

REPUBLIC
OF
SOUTH AFRICA



REPUBLIEK
VAN
SUID-AFRIKA

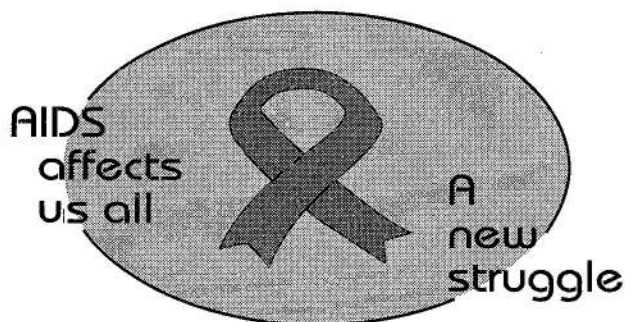
Government Gazette Staatskoerant

Vol. 411

PRETORIA, 3 SEPTEMBER 1999

No. 20454

We all have the power to prevent AIDS



Prevention is the cure

**AIDS
HELPLINE**

0800 012 322

DEPARTMENT OF HEALTH

GOVERNMENT NOTICE

DEPARTMENT OF EDUCATION**No. 1068****3 September 1999****HIGHER EDUCATION ACT, 1997****(ACT No. 101 of 1997)****STATUTE OF THE TECHNIKON NORTHERN GAUTENG**

The council of the Technikon Northern Gauteng has made the Statute set out in the Schedule hereto, in accordance with section 32 of the Higher Education Act, 1997 (Act No. 101 of 1997), which is, in terms of the provisions of section 33 of the said Act, hereby published with the approval of the Minister of Education and which comes into operation on the date of this publication.

SCHEDULE

To introduce a new Statute for the Technikon Northern Gauteng to give effect to any law relating to the Technikon; and to promote the effective management of the Technikon in respect of matters not expressly prescribed by any law.

DEFINITIONS**Definitions**

1. In this Statute any word or expression to which a meaning has been assigned by the Higher Education Act, 1997 (Act No. 101 of 1997) has the meaning so assigned to it, and unless the context indicates otherwise –

"academic employee" means any person appointed by the Technikon to teach or to do research;

"convocation" means the convocation of the Technikon;

"council" means the council of the Technikon;

"electoral officer" means the duly nominated electoral officer contemplated in paragraph 82;

"employee" means any person employed by the Technikon and who can be defined as such in terms of the Labour Relations Act, 1995 (Act No. 66 of 1995);

"executive management committee" means the executive management committee of the Technikon contemplated in paragraph 72;

"external members" means persons who are not employed by or students of the Technikon;

"improper behaviour" means any act or conduct contrary to the disciplinary Rules of the Technikon and may, where applicable, include acts or conduct contrary to good morals and applicable rules of meetings;

"institutional forum" means the institutional forum of the Technikon;

"Minister" means the Minister of Education;

"non-academic employee" means any person employed by the Technikon who is not an academic employee;

"president" means the president of the students' representative council;

"principal" means the principal of the Technikon;

"quorum" means the minimum number of members required at a meeting for the meeting to be properly constituted;

"recognised union" means any organisation of employees which is sufficiently representative as is required by the Labour Relations Act, 1995 (Act No. 66 Of 1995) and is recognised by the council as such;

"residence" means accommodation for students provided by the Technikon;

"Rules" means the institutional rules of the Technikon made in terms of section 32 of the Act;

"seat of the Technikon" means the physical location of the Technikon, which is at Soshanguve in the Gauteng Province;

"semester" means half of the academic year as stipulated by the Technikon ;

"students' representative council" means the students' representative council of the Technikon;

"student" means a person who is registered as a student of the Technikon;

"student body" means all registered students at the Technikon;

"student organisation" means any club, society and committee recognised by the students' representative council;

"Technikon" means the Technikon Northern Gauteng; and

"the Act" means the Higher Education Act, 1997 (Act No. 101 of 1997).

CHANCELLOR

Functions of chancellor

2. (1) The chancellor is the titular head of the Technikon and confers all degrees, certificates and diplomas on behalf of the Technikon.

(2) The chancellor performs such other functions as assigned to him or her by the council.

Term of office of chancellor

3. (1) The chancellor occupies his or her office for a period of five years unless he or she tenders his or her resignation in writing to the council or vacates his or her office for any reason before the expiry of his or her term.

(2) The chancellor may be removed from office by a resolution of not fewer than 75% of all members of the council on account of misconduct, incapacity to carry out his or her official duties, or any other reason that the council deems adequate.

(3) The chancellor is eligible for re-election for one further term of office only.

Election of chancellor

4. (1) The chairperson of the council, or in his or her absence the vice-chancellor, determines the date on which a meeting of the council is to be held for the purpose of the election of a chancellor, provided that such a meeting must be held within 90 days after the office of the chancellor becomes vacant.

(2) The secretary to the council must, at least two months, but not more than four months prior to the expiry of the term of office of the chancellor, give due notice to every member of the council of the date, place and time of the meeting contemplated in subparagraph (1) and must invite members of the council and all

other structures of the Technikon to submit nominations for the office of the chancellor on a form approved by the principal.

(3) Any member is at liberty to supplement a nomination by the submission of additional information.

(4) The completed forms for the nomination of candidates must reach the secretary to the council at least 21 days before the date of the meeting contemplated in subparagraph (1).

(5) The secretary to the council must, within three days after the closing date for nominations, give due notice to every member of the council of the nominations received.

(6) No person may be elected to the office of the chancellor unless he or she has been nominated, with his or her written consent, by not fewer than two members of the council.

(7) The secretary to the council must submit to the institutional forum a list of all the nominees for, advice to be provided to the council regarding the election of candidates to the office of chancellor.

(8) The council elects the chancellor by secret ballot and each member of the council has only one vote during each ballot.

(9) A candidate is elected to the office of chancellor by not fewer than 75% of all the members of council present, subject to the provisions of subparagraph (1).

(10) A series of ballots must be held if no candidate gains a 75% majority in the ballot.

(11) In each successive round of balloting, the candidate with the least support in the previous ballot is eliminated as a candidate.

(12) After the council has elected a chancellor, the name of such chancellor is announced by the principal.

Vacancy in office of chancellor

5. (1) If the office of the chancellor becomes vacant or the chairperson of the council receives the chancellor's written resignation, the secretary to the council must within 14 days of the occurrence of the vacancy or of the receipt of the resignation, as the case may be, give due notice to each member of the council and

all other structures of the Technikon of such vacancy or resignation and call for nominations.

(2) The council must within 90 days of the occurrence of the vacancy elect a new chancellor in accordance with the provisions of paragraph 4.

(3) If the chancellor is absent or is unable to perform the functions of his or her office for any other reason, the principal, in his or her capacity as vice-chancellor, performs the functions pertaining to the office of the chancellor.

COUNCIL

Functions of council

6. (1) Subject to the Act and this Statute, the Technikon is governed by the council.

(2) The council must –

- (a) administer all the property of the Technikon; and
- (b) subject to the provisions of this Statute, make all appointments and have general control of the Technikon and of all its affairs and activities.

Composition of council

7. (1) The council contemplated in section 27 of the Act consists of the following members –

- (a) the principal;
- (b) one vice-principal;
- (c) five persons appointed by the Minister;
- (d) one senate member, elected by the senate;
- (e) one academic employee, elected by such employees;
- (f) two students elected by the students' representative council;
- (g) one non-academic employee, elected by such employees;
- (h) one member of the Technikon foundation, designated by the foundation;
- (i) one member of the executive committee of the parents committee of the Technikon designated by such committee;

- (j) one member of the convocation, elected by the convocation;
- (k) two members designated by Business South Africa (BSA);
- (l) one person designated by the Northern Pretoria Metropolitan Substructure;
- (m) one person designated by the schools in the feeder area;
- (n) one person designated by the institutional forum;
- (o) two academics from other higher education institutions nominated and elected by the council;
- (p) one person with expertise in financial matters nominated and elected by the council;
- (q) one person with expertise in management nominated and elected by the council; and
- (r) one person with expertise in law nominated and elected by the council.

(2) No employee and no student may hold an appointment on the council except under subparagraphs (1)(a), (b), (d), (e), (f) and (g).

Election of chairperson and vice-chairperson of council

8. (1) The members of the council elect at the first meeting of the council after this Statute becomes applicable and thereafter whenever it becomes necessary, a chairperson and a vice-chairperson who each holds office for a period of two years, or for such shorter period as he or she may be a member of the council.

(2) The chairperson or the vice-chairperson may not be an employee or a student of the Technikon.

(3) Nominations for the offices of chairperson and vice-chairperson must be given in writing to the secretary to the council during the meeting.

(4) If more than one candidate is nominated as chairperson or vice-chairperson, voting must be by secret ballot and each member of the council has only one vote during each ballot.

(5) A candidate may only be elected to the office of chairperson or vice-chairperson of the council by not fewer than a majority of the members present at the meeting of the council.

(6) A series of ballots must be held if no candidate gains a majority in the first ballot.

(7) In each successive round of balloting, the candidate with the least support in the previous ballot is eliminated as a candidate.

(8) The chairperson and the vice-chairperson may not serve for more than two consecutive terms.

(9) Whenever a casual vacancy occurs in the office of chairperson or vice-chairperson, the provisions of subparagraph (2) to (7) apply to the filling of such vacancy.

(10) The person elected in terms of subparagraph (9) holds office for the unexpired period of office of his or her predecessor.

(11) Whenever a vacancy in the office of chairperson or vice-chairperson is about to occur by effluxion of time, the secretary to the council must give notice thereof in writing to all members of the council at least 21 days before the last ordinary meeting of the council to be held before the expiry of such period of office, and the council must at such meeting elect a successor in terms of subparagraphs (2) to (7) for a term of two years from the date following the day on which the term of office of the retiring chairperson or vice-chairperson expires.

Election of secretary to council

9. (1) The members of the council, at the first meeting of the council and thereafter when it becomes necessary, elect from among its members a secretary in terms of section 26(3) of the Act.

(2) The secretary is elected by secret ballot and a majority of the members of the council present at an ordinary meeting of the council.

(3) No person may be elected as secretary, unless he or she has been nominated in writing by at least three members of the council and the nomination is countersigned by the nominee to denote his or her acceptance of the nomination.

(4) The principal acts for the duration of the election of a secretary as acting secretary.

(5) The secretary holds office for a period of two years, or for such shorter period as he or she may be a member of the council.

(6) The secretary acts as electoral officer at all meetings of the council, and performs such other functions as determined by the council.

(7) The council may assign any employee to assist the secretary or to act in his or her place.

Election of representative of senate on council

10. (1) When it becomes necessary for the senate to elect its representative to the council as contemplated in section 27(4)(d) of the Act and paragraph 7(1)(d) of this Statute, such representative is elected by secret ballot and a majority of the members present at an ordinary meeting of the senate.

(2) No person may be elected unless he or she has been nominated in writing by two members of the senate, and he or she has confirmed by his or her signature that he or she accepts the nomination.

(3) The signed nomination contemplated in subparagraph (2) must reach the secretary to the senate at least five days before the date of the meeting.

(4) If a member referred to in subparagraph (1) for any reason vacates his or her office, the provisions of subparagraphs (1) to (3) are applicable.

Election of representative of council on senate

11. (1) The representative of the council contemplated in section 28(2)(e) of the Act and paragraph 34(1)(c) of this Statute must be elected at an ordinary meeting of the council and holds office for a period of two years.

(2) If a member referred to in subparagraph (1) for any reason vacates his or her office, the council must fill such vacancy in terms of the provisions of subparagraph (1) at the next ordinary meeting of the council following the occurrence of such vacancy, and the member so elected and appointed holds office for the unexpired portion of the term of office of his or her predecessor.

Election of representatives of students on council

12. (1) Whenever it is necessary for students to be elected to the council as contemplated in section 27(4)(f) of the Act and paragraph 7(1)(f) of this Statute, the secretary to the council notifies the president of the students' representative council accordingly.

(2) The students' representative council must elect two of its members to the council by means of a secret ballot and a majority of the members present at an ordinary meeting of the students' representative council.

(3) The president of the students' representative council submits the names of the members elected to the secretary to the council.

Election of representative of academic employees on council

13. (1) Whenever it is necessary for the academic employees to elect a member to the council as contemplated in section 27(4)(e) of the Act and paragraph 7(1)(e) of this Statute the, secretary to the council, by written notice, invites the academic employees to nominate in writing a candidate to be elected as a member of the council.

(2) A nomination contemplated in subparagraph (1) must be lodged with the secretary to the council on a date determined by him or her.

(3) Each nomination contemplated in subparagraph (1) must be signed by at least five academic employees and countersigned by the nominee to denote his or her acceptance of the nomination.

(4) If only one candidate is nominated in accordance with subparagraph (1), the secretary to the council declares such candidate to be duly elected.

(5) If more than one candidate is nominated in accordance with subparagraph (1), the secretary to the council determines a date for the election and posts to the academic employees ballot papers, containing the names of all such candidates, and return envelopes in which to seal the completed ballot papers.

(6) Each employee is entitled to one vote.

(7) A ballot paper sealed in the return envelope must be returned to the secretary to the council.

(8) A ballot paper is invalid if –

- (a) it is received after the date determined for the election; or
- (b) it is not sealed in the return envelope; or
- (c) it is spoilt because it does not clearly indicate the candidate in whose favour the vote has been cast, or because more than one vote has been cast.

(9) The secretary to the council is the returning officer and is assisted by two scrutineers nominated by him or her.

(10) The secretary to the council declares the person obtaining the highest number of votes to have been elected and, in the event of an equality of votes, the result must be determined by the drawing of lots by the secretary in the presence of the two scrutineers referred to in subparagraph (9).

Election of representative of non-academic employees on council

14. Whenever it is necessary for the non-academic employees of the Technikon to elect a member to the council as contemplated in section 27(4)(g) of the Act and paragraph 7(1)(g) of this Statute, the procedure set out in paragraph 13 applies with the necessary changes.

Election of representative of convocation on council

15. Whenever it is necessary for the convocation to elect a member to the council as contemplated in paragraph 7(1)(j), such person must be elected by means of a secret ballot and a majority of the members present at an ordinary meeting of the convocation.

Term of office of members of council

16. (1) Unless otherwise specified in this Statute, the term of office of the members of the council is, with the exception of the principal, the vice-principal and the members contemplated in paragraph 7(1)(f), four years.

(2) Notwithstanding subparagraph (1), on the inception of the council after the promulgation of this Statute at least fifty per cent of the members must be appointed for a period of two years only, to allow sufficient continuation in membership.

(3) The term of office of members contemplated in paragraph 7(1)(f) is a period of one year.

(4) If a member ceases to be a member of the constituency which he or she represents, his or her membership of the council also ceases.

(5) The principal and the vice-principal contemplated in paragraphs 7(1)(a) and (b) remain members of the council for as long as they hold the offices of principal and vice-principal.

Vacancies in council by effluxion of time

17. The secretary to the council must at least 90 days before the expiry of the term of office of a member of the council, give written notice of such expiry to the structure or person that elected, designated, appointed or nominated such a member in order that such structure or person may elect, designate, appoint or nominate a successor to fill the vacancy as before.

Casual vacancies in council

18. If a member of the council dies or resigns, or vacates his or her office for any reason other than the effluxion of time, the secretary to the council must, within 30 days from the date on which such vacancy occurs, give notice of such vacancy in writing to the structure or person that elected, designated, nominated or appointed such member, in order that such structure or person concerned may elect, designate or appoint a successor for the unexpired portion of the term of office of his or her predecessor, as soon as reasonably practicable thereafter.

Vacation of office by council members

19. A member of the council ceases to be a member if –

- (a) he or she resigns from office by writing under his or her hand addressed to the chairperson of the council;
- (b) the Minister, an organisation or a structure who appointed, elected or designated him or her to the council terminates his or her membership in writing at any time before the expiry of his or her term of office;

- (c) he or she is absent from three consecutive meetings of the council without the leave of the chairperson of the council;
- (d) he or she is declared insolvent by a court of law;
- (e) he or she is convicted of an offence involving dishonesty, or of an offence for which the sentence is imprisonment without the option of a fine;
- (f) he or she is declared unable to attend to his or her personal affairs by a court of law;
- (g) he or she becomes a temporary patient or a continued treatment patient in an institution for mental health;
- (h) the council deems his or her conduct unbecoming of a member of the council and recommends to the Minister, an organisation or structure who appointed, elected or designated such member to the council to terminate his or her membership; or
- (i) the member of the council not being an employee or a student of the Technikon is appointed as an employee of the Technikon.

Meetings of council

20. (1) The quorum of a meeting of the council is half of the total of members of the council plus one, provided that the majority of such members present at a meeting are not employees or students.

(2) The secretary to the council must, at least 10 days before the date set for any meeting, give notice in writing to each member of the council, setting forth the matters to be dealt with as well as the time and place of such a meeting, including a copy of the minutes of any previous meeting.

(3) Notice of matters for consideration must be submitted to the secretary to the council at least five days prior to the date on which he or she is required to give notice of such meeting, provided that a member may raise matters of an urgent nature at such meeting without prior notice if he or she procures the consent of not fewer than two-thirds of the members present.

(4) An extraordinary meeting of the council may be called by the chairperson of the council whenever he or she deems it necessary, and must be

called by him or her when requested to do so in writing by any five members, clearly stating the purpose of the meeting in such request.

(5) No matters other than those for which an extraordinary meeting was called, may be considered at such meeting, except with the consent of the meeting granted on an unopposed motion.

(6) An emergency meeting may be called by the chairperson at any time, provided that the members of the council are given at least 24 hours' notice of such meeting.

(7) The notice contemplated in subparagraph (6) may be given in any manner deemed expedient by the chairperson under the circumstances.

(8) The members of the council must be notified of the purpose of an emergency meeting, and no matters other than those of which the members have been notified may be considered at such meeting.

(9) The council may invite persons who are not members to attend meetings, provided that such persons may take part in the discussions, but may not vote.

Minutes of council meeting

21. (1) The secretary to the council must keep minutes of each meeting of the council, and must include such minutes with the agenda of the next council meeting.

(2) The first act of an ordinary meeting of the council, after it has been duly constituted, is to read and confirm by the signature of the chairperson the minutes of the last preceding ordinary meeting and of any extraordinary or emergency meeting held subsequently, provided that any objection to the minutes is raised and dealt with before confirmation thereof.

(3) The meeting may take the minutes as read if a copy thereof was sent to each member in accordance with subparagraph (1).

Register of resolutions of council

22. The secretary to the council must keep a complete register of the resolutions adopted by the council in terms of this Statute, and all members of the council must have access to such register.

Discussion of motions

23. (1) No member of the council may, without the leave of the meeting, speak more than once on a motion or an amendment, but the proposer of a motion or an amendment has the right to reply, provided that a member may move that the matter under discussion be dealt with in committee.

(2) If the motion contemplated in subparagraph (1) is seconded, it must be put to vote without further discussion and, if such motion is adopted, the council must immediately go in to committee, whereafter a member may speak more than once on the matter under discussion.

(3) A motion or an amendment must be seconded and, if it is so directed by the chairperson, be in writing, and no motion or amendment may be withdrawn without the consent of the proposer, the seconder and the meeting.

Voting

24. (1) Except as otherwise provided in this Statute, all matters must be decided by a majority of all the members present.

(2) The chairperson has an ordinary vote and, in the event of a tie of votes, a casting vote as well, provided that in the case of a vote by secret ballot the chairperson has no casting vote.

(3) The chairperson may only use his or her casting vote if he or she has already exercised his or her ordinary vote during a vote about the matter under consideration.

(4) If members present during any vote on a motion abstain from voting, their abstentions must be noted as such.

(5) If it is so decided by the meeting, the number of members voting for or against any motion must be recorded and, at the request of any member, the chairperson must direct that the vote of such a member be recorded.

(6) Where no fewer than 75% of all the members of the council have reached agreement on a matter referred to them by letter or telefax by the chairperson without convening a meeting and have conveyed their resolutions by letter or telefax, such resolution is deemed to be a resolution of the council and must be recorded in the minutes of the next ordinary meeting.

(7) If a member of the council is unable to attend a meeting, his or her views on any matter on the agenda concerned may be communicated to the meeting in writing, but may not count as a vote by such member.

Interest of members

25. (1) No member of the council may participate in the discussion of, or vote on, a matter in which he or she has a direct or indirect pecuniary or financial or other material interest, unless he or she first discloses the extent of his or her interest and obtains the permission of the meeting to participate in the discussion, or to vote on the matter, or both.

(2) If a member of the council participates without the council's permission in the proceedings regarding a matter in which the member does have a direct or indirect pecuniary or financial or other material interest, voting by members of the council on such matter is invalid.

Ruling by chairperson

26. The ruling of the chairperson on any point of order or procedure is binding unless immediately challenged by a member of the council, in which event such ruling must be submitted to the meeting without discussion and the decision of the meeting is final.

Make, amend or repeal Statute or Rules

27. (1) No motion to make, amend or repeal the Statute or any Rule is of force and effect unless adopted by not fewer than 75% of the members present at the meeting of the council.

(2) Any motion to make, amend or repeal the Statute or any Rule must be in accordance with the provisions of section 32(2) of the Act.

Number of meetings of council

28. The chairperson must convene not fewer than two meetings of the council in each semester at the seat of the Technikon.

Executive committee of council

29. (1) The council appoints an executive committee of the council consisting of at least five members, of whom at least 60% must be members who are neither employees nor students.

(2) The secretary to the council is the secretary to the executive committee of the council.

Finance committee of council

30. (1) The finance committee may employ the services of external experts, and at least 60% of its membership must be persons who are neither Technikon employees nor students.

(2) All matters pertaining to the functions, meetings, and meeting procedures of the finance committee are as determined by the council.

Audit committee of council

31. (1) The audit committee must consist of external members of the council only.

(2) The principal and the internal auditor may attend meetings of the audit committee, but have no voting rights.

(3) All matters pertaining to the composition, term of office of members, the functions, meetings and meeting procedures of the audit committee are as determined by the council.

Physical planning committee of council

32. (1) The physical planning committee may employ the services of experts who are not employees or students for purposes of providing advice.

(2) The composition of the committee and other related matters are as determined by the council.

Remuneration committee

33. (1) The council must appoint two members of the council who are not employees or students to serve on the remuneration committee, to oversee the remuneration packages of the management contemplated in paragraph 72(1).

(2) The composition of the committee and such other related matters are as determined by the council.

SENATE**Composition of senate**

34. (1) The members of the senate referred to in section 28(2) of the Act are -

- (a) the principal;
- (b) the vice-principals;
- (c) one member of the council not employed by the Technikon, who has knowledge of academic matters;
- (d) the head of quality assurance;
- (e) the head of the library;
- (f) one member of the institutional forum;
- (g) the deans of faculties;
- (h) the academic directors;
- (i) the academic heads of departments;
- (j) two senior lecturers;
- (k) two lecturers;
- (l) one member of the students' representative council elected annually by the students' representative council;
- (m) one academic employee, not already a member of the senate, in terms of subparagraph (g) to (k); and
- (n) one non-academic employee, not already a member of the senate, in terms of subparagraph (d) and (e).

(2) Whenever it is necessary to elect members to the senate in terms of subparagraph (1), the procedure is as provided for in the Rules.

Term of office of members of senate

35. (1) A member of the senate who becomes a member by virtue of his or her office, remains a member of the senate for as long as he or she holds the office by virtue of which he or she is a member of the senate.

(2) The member contemplated in paragraph 34(1)(l) holds office for a period of one year.

(3) The members contemplated in paragraphs 34(1)(c), (f), (j), (k), (m) and (n) hold office for a period of two years.

Election of chairperson and vice-chairperson of senate

36. (1) The members of the senate elect from among its members who are senior academic employees a chairperson and a vice-chairperson, by secret ballot and a majority of the members of the senate at an ordinary meeting of the senate.

(2) The provisions of paragraph 8(3) to (11) apply, with the necessary changes, to the election of the chairperson and the vice-chairperson of the senate.

Election of secretary to senate

37. (1) The members of the senate must, when it becomes necessary, elect from among its members a secretary in terms of section 26(3) of the Act.

(2) The secretary is elected by secret ballot and a majority of the members of the senate at an ordinary meeting of the senate.

(3) No person may be elected as secretary unless he or she has been nominated in writing by at least three members of the senate and the nomination is countersigned by the nominee to denote his or her acceptance of the nomination.

(4) The principal acts for the duration of the election of a secretary as acting secretary.

(5) The secretary holds office for a period of two years, or for such shorter period as he or she may be a member of the senate.

(6) The secretary acts as electoral officer at all meetings of the senate and performs such other functions as determined by the senate.

(7) The registrar may assist the secretary or act in his or her place if so designated by the senate.

Meetings

38. (1) The chairperson of the senate must convene at least two meetings of the senate in each semester at the seat of the Technikon.

(2) A quorum consists of half the total number of members plus one.

(3) The secretary to the senate must, at least 10 days before the date set for any meeting, give notice in writing to each member of the senate, setting forth the matters to be dealt with as well as the time and place of such meeting, including a copy of the minutes of any previous meetings.

(4) Notice of matters for consideration must be submitted to the secretary to the senate at least five days prior to the date on which he or she is required to give notice of the meeting, provided that a member may raise matters of an urgent nature at the meeting without previous notice, if he or she procures the consent of at least 75% of the members present.

(5) (a) An extraordinary meeting of the senate may be called by the chairperson of the senate whenever he or she deems it necessary, and must be called by him or her when requested to do so in writing by any five members, the purpose of the meeting being clearly stated in the request.

(b) No matters other than those for which an extraordinary meeting was called, may be considered at such meeting, except with the consent of the meeting granted on an unopposed motion.

(6) (a) An emergency meeting may be called by the chairperson at any time, provided that the members of the senate must be given at least 24 hours' notice of such meeting.

(b) Notice of an emergency meeting may be given in any manner deemed expedient under the circumstances.

(c) The members of the senate must be notified of the purpose of an emergency meeting and no matters other than those of which the members have been notified may be considered at such meeting.

(7) The senate may invite persons who are not members to attend meetings, provided that such persons may take part in discussions, but may not vote.

Minutes of senate meetings

39. (1) The secretary to the senate must keep minutes of each meeting of the senate and must include such minutes in the agenda of the next meeting.

(2) The first act of an ordinary meeting of the senate, after it has been duly constituted, is to read and confirm by the signature of the chairperson the minutes of the last preceding ordinary meeting and of any extraordinary meeting held subsequently, provided that an objection to the minutes is raised and dealt with before confirmation thereof.

(3) The meeting may take the minutes as read if a copy thereof was sent to each member as contemplated in subparagraph (1).

Register of resolutions of senate

40. The secretary to the senate must keep available to all members of the senate a complete register of senate resolutions.

Discussion of motions

41. (1) No member of the senate may, without the leave of the meeting, speak more than once on a motion or amendment, but the proposer of a motion or amendment has the right to reply, provided that a member may move that the matter under discussion be dealt with in committee, provided further that, if the latter motion is seconded, it is put to vote without further discussion and, if such motion is adopted, the senate immediately goes into committee, when a member may speak more than once on the matter under discussion.

(2) A motion or an amendment must be seconded and, if it is so directed by the chairperson, must be in writing, and no motion or amendment may be withdrawn without the consent of the proposer, the seconder and the meeting.

Voting

42. (1) Except as otherwise provided in this Statute, all matters are decided upon by a majority of the members present.

(2) The chairperson is a voting member of the meeting and if he or she desires to cast his or her ordinary vote, he or she must do so simultaneously with the general voting and not thereafter.

(3) In the event of a tie of votes other than stipulated in subparagraph (4), the chairperson in addition to his or her ordinary vote also has a casting vote, provided that, in the case of a vote by secret ballot, he or she does not have a casting vote.

(4) A tie of votes means that a motion is rejected, unless the chairperson decides to use his or her casting vote.

(5) The chairperson may only use his or her casting vote if he or she has already exercised his or her ordinary vote during a vote about the matter under consideration.

(6) If members present during any vote on a motion abstain from voting, their abstention must be noted as such.

(7) If it is so decided by the meeting, the number of members voting for or against any motion must be recorded and, at the request of any member, the chairperson must direct that the vote of such member be recorded.

(8) Where not fewer than 75% of all the members of the senate have reached agreement on a matter referred to them by letter or by telefax by the chairperson without convening a meeting, and have conveyed their resolution by letter or by telefax, such resolution is equivalent to a resolution of the senate and must be recorded in the minutes of the next ordinary meeting.

(9) If a member of the senate is unable to attend a meeting, his or her views on any matter on the agenda concerned may be communicated to the meeting in writing, but may not count as a vote by such a member.

(10) No member of the senate may participate in the discussion of, or vote on, a matter in which he or she has a direct or indirect pecuniary or financial or other material interest, unless he or she first discloses the extent of his or her interest and

obtains the permission of the meeting to participate in the discussion, or the voting on the matter, or both.

(11) If a member of the senate participates without the senate's permission in proceedings regarding a matter in which the member does have a pecuniary or financial or other material interest, voting by the senate on such matter is invalid.

Ruling by chairperson

43. The ruling of the chairperson on any point of order or procedure is binding unless immediately challenged by a member of the senate, in which event such ruling must be subjected to a vote and the decision of the meeting is final.

Make, amend or repeal Rule

44. No motion to make, amend or repeal a Rule is of force and effect unless adopted by 75% of the members present at the meeting of the senate.

Vacancies in senate by effluxion of time

45. The secretary to the senate must at least 90 days before the expiry of the term of office of a member of the senate, give written notice of such expiry to the structure or person that elected, designated, nominated or appointed such member, in order that such structure or person may fill such vacancy in the same manner as before.

Casual vacancies in senate

46. If a member of the senate passes away or resigns, or vacates his or her office for any other reason, the secretary to the senate must within 30 days from the date on which such vacancy occurs, give notice of such vacancy in writing to the structure or person that elected, designated, nominated or appointed such member, in order that such structure or person may fill such vacancy in the same manner as before.

Vacation of office by senate members

47. The provisions of paragraph 19(a) to (h) relating to the vacation of office by council members apply, with the necessary changes, to the vacation of office by senate members.

Functions of senate

48. (1) The senate is responsible for the academic and research functions within the Technikon and is accountable to the council.

(2) As the academic authority, the functions of the senate are –

- (a) to further and coordinate the work of faculties, boards of studies and other academic units to encourage teaching, scholarship and research;
- (b) to advise the principal and the council on matters relating to teaching, scholarship and research within the Technikon;
- (c) to consider and report on matters referred to it by the council or by the principal; and
- (d) such functions as the council may, from time to time, delegate to it.

(3) Subject to the Act, this Statute and the Rules, and to any resolution of the council, the senate may –

- (a) request reports from faculties and boards of studies;
- (b) consider and take action on reports submitted to it by any faculty or board of studies;
- (c) refer matters to faculties or boards of studies for consideration and report;
- (d) appoint internal and external examiners on the recommendation of the faculty or board of studies concerned;
- (e) upon recommendation by faculties, boards of studies and other academic units, determine matters concerning courses of study or examinations in any faculty, board of studies or academic unit;

- (f) determine conditions of competition for any fellowship, scholarship or prize and make the awards;
- (g) after receiving reports from faculties, boards of studies and other academic units concerned, determine conditions for the admission to candidature for, and the award of degrees, diplomas and graduate certificates, and recommend to the council that a person who has been awarded a degree, diploma or graduate certificate by another university or technikon or educational establishment be admitted to a degree, diploma or graduate certificate in the Technikon without any examination;
- (h) submit recommendations to the council with respect to the selection of academic teaching and research staff;
- (i) perform the duties of a faculty or a board of studies for all subjects not linked to any faculty or board of studies, and perform any function conferred or imposed on it by this Statute, if any faculty or board of studies fails to report;
- (j) submit recommendations to the council or to the principal with respect to any other matters relating to academic standards or facilities;
- (k) submit recommendations to the council with regard to the filling of casual vacancies on the council;
- (l) submit a report on its proceedings to the meeting of the council following that of the senate; and
- (m) in determining conditions of competition for any fellowship, scholarship or prize, the senate must give effect to any wishes of the founder or donor regarding such fellowship, scholarship or prize if the Technikon has agreed to do so.

(4) If the senate does not approve a recommendation made by a faculty or a board of studies, the senate must, if requested to do so by such faculty or board of studies, submit the recommendation to the council.

(5) The council may at any time of its own volition or at the request of a faculty or a board of studies, review any decision of the senate.

Executive committee of senate

49. The executive committee consists of –

- (a) the principal, who is the chairperson;
- (b) the vice-principal: academic, who is the vice-chairperson;
- (c) the deans of faculties; and
- (d) two members nominated by the senate.

Library committee

50. The library committee consists of -

- (a) the vice-principal: academic, who is the chairperson;
- (b) a representative of each faculty;
- (c) a representative of the academic development directorate;
- (d) the head of the library; and
- (e) the heads of the divisions of the library.

Research committee

51. The research committee consists of -

- (a) the vice-principal: academic, who is the chairperson;
- (b) a representative of each faculty;
- (c) a representative of the academic development directorate; and
- (d) the director: research.

Academic development committee

52. The academic development committee consists of -

- (a) the vice-principal: academic, who is the chairperson;
- (b) a representative of each faculty;
- (c) the director: academic development; and
- (d) the heads of departments in the academic development directorate.

Quality assurance committee

53. The quality assurance committee consists of -

- (a) the vice-principal: academic, who is the chairperson;
- (b) the head of department: quality assurance;
- (c) the head of department: examinations;
- (d) a representative of each faculty; and
- (e) a representative of the directorate academic development.

Faculty boards or instructional offerings committees

54. It is the responsibility of each faculty to establish a faculty board committee or an instructional offerings committee and draft its own terms of reference, functions and composition, and such composition must include a fair student representation per department, level and diploma.

Other committees of senate

55. (1) The senate may, as the need arises, appoint committees or working groups to execute specific instructions.

(2) The composition, terms of office and functions of such committees or working groups are as determined by the senate.

(3) The senate may appoint members of staff who are not necessarily members of the senate to such committees, as well as a convenor or a chairperson.

INSTITUTIONAL FORUM

Functions of institutional forum

56. (1) The institutional forum acts as an advisory body to the council to advise the council on any matter as requested by the council or on matters identified by the institutional forum.

(2) The institutional forum must also advise the council on –

- (a) the implementation of the Act and national policy on higher education;
- (b) race and gender equity policies;
- (c) the selection of candidates for senior management positions;

- (d) codes of conduct, mediation and dispute resolution procedures; and
- (e) the fostering of an institutional culture which promotes tolerance and respect for fundamental human rights and creates an appropriate environment for teaching, research and learning.

Composition of institutional forum

57. The institutional forum of the Technikon as contemplated in section 31 of the Act consists of -

- (a) two representatives of the council;
- (b) two representatives of the senate;
- (c) two representatives of the executive management committee;
- (d) one person representing the academic employees;
- (e) one person representing the non-academic employees;
- (f) one representative of each recognised union;
- (g) three representatives of the students, one from the students' representative council executive, one from the students' representative council general council, and one from the students' representative council assembly;
- (h) one representative of the convocation, not employed by the Technikon; and
- (i) the transformation officer.

Election as members of institutional forum

58. (1) The representatives from the structures contemplated in paragraph 57(a) to (h) are elected by secret ballot and a majority of the members present at a meeting of the structure concerned.

(2) The transformation officer is by virtue of his or her office a member of the institutional forum.

Term of office of members of institutional forum

59. (1) The term of office of members of the institutional forum contemplated in paragraph 57(a) to (f) and (h) is two years and such members are eligible for re-election.

(2) The term of office of members contemplated in paragraph 57(g) is one year.

(3) The term of office of the member contemplated in paragraph 57(i) who is a member of the institutional forum by virtue of his or her office, remains a member of the institutional forum for as long as he or she holds the office to which he or she was appointed and by virtue of which he or she is a member of the institutional forum.

Executive committee of institutional forum

60. (1) The executive committee of the institutional forum consists of -

- (a) a chairperson;
- (b) a vice-chairperson;
- (c) a secretary;
- (d) a co-ordinator;
- (e) a finance secretary; and
- (f) the transformation officer, by virtue of his or her office.

(2) The election of the office bearers contemplated in subparagraph (1), except the transformation officer is by secret ballot.

(3) The secretariat department of the Technikon appoints an electoral officer for the election process contemplated in subparagraph (2).

(4) The term of office of the members of the executive committee, other than the transformation officer, is two years.

(5) A vacancy must be filled by secret ballot.

(6) An office bearer elected to fill a vacancy must serve in such capacity for the unexpired period of the term of office of his or her predecessor.

(7) The executive committee must hold at least one meeting per month.

(8) Five members form a quorum at executive committee meetings.

- (9) All executive committee meetings must be held at the seat of the Technikon.
- (10) The secretariat department of the Technikon keeps minutes of meetings of the executive committee.
- (11) Where deemed necessary, the executive committee may co-opt non-members to attend meetings of the executive committee in order to make submissions or clarify issues.

Meetings of institutional forum

61. (1) The institutional forum must meet at least once per semester at the seat of the Technikon.

(2) A quorum consists of 75% of the members of the institutional forum.

(3) The secretary to the institutional forum must, at least 21 days before the date set for any meeting, give notice in writing to each member of the institutional forum, setting forth the matters to be dealt with as well as the time and place of such a meeting, including the agenda of the meeting as well as a copy of the minutes of any previous meeting.

(4) Notice of matters for consideration must be submitted to the secretary to the institutional forum at least five days prior to the date on which he or she is required to give notice of the meeting, provided that a member may raise matters of an urgent nature at the meeting without previous notice, if he or she procures the consent of at least 75% of the members present.

(5) (a) An extraordinary meeting of the institutional forum may be called by the chairperson of the institutional forum whenever he or she deems it necessary, and must be called by him or her when requested to do so in writing by 40% of the members of the institutional forum, the purpose of the meeting being stated clearly in the request.

(b) No matters other than those for which an extraordinary meeting was called, may be considered at such meeting, except with the consent of the meeting granted on an unopposed motion.

- (6) (a) An emergency meeting of the institutional forum may be called by the chairperson at any time, provided that the members of the institutional forum must be given at least 24 hours' notice of such meeting.
- (b) Notice of an emergency meeting may be given in any manner deemed expedient in the circumstances.
- (c) The members of the institutional forum may be notified of the purpose of any emergency meeting, and no matters other than those of which the members have been notified may be considered at such meeting.

(7) The institutional forum may invite persons who are not members to attend meetings, provided that such persons may take part in discussions, but may not vote.

(8) Whenever it is deemed necessary, the institutional forum may co-opt non-members to attend meetings in order to make a submission or clarify issues.

Minutes of institutional forum meetings

62. (1) The secretary to the institutional forum keeps minutes of each meeting of the institutional forum, and must include such minutes in the agenda of the next institutional forum meeting.

(2) The first act of an ordinary meeting of the institutional forum, after it has been duly constituted, is to read and confirm by the signature of the chairperson the minutes of the last preceding ordinary meeting and of any extraordinary meeting and any emergency meeting held subsequently, provided that an objection to the minutes must be raised and dealt with before confirmation thereof, provided further that the meeting may take the minutes as read if a copy thereof was sent to each member as contemplated in subparagraph (1).

Register of resolutions of institutional forum

63. The secretary to the institutional forum keeps available to all members of the institutional forum a complete register of institutional forum resolutions.

Discussion of motions

64. (1) No member of the institutional forum may, without the leave of the meeting, speak more than once on a motion or amendment, but the proposer of a motion or an amendment has the right to reply, provided that a member may move that the matter under discussion be dealt with in committee, provided further that, if the latter motion is seconded, it must be put to the vote without further discussion and, if such motion is adopted, the institutional forum must immediately go into committee, during which a member may speak more than once on the subject under discussion.

(2) A motion or an amendment must be seconded and, if it is so directed by the chairperson, must be in writing, and no motion or amendment may be withdrawn without the consent of the proposer, the seconder and the meeting.

Voting

65. (1) Except as otherwise provided in this Statute, all matters must be decided by a majority of the members present.

(2) The chairperson must be a voting member of the meeting and if he or she desires to cast his or her ordinary vote, he or she must do so simultaneously with the general voting and not thereafter.

(3) In the event of a tie of votes, other than stipulated in subparagraph (4), the chairperson, in addition to his or her ordinary vote, also has a casting vote, provided that in the case of a vote by secret ballot he or she does not have a casting vote.

(4) In the event of a tie of votes in a ballot concerning persons, the issue must be decided by the drawing of lots.

(5) A tie in the votes means that a motion is rejected, unless the chairperson decides to use his or her casting vote.

(6) The chairperson may use his or her casting vote only if he or she has already exercised his or her ordinary vote during a vote about the matter under consideration.

(7) If members present during any vote on a motion abstain from voting, their abstention must be noted as such.

(8) If it is so decided by the meeting, the number of members voting for or against any motion must be recorded and, at the request of any member, the chairperson must direct that the vote of such member be recorded.

(9) Where at least 75% of all the members of the institutional forum have reached agreement on a matter referred to them by letter or by telefax by the chairperson without convening a meeting, and have conveyed their resolution by letter or by telefax, such resolution is equivalent to a resolution of the institutional forum and must be recorded in the minutes of the next ordinary meeting.

(10) If a member of the institutional forum is unable to attend a meeting, his or her views on any matter on the agenda concerned may be communicated to the meeting in writing, but may not count as a vote by such member.

(11) No member of the institutional forum may participate in the discussion of, or vote on, a matter in which he or she has a direct pecuniary or financial or other material interest, unless he or she first discloses the extent of his or her interest and obtains the permission of the meeting to participate in the discussion, or the voting on the matter, or both.

(12) If a member of the institutional forum participates without the permission of the institutional forum in proceedings regarding a matter in which the member does have a pecuniary or financial or other material interest, voting by the institutional forum on such matter is invalid.

Ruling by chairperson

66. The ruling of the chairperson on any point of order or procedure is binding unless immediately challenged by a member of the institutional forum, in which event such ruling must be subjected to a vote and the decision of the meeting is final.

Vacancies in institutional forum

67. The secretary to the institutional forum must at least 90 days before the expiry of the period of office of a member of the institutional forum give written notice of such expiry to the structure or person that elected, designated, nominated or appointed such member, in order that such structure or person may fill such vacancy in the same manner as before.

Casual vacancies in institutional forum

68. If a member of the institutional forum passes away or resigns, or vacates his or her office for any reason other than the effluxion of time, the secretary to the institutional forum must within 30 days from the date on which such vacancy occurs, give notice of such vacancy in writing to the structure or person that elected, designated, nominated or appointed such member, in order that such structure or person may fill such vacancy in the same manner as before.

Election of chairperson and vice-chairperson by institutional forum

69. Paragraph 8(3) to (11) applies, with the necessary changes, to the election of a chairperson and a vice-chairperson by the institutional forum.

Election of secretary by institutional forum

70. Paragraph 9 applies, with the necessary changes, to the election of a secretary by the institutional forum.

Vacation of office by members of institutional forum

71. Paragraph 19 applies, with the necessary changes, to the vacation of office by members of the institutional forum.

MANAGEMENT**Executive management committee**

72. (1) The executive management committee of the Technikon consists of -

- (a) the principal;
- (b) the vice-principal: academic;
- (c) the vice-principal: operations; and
- (d) the vice-principal: student affairs.

(2) The principal is the chairperson of the executive management committee.

(3) The main task of the executive management committee is the implementation of decisions of the council.

(4) The executive management committee meets weekly and all meetings must be recorded by the recording secretary.

Principal and vice-principals

73. (1) The principal and the vice-principals are appointed by the council for a period of five years, and are eligible for reappointment for one additional term of five years.

(2) Advertisements for vacant positions must be placed in the national press and copies thereof displayed on notice boards.

(3) The council must appoint two of its external members to serve on both the screening and the interviewing committees, where all major stakeholders must also be represented.

(4) Candidates must be informed in good time in writing, and must also be given a topic on which to address the Technikon community at a specified time.

(5) Subject to section 31 of the Act, the appointment procedures are as determined by the council in the Rules from time to time.

Deans

74. Subject to section 31 of the Act, deans are elected from the heads of department by the members of a faculty for a period of five years in the manner determined by the council.

Directors

75. Subject to section 31 of the Act, directors are appointed by the council in the manner determined by the council.

STUDENTS' REPRESENTATIVE COUNCIL

Functions of students' representative council

76. The students' representative council is the highest structure of authority among students and must -

(a) promote student interests and the development of students' potential;

- (b) represent and defend the aspirations and interests of students;
- (c) ensure that unity prevails amongst students and structures;
- (d) encourage students to use their skills in community building;
- (e) strive for an education system based on the principles of democracy;
- (f) inculcate in students a sense of responsibility, accountability and scholarship; and
- (g) represent students' interests in various committees of the Technikon.

Composition of students' representative council

77. The students' representative council contemplated in section 35 of the Act consists of the following structures -

- (a) the students' representative council executive committee;
- (b) the students' representative council assembly; and
- (c) the students' representative council general council.

Students' representative council executive committee

78. The students' representative council executive committee comprises the following members -

- (a) the president;
- (b) the deputy president;
- (c) the general secretary;
- (d) the deputy general secretary;
- (e) the secretary for information and publicity;
- (f) the projects co-ordinator;
- (g) the education officer;
- (h) the treasurer;
- (i) the constitutional officer;
- (j) the sports officer;
- (k) the gender officer; and
- (l) the cultural officer.

Students' representative council assembly

79. (1) The students' representative council assembly consists of all executive members of all structures recognised by the students' representative council, as contained in the Rules.

(2) The functions of the students' representative council assembly are as determined by the Rules.

Students' representative council general council

80. (1) The students' representative council general council comprises all chairpersons and secretaries of all structures recognised by the students' representative council in terms of the Rules.

(2) The functions of the students' representative council general council are as determined by the Rules.

Term of office of members of students' representative council

81. The term of office of members of the students' representative council is one year, provided that members of the students' representative council are eligible for re-election.

Electoral officer

82. (1) The council must, after consultation with the students' representative council in office, nominate a person to officiate as electoral officer to administer the students' representative council election.

(2) The electoral officer compiles a voters' roll on the condition that -

- (a) all registered Technikon students are eligible to vote;
- (b) notification of the drawing up of the voters' roll is given at least 14 days prior to the holding of the students' representative council elections;
- (c) the voters' roll is open to students for inspection;
- (d) objections and requests for the inclusion or exclusion of names are submitted in writing with supporting arguments, to the

electoral officer not later than 48 hours after the closure of the voters' roll for inspection; and

- (e) any objections in terms of subparagraph (d) are considered by the electoral officer, whose decision is final.

Nomination of candidates

83. (1) The electoral officer must call for nominations of candidates for the students' representatives council elections by means of a notice, in which he or she states the office where nomination forms may be obtained and the deadline for their submission.

(2) Nominations must be submitted within two weeks of the date of the notice.

(3) A nomination is valid only if it contains -

- (a) the name, student number, faculty and postal address of the nominee;
- (b) the name, student number, faculty and signature of the enfranchised proposer;
- (c) the names, student numbers, faculties and signatures of two enfranchised seconders; and
- (d) a written, signed declaration by the nominee that he or she is willing to seek election.

(4) The electoral officer must ensure that a nominee is a registered student of the Technikon.

(5) The electoral officer must consider all nominations and determine whether nominations are accepted or not, and his or her decision is final.

(6) After the decision contemplated in subparagraph (5) has been taken, notice must be given to the persons nominated as candidates for the election.

Election of students' representative council members

84. (1) The students' representative council executive committee determines the election date in consultation with the electoral officer.

(2) The electoral officer must give notice of the day as well as the time and venue of the election.

(3) The election takes place on the appointed day, time and place by means of a secret ballot, under the supervision of the electoral officer.

(4) The electoral officer is in full control of the election process and is empowered to deal with any irregularities that may arise.

(5) Only ballot papers supplied by the electoral officer must be used.

(6) Each voter must vote in person.

(7) No voter may vote for more than one candidate per portfolio, and if the voter votes for more than one candidate per portfolio, such voting renders the ballot paper spoilt and the vote is thus disqualified.

(8) The electoral officer may request that a photograph of each candidate, a summary of each candidate's curriculum vitae, and a summary of each candidates' policy appear on the notice boards indicated by him or her for that purpose.

(9) The students' representative council, as well as any recognised Technikon student society, may appoint monitors to observe the counting of votes.

(10) The electoral officer announces the results within 24 hours of the completion of the count and must also ensure that a notice with the names of elected candidates is posted on notice boards within 24 hours after the votes have been counted.

(11) In the case of a by-election to fill a vacant position on the students' representative council, the above provisions are applicable.

(12) A by-election contemplated in subparagraph (11) may take place only during the first semester of the academic year.

(13) After the election of the students' representative council, the electoral officer convenes a meeting of all elected members at a determined date, time and place and declares the students' representative council as properly constituted and empowered to function in accordance with the provisions of the constitution of the students' representative council, as contained in the Rules.

(14) The students' representative council in office continues to function until the handing-over function, where the newly elected students' representative council officially takes up its responsibilities.

Spoilt ballot paper

85. The decision of the electoral officer as to whether a ballot paper is spoiled and must be rejected, is final.

Privileges

86. The privileges of members of the students' representative council are as determined by the council, after consultation with the students' representative council.

Meetings of students' representative council

87. The number of meetings, the quorum at meetings and meeting procedures are determined by the constitution of the students' representative council as contained in the Rules.

DISCIPLINE**Disciplinary measures and procedures applicable to students**

88. Subject to section 32(2)(d) of the Act, disciplinary measures and procedures applicable to students are as determined by the Rules.

Disciplinary measures and procedures applicable to employees

89. Subject to applicable labour laws, all conditions of service or service benefits or disciplinary measures and procedures applicable to employees immediately prior to the promulgation of this Statute continue to exist until changed by a resolution of the council in consultation with such employees.

CONVOCATION**Convocation**

90. The convocation of the Technikon is known as the convocation of the Technikon Northern Gauteng.

Members of convocation

91. (1) The convocation consists of –

- (a) all persons to whom the Technikon has awarded a certificate, a diploma or a degree;
- (b) the academic employees permanently appointed to posts on the establishment of the Technikon; and
- (c) such other persons and employees of the Technikon as the council may determine.

Functions of convocation

92. The convocation may discuss and state its opinion on any matter relating to the Technikon, including matters which may be referred to it by the council.

Election of secretary and roll of convocation

93. (1) The convocation must elect a secretary to the convocation from among its members by means of a secret ballot and a majority of members present at an ordinary meeting of the convocation.

(2) The council may designate an employee of the Technikon to assist the secretary or to act in his or her place.

(3) The secretary to the convocation must keep the roll of the convocation, and a member must be required to register his or her name and address with the secretary and notify him or her of any change of address.

(4) The roll of the convocation is evidence that a person whose name appears therein at the time of an election by the convocation is entitled to vote in such election and that a person whose name does not appear therein is not so entitled.

President and vice-president of convocation

94. The provisions of paragraph 8 relating to the election of a chairperson and a vice-chairperson by the council apply, with the necessary changes, to the election of a president and a vice-president of the convocation.

Academic functions of Technikon

95. Subject to section 32(2)(b) of the Act, the academic functions of the Technikon are determined by the Rules.

Conferring of honorary doctorate

96. (1) The Technikon may, without examination, confer an honorary doctorate on a person who has rendered distinguished service in the advancement of any branch of learning or technology, or has a record of distinguished service or achievement which is deemed appropriate for the Technikon to recognise.

(2) The criteria and procedures for conferring an honorary doctorate shall be as determined by the Rules.

Repeal of previous Statute

97. (1) The Statute applicable to the Technikon Northern Gauteng published by Government Notice No R.14 of 1 January 1994, is hereby repealed with effect from the date on which this Statute comes into operation.

(2) Anything done, any structure established and person appointed to an office under a provision of the Statute repealed by subparagraph (1) is deemed to have been done, established or appointed under the corresponding provision of this Statute, provided that such provisions are not inconsistent with any provision of this Statute or the Act.

CONTENTS

No.

Page
No. Gazette
No.**GOVERNMENT NOTICE****Education, Department of***Government Notice*

1068	Higher Education Act (101/1997): Statute of the Technikon Northern Gauteng	2	20454
------	--	---	-------

THE WEATHER BUREAU HELPS FARMERS TO PLAN THEIR CROP



THE WEATHER BUREAU: DEPARTMENT OF ENVIRONMENTAL AFFAIRS & TOURISM
DIE WEERBURU: DEPARTEMENT VAN OMGEWINGSAKE EN TOERISME

LIVE IN HARMONY WITH NATURE



THE WEATHER BUREAU: DEPARTMENT OF
ENVIRONMENTAL AFFAIRS AND TOURISM

*Looking for back copies and out of print issues of
the Government Gazette and Provincial Gazettes?*

The State Library has them!

Let us make your day with the information you need ...

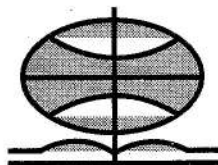
The State Library Reference and Information Service

PO Box 397

0001 PRETORIA

Tel./Fax (012) 321-8931

E-mail: infodesk@statelib.pwv.gov.za



*Soek u ou kopieë en uit druk uitgawes van die
Staatskoerant en Provinsiale Koerante?*

Die Staatsbiblioteek het hulle!

Met ons hoef u nie te sukkel om inligting te bekom nie ...

Die Staatsbiblioteek Naslaan- en Inligtingdiens

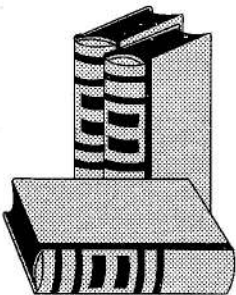
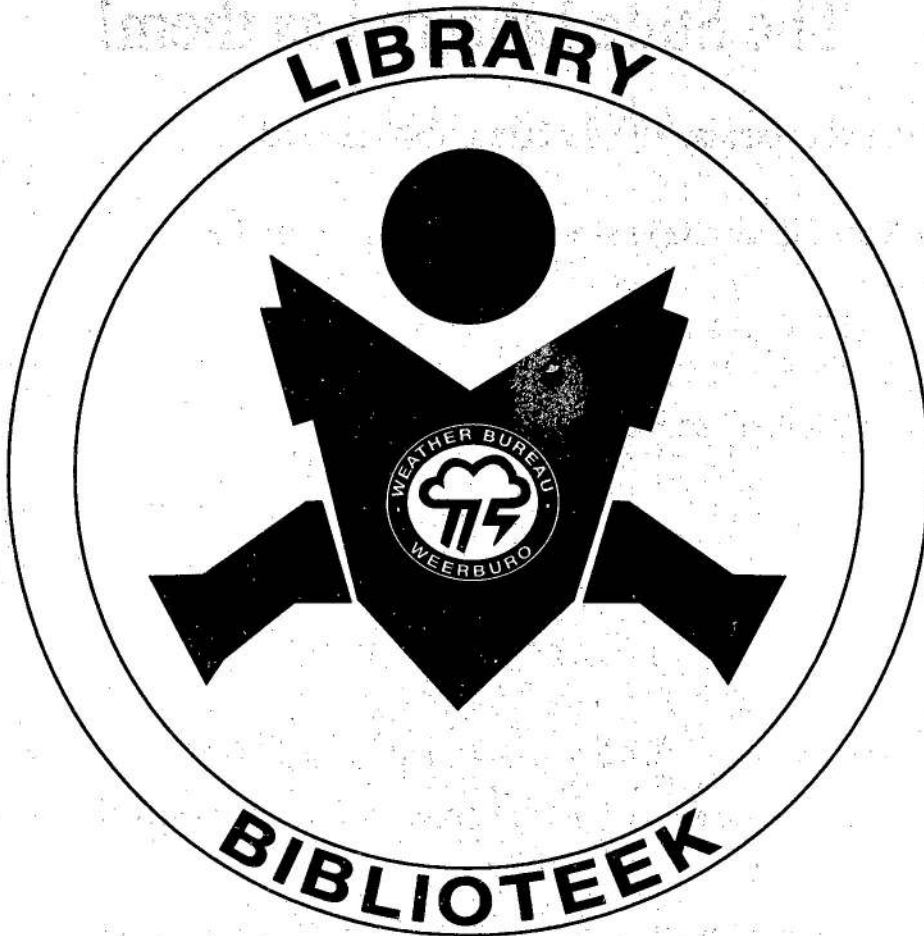
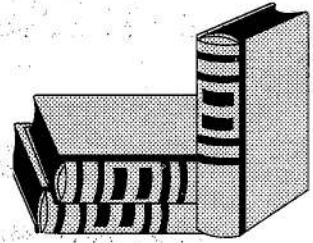
Posbus 397

0001 PRETORIA

Tel./Faks (012) 321-8931

E-pos: infodesk@statelib.pwv.gov.za

Where is the largest amount of meteorological information in the whole of South Africa available?



Waar is die meeste weerkundige inligting in die hele Suid-Afrika beskikbaar?

Department of Environmental Affairs and Tourism
Departement van Omgewingsake en Toerisme

Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001
Tel: (012) 334-4507, 334-4511, 334-4509, 334-4515
Gedruk deur en verkrygbaar by die Staatsdrukker, Bosmanstraat, Privaat Sak X85, Pretoria, 0001
Tel: (012) 334-4507, 334-4511, 334-4509, 334-4515