|  |  |
| --- | --- |
| **Name and Surname:**  | Yanga Keva  |
| **Position**  | Chairperson: Societies Council  |
| **Subject:**  | *First term report: Sept-Nov 2019*  |
| **Email:**  | *yanga@sun.ac.za*  |



Contents

[Constitutional Responsibilities 3](#_Toc12195)

[Portfolio Overview 3](#_Toc12196)

[Committees / Task Teams 4](#_Toc12197)

[Institutional 4](#_Toc12198)

[Budget Overview 4](#_Toc12199)

[Term Overview 4](#_Toc12200)

[Chairper on repor 5](#_Toc12201)

[The State of Council 13](#_Toc12202)

[Plans for Next Academic Term 22](#_Toc12203)

[Important Contacts 22](#_Toc12204)

# Constitutional Responsibilities

*Student Constitution*

S88(1) states that the duties of the Societies Council is to represent the interests of all recognised student societies and that of student societies of the university of Stellenbosch, in that capacity on the SRC and all other structures.

*Societies Council*

S15(1) states that the chairperson of the Societies Council is responsible for representing the interests of all societies and the Societies Council on the SRC.

# Portfolio Overview

1. *The SRC*

The Socie ie Co ncil ha a manda e o be he repre en a i e bod of he all den ocie ie , i con rib e o he general den e perience hro gh ppor ing den ocie ie and enco raging den o par icipa e in

 ac i i ie hich enhance he den e perience.

1. *S ellenb ch Uni e i*

The ocie ie Co ncil ha a d al manda e, he fir being ha of repre en ing den ocie ie on camp, he econd being a r c re for con l a ion be een den leader . Thi in rn en re ha den ocie ie become an enriching pla form for all den

1. *S h Af ica*

S den organi a ion ha e al a been a pillar of o h African higher in i ion of learning. From o r pre-democra ic era, den organi a ion ere he main dri ing force in he r ggle again he inj ice of he ime, i i from i hin den organi a ion ha formidable leader ch a S e e Biko ere born. In ha regard e en in po democrac So h Africa den organi a ion con in e o be force of po i i e change, he her one agree i h heir ac ic or no , he role and infl ence of den ocie ie in he change e ha e

 i ne ed in he higher ed ca ion phere can ne er be do n pla ed.

# Committees / Task Teams

## Institutional

Honoraria review committee

The mandate of the committee is:

x Re ie he e i ing honoraria g ide of he ni er i . x En re ha all nece ar pda e and amendmen o he g ideline are made x En re ha he g ideline align i h he in i ion financial polic x En re mechani m hich ill enco rage compliance i h he g ideline x Crea e a doc men hich i compreheni e and coheren . x Pre en a repor o den affair

# Budget Overview

NO BUDGET ALLOCATED AT THIS POINT

# Term Overview

As chairperson of the Societies Council I have a dual mandate of representing societies and also managing the affairs of the societies Council as such my term overview will consist of two parts;

1. The Chairper on repor - hi highligh m erm in regard o m repre en a i e and managerial performance.
2. The a e of Co ncil repor - hi highligh all he ac i i ie hich ha e aken place i hin he ocie ie Co ncil nder m direc ion.

## Chairper on repor

**Prologue**

The Societies Council executive is constitutionally mandated to ensure that tne Societies Council is operational and that the needs of Societies are catered for. In that regard the Societies Council executive operates under the supervision of the Chairperson, who is also mandated to represent societies on the Student Representative Council. This report seeks to highlight the progress thus far in the fulfilment of the above-mentioned responsibilities.

**Background**

My election took place on 13th August 2019, following which I was informed of the rotten state in which the Council found itself, it had an embarrassing lack of structure, policies, executive coherence and discipline (the perfect combination for a disaster). I was further informed that an audit of Societies Council revealed the true nature and extent of the rot in the system, further a task team had been set up to try and establish workable solutions to the numerous problems which had been flagged in the audit report.

Upon further inspection I became aware that the audit report had prescribed deadlines by which the highlighted problems needed to have been resolved, to my surprise, despite the task team having been formed; none of the highlighted issues had been resolved, nor had the Council been informed of the situation it found itself in. I, however, have to commend the hard work of the task team which compiled a very comprehensive report which proposed solutions for EACH of the highlighted problems, the suggested solutions, however, could not be implemented as an executive committee had not been formed yet.

**Projects**

My term began on the first day of the fourth term, below is a reflection on some of the activities which I have supervised in an effort to restore the council to its former glory:

***Executive appointments***

The process for the appointment of executive members which was followed was in terms of s12(2) of the Societies Council constitution, of which the following members were appointed in the result:

x Nomzamo Buthelezi- Vice Chairperson x Ntando Mncube- Treasurer x Tebogo Mphahlele- Registrar

The position of Secretary remained vacant as no one had been appointed. At the first executive meeting with the above-mentioned executive members the issue was thoroughly discussed. The executive considered that the vacancy needed to be urgently filled and as the constitution did not prescribe a way forward the executive resolved to co-opt a person into the executive, the process which was followed may be found in the minutes of the meeting. In the result; Ms Nabeelah Abrahams was coopted into the executive. ***Role redistribution***

One of the many challenges which the previous executive faced was the numerous vacancies in their executive committee, as a result many duties were reshuffled amongst the executive members which remained at the time. While this may have ensured that certain duties continue to be fulfilled the unintended consequence was that it created a culture of chaos and a lack of accountability, my first task was to restore the responsibilities of each member to the constitutionally mandated office for the fulfilment of those responsibilities. The office of the Secretary was given an additional responsibility; i.e. social media.

***Task teams***

Following an analysis of the dire situation which Societies Council was in I determined that it would be best to form task teams to provide solutions to the problems which the council faced, the formation of task teams would ensure:

1. The solution includes the input of societies.
2. The burden on the executive was relieved as they could share the work with a team
3. The leadership apathy in the council which is a major contributor to the stagnation would be resolved as we would extract capable leaders and give them a responsibility in this rebuilding project.
4. That we groom capable leaders who will take over the role of executive after the term of the current executive ends.

In the result each executive member was given the task of forming task teams relevant to their responsibilities. The task teams will remain under the supervision of the Vice Chairperson of the Societies Council.

***Code of Conduct***

I noted that there was a lack of discipline in the council, after much consideration and with support of the general task team it was determined that a code of conduct for the Societies Council should be adopted. In order to ensure this, I submitted a motion to the previous executive of the Council to amend the Constitution so that it may provide for the mandatory adoption and compliance with the Code of Conduct. After Council adopted the constitutional amendments I drafted and tabled the Code of Conduct which was subsequently adopted by the Council.

***Disciplinary action***

Upon commencement of my term I inherited a resolution from the previous council which resolved to pass a motion in terms of s38 of the Societies Council constitution, which ensured that certain society should be discipled. The matter was determined by the disciplinary committee which proposed an appropriate sanction, the sanction was adopted by the executive and the society was thus disciplined.

**Student Parliament**

S57 of the Student Constitution came into effect on the 1st of September, this provision had a major impact on the Council. The executive had to fend off numerous attempts by Student Parliament which in our opinion wanted to violate the autonomy of the Council. In the result the Council appointed the 19 members of student parliament who would serve as representatives of the council to Student parliament.

**Societies Leadership Workshop**

Personal experience, the recommendation of the task team and student governance highlighted the need to have a general Societies Council leadership training. The training would aim to equip newly elected society leaders with the necessary skills to fulfil their responsibilities. I delegated the organising of this training to the Registrar; the Training was a great success and the full report of that training is also available.

***Budget***

The inability of the SRC to have their internal elections has resulted in the Societies Council being unable to receive their SRC subsidy and thus plan for the year, however, a draft budget of over R 200 00,00 has been submitted to the executive for comment which I will table for adoption by the SRC. The budget is available for review.

***Executive training***

Another issue which I have identified was the lack of training for the Societies Council executive committee, I requested that the executive also receive training. The executive training was broken up into 2 phases with the second still to be conducted.

***Reregistration forms***

One of the many issues which was flagged by the audit was the societies council reregistration forms which needed to be reviewed. The forms were indeed reviewed and updated accordingly, further; all societies were required to fill out the new registration forms in order to reregister their society.

***Societies fair***

The Societies fair continues to be a very complex affair, upon commencement of my term I was made aware that there were numerous challenges with the fair namely:

1. The appropriate planning had not been done in preparation for the fair.
2. Due to a lack of planning the necessary documentation had not been submitted on time.
3. Due to many issues with the membership sign-ups student fees had refused to accept sign ups via the sign-up sheets thus there would be no signups during the fair.
4. The would-be new costs associated with having the fair which could not be reduced as they would pay for security and other safety preparations.
5. That certain societies would not be allowed to use certain substances during the fair.

Many of the above-mentioned issues are being currently resolved and further details will be found in my Societies fairs report which will be submitted next term.

***Task teams***

I am responsible for 2 task teams; the general task team and the PSO-Collaborations task team, both are in full operation and are governed in compliance with the code of conduct. I will report on the task teams in my term report in the first term in 2020.

***Summary of resolution***

I am constitutionally mandated to chair all meetings of the Council and executive committee, below is a list of the resolutions which were taken at the meetings which I chaired, most of the resolutions were carried out with a few currently being pursued.

x With regards to the audit report received, the following actions were taken:

* The creation of an audit process for membership sign-ups.
* Training for incoming society executives.
* Amending the constitution.

x A code of conduct was adopted to address disciplinary issues along with a disciplinary committee.

x Task teams were introduced for the following purposes:

* PSO-Societies Task Team: creating a network for collaboration with

PSO

* A Constitutional Review Committee: to review the constitution and provide recommendations.
* The Treasurers task team: assistance with the control of societies funds.
* A disciplinary committee: to address and manage the discipline of the Societies Council.
* Social Media Task Team: to modernize the Societies Council and the way it is run.

* Office Space Allocation Task Team: assist in effectively allocating offices to Societies.

***Remarks***

The previous term has allowed me to gain a fuller understanding of the task at hand and I have greater appreciation for the following lessons:

1. The rot in Societies Council is systemic and thus very difficult to correct.
2. The instability of the SRC is becoming a factor in the functioning of the executive.
3. Societies can at times be very inconsiderate, abusive and entitled, there needs to be proper communication about mutual respect.
4. Societies have not received any support and thus behave light ungovernable entities.

***Recommendations***

In the result the following will be considered by myself in the carrying out of my duties:

1. Greater communication with societies needs to be established.
2. The general task team must meet regularly in order to meet the deadlines which are outlined in the audit report.
3. Societies which continue to disregard the authority of the council must be disciplined.
4. Greater relations need to be established with student court and student parliament.

1. Greater supervision of the executive committee.

**Conclusion**

I assumed office over 2 months ago, there have been many challenges to my authority and vision for societies council, I will however analyse my performance in the last term and ensure that I focus on my missteps and correct any faults so that the final report I submit, may reflect the progress of the council.

## The State of Council

**Preface**

The Societies Council consists of the chairpersons of all registered societies on campus and a representative of a society which is appointed by the chairperson. , and together form a body of support and shared ideals. Societies play an important role on campus and make a great contribution to student's lives on campus. Societies provide an environment where students can meet new people that share similar interests or ideas and provide a "home away from home". Societies are a place to make friends for life and help create a balanced student lifestyle. The Societies Council Executive has the duty to ensure that it gives regular feedback on the progress of the Council, this report seeks to report on the progress of the Societies Council from the period starting 16th of September 2019 to 20th December 2019.

**Executive appointments**

The process for the appointment of executive members which was followed was in terms of s12(2) of the Societies Council constitution, of which the following members were appointed in the result:

x Nomzamo Buthelezi- Vice Chairperson x Ntando Mncube- Treasurer x Tebogo Mphahlele- Registrar

The position of Secretary remained vacant as no one had been appointed. At the first executive meeting with the above-mentioned executive members the issue was thoroughly discussed. The executive considered that the vacancy needed to be urgently filled and as the constitution did not prescribe a way forward the executive resolved to co-opt a person into the executive, the process which was followed may be found in the minutes of the meeting. In the result; Nabeelah Abrahams was coopted into the executive.

**Role redistribution**

One of the many challenges which the previous executive faced was the numerous vacancies in their executive committee, as a result many duties were reshuffled amongst the executive members which remained at the time. While this may have ensured that certain duties continue to be fulfilled the unintended consequence was that it created a culture of chaos and a lack of accountability, the first task was to restore the responsibilities of each member to the constitutionally mandated office for the fulfilment of those responsibilities. The office of the Secretary was given an additional responsibility; i.e. social media

**Term reports**

The Societies Council executive members 2019/2020, have submitted their term reports. The Council will receive Summaries of these reports, which will be tabled at the next Societies Council meeting.

**General task team**

Stellenbosch University conducted an Audit on some of its structures, one of which was societies council, the findings are damning and indicate that Societies Council needs some very radical changes. The system is outdated, unsecure and riddled with errors and a lack of accountability.

In response to these issues, a task team, which isreferred to as the general task team, was established by societies council for the purpose of finding solutions to the problems that were highlighted in the report. The report is highly confidential and not all details may be shared at this stage.

The Executive Committee has been working with the office of Student Governance to resolve the issues which have been highlighted. We have determined that some of the objectives are unachievable whilst some may take more time than was anticipated. The General Task team will table its report to the Council at the next Societies Council meeting.

**Council Meetings**

In the 4th term there were only 2 meetings of the Societies Council.

Held on:

x 23rd September primarily for the adoption of the constitutional amendment introducing a code of conduct.

x 2nd October for the adoption of the code of conduct.

The agenda for both meetings were prepared and distributed before the respective meetings. Both meetings were also used for the distribution of important information. Minutes of both meetings were recorded, approved and distributed within 5 (working) days after the respective meeting and are held by and accessible as both hard and soft copies.

An exception to the minutes of the meeting held on the 23rd of September, as it was declared insufficient and not approved.

**Summary of resolutions**

The Societies Council has had a total of 2 Societies Council Meetings below is a list of the resolutions which were taken at the meetings, most of the resolutions were carried out with a few currently being pursued.

x With regards to the audit report received, the following actions were taken:

* The creation of an audit process for membership sign-ups.
* Training for incoming society executives.
* Amending the constitution.

x A code of conduct was adopted to address disciplinary issues along with a disciplinary committee.

x Task teams were introduced for the following purposes:

* PSO-Societies Task Team: creating a network for collaboration with

PSO

* A Constitutional Review Committee: to review the constitution and provide recommendations.
* The Treasurers task team: assistance with the control of societies funds.
* A disciplinary committee: to address and manage the discipline of the Societies Council.
* Social Media Task Team: to modernize the Societies Council and the way it is run.
* Office Space Allocation Task Team: assist in effectively allocating offices to Societies.

**Constitution and Policy**

Earlier this year the student appeals court declared that the societies council constitution was at times ambiguous and even non-sensical, and in need of urgent amendment. It is the duty of this council to ensure that we amend our constitution in this regard.

A constitutional review task team was established, it is currently working on Amendments to the Societies Council Constitution, the Task Team will present its report and draft constitution in January 2020. `

The disciplinary subcommittee in collaboration with the constitutional review task team will determine procedures and rules of behaviour during Societies Council Meetings, these will be presented to the Council before the next council meeting.

In he rea rer end of erm repor here i a call for Socie ie Co ncil o be m ch stricter about the financial management within societies. In response to this the current

Trea rer ha form la ed a empla e o be ed for ocie ie b dge . F r her, he

Executive Committee has made it a mandatory requirement that budgets be submitted for enhanced monitoring and evaluation.

**Discipline**

Societies council has been faced with numerous disciplinary issues, unfortunately the executive was not equipped with proper policies which will provide it with the necessary processes to reaffirm its authority and return dignity to the council. In this regard the current executive has drafted a council code of conduct which ALL societies must subscribe to as a prerequisite for reregistration. `

Further, the Disciplinary subcommittee which was established is functional and has determined an appropriate sanction in a matter which was referred to it by the council. In the matter of the Former EFFSC Chairperson Mr Smith the Disciplinary subcommittee determined that a lifetime ban from further attending any Societies Council meeting was an appropriate sanction, further it determined that the Society would have a responsibility to ensure that they do not delegate said person to represent their society at any future Societies Council meetings, additionally no punitive sanctions were thrust upon the society, the executive committee consented to these findings and executed the recommendations of the Disciplinary subcommittee.

**Relevance**

Socie ie Co ncil i one of he bigge por folio in he SRC, ho e er i find er li le recognition on campus, many students are unaware of the existence and/or function of the council. In response to this the Council will increase its visibility on campus throughout the year, this includes initiatives such as Societies Week and societies fairs.

Following the above-mentioned assessment, the Societies Council has acquired the necessary resources for it to have its own stall at the Societies fair, these resources will be used throughout the year as a means of increasing the visibility of the Council.

Further, the Societies Council executive will attempt to broaden the footprint of the council during its two Societies fairs which will be bigger and greater than before, additionally we are in the planning process for Societies week which will be in the second academic term of 2020.

**Leadership development**

Another issue which was noted in both the end of term reports and the audit report was the lack of adequate training for society executives, in this regard the executive has resolved to increase the number of trainings such that there is adequate training. This was executed through the first Societies Council leadership development ork hop, he hree financial manger raining and he pcoming Socie ie Co ncil leadership training in January 2020.

**Societies fair**

The Societies fair continues to be a very complex affair, upon commencement of our term we were made aware that there were numerous challenges with the fair namely:

1. The appropriate planning had not been done in preparation for the fair.
2. Due to a lack of planning the necessary documentation had not been submitted on time.
3. Due to many issues with the membership sign-ups the student fees department had refused to accept sign ups via the sign-up sheets thus there would be no signups during the fair.
4. There would be new costs associated with having the fair which could not be reduced as they would pay for security and other safety preparations.
5. That certain societies would not be allowed to use certain substances during the fair.

Many of the above-mentioned issues have been resolved with a few challenges which we are currently working on.

**Registration**

Society re/registration began on the 19th of August 2019, it was determined that the re/registration period would close on the 18th of October 2019. An estimated 60 Societies met the minimum requirements for re/registration with numerous appeals submitted for reconsideration. After all the appeals were processed in accordance with the Societies Council Constitution. The total number of Currently registered member societies in the Council is 71.

One of the many issues which was flagged by the audit were the societies council reregistration forms which needed to be reviewed. The forms were indeed reviewed and updated accordingly, further; all societies were required to fill out the new registration forms in order to re/register their society.

Budget

The inability of the SRC to have their internal elections has resulted in the Societies Council being unable to receive their SRC subsidy and thus plan for the year, the Societies Council has had to use the remaining funds from the previous budget to finance the activities of the Council, this budget is also unfortunately not sufficient to carry the council past the societies fairs. However, a draft budget has been submitted to the executive which will be tabled for adoption by the SRC. The budget will be distributed to all societies once approved by the relevant structures.

**Student Parliament**

S57 of the Student Constitution came into effect on the 1st of September, this provision had a major impact on the Council. The executive had to intercept numerous attempts by Student Parliament which in our opinion wanted to violate the autonomy of the Council. The Council appointed the 19 members of student parliament who would serve as representatives of the council to Student parliament.

**Conclusion**

As the Executive committee we remain unshaken in our endeavour to overcome the challenge we face, and they are plenty and vary in steepness, however we will, through dedication and resilience overcome all of them, if we work together, serve together and grow together, we shall surely succeed together.

# Plans for Next Academic Term

In the following term I aim to:

x En re ha f r her raining for ocie leader ake place x En re ha Socie ie Fair ake place x En re ha he erifica ion of member hip ake place x En re he deadline for he a di recommenda ion are me

# Important Contacts

**A full list of all important contacts shall be given in both my handover file and the final report as chairperson.**

Submited by

Yanga Keva

Chairperson: Societies Council