



## **Guidelines**

### **“SGA Student/Young Scientist Regional Chapters/Networks“**

The Society for Geology Applied to Mineral Deposits (SGA) encourages all SGA student members (and SGA young scientists) to create and develop an “SGA Student/Young Scientist Regional Chapter/ Network”.

The objectives and major advantages of these chapters are the following:

- To gather groups of active SGA student members, on several possible scales (e.g., one or more universities; transnational regions, etc.), who share common interests and goals;
- Opportunities to exchange information, ideas, knowledge, research interests and experience in the field of economic geology and mineral deposit research;
- Organization of regional student meetings, short courses, conferences and seminars with SGA involvement;
- Opportunities for students and young professionals to establish research collaboration, including scholarship exchange and further advances in their careers;
- Enhanced opportunities to visit areas of interest where a particular university can provide good local knowledge and contacts;
- Initiation of active networking among student groups under the flag of, and with the institutional and financial support from, SGA.

***SGA Student and Young Scientist Chapter*** is open to SGA students and young scientist members from the field of geosciences applied to mineral deposits, provided the following conditions are met:

- *The minimum is 5 student members of which all have to be SGA members*
- *The president, treasurer and secretary should be students; young scientists are encouraged to be active members and advisors of the chapter.*
- *Each SGA Student and Young Scientist Chapter is required to have an academic or professional advisor who must be also a member of SGA.*

A proposal to establish an ***SGA Student and Young Scientist Chapter*** must be sent to the SGA Vice-President of Student Affairs, who will forward it to the SGA Council for evaluation and potential approval.

- The chapter may request seed money to assure start-up expenses, up to 500 Eur (max 1000 Eur), depending on the number of members and proposed activities.
- ***The financial sustainability of the SGA Student and Young Scientist Chapter should result in significant proportion from fund-raising activities of the chapter. However, applications for additional financial support for the chapter’s activities may be directed to the SGA Council via the SGA Vice-President of Student Affairs by filling in an appropriate form that is part of each annual report. Active participation of the chapter members in the SGA Biennial Meetings and their help with SGA promotional activities is taken into consideration by the SGA Council when evaluating the allocation of financial support to the various SGA chapters.***

- Within 2 years after the chapter formation, members must create their own website linked to the SGA website. The website should be used as a promotional platform of the chapter and also as a record of their activities. It should also provide photos from field trips, seminars, workshops and other events, downloadable field guidebooks, updated list of members and other activities related to the chapter.
- Members are also encouraged to get actively involved on SGA Network Facebook, and the chapter may have its own Facebook profile.
- The Chapter members must prepare an article for SGA News at least once a year, in which their activities are described and illustrated.
- The President of the Chapter should act as the link between the SGA Council and the members of the chapter. He or she should coordinate the chapter activities and inform members about upcoming SGA events, and prepare an annual report summarising all chapter activities.
- The chapter's Vice-President/Secretary should assist the President and help with the organisation of the chapter activities and as further representative of the chapter.
- The Treasurer's task is to keep the chapter's finances in a healthy state, to organise and maintain the receipts from all activities available for audition by SGA Council for a period of 5 years. The Treasurer must provide annually a financial report of the chapter, which should be included in the chapter's annual report, or made available upon request from the SGA Council.
- Members intending to leave the chapter must inform the President and Treasurer in advance, always prior to the year for which the annual membership fee is due.
- The chapters are promoted at the SGA Biennial Meetings through special sessions, student activities and social functions. Members of the ***SGA Student and Young Scientist Chapters*** are expected to assist at SGA booths and other promotional activities of SGA and foster SGA student membership.

Financial support from SGA must be used **only for activities directly related to the chapter**, encompassing the following:

- **Field trips, workshops, seminars and lectures** organised by the chapter, enabling the highest possible number of chapter members to participate (e.g. travel expenses, accommodation, and entrance fees);
- Partial financial contribution to attend local SGA co-sponsored events, in order to promote SGA and networking with other SGA Chapters;
- Chapters can make or purchase their own promotional items (e.g. T-shirts, cups), however a maximum of 10 % of the Chapter SGA budget may be used for this purpose;
- **Chapters are encouraged to network with other SGA Chapters and to organise joint events.** Chapters are also encouraged to take advantage of the SGA Keynote Speakers Program.

- As a general practice, the expenses involved in each activity of the chapter must not be fully subsidised by the chapter's funds. It is expected that each participant contributes a significant portion of the total cost of a given activity to demonstrate his/her sincere interest and commitment.
- In the case of the annual budget allocated to a chapter in a given year not having been fully spent due to unexpected reasons (to be explained in the report), the chapter is advised to bring forward the remaining budget into the next year before asking for further support.
- The principal support provided to a Chapter by SGA **cannot be used** for per diem, meals/drinks, unless hosting an invited lecturer. A maximum of 10 % of the Chapter SGA budget can be used on refreshments and only in special occasions (e.g., welcome drinks at lectures/seminars sponsored by SGA in view of attracting more students to the initiative and promote potential new SGA Chapter members).
- The financial support provided to a chapter by SGA should not be spent to support individuals attending events that are not sponsored by SGA (unless specifically explained as e.g., promotion of SGA at larger international meetings).