

Chapter 3 The SRC

Article 3.1. Composition of the SRC

3.1.1. The executive SRC shall comprise of a President, a Vice-President Internal, a Vice-President External, a Treasurer and two further positions filled by two of the eleven non-Executive Council members.

3.1.1.1 The two open Executive positions shall be filled through an internal SRC vote.

3.1.1.2 The eleven non-Executive Council members shall comprise of the nine openly contested positions, an Oppidan representative as well as a Residence representative.

3.1.1.3 The Oppidan representative and the Residence representative shall be elected from within their respective constituencies.

3.1.1.4. Each hall shall elect one hall representative to the SRC Residence Representative Committee and the hall representatives shall elect from among themselves the Residence Councillor, who shall act as their representative on the SRC (see Article 5.5.)

3.1.1.5 The thirteen openly contested Executive and non-Executive positions shall be campaigned for on a portfolio-specific basis subject to 3.1.1.6, 3.1.1.8 and Schedule 6.

3.1.1.6. An individual running for an openly contested position may run for one additional openly contested position in one election.

3.1.1.7 If in terms of 3.1.1.6 an individual receives the highest number of votes in two positions then s/he must select one of those positions and the runner-up in the other position will assume that portfolio.

3.1.1.8 Candidates contesting the positions of President, Vice-President Internal and Vice-President External shall all run for the position of President and may run for an additional portfolio as envisaged in 3.1.1.6.

3.1.1.8.1 The candidate with the highest number of votes shall assume the presidency, unless s/he chooses to waive this privilege, in which event the position shall be offered to the candidate with the next highest number of votes.

3.1.1.8.2 The candidate with the second highest number of votes shall assume the position of Vice-President Internal and the candidate with the third highest number of votes shall assume the position of Vice-President External. Should any candidate decline either of these positions, that position shall be offered to the candidate with the next highest number of votes.

3.1.9 The SRC may establish committees, task groups (SRC members only) and working groups (SRC members and non- SRC members) as it sees fit.

Article 3.2. The Executive Committee

3.2.1 The SRC Executive shall consist of six members, namely the President (Chairperson), Vice-President Internal, Vice-President External, the Treasurer and two other members elected from amongst its members.

3.2.2 In the event of a tied vote within the executive, the President shall have the casting vote.

3.2.1. The duties of the Executive:

3.2.1.1. To deal with urgent matters which affect the interest of students and which arise between SRC meetings.

3.2.1.2. To generally act for and represent the SRC in the period between SRC meetings, in terms of the Constitution.

3.2.1.3. To deal with such matters as the SRC shall from time to time direct.

3.2.1.4. To develop proposals or define the parameters for debate on issues so as to streamline the deliberations and functioning of the SRC.

3.2.1.5. To deal with matters that are required to be dealt with in the period between the last meeting of the outgoing SRC and the election of the new SRC.

3.2.1.6. To assume overall responsibility for ensuring that resolutions of the SRC are executed, and to implement decisions of the Executive where such decisions do not arise from resolutions of the SRC, until such decisions are ratified by the SRC.

3.2.1.7. To ensure that the new SRC is fully instructed in its role and capabilities prior to handing over responsibility.

3.2.2. Meetings of the Executive

1. The Executive shall meet at least once per fortnight.

2. The President shall take the chair at all meetings, and in his / her absence the Chair shall be taken by the Vice-President Internal or Vice-President External (see schedule 6).

3. Quorum shall be three members.

4. The minutes of each Executive meeting shall be considered, corrected if necessary, and then confirmed by the SRC at its next meeting.

SRC-SCHEDULE 6

RHODES UNIVERSITY

SCHEDULE 6:

LIST OF PORTFOLIOS

1 The President: Executive Member

1.1 The President of the SRC must have completed successfully at least 3 semesters of University study at Rhodes University to be eligible for election.

1.2. Shall co-ordinate the functions of the SRC as a formal University Body

1.3 Shall carry out the functions laid down in the SRC Constitution.

1.4 Liaises with the University Authorities on matters relevant to the SRC, the Student Body and individual students.

1.5 Together with the Vice-President external, fulfils an important liaison and public relations function, on behalf of the SRC.

1.7 Ensures a positive image of the SRC and ensures that all SRC members uphold the code of ethics.

1.8 Has the right to issue press releases or issue permission to members to issue press releases.

1.9 Shall set aside a reasonable amount of time to consult with members of the Student Body or the SRC, or to consider student matters.

1.10 Ensures that SRC Councillors set aside a reasonable amount of time to the Student Body for consultation on matters within the ambit of their portfolio and also on other matters when the exigency of the situation calls for consultation.

1.11 Acts as a channel between students and University structures on concerns relating to University structures, rules and regulations.

1.12 Chairs all SRC Executive, Statutory, Extraordinary and Emergency Meetings, unless unable to do so in which case the Vice-President Internal or the Vice-President External shall deputise.

1.13 Compiles an annual report on the activities of the SRC during his/her term of office. The report must be submitted to the Dean of Students no later than one month after the induction of the new SRC.

1.14 Oversees the activities of the Vice-President Internal, the Vice-President External and the Treasurer.

1.15 The President shall be accountable to the Executive and to the SRC in respect of the performance of his/her functions.

2 Vice-President Internal: Executive Member

- 2.1 Shall chair all SRC Executive, Statutory, Extraordinary and Emergency Meetings in the absence of the President.
- 2.2 Must comply with reasonable instructions from the President.
- 2.3 Represents the President when required to do so.
- 2.4 Deals with all matters concerning the Student Body and is the Chair of the Student Forum.
- 2.5 Reports to the SRC any recommendation made by the Student Forum to the SRC.
- 2.6 Is responsible for the internal workings, administration and functioning of the SRC, *inter alia*:
 - 2.6.1 agendas and minutes
 - 2.6.2 grievances procedures
 - 2.6.3 all SRC policies
 - 2.6.4 liaison with SRC staff members and
- 2.7 Ensures that systems are created to ensure the optimal implementation of the SRC's plans of action.
- 2.8 Ensures that appropriate liaison structures exist between the Executive, SRC and the Student Forum.
- 2.9 Receives and co-ordinates weekly portfolio reports and is responsible for a portfolio assessment which shall be communicated to the Student Forum.
- 2.10 Files all meeting report backs, accomplishments and failures of the SRC in an orderly fashion.
- 2.11 Advises the President and the SRC on internal matters.
- 2.12 Is responsible for an on-going structures audit.
- 2.13 Acts as a channel between students and University structures on concerns relating to University structures, rules and regulations.
- 2.14. Oversees the activities of the Oppidan Councillor, the Residence Councillor, the Academic Councillor and the Societies Councillor.

3 Vice-President External: Executive Member

- 3.1 Shall chair all SRC Executive, Statutory, Extraordinary and Emergency Meetings in the absence of the President and Vice-President Internal , unless unable to do so, in which case the SRC shall elect an alternative chair from within its members.

- 3.2 Must comply with reasonable instructions from the President.
- 3.3 Represents the President when required to do so.
- 3.4 Ensures that systems are created to ensure the optimal implementation of the SRC's plans of action.
- 3.5 Fulfils all external activities involving the SRC including:
 - 3.5.1 Contact with other Educational Institutions.
 - 3.5.2 Overall South African political and social developments.
 - 3.5.3 Any other national or international events which affect students.
- 3.6 Collates relevant information on current affairs as required by the SRC.
- 3.7 Acts as Chair of the Orientation Week Committee for the students.
- 3.8 Is responsible for maintaining contact with SAUS.
- 3.9 Maintains contact with other South African Higher Education Institutions.
- 3.10 Hosts visiting SRC's from other South African Higher Education Institutions.
- 3.11 Oversees the activities of the Media Councillor, the International Councillor, the Activism and Transformation Councillor, the Environmental Councillor and the Community Engagement Councillor.

4 Treasurer: Executive Member

- 4.1 Must have at least an Accounting 1 credit.
- 4.2 Administers the finance operations of the SRC in conjunction with the SRC Office Administrator.
- 4.3 Spearheads the budgeting process.
- 4.4 Is responsible for and assists in the banking functions of the SRC.
- 4.5 Presents interim financial statements to the SRC once a term and makes recommendations based on these.
- 4.6 Together with the SRC Office Administrator, shall interact with the Audit Committee.
- 4.7 Co-ordinates all fundraising efforts of the SRC and assists the Student Benefits and Sponsorship Officer where possible.
- 4.8 Advises and assists SRC substructures with their financial transactions and ensure their familiarity with financial guidelines and procedures.
- 4.9 Is required to issue an annual budget report.
- 4.10 Is required to issue an updated budget report, within five working days of receipt of such a petition requesting such a report, signed by at least fifty members of the student body.

4.11 Oversees the activities of the Student Benefits Councillor and the Project Manager.

5. Media Councillor

5.1 Ensure that systems are created to ensure the optimal publication of the SRC's plans of action.

5.2 Ensures that appropriate liaison structures exist between the Executive, SRC and the Student Forum.

5.3 Is the chief publicity agent of the SRC within the University.

5.4 Edits and publishes a publication that allows for the sharing of ideas and debating of issues affecting students.

5.5 Acts as a liaison between the SRC and student media organisations.

5.6 Leads the SRC media team and may outsource certain functions to this team.

5.7 May issue press releases in consultation with the President or Vice-President External.

6. Academic Councillor

6.1 Ensures the development of an environment conducive to academic excellence.

6.2 Ensures appropriate and constant liaison amongst staff and students at faculty and departmental level.

6.3 Creates or enhances education initiatives within the university and within the region and our country.

6.4 Participates in any Academic Planning.

6.5 Assists the SRC in keeping abreast of debates on academic issues.

6.6 Acts as a channel between students and University structures concerns relating to academic issues.

6.7 Oversees the activities of class representatives, faculty representatives and mentors.

7 Environmental Councillor

7.1 Shall represent the SRC on the Environmental Committee.

7.2 Shall engage with the University on the implementation of the Environmental Policy.

7.3 Co-ordinates all environmental programmes on behalf of the SRC.

7.4 Promotes environmental awareness within the hall system and across campus in general.

7.5 Ensures the incorporation of environmental issues within the curriculum by liaising with the Academic Councillor.

7.6 Assists students on any initiatives relating to environmental affairs.

8 Residence Councillor

- 8.1 Must be resident in a Rhodes University residence.
- 8.2 Is *ex-officio* a member of the Board of Residences.
- 8.3 Acts as a channel between students and University structures for residential concerns relating to University structures, rules and regulations.
- 8.4 Liaises with Hall and House Senior Students.
- 8.5 Shall set aside a reasonable amount of time for consultation with residence students and consideration of residence matters.
- 8.6 Oversees the activities of hall residences representatives.
- 8.7 Chairs the SRC Residence Representative Committee.
- 8.8 Shall undertake to address on-campus safety and security concerns via the appropriate university structures and shall actively pursue the implementation of safety and security measures on campus.

9 Student Benefits and Sponsorship Councillor

- 9.1 Investigates and attends to all issues that are associated with the development of benefits or amenities for the Student Body.
- 9.2 Seeks to ensure that existing student benefits are implemented.
- 9.3 Pursues individual requests from students for benefits or amenities, either within the residence structure (in liaison with the Residence Councillor) or campus life in general in liaison with the President or the Treasurer.
- 9.4 Shall set aside a reasonable amount of time for consultation with students and consideration of student benefit matters.
- 9.5 In conjunction with the Treasurer, actively searches for sponsorship for SRC activities.
- 9.6 Liaises with other SRC members with a view to securing benefits such as discounts at stores, student nights and other such benefits.
- 9.7 Must ensure that the student body is made aware of all benefits available to them.

10 Oppidan Councillor

- 10.1.1 When elected, the Oppidan Councillor may not be in his or her first year of academic study at Rhodes University.

- 10.1.2 The Oppidan Councillor must have been an Oppidan student for a minimum of two academic terms.
- 10.2 Shall maintain, in conjunction with the Oppidan Committee, regular contact with the Oppidan Community by means of newsletters and publications, in liaison with the Media Councillor.
- 10.3 Is responsible for informing the SRC on matters concerning the Oppidan Community.
- 10.4 Ensures availability to Oppidan students who request consultation or consideration on Oppidan matters.
- 10.5 Ensures open lines of communication between Oppidan Students, the SRC and the University Authorities.
- 10.6 Arranges interviews, where requested, between Oppidan Students and the SRC.
- 10.7 Acts as a channel between the Oppidan Committee and the SRC.
- 10.8 Acts as a channel between the Oppidan Subwardens and the SRC.
- 10.9 Acts as a channel between Oppidan students and University structures for all concerns relating to University structures, rules and regulations in relation to Oppidan Students.
- 10.10 Shall undertake to address off-campus safety and security concerns via the appropriate university structures and shall actively pursue the implementation of safety and security measures off campus.

11 Societies Councillor

- 11.1 Assists the Societies Council.
- 11.2 Makes recommendations to the SRC for the recognition of new societies.
- 11.3 Is responsible for arranging briefings/workshops with societies on behalf of the SRC.
- 11.4 Is responsible for arranging Societies Evening and other exhibitions on the behalf of the SRC.
- 11.5 Liaises with SRC Societies.
- 11.6 Liaises with all sports clubs through the Sports Administration.
- 11.7 Acts as the SRC representative on Sports Administration meetings.

12 Project Manager

- 12.1 Organises projects on behalf of the SRC.
- 12.2 Co-ordinates the organisation of entertainment functions during Orientation week.
- 12.3 Shall organise at least one function per term according to the regulations as laid down by the Registrar.

12.4 Shall actively seek to secure sponsorship for SRC projects together with the Student Benefits Councillor.

13 International Affairs Councillor

13.1 Co-ordinates SRC International Programmes.

13.2 Liaises between the SRC and the International Office.

13.3 Convenes an International Students' Forum.

13.4 Initiates student exchange programmes.

13.5 Represents the SRC in International Forums.

13.6 Acts as a channel for all concerns relating to University structures, rules and regulations in relation to International students.

14 Activism and Transformation Councillor

14.1 Co-ordinates all activism programmes on behalf of the SRC, and is the spearhead and driving force for the SRC's transformation programme.

14.2 Organises an awareness week on an appropriate topical issue.

14.3 Represents the SRC on gender forums and equity forums.

14.4 Liaises with SAUS on National Gender and Transformation Programmes.

14.5 Shall assist student representatives at a faculty level to engage transformation and other concerns, especially those involving curriculum development.

14.6 Creates relevant forums and other appropriate mechanisms for the engagement of transformation debate.

15 Community Engagement Councillor

15.1 Co-ordinates SRC Community Interaction Programmes.

15.2 Represents the SRC in Community Interaction Programmes.

15.3 Initiates and sustains Community Interaction Programmes.

15.4 Liaises between the SRC, the Centre for Social Development and hall Community Engagement Representatives.

ARTICLE 9.1: Election

9.1.10.1. Under all circumstances, even if a candidate is unopposed, an election must be held and a quorum must be reached.

9.1.10.2. For an election to be valid, 33.3% of the registered full-time, in attendance, students in attendance must participate in the election. Quorum shall be calculated for the election as a whole and not in respect of individual portfolios.

9.1.10.3. If a quorum is not reached a new election shall be held.

ARTICLE 5.5: SRC Residence Representative Committee

5.5.1. Each hall will elect one individual to serve on the SRC Residence Representative Committee.

5.5.2. These elections shall take place at the same time as the SRC general elections, unless a by-election needs to be held.

5.5.3. The Post-Graduate Village and the Oppidan Hall are not considered to be halls for the purposes of this election.

5.5.4. Within 48 hours of the hall elections being held, the SRC Administrator shall convene a meeting of the elected hall representatives, to be chaired by the outgoing SRC President, for the specific purpose of electing a Residence Councillor.

5.5.5. In the event of a dead-lock being reached, the selection of the Residence Councillor will be postponed until the position of SRC President has been decided. The SRC President shall then convene a meeting of the hall representatives and shall have a casting vote in the event of a second deadlock.

5.5.6. The role of the Committee is to advise the Residence Councillor and to act as a liaison channel between the halls and the Residence Councillor.

5.5.7. The Residence Councillor and the Residence Representative Committee shall meet once a fortnight.

5.5.8. Each Hall Representative shall fulfil the functions as outlined in his or her Hall Constitution and any additional function that the Residence Representative Committee may determine.

5.5.9 The Residence Councillor shall chair all Residence Representative Committee meetings, unless unable to do so, in which case the Residence Representative Committee shall elect an alternative chair from among its members.

5.5.10. In the event of a tied vote within the Residence Representative Committee, the Residence Councillor shall have a casting vote.