



STUDENTS' REPRESENTATIVE COUNCIL
IBHUNGA ELIMELE ABAFUNDI
STUDENTERAAD



UNIVERSITEIT
iYUNIVESITHI
STELLENBOSCH
UNIVERSITY

100
1918 - 2018

SRC 2021/22 TERM REPORT I: ACADEMIC AFFAIRS COUNCIL CHAIR

saam vorentoe · masiye phambili · forward together

Students' Representative Council
Third Floor, Neelsie Student Centre
Private Bag XI, Matieland, 7602
Tel: +27 21 808 2757 | Email: sr@sun.ac.za



GEORGE VAN DYK – AAC CHAIRPERSON – VANDYK@SUN.AC.ZA

Table of Contents

Constitutional Responsibilities.....	4
Student Constitution	4
Academic Affairs Council Constitution.....	4
Portfolio Overview.....	5
Committees/Task Teams	6
Academic Planning Committee (APC)	6
Purpose and nature of APC	6
Meetings of APC	6
Central Disciplinary Committee (CDC) and Disciplinary Appeals Committee (DAC) Student Representatives Task Team	6
Purpose and nature of CDC and DAC Student Representatives Task Team	6
Co-curriculum Recognition Committee (CRC).....	7
Purpose and nature of CRC.....	7
Meetings of CRC.....	7
Committee for Learning and Teaching (CLT)	7
Purpose and nature of CLT	7
Meetings of CLT.....	7
Disciplinary Creep Task Team (DC Task Team).....	8
Purpose and nature of Disciplinary Creep Task Team	8
Meetings of DC Task Team.....	8
Institutional Forum (IF)	9
Purpose and nature of IF.....	9
Meetings of IF	9
Learning and Teaching Workstream (L&T WS).....	9
Purpose and nature of L&T WS	9
Meetings of L&T WS.....	9
Quality Committee (QC).....	10
Purpose and nature of QC	10
Meetings of QC.....	10
Senate.....	10

saam vorentoe · masiye phambili · forward together



Purpose and nature of Senate.....	10
Meetings of Senate.....	10
Students' Representative Council Executive Committee (SRC (EC))	10
Purpose and nature of SRC (EC)	10
Meetings of SRC (EC).....	11
Term Overview.....	12
Executive Committee and Statutory Committee Election	12
Academic Affairs Council Administrative Roles Election.....	12
Budget Usage	14
Plans for next term.....	17
Chairperson goals	17
Broad AAC initiatives.....	17
Leadership Development.....	17
AAC Camp.....	17
AAC Award Bonuses.....	17
Merchandise.....	18
Employment Development Campaign.....	18



Constitutional Responsibilities

Student Constitution

As a Students' Representative Council (SRC) Executive Committee (EC) member, constitutional responsibilities are described in the Student Constitution specifically Section 41, which most pertinently states the following:

The Executive Committee has the duty to set the agenda for SRC meetings, manage the day-to-day matters of the SRC, and fulfil any duty that the SRC delegates to it. It must further fulfil any other function that this Constitution assigns to it. This includes duties such as compiling the SRC budget, making important decisions in urgent cases, and deciding on the portfolio allocation of the SRC.

The Academic Affairs Council is described in Chapter 8 of the Student Constitution, with Sections 95 through to 97 being of relevance in terms of constitutional responsibilities:

Thereby, the Academic Affairs Council represents the academic interests of the students at the SRC and the University management. The Academic Affairs Council has a constitutional mandate to actively promote the rights of students and specifically the right, under s8(2) to quality education, academic support, and transparent and justifiable assessment procedures. The AAC further serve as a forum of faculty committee leaders that strives to protect and further the interests of all students, by advising the SRC via the Academic Affairs Council chairperson.

Academic Affairs Council Constitution

Furthermore, the Academic Affairs Council Constitution describes the following functioning and duties for its chairperson, as per Section 4.1:

The chairperson of the AAC, in consultation with the rest of the executive committee of the AAC, convenes meetings of the AAC and is responsible for all administrative arrangements. This includes being responsible for the minutes of meetings, compilation and dispatch of agendas to members, official correspondence of the AAC, passing on the minutes to the SRC, and compiling the annual report of the AAC.



Portfolio Overview

The duties and responsibilities of the Academic Affairs Council Chairperson, in terms of the strategy document as tabled at the SRC Strategy Weekend, are as follow:

- *Ensure that faculty matters are raised in institutional committees.*
- *Assist students with the academic issues they face.*
- *Bring academic matters to the forefront when the SRC is deliberating on issues.*
- *Inform/guide SRC in the decisions they make which might affect academic matters.*
- *Provide advice and consultation for SRC members on academic matters discussed at institutional committees.*

The constitutional responsibilities described in the preceding section also give a clear and concise overview of the minimum requirements of the portfolio constitutionally.



Committees/Task Teams

Academic Planning Committee (APC)

Purpose and nature of APC

The Academic Planning Committee (APC) is a standing committee of Senate that reports to the Executive Committee of Senate (EC(S)) chaired by Prof Deresh Ramjugernath. Its primary concern is recommending decisions around academic planning to the EC(S) and Senate. It primarily focuses on topics such as new research centres, programme changes, and so forth.

Meetings of APC

20 October 2021

1. Language implementation plans for 2022 were presented by the chair.
2. The topic of so-called 'Disciplinary Creep' was introduced by the chair, with an accompanying memorandum.
 - It was resolved that a Disciplinary Creep Task Team would be established with representation from each faculty, the Academic Affairs Council.
 - The Disciplinary Creep Task Team is chaired by Prof Deresh Ramjugernath.
3. The following reports served at the APC:
 - The Recommendation Report of the Extended Programme Advisory Committee
 - The Recommendation Report of the Committee for Bursaries and Loans (CBL)
4. The Constitutions of CISs (Centres, Institutes, or Schools) was discussed, with the rules and guidelines included for reference.
 - The Unit for the Ethics of Technology (within the Centre for Applied Ethics) had its constitution amended and ratified by the APC.

Central Disciplinary Committee (CDC) and Disciplinary Appeals Committee (DAC) Student Representatives Task Team

Purpose and nature of CDC and DAC Student Representatives Task Team

At an SRC meeting it was recommended that a task team be created to open applications to fill the 10 CDC and 5 DAC slots. I was appointed as chairperson of the task team.

The chairperson appointed the vice-chairperson of the JV/S for 2021/22, as his co-chair. A poster was distributed, with a strong focus on pulling students from the law faculty/enrolled in law degrees.

The following applications were received:



8. Committee(s) you are applying to

[More Details](#)

- Central Disciplinary Committe... 13
- Disciplinary Appeals Committ... 10



A word of thanks to Meg James and members of the JV/S in acquiring suitable candidates.

Co-curriculum Recognition Committee (CRC)

Purpose and nature of CRC

The Co-curriculum Recognition Committee (CRC) accredits co-curricular activities and programmes at the institution.

Meetings of CRC

2 meetings took place of the CRC during this term

Committee for Learning and Teaching (CLT)

Purpose and nature of CLT

The Committee for Learning and Teaching (CLT) is chaired by Prof Deresh Ramjugernath and forms an integral part of the Learning and Teaching responsibility centre. It comprises all the vice-deans: learning and teaching, of each faculty.

Meetings of CLT

6 October 2021

1. Extended Learning Spaces (ELS) Project
 - a. 64 venues completed.
2. Policies were revised
3. Deadlines for submission of marks at the end of the year
 - a. A3 submission due date was extended and communication sent to all faculties.
4. Rectorate 7 Priorities
 - a. Considered institution's strategic plan and Vision 2040.
 - b. Rectorate decided on 7 priorities; majority fall within learning and teaching.
 - c. Unsure as to whether the 7 priorities are public knowledge.



5. Proposal regarding assessments and religious holidays

- a. *The proposal: Stellenbosch University respects the religious beliefs of all staff and students. As a result, in addition to national public holidays during which the University will be closed for business, no assessments will be scheduled on the following days; however, with the exception of Saturdays, the University will remain open and operational on these days.*
- b. A communique was sent confirming these dates.

3 February 2022

1. Extended Learning Spaces (ELS) Project (Dr Antoinette van der Merwe).
 - a. Project is slightly delayed owing to computer chip shortage.
2. Dual Higher Education Project (Dr Antoinette Smith-Tolken)
 - a. Presentation, for noting. Available here: <https://estian1.wixsite.com/dhep>

Disciplinary Creep Task Team (DC Task Team)

Purpose and nature of Disciplinary Creep Task Team

The establishment of the Disciplinary Creep Task Team was a resolution the APC took on 20 October 2021 at the request of the Executive Committee of Senate to discuss the matter of disciplinary creep and to posit recommendations regarding the management thereof within the institution. The Disciplinary Creep Task Team is chaired by Prof Deresh Ramjugernath and has a student representative in the chairperson of the Academic Affairs Council, George van Dyk. Its first meeting was on 4 February 2022.

Disciplinary creep or encroachment refers to the encroachment of one faculty's academic disciplinary domains by another, typically concerning academic programmes which the faculty being encroached upon would believe to be within its own disciplinary expertise. Disciplinary creep is important to manage without letting go of newer scholarly approaches, such as multidisciplinary, interdisciplinarity, transdisciplinarity, and cross-disciplinarity, as the most progressive international institutions have advanced via these approaches. Thus, disciplinary boundaries need to be established and respected.

Ultimately, the Disciplinary Creep Task Team will develop guidelines or a framework to the aim of advancing scholarship, as well as learning and teaching at Stellenbosch University, without the cannibalisation of disciplines within the institution.

Meetings of DC Task Team

4 February 2022

The meeting was chaired by Prof Deresh Ramjugernath, with a representative from each faculty present. As this was the first meeting of the Task Team, the conversation was purposefully broad to establish the purpose, aims, and principles of the task team.

A member stressed the urgency of clear and cogent principles upon which the Task Team should be based. Another member stressed that the current name of the Task Team has a negative connotation, and recommended that the Task Team be renamed to create a more positive one. The chairperson agreed with this. George van Dyk made the recommendation of changing the name to Disciplinary Collaboration



Task Team, which received some support. Other members stressed the importance of a formal academic discipline, and how this needs to be respected. It was also agreed upon that a better definition of what constitutes 'expertise' needs to be established within the Task Team.

Ultimately, the minutes were recorded and will be sent to all members. Each faculty representative will have a set of questions to ask colleagues in their respective faculties which they will then report back to the Disciplinary Creep Task Team on.

Institutional Forum (IF)

Purpose and nature of IF

The Institutional Forum is recognised by Chapter 2 of the SU Statute as a governance structure. It comprises 23 members, across the following four sectors:

1. Governance and management sector
2. Staff sector
3. Student sector
 - a. The student sector comprises six persons, one of which is elected from the ranks of the Academic Affairs Council. This representative is Ms Sandri du Plessis, the chairperson of the Engineering Student Council.
4. Community sector

The powers and functions of the IF, from the SU Statute, include advising the Council of SU. In addition, the IF of SU must perform any other function given to it by the Council of SU.

Meetings of IF

14 October 2021

The AAC representative of the IF has not attended a meeting of the IF owing to procedural delays in the election of the AAC's representatives on Statutory Committees of SU that were beyond the control of the AAC and its representative. Most pertinently, the full AAC had not been elected yet, owing to delays in the election of faculty student committees.

Learning and Teaching Workstream (L&T WS)

Purpose and nature of L&T WS

The Learning and Teaching Workstream (L&T WS), chaired by Prof Deresh Ramjugernath, reports directly to the Institutional Committee for Business Continuity (ICBC). It is centred in the responsibility centre of Learning and Teaching and focuses on all matters pertinent to the academic project of the institution. The Academic Affairs Council Chairperson serves as the student representative on this workstream of the ICBC.

Meetings of L&T WS

Three meetings were held in the past term. Matters are generally confidential but it can be disclosed that it has have been agreed to start the first semester of 2022 in ARTLA mode.

saam vorentoe · masiye phambili · forward together



Quality Committee (QC)

Purpose and nature of QC

The QC is responsible for reviewing and auditing every department within the institution towards a superlative degree of quality. Ultimately, the QC may recommend adjustments to each department, and request feedback on these adjustments by a prescribed date.

Meetings of QC

22 November 2021

1. The *Mandate of the Quality Committee* was approved;
2. The progress made with the conceptualisation of new themes and criteria for departmental and PASS self-evaluations and peer reviews were discussed;
3. The progress made with the institutional audit self-evaluation report (SER) were shared, and it was discussed which pressure points the QC would like the SER to focus on.

Senate

Purpose and nature of Senate

The Senate is recognised by Chapter 2 of the SU Statute as a governance structure. In essence, it is the highest academic decision-making body of the institution. It is chaired by the rector and vice-chancellor of SU, Prof Wim de Villiers, and is most notably comprised of all full professors, deans, and vice-deans, as well as the Rectorate of SU. The Academic Affairs Council is afforded one representative on Senate.

The powers and functions of the Senate are derived from the SU Statute.

Meetings of Senate

26 November 2021

1. The following Management Reports were presented:
 - a. Rector (Prof Wim de Villiers).
 - b. DVC: Learning & Teaching (Prof Deresh Ramjugernath).
 - c. Chief Operating Officer (Prof Stan du Plessis).
2. The Language Policy was voted on, approved, and ratified by Senate after a presentation and some level of debate.
3. Faculty board recommendations were approved
4. The Academic Planning Committee Report was presented
5. Prof Wikus van Niekerk was reappointed as Dean of the Faculty of Engineering.

Students' Representative Council Executive Committee (SRC (EC))

Purpose and nature of SRC (EC)

The purpose and nature of the SRC (EC) is described in this document under *Constitutional Responsibilities*, as per the Student Constitution of SU.



STUDENTS' REPRESENTATIVE COUNCIL
IBHUNGA ELIMELE ABAFUNDI
STUDENTERAAD



UNIVERSITEIT
iYUNIVESITHI
STELLENBOSCH
UNIVERSITY



Meetings of SRC (EC)

Please consult the secretary-general of the SRC, Ms Alysa-Abby Kekana, for accurate and true minutes of the meetings of the SRC (EC).

saam vorentoe · masiye phambili · forward together

Students' Representative Council
Third Floor, Neelsie Student Centre
Private Bag XI, Matieland, 7602
Tel: +27 21 808 2757 | Email: sr@sun.ac.za



Term Overview

Executive Committee and Statutory Committee Election

The following members were elected to the Executive Committee of the AAC:

- Sandri du Plessis (chairperson, ESC).
- Jessica Davies (chairperson, TAAC).
- Karabo Mogashoa (chairperson, EBSK).

Furthermore, Meg James was elected to the Senate, while Sandri du Plessis was elected to the IF.

Academic Affairs Council Administrative Roles Election

The AAC Constitution affords the Chairperson, along with the Vice-Chairperson, the prerogative to select persons to fill the administrative roles of:

1. Secretary-General
2. Media & Marketing
3. Treasurer

To prevent the selection process being perceivably clothed in bias, a panel was set up to ensure that at no point were the selections a result of unfair favouritism, and that the best applicants received the roles. The two persons who joined the panel were:

- Alyssa-Abby Kekana (AAC 2020-21 (BASC VC); SRC Sec-Gen 2021-22)
- Emma Swart (AAC 2021-22 (OSK VC))

The application document was released on Monday the 11th of October 2021. The interviews were conducted from the 18th – 21st October 2021. Each applicant had a 10-15 minute interview with the panel, on MSTeams.

Following the interviews, the panel discussed who to select and take before the AAC for confirmation. The outcome of the panel discussion was as follows:

- Treasurer:
 - Elaine Nyamayaro (21156751) was the successful applicant
 - Her selection was decided unanimously. Elaine offered a wealth of experience, having held multiple Treasure roles at SU. She is well versed with Terraterm and has a proven track record of being a diligent and excellent committee member.
- Media & Marketing:
 - Johané Berry (22564284) was the successful applicant
 - Her selection was decided unanimously. Johané showed to be a strong candidate, informed about the legal implications and risks with social media, and showcased a willingness to develop the role and revive the AAC's media presence. She also has experience in managing merchandise projects.



STUDENTS' REPRESENTATIVE COUNCIL
IBHUNGA ELIMELE ABAFUNDI
STUDENTERAAD



UNIVERSITEIT
iYUNIVESITHI
STELLENBOSCH
UNIVERSITY



- Secretary-General:
 - Bernard Oosthuizen (22574514) was the successful applicant
 - His selection was decided unanimously. The position was given to Bernard due to his experience on the AAC (2020-21) and his track record of diligence and excellence.

The successful applicants were presented to the AAC on Thursday the 28th of October, 2021, wherein they received the requisite votes to appoint them to their respective roles.

saam vorentoe · masiye phambili · forward together

Students' Representative Council
Third Floor, Neelsie Student Centre
Private Bag XI, Matieland, 7602
Tel: +27 21 808 2757 | Email: sr@sun.ac.za



Budget Usage

To date, the AAC has not utilised its budget. However, it is important to note that the AAC does have access to its cost centre, which currently has a balance of R27 473.55. A significant portion of the AAC budget will be utilised for the AAC Camp/Strategic Conference, which will take place from 18 to 20 February 2022. The complete AAC budget is given by budget line items in Figure I, amounting to a total of R88 000.

Expense Description	Expense Type	Quantity	Price per unit	Amount
#1: Leadership Development				
FVZS Courses	Sponsorship & Donations	25	R 650.00	R 16 250.00
Speaker Gifts	Gifts	10	R 200.00	R 2 000.00
#1: Total				<u>R18 250.00</u>
#2: AAC Camps/Teambuilders				
Events during camp p/p	Refreshments	25	R 800.00	R 20 000.00
#2: Total				<u>R20 000.00</u>
#3: Honoraria				
Vice-chairperson	Remuneration	1	R 12 000.00	R 12 000.00
Treasurer	Remuneration	1	R 4 000.00	R 4 000.00
Secretary	Remuneration	1	R 4 000.00	R 4 000.00
Marketing Officer	Remuneration	1	R 4 000.00	R 4 000.00
Members	Remuneration	20	R 500.00	R 10 000.00
Executive	Remuneration	1	R 1 000.00	R 1 000.00
Rector's Award Bonus	Remuneration	1	R 1 000.00	R 1 000.00
Post-Grad and EDP Bonus	Remuneration	1	R 1 000.00	R 1 000.00
Co-Curricular Bonus	Remuneration	1	R 1 000.00	R 1 000.00
#3: Total				<u>R38 000.00</u>
#4: Merchandise				
AAC Cricket Hat	Clothing	25	R 200.00	R 5 000.00
#4: Total				<u>R 5 000.00</u>
#5: Employment Development Campaign				
Photographer Hire	Photography	5	R 500.00	R 2 500.00
Equipment Hire	Promotion Material	5	R 500.00	R 2 500.00
Course Development		1	R 550.00	R 550.00
#5: Total				<u>R 5 550.00</u>
#6: Transport				
Transport to training	Transport Costs	1	R 1 200.00	R 1 200.00
#6: Total				<u>R 1 200.00</u>
Grand total				<u>R88 000.00</u>

Figure I: Complete Academic Affairs Council Budget for the year 2021/22.



The portion of the AAC budget that is subsidised by the SRC is given in Figure 2, for a total subsidy of R53 000.

Expense Description	Expense Type	Quantity	Price per unit	Amount
#1: Leadership Development				
FVZS Courses	Sponsorship & Donations	25	R 650.00	R 16 250.00
Speaker Gifts	Gifts	10	R 200.00	R 2 000.00
#1: Total				R18 250.00
#2: AAC Camps/Teambuilders				
Events during camp p/p	Refreshments	25	R 800.00	R 20 000.00
#2: Total				R20 000.00
#3: Honoraria				
Rector's Award Bonus	Remuneration	1	R 1 000.00	R 1 000.00
Post-Grad and EDP Bonus	Remuneration	1	R 1 000.00	R 1 000.00
Co-Curricular Bonus	Remuneration	1	R 1 000.00	R 1 000.00
#3: Total				R 3 000.00
#4: Merchandise				
AAC Cricket Hat	Clothing	25	R 200.00	R 5 000.00
#4: Total				R 5 000.00
#5: Employment Development Campaign				
Photographer Hire	Photography	5	R 500.00	R 2 500.00
Equipment Hire	Promotion Material	5	R 500.00	R 2 500.00
Course Development		1	R 550.00	R 550.00
#5: Total				R 5 550.00
#6: Transport				
Transport to training	Transport Costs	1	R 1 200.00	R 1 200.00
#6: Total				R 1 200.00
Grand total				R53 000.00

Figure 2: Portion of Academic Affairs Council budget as subsidised by the Students' Representative Council.

The balance of R35 000 will be paid by a combination of the cost centre balance of R27 473.55 and the levies that are owed to the AAC by each constituent faculty student committee. As per the active AAC constitution, each member of the AAC must pay a levy of R2.50 per undergraduate student to the AAC. This will be paid in the first week of March, as registration numbers need to be finalised for the cost sum to be computed. Based on previous enrolment numbers, the AAC thus expects a sum of around R52 500. Furthermore, the AAC is owed the levies for 2021, which amounts to R52 175. Thus, it is expected that the total income of the AAC will amount to at least R185 148.55. Consequently, a budget review is scheduled for March once all income has been finalised. All relevant SRC and AAC financial policies will be followed in this process.



A schematic representation of the AAC budget is provided in Figure 3.

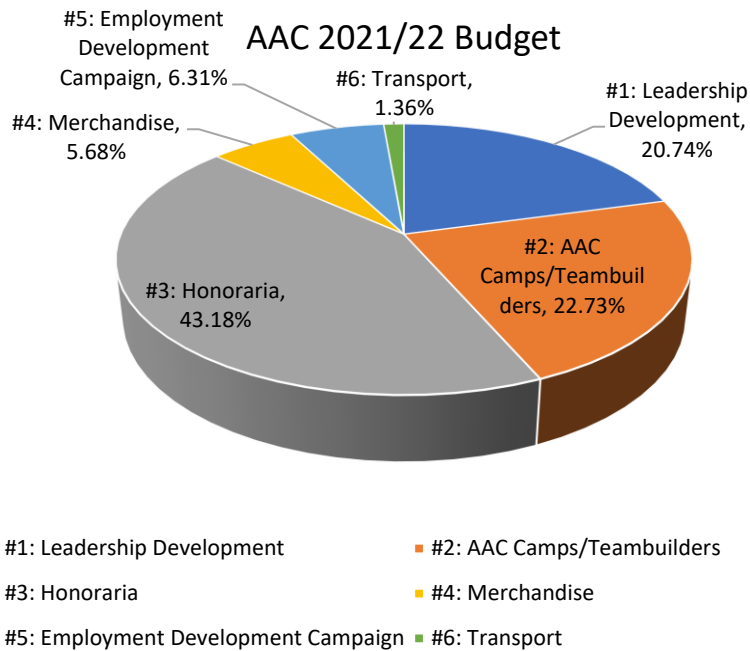


Figure 3: Schematic representation of Academic Affairs Council budget for 2021/22.



Plans for next term

Chairperson goals

The goals of the chairperson of the AAC on a broad institutional level are as follows:

1. Improved communication structures.
2. Unified and standardised class representative structure.
3. Improved postgraduate and EDP representation.
4. Increased institutional consistency.

Broad AAC initiatives

Broadly, the AAC will embark on the following initiatives in 2022:

1. Leadership Development
2. AAC Camp
3. AAC Award Bonuses
4. Merchandise
5. Employment Development Campaign

Leadership Development

As was the case with 2021, in 2022, each AAC member will have one leadership short course sponsored via the Frederik Van Zyl Slabbert Institute for Student Leadership Development. It is the prerogative of each member to choose their own course and when they will take it; the AAC merely pays.

AAC Camp

The AAC Camp will take place from 18 to 20 February 2022 in the form of a 'Strategy Conference' or 'StratCon', and teambuilders. The camp is under the direction of the AAC vice-chairperson, Sebastian Foster.

AAC Award Bonuses

Incentivisation is a powerful tool towards superior performance. To this end, the AAC has approved a bonus of R1 000 each for the following initiatives:

- Rector's Award
 - The AAC has the power to nominate a member of the AAC for a Rector's Award for Excellence in Leadership.
 - The recipient of this award will also receive R1 000.
- Post-grad and EDP
 - The AAC has committed itself to improving post-graduate and EDP student representation at faculty leadership.
 - The AAC member who progresses this cardinal objective the most will receive a bonus of R1 000.
- Co-curricular bonus



- Each faculty student committee is tasked with creating its own co-curricular programme, or updating theirs if they already have one.
- The AAC itself has a co-curricular that needs to be updated this year (2022).
- The member who makes the most significant contribution to their own co-curricular or the co-curricular programme of the AAC itself will receive a bonus of R1 000.

To maintain sound and ethical financial practices, a committee will be established to confer these bonuses. This initiative will run towards the end of the third academic term of 2022.

Merchandise

The AAC will provision each member with merchandise. Furthermore, the merchandise that has been left over from the previous term will be distributed throughout the institution in a practical manner that promotes the brand of the AAC.

This initiative has already started, and will run through until the end of the third academic term of 2022.

Employment Development Campaign

This was initially piloted by the Engineering Student Council of 2020/21 with success. At its core, the campaign involves the hiring of photographers to host a 'photo day', where students can have professional photos taken for free.