

## **REPORT OF THE INSTITUTIONAL FORUM 2009**

The Institutional Forum (IF) is an advisory body that, in terms of the Higher Education Act (Section 31(1) of Act 101 of 1997), advises the University Council on policy matters, including the execution of the provisions of the above-mentioned act and national policy on higher education.

The activities of the IF consist of meetings during which their advice to Council is considered, as well as discussions between the executive committee of the IF and the management team of the University. The members of the IF are divided into three task groups, namely on Diversity and Equity, on Institutional Planning and on Institutional Culture. The task groups investigate specific matters that are assigned to them and then report to the IF.

### **Composition**

The Institutional Forum consists of 28 members, seven from each of the following four sectors: the governance sector, the staff sector, the student sector and the community sector.

The election procedure for members of the IF was changed during the period under review so that University staff could participate across a broad front in the election of members for the new term of office of the IF.

### **Report on activities**

In the year under review the IF firstly provided advice on the following matters in the form of formal reports to the University Council:

#### ***Proposed policies***

The IF studied and approved the proposed policy, Disciplinary Code for Students of Stellenbosch University, although a few amendments were proposed for consideration.

The proposed policy, **Policy for Costing and Pricing of Research and Research-related Contracts**, was also studied by the IF and approved without amendments.

#### ***Appointment of the Vice-Rector: Community Interaction and Personnel and the Dean of the Faculty of Theology***

In accordance with the University's Rules of Procedure Regarding the Appointment of a Rector and Vice-Rectors, as well as its Rules of Procedure for the Appointment of Full-time Deans, the IF appointed representatives to take part in the process of considering the suitability for appointment of the candidates concerned and selecting a preferred candidate for each post.

Secondly, it also is the responsibility of the IF to investigate specific matters that are related to the IF's mandate and to comment on them as a critical discussion partner of the Management of the University. In the light of this role, an in-depth discussion was held with the Rector on the proposals for the University's Vision 2015.

A number of experts were invited to inform the IF on specific aspects:

- Prof Jan Botha (Senior Director: Institutional Research and Planning) and Ms Junay Adams (Assistant Director: Quality Assurance) did a presentation on the

progress being made with the University's Quality Assurance Plan in response to the institutional audit by the Higher Education Quality Committee in 2005.

- Mr Jerome Slammat (Director: Community Interaction) held discussions with the members of the IF on the Memorandum of Understanding that was drawn up between the Rector of the University and the Mayor of Stellenbosch.
- Prof Gerhard Lubbe (Dean of the Faculty of Law) informed the IF of considerations that apply regarding the proposed amendment to the Statute of the University.
- Dr Ludolph Botha (Senior Director: Academic Support) and Mr Pieter Kloppers (Manager: Student Housing) submitted the proposals of the Task Team for the **Promotion of the Integration of PSO Students in Learning-Living Communities** to the IF.

Finally, two members represented the IF on the Language Committee and the Welcoming and Monitoring Work Group and reported on the activities of the committees concerned on a regular basis.

### **In conclusion**

During 2009, the IF tried to be a forum where matters could be discussed that are related to its mandate. The chairperson participated in a national dialogue on the **Review of Institutional Forums** that was undertaken by the Department of Higher Education and Training. The Report of the Ministerial Committee on Transformation and Social Cohesion in Higher Education was distributed to the IF members.

The IF can make a meaningful contribution to discussions relating to the functioning of the University within the relevant legislative framework. Everyone is invited to bring any matter concerning policy, culture or planning at the University to the attention of the IF for discussion.

Dr Le Roux van der Westhuizen  
Chairperson: Institutional Forum