



043-773-NPO

UNIVERSITY SPORT SOUTH AFRICA

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Ref: 4/01

14 August 2010

TO: USSA MEMBER INSTITUTIONS
USSA PROVINCIAL COMMITTEES
USSA NATIONAL STUDENT SPORT ASSOCIATIONS
USSA NEC MEMBERS

USSA COUNCIL AND SPECIAL GENERAL MEETING

Notice is hereby given of a Council and Special General Meeting (SGM) of University Sport South Africa (USSA) that will be held at the CSIR International Convention Centre in the City of Tshwane (Pretoria) on Saturday, 2nd October 2010 commencing at 08:30. The purpose of the SGM shall be to elect the National Executive Committee (NEC) of USSA for the next term of office. Registration at the CSIR ICC will take place from 08:00 to 08:30 and the meeting is expected to last till 15:00.

Attached please find for your attention the proposed Agenda, Letter of Credence and NEC Nomination Form for the SGM as stipulated in Articles 8.2 and 10 of the USSA Constitution. Each member (affiliated institution) and each Council member (provincial committee and NSSA), must nominate two (2) representatives, one of whom shall be a bona fide student and one a full time sports administrator or official in the employment of a member institution, as their representatives at the SGM (USSA Constitution, Article 9.4). The letter of credence with the names of representatives and observers, must reach the National Secretariat of USSA **before 16:00 on Monday, 13th September 2010**. Each member shall be responsible for the travel and accommodation arrangements (costs included) of their delegates to the meeting.

Motions for Council and nominations for the SGM of Office Bearers in the NEC, must also be received in writing by the Secretary General **before 16:00 on Monday, 13th September 2010** (USSA Constitution, Articles 9.3 and 8.1.12.1). Nominations for the NEC with a brief Curriculum Vitae (maximum one page) of each person must be submitted on the attached Nomination Form signed by those members nominating them. Each nomination must be acknowledged by the nominee affixing his/her signature to the Nomination Form or confirmation thereof by means of a letter signifying his/her willingness to accept responsibility and office in the NEC for the term 2011 and 2012.

The National Secretariat shall circulate all motions and names of persons nominated for the NEC to all members, provinces and student sport associations by 20th September 2010. Please do not hesitate to contact the Secretariat General should you need any assistance in completing your forms.

Kind regards
Yours faithfully

Louis Nel
CEO/SECRETARY-GENERAL



UNIVERSITY SPORT SOUTH AFRICA

website: www.ussa.org.za / e-mail: universitiesport@yebo.co.za

**A GENERAL COUNCIL AND SPECIAL GENERAL MEETING (SGM) OF USSA WILL BE HELD AT
THE CSIR INTERNATIONAL CONVENTION CENTRE IN THE CITY OF TSHWANE
ON SATURDAY, 2nd OCTOBER 2010 COMMENCING AT 08:30**

A G E N D A

- 1. WELCOME**
Chair – Mrs Ilhaam Groenewald
- 2. ATTENDANCE REGISTER, APOLOGIES AND CREDENTIALS**
Secretary-General – Mr Louis Nel
- 3. MINUTES OF THE USSA COUNCIL MEETING HELD ON 3rd OCTOBER 2009**
Secretary-General
- 4. MATTERS ARISING FROM THE MINUTES**
Chairperson
- 5. PRESIDENT'S ADDRESS**
President – Mr Sanele Madlala
- 6. NATIONAL UPDATE**
 - 6.1 USSA events and activity overview (Mr Louis Nel)
 - 6.2 USSA tournament reports (Mr Marc Mundell)
 - 6.3 USSA tournament rosters 2010 and 2011 (Mr Marc Mundell)
 - 6.4 FISU Championships 2010 and 2012 (Mr Marc Mundell)
 - 6.5 CUCSA Games 2010, Gaborone (Dr Rendani Mulaudzi)
 - 6.6 Universiade 2011, Shenzhen (Dr Rendani Mulaudzi)
 - 6.7 Hosting and bidding (Mr Marc Mundell)
- 7. FINANCIAL MATTERS**
 - 7.1 Current financial position (Mr Louis Nel)
 - 7.2 National business plan, budget and tournament fees for 2011 (Ms Nomsa Mahlangu)
- 8. AMENDMENTS TO THE USSA CONSTITUTION AND/OR REGULATIONS**
Motions received by 13th September 2010
- 9. ELECTION OF THE NATIONAL EXECUTIVE COMMITTEE (NEC)**
Nominations received by 13th September 2010
 - 9.1 President
 - 9.2 Chairperson
 - 9.3 Vice-Chair
 - 9.4 Finance and Marketing Officer
 - 9.5 Five (5) Assessors
- 10. CLOSING REMARKS**
Chairperson / President



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NATIONAL EXECUTIVE COMMITTEE OF USSA NOMINATION FORM FOR OFFICE BEARERS 2011/2012

OFFICE BEARER	NAME	SIGNATURE
President		
Chairperson		
Vice-Chairperson		
Finance and Marketing Officer		
Assessor		
Assessor		
Assessor		
Assessor		
Assessor		

The above nomination(s) submitted by:

USSA MEMBER : _____

HEAD OF SPORT / CHAIR : _____

DATE: _____ : _____

SIGNATURE

This form must reach the USSA Secretariat by 16:00 on 13th September 2010



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LETTER OF CREDENCE

COUNCIL AND SPECIAL GENERAL MEETING – 2 OCTOBER 2010

MEMBER INSTITUTION	
PROVINCE OR NSSA	
POSTAL ADDRESS	
CONTACT PERSON	
TELEPHONE NUMBER	
TELEFAX NUMBER	
E-MAIL ADDRESS	

The above-mentioned member (i.e. institution, province or association) nominated the following two persons, one a full time sports administrator or official in the employment of a member institution and one a bona fide student, as its official representatives at the General Council and Special General Meeting of USSA:

ADMINISTRATOR / OFFICIAL	
STUDENT REPRESENTATIVE	
OBSERVER (if applicable)	

We further realise that our institution / province / association shall be responsible for the travel and accommodation arrangements and costs of our delegates.

Approved by:

RECTOR / PRINCIPAL / CHAIRPERSON

DATE

This form must reach the USSA Secretariat before 16:00 on 13th September 2010