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**Third Term Report of the
Secretary-General**

T S P

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1. Introduction:

This is the term report of the Secretary-General of the Tygerberg Student Parliament written in accordance with the Student Constitution and Student Parliament Constitution of the University of Stellenbosch.

2. First Term:

I was elected on the 21 of January 2021. This was definitely a challenge as the new year had already begun, and planning, arrangements and goals had to be set rather quickly – as we had already lost time.

In the first term my main goal was to arrange for the acquisition of the uniform for the Tygerberg Student Parliament Executive committee. I had been in constant back-and-forth communication with Mrs Lewis from the Maties shop as well as Ms Yolanda Myoli from student governance, over a period of approximately 3 months. This process had taken a bit longer than expected due to several logistical issues, but this had all been sorted out and currently we patiently await as our uniform has entered the production process.

2.1. Tygerberg Student Parliament acquisition of uniform:

The acquisition of uniform for the Tygerberg student parliament had turned out to be a rather lengthy process.

I had started off designing the uniform myself, from scratch as well as searching for the appropriate material and supplies. I had also requested embroidery quotes from *Embroidery Works*, based in Bellville.

It was later brought to my attention that the Maties Shop would ultimately be the best avenue to work through, and so my 3-month long communication with Mrs Lewis, Assistant Buyer at the Maties shop, commenced.

Altogether, 4 sets of uniform items were successfully ordered, namely: men's and women's blazers; men's and women's formal shirts; men's and women's golf shirts; and name badges for each member of the Tygerberg Student Parliament executive committee. Currently we patiently await as production has ensued.

2.2. Team building "Get to know each other":

Once my term had commenced, I had stated that I would like to host a team building session with the Tygerberg Student Parliament Executive Committee, to enhance the sense of cohesion among us and ultimately ensure a positive atmosphere amongst the team. However, as I had noticed throughout the process of acquiring uniform for the TSP executive committee, the process of acquiring funds is a rather challenging and long process. However, as I had made a point of allocating funds for this in the budget of the Secretary-General, I will be sure to work on this in the upcoming term.

2.3. Co-curricular application:

I was appointed to be on the Co-curricular task team along with Ms Executive Treasurer, Silindokuhle Chonco, as well as Mr Speaker Lukhanyo Ngamlana and his selected [main campus] Student Parliament members. Mr Speaker Andre Pillay, later, also joined the task team for additional support. Progress has been quite slow as it has proven to be challenging considering the physical distance between Main campus and Tygerberg campus and all of the logistical issues that come along with that - i.e. a lack of physical meetings/sessions. Microsoft Teams meetings are a form of communication that has been used, but it is ultimately much inferior to the old-fashioned physical meetings, in which a much more hands on, brainstorming interaction is able to take place – which is exactly what this co-curricular application needs, in my opinion.

Furthermore, in a statement to Mr Speaker Pillay, made on the 20th of April 2021, I had announced my withdrawal from the co-curricular task team. This statement can be viewed in Addendum A.

Mr Deputy Speaker, Asanda Mnyandu, had since taken over in my place.

2.4. Record of minutes and all important Tygerberg Student Parliament documents:

As per the Constitution, I, as Secretary-General of the Tygerberg Student Parliament Executive Committee, have been recording the minutes of all TSPEC meetings. These, as well as all other important TSP documents, such as the various quotations for the TSPEC uniform, have been uploaded onto the TSP drive.

2.5. Resignation from TSPEC:

On the 6th of May 2021, I received a letter of resignation from Ms Executive-Treasurer, Silindokuhle Chonco. At this point in time, we as a committee are yet to decide on whether the position will be readvertised and filled. The letter of resignation can be found in Addendum B.

3. Second Term:

My 2nd term was a rather successful one, but it did not come without challenges. I completed all of my goals except for the team building. This will be elaborated upon below.

3.1 TSPEC uniform:

On the 4th of June, the Speaker, Mr Andre Pillay and I travelled to the Maties shop in Stellenbosch to collect our TSP uniform. We made use of the university vehicle which had been booked on behalf of us by a member of the Student Governance team, Ms Yolanda Myoli.

I had soon thereafter also proceeded to place a new order for TSP uniform – a winter edition. I had initially wanted Kway jackets for the team, and white scarves. This however proved to be difficult as to our knowledge Cape Union Mart was not registered on the university system – TeraTerms – for payment; and the process of registering them was too tedious and time consuming. With regards to the scarves, Mrs Lewis from the Maties shop could not find a supplier for us, largely due to the fact that that we as the TSP executive committee are such a small number of people (four), and hence the suppliers were not too eager to help us. Thus, we had settled for hoodies being the TSP winter item. The winter uniform has been ready for collection at the Maties shop since the 22nd of July, however finding a suitable time to dedicate an afternoon to collect it has since proven to be a struggle due to our inflexible academic timetable and clinical rotations in hospital.

3.2 Team building:

The point of team building had largely been taken over by our Deputy Speaker, Mr Asanda Mnyandu. We as a committee had agreed upon Robben Island as an appropriate destination especially due to its political significance. Mr Mnyandu had managed to secure the necessary quotations for us; however, the team building has since had to be postponed until further notice due to the lack of response from the side of Robben Island.

3.3 Resignation of Speaker:

On the 4th of August 2021, the committee received notification of the resignation of Mr Andre Pillay, the Speaker of the Tygerberg Student Parliament. The committee has since agreed that we would split the work and duties among ourselves in order to ensure adequate completion thereof.

3.4 Record of minutes and all important Tygerberg Student Parliament documents:

As per the Constitution, I, as Secretary-General of the Tygerberg Student Parliament Executive Committee, have been recording the minutes of all TSPEC meetings. These, as well as all other important TSP documents, such as the various quotations for the TSPEC uniform, have been uploaded onto the TSP drive.

4. Third Term:

My 3rd term was a successful one. We were pushed for time and so had to complete our goals within a short space of time. The completed tasks will be elaborated upon below

4.1 TSP photoshoot:

On the 3rd of September 2021, I had contacted the photography company by the name of Curate, to start arrangements for the official TSP executive committee photoshoot. I had decided to use this specific photography company as we had heard excellent reviews and comments about their service via the Stellenbosch Student Parliament executive committee members; and they were already registered on TeraTerms so that was an added benefit as time was not on our side. After several emails and communication with Mr Mpanza from Student Governance, the photoshoot eventually took place on the 16th of September 2021, at the Rooiplein, in Stellenbosch. The Speaker, Mr Andre Pillay had booked the university car via Mr Mpanza, which the committee had used to travel to- and from the location. The official TSP photoshoot is something I had not originally planned for, but we as a committee had decided that it would be of great importance for the TSP to have professional photographs taken of us. These photographs have since been uploaded onto the TSP social media platforms and have contributed to the branding of the TSP and consequently helped to increase awareness of the TSP presence on campus and among the Tygerberg Student Union. This was also an excellent way to utilise our budget.

4.2 TSP Merchandise – end-of-term order:

On the 3rd of September 2021, I had started communication with Mrs Denielle Lewis from the Maties shop Stellenbosch, for the placement of the final TSP merchandise order. This would also serve as a farewell gift for the committee members. I had placed the order of:

- Cashmere jerseys,
- Softshell jackets,
- Laptop bags, and
- Vacuum flasks.

The above were branded with the TSP logo where possible, and thus will continue to serve as good publicity and branding for the TSP organisation in- and around campus, as well as among the Tygerberg Student Union. The items were well received and collected from the Maties shop Stellenbosch on the 1st of October 2021.

4.3 Team building:

The execution of the original team building session I had planned for the TSP executive committee was faced with several delays and challenges – due to the fact that our executive treasurer had taken a while to try getting on her feet with regards to treasurer’s training. She had eventually resigned and therefore the TSP was left without a treasurer; as a result, we could not process any payments. It was decided to postpone the team building until further notice. Once we as the TSP had figured out a way to process payments (through Mr Mpanza from Student Governance) we had decided to rather convert the team building session into a combination team building and farewell function. The organization of this event was then handed over to the Deputy Speaker, Mr Asanda Mnyandu.

4.4 Record of minutes and all important Tygerberg Student Parliament documents:

As per the Constitution, I, as Secretary-General of the Tygerberg Student Parliament Executive Committee, have been recording the minutes of all TSPEC meetings. These, as well as all other important TSP documents, such as the quotations for the TSPEC merchandise and photography session, have been uploaded onto the TSP drive.

5. Goals for next term:

My main aim for the following term is to help ensure a smooth transition/handover to the new TSP executive committee. I aim to do this through creating a short document with various important contact numbers and email addresses of people the incoming committee members may need in order to organize certain tasks, functions or events. I will also include short instructions/explanations/advice for executing these tasks. This is something our committee lacked – we had to learn everything from scratch, hence the several delays and hurdles we were faced with in the beginning – This proved to be quite frustrating and I do not want the incoming committee to experience that as well.

6. Conclusion:

In conclusion, I would like to mention that the main goal I had set for myself and the mandates given to me by the Student Parliament Constitution were achieved during this past term.

7. Addendum A:



Statement issued by:
Tarryn Mercia Pangel

Secretary-General
Tygerberg Student Parliament
2020/2021

Date: 2021/04/20

Dear Mr Speaker

Firstly, this letter serves to notify you of my inability to attend the scheduled *Application for Academic Transcript recognition* meeting taking place on Thursday the 22nd of April 2021, from 3:30 PM - 4:15 PM. Even though this is the day before our End-of-Block test, we were notified this morning that our firm (Thursday Firm) will not be excused from our "On-Call" duties.

Furthermore, I hereby would like to announce my withdrawal from the Application for Academic Transcript recognition team. This decision was not taken lightly and comes upon review of several intrinsic and extrinsic factors. I will, however, be more than willing to informally assist the team in any way possible.

If a replacement is needed, my best recommendation for this would be to appoint Mr Deputy Speaker Asanda Mnyandu; if not, I have no doubt that yourself and Ms Executive-Treasurer Silindokuhle Chonco, will fulfil the role adequately alongside Speaker Lukhanyo Ngamlana.

I wish you all of the best with this endeavour.

Faithfully

Tarryn Mercia Pangel
Secretary-General
Tygerberg Student Parliament
2020/2021



8. Addendum B:



06 May 2021

RE:Letter of resignation

Dear Secretary General

I, Silindokuhle Chonco, executive treasurer of the Tygerberg Student Parliament, hereby announce my resignation from the Committee.

It is not a decision that I have taken lightly however I have come to the conclusion that upon taking this leadership position, I have been neglecting my academics. I will forward all the necessary documents to the newly appointed treasurer.

Yours sincerely

Silindokuhle Nondumiso Chonco

Treasurer

Tygerberg Student Parliament

2020/2021



9. Addendum C:



**Statement issued by:
Andre Mckyle Pillay**

**Speaker/ Chairperson
Tygerberg Student Parliament
2020/2021**

Date: 04 August 2021

Re . Resignation from TSP

Dear TSPEC ,

Please find herewith my resignation from the TSP . This is a decision that has not been taken easily – however has to be done since I am running for the upcoming TSR and due to the difference in dates in commencement of terms of office , one cannot hold both positions .

I would like to thank the committee for working with me during this term and ensuring tasks are done in the benefit of the TSU . I would also like to wish them well for the remaining of their term .

Thank you and Well Wishes ,

Andre Mckyle Pillay

