

**AMENDED
ALMANAC 2021
(6 SEPTEMBER 2021)**

September 2021				
GENERAL			MEETINGS	CLOSING DATES FOR AGENDAS
1	Wed		Budget 2022: Individual discussions with deans (Rectorate, deans, CD: Finance, CD: HR and faculty managers) (09:00-13:00) Health Research Ethics Committee 1 (13:00) Research Ethics Committee: Animal Care and Use (14:00)	
2	Thu		Social Impact Symposium (08:00–16:00) Agenda discussion: Programme Advisory Committee (09:30)	Rectorate meeting (7/9) (16:00)
3	Fri	Final day for submitting moderated question papers for October/November examination on Tygerberg campus. Final day for submitting prescribed book lists for 2022.	Budget 2022: Individual discussions with deans, (Rectorate, deans, CD: Finance, CD: HR and faculty managers) (08:00 – 17:00)	Research Ethics Committee: Biological and Environmental Safety (20/9)
4	Sat	End of A4 examinations		
5	Sun	IT maintenance from 01:00 – 10:00		
6	Mon			Health Research Ethics Committee 1 (Submission)

September 2021				
				deadline 06/10) (12:00)
7	Tue	Entrepreneurship Workshop.	Discussion Senate agenda (10/9) (09:00-10:00) Rectorate meeting (10:00–16:30)	
8	Wed	Entrepreneurship Workshop.	Finance Committee (09:00–12:00)	
9	Thu	Division of Learning and Teaching Enhancement Seminar – Official SU Project for Scholarship and Learning	Programme Advisory Committee (extended) (09:00–13:00) Student Achievement Committee (14:00 – 16:00)	COUNCIL (27/9) AGENDA (final day for submitting documents in Afrikaans and English) Co-curriculum Recognition Committee
10	Fri	Final day for uploading marks of A4 examinations.	Naming of Buildings Committee (08:30–10:00) SENATE (14:00)	
11	Sat	Military Science September recess from 11 – 19 September		
12	Sun			
13	Mon		Quality Committee (09:00–13:00)	Constitutions of centres, institutes, schools (CIS)
14	Tue	Ratification of June/July examination results by DVC: Learning & Teaching	Strategic Fund Committee (14:00 – 17:00) Heritage Day: Prestige lecture (17:30–19:30)	
15	Wed	Closing date for non-degree postgraduate international student applications with a view to admission in the first semester of 2022.	Student Fees Committee (08:30 – 13:00) Health Research Ethics Committee 2 (13:00)	

September 2021				
16	Thu		<p>Research Ethics Committee: Social Behavioural and Education Research (10:00)</p> <p>SRC(EC) and management (15:00–16:30)</p>	<p>Rectorate meeting (21/9) (16:00)</p>
17	Fri	<p>END OF THIRD TERM (except for Military Science and certain programmes at Tygerberg Campus).</p> <p>Final day for discontinuation of studies by students who wrote the A4 examinations.</p> <p>PREDAC contact day.</p> <p>IT maintenance from 21:30 – 07:00 on Monday 20 September</p>		
18	Sat	<p>SEPTEMBER RECESS FROM 18 TO 26 SEPTEMBER.</p> <p>Open day for students provisionally admitted (10:00 – 12:30)</p> <p>IT maintenance until 07:00 on Monday 20 September</p>		
19	Sun	IT maintenance until 07:00 on Monday 20 September		
20	Mon	IT maintenance until 07:00	<p>Research Ethics Committee: Biological and Environmental Safety (14:00)</p>	<p>Health Research Ethics Committee 2 (Submission deadline 20/10) (12:00)</p>
21	Tue		<p>Rectorate meeting (09:00–16:00)</p>	<p>EC(S) (28/9)</p>
22	Wed		<p>Bursaries and Loans Committee (14:00)</p>	<p>Research Ethics Committee: Animal Care and Use (13/10)</p>
23	Thu		<p>Agenda discussion: EC(S) (28/9) (09:00 – 10:00)</p> <p>Council agenda (27/9)</p>	<p>Audit and Risk Committee (4/10)</p>

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			discussion (10:00) Co-curriculum Recognition Committee (14:00 – 16:00)	
24	Fri	HERITAGE DAY (PUBLIC HOLIDAY)		
25	Sat			
26	Sun	END OF SEPTEMBER RECESS.		
27	Mon	START OF CLASSES FOR FOURTH TERM (except for Military Science and certain programmes on Tygerberg campus).	SU COUNCIL (10:00)	EC(IF) (7/10) Social and Business Ethics Committee (11/10)
28	Tue		Rectorate Deans Forum (08:30– 10:00) Executive Committee (Senate) (10:00 – 13:00)	
29	Wed			
30	Thu	Final day for discontinuing second- semester and year modules with the faculty administrators in Admin A. Application deadline for incoming semester international mobility for the 1 st semester of 2022.	Agenda discussion: Audit and Risk Committee (4/10) (09:00– 10:00) ICTTL (14:00– 16:00)	Special Finance Committee (Budget) (14/10)

October 2021				
GENERAL			MEETINGS	CLOSING DATES FOR AGENDAS
1	Fri			
2	Sat	FINAL DAY FOR PAYING OUTSTANDING BALANCE ON STUDY, ACCOMMODATION AND OTHER FEES FOR 2021.		
3	Sun	IT maintenance from 01:00 – 10:00		
4	Mon		Audit and Risk Committee (10:00–14:00)	Health Research Ethics Committee 1 (Submission deadline 3/11) (12:00)
5	Tue		Finance meeting: Discussion of Budget 2022: Rectorate and deans (08:00–10:00) Auxin Official SU Project for Scholarship of Teaching and Learning (12:45 – 13:45)	
6	Wed		Health Research Ethics Committee 1 (13:00) Committee for Learning and Teaching (14:00)	
7	Thu		Social Impact Committee (12:00) Executive Committee (IF) (14:00-15:30)	Rectorate meeting (12/10) (16:00)
8	Fri	Closing date for new applications for examination concessions.	Language Planning and Management Project Team (09:00–11:00)	
9	Sat			
10	Sun			
11	Mon		Social and Business Ethics Committee (10:00–13:00)	Research Committee: Subcommittee C (25/10)
12	Tue		Rectorate meeting (09:00–16:00)	Faculty Board: Medicine & Health Sciences

October 2021				
13	Wed		<p>Research Ethics Committee: Animal Care and Use (14:00)</p> <p>SRC(EC) and management (15:00–16:30)</p>	Academic Planning Committee (20/10)
14	Thu	Student Transformation Indaba	<p>Special Finance Committee (Budget) (09:00–12:00)</p> <p>Institutional Forum (14:00–17:00)</p>	<p>Rectorate meeting (19/10) (16:00)</p> <p>Research Committee: Subcommittee A (25/10)</p> <p>Research Committee: Subcommittee B (26/10)</p>
15	Fri			<p>Appointments Committee (29/10)</p> <p>Faculty Boards: Economic & Management Sciences, Arts and Social Sciences.</p> <p>Submission of inputs for Institutional Plan 2022–2027 by RC heads, deans and PASS heads.</p>
16	Sat			
17	Sun			
18	Mon	Final day for submitting moderated papers for both examination opportunities in November to the Examination Division, excluding Tygerberg campus.	Institutional Committee for Staff Health & Wellbeing (10:00 – 12:00)	<p>Language Committee (2/11)</p> <p>Faculty Boards: AgriSciences, Engineering, Science.</p> <p>Audit and Risk Committee (1/11)</p>
19	Tue		<p>Rectorate Deans Forum (08:00–09:30)</p> <p>Rectorate meeting (09:30–16:30)</p>	<p>Faculty Boards: Military Science, Law, Theology.</p> <p>Technology and Information Committee (2/11)</p>
20	Wed		Academic Planning Committee (10:00)	Final closing date for all research applications for

October 2021				
			Health Research Ethics Committee 2 (13:00) Employment Equity Advisory Committee (14:00 – 16:00)	2022.
21	Thu	Division of Learning and Teaching Enhancement Seminar – Official SU Project for Scholarship and Learning Transformation Indaba	Research Ethics Committee: Social Behavioural and Education Research (10:00)	Rectorate meeting (26/10) (16:00) Faculty Board: Education
22	Fri		General Managers' Meeting (Budget 2022) (10:00–12:00)	
23	Sat			
24	Sun			
25	Mon		Research Committee: Subcommittee A (10:00) Research Committee: Subcommittee C (14:00)	Health Research Ethics Committee 2 (Submission deadline 17/11) (12:00). Research Committee (1/11)
26	Tue		Rectorate meeting (09:00–16:00) Research Committee: Subcommittee B (14:00)	
27	Wed		Agenda discussion: Appointments Committee (29/10) (14:00-16:00)	
28	Thu		Agenda discussion: Audit and Risk Committee (1/11) (09:00-10:00) Agenda discussion: Language Committee (2/11) (10:00-11:00) Faculty Board: Medicine & Health Sciences (14:00) CONVOCATION (19:00)	EC(C) (8/11) Research Ethics Committee: Social Behavioural and Education Research (18/11)

October 2021				
29	Fri	Final day for submitting applications for admission to honours and master's programmes in Public Management.	Appointments Committee (09:00-11:00)	Senate Research Ethics Committee (11/11)
30	Sat	Start of November examination on Saldanha Campus, Military Science.		
31	Sun	IT maintenance from 01:00 – 10:00		

November 2021			
GENERAL		MEETINGS	CLOSING DATES FOR AGENDAS
1	Mon		<p>Audit and Risk Committee (10:00–14:00)</p> <p>Research Committee (14:00)</p> <p>Quality Committee (22/11)</p> <p>Health Research Ethics Committee 1 (Submission deadline 01/12) (12:00)</p>
2	Tue		<p>Technology and Information Committee (09:00 -12:00)</p> <p>Training Forum (14:00 – 16:00)</p> <p>Language Committee (14:00–16:00)</p> <p>Naming of Buildings Committee (12/11)</p> <p>Finance Committee (12/11)</p> <p>Investment Committee (17/11)</p>
3	Wed		<p>Faculty Boards: Military Science (08:00), Arts & Social Sciences (14:00), AgriSciences (14:30)</p> <p>Student Housing Committee (09:00 – 10:30)</p> <p>Health Research Ethics Committee 1 (13:00)</p>
4	Thu		<p>Agenda discussion: EC(C) (8/11) (09:00-10:00)</p> <p>Agenda discussion: Human Resources Committee (8/11) (10:00-11:00)</p> <p>Faculty Boards: Science (09:00), Theology (13:00)</p> <p>Readmission Appeals Committee</p>
5	Fri	<p>END OF CLASSES FOR THE FOURTH TERM, except for certain programmes on Tygerberg campus.</p> <p>Final day for announcement of class marks.</p>	<p>Faculty Boards: Engineering (10:00), Law (10:30), Economic & Management Sciences (14:00), Education (14:00)</p> <p>Research Ethics Committee: Biological and Environmental Safety (25/11)</p> <p>Rectorate meeting (10/11) (16:00)</p> <p>Research Ethics Committee: Animal Care and Use (24/11)</p>
6	Sat		

November 2021				
7	Sun			
8	Mon	Start of November examination (1 st opportunity). Africa Universities Day SoTL preconference workshops	Council (2/12) agenda planning (08:30–09:30) EC(C) (10:00-12:00) Human Resources Committee (12:00-14:00)	
9	Tue	SoTL conference		Reports for Senate (26/11) EC(S) (FB reports) (16/11)
10	Wed	SoTL conference	Rectorate meeting (09:00–16:00)	COUNCIL (2/12) AGENDA (final day for submitting documents in Afrikaans and English)
11	Thu		Campus Renewal Project Programme Executive Committee (09:00 – 10:30) Institutional Advisory Committee on Internationalisation (11:00 – 13:00) Senate Research Ethics Committee (14:00)	
12	Fri		Readmission Appeals Committee (08:30) Naming of Buildings Committee (08:30–10:00) Finance Committee (09:00–12:00)	
13	Sat			
14	Sun			
15	Mon		Agenda discussion: EC(S) (16/11) (09:00-10:00)	
16	Tue		Rectorate Deans Forum (08:30–10:00) Executive Committee (Senate) (FB reports) (10:00-13:00)	

November 2021

17	Wed		Health Research Ethics Committee 2 (13:00) Investment Committee (14:00–17:00)	
18	Thu		Monitoring and Advisory Committee on Crime (12:00–14:00) Research Ethics Committee: Social Behavioural and Education Research (10:00)	Co-curriculum Recognition Committee Rectorate meeting (23/11) (16:00)
19	Fri	Final day for submitting foreign bankers' drafts for imports. Final day for submitting applications for foreign bankers' drafts (type A), excluding imports. Closing date for FIRLT applications.		
20	Sat			
21	Sun			
22	Mon		Agenda discussion: Senate (26/11) (09:00) Quality Committee (10:00 – 14:00)	Health Research Ethics Committee 2 (Submission deadline 26/1/2022) (12:00).
23	Tue		Rectorate meeting (final meeting for 2021) (09:00–16:00)	
24	Wed		Research Ethics Committee: Animal Care and Use (14:00)	
25	Thu		Council agenda discussion (2/12) (10:00) Research Ethics Committee: Biological and Environmental Safety (14:00)	Research Committee: Subcommittee B (7/12) Research Committee: Subcommittee A (6/12)

November 2021				
26	Fri		SENATE (14:00)	
27	Sat			
28	Sun			
29	Mon	End of November examination (1 st opportunity).		
30	Tue	Start of November examination (2 nd opportunity). Closing date for applications for admission to postgraduate programmes, excluding 100%-thesis M and D programmes, unless indicated otherwise in the relevant section of the Calendar.		

December 2021				
GENERAL			MEETINGS	CLOSING DATES FOR AGENDAS
1	Wed		Health Research Ethics Committee 1 (13:00)	EC(S) (08/12) (medals only)
2	Thu	Final day for departments to load final marks obtained in the November examination (1 st opportunity).	SU COUNCIL (10:00) Co-curriculum Recognition Committee (14:00 – 16:00)	
3	Fri		SU staff meeting (12:45–13:45)	
4	Sat			
5	Sun			
6	Mon		Research Committee: Subcommittee A (10:00)	
7	Tue	Final day for electronic submission of theses and dissertations for December graduation ceremonies.	Research Committee: Subcommittee B (14:00)	
8	Wed		Executive Committee (Senate) (awarding of medals only) (10:00-12:00) Special Rectorate meeting (reflection on 2021; no agenda items to be submitted) (12:00 – 13:00)	
9	Thu	End of second semester for USB programmes.		
10	Fri	Announcement of results for November examination (1 st opportunity) (14:00). Ratification of November examination results (1 st opportunity) by the Vice-Rector (Learning and Teaching). Final day for withdrawing supplies from Purchasing and Provision Services. Final day for applications for new cost centres.		Deans' reports for SU annual report 2021

		Final day for placing orders with suppliers.		
11	Sat	End of November examination (2 nd opportunity). Updated Institutional Plan for 2022 available and submitted to DHET.		
12	Sun			
13	Mon	First pledge ceremony, Faculty of Medicine & Health Sciences (Allied Health Sciences) (09:30). Second pledge ceremony, Faculty of Medicine & Health Sciences (MBCbB) (15:00). GRADUATION DAY		
14	Tue	GRADUATION DAY Award ceremony, Faculty of Military Science, Saldanha campus (19:00).		
15	Wed	GRADUATION DAY Final day for departments to load internally moderated final marks obtained in non-final-year modules in the November examination (2 nd opportunity) (12:00). Passing-out parade, Military Academy, Saldanha campus (10:30).		

16	Thu	DAY OF RECONCILIATION (PUBLIC HOLIDAY) GRADUATION DAY		
17	Fri	GRADUATION DAY END OF SECOND SEMESTER.		
18	Sat	Military Academy closes for recess.		
19	Sun			
20	Mon			
21	Tue			
22	Wed			
23	Thu			
24	Fri	University offices close at 12:00		
25	Sat	CHRISTMAS DAY (PUBLIC HOLIDAY)		
26	Sun	DAY OF GOODWILL (PUBLIC HOLIDAY)		
27	Mon			
28	Tue			
29	Wed			
30	Thu			
31	Fri			