

# CONSTITUTION OF THE LINGUISTIC SOCIETY OF SOUTHERN AFRICA (LSSA)

## 1. NAME

The name of the Society shall be Linguistic Society of Southern Africa (LSSA) hereafter called "the Society", and in Afrikaans Linguistevereniging van Suider-Afrika (LVSA).

## 2. AIMS

The aims of the Society shall be:

- 2.1 To promote, in Southern Africa, studies and research in Linguistics, hereafter called the Society's "field of focus".
- 2.2 To provide a forum for the exchange of knowledge and insights in the Society's field of focus.
- 2.3 To establish contact with other societies which concentrate on language and language study and where possible OT arrange joint activities and projects with such societies.
- 2.4 To organize regular conferences at which papers concerning the Society's field of focus will be read, symposia held and specialist contact between the conference delegates facilitated.
- 2.5 To issue a professional journal and other publications.
- 2.6 To compile and update a list of all persons actively engaged in the Society's field of focus.
- 2.7 To remain innovative and vigorous by taking any other initiatives or steps deemed necessary for the promotion of the Society's field of focus.

## 3. MEMBERSHIP

- 3.1 There are no restrictions of any kind on membership of the Society.
- 3.2 Ordinary membership shall be obtained by the payment of an annual subscription determined by the Committee.
- 3.3 Life membership shall be obtained by a single payment of an amount determined by the Committee.
- 3.4 Student membership at a reduced annual subscription as determined by the Committee shall be open to bona fide students in linguistics under masters level.
- 3.5 Honorary membership, with exemption of affiliation fees, can be awarded by the Committee to persons who have made achievements in the Society's field of focus and/or have made a noteworthy contribution to the Society's activities.
- 3.6 Emeritus membership at a reduced rate of subscription can be granted by the Committee on application of members who have retired.
- 3.7 All members shall be entitled to vote at Member's meetings and will receive free copies of the journal of the Society, as well as other publications of the Society at a reduced price.
- 3.8 Ordinary and student members shall forfeit their membership if subscriptions are not paid for two years.
- 3.9 A register of the members shall be compiled and updated by the Secretary.

#### 4. MEMBERS' MEETINGS

- 4.1 General Meetings of Members will be held during conferences on the understanding that they will be held at least biennially.
- 4.2 Special Meetings of Members may be arranged at any time if the General Committee so decides or if at least twenty members address a written request to the General Committee in this respect.
- 4.3 Proper minutes shall be kept of all meetings.
- 4.4 The agenda of the General Meeting of Members must include at least the following:
- 4.4.1 the minute(s) of the previous Meeting(s) of Members;
  - 4.4.2 a report by the Chairperson on the activities of the Executive since the previous General Meeting of Members and
  - 4.4.3 a financial report by the Treasurer.

#### 5. GENERAL COMMITTEE

- 5.1 The members of the Society shall elect a Chairperson of the General Committee triennially during an Annual Meeting and seven additional members biennially. The Chairperson of the conference committee is an ex officio member of the General Committee if he or she is not already a member of the committee.
- 5.2 The General Committee shall appoint a Deputy Chairperson, a Secretary, a Treasurer and an Editor from its own ranks.
- 5.3 The General Committee shall have the right to co-opt.
- 5.4 If an elected member should resign from the General Committee, the General Committee may appoint a replacement for the remainder of his/her term.
- 5.5 The responsibilities of the General Committee shall be:
- 5.5.1 to see that the objectives of the Committee are promoted and realized, and to take any steps regarded as being in the interest of the Society and its objectives;
  - 5.5.2 to oversee the finances of the Society and to determine subscriptions;
  - 5.5.3 to lay down the Society's policy on publications;
  - 5.5.4 to decide upon the Society's conferences and to appoint Conference Committees;
  - 5.5.5 to create honorary positions as it sees fit and to nominate persons to fill them; and
  - 5.5.6 to decide about the conferment of honorary membership.
- 5.6 Proper minutes shall be kept of General Committee meetings and reports on the activities of the General Committee shall be given by the Chairperson during general Meetings of members.
- 5.7 The General Committee shall meet during conferences, but the Chairperson may call additional meetings at any time that he deems necessary.
- 5.8 The presence of five members of the General Committee entitled to vote shall constitute a quorum for a meeting of the General Committee.

#### 6. HONORARY POSITIONS

The General Committee shall have the power to create honorary positions as it sees fit and to nominate persons to fill them.

## 7. EXECUTIVE

- 7.1 The Chairperson, Deputy Chairperson, Secretary and Treasurer together form the Executive of the General Committee.
- 7.2 The responsibilities of the Executive shall be:
- 7.2.1 to make and carry out interim decisions on behalf of the General Committee;
  - 7.2.2 to approve expenditure of the Society's funds;
  - 7.2.3 to assist the Conference Committee with the arrangement of conferences and to approve such arrangements; and
  - 7.2.4 to select papers for presentation of conferences.
- 7.3 The functions of the Secretary shall include:
- 7.4.1 the handling of all the Society's correspondence;
  - 7.4.3 the dispatch of the Society's journal to members; and
  - 7.4.4 the compilation and updating of a register of persons active in the Society's field of focus.
- 7.5 The functions of the Treasurer shall be:
- 7.5.1 to manage the Society's funds;
  - 7.5.2 to open and control a bank or building society account;
  - 7.5.3 to make payments on behalf of the Society after approval by the Executive.
  - 7.5.4 to keep accounts of the revenue and expenditure of the Society;
  - 7.5.5 to present an audited statement of revenue and expenditure to the Executive and/or the General Committee; and
  - 7.5.6 with the assistance of the Secretary, to collect membership fees and to update the membership list.
- 7.6 The Deputy Chairperson shall act on behalf of the Chairperson in the absence of the latter and shall be responsible for all such tasks as may from time to time be entrusted to him by the executive.
- 7.7 The Executive may meet upon instruction from the Chairperson, but may also deliberate in other ways provided that, in the latter case, the decisions taken shall be unanimous.

## 8. CONFERENCES

- 8.1 Conferences shall be held at least biennially at times and places as may be determined by the General Committee. The General Committee shall also have responsibility for the laying down of guidelines for the organisation of conferences.
- 8.2 A Conference Committee consisting of a Chairperson and three additional members shall be elected by the General Committee from persons resident in or near the place chosen as the venue for the next conference.
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- 8.4 Registration fees may be collected from conference delegates provided that timeous notification thereof is given.
- 8.5 It is the responsibility of the Conference Committee, in consultation with the Executive, to obtain guarantees for expenses that cannot be recovered from the registration fees of delegates.
- 8.6 Any profits at the end of a conference shall be for the account of the Society.

8.7 Papers and symposia may cover any aspect of linguistics.

## 9. PUBLICATIONS

9.1 The General Committee is responsible for laying down the Society's publications policy which must provide for at least the publication of a professional journal.

9.2 The Chairperson, Vice-Chairperson and Editor will constitute the Editorial Committee of the Society's publications. They are also authorised to negotiate, on behalf of the LSSA, with the Bureau for Scientific Publications for the production of the Society's journal, and to negotiate the conditions under which the journal will be published.

9.3 The Editorial Staff shall be responsible for:

9.3.1 the supervision of the implementation of the Society's editorial policy;

9.3.2 the selection of articles submitted for inclusion in the Society's professional journal;

9.3.3 obtaining publication grants or guarantees for publications

9.4 The Editor shall be responsible for:

9.4.1 the implementation of the Society's editorial staff;

9.4.2 negotiations with printers and/or publishers with respect to the issuing of the Society's publications; and

9.4.3 the editing and proofreading of the Society's publications.

## 10. FINANCES

10.1 Control of the Society's finances rests with the Executive. This includes the controlling of a bank or building society account, accounting for income and expenditure and auditing such accounts.

10.2 An account of all transactions shall regularly be given by the Treasurer to the Executive and/or the General Committee and in addition a properly audited statement of income and expenditure shall be presented at General Meetings of Members.

## 11. AMENDMENT OF THE CONSTITUTION

11.1 The Constitution or provisions thereof may only be amended at general or special meetings of members, after notification has been given at least a month in advance of the nature of the amendment(s).

11.2 A two-thirds majority of votes of members in attendance is required for any amendment of the Constitution.

## 12. DISSOLUTION OF THE SOCIETY

12.1 The Society can only be dissolved by decision of a general or special meeting of members once members have been notified thereof at least a month in advance.

12.2 A three-quarters majority of the votes of members in attendance is required for the dissolution of the Society.

12.3 The funds and other assets of the Society shall be disposed of in a manner decided upon at the dissolution meeting.