment of student leadership primarily among black students at tertiary institutions, and the creation of leadership structures and processes, which will enhance the abilities, and capabilities of students on entering the labour market or corporate world.

2.2 Driving Values

The student chapter and its members are committed to:

- Service and academic excellence
- Ubuntu - a responsive and a caring attitude
- Creativity
- Commitment
- Integrity
- Democracy

2.3. MEANING OF THE BMF LOGO

Circle	-	Inclusiveness
Triangle	-	Progressiveness
Cogs	-	Good work ethics

Colors:

Burgundy	-	Leadership
Green	-	Growth and development (focus on youth)
Black	-	Primary focus on issues affecting black people

SECTION 3

3. DEFINITIONS OF TERMS AND ACRONYMS.

BMF	Black Management Forum
BMFsc	Black Management Forum Student Chapter
BSCC	Branch Student Chapter Committee
PSCC	Provincial Student Chapter Committee
NSCC	National Student Chapter Committee

Article of Association - Is a binding document that governs all the operations of the Black Management Forum and its structures.

National Student Chapter Conference - Is the annual gathering of the student chapter aiming at proposing policies matters, proposing amendments to the constitution, electing national leadership as well as discussing all other matters pertinent to BMFSc and the BMF at large

SECTION 4

4. OFFICES

The offices of the student chapters shall be in such place as may be approved by institutions of higher learning and other structures of the BMF, NSCC, PSCC and BSCC of the student chapter.

SECTION 5

5. LEGAL STATUS

The student chapter has no independent legal status and is an inseverable organ of the BLACK MANAGEMENT FORUM, a section 21 company, registration number **1981/018931/08**.

By operation of delegated authority from the Board of Directors, the Chapter possesses no legal rights, as a result of the economic interrelationship and effects of incorporation of the forum in terms of the Articles of Association and the Companies Act, the authority of the Board of Directors overrides the independence of the Student Chapter.

5.1. RELATIONSHIP BETWEEN THE BMFSC AND THE BMF

- 5.1.1 The Student Chapter shall be an inseverable organ of the BMF
- 5.1.2 The Student Chapter shall liaise with the BMF through the office of the Managing Director
- 5.1.3 The BMF Student Chapter shall be represented at all BMF structures by (BMF Board, Provincial Committees and Branch Management Committees) by its elected representatives at respective levels

- 5.1.4 Members of the Student Chapter shall not be eligible for any elected positions of the BMF or attend BMF conferences and/or AGM unless such members are the representatives of the Student Chapter at their respective levels
- 5.1.5 Student Chapter representatives to the BMF Board and Provincial Structures shall be eligible to be members of the BMF sub-committees at respective structures to which they represent the Chapter
- 5.1.6 The Student Chapter shall table proposals and/or resolutions taken by its structures to the relevant structures of the BMF

SECTION 6

6. OBLIGATIONS OF THE BMF TO THE BMFSC

- 6.1.1. The BMF at all levels (Board, Provincial and Branch) should host a minimum of two events annually jointly with the student chapters.
- 6.1.2. It is the responsibility of the Managing Director to ensure that all BMF structures are paying attention to and involving themselves in Student Chapter activities by tracking and encouraging Chairperson's to add Student Chapter issues in their reports submitted to the National Office; and also ensuring that the NSCC is allocated a budget as determined by available resources and the nature of programmes planned
- 6.1.3. It is the responsibility of the Deputy President to ensure that Induction of the Student Chapter takes place within the BMF in order to educate BMFsc on BMF principles, philosophy and positions

SECTION 7

7. AIMS AND OBJECTIVES

- 7.1 To train and develop primarily black students to be effective business and management leaders.
- 7.2 To ensure appropriate recruitment, selection and advancement of black students into business organizations.
- 7.3 To provide career guidance services and facilities to members.
- 7.4 To facilitate the processes of transformation and South Africanisation of tertiary institutions within the framework of the BMF student chapter.

- 7.5 To promote awareness of the importance of managerial leadership for economic advancement and empowerment
- 7.6 To encourage members to play an active and meaningful role in the broader South African community.
- 7.7 To engage companies to play a meaningful role towards the development of aspirant managers within the student community.
- 7.8 To uphold and enhance the highest relevant professional standards and principles in student leadership.

SECTION 8

8. MEMBERSHIP

- 8.1 Membership shall be open to all Fulltime University, University of Technology and further Education & Training students under the age of 26 years but shall maintain a focus on aspirant black managers.
- 8.2 The number of members eligible to launch a Student Chapter Branch shall be 20 people.
- 8.3 Applications for membership shall be in writing on the standard form provided by the student chapter.
- 8.4 Applications shall be accompanied by the relevant fee(s), which shall be determined by the student chapter committees in consultation with national body (BMF). Current membership is R20.00.
- 8.5 Applications shall be accepted at the discretion of the student chapter committee. Such acceptance shall be communicated in writing and an annual membership card shall be issued
- 8.6 Every member of the student chapter shall have the right to take part on discussions, activities and initiated programs of the Black Management Forum Student Chapter (BMF sc).
- 8.7 The signature of the candidate to the application form shall be deemed as an acknowledgement that such a candidate will be bound by the BMFSc constitution and resolutions as well as the Articles of Association.
- 8.8 A candidate whose application is rejected may after expiry of the period imposed by the Student Chapter Committee, re-apply for membership.

8.9 The candidate shall be granted membership by the Student Chapter Committee if such application is deemed acceptable. If grounds exist for rejection, the application shall be referred to the general meeting of the chapter, where it will be finally decided taking into account the recommendations of the Student Chapter Committee. The matter shall be settled by a simple majority vote.

SECTION 9

9. VOTING

- 9.1 Voting at the National Student Conference AGM shall be by delegates from branches, BSCC and PSCC
- 9.1.1 Conference shall be attended by delegates nominated from provinces and branches
- 9.2 Voting at the branches shall be by branch members
- 9.3 Voting at all AGMs will be by secret ballot, hands or electronic system subject to the decision of the majority of the delegates present at the meeting
- 9.4 The term of office for elected members shall be one year.
- 9.5 Chairperson shall serve not more than a maximum of two consecutive terms and shall be eligible for election after having been out of the office for a period of at least one term.

SECTION 10

10. ANNUAL GENERAL MEETINGS & NATIONAL CONFERENCE

- 10.1.1 Branches and Provinces shall nominate delegates for attendance at the AGM and national conference
- 10.2 PSCC members shall be elected at the Provincial AGM
- 10.3 BSCC members shall be elected at the Branch AGM.

SECTION 11

11. INDEPENDENT ELECTORAL COMMISSION (IEC)

The Functions of the IEC shall be:

- 11.1 To oversee and administer the entire elections process
- 11.2 To ensure that the elections are free and fair
- 11.3 Have a final word in case of any allegations of fraud or any other behavior that may jeopardize free and fair elections
- 11.4 Ensure that only branch delegates, BSCCs and PSCCs are eligible voters through established credentials at the beginning of National Student Conference
- 11.5 Count and Confirm Elections Results
- 11.6 The IEC shall in turn, officially resign immediately after discharging such election duties, including all protests

SECTION 12

12. NOMINATIONS

- 12.1 PSCC nominations shall be by a branch, with secondmend/support from at least fifty percent 50% from other branches within the Province.
- 12.2 BSCC nominations shall be by a member of the branch, with secondmend/support from at least two other members of the branch
In the event that there is a candidate from the floor after the closure of the nominations, that candidate will enter on the ballot only if supported by 50% plus 1 of the voting delegates present.
- 12.3 BSCC nominations shall be a member that has served in Sub-Comm.
- 12.4 PSCC nominations shall be a member that has served at Branch level.

SECTION 13

13. BALLOTING

- 13.1 There shall be one type of a ballot paper
- 13.2 The ballot for BSCC, PSCC and NSCC shall be for portfolios as provided in the constitution

- 13.3 Elections shall be announced during the AGM for BSCC and PSCC and during the National Student Conference

SECTION 14

14. CONTESTATIONS

- 14.1 Any contestation regarding the elections must be handed in writing to the IEC within twenty-four hours of the announcement of the election results
- 14.2 Contestation must have the support of at least fifty percent plus one member for branches, and fifty percent plus one branch for the Province
- 14.3 In case of a successful contestation, new elections shall be held within seven days after the day of the contested elections.

SECTION 15

15. MANAGEMENT TEAM

- 15.1 The management of the affairs of the student chapter shall be vested upon the Student committees of the elected structures co-coordinated by the National Student Chapter Coordinator, who shall be a fulltime employee of the BMF.
- 15.2 The NSCC, PSCC and BSCC shall have powers to deploy or establish a working group to carry a given mandate and deal with required tasks in all levels of student chapter affairs.

15.3 The management structures and portfolios shall be as follows:

- 15.3.1 The National Student (NSCC) shall comprise of the following:
- 15.3.1.1 Chairperson;
 - 15.3.1.2 Deputy Chairperson;
 - 15.3.1.3 Secretary
 - 15.3.1.4 Academic & Transformation Officer
 - 15.3.1.4 All nine (9) duly elected Provincial Chairpersons

15.3.2 Provincial Student (PSCC) and Branch Student Chapter Committees (BSCC) shall comprise of:

- 15.3.2.1 Chairperson
- 15.3.2.2 Deputy Chairperson
- 15.3.2.3 Secretariat
- 15.3.2.4 Deputy Secretariat
- 15.3.2.5 Projects Officer
- 15.3.2.6 Finance Officer
- 15.3.2.7 Academic and Transformation Officer
- 15.3.2.8 Public Relations Officer

SECTION 16

16. POWERS AND FUNCTIONS OF THE MANAGEMENT COMMITTEE

- 16.1 To collect, receive and administer monies for the purpose of the student chapter.
- 16.2 NB The Tertiary Institutions through their appointed officials and their finance structures take responsibility for funds generated through fees and subscriptions that get processed by themselves while the PSCC and BSCC is accountable to those structures regarding such funds
- 16.3 Subject to delegated authority in terms of Articles of Association; to NOT enter into any contracts in the name of the student chapter and authorize the signing of documents in the name of the student chapter without consultation with the national office as delegated by the BMF Board of Directors
- 16.4 To appoint such other committees, sub-committees, or deputations as it may consider necessary for the efficient carrying out of the objectives of the student chapter.
- 16.5 To assist or co-operate with or to form strategic alliances with organizations having objectives similar to those of the student chapter (subject to the approval of the Board of Directors).
- 16.6 To co-opt other persons to the Student Committee in order to expedite specific matters.

16.7 To take any action which it may deem expedient in the general interest of the student chapter.

SECTION 17

17. DISCIPLINARY COMMITTEE

Any matters of discipline and, or disciplinary procedures shall follow the BMF Articles of Association stipulations and shall be reported to the BMF Board.

SECTION 18

18. CO-OPTION

18.1 If deemed necessary, the Student Committee shall co-opt from general members, committee members or any stake-holder, not more than two (2) additional members, to deal with specifically required tasks of the chapter's affairs.

18.2 The Co-opted members shall report to the Student Committee, and their duration shall not exceed the duration of the current Student Committee.

SECTION 19

19. TERMS OF OFFICE

19.1 The term of office for the directly elected student committee should be one year and an official is eligible to serve a consecutive term in office.

19.2 Elected members shall serve until their respective successors are elected.

19.3 Vacancies shall be filled by co-option and by the Student Committee members at a meeting.

SECTION 20

20. GRIEVANCES

The grievance committee shall be appointed in terms of the Articles of Association and its powers and proceedings shall be governed by the Articles of Association.

SECTION 21**21. TERMINATIONS**

- 21.1. Termination of the membership shall be in terms of the Articles of Association.
- 21.2. The Chairperson of the Student Chapter Committee, upon advice from the Secretary of the relevant committee, shall note the names of those persons who have ceased to be members or office-bearers at any appropriate meeting of the chapter.

SECTION 22**22. STUDENT COMMITTEE MEETINGS**

- 22.1 The NSCC shall meet at least once a quarter and or on a need basis as driven by the programme.
- 22.2 The PSCC shall meet at least twice a quarter and/or on a need basis as driven by the programme.
- 22.3 The BSCC shall meet at least twice in every calendar month.
- 22.4 Written notice of BSCC meetings shall be given by the secretary to each member of the Committee at least (2) days before the meeting, (7) for PSCC and (21) days for a National Student Conference.
- 22.5 The quorum for the Student committees meeting shall not be less than 50% plus 1 member.
- 22.6 If no quorum is present the meeting shall stand adjourned to a date not less than (7) days later. Notice of the adjournment shall be given to all members of the Student Committee. At the adjourned meeting, the members present shall constitute a quorum.
- 22.7 No proxy votes shall be allowed.
- 22.8 Committee members who do not attend three consecutive meetings without a reasonable apology or excuse will forfeit their portfolio position as determined by the committee.

SECTION 23**23 GENERAL MEETINGS**

- 23.1 Members of the branches shall meet at least twice in every four (4) weeks.
- 23.2 Notice of General Meetings shall be served by the secretary upon all paid up members of the branch at least (7) days before the date of such meeting.
- 23.3 An Agenda for the general meeting shall accompany the notice convening the meeting.
- 23.4 The quorum of the General meeting shall be 25% of members of the branch and 50% plus 1 for PSCC and National Conference
- 23.5 A special meeting shall be convened at the direction of the Chairperson or deputy or at the request of at least 50% plus 1 of the ordinary paid-up members of the branch. Such meeting shall be convened at the direction of the Chairperson or his/her deputy at provincial level or at the request of at least 50% plus 1 of branches within a province. For branches, such notice of the motion shall be given in writing to the PSCC together with the notice convening the meeting, which shall be issued within 7 days of the notice of the motion. For PSCC, such notice of the motion shall be given in writing to the BMF national office together with the notice convening the meeting, which shall be issued within 7 days of the notice of the motion. Such general meeting shall be held not less than 21 days and not more than 35 days from the date of issue of the notice convening the meeting.

SECTION 24**24 ANNUAL GENERAL MEETINGS**

- 24.1 The Annual General Meeting of the Branches shall be held before the end of February annually. The Provincial AGM shall be held before the 31 of March annually. The National Student Conference AGM shall be held in September annually or unless the BMF and its Board of Directors decide otherwise. Communication about the AGM's shall reach members in no less than 21 working days.

- 24.2 The business to be transacted at the Annual General Meeting shall be:-
- (a) To confirm minutes of the previous Annual General Meeting.
 - (b) To receive and adopt the Student Committee's annual report.
 - (c) To transact general business of which due notice has been given.
- 24.3 One third (1/3) for the ordinary paid up members of the student chapter, present in person shall form a quorum at Annual General Meeting. If no quorum is present, the meeting shall stand adjourned for at least fourteen (14) days for NSCC and PSCC and (7) for BSCC, and at the adjourned meeting, the members present shall form a quorum. Voting at the AGM shall be by ballot unless 75% decide otherwise
- 24.4 All operation and matters on discussion shall be properly debated and all options evaluated and voting shall be last option. Voting shall take place by a show of hands by those entitled to vote, unless at least 50% plus 1 member presents demand a ballot. A ballot shall be held without discussion or debate. The decision shall be by a majority vote.
- 24.5 In case of an equality of voting at any Annual General Meeting, the chairperson of the meeting shall be entitled to a second or casting vote.
- 24.6 No member whose membership is not paid up or who is in arrears in respect of other appropriate fees shall be allowed to vote at the Annual General Meeting.

SECTION 25

25 MINUTES

- 25.1 In addition to sending minutes of the meetings to registered members, the Student Committee may direct that any of such minutes be sent to other persons in the interest of the chapter
- 25.2 Minutes may also be displayed on certain specific notice boards if so determined by the Student Committee.

SECTION 26**26 FEES**

- 26.1 The fee for membership shall be such sum as shall be determined by the BMF Board of Directors from time to time
- 26.2 The Branch Student Committee may in addition to the membership fee stipulate other fees in the interests of the branches in consultation with national office of the BMF (BMF sc coordinator).
- 26.3 All branches shall be required to pay an affiliation fee to the BMF, and the BMFsc as stated in clause 26.1

SECTION 27**27 FINANCES**

- 27.1 The overall finances of the chapter shall be controlled at the National Office of the BMF.
- 27.2 Branches finances shall be controlled by the tertiary institutions concerned. Requests for funding should be directed to branches, provinces and National Office respectively as per the BMF protocol.
- 27.3 The income, property and monies of the student chapter from whatever source derived shall be applied solely towards the promotion of the objectives of the student chapter as set out in this constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, at the time or have been members of the student chapter, or to any person through them, provided however, that nothing herein contained shall prevent the payment in good faith of out- of pocket expenses to any officers or members of the student chapter incurred in a performance of any official duties, or to the payment in good faith of remuneration to any person (whether a member or not), for any service rendered to the student chapter.

SECTION 28**28 RESOLUTIONS**

- 28.1 Any resolutions passed by members at any General Meeting, special meeting, Annual General meeting of the student chapter shall be binding on every member.
- 28.2 Resolution shall in no way be inconsistent with the text of the constitution of the student chapter, nor the articles of association.
- 22.1 Resolution shall only be passed at properly constituted meetings.
- 22.2 Resolutions passed at any meeting shall be presented/shown in writing to the following meeting.

SECTION 29**29 AMENDMENTS**

The constitution and rules of the chapter may be altered or added at the National Student Conference of which the resolution shall be passed by no less than seventy five percent (75%) of the delegates present in person.

SECTION 30**30 INTERPRETATION**

If any doubt or disputes shall arise as to the proper construction or interpretation of any of the clauses or should any question arise which is not provided for in this constitution, the matter or question will be referred to the Student Committee for a ruling. The PSCC shall notify the board of directors, national office and its provincial structures within 21 days of such ruling.

SECTION 31**31 INDEMNITY**

Every member of the Student Committee, the subcommittee (s) and all other officials of the student chapter shall be and are hereby indemnified out of and from funds and property of the chapter from against all losses, charges, costs, damages, and every other expenses and liability they may incur whilst acting reasonably and with good intent within the scope of their duties and authority.

SECTION 32**32 VENUES**

The venue for meeting shall be determined by the Committee.

SECTION 33**DISSOLUTION**

All structures may be dissolved by a resolution of two thirds (2/3) of the members at an National Annual General Meeting or special general meeting of the student chapter, provided that notice of the proposed resolution is given to the members not less than (21) clear days before the date of the meeting. The same notice within the 21 clear day period shall be submitted to the forum's board of directors.

If such resolution is duly passed, or for any reason the chapter ceases to exist, its assets, after the payments of its debts, shall vests in the forum (BMF Board) and shall be subject to the control of the board of directors. Any branch or structure of the student chapter may also be dissolved or reconstituted by a resolution of the Board of Directors in terms of the Articles of Association.