

Multivariate Data Analysis Group

Constitution 2014

General interpretation

Throughout the MDAG Constitution “in writing” includes electronic submission.

1. NAME

The name of the interest group shall be the MULTIVARIATE DATA ANALYSIS GROUP (hereafter referred to as MDAG or "the Group").

2. NATURE

MDAG is a special interest group within the South African Statistical Association.

3. MISSION AND GOALS

The mission of MDAG shall be to create a network and support system for those interested in multivariate data analysis and classification in a broad sense; exploring a wide range of possible applications. The Group shall strive to accomplish this mission:

- By creating a forum for all SASA members interested in theory of classification and multivariate data analysis, as well as related methods and applications;
- By actively participating in appropriate processes and structures concerned with multivariate data analysis:
 - The Group is committed to seek affiliation with the International Federation of Classification Societies (IFCS);
- Through MDAG events and newsletters the goal is to promote communication among scientists in order to interchange views and share ideas;
- By actively supporting all missions and goals of SASA;

The Group will arrange a special interest session at the annual SASA conference and will communicate with members by means of electronic newsletters, the SASA website and the MDAG Facebook page. The group will arrange an annual meeting which will take place during the annual SASA conference.

4. MEMBERSHIP

Membership is open to all members of SASA having an interest in the goals of MDAG. All applications for membership must be submitted via e-mail to the Secretary of the Group. Membership of MDAG can be terminated, without any effect on the member's SASA membership, by an e-mail to the Group Secretary.

Subscription fees

- No extra fees for registered and paid SASA members;
- Student members of SASA are also eligible, but not entitled for the offices of Chairperson or Secretary on the committee;
- The SASA EC is committed to covering IFCS affiliation fees.

5. EXECUTIVE COMMITTEE

MDAG is managed by its executive committee which consists of elected members. Voting for executive committee members is governed by the general voting procedures at meetings (see section 7).

The Executive Committee

- Chairperson
- Secretary
- SASA Treasurer (ex officio)
- Two additional members

Chairperson

The Chairperson represents the Group in its internal and external relations, conducts the general activities of the Group, coordinates the Executive Committee meetings, schedules and takes new initiatives, carries out the policies of the Group according to the guidelines and reports back to the Council when necessary, at least once a yearly basis. The Chairperson shall submit a written annual report to the President of SASA on the activities of the Group, at least four weeks before the AGM, such reports shall be included in the annual report to the AGM.

Secretary

It is the task of the Secretary to support the Chairperson in his/her tasks, maintains correspondence with the members and prepares and schedules council meetings. The Secretary is further responsible for the handling of electronic and paper ballots and liaises with the SASA treasurer in so far financial matters concerning MDAG.

Treasurer

The SASA Treasurer is an ex officio member of the MDAG EC, responsible for all financial transactions of the Group, keeping accounts and records, control of expenses, and submits the annual financial report to the SASA executive council.

Duties of the executive committee

- Proper minutes shall be kept of all General and Special meetings.
- Proper and correct books and records of the administration of the Group shall be kept.

Election of the executive committee

The members of the EC are elected on a four year rotational basis. Each year one member of the EC, not including the treasurer appointed from the SASA EC, needs to be elected. Re-election of MDAG EC members is allowed.

A call for nominations for the current member to be elected will be sent electronically to all members before the annual SASA conference. Nominations are to be sent to the Secretary via e-mail, accompanied by an acceptance of nomination by the nominee. The Secretary shall call for nominations at least three weeks before the annual SASA conference and nominations must reach the Secretary at least one week before the SASA conference. All MDAG members are eligible for election on the MDAG EC, except SASA student members who may only be elected as additional members of the EC.

If more than one nomination for the particular position on the EC should be received, election for that position shall take place according to the principle of an ordinary majority of votes. If only one nomination is received, the nominated member shall be taken to be elected unopposed. If no nominations are received for the post, the Chairperson at the AGM shall ask for oral nominations for the unfilled position, after which members present will proceed to fill the position according to the principle of an ordinary majority of votes.

A term of office begins immediately after the AGM and runs for a four year cycle. Should a vacancy occur due to the death or resignation of an EC member the SASA EC appoints a new member for the remainder of the term, in consultation with the other members of the MDAG EC.

Meetings of the executive committee

Annual meetings will be held, convened by the Chairperson. Meetings may be arranged upon request. The Secretary will notify members of the Executive Committee of meeting dates and arrangements at least two weeks prior to the scheduled meeting. This will be done in writing and will be accompanied by the minutes of the previous meeting as well as the agenda containing arising matters to be discussed at the meeting.

Quorum

At least three members of the Executive Committee shall constitute a quorum at a meeting of the EC.

6. MEETING OF MEMBERS

Annual General Meeting

A General Meeting shall be convened annually by the Chairperson in order to consider the annual report and election of members for the EC. The AGM will take place annually during the SASA conference.

Members' Meeting

The Group may further convene meetings of members at which papers may be read on new statistical developments or during which reports may be presented on theoretical or applied research or at which any other relevant matters may be considered.

Special General Meeting

A Special General Meeting may be convened by decision of the MDAG EC, the SASA EC or by a petition signed by not fewer than twenty five percent of members of MDAG.

The meetings are open to all members of MDAG and members of SASA. The Chairperson of the Group, or someone appointed by the Chair, will preside over the meeting. At least twenty five percent of the members should be present at a General Meeting in order to constitute a quorum.

7. VOTING AT MEETINGS

All matters at all meetings of the Group shall be decided by an ordinary majority of votes. The SASA EC shall have a deliberative vote at all meetings of the Association and, in the case of a tie, a casting vote. Except where specifically determined herein, voting at all meetings of the Group shall take place in the manner determined by the meeting concerned. Members who are not able to attend the meeting may vote by proxy (see section 8) or cast a vote by e-mail to the Secretary before 12:00 noon on the day of the meeting.

8. VOTE BY PROXY

If for any reason a member is precluded from attending the AGM, or a Special General Meeting, another member may be appointed to record his/her vote. Such authority of proxy shall be signed by the member, indicating the name of the proxy. Such authority of proxy shall be lodged with the Secretary before the appointed time for the Meeting.

9. AMENDING THE CONSTITUTION

Regular Review

Before a period of five years has elapsed after acceptance of a current Constitution, the EC shall appoint a committee with the object of revising it. Such a revision shall be submitted to members for ratification, upon recommendation of the EC, within seven years of acceptance of that edition of the Constitution. The EC shall identify all proposed changes that may be considered fundamental constitutional changes. Editorial changes need not be identified specifically in the submission. Members may amend these identifications of the EC when the proposed revision of the constitution is debated at an AGM.

Procedure of Amendment

Amendments may be proposed by any member and must be seconded by one other member. A proposed amendment shall be lodged in writing with the Secretary not less than four weeks before the AGM. A motion embodying any proposed amendments shall be put to the AGM and shall be debated together with amendments proposed at the meeting. The meeting shall decide on the motion and amendments by an ordinary majority of votes. A separate vote must be taken by the members at the AGM on every proposed change identified as a fundamental change as well as on the constitution as a whole.

10. DISSOLUTION OF THE GROUP

A proposal that the Group be dissolved shall be dealt with in the same manner as a proposal to amend the Constitution. Should the proposal be accepted, the matter will be referred to the SASA EC for dissolution of the Group.

IDENTIFICATION OF THE CONSTITUTION

This edition of the will be known as the 2014 Constitution.