

Constitution of the South African Society for Clinical Microbiology

NAME

The Society shall be called “*THE SOUTH AFRICAN SOCIETY FOR CLINICAL MICROBIOLOGY*” herein after referred to as SASCM.

1. LEGAL STATUS

2.1 The SASCM is constituted as a voluntary association.

2.2 The SASCM shall comply with and conform to the rules and principles and requirements of SAMA, to the extent that the rules and principles and requirements of SAMA are compatible with the objects of the SASCM.

2.3 The SASCM is a distinct and separate legal entity and body corporate, with the capacity to acquire rights and obligations and having perpetual succession.

2.4 All proceedings shall be brought by or against the SASCM in the name of the SASCM. The SASCM Executive Committee may authorise any person to act on behalf of the SASCM and to sign all such documents and to take all such steps as may be necessary in connection with any such proceedings.

2. NON-PROFIT ORGANISATION

Notwithstanding anything to the contrary herein contained:

3.1 The SASCM is not formed and does not exist for the purpose of carrying on any business that has for its object the acquisition of gain by the SASCM or its individual members.

3.2 The income and assets of the SASCM shall be applied solely for investment and for the promotion of the objectives for which it is established.

3.3 No part of the income or assets of the SASCM shall be paid, directly or indirectly, by way of dividend, donation or otherwise, to any person.

3.4 The SASCM shall not carry on any trading or other profit-making activities.

3. OBJECTIVES

The SASCM objectives shall be:

- 4.1 To devote itself to the promotion of research, education and excellence in the field of clinical microbiology in South Africa.
- 4.2 To promote the exchange of information and knowledge in the field of diagnostic testing related to infectious diseases.
- 4.3 To advance the standardization and quality of diagnostic methods and technological evolution.
- 4.4 To further the specific knowledge base in the field of antimicrobial agents by monitoring and publishing antimicrobial resistance trends.

5 MEMBERSHIP

Membership of SASCM shall consist of the following categories:

- 5.1 **Honorary membership.** Any member of SASCM may nominate a person or persons for election as honorary members on the grounds of significant national or international contribution to clinical microbiology. The SASCM executive shall consider such nominations. Honorary membership is retained for life and whilst honorary members will not be eligible for office, they may assist in policy development. They shall not be required to pay any membership fees.
- 5.2 **Ordinary membership** will be granted to qualified pathologists, (microbiologists, virologists and clinical pathologists) who have made a contribution to the discipline of clinical microbiology and who are registered with the South African Medical and Dental Council or other equivalent bodies.
- 5.3 **Associate membership** is offered to other interested parties such as members of allied industries involved with aspects of clinical microbiology, lay healthcare workers, students and members of the pharmaceutical industry who do not fully meet the criteria listed in 5.2
- 5.4 **Corporate membership** is offered to providers of pharmaceutical and diagnostic products
- 5.5 All members of the SASCM will have access to all communications and the official publications
- 5.6 Ordinary members will be granted voting privileges and eligibility for election to the SASCM Executive Committee.
- 5.7 Corporate members will nominate a single (non-voting) representative to the SASCM Executive Committee.

5.8 Termination: A member shall remain a member until the membership is terminated by resignation in writing addressed to the secretary, or by unanimous decision of the Executive Committee.

6 OFFICE BEARERS, TERMS AND COMMITTEES

6.1 Executive Committee

The Executive Committee shall conduct the business of the SASCM, which shall consist of the Chairperson, Deputy Chairperson, Secretary, Treasurer, and two additional members one of whom shall be the immediate past-chairperson and the other representing the corporate membership.

The Executive Committee shall have the power to co-opt members and appoint sub committees if necessary.

6.2 Election and Terms of Office

6.21 The Executive Committee members shall be appointed /elected for a four (4) year term and may be eligible for re-election.

6.23 Nominations for the chairperson and other officers shall be made by the members on nomination forms and shall reach the secretary two (2) weeks before the biennial SASCM meeting. Further nominations will be accepted at the biennial SASCM meeting.

6.24 Each nomination shall bear the signature of at least two ordinary or associate members in good standing as proposer and seconder and shall have been accepted in writing by the nominee.

6.25 Election of officers to SASCM's Executive Committee shall be by majority vote of the members present at the biennial meeting; provided however, that if the biennial meeting is not held the officers, whose terms would have expired, will continue in office until the next meeting.

6.26 In the event of the death or resignation of an Executive Committee member the Executive Committee shall appoint a successor for the remainder of the term of office.

6.27 If there should be a deadlock on any decision at executive committee meetings, the chairperson will have a deliberative as well as a casting vote.

6.28 No Executive Committee member shall receive remuneration for services to SASCM

6.29 The Executive Committee shall appoint one member of the Executive Committee (plus the chairperson) to represent SASCM on the FIDSSA and on the Federation of South African Societies of Pathology (FSASP)

6.3 Chairperson

The chairperson shall represent SASCM at meetings of the Federation of Infectious diseases Societies of Southern Africa (FIDSSA) and shall serve on the FIDSSA council.

6.4 Secretary

The secretary shall notify the members of the Executive Committee of a forthcoming meeting at least three (3) months beforehand and shall notify them of the agenda one (1) month before the meeting

The secretary shall keep minutes of the proceedings of the Executive committee and biennial meetings.

6.5 Treasurer

The treasurer shall be responsible for fiscal management and will have signatory powers on cheques together with a designated member of the Executive Committee.

The treasurer shall report on the financial status of SASCM by presenting a treasurer's report and an external audited balance sheet at the biennial general meeting.

6.6 Editorial Subcommittee

The editorial subcommittee will consist of 4 (four) members elected from the membership for monitoring and preparing data for release to the pharmaceutical industry and publication in the SAJEI.

7. CONGRESSES AND MEETINGS

A biennial meeting of the SASCM shall be held at least every two (2) years at a venue decided by consensus and will rotate amongst the major cities of South Africa.

The chairperson for all general or special general meetings of the members of the SASCM shall be the SASCM chairperson or, in his/ her absence, the Deputy Chairperson. Should both be absent, the members present shall elect a chairman for that meeting from among the other members of the Executive Committee present, if any, or, failing their presence, a chairman shall be elected being a person who is entitled to vote at an annual general meeting, from among those members present

The quorum for a general meeting of members shall be twelve members entitled to vote thereat; provided that if no quorum be present within (15) minutes after the time fixed for the meeting, it shall, in the case of the biannual general meeting or a special general meeting called by the Executive Committee, be postponed to the same day and hour in the following week and at such adjourned meeting, the ordinary members present shall be deemed to be a quorum for the transaction of the business of the meeting. In the case of a special general meeting called by requisition of members, if no quorum is present upon the date fixed, and within fifteen minutes after the time fixed for the meeting, it shall be dissolved.

Members will be encouraged to attend the Pathologists (FSASP) Congress on those years that no FIDSSA congress is held.

8. SUBSCRIPTIONS, DUES AND FUNDS

Subscription Fees

8.1 The secretariat of FIDSSA shall collect annual subscriptions for ordinary and associate members.

8.2 The SASCM treasurer shall invoice and collect annual subscription fees from corporate members.

8.3 Subscription fees for ordinary and associate members shall be determined by a majority vote of members at the SASCM biennial general meeting.

8.4 Subscription fees for corporate members shall be determined by the executive committee.

8.5 Failure to pay subscriptions within a set period will render the member liable to loss of privileges

8.6 Subscription fees shall be paid before the 1st July of each year for that calendar year's membership

8.7 Honorary members shall be exempt from dues

Grants and Endowments

The Executive Committee is authorized to accept in the name of SASCM, any grants or endowments which are designated for administration and use by the SASCM, provided that the purpose of such grants and endowments is, in the judgment of the Executive Committee are consistent with the objectives and purposes of SASCM.

The Executive Committee is empowered to invest grants and endowments as they consider advisable.

9. AMENDMENTS TO CONSTITUTION

Any amendments to the SASCM Constitution will be dealt with as follows:

9.1 Amendments shall first be submitted in writing to the Secretary for consideration by the Executive Committee

9.2 Thereafter the proposed changes together with the Executive Committee's recommendations shall be circulated to all SASCM members at least one (1) month before the SASCM biennial general meeting.

9.3 A two-thirds majority vote of those present at the SASCM biennial general meeting will be required for adoption of the proposed amendments.

10. VOTING

10.1 Only ordinary members shall be eligible and entitled to vote at an annual, biennial or special general meeting of members of SASCM and each ordinary member shall have one vote.

10.2 Save as otherwise provided in this constitution, any business, resolution or question submitted to such a meeting for decision shall be decided by majority vote of those present and entitled to vote and, in the first instance, by a show of hands. An ordinary member may be represented by a representative whose identity has been notified to the secretary at least forty-eight hours prior to the meeting.

10.3 A declaration by the chairman of the meeting of the result of a show of hands or a ballot, as the case may be, shall be conclusive.