

The Constitution Rhetoric Society of Ghana (RSG)

Preamble: We, the members of the Rhetoric Society of Ghana (RSG), in solemn declaration and affirmation of our commitment and with the zeal to unite towards a

common goal, do on the excellent principles of scholarship and community hereby adopt, enact and establish this constitution on this ...day of ..., 20....

Article 1. NAME, MOTTO, SLOGAN, VISION

- a. Name:** The organization shall be known as the Rhetoric Society of Ghana; hereinafter called RSG.
- b. Vision:** To be a transnational organization for the promotion, study and dissemination of transdisciplinary knowledge which extends understanding of rhetoric with Ghana as a critical site of inquiry.
- c. Mission:** RSG's purpose is to support and advance the work of people who study rhetoric with Ghana as a site, and from several disciplinary contexts and perspectives.

Article 2. AIMS AND OBJECTIVES

To:

- a.** promote Ghana as a site for rhetorical scholarship.
- b.** conduct and disseminate research in transdisciplinary understanding of rhetoric.
- c.** be a platform for community engagement about rhetoric through professionalization, activism, and advocacy.

Article 3. MEMBERSHIP

There shall be three categories of members:

a. Regular Membership: Scholars studying and conducting transdisciplinary research within rhetoric and with a broader focus on Ghana, who believe in the vision of RSG, and commit to achieving the aims of RSG's objectives.

b. Student Membership: Undergraduate, graduate, and non-traditional students who are studying and conducting transdisciplinary research within rhetoric and with a broader focus on Ghana, who believe in the vision of RSG, and commit to achieving the aims of RSG's objectives.

c. Honorary Membership: Anybody, outside of **a** and **b** above, who has distinguished themselves in the study, research, and/or practice of rhetoric or supports the aforementioned towards the attainment of the aims and objectives of RSG.

Article 4. The EXECUTIVE BOARD

The executive board shall consist of elected and non-elective members

- a.** Non-elected members shall include the immediate past president
- b.** Elected members shall include the following
 - a.** President

- i. shall preside over all meetings
 - ii. shall represent the association at all events
 - iii. shall be custodian of the properties of the association
 - iv. shall be signatory to the financial accounts of the association with the Financial Officer.
- b. Vice President
 - i. shall act in the absence of the president
 - ii. shall perform any other duty assigned to him/her by the president/association.
- c. Secretary
 - i. shall keep official records of all meetings
 - ii. shall perform any other duties assigned to him/her by the president/association
- d. Financial Officer
 - i. shall be responsible for the financial administration of the association.
 - ii. shall be signatory to the financial accounts of the association with the President.
 - iii. shall perform any other duties assigned by the president/association.
 - i. shall keep financial records and prepare an annual financial statement and budgets of the association.
 - ii. shall give, i, an annual financial report to the RSG at the RSG's end of year meeting.
 - iii. shall perform any other financial-related duties assigned by the president/RSG.
- e. Historian/Documentarian/Archivist
 - i. shall accurately record the history of the organization
 - ii. shall organize organisational artefacts for easy access and reference
 - iii. shall circulate organizational history
 - iv. shall oversee organizational publications that are of a historical nature
 - v. shall communicate with researchers seeking archival information
- f. Communications Coordinator
 - shall manage the communication needs of the organization
 - shall produce public relations documents
 - shall publicize events and activities
 - shall manage social media accounts
 - shall liaise with event committees on all communication matters
- h. Student Representative
 - shall represent the interests of students
 - organize student-focused events

Article 5. ELECTION

A. ELECTION OF EXECUTIVE COUNCIL

- i. An executive council member shall be deemed elected by winning a simple majority of votes cast by members , and the executive council shall hold office for 3 years subject to renewal.
- ii. The executive council shall be dissolved by the end of each tenure of office.

B. ELIGIBILITY

- i. all GOOD STANDING MEMBERS are eligible for election into executive positions.

C. VOTING

- i. Nominations shall be filed with the Electoral Commission that shall be constituted a month to the election, two months to the date of conference.
- ii. The Electoral Commission shall use any process deemed fit for the purpose of election.
- iii. Counting of votes shall be done within a week of voting and the results declared within the same week.

Article 6. ASSUMPTION OF OFFICE BY EXECUTIVE

- i. Executive shall assume office on the last day of conference.
- ii. The out-going executive council shall submit a full and accurate report of their stewardship to RSG a week before the conference .

Article 7. RESIGNATION

An executive member shall be deemed deposed for any one or more of the following:

- i. When a resignation tendered by the executive member is so accepted by RSG executives.
- ii. By a vote of no-confidence passed by two-thirds of the majority of membership on the grounds of incapacity to perform his/her duties, and/or gross misconduct(s).

Article 8. MEETINGS

a. There shall be two kinds of meetings:

- i. General meeting, which shall take place once every year at a conference

Article 9. APPOINTMENT OF AD HOC COMMITTEES

- a. Whenever the Executive Council deems it fit, it shall have the power to appoint ad hoc committees and shall assign such functions necessary to carry out this work.
- b. The committee shall assume work immediately and submit their report to RSG at the end of the term given them.
- c. The committee shall be dissolved immediately after the submission of its report.

Article 10. AUDIT COMMITTEE

- a. There shall be both internal and external auditors that shall audit the accounts of RSG based on Generally Accepted Accounting Principles.

- b. The external auditor shall be appointed by the Executive Council in consultation with the entire membership at a general meeting.
- c. The internal auditors shall be up to 3 members who shall be appointed from among the GOOD STANDING MEMBERS by the Executive Council in consultation with the entire membership at a general meeting.
- d. Members of the internal audit committee shall"
 - i. audit the accounts of RSG once a year.
 - ii. be independent of the Executive Council.
 - iii. present audit report to RSG during the last general meeting of the year.

Article 11. BANKING

- a. RSG's finances shall be saved with any bank that the association sees fit for this purpose.
- b. The account shall be a savings account.
- c. The association shall agree on the imprest that shall be kept by the Financial Officer .
- d. Three signatories, namely: President, Secretary and Financial Officer shall be eligible to access the association's accounts.
- e. The President and any one of the other signatories available notwithstanding c above shall do any transaction with the bank on behalf of the association.

Article 12. FUNDING

The association shall be funded through:

- a. annual dues paid by members. The amount shall be proposed and approved by the RSG at a general meeting.
- b. donations from members
- c. donations from anybody, a group of persons, Non-Governmental Organization, Government agency, etc. that are sympathetic to the course of RSG.
- d. fund-raising activities organized by the Finance Committee in consultation with members
- e. money/gifts obtained from sponsorship and grants.

Article 13. STANDING COMMITTEES

- a. i. RSG shall have Standing Committees whose chairpersons and members shall be nominated and approved by the general membership
- ii. Nominations to these committees shall take into consideration the resources and expertise of the members of the association
- iii. Standing Committees shall consist of the following:
 - i. Finance
 - ii. Conference and Publications
 - iv. Media Communications
 - v. International Relations

b. FUNCTIONS AND COMPOSITION OF STANDING COMMITTEES

- i. **FINANCE AND GRANTS COMMITTEE**
 - a. It shall consist of 3 persons, including the Financial Officer who shall be the chairperson.

- b. It shall collect dues and any other agreed financial contribution from members and keep a proper, accurate and fair financial account of the association
 - c. It shall present financial report at the end of each year
 - d. It can co-opt any member of the association whose expertise can be valuable to the functions of the Committees.
- ii. **CONFERENCE COMMITTEE**
 - a. It shall consist of 7 members.
 - b. It shall, in consultation with Executive Council organize conferences, events and programs of the association including all the preparations leading to the success of the same
 - c. It can co-opt any member of the association whose services may be valuable to its functions.
- iii. **COMMITTEE ON INTERNATIONAL RELATIONS**
 - a. It shall prepare international roundtables, webinars, and engage in transnational recruitment of members.

Article 14. AMENDMENT

- a. This constitution shall be subject to amendment and shall be amended by a motion supported by at least half of the members present at a general meeting.
- b. The amendment shall, however, be decided by a simple majority.
- c. The proposed amendment shall be circulated at least one week before the said general meeting.