

CONSTITUTION OF ANTHROPOLOGY SOUTHERN AFRICA

PREAMBLE

Anthropology Southern Africa is committed to the rights to life and dignity of all beings, human and non-human, and with all entitled to economic and political freedom, and to social justice.

The Association is also committed to the promotion of anthropological scholarship, research, academic freedom, social ethics, and community engagement in Africa and internationally.

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ARTICLE 1: NAME

1.1. The name of the Association is Anthropology Southern Africa (ASnA).

ARTICLE 2: OBJECTIVES

The objectives of the Association are to:

2.1 Promote Anthropological study, teaching and research in and of Southern Africa,

2.2 Promote co-operation among, and the common interest of, persons engaged in anthropological study,

2.3 Promote interdisciplinary discussion with regard to the study of humankind,

2.4 Support members in their Anthropological endeavours,

2.5 Promote scientific and other anthropology-related publications

Ensure the convening of regular conferences, seminars, symposia, and other scientific discussions,

2.6 Promote links with other associations, locally and internationally, which are dedicated to, or are cognate with, Anthropology as a field of study.

ARTICLE 3: BODY CORPORATE

The Association shall:

3.1. Exist in its own right, separately from its members,

3.1.1.1. Neither Council members nor any other member of the Association is personally liable for any of the obligations and liabilities of the Association by virtue of their status as office-bearers or members of the Association,

3.1.1.2. Neither Council members nor any other member of the Association is personally liable for any loss suffered by any person as a result of an act or omission which occurs in good faith while that person is performing functions for or on behalf of the Association,

3.2. Be able to own property and other possessions,

3.3. Be able to sue and be sued in its own name.

ARTICLE 4: MEMBERSHIP AND MEMBERSHIP FEES

4.1. All persons who subscribe to the objectives of the Association and who meet the requirements for membership may apply for membership.

4.2. There are four categories of members:

4.2.1. Regular members are persons who -

4.2.1.1. Hold an Honours or higher degree in Anthropology, or equivalent qualification or achievement as determined by the Council; AND

- 4.2.1.2. Holds or has retired from a lecturing or research position in Anthropology or a cognate discipline at an Institution of Higher Learning, and/ or are engaged in advanced Anthropological research under the auspices of such an institution or a similar institution as determined by Council. This includes postdoctoral fellows; OR
- 4.2.1.3. Have completed a final year undergraduate degree course in Anthropology and who, in terms of their career, are engaged in a field of work/employment that involves the application of Anthropological perspectives.
- 4.2.2. Honorary members are persons who are appointed by Council on the grounds of having distinguished themselves in the field of Anthropology, or related fields, and/ or promoted the objectives of the Association in a notable manner,
- 4.2.3. Associate members are persons interested in Anthropology, who do not meet the criteria for regular or student membership, and who have applied for associate membership status,
- 4.2.4. Student members are persons registered for an undergraduate or postgraduate course in Anthropology at an Institute of Higher Learning who do not meet the criteria for regular membership as per Clause 4.2.1. This category is NOT available to anybody in a full-time academic post.
- 4.3. A person is considered for regular, associate, or student membership once a completed membership form – submitted for approval to Council – has been approved by Council or a membership committee appointed by Council,
- 4.4. A person is considered for Honorary membership once –
 - 4.4.1. Their name is submitted in writing, together with the necessary evidence and justification, to Council; and
 - 4.4.2. This nomination is presented to a General Meeting of the Association, as per article 5, for approval by a majority of the voting members present at that meeting.
- 4.5. Regular and Honorary members are entitled to stand for and vote for election to non-student Council membership and to vote on major policy and all constitutional decisions. Those include decisions regarding what constitutes a major policy decision,
- 4.6. Associate members may attend all meetings of the Association, which are not limited to regular and honorary members, and may take part in discussions. They are not entitled to stand for and vote for election to Council membership, nor are they entitled to vote on policy and any constitutional decisions.
- 4.7. Student members may attend all meetings of the Association, which are not limited to regular and honorary members, and may take part in discussions. They are entitled to stand for and vote for election to the Student Council membership. They are not entitled to vote on major policy and any constitutional decisions.

4.8. Privileges - all members:

- 4.8.1. May attend meetings of the Association and take part in discussions,
- 4.8.2. May attend conferences, at discounted rates, and discussion forums organised by the Association to present papers and other contributions,
- 4.8.3. Are entitled to access publications of the Association.

4.9. Membership is terminated:

- 4.9.1. When a letter of resignation is received by the Secretary of the Association,
- 4.9.2. When a member passes away,
- 4.9.3. When a member's outstanding annual membership fees have not been paid by the start of a new calendar year of the Association,
- 4.9.4. By a simple majority decision of a quorate meeting of Council –
 - 4.9.4.1. Termination of membership in terms of Clause 4.9.4 shall be in cases where a member:
 - 1.9.4.1.1. Brings the name of the Association and/ or Anthropology into disrepute,
 - 1.9.4.1.2. Has behaved in a manner that is demonstrably and/ or malevolently in breach of ASnA's Ethical Guidelines and Principles of Conduct,
 - 1.9.4.1.3. Has acted in a manner that maliciously disrupts the activities of the Association or the work of its members or other anthropologists.
 - 4.9.4.2. Any appeal against termination of membership in terms of Clause 4.9.4 shall, within 28 days of having been submitted to the Secretary or President, be considered by a General Meeting (including an Extraordinary General Meeting) which shall decide by a simple majority.

4.10. Membership dues for each category of membership, except honorary members who are exempted –

- 4.10.1. Are determined by Council and may be increased from time to time, on condition that,
 - 4.10.1.1. Provision is made to differentiate between the fees for regular members who are in full-time employment and those who are unwaged, retired and/ or in postdoctoral positions; and
 - 4.10.1.2. The fees for Associate and student members are lower than those of regular members,
 - 4.10.1.3. Council may waive annual fees for members of the ASnA Journal's editorial collective or, under special circumstances, any other members.
- 4.10.2. Are payable annually by 31st December, for the following calendar year.

ARTICLE 5: MANAGEMENT

- 5.1.1. The Association is managed by a Council, which is elected from amongst paid-up members during a General Meeting of the Association.
- 5.1.2. Council comprises –
 - 5.1.2.1. A President, a Vice-President, a Secretary, a Treasurer, who make up the Executive Council;
 - 5.1.2.2. Two General Members;
 - 5.1.2.3. A member who is a postdoctoral fellow, elected by and from amongst postdoctoral fellows who are regular members of the Association;
 - 5.1.2.4. A Student Council member, elected by and from amongst student members; and
 - 5.1.2.5. The Editor-in-Chief of the Anthropology Southern Africa Journal, ex officio and without a vote except on issues directly related to the Journal;
 - 5.1.2.6. It may include up to two members co-opted by the incumbent elected Council to perform specified roles. All members of the Association shall be informed within 14 days of such co-optation, including the name/s of the co-opted member/s and the specific role/s that they are required to perform.
- 5.1.3. Election of Council members:
 - 5.1.3.1. A digital call for nominations for the election of Council members shall be sent to all Members of the Association four weeks prior to the date set for the election of those Members, with a closing date for receipt of such nominations being one week before the Electoral General Meeting,
 - 5.1.3.1.1. Electoral General Meetings shall be held in September of the electoral year,
 - 5.1.3.1.2. Electoral General Meetings can be combined with the Annual General Meeting based on need, as determined by the incumbent Council,
 - 5.1.3.1.3. The Electoral General Meeting will normally be held digitally, but if the Electoral General Meeting takes place as part of an Annual General Meeting which forms part of the Association's conference, it will be hybrid,
 - 5.1.3.1.4. In the event that the Electoral General Meeting forms part of an Annual General Meeting at a conference, the

Council is responsible for ensuring that the Annual General Meeting is scheduled as part of the conference with the conference organisers,

- 5.1.3.1.5. Members shall be sent a list of those nominated with provided supporting documents at the close of nominations; and
- 5.1.3.2. Where nominations to fill all positions are received, an electronic vote will be opened on the morning of the day the Electoral General meeting is being held and will be kept open for 24 hours.
- 5.1.3.3. Results of the election will be announced to all members through email within 24 hours after the close of voting.
- 5.1.3.4. Where nominations to fill only some positions are received, an electronic vote will be held as per 5.1.3.2 and within two weeks, a further electronic call for nominations shall be sent to members to fill the remaining positions. This will be followed by a further electronic election during an Extraordinary General Meeting to be held within two weeks of the close of nominations.
- 5.1.3.5. Elections MUST be presided over by an ex officio member of Council.
- 5.1.3.6. A quarter of the regular and honorary members plus one member is required to participate in the election for the vote to be valid. When that figure is not reached by the close of voting, a further electronic election will be held during an Extraordinary General Meeting within four weeks.
- 5.1.3.7. The same procedures as in Clauses 5.1.3.2 and 5.1.3.4 will be followed for the election of the Student and Postdoctoral Council members, for which the voting requirement is a quarter of the student or postdoctoral members plus one.
- 5.1.4. The role of each Council member is detailed in the Association's Organisation Guidelines and Rules (OGR) document Two.
- 5.1.5. Tenure of Council:
 - 5.1.5.1. The term of each Council is three years,
 - 5.1.5.2. Every Council position shall be up for re-election at the end of the Council's tenure,
 - 5.1.5.3. At the end of their term, Council members may be re-elected, on condition that members may not have served in the same position for more than two full consecutive terms,

- 5.1.5.4. Each newly elected Council officially takes office at the beginning of the new calendar year after the election,
- 5.1.5.5. The period between the election and the new Council's assumption of office shall serve as a transition period,
- 5.1.5.6. During a transition period, all Council meetings and decisions must include both the outgoing and the incoming Council, with the outgoing president in the chair.
- 5.1.6. Vacancies on Council during the term of office and with less than six months to run may be filled by Council for the unexpired term. In cases where the unexpired term is six months or more, an electronic election shall be held and shall follow the procedures as per 5.1.3.
- 5.1.7. Membership of Council is terminated when:
 - 5.1.7.1. A Council member resigns from Council or as a member of the Association,
 - 5.1.7.2. A Council member fails to pay their outstanding membership fees before an Annual General Meeting of the Association,
 - 5.1.7.3. A Council member's membership of the Association is terminated in terms of Clause 4.9,
 - 5.1.7.4. If ten or more members of the electorate, respectively, for regular or student Council members, have proposed a motion calling for a General Meeting to recall a member or members of Council, and where that General Meeting approves that motion with a simple majority.
- 5.1.8. Council shall meet, either electronically or face-to-face, as often as required but no less than eight times a year. Half the members of Council plus one member constitute a quorum; The Student member of Council shall attend all Council meetings and may take part in discussions. However, in alignment with Clause 4.7, they are not entitled to vote on major policy and any constitutional decisions.
- 5.1.9. A special meeting of Council must be called when the President or at least three Council members request it.
- 5.1.10. Minutes of every Council meeting shall be recorded by the Secretary (or other Council member delegated to do so) and, after approval and the chair signing them at each immediate subsequent meeting, shall be retained in a permanent archive.

5.2. Powers and duties of Council:

- 5.2.1. As the governing body of the Association, the Council shall be responsible for the formulation of policy and the general direction of the affairs of the Association, in line with the objectives of the Association.
- 5.2.2. The authority to interpret the Constitution and Organisational Guidelines and Rules resides in the Council.
- 5.2.3. Council must establish an Executive Committee of Council (of no fewer than three Council members) with the power to act on behalf of Council. In instances where the Executive Committee does act, ratification of those actions must be obtained from the whole Council at the Council meeting immediately thereafter; such ratification must be minuted.
- 5.2.4. Council may establish committees as may be necessary for meeting the Association's objectives. The rules for these committees are in OGR number Three.
- 5.2.5. Council must facilitate the successful organisation of the activities of the Association.
- 5.2.6. Council must convene an Annual General Meeting, electronically or hybrid, and must report annually to that Annual General Meeting about the progress and activities of the Association,
- 5.2.7. Council can convene an Extraordinary General Meeting when it is deemed necessary. This can also take place when at least one tenth of the regular and honorary members of the Association request such.
 - 5.2.7.1. Council must advertise the Extraordinary General Meeting no more than a week after it has decided on having such a meeting or having received the request, and for a date no later than two weeks after advertising the Extraordinary General Meeting.
- 5.2.8. Council must execute all decisions of any General Meeting.
- 5.2.9. Council may approach any member to assist in any activity which Council considers necessary or appropriate to promote the objectives of the Association.
 - 5.2.9.1. Council members are required to act on behalf of the Association in accordance with this Constitution and its established procedures.
- 5.2.10. Council may make decisions to co-operate or affiliate with other scientific societies and associations that are dedicated to Anthropology or to cognate fields. When appropriate, Council shall elect representatives from this Association to other such scientific societies or associations. It may also

recognise, for purposes of planning programmes or other activities within the objectives of the Association, other scientific societies, or associations as cooperating or affiliated organisations.

5.3. Finance and property:

- 5.3.1. The Association shall have the right to open and operate accounts at banks or other recognised financial institutions as deemed necessary. Council shall have the right to appoint or re-appoint officers with powers to sign on behalf of the Association.
- 5.3.2. Council must control the assets and must manage the financial affairs of the Association.
- 5.3.3. The Treasurer shall receive and have custody of the Association's funds, discharge its obligations, and maintain its accounts. He or she shall prepare financial statements to be tabled at the Annual General Meeting. The Treasurer shall be responsible to the Council. They shall consult with the President as questions of finance arise.
- 5.3.4. The Treasurer shall present an audited statement to the Annual General Meeting reflecting the financial position of the Association at the end of the financial year immediately preceding such a meeting.
- 5.3.5. Council may solicit, receive, invest where appropriate, and administer funds in respect of the activities of the Association –
 - 5.3.5.1. All funds that are received and held by the Association shall be held in one or more accounts with a registered bank in the Republic of South Africa, and all transactions shall be made through such an account,
 - 5.3.5.2. All funds held by the Association shall be used exclusively to meet the Association's objectives as set out in Article 2,
 - 5.3.5.3. The financial year of the Association ends on 31 December each calendar year,
 - 5.3.5.4. Neither Council members nor any other member of the Association has any rights by virtue of their being office-bearers or their membership, in the property or other assets of the Association,
 - 5.3.5.5. While Council may authorise the expenditure of funds in respect of the Association's activities, such expenditure may not involve the distribution of the Association's income or assets to Council members or to the Association's members. Exceptions include the

use of Association funds for bursaries or scholarships enabling student members to attend and participate in the Association's activities, and for prizes awarded to members in terms of criteria established by Council and ratified by the General Meeting.

ARTICLE 6: GENERAL MEETING

- 6.1. A General Meeting, chaired by the President, or in their absence, the Vice-President, is held annually, during which:
- 6.1.1. In an electoral year, members of Council are elected as required,
 - 6.1.2. All reports, including an annual President's report about the activities of Council and the Association for the previous year and an audited financial report, are considered,
 - 6.1.3. Any other matter as decided by the meeting or by Council is discussed,
 - 6.1.4. Minutes of every General Meeting, including Extraordinary General Meetings, shall be recorded by the Secretary (or other Council member delegated to do so) and shall be retained and presented for approval at the subsequent General Meeting. Minutes shall be retained for a period of at least ten years. Such minutes shall include the annual President's report and the annual financial report. They will also document the processes followed for elections of Council members.
- 6.2. Decisions of a General Meeting are taken by majority vote of regular and honorary members unless the constitution determines otherwise, or unless the decision relates only to student and associate members' interests, where a simple majority vote of the relevant category of membership forms a decision. In addition to an ordinary vote, the President has a casting vote.
- 6.3. A quarter of the regular and honorary members plus one member constitutes a quorum. If the members present at any General Meeting do not constitute a quorum, that meeting shall be adjourned, and an Extraordinary General Meeting shall be called within two weeks of the adjournment. That Extraordinary General Meeting shall occur no later than two weeks after the announcement of the Extraordinary General Meeting. Decisions taken by such an Extraordinary General Meeting will be accepted, irrespective of whether the meeting is quorate.
- 6.4. The Secretary must notify all members of any Annual General or Extraordinary General Meeting and make available to them the agenda of the meeting at least two weeks prior to the meeting.

ARTICLE 7: CONFERENCES

- 7.1. Conferences shall be held, when possible, every academic year.
- 7.2. Conferences will be hosted by any anthropology department or institution nominated and agreed upon two years in advance.
- 7.3. Each conference host is required to establish a conference organising committee that includes at least one member of Council
- 7.4. A memorandum of understanding must be established and signed by the conference organising committee and the Council regarding the administration and financing of the conference. Refer to OGR number Four for the guiding principles of the MOU.

ARTICLE 8: JOURNAL

- 8.1. The Association has established, and the Council is responsible for ensuring the continuing viability and financial sustainability of the Association's peer-reviewed Journal. Council's responsibilities in this respect include:
 - 8.1.1. Formulating and agreeing to the terms of any contract, including renewals of any such contract, between the Association and a publisher which publishes and distributes the Journal,
 - 8.1.2. Controlling the assets and managing the financial affairs of the Journal. That includes reporting annually to the General Meeting as part of the Association's financial report, regarding finances relating to the Journal,
 - 8.1.3. Soliciting, receiving, and administering funds in respect of the activities of the Journal.
- 8.2. The name of the Journal is determined by Council.
- 8.3. The Journal's editorial policy, as determined by the editors and the Editorial Board, is subject to Council's and, ultimately, to the General Meeting's ratification.
- 8.4. The journal's own Constitution is determined by the editors and the Editorial Board, but subject to ratification by Council and, ultimately, by the General Meeting.
- 8.5. Council, after consultation and in collaboration with the Journal's Editorial Board and the incumbent editors:
 - 8.5.1. Appoints one or more editors whenever incumbents' terms are due to end,
 - 8.5.2. Terminates the appointment of an editor when there is evidence of dereliction of duty,
 - 8.5.3. Appoints the Journal's Editorial Assistant and terminates such appointment if that may prove necessary.
- 8.6. Council, after consultation and in collaboration with the incumbent editors, appoints the Journal's Editorial Board and elects Honorary Editorial Board members.

8.7. The incumbent editors report annually to Council and at the General Meeting about the course and state of the Journal.

8.8. All members have access to the Journal.

ARTICLE 9: ETHICAL GUIDELINES AND PRINCIPLES OF CONDUCT

9.1. The Association shall at all times have an approved set of ethical guidelines and principles of conduct that is accessible to all members as well as to the general public at any time.

9.2. The Association's ethical guidelines and principles of conduct must be reviewed by an Ethical and Compassionate Practice Committee, appointed by the Council, at least annually, and revised when necessary.

9.3. The Association is responsible for establishing and maintaining a set of anthropological research-ethics guidelines, which shall be reviewed by the Association's ethics and compassionate practice committee annually.

ARTICLE 10: AMENDMENT OF THE CONSTITUTION AND ORGANISATIONAL GUIDELINES AND RULES (OGRs)

10.1. The Constitution may be amended by a two-thirds majority decision of the regular and Honorary members present at and/ or participating in a General Meeting or Extraordinary General Meeting, provided that the Secretary has notified all regular and Honorary members of the intended amendments at least two weeks prior to the meeting.

10.2. All proposed Resolutions for amendments to the Constitution may be proposed by an ASnA regular member, honorary member, including Council members, with the support of at least ten voting members of the Association.

10.3. The Association's OGRs must be established and maintained by Council, and reviewed annually.

ARTICLE 11: DISSOLUTION

11.1. The Association can be dissolved by a two-thirds majority vote of the regular and Honorary members present at or participating in an Annual General Meeting or Extraordinary General Meeting during which all responsibilities of the Council and the Association must be clarified, provided that the President has no casting vote.

11.2. The Council in office at the time of dissolution must give effect to the decision to dissolve.

11.3. In the event of a dissolution, Council of the Association must dispose of the assets of the Association to any other association or institution of a scientific or educational nature within Southern Africa which, in the opinion of the General Meeting deciding

on the dissolution of the Association, has objectives similar to those of the Association or which operate in a manner which would further the objectives for which the Association was established.

Signed



Dr Gabriel Gyang Darong

President

Anthropology Southern Africa

On this 29th day of June 2026