

# **STATUTE**

(Amended Institutional Statute of Wits as published in GG No. 41445 dated 16 February 2018.)

# **CONTENTS**

PART 1 – DEFINITIONS AND INTERPRETATIONS	1
Definitions	1
PART 2 – THE UNIVERSITY	4
Name, status, Seat and powers of the University	4
Composition	4
PART 3 – GOVERNANCE STRUCTURES	6
COUNCIL	
Functions	
Composition	
Term of office of Council members	
Election of Council members	
Termination of membership and filling of vacancies	
Office-bearers	
Council members on Senate	
Donors	
Ordinary meetings	
Special meetings	
Quorum and procedure at Council meetings	
Codes of conduct, fiduciary duty and conflict of interest	
Ruling by Chairperson	18
Executive Committee and other Committees of Council	18
Council awards	18
SENATE	19
Functions	
Composition	
Term of office of members	
Office-bearers	
Senate members of Council	
Meetings	
Committees	
Faculty Boards	
PART 4 – OFFICE-BEARERS	27
PART 4 - OFFICE-BEAKERS	21
CHANCELLOR	27
Accountability	
Functions	
Election	
Term of office	
VICE-CHANCELLOR AND PRINCIPAL	20
Accountability	
Functions	
Appointment	
Discipline of the Vice-Chancellor and Principal	
Term of office	29

VICE-PRINCIPAL	31
Accountability	31
Functions	31
Appointment	
Discipline of the Vice-Principal	
Term of office	
DEPUTY VICE-CHANCELLOR	
Accountability	
Functions	
Appointment	32
Term of office	
TOTAL OF OTHER PROPERTY.	02
EXECUTIVE DIRECTORS	32
Accountability	32
Functions	32
Appointment	32
Discipline of an Executive Director	
Term of office	
DEANC	00
DEANSAccountability	
Functions	
Appointment	
Discipline of the Dean	
Term of office	33
UNIVERSITY REGISTRAR	33
Accountability	
Functions	
Appointment	
Discipline of a Registrar	
Term of office	
PART 5 – ADVISORY BODIES	34
UNIVERSITY FORUM	
Status and role	
Accountability	
Functions	
Composition	
Nomination/election of members	
Term of office of members	
Vacancies	
Office-bearers	
Meetings	
Committees and task teams	37
PART 6 – STUDENTS GOVERNANCE	38
GOVERNANCE OF STUDENTS	38
STUDENTS' REPRESENTATIVE COUNCIL	
Accountability	
Functionality	
Composition	38

ADMISSION AND REGISTRATION OF STUDENTS, AND STUDENT DISCIPLINE      40        Admission and registration of Students      40        Student discipline      40        QUALIFICATIONS AND HONORARY DEGREES      40        Degrees, diplomas, certificates and other Qualifications      40        Admission to degree of master or doctor      42        Honorary degrees      42        Conferment of degrees and diplomas and the award of other Qualifications      43        PART 8 - CONVOCATION      44        Role and objectives      44        Membership      44        Office-bearers      44        Executive Committee      45        Meetings and elections      45        PART 9 - GENERAL PROVISIONS      46        Issue of notices      46        Numerical fractions      46        Persons in office      46        Repeal of previous Statute      46        Transitional provisions      47	PART 7 – OTHER STUDENT-RELATED MATTERS	40
Admission and registration of Students    40      Student discipline    40      QUALIFICATIONS AND HONORARY DEGREES    40      Degrees, diplomas, certificates and other Qualifications    40      Admission to degree of master or doctor    42      Honorary degrees    42      Conferment of degrees and diplomas and the award of other Qualifications    43      PART 8 – CONVOCATION    44      Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46	ADMISSION AND REGISTRATION OF STUDENTS, AND STUDENT DISCIPLINE	40
Student discipline    40      QUALIFICATIONS AND HONORARY DEGREES    40      Degrees, diplomas, certificates and other Qualifications    40      Admission to degree of master or doctor    42      Honorary degrees    42      Conferment of degrees and diplomas and the award of other Qualifications    43      PART 8 – CONVOCATION    44      Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46		
Degrees, diplomas, certificates and other Qualifications		
Admission to degree of master or doctor    42      Honorary degrees    42      Conferment of degrees and diplomas and the award of other Qualifications    43      PART 8 – CONVOCATION    44      Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46	QUALIFICATIONS AND HONORARY DEGREES	40
Admission to degree of master or doctor    42      Honorary degrees    42      Conferment of degrees and diplomas and the award of other Qualifications    43      PART 8 – CONVOCATION    44      Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46		
Honorary degrees		
PART 8 – CONVOCATION    44      Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46		
Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46	Conferment of degrees and diplomas and the award of other Qualifications	43
Role and objectives    44      Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46	PART 8 – CONVOCATION	44
Membership    44      Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46		
Office-bearers    44      Executive Committee    45      Meetings and elections    45      PART 9 – GENERAL PROVISIONS    46      Issue of notices    46      Numerical fractions    46      Persons in office    46      Repeal of previous Statute    46		
Executive Committee		
Meetings and elections		
Issue of notices46Numerical fractions46Persons in office46Repeal of previous Statute46	Meetings and elections	45
Issue of notices46Numerical fractions46Persons in office46Repeal of previous Statute46	PART 9 - GENERAL PROVISIONS	46
Numerical fractions		
Persons in office		
Repeal of previous Statute46		

## PART 1 – DEFINITIONS AND INTERPRETATIONS

#### **Definitions**

- 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 otherwise indicates –
  - 'Act' means the Higher Education Act, 1997 (Act No. 101 of 1997);
  - 'Academic Employee' means any person appointed by the Council to a teaching or research post at the University and any other Employee designated as such by the Council, and includes a person in this category who is serving a probationary period in terms of his or her contract of employment;
  - 'Chancellor' means the titular head of the University;
  - 'Committee' means a group of people appointed to perform a specific remit assigned to it by the University and consisting of members drawn from a larger group;
  - 'Convocation' means a body made up of Graduates of the University and as further described in paragraphs 81 to 85 of this Statute;
  - 'Council' means the governing body of the University, as further described in paragraphs 4 to 16 of this Statute;
  - 'Days' includes Saturdays, Sundays and public holidays;
  - 'Dean' means a person appointed in terms of paragraphs 52 to 55 of this Statute;
  - 'Deputy Vice-Chancellor' means a person appointed in terms of paragraphs 41 to 45 of this Statute;
  - 'Division' means an administrative section into which the University has been organised;
  - 'Donor' means a person who has made a donation, which, in the opinion of the Council, warrants that person being recognised as a Donor;
  - 'Employee' means a natural person working for the University. The rights and duties of Employees are defined in terms of this Statute and the law;
  - **'Executive Director'**, as further described in paragraphs 46 to 50 of this **Statute**, means a person who performs managerial, administrative, and supervisory **Functions** as executive head of a **Division** or **Divisions** of **the University**;
  - 'Executive Management' means the Vice-Chancellor and Principal, the Vice-Principal, the Deputy Vice-Chancellor or Deputy Vice-Chancellors, the Executive Director or Executive Directors, the Dean or Deans and the University Registrar and as further described in this Statute;
  - 'Faculty' means a primary cluster of allied academic departments and Schools in a major field of knowledge. A Faculty can also mean the Academic Employees in a Faculty;

- 'Faculty Board' is a board that has been delegated by Council to govern a Faculty and to regulate its activities;
- 'Functions' include powers and duties and vice versa;
- 'Graduate' means a person upon whom a degree has been conferred by a university;
- 'Minister' means the Minister as contemplated in section 1 of the Act;
- 'Month' means a calendar Month;
- 'Non-Academic Employee' means any person appointed by the Council, other than an Academic Employee, and includes a person in this category who is serving a probationary period in terms of his or her contract of employment;
- 'Officer' means a member of the Executive Management of the University or a member of staff designated as an Officer by the Council;
- 'Organised Employee Association' means an association organised by and among Employees to represent Employees, or a section of Employees, including a trade union, recognised for this purpose by the Council;
- 'PGA' means the Postgraduate Students' Association of the University;
- 'Professor' means an Academic Employee of the University, including an Employee on the honorary staff who has been awarded the title of Professor by the University, but does not include an emeritus, adjunct, associate or assistant Professor, or a reader;
- 'Qualification' means a learning programme higher than grade 12 or its equivalent as contemplated under the South African Qualifications Authority Ac, 1995 (Act No. 58 of 1995) which gives rise to a formal Qualification recognised by the Higher Education Qualifications Sub-framework;
- 'Quorum' means the minimum number of members who must be present at a meeting to allow proceedings to be validly and effectively conducted;
- **'School'** means the group of academic disciplines that form the secondary academic structure within a **Faculty**;
- 'Senate' means the Senate contemplated in paragraphs 19 to 26 of this Statute;
- **'Seat of the University'**, for the purposes of paragraph 2 of this **Statute** and section 65A of the **Act**, means the physical location of **the University**;
- **'SRC'** means the Students' Representative Council of **the University**, as contemplated in paragraphs 72 to 74 of **this Statute** and in section 35 of the **Act**;
- 'SRC Constitution' means the Constitution of the SRC;
- **'Statute'** means the **Statute** of the University of the Witwatersrand, Johannesburg, as contemplated in section 32 of the **Act**;

- 'Student' means any person registered at the University full-time or part-time for a degree, diploma, licentiate or certificate of the University or enrolled for any course or programme of instruction of the University, provided that a person so registered or enrolled who is also a full-time or part-time Employee of the University is not a Student for the purpose of membership of the Council or the Senate;
- **'Student Affairs'** means the structure or **Division** responsible for all **Student**-related matters;
- **'Student Forum'** means an oversight body representative of all **Student** governance structures whose composition, **Functions** and powers are set out in the **SRC Constitution**;
- 'the University' means the University of the Witwatersrand, Johannesburg, established by the University of the Witwatersrand, Johannesburg, (Private) Act, 1921 (Act No. 15 of 1921), as referred to in section 72 of the Act;
- 'University Forum', for the purposes of paragraph 61 to 70 of this **Statute** and section 31 of the **Act**, means **the University**'s Institutional Forum;
- 'University Rules' means the University's policies, rules, regulations, procedures, standing orders, codes of conduct and guidelines as may be amended from time to time:
- 'University Registrar' means the official who acts as custodian of the University's records and who acts as the secretary to the Council and as referred to in paragraph 9(2) of this Statute and the Senate, and other University Committees as further described in paragraphs 56 to 60 of this Statute; and
- 'Vice-Chancellor and Principal' means the Vice-Chancellor and Principal contemplated in paragraphs 31 to 35 of this **Statute** and in section 30 of the **Act**.

## **PART 2 – THE UNIVERSITY**

## Name, status, Seat and powers of the University

- (1) The name of the University is the University of the Witwatersrand, Johannesburg.
  - (2) The University is a juristic person, the activities of which is principally administered from the Seat of the University in Johannesburg in the Gauteng Province and, subject to the Act, is capable of performing such acts as juristic persons may by law perform.
  - (3) The physical location of **the University** is the Registrar's Office, Solomon Mahlangu House, 1 Jan Smuts Avenue, Johannesburg, South Africa.
  - (4) Notwithstanding paragraph 2(2) of this **Statute**, **the University** may not, without the concurrence of the **Minister**, dispose of or alienate in any manner, any immovable property acquired with the financial assistance of the State or grant to any person any real right therein or servitude thereon.

## Composition

- 3. (1) **The University** consists of
  - (a) the Chancellor;
  - (b) the Vice-Chancellor and Principal;
  - (c) the Vice-Principal;
  - (d) two or more Officers, as the Council may determine, each of whom is called Deputy Vice-Chancellor, or such other title as the Council may determine, and one of whom may be the Vice-Principal;
  - (e) the **University Registrar**, as determined by the **Council**;
  - (f) the Council;
  - (g) the **Senate**;
  - (h) the **University Forum**;
  - (i) the Convocation;
  - (j) the Faculties, departments and such other academic structures of the University as may be determined by the Council in accordance with this Statute;
  - (k) the Academic Employees of the University;
  - (/) the **Employees** other than **Academic Employees** of **the University**;
  - (m) the **Students** of **the University**;
  - (n) the **Student Forum**;
  - (o) the SRC; and
  - (p) such other groupings and offices as may be determined by the **Council**.

(2) No vacancy in any of the offices contemplated in paragraph 3(1) of this **Statute**, nor any deficiency in the numbers or defect in the composition of the bodies contemplated in paragraph 3(1) of this **Statute**, impairs or affects the existence of **the University** as a juristic person or any **Function** conferred by this **Statute** or the **Act** upon **the University**.

#### **PART 3 – GOVERNANCE STRUCTURES**

#### COUNCIL

#### **Functions**

- 4. (1) (a) The **Council** governs **the University** in terms of section 27 of the **Act** and this **Statute**, and may on such conditions as it may determine delegate any of its powers and assign any of its **Functions**, except those powers and **Functions** specified in subparagraph (2)(n) of this **Statute**.
  - (b) Notwithstanding subparagraph (1)(a) of this **Statute**, the **Council** remains responsible for the exercise of the powers so delegated and performance of the **Functions** so assigned.
  - (2) Without derogating from the generality of paragraph 4(1) of this **Statute**, the **Council**
    - (a) determines, after consultation with the Senate, the Faculty to which each academic department, School or other academic structure belongs;
    - (b) determines, subject to the applicable labour laws, the conditions of service, the disciplinary provisions and the privileges and Functions of its Employees, and may, in the manner set out in the disciplinary University Rules, suspend or dismiss any Employee of the University;
    - (c) may order an Employee whom it has suspended to refrain from being on any precincts under the control of the University and to refrain from participating in any University activity;
    - (d) (i) may establish Committees as provided for in section 29 of the
      Act to perform any of its Functions, except those Functions specified in subparagraph (n) of this Statute;
      - (ii) may appoint persons who are not members of the **Council** as members of such **Committees**:
      - (iii) must take note of any action taken by a **Committee**, contemplated in subparagraph (d)(i) of this **Statute**, in the exercising of its delegated powers or **Functions** when such **Committee** reports to **Council** at the next meeting of the **Council**, which in the opinion of the **Secretary** to the **Council** is appropriate.
    - (e) (i) may establish, in consultation with the Senate, joint Committees of the Council and the Senate in terms of section 29(3) of the Act, to perform Functions that are within the purview of the Council and the Senate: and

- (ii) is not exempted from the responsibility for the exercise of the powers so delegated and performance of the **Functions** so assigned to a **Committee** under this paragraph.
- (f) may set the procedural requirements for **Committees** established in terms of subparagraph (d) and (e) of this **Statute**;
- (g) may deem a single person to be a **Committee**;
- (h) appoints all Employees of the University, but, in the case of Academic Employees of the University it may do so only after consultation with the Senate, and provided that the Council must consider the advice of the University Forum when selecting candidates for senior management positions and as further provided for in section 31 of the Act;
- (i) must, subject to the policy determined by the Minister, with the concurrence of the Senate, determine the language policy of the University;
- (j) must, after consultation with the SRC, establish a structure to advise on the policy for Student support services within the University;
- (k) may make **University Rules** for the better carrying out of its **Functions**;
- (/) must, when creating academic structures other than Faculties and departments, accord to the governance of that structure such Functions, status and title as it deems appropriate; and
- (m) (i) determines which Faculties, academic departments and other academic structures exist at the University;
  - (ii) may, after consultation with the **Senate**, establish or disestablish any **Faculty**, academic department, **School** or other academic structure;
  - (iii) has, for the better carrying out of its Functions, the power to organise any portion of the University into an institution or body going by another name, and to set up for its governance a board or Committee or authority going by another name which, subject to the authority of the Council and the Senate, exercises such powers and receives such representation on the Senate as may be determined by this Statute.
- (n) notwithstanding subparagraphs (1)(a) and 2(d) of this **Statute**, may not delegate any of the following **Functions**
  - (i) the establishment or disestablishment of **Faculties** or departments;
  - (ii) the appointment of the **Executive Management**;

- (iii) the modification of such general conditions of service or terms of appointment of the staff as may have been prescribed by the Council;
- (iv) the approval of the annual estimates of revenue and expenditure;
- (v) the adoption of the annual accounts of revenue and expenditure and the balance sheet:
- (vi) the determination of the fees to be paid by **Students**;
- (vii) the creation, amendment or approval of the **Statute**;
- (viii) the power to enter into a loan or overdraft agreement;
- (ix) the decision to embark on the construction of a permanent building or other immovable infrastructural development; and
- (x) the purchase of immovable property or entering into the long-term lease of immovable property.
- (o) without derogating from the generality of the powers vested in it, the Council
  - (i) appoints all such persons as it considers necessary for the efficient conduct of the University and determines the title, status, powers, privileges, Functions and duties of any person so appointed, and such persons are subject to any disciplinary provisions that may be determined by the Statute and any University Rules made by the Council;
  - (ii) determines levies and collects the fees to be paid by **Students** and the boarding charges to be paid by resident **Students** and **Employees**;
  - (iii) may not repeal or amend the composition of the **Senate** without first consulting with the **Senate**;
  - (iv) may not make, repeal or amend any University Rules relating to the academic Functions of the University without the concurrence of the Senate; and
  - (v) after consultation with **Senate**, determines the admission policy of the **University**.

# Composition

- 5. (1) Subject to section 27(4) of the **Act**, as well as the transitional arrangements reflected in paragraph 90 of this **Statute**, the **Council** consists of
  - (a) External members -
    - (i) five persons appointed by the Minister;
    - (ii) two persons representing the Convocation as determined by the University Rules;

- (iii) one person appointed by the Premier of the Province of Gauteng, which appointment is subject to the approval of the **Council**;
- (iv) two persons elected by persons who in terms of this **Statute**, are**Donors** in accordance with paragraph 11 of this **Statute**;
- (v) seven persons elected by the Council by reason of special knowledge or expertise, considerations of equity and diversity or to represent one or more constituencies, which the Council may consider to be under-represented, and to include two professional persons from bodies external to the University, as may be determined by Council; and
- (vi) one person from the membership of such business and labour organisations as may be determined by the Council;

## (b) Internal members

- (i) the Vice-Chancellor and Principal;
- (ii) the Vice-Principal;
- (iii) one person appointed by the Vice-Chancellor and Principal for a specified period, selected from persons holding the office of Deputy Vice-Chancellor or Executive Director;
- (iv) four members of the **Senate** elected by the **Senate**, one of whom must preferably be a non-professorial member of **Senate** or a **Dean**;
- (v) one representative of the **Deans** of the **Faculties** or the heads of such other academic structures as may be determined by the **Council**, and elected or appointed in terms of this **Statute**;
- (vi) one Academic Employee, elected by such Employees in accordance with paragraph 7 of this Statute;
- (vii) one Non-Academic Employee elected by such Employees in accordance with paragraph 7 of this Statute;
- (viii) the SRC President and the PGA Chairperson;
- (2) The **Deputy Vice-Chancellor** or **Deputy Vice-Chancellors** and **Executive Director** or **Executive Directors** not appointed to the **Council** in terms of paragraph 5(1)(b)(iii) of the **Statute**, are in attendance at **Council**.
- (3) In addition to the **SRC** President as stipulated in paragraph 5(1)(b)(viii) of this **Statute**, a second **SRC** representative is in attendance at **Council**.
- (4) The persons contemplated in paragraph 5(1) of this **Statute** are appointed to the **Council** to serve the public good.
- (5) The persons contemplated in paragraphs 5(1)(b)(iv) to (vii) of this **Statute** are elected as set out in paragraph 7 of this **Statute**.

- (6) The procedure for electing **Donor** representatives, as contemplated in paragraph 5(1)(a)(iv), is set out in the **University Rules**.
- (6) The **Council** makes an appointment in terms of paragraph 5(1)(a) of this **Statute** from such bodies, external to **the University**, as it may determine.
- (7) An appointment in terms of paragraph 5(1)(a)(vi) of this **Statute** is made by the **Council** in the following manner
  - (a) the **Council** must call for no fewer than two nominations from such persons or bodies or persons as it considers representative of business or labour, or both;
  - (b) after receiving the nominations, the Council is entitled to appoint one person whom it considers fit; and
  - (c) in the event that none of the nominees meet the Council's appointment criteria, further nominations must be called for until a suitable candidate for appointment is identified and appointed.
- (8) At least 60% of the members of the Council must be persons who are not employed by, or Students of, the University and regard must be had to any racial and gender under-representation on the Council and the need to redress that.
- (9) Except as provided for in paragraph 5(1)(b) of this **Statute**
  - (a) no Student or Employee of the University and no other person who receives remuneration from the University is eligible for appointment, or nomination for election, or election as a member of the Council; and
  - (b) a member of the Council who becomes a Student or an Employee of the University or who enters into a contract with the University in terms of which he or she is to receive regular remuneration from the University must forthwith vacate his or her seat on the Council.

# **Term of office of Council members**

- (1) The term of office of members of the Council is three years, renewable for a maximum of two additional terms, except for –
  - (a) the members referred to in paragraph 5(1)(b)(i) to (iii) of this **Statute**; and
  - (b) the members contemplated in paragraph 5(1)(b)(viii) of this **Statute**, who are elected by their constituencies within six weeks of the annual **SRC** and **PGA** elections, respectively, and holds office as follows
    - the member elected by the SRC holds office until 15 September the following year;
    - (ii) the member elected by the **PGA** holds office until 15 February the following year; and

(iii) the manner of the election of the representatives is laid down in the **University Rules**.

## **Election of Council members**

- 7. (1) If the vacancy is to be filled by an elected person, the Secretary to the Council determines a closing date for the return of voting papers and publishes notices calling for nominations for election of such office to be sent to the relevant constituency.
  - (2) Nominations, in writing, must be lodged with the Secretary to the **Council** at least four weeks before the closing date for the return of voting papers. Each nomination must be signed by no fewer than two members of the particular constituency and must be accompanied by the nominee's written acceptance of the nomination.
  - (3) If the number of persons nominated for an office does not exceed the number to be elected for that office, the Secretary to the **Council** declares such person or persons to be duly elected.
  - (4) If more persons are nominated than are to be elected, a written notice is sent by the Secretary to the **Council** to the relevant constituency at least 14 **Days** before the closing date for the return of voting papers, together with a voting paper contemplated in subparagraphs (5) and (6) of this **Statute**.
  - (5) The Secretary to the **Council** is required to draft and submit to the Executive **Committee** of **Council** a voting paper for its approval, in which is set out in not more than 200 words, the *curriculum vitae* of each candidate.
  - (6) The Executive **Committee** of **Council** must determine the form and content of the voting paper.
  - (7) At all elections the Secretary to the Council acts as returning Officer and is assisted by two or more scrutineers designated by the Vice-Chancellor and Principal or acting Vice-Chancellor and Principal, as contemplated in subparagraph 32(3) of this Statute.
  - (8) At the conclusion of the election, the returning **Officer** must announce the result of the election in accordance with the **University Rules**.

## Termination of membership and filling of vacancies

- 8. (1) A member of the **Council**, with the exception of the members contemplated in paragraph 5(1)(b)(i) to (iii) of this **Statute**, vacates his or her position on the **Council** if the member
  - (a) is absent from three consecutive meetings -
    - (i) without the prior leave of the chairperson of the **Council**;

- (ii) or in the case of the chairperson, the leave of the Executive Committee of the Council:
- provided that the **Council** may at a meeting excuse the absence of a member from that meeting, in which event the member is, for the purposes of this **Statute**, deemed to have attended that meeting;
- (b) having been elected or appointed by a particular constituency, is no longer a member of the constituency which he or she represents;
- (c) resigns by giving written notice to the chairperson of the **Council**;
- (d) is declared by a court of law to be insolvent or otherwise incapable of attending to his or her own affairs;
- (e) is removed from an office of trust by a court of law, is convicted of an offence involving dishonesty, or is sentenced to a period of imprisonment without the option of a fine; or
- (f) subject to subparagraph (5) of this **Statute**, is considered by a twothirds majority of the members of **Council** present at any meeting to be acting other than in the best interests of **the University**.
- (2) Members contemplated in paragraph 5(1)(b) of this Statute cease to be members on resignation or termination of membership by the Council or retirement from their position at the University.
- (3) (a) Members of **Council** must participate in the deliberations of the **Council** in the best interests of **the University**.
  - (b) Failure to act in the best interests of the University or behaviour that brings the University into disrepute may result in the removal from office of any member of Council.
- (4) (a) If it is alleged that a member is not acting in the best interests of the University or has engaged in conduct that brings or tends to bring the University into disrepute and at least one third of the members of Council present at any meeting resolve that steps should be taken against that member, the Council must instruct that a hearing by an ad hoc Committee of Council take place.
  - (b) If the ad hoc Committee finds that the member has failed to act in the best interests of the University or has behaved in a manner that brings the University into disrepute, the ad hoc Committee may recommend to the Council that the member be removed from office.

- (5) If the member has not been appointed by the **Minister** or the Premier of the Province of Gauteng, the member may be removed from office if a majority of the members of the **Council** present at any meeting votes for his or her removal.
- (6) If the member has been appointed by the Minister or the Premier of the Province of Gauteng, the finding and recommendation of the ad hoc Committee must be referred to the appointing authority or body for further action.
- (7) Where a member who has been elected or appointed dies, resigns or vacates office for any reason including the expiry of his or her term of office, the Secretary to the Council must notify the authority or body that has appointed or elected such member of the vacancy, and must, if in the opinion of the Chairperson to the Council this it is reasonably practicable, request such authority or body to appoint or elect a successor.
- (8) The Secretary to the **Council** must, if practicable, give at least 10 weeks' notice of the vacancy to the authority or body that has appointed or elected such member.
- (9) The successor holds office for the unexpired term of office of the predecessor.

#### Office-bearers

- (1) The following office-bearers of the Council are elected from among the members of the Council –
  - (a) a Chairperson; and
  - (b) a Vice-Chairperson;

provided that the Chairperson and Vice-Chairperson of the **Council** may not be elected from members contemplated in paragraph 5(1)(*b*) of this **Statute**.

- (2) The University Registrar appointed by the Council is the Secretary to the Council, provided that should there be more than one registrar, the Council will appoint one as the Secretary to the Council.
- (3) No person may be elected as an office-bearer unless he or she has been nominated in writing by at least three members of the **Council**.
- (4) The nominee must countersign the nomination to denote his or her acceptance of the nomination.
- (5) An office-bearer holds office for three years, unless during that time he or she resigns or ceases to be a member of the **Council**.
- (6) At least 60 Days before the expiry of the office-bearer's term of office, the Secretary to the Council must give notice of this fact to the Council and a successor must be elected by a majority of the members present and voting at the next meeting of the Council.

- (7) The retiring office-bearer is eligible for re-election for a maximum of two additional terms of office, if he or she is still a member of the **Council**.
- (8) If a vacancy occurs within the three-year period, the Secretary to the Council must give notice of the vacancy to the members of the Council.
- (9) On receipt of the notice contemplated in subparagraph (8) of this **Statute**, the **Council** must at its next meeting elect another member to act in the place of that office-bearer.
- (10) The person elected in terms of subparagraph (9) of this **Statute** holds office for the unexpired period, unless he or she resigns or ceases to be a member of the **Council**.
- (11) (a) The Chairperson presides at meetings of the **Council** and the Executive **Committee** of the **Council**.
  - (b) The Council determines any further Functions of the Chairperson, as contemplated in the University Rules.
- (12) The Vice-Chairperson presides at meetings of the Council and the Executive Committee of the Council in the absence of the Chairperson.
- (13) The Vice-Chairperson performs such other **Functions** as the **Council** may determine, as contemplated in the **University Rules**.
- (14) (a) The Secretary performs those Functions assigned to him or her by the Council, as contemplated in the University Rules.
  - (b) The **Council** may appoint any **Employee** of **the University** to assist the Secretary or to act in his or her place.
- (15) If both the Chairperson and Vice-Chairperson are absent, the **Council** elects, from among its members, a Chairperson for the meeting concerned.

#### **Council members on Senate**

- 10. (1) The Council, at its second ordinary meeting in any calendar year, must elect two of its members, other than persons who are already members of the Senate, as members of the Senate.
  - (2) A **Council** member on the **Senate** holds office for one year from the first of July of the year in which he or she is appointed.
  - (3) If such a member of the Senate ceases to be a member of the Council before the expiration of his or her term of office as a member of the Senate; the Council, at its next meeting, elects another of its members to the Senate for the unexpired term of office of his or her predecessor.

## **Donors**

11. (1) For the purposes of paragraph 5(1)(a)(iv), a **Donor** is a person who has made a donation which, in the opinion of the **Council**, warrants that person being recognised as a **Donor**.

- (2) Every person who was a **Donor** by virtue of the repealed **Statute** remains a **Donor** for the purposes of this **Statute**.
- (3) The Secretary to the **Council** must ensure that a list of **Donors** is kept.
- (4) Whenever the **Donors** have to elect **Council** members should do so in accordance with the **University Rules**.
- (5) For the purpose of paragraph 5(1)(a)(iv) of this **Statute**, a juristic person or a body of natural persons may nominate a natural person to represent it.

## **Ordinary meetings**

12. The ordinary meetings of the **Council** are held at least once within every quarter of the year and are held at such place and time as determined by the **Council**.

# **Special meetings**

- 13. (1) The Chairperson of the Council may call a special meeting of the Council; he or she must, however, call a special meeting if requested to do so, in writing, by no fewer than eight members of the Council.
  - (2) The purpose for holding the special meeting must be stated clearly in the written request for such meeting.
  - (3) At least three **Days**' notice must be given of a special meeting, unless, in the opinion of the Chairperson, there is an emergency that warrants a shorter notice period.
  - (4) No matters other than those for which the meeting has been called may be dealt with at a special meeting.

## **Quorum and procedure at Council meetings**

- 14. (1) One third of the total membership of the **Council** constitutes a **Quorum**.
  - (2) If a Quorum is not achieved
    - (a) The Chairperson may adjourn the meeting and reconvene the meeting after 30 minutes, if a **Quorum** is achieved within that time.
    - (b) If there is still no **Quorum** after 30 minutes
      - (i) the Chairperson may order that the meeting be held at a later date;
      - (ii) the later date may not be sooner than three **Days** after the meeting was due to be held, or later than 21 **Days** after the meeting was due to be held; and
      - (iii) notice of the new date and time must be given to all members and may be done in any manner considered appropriate by the Chairperson.

- (3) Should members leave while a meeting is in progress and the Quorum is lost, the Chairperson may, with the consent of those remaining and present, proceed with the meeting on the understanding that any decisions reached will be subject to ratification when a Quorum is present, or at the next meeting at which a Quorum is present.
- (4) At least three **Days** before any ordinary meeting, the Secretary to the **Council** must issue to each member a written notice stating the place and the time at which the meeting is to be held and the matters to be dealt with.
- (5) (a) Any member of the Council may give notice in writing to the Secretary to the Council that he or she wishes to have a matter considered by the Council at an ordinary meeting of the Council.
  - (b) The member must give at least seven **Days**' notice of such wish and must state the matter to be considered.
  - (c) The Chairperson of the **Council** may, in his or her sole discretion, decide to either have the matter placed on the agenda, postpone the matter to a later meeting or refuse to place the matter on the agenda.
- (6) Any matter not on the agenda at any meeting of the Council may be dealt with if the majority of the members present at the meeting consider it to be desirable or urgent.
- (7) If the Chairperson and the Vice-Chairperson are absent from any meeting, the members present must elect from among themselves a chairperson for the meeting.
- (8) (a) The first act at each ordinary meeting is to read and confirm the minutes of the last preceding ordinary meeting and of any special meetings held thereafter.
  - (b) The signature of the Chairperson of the meeting serves as proof of the confirmation of the minutes.
- (9) Objections to the minutes must be raised and decided before confirmation takes place.
- (10) No member may, without the leave of the Chairperson, speak more than once on any motion or amendment to a motion, but the proposer of a motion or any amendment has the right to reply.
- (11) Decisions of the **Council** are made by a majority of votes of the members present and voting, unless otherwise provided for in this **Statute**.
- (12) The Chairperson has a deliberative vote on any matter that the **Council** has to decide; in addition, the chairperson has a casting vote in the event of a vote that is evenly split.

- (13) If a ballot is held, the minutes of the meeting must reflect whether a decision was unanimous or by a majority, and if by a majority, the minutes must reflect the number of persons voting for and against any motion or amendment.
- (14) Upon the request of any member, the Chairperson may direct that the vote of such member be recorded in the minutes.
- (15) Every motion or amendment to a motion must be seconded, and if the Chairperson so directs, must be in writing, and no motion or amendment may be withdrawn without the consent of the proposer, the seconder and a majority of the members present at the meeting.
- (16) The ruling of the Chairperson on any question of order or procedure is final, unless immediately challenged by a member, in which event such ruling must be submitted to the meeting without discussion and the decision of the meeting is final.
- (17) Despite anything contained in the preceding subparagraphs, a proposal to make, amend or repeal the **Statute** or part of it may not be considered unless at least 14 **Days**' written notice of such proposal has been given to the members of the **Council** by the Secretary to the **Council**.
- (18) The **Statute** may not be made, amended or repealed unless at least two thirds of the members present and voting at the meeting vote in favour of the motion.
- (19) (a) In circumstances considered by the Chairperson to be urgent and appropriate, a decision of the **Council** may be made without calling a meeting.
  - (b) The Chairperson determines how the decision taken in terms of subparagraph (a) is to be circulated to the members and the formalities of the ways in which they may respond.
  - (c) If at least 20% of the members object to such procedure, the Chairperson must call a special meeting.
- (20) The **Council** may invite persons who are not members to attend meetings of the **Council**, provided that such persons may participate in discussions but may not vote.

# Codes of conduct, fiduciary duty and conflict of interest

- 15. (1) Members of **Council** must act in the best interests of **the University**, including:
  - (a) Abiding by the **Council**'s Code of Conduct.

- (2) A member of the **Council** may not participate in the discussion of, or vote on any matter in which he or she has a material interest whether direct or indirect pecuniary, financial or of any other nature whatsoever, unless he or she discloses the nature and extent of his or her interest and obtains the leave of the meeting to participate in the discussion on the matter or vote on the matter, or both.
- (3) Without derogating from the common law or any other applicable law, a member who fails to make a full disclosure as contemplated in subparagraph(2) of this **Statute** is subject to the provisions of paragraph 8(3) to (6) of this **Statute**.

# **Ruling by Chairperson**

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

#### **Executive Committee and other Committees of Council**

- 17. (1) The composition, election, terms of office, **Functions** and procedures of the **Committees** are as prescribed in the **University Rules**.
  - (2) The Council may constitute an Executive Committee of the Council in accordance with paragraph 4(2) of this Statute, which consists of the Chairperson of the Council, the Vice-Chancellor and Principal, the Vice-Principal, the Deputy Vice-Chancellors, and such other members of the Council as the Council may appoint to it.
  - (3) The **Council** may establish other **Committees** in accordance with paragraph 4(2) of this **Statute**, whose members hold office as determined by the **Council**.
  - (4) Any **Committee** appointed by the **Council** exercises the **Functions** delegated to it by **Council** resolution.
  - (5) The provisions of paragraphs 12 to 14 of this **Statute** apply, with the necessary changes, to **Committee** meetings, unless otherwise provided for by the **Council**.
  - (6) Office-bearers of the Committees are elected or appointed in the manner and for the period determined by the Council.
  - (7) The Chairperson of a Council Committee may not be an Employee or a Student of the University.

## **Council awards**

18. The **Council** may recognise distinguished service through awards, including Gold Medals, as prescribed in the **University Rules**.

#### SENATE

#### **Functions**

- 19. (1) Subject to the Act, the Senate is accountable to the Council for regulating all teaching, learning, research and academic Functions of the University, and all other Functions delegated or assigned to it by the Council.
  - (2) Without derogating from the generality of subparagraph (1) of this **Statute** the organisation and superintendence of instruction and examinations, and of lectures and classes, vest in the **Senate**, and the **Senate**
    - (a) may make or amend any University Rule relating to the curriculum for, or to the obtaining of, any University Qualification, but may do so only after consulting the relevant Faculty Board;
    - (b) may make or amend any University Rule relating to the manner in which Students are to be examined;
    - (c) determines what standard of proficiency is required to be attained in any mode of assessment that may be used in order to satisfy the requirements for the obtaining of each Qualification;
    - (d) may make recommendations to the Council regarding the Faculty to which each academic department, School or other academic structure belongs;
    - (e) may make recommendations to the Council regarding the establishment and disestablishment of Faculties, academic departments, Schools and other academic structures;
    - (f) determines, in accordance with any relevant deed or gift, and after consultation with the Vice-Chancellor and Principal, the conditions applicable to any scholarships and other academic prizes;
    - (g) determines the persons to whom scholarships and academic prizes are awarded;
    - (h) may establish Committees to perform any of its Functions, may appoint persons who are not members of the Senate as members of such Committees and may for this purpose deem a single person to be a Committee;
    - (i) determines the Functions of its Committees as well as the procedure of meetings of these Committees;
    - (j) may make standing orders on procedures and delegation of powers for the better carrying out of its **Functions**;
    - (k) may delegate its **Functions**; and

- (I) must take note of any action taken by a Committee in exercising its delegated powers or Functions when such Committee reports its actions to the next meeting of the Senate, which in the opinion of the Secretary of the Senate is appropriate.
- (3) The **Senate** submits to the **Council**
  - (a) such reports on its work as may be required by the Council; and
  - (b) recommendations on matters referred to it by the **Council**; and
  - (c) recommendations on any other matter affecting the University as the Senate considers useful.
- (4) The **Senate** may, if in its opinion it is necessary to do so for any academic purpose, require a **Student** to reside for a period, and in a place, determined by it.
- (5) The Senate may, in terms of the University Rules, cancel or refuse the registration of a Student in all or one or more of the courses for which the Student is registered or wishes to register in that year, if in the opinion of the Senate the academic achievement of the Student is such that the Student may not obtain credit in such course or courses.

## Composition

- 20. (1) The **Senate** consists of
  - (a) the Vice-Chancellor and Principal;
  - (b) the Vice-Principal;
  - (c) the Deputy Vice-Chancellors and the Executive Director or Executive Directors;
  - (d) the **University Registrar**;
  - (e) two members of the **Council** elected by the **Council** in accordance with paragraph 10 of this **Statute**, provided that no person specified in paragraph 5(1)(b)(i), (ii), (iii) and (v) of this **Statute** is eligible for appointment under this subparagraph;
  - (f) (i) the **Professors**, other than honorary **Professors and Professors** appointed on less than 50 percent employment contract; and
    - (ii) every Academic Employee who is not a Professor as contemplated in this subparagraph and holds office as the head or acting head of a School;
  - (g) Academic Employees other than the persons contemplated in subparagraph (f) of this Statute, elected by such Employees;
  - (h) the **Deans** of **Faculties** who are not members of the **Senate** in some other capacity;
  - (i) six Non-Academic Employees elected by such Employees;

- (j) five **Non-Academic Employees** by virtue of their office
  - (i) the head of Computer and Network Services;
  - (ii) the heads of the central and academic development units;
  - (iii) the head of central Human Resources;
  - (iv) the Dean of Students Affairs;
  - (v) the University Librarian; and
- (k) ten Students of the University, of whom -
  - (i) eight are elected by the **SRC**; and
  - (ii) two are elected by the **PGA**.
- (I) any other persons as the Council, on the recommendation of the Senate, may determine.
- (2) The procedure for electing **Council** members as contemplated in paragraph 20(1)(e) of this **Statute** is set out in paragraph 10 of this **Statute**.
- (3) (a) The persons contemplated in paragraph 20(1)(g) of this Statute elect to the Senate that number of their members that constitutes no more than 25% of the persons who are members of the Senate in terms of paragraph 20(1)(f).
  - (b) The **Senate** determines the procedure for electing these members.
- (4) The **Senate** determines the procedure for electing members in terms of paragraph 20(1)(i) of this **Statute**.
- (5) The procedure for electing **Student** representatives is determined by the constitutions of the **SRC** and the **PGA** respectively.
- (6) (a) The **Senate** may recommend to the **Council** that persons or categories of persons be appointed or elected to the **Senate** in terms of paragraph 20(1)(I) of this **Statute**.
  - (b) The Council determines the term of office, number of representatives and manner of election or appointment of such persons or category of persons.
- (7) (a) Members of the **Senate** must participate in the deliberations of the **Senate** in the best interests of **the University**.
  - (b) Failure to act in the best interests of **the University** or behaviour that brings **the University** into disrepute may result in the removal of the member from the **Senate**.

- (8) If it is alleged that a member is not acting in the best interests of the University or has engaged in conduct that brings or tends to bring the University into disrepute and not less than one third of the members of the Senate present at any meeting resolve that steps should be taken against that person, the Senate must instruct that a hearing by an ad hoc Committee of Senate take place.
- (9) If the ad hoc Committee finds that the member has failed to act in the best interests of the University or has behaved in a manner that brings the University into disrepute, the ad hoc Committee may recommend to the Senate that the member be removed from the Senate.
- (10) The member may be removed from the **Senate** if not less than two thirds of the members of the **Senate** present at any meeting vote for his or her removal.
- (11) Where a member who has been elected or appointed dies, resigns or vacates office for any reason including the expiry of his or her term of office, the Secretary to the Senate must notify the authority or body that appointed or elected such member of the vacancy, and must, if in the opinion of the Chairperson to the Senate it is reasonably practicable, request such authority or body to appoint or elect a successor.
- (12) The successor holds office for the unexpired term of office of the predecessor.
- (13) A member of the **Senate** who holds office by reason of a particular qualification or status will cease to be a member of the **Senate** if he or she ceases to possess that qualification or status.
- (14) The majority of the members of **Senate** must be **Academic Employees** of **the University**.

## Term of office of members

- 21. (1) The members contemplated in paragraph 20(1)(a) to (d) of this **Statute** remain members of **Senate** for as long as they occupy their posts.
  - (2) The term of office of the members contemplated in paragraph 20(1)(e) of this **Statute** is one year.
  - (3) The term of office of the members contemplated in paragraph 20(1)(f) of this **Statute** for as long as they occupy their posts.
  - (4) The term of office of the members contemplated in paragraph 20(1)(*g*) of this **Statute** and the six **Non-Academic Employees** elected as contemplated in paragraph 20(1)(*i*) of this **Statute** is three years.

- (5) The term of office of the members contemplated in paragraph 20(1)(h) of this **Statute** and the six **Non-Academic Employees** appointed by virtue of their office as contemplated in paragraph 20(1)(j) of this **Statute** for as long as they occupy their posts.
- (6) The term of office of the members contemplated in paragraph 20(1)(k) of this **Statute** is one year.

## Office-bearers

- 22. (1) The **Vice-Chancellor and Principal** is the Chairperson of the **Senate**, as contemplated in section 26(4)(a) of the **Act**.
  - (2) The **Senate** elects from among its members a Vice-Chairperson as set out in the **University Rules**.
  - (3) The **University Registrar** is the Secretary to the **Senate**, provided that should there be more than one registrar, the **Senate** will appoint one as the Secretary to the **Senate**.
  - (4) No person may be elected as an office-bearer unless he or she has been nominated in writing by not less than three members of the **Senate**.
  - (5) The nominee must countersign the nomination to denote his or her acceptance of the nomination.
  - (6) An office-bearer holds office for three years, unless during that time he or she resigns or ceases to be a member of the **Senate**.
  - (7) Not less than 60 Days before the expiry of the office-bearer's term of office, the Secretary to the Senate must give notice of this fact to the Senate and a successor must be elected by a majority of the members present and voting at the next meeting of the Senate.
  - (8) The retiring office-bearer is eligible for re-election for a maximum of two additional terms.
  - (9) If a vacancy occurs within the three-year period, the Secretary to the **Senate** must give notice of the vacancy to the members of the **Senate**.
  - (10) On receipt of this notice the **Senate** must, at its next meeting, elect another member to act in the place of that office-bearer.
  - (11) The person elected in terms of subparagraph (10) holds office for the unexpired period, unless he or she resigns or ceases to be a member of the **Senate**.
  - (12) The Chairperson presides at the meetings of the Senate and the meetings of the Committees of the Senate if the Senate considers it appropriate for him or her to do so.
  - (13) The Chairperson performs such other **Functions** as the **Senate** may determine.

- (14) In the absence of the Chairperson, the provisions of subparagraph (12) of this **Statute** apply to the Vice-Chairperson.
- (15) The Vice-Chairperson performs such other **Functions** as the **Senate** may determine, as set out in the **University Rules**.
- (16) The Secretary to the Senate performs those Functions assigned to him or her by the Senate, as set out in the University Rules.
- (17) If both the Chairperson and the Vice-Chairperson are absent, the **Senate** elects from among its members a Chairperson for the meeting concerned.

#### Senate members of Council

- 23. (1) The **Council** members elected by the **Senate** are elected by ballot.
  - (2) In the year in which an election needs to be held it must be held at the second ordinary meeting of the **Senate**.
  - (3) The **Senate** determines the method of taking the ballot.
  - (4) Candidates must be nominated in writing by not less than two members of the **Senate**.
  - (5) The nomination must be lodged with the Secretary to the **Senate** not less than 14 **Days** before the meeting.
  - (6) The Senate members on the Council who are members of the Council when this Statute comes into operation, remain members of the Council until their terms of appointment, as initially determined, expire.
  - (7) As each term of office ends, a member of **Senate** must be elected to fill the vacancy to fill.
  - (8) The outgoing member may be re-elected for a maximum of two additional terms.

## Meetings

- 24. (1) Ordinary meetings must be held at least four times in each year.
  - (2) At least one meeting must be held by 30 June and at least one meeting must be held between 1 July and 30 December of each year.
  - (3) The Secretary to the Senate determines the place and time of all ordinary meetings and ensures that meetings are administered in accordance with the University Rules.
  - (4) One third of the total membership of the **Senate**, excluding members in abeyance, forms a **Quorum**.
  - (5) The provisions in paragraphs 13 and 14(4) to (20) of this **Statute** relating to the procedure for special and ordinary meetings of the **Council** apply, with the necessary changes, to the meetings of the **Senate**.

- (7) The **Senate** may invite persons who are not members to attend meetings or parts of a meeting of the **Senate**. Such persons may be afforded speaking rights, but may not vote.
- (8) A member of the **Senate** may not participate in the discussion of, or vote on any matter in which he or she has a material interest, whether direct or indirect pecuniary, financial or of any other nature whatsoever, unless he or she first discloses the nature and extent of his or her interest and obtains the leave of the meeting to participate in the discussion on the matter or vote on the matter, or both.
- (9) Without derogating from the common law or any other applicable law, a member who fails to make a disclosure as contemplated in subparagraph (8) of this **Statute** is subject to the provisions of paragraph 20(7) to (8) of this **Statute**.

#### **Committees**

- 25. (1) The **Senate** may constitute **Committees**, which may be
  - (a) a Faculty Board for each Faculty; and
  - (b) other **Senate Committees** as it deems necessary.
  - (2) Except as otherwise provided for in the Statute, the composition, election, terms of office, Functions and procedures of Senate Committees are prescribed in the University Rules.

# **Faculty Boards**

- 26. (1) The Faculty Board of every Faculty is a standing Committee of the Senate.
  - (2) A Faculty Board
    - (a) governs and regulates the activities of the Faculty in accordance with the University Rules;
    - (b) considers and recommends to the Senate the Qualifications offered by the Faculties;
    - (c) promotes research in the **Faculty**;
    - (d) submits recommendations to the **Senate** on matters that affect the **Faculty** as well as matters referred to it by the **Senate**;
    - (e) appoints **Committees** of the **Faculty Board**; and
    - (f) fulfils such as others **Functions** as the **University Rules** may prescribe.
  - (3) The composition of a **Faculty Board** is determined by the **Senate** on recommendation of a **Faculty Board**.
  - (4) The **Council** appoints a **Dean** for every **Faculty** in accordance with the **University Rules**, who is accountable to the relevant **Faculty Board** and fulfils the **Functions** as prescribed in the **University Rules**.

- (5) The **Dean** of a **Faculty** is the chairperson of the relevant **Faculty Board**.
- (6) Membership of **Faculty Boards**, terms of office, meeting procedures and other matters relating to the **Faculties** are reflected in the **University Rules**.

## **PART 4 – OFFICE-BEARERS**

### **CHANCELLOR**

## **Accountability**

27. The **Chancellor** is accountable to the **Council**.

#### **Functions**

- 28. (1) The **Chancellor** is the titular head of **the University** and, in the name of **the University**, confers all degrees.
  - (2) On the advice of **Council**, the **Chancellor** may convene a general assembly of **the University** community.
  - (3) The **Chancellor** performs such other **Functions** as assigned to him or her by the **Council**.

## **Election**

- 29. The **Chancellor** is elected by the **Convocation** in the following manner
  - (1) The Secretary to the Convocation fixes a closing date for the return of voting papers and sends notices calling for nominations for the election of a Chancellor.
  - (2) The notices calling for nominations, as contemplated in subparagraph (1) of this **Statute**, are sent to all enrolled members of the **Convocation** at least nine weeks before the closing date contemplated in subparagraph (1) of this **Statute**.
  - (3) Nominations in writing, accompanied by the written acceptance of such nominations, must be lodged with the Secretary to the **Convocation** at least seven weeks before the closing date contemplated in subparagraph (1) of this **Statute** and each nomination must be signed by at least four members of the **Convocation**.
  - (4) If only one person is nominated, the Secretary to the **Convocation** forthwith declares that person duly elected, or where appropriate, with effect from the date on which the vacancy is to occur.
  - (5) If more than one person is nominated, the Secretary to the **Convocation** must send a written notice to all enrolled members of the **Convocation** at least 30 **Days** before the closing date contemplated in subparagraph (1) of this **Statute**, together with a printed voting paper as contemplated in subparagraphs (6) and (7) of this **Statute**.
  - (6) The Secretary to the Convocation is required to draft and submit to the Executive Committee of the Convocation a voting paper for its approval, in which is set out, in not more than 200 words, the curriculum vitae of each candidate.

- (7) The Executive **Committee** of the **Convocation** must determine the form and content of the voting paper.
- (8) At all elections, the Secretary to the **Convocation** acts as returning **Officer**.
- (9) The returning Officer may be assisted by two or more scrutineers appointed by the President of the Convocation or, if the President is absent or is a candidate, by the Vice-Chancellor and Principal, or in the absence of the Vice-Chancellor and Principal, by the acting Vice-Chancellor and Principal.
- (10) At the conclusion of the election, the returning **Officer** must announce the result of the election.
- (11) A successful candidate is elected as of the date of the election or, where appropriate, with effect from the date on which the relevant vacancy is to occur.

## Term of office

- 30. (1) The **Chancellor** holds office for a period of six years, unless he or she resigns or he or she is dismissed as contemplated in subparagraph 5 of this **Statute**.
  - (2) (a) A person may not be elected for more than two periods of office.
    - (b) These periods of office may be consecutive.
  - (3) Whenever an election to the office of **Chancellor** occurs in a year in which no elections are scheduled by the **Convocation**, the period of office of the incumbent **Chancellor** will be extended by one additional year.
  - (4) If the Chancellor is unable, for any reason, to perform the Functions of his or her office, or if the office of Chancellor becomes vacant, the Vice-Chancellor and Principal or the Vice-Principal must perform the Functions of the Chancellor.
  - (5) The **Chancellor** may be removed from office by a resolution passed by at least two thirds of the members of **Council**.
  - (6) The resolution may not be passed if the Chancellor has not been given the opportunity to speak.

## **VICE-CHANCELLOR AND PRINCIPAL**

## **Accountability**

31. The Vice-Chancellor and Principal is accountable to the Council.

#### **Functions**

32. (1) Subject to the **Council**'s **Functions** as contemplated in paragraph 4 of this **Statute** –

- (a) The Vice-Chancellor and Principal is responsible for the management and administration of the University and has all the powers necessary to perform these Functions, including the power to appoint acting registrars, acting heads of any academic structure, acting Deans of Faculties, acting heads of School and department, and acting chairpersons of governing Committees, which the Council may from time to time determine.
- (b) The Vice-Chancellor and Principal is the chief executive Officer of the University and chairperson of the Senate, and is a member of all Committees of the Council and the Senate, and of all joint Committees of the Council and the Senate, except those Committees dealing with audit and remuneration matters.
- (c) The Vice-Chancellor and Principal is responsible for the proper administration and good governance of Student Affairs. He is vested with the necessary powers and authority to fulfil that responsibility.
- (2) If the Vice-Chancellor and Principal is unable, for any reason, to perform his or her Functions of office, or if the office of the Vice-Chancellor and Principal becomes vacant, the Vice-Principal will become the acting Vice-Chancellor and Principal.
- (3) An acting Vice-Chancellor and Principal has the same Functions as the Vice-Chancellor and Principal.
- (4) The Vice-Chancellor and Principal may, on such conditions as he or she may determine, delegate any of his or her powers under the Act and assign any of his or her duties in terms of the Act to any other Employee of the University.

## **Appointment**

33. The **Council** appoints the **Vice-Chancellor and Principal** in accordance with section 31(1)(a)(iii) of the **Act** and its own procedures.

## **Discipline of the Vice-Chancellor and Principal**

34. The **Vice-Chancellor and Principal** is subject to the **University Rules** for staff discipline.

#### Term of office

- 35. (1) The Council determines the term of office of the Vice-Chancellor and Principal.
  - (2) The contract between the Council and the Vice-Chancellor and Principal must provide for a reasonable period of notice to be given should either party wish to cancel the contract.
  - (3) A person may be appointed for more than one term of office.

Council must proceed to appoint a successor.

(4) If the Office of the Vice-Chancellor and Principal becomes vacant, the

## **VICE-PRINCIPAL**

## **Accountability**

36. The Vice-Principal is accountable to the Council and the Vice-Chancellor and Principal.

#### **Functions**

- 37. (1) The **Council** determines the **Functions** of the **Vice-Principal**.
  - (2) The **Vice-Princ**ipal, in addition to the functions determined by Council, is responsible for any specific managerial, administrative and supervisory **Functions** entrusted to him or her by the **Vice-Chancellor and Principal**.
  - (3) If the office of **Vice-Principal** becomes vacant, the **Council** must appoint a successor.
  - (4) If the Vice-Principal is unable, for any reason, to perform the Functions of his or her office, or if the Office of Vice-Principal becomes vacant, the Deputy Vice-Chancellor, or, if there are two or more Deputy Vice-Chancellors, one of them appointed by the Executive Committee of the Council, becomes acting Vice-Principal.
  - (5) An acting Vice-Principal has all the Functions of a Vice-Principal.

## **Appointment**

38. The **Council** appoints the **Vice-Principal** after considering the recommendation of the **Vice-Chancellor and Principal**.

#### **Discipline of the Vice-Principal**

39. The Vice-Principal is subject to the University Rules for staff discipline.

# Term of office

40. The **Council** determines the term of office of the **Vice-Principal**.

#### **DEPUTY VICE-CHANCELLOR**

#### Accountability

41. A **Deputy Vice-Chancellor** is accountable to the **Council** and the **Vice-Chancellor** and **Principal**.

#### **Functions**

- 42. (1) The Council determines the Functions of a Deputy Vice-Chancellor.
  - (2) If a Deputy Vice-Chancellor is unable, for any reason, to perform the Functions of his or her office, or if his or her office becomes vacant, the Council must appoint a replacement.
  - (3) If the office of Deputy Vice-Chancellor is vacant for six Months or less the Council may, on the recommendation of the Vice-Chancellor and Principal, appoint an acting Deputy Vice-Chancellor.

(4) If the office of Deputy Vice-Chancellor is vacant for more than six Months, the Council must first consult with the Senate before appointing an acting Deputy Vice-Chancellor.

## **Appointment**

43. The Council appoints a Deputy Vice-Chancellor in accordance with the University Rules.

## **Discipline of a Deputy Vice-Chancellor**

44. A **Deputy Vice-Chancellor** is subject to the **University Rules** for staff discipline.

# **Term of office**

45. The **Council** determines the term of office of a **Deputy Vice-Chancellor**.

#### **EXECUTIVE DIRECTORS**

## **Accountability**

46. An **Executive Director** is accountable to the **Council** and the **Vice-Chancellor** and **Principal**.

### **Functions**

- 47. (1) The **Council** determines the **Functions** of an **Executive Director**.
  - (2) If an Executive Director is unable, for any reason, to perform the Functions of his or her office, or if his or her office becomes vacant, the Council must appoint a replacement.
  - (3) If the office of an Executive Director is vacant for six Months or less the Council may, on the recommendation of the Vice-Chancellor and Principal, appoint an acting Executive Director.
  - (4) If the office of an **Executive Director** is vacant for more than six **Months**, the **Council** must first consult with the **Senate** before appointing an acting **Executive Director**

## **Appointment**

48. The **Council** may appoint one or more **Executive Directors** after consideration of the recommendations of a selection **Committee** appointed by the **Vice-Chancellor** and **Principal**.

## **Discipline of an Executive Director**

49. An **Executive Director** is subject to the **University Rules** for staff discipline.

# **Term of office**

50. The **Council** determines the term of office of an **Executive Director**.

#### **DEANS**

## **Accountability**

51. A **Dean** is accountable to the **Senate**, the **Vice-Chancellor and Principal**, and the **Council**.

#### **Functions**

- 52. (1) In every **Faculty** there is a **Dean**, who is appointed to perform managerial, administrative and supervisory **Functions** as executive head of the **Faculty**.
  - (2) In the temporary absence of a **Dean**, the **Vice-Chancellor and Principal** designates another suitable person to perform the **Functions** of the office.

## **Appointment**

53. The **Council** appoints the **Deans** after consultation with the **Senate**.

## **Discipline of the Dean**

54. A **Dean** is subject to the **University Rules** for staff discipline.

#### Term of office

55. The **Council** determines the term of office of a **Dean**.

#### UNIVERSITY REGISTRAR

# **Accountability**

56. The **University Registrar** is accountable to the **Council** and the **Vice-Chancellor** and **Principal**.

#### **Functions**

- 57. (1) The **Council** determines the **Functions** of the **University Registrar**.
  - (2) The **Vice-Chancellor and Principal** may entrust specific managerial, administrative and supervisory **Functions** to the **University Registrar**.
  - (3) If the University Registrar is unable for any reason to perform any of his or her Functions, the Vice-Chancellor and Principal must appoint another University Employee to perform one or more of the University Registrar's Functions until a replacement is appointed.

### **Appointment**

58. The **Council** may appoint one or more persons as the **University Registrar**.

### Discipline of a Registrar

59. The **University Registrar** is subject to the **University Rules** for staff discipline.

#### Term of office

60. The **Council** determines the term of office of the **University Registrar**.

#### **PART 5 – ADVISORY BODIES**

#### **UNIVERSITY FORUM**

### Status and role

61. The **University Forum** is **the University**'s Institutional Forum, as contemplated in section 31 of the **Act**, and advises the **Council** on matters that affect **the University**.

## **Accountability**

62. The **University Forum** is accountable to the **Council**, which recognises its advisory role.

#### **Functions**

- 63. (1) The **University Forum** must advise the **Council** on issues affecting **the University**, including
  - (a) the implementation of the **Act** and the 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 that promotes tolerance and respect for fundamental human rights and creates an appropriate environment for teaching, research and learning.
  - (2) The **University Forum** must perform such **Functions** as may be determined by the **Council**.
  - (3) The **University Forum** provides the **Council** with written advice on matters affecting **the University**.
  - (4) The **University Forum** considers written feedback from the **Council** on recommendations of the **University Forum** not accepted by the **Council**.

## Composition

- 64. (1) The **University Forum** consists of
  - (a) a Council member appointed by the Council;
  - (b) the Vice-Chancellor and Principal;
  - (c) the Vice-Principal;
  - (d) a Deputy Vice-Chancellor appointed by the Vice-Chancellor and Principal;
  - (e) the **Dean** of **Student Affairs**;
  - (f) four members of the **Senate** nominated by the **Senate**;
  - (g) a representative of the **Deans**;
  - (h) five Academic Employees;
  - (i) seven Non-Academic Employees;

- (j) five Students
  - (i) four of whom are nominated by the **SRC**; and
  - (ii) one of whom is nominated by the **PGA**;
- (k) not more than four other Students who belong to a body or bodies of Students of the University that may be nominated by the University Forum to make the University Forum more representative and inclusive of the broader Student population;
- (*I*) three members of the historically excluded or marginalised groups;
- (*m*) one **Donor** nominated by the Wits Foundation;
- (n) one member of the Executive Committee of Convocation nominated by it;
- (o) one person nominated by an educational organisation which has been chosen by the **University Forum**;
- (p) two representatives of organised labour associations;
- (q) two representatives of **Organised Employee Associations**; and
- (r) one member whose role in the University is to address issues of transformation, nominated by the Vice-Chancellor and Principal.

#### Nomination/election of members

The nomination, election and appointment of members are determined by the University Rules.

### Term of office of members

- 66. (1) Term of office of **University Forum** members is three years or such shorter time as a member still represents her/his constituency or as determined by the **Council**.
  - (2) Except for members mentioned in paragraph 64(1)(a), (b), (c), (d) and (f) of this **Statute**, no member may serve on the **University Forum** for more than three consecutive terms.
  - (3) The membership of a person, who is a member by virtue of holding office in terms of the provisions of paragraph 64(1)(a) to (f) of this **Statute**, terminates if the person ceases to hold office.
  - (4) The membership of any person other than those persons contemplated in paragraph 64(1)(a) to (f) of this **Statute** terminates in accordance with the provisions of paragraph 8(1) of this **Statute**, with the necessary changes to the **University Forum**.

(5) The groups of persons from which members contemplated in paragraph 64(1)(g), (h), (k), (o) and (p) of this **Statute** are appointed or elected as determined by the **University Forum**, provided that the membership of the **University Forum** as it existed on the day this **Statute** comes into force shall continue unless and until the **University Forum** and **Council** determine otherwise.

### **Vacancies**

- 67. (1) The Secretary of the **University Forum** communicates a vacancy in the **University Forum** to the person or body who elected or appointed the member.
  - (2) A vacancy must be filled within twelve weeks after the **Secretary** receives notification or becomes aware of such vacancy.

#### Office-bearers

- 68. (1) The **University Forum** must triennially elect by secret ballot from among its members, a chairperson, a vice-chairperson, secretary and such other office-bearers as the **University Forum** considers necessary to best perform its **Functions**.
  - (2) The Chairperson, the Vice-Chairperson, the Secretary or other office-bearers may be removed from office by a two-thirds majority decision of the **University Forum**.
  - (3) If the Chairperson and the Vice-Chairperson are absent, the **University**Forum elects, from among its members, a Chairperson for the meeting concerned.
  - (4) The Chairperson of the **University Forum** is accountable to the **Council**.

### Meetings

- 69. (1) The **University Forum** must have at least four meetings a year.
  - (2) The Chairperson may convene an extraordinary or emergency meeting by giving notice of such meeting and the agenda thereof.
  - (3) An extraordinary or emergency meeting must be convened by the Chairperson if at least thirty percent of the members of the University Forum request such a meeting, provided that such request is in writing and the relevance of the matters to be discussed is regarded by the Chairperson as being sufficiently motivated.
  - (4) At least seven **Days**' notice of an extraordinary or emergency meeting must be given, except with the unanimous consent of the meeting.
  - (5) No business other than that which the extraordinary or emergency meeting was called for may be transacted at such meetings.

- (6) (a) The **University Forum** reaches a decision through a vote supported by the majority of the members present and voting, unless otherwise provided for in this **Statute**.
  - (b) The Chairperson must state his or her opinion at the meeting.
- (7) The **Quorum** and the procedure for meetings of the **University Forum** are, with the necessary changes, the same as for the **Council**, as contained in paragraphs 12 to 14 of this **Statute**.

### **Committees and task teams**

- 70. (1) The **University Forum** has the power to create **Committees** and task teams to carry out its **Functions**.
  - (2) Except as otherwise provided for in the Statute, the composition, manner of election, terms of office, Functions and meeting procedures of Committees and task teams are as prescribed in the University Rules.

### **PART 6 – STUDENTS GOVERNANCE**

#### **GOVERNANCE OF STUDENTS**

- 71. (1) **Students** at **the University** are represented by
  - (a) the **Student Forum**;
  - (b) the SRC;
  - (c) the **PGA**;
  - (d) the Wits Sports Council; and
  - (e) other **Student** administrative and governing structures, including, but not limited to –
    - (i) the Faculty Student Councils;
    - (ii) the School Student Councils; and
    - (iii) the All Residence Council.
  - (2) The powers, duties, authority and functioning of the bodies contemplated in subparagraph (1) of this **Statute** are determined by the **University Rules** and the **SRC Constitution**.
  - (3) Election to the bodies contemplated in subparagraph (1) of this **Statute** are governed by the **University Rules** and the **SRC Constitution**.
  - (4) The **Council** must consult with the **SRC** before approving any amendments to the **SRC Constitution** or a new **SRC Constitution**.

## STUDENTS' REPRESENTATIVE COUNCIL

#### Accountability

72. The SRC is accountable to the Student body/community, the Vice-Chancellor and Principal and the Council.

## **Functionality**

73. (1) The **Functions** of the **SRC** and its members are determined by the **SRC Constitution**.

### Composition

- 74. (1) Election to the **SRC** is determined by the electoral by-laws as contained in the **University Rules**, laid down by the **Council** after consultation with the **SRC**.
  - (2) Only registered **Students** are eligible to serve on the **SRC**.
  - (3) The President of the outgoing **SRC** must, in terms of the electoral by-laws, call for and give notice of an annual election of general representatives.
  - (4) If the outgoing President fails to call an annual election, a person designated by the **Vice-Chancellor and Principal** may do so.
  - (5) Unless the **Council** determines otherwise, the members of the **SRC** hold office for one year, the commencement of which is provided for in the **SRC Constitution**.

- (6) The **SRC** is representative of the **Student** body and the **SRC**'s composition is determined by the **University Rules**.
- (7) The **Council** may not alter the composition of the **SRC** without first consulting the **SRC**, in line with the **SRC Constitution**.

## PART 7 - OTHER STUDENT-RELATED MATTERS

## ADMISSION AND REGISTRATION OF STUDENTS, AND STUDENT DISCIPLINE

## **Admission and registration of Students**

- 75. (1) A person may be permitted by the **Council** to register as a **Student** only if he or she satisfies
  - (a) The legal requirements, if any, for admission to study at **the University**; or
  - (b) Any other requirements for admission that may be determined by the **Council** and laid down in the **University Rules**.
  - (2) The requirements for admission of a **Student** to **Faculties** are set out in the **University Rules** and may be changed by the **Council** after consultation with the **Senate**.
  - (3) A **Student** is registered for one year or for such shorter period as the **Council** may determine in general or in a particular case.
  - (4) In order for a **Student** to renew his or her registration after the expiry of the period contemplated in subparagraph (3) of this **Statute**, the **Student** is required to comply with any conditions set by the **Council**.
  - (5) The **Council** may refuse to allow the renewal of registration if a **Student** fails to meet the conditions contemplated in subparagraph (4) of this **Statute**.
  - (6) The conditions contemplated in subparagraph (4) of this **Statute** may include the payment of outstanding fees.

## Student discipline

- 76. (1) The disciplinary measures and discipline provisions applicable to the **Students** are set out in the **University Rules**, and may be changed by the **Council** after consultation with the **Senate** and the **SRC**.
  - (2) (a) The **Vice-Chancellor and Principal** may, from time to time, amend monetary penalties.
    - (b) Such amended penalties must be placed before the **Council** at the next ordinary meeting of the **Council**.
  - (3) If the **Council** should alter or set aside any such amendment, its validity up to the time of alteration or setting aside by the **Council** is not affected.

## **QUALIFICATIONS AND HONORARY DEGREES**

# Degrees, diplomas, certificates and other Qualifications

77. (1) The University has the power to confer in any Faculty a Qualification as it may deem expedient to confer.

- (2) No degree other than an honorary degree may be conferred by the University upon any person who has not attended as a Student of the University for the assigned period, and satisfied such other requirements as may be prescribed by or in terms of this Statute.
- (3) The University has the power to grant a Qualification to any person who has pursued a course of study or academic programme, and who has satisfied such other requirements as may be prescribed by or in terms of this Statute.
- (4) The **Council**, in consultation with the **Senate**, has the power to withdraw the conferment of any **Qualification** if the **Student** failed to satisfy the requirements of such **Qualification**, or if it was conferred in error or the recipient of such **Qualification** had committed a dishonest act in connection, directly or indirectly, with the obtaining of such **Qualification** or through **the University**'s **Student** disciplinary structures.
- (5) To satisfy the requirements for the conferment of a **Qualification** a **Student** must satisfy the requirements of the academic programme for that **Qualification**, as prescribed in the **University Rules**.
- (6) A **Student** who otherwise qualifies for the conferment of a **Qualification** may be deemed not to have done so unless and until
  - (a) all unpaid fees, levies, disbursements, fines and any other monies lawfully owing to **the University** are paid by the **Student**;
  - (b) any disciplinary proceedings, pending or incomplete, are completed; or
  - (c) any order made against the **Student** as a consequence of any disciplinary proceedings, is satisfied.
- (7) An academic programme may include one or more of the following:
  - (a) a course or courses:
  - (b) a half-course or half-courses;
  - (c) an attendance course or courses;
  - (d) a module or modules;
  - (e) an allocation of points reflecting the completion of all or part of the programme; and
  - (f) any other mode of study or research determined by the Senate with the approval of the Council.
- (8) An academic programme of study extends over a period to be determined by the **Senate** with the approval of the **Council**.
- (9) The **Senate** must determine the method of examination of **Students**.

### Admission to degree of master or doctor

- 78. (1) Subject to the **University Rules**, any of the following persons may be admitted by the **Senate** as a candidate for the degree of master or doctor if the **Senate** is satisfied that the applicant is qualified to undertake the proposed line of study or research, or both, and is
  - (a) a **Graduate** of this or another university; or
  - (b) a person, other than a **Graduate** of a university, who has in any other manner attained a level of competence that in **Senate**'s opinion is adequate for the purposes of postgraduate study or research, taking into account one or more of the following criteria –
    - (i) ability in the same discipline shown by research, writings, professional standing and reputation in the discipline;
    - the possession of some academic Qualifications from a university or other institution, which is not a prerequisite in itself, and the ability shown in the same way as provided for in (i) above;
    - (iii) the possession of some academic Qualifications, either from a university or another institution, and having shown himself or herself to be of high professional standing and experience in a cognate field;
    - (iv) any other criterion which in the opinion of the **Senate** is compelling.

### **Honorary degrees**

- 79. (1) The University may, on the resolution of the Council and the Senate, confer without attendance or examination an honorary degree of master or doctor in any Faculty upon any person who has rendered distinguished services in the advancement of arts, science, jurisprudence or other branches of learning, or who has otherwise rendered himself or herself worthy of such a degree.
  - (2) A resolution to confer an honorary degree must be passed in the **Senate** by a majority of the members voting by secret ballot and must be assented to by **Council**.
  - (3) A proposal to award an honorary degree may be made by a member of the Council or the Senate or the Executive Committee of the Convocation, and must be seconded by another member of these structures.
  - (5) The proposal must be communicated in writing to the Vice-Chancellor and Principal.
  - (6) The proposal must be accompanied by a statement setting out the reasons for making it.

- (7) The award of an honorary degree to a person does not entitle that person to practise any profession or use the title to denote a certain stature or professional title.
- (8) The **Council** may withdraw the conferment of an honorary degree in accordance with the **University Rules**.

## Conferment of degrees and diplomas and the award of other Qualifications

- 80. (1) A meeting of the members of **the University** called the Congregation of **the University** is convened for the purpose of conferring degrees and diplomas.
  - (2) The members of the Council, the Academic Employees, the persons upon whom degrees and diplomas are to be conferred and such other persons as the Vice-Chancellor and Principal may determine are invited to the Congregation of the University.
  - (3) Congregations of the University are held at least once a year, at a time or times determined by the Council, and are presided over by the Chancellor, or in his or her absence by the Vice-Chancellor and Principal or the Vice-Principal.
  - (4) The **Council** determines the procedure relating to the conferment of degrees and the academic dress to be worn, and the **Senate** determines all other matters concerning the Congregation.

### **PART 8 – CONVOCATION**

### Role and objectives

- 81. (1) The **Convocation** may state its opinion on any matter relating to **the University**, including matters referred to it by the **Council**, the **Senate** or the **University Forum**.
  - (2) The **Convocation** elects **Council** members in accordance with the **University Rules**.
  - (3) The Convocation, in cooperation with the University Registrar, maintains a database of its members in order to promote communication between the University and members, and for other suitable purposes.
  - (4) The **Council** may amend the **University Rules** only after consultation with the Executive **Committee** of the **Convocation**.

## Membership

- 82. (1) The **Convocation** consists of the
  - (a) Vice-Chancellor and Principal;
  - (b) Vice-Principal;
  - (c) **Deputy Vice-Chancellors**,
  - (d) University Registrar;
  - (e) former and present Academic Employees as set out in subparagraph(2) of this Statute; and
  - (f) all persons who are or become **Graduates** of **the University**.
  - (2) Academic Employees on the permanent staff of the University, professors emeriti and other retired Academic Employees who have been on the permanent staff in continuous employment for not less than 10 years immediately prior to retirement, are members of the Convocation.

## Office-bearers

- 83. (1) The **Convocation** elects from its members a President who acts as Chairperson of its meetings.
  - (2) The manner in which the President of **Convocation** is elected is set out in the **University Rules.**
  - (3) The **Functions** and period of office of the President of the **Convocation** are set out in the **University Rules**.
  - (4) A Secretary to the **Convocation** is appointed as set out in the **University** Rules.

## **Executive Committee**

84. All the provisions necessary for the constitution and functioning of the Executive Committee of the Convocation, as well as the election and term of office of a member of the Executive Committee of the Convocation, are set out in the University Rules.

# **Meetings and elections**

- 85. (1) The procedure and **Quorum** for meetings of the **Convocation** are set out in the **University Rules**.
  - (2) Meetings of the **Convocation** are summoned and held in the manner and at times and for purposes as set out in the **University Rules**.

### **PART 9 – GENERAL PROVISIONS**

#### Issue of notices

- 86. (1) Written notice may be given in one or more of the following ways:
  - (a) by personal service;
  - (b) by registered post to the person concerned at her/his address last known to the **University Registrar**;
  - (c) by electronic mail or similar electronic platforms to the person concerned at her/his address last known to the **University Registrar**; or
  - (d) by internal University mail.
  - (2) In the event that notice is given by means of registered post, the production by **the University** of a receipt from the relevant postal authority constitutes *prima facie* evidence that the person to whom the notice is addressed is deemed to have received the notice.
  - (3) The **Quorum** requirements for **Council**, as stipulated in paragraph 14 of this **Statute**, applies *mutatis mutandis* to all **Committees**, unless the **Council** decides otherwise.
  - (4) The provisions regulating round-robin voting is set out in the **University** Rules.

#### **Numerical fractions**

87. Whenever the requirements of the **Statute** or the **University Rules** have the consequence of generating a number other than a whole number, the next greater whole number is held to constitute the number in question.

#### Persons in office

88. Persons holding office under the **Statute** repealed by paragraph 89 are deemed, with the necessary changes, to be holding office under the corresponding provisions of this **Statute**, unless it would be inconsistent with this **Statute** or the **Act**.

### **Repeal of previous Statute**

89. (1) The Combined Statute and Amendment to the Statute of the University of the Witwatersrand, Johannesburg, as published in Government Gazette No 23132 dated 15 February 2002 and Government Gazette No 26350 dated 14 May 2004, respectively, is hereby repealed with effect from the date on which this **Statute** comes into operation.

(2) Notwithstanding subparagraph (1) of this **Statute** any structure of **the University** within the meaning of the **Act**, which existed prior to the publication of this **Statute**, continues to exist and function until the day when each new structure, reconstituted in terms of this **Statute**, becomes functional.

## **Transitional provisions**

- 90. (1) The provisions of the Combined Statute and Amendment to the Statute of the University of the Witwatersrand, Johannesburg as published in Government Gazette No. 23132 dated 15 February 2002 and Government Gazette No. 26350 dated 14 May 2004 respectively will remain applicable until this **Statute** has been promulgated.
  - (2) The **Council** has the power and duty to take measures to implement the provisions of this **Statute** and accompanying **University Rules** as soon as practicable after promulgation of this **Statute**.
  - (3) Anything done under any provision of the Combined Statute and Amendment to the Statute of the University of the Witwatersrand, Johannesburg that was applicable to **the University** prior to the promulgation of this **Statute** is regarded to have been done under the corresponding provision of this **Statute**.
  - (4) Persons who occupied posts, and structures that existed immediately prior to the approval and promulgation of this **Statute**, will continue those posts, and the structures will continue to exist, unless the post or structure is affected by the provisions of this **Statute** and/or **Council** decisions in accordance therewith. Any changes to posts or structures thus brought about by the **Statute** are subject to the **Act** and applicable labour law.
  - (5) The **University Rules** that were in force prior to the promulgation of this **Statute** will continue to apply until amended or replaced.
  - (6) Notwithstanding subparagraph (7) of this **Statute**, the term of office for members of structures/bodies or for persons in specific posts will expire at the time originally specified.
  - (7) (a) The Council will, after having considered a proposal by the Executive Committee of Council, approve a process for the staggering of the terms of office of office-bearers and members of the Council.
    - (b) This will come into operation on the first day of the year following the approval and promulgation of this **Statute**.
    - (c) The process will exclude the terms of office of ex-officio members as well as the terms of office of the **Students** elected to the **Council**.

- (8) The staggering of the terms of office for **Council** as stipulated in paragraph 90(7) of this Statute applies *mutatis mutandi* to all **Committees**, unless the **Council** decides otherwise.
- (9) The existing regulations promulgated in terms of the Universities Act 1955 (Act No, 61 of 1955) which were in force at the commencement of the Act continue to apply until replaced by any provision of the Statute or any University Rule that may be made in terms of it.