



SRC 2020/2021 Annual Report

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Constitutional Responsibilities

The Vice-Chairperson shares the responsibility of the Chairperson of overseeing the Student Representative Council (“hereafter SRC”); and is responsible for the internal relations and discipline of the SRC.

Portfolio Overview

The main responsibility of the Vice-Chairperson of the SRC besides assisting the chairperson (Xola Njengele) in their duties is that of internal relations. The vice-chairperson maintains oversight over the progress made by members in their respective portfolios and is responsible for team building events which aims facilitate good working relationships between members.

Additionally, the Vice-Chair is responsible for maintaining discipline within the SRC and serves as the chairperson of the disciplinary committee, while also carrying the responsibility to appoint the managers, Disciplinary Committee, Electoral Committee and the Evaluation Panel of the SRC.

The position of Vice-Chairperson presents one with such an unique platform for engagement with both the SRC itself and the larger student community which has proven to be a wonderful opportunity to learn, plan and brainstorm alongside some of the best and brightest of campus.

Going forward I hope to utilise these platforms in order to promote the SRC’s culture of collaboration and to ensure that we as leader function optimally in order to effectively and fairly represent all students on all of our campuses.

South Africa Preamble of the Stellenbosch Student Constitution 2018 states: “We acknowledge our responsibility to participate in the democratic structures recognised by this Constitution. Subject to the provisions of the Constitution of the Republic of South Africa, the Higher Education Act, the Statute of Stellenbosch University and University regulations, we accept this as our binding Constitution.” The Vice-Chairperson’s role in leadership is part of the bigger picture to promote the founding values of the Constitution of the Republic of South Africa, 1996, namely human dignity, equality and freedom.

Committees / Task Teams

SRC Executive Committee:

The SRC Executive meets once a week to discuss ongoing developments within the SRC, to date we have had ten official executive committee meetings. The executive committee includes myself, Xola Njengele (Chairperson), Philip Visage (Financial Manager), Maki Kaseke (Student Wellness), Jarryd Luyt (AAC) and Eduard Zehrt.

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Disciplinary Committee

As the vice-chairperson, you are constitutionally mandated to elect a disciplinary committee and serve as the chairperson of that committee. The purpose of this structure is to oversee any disciplinary action that needs to be taken against SRC members in office for the term.

Members of the constitutionally elected committee for 2021 are as follow:

Philip Visage (SRC)

Janita van Zyl

Alice Mutyaba

Thamera Naicker

Institutional Forum (IF)

The Institutional Forum (IF) is one of the University's three main statutory bodies - the other two being the Council and the Senate. The IF of SU was initiated in August 1999 in accordance with the requirements of the Higher Education Act (Act 101 of 1997).

The functions and powers of the IF are laid down in section 31 of the Higher Education Act (Act 101 of 1997) as follows:

"(a) the IF must advise the Council on issues affecting the University, including–

- (i) the implementation of the Act and the national policy on higher education;
 - (ii) race and gender equity policies;
 - (iii) the selection of candidates for senior management positions;
 - (iv) codes of conduct, mediation and dispute resolution procedures; and
 - (v) the fostering of an institutional culture which promotes tolerance and respect for fundamental human rights and creates an appropriate environment for teaching, research and learning; and
- (b) the IF must perform such other functions as determined by the Council."

As a member of the SRC, I have been elected by the SRC to fill one of two SRC seats on the statutory body. There is one meeting each quarter for which it is the responsibility of the 24 IF members to advise on policy decisions that SU must make. Additionally, I was elected by the student sector of the IF to serve on the executive committee of the IF, my mission statement for this portfolio is as follow:

To ensure the effective representation of the student perspective in working towards the collective goals of the Institutional Forum as set out in Section 31 of the Higher Education Act. Accordingly, robust emphasis on

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fostering a positive institutional culture and the constructive collaboration between all sectors of the Institutional Forum.

Year Overview

Term I

Along with the election of the Disciplinary committee it is also a part of the vice-chairperson's duties to open the applications and appoint the SRC managers, these elections were the top priority of our first leadership term. After a discussion with the SRC executive applications for the following managerial portfolios were opened by sending a mass email to the students and by promoting it on various social media platforms.

Arts and Culture (KUKO)

Branding and Marketing

Sustainability

Safety and Security

Special Needs

Sport

Stellenbosch University International

Interviews were held in the week of the 5th of October 2021 and the managers were announced within the same week. Of the 15 applicants the following 7 members were welcomed as SRC Managers: Thiman Sotyato (Safety and Security), Luigia Nicholas (Special Needs), Rewaldo Carolus (KUKO), Sarah Kayembe (SU International), Almé Engelbrecht (Branding and Marketing), Precious Nhamo (Sustainability) and Khwezi Ndlovu (Sport).

In addition to the elections the first term was also used for a number of training sessions and general admin activities in order to get the team settled in. Our internal executive elections and statutory elections took place, I stood in as the Secretary General for our first meeting as the position had not yet been allocated. We were also able to have a small introductory team builder, set our vision and mission and order our blazers which was all part of the vice-chairperson position duties.

Term Timeline

23 August 2020 - SRC Election Announcement

3/ 4 September 2020 - Chair/Vice-Chair election

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5/ 6 September 2020 - Vice-Chair handover sessions with Wama

23 September 2020 - SRC Meeting #1

25 September 2020 - Executive meeting #1

29 September 2020 - Inauguration

1 October 2020 - Executive meeting #2

5 October 2020 - Executive meeting #3

12 October 2020 - Executive meeting #4

13 October 2020 - SRC Meeting #2

15 October 2020 - Institutional Forum meeting

19 October 2020 - Executive meeting #5

20 October 2020 - SRC Meeting #3

22 October 2020 - DisCo Meeting #1

26 October 2020 - Executive meeting #6

27 October 2020 - DisCo Meeting #2

30 October 2020 - DisCo Meeting #3

12 November 2020 - Executive meeting #7

10 December 2020 - Executive meeting #8

21 December 2020 - Executive meeting #9

11 January 2021 - Executive meeting #10

28 January 2021 - Institutional Forum meeting

Term 2

The first part of second leadership term for the SRC is characterised by projects and duties primarily related to the welcoming program. As a part of this it is important that the SRC is back on campus well before the newcomers as they need to be a part of the preparation and offer support to House Committees, Staff and any other parties that are directly involved in the welcoming period. By this time it is also important that the team is well acquainted and that the roles and duties of each portfolio

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is clear as it will help to ensure that the welcoming period runs smoothly and that each member of the team pulls their weight.

This year, due to the challenges that COVID-19 presented us with, the entire team had not yet gathered in person by the start of our second term. It was therefore necessary to host Team Builders and Check-Ins to bring our team together during this time. The vice-chairperson is responsible for coordinating these sessions and to ensure that the team returns in time, which I determined would be the 21st of February. In the period before the return of the SRC, our Chairperson and myself also decided to return early in order to clean the SRC office and set it up to be an organised space for the SRC. The office duty schedule was also up during this time, this was a duty shared by the SRC executive, as many parents, students and leaders come to the office for assistance.

The Vice-Chairperson takes on a number of administrative tasks in this term that ranges from assisting with marketing material for Welcoming and Open day to helping with other portfolio's projects, I organised the photos and introductory posters for the SRC and became part of the Register All campaign and the Transport Campaign. The SRC blazers and golf shirts also needs to be ordered well in advance so do get those sizes the previous year already otherwise the blazers and shirts will only arrive after welcoming. I also helped SASCO to organise accommodation for newcomers that did not have accommodation when they got to campus. I would suggest preparing for this as it is a problem that the SRC faces each year, Dr Choice's office will be able to assist with these plans.

Once the welcoming period has passed, it is important to ensure the plans are clear for the term and that the projects start running. Xola and I, had an individual meeting with each member to check in and see how they are doing and what their plans for the term are, this also aided me in planning the team building camp which took place in April. Once these meetings had taken place we could create a calendar for the events that were happening to ensure we were all up to date and could support each other's projects. In future I would like to see these calendars posted to our relevant platforms. As the member responsible for internal matters, project updates and any other administrative tasks to and from Student Governance is handled on a daily basis.

During this term, with the help of the executive, I created a comprehensive office guide as we experienced some challenges with the booking of the boardroom and the conference room as well as adherence to COVID-19 protocols. I have also been responsible for the SRC following COVID-19 protocols within the office as well as at SRC engagements such as those had on the Rooiplein, in the times we currently find ourselves it has become an important part of any event organised and one must be sure to liaise with university safety staff as they were able to provide assistance in this regard. This term also presented complaints that Disciplinary Committee had to investigate, these cases were, however, not escalated or referred. In this regard, I was also able to build up a relationship with Staff

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members that deal with University Discipline, a relationship that has been quite helpful as they offered advice and assisted in understanding internal process.

Term Timeline

SRC Executive Meeting #11 - 25th of January

SRC Executive Meeting #12 - 1st of February

SRC Meeting #4 - 2nd of February

SRC Meeting #5 - 17th of February

Check in meetings - 10th to 21st of February – Xola and myself had individual check in sessions with each member of the SRC. A report was generated for each member that guided us in check-ins and accountability.

SRC Executive Meeting #13 - 1st of March

SRC Meeting #6 - 3rd of March

Election Convenor Election - 10th -15th of March – Ms Francesca Visage & Ms Mosibudi Madkike was elected as the 2021 election convenors. Ms Madike resigned to registration difficulties shortly after her appointment.

Code of Conduct Workshop - 11th of March – SRC input was given into the process of the creation of a University wide Code Of Conduct.

SRC Meeting #7 (Emergency Meeting) - 11th of March

DisCo Meeting #5 - 15th of March

Team builder - 16th of March - Our first Team Builder was an informal fun activity. We had a Murder Mystery evening that was used as a bonding opportunity for the team.

SRC Meeting #8 -17th of March

SRC Executive Meeting #14 - 22nd of March

SRC Executive Meeting #15 - 26th of March

Team Building Camp - 26th – 28th of March - Our Team Building Camp took place over the last weekend in March. It included bonding sessions and strategic planning sessions. Our team also attended an event at the Military Academy over this weekend in order to show our support. The programme for this camp can be found in Annexure A.

SRC Executive Meeting #16 - 29th of March

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DisCo Meeting #6 - 30th of March

SRC Meeting #9 - 31st of March

SRC Executive Meeting #17 - 7th of April

SRC Meeting #10 - 14th of April

SRC Executive Meeting #18 - 19th of April

SRC Meeting #11 - 21st of April

SRC Executive Meeting #19 - 26th of April

SRC Executive Meeting #20 - 3rd of May

Institutional Forum Executive Meeting - 3rd of May

Institutional Forum Meeting - 11th of May

#Action4Inclusion Hike - 16th of May - #Action4Inclusion is a SU student funding initiative aimed at ensuring academic inclusion by settling outstanding study fees for students in need. As a part of the leadership & Development portfolio I assisted in organising a Hike up Coetzenburg.

Term 3

The third SRC term and second academic term is quite short as a large part of the term consists of the exam period and the time that we did have available was plagued with the uncertainty of increased lockdown levels. None the less, the term was still quite eventful as we piloted the position of office manager and had an exciting Leadership and Development conference the African Student Leadership Network (Umoja Summit). This initiative seeks to bring together student representative councils, student leaders and scholars in higher education across Africa to discuss pertinent issues affecting our continent. I worked closely with Mr. Anele Mdepa and Mr. Nico Elma and various other stakeholders to get this program off the ground. The vision for this project is as follow:

To prepare and empower the next generation of African young leaders to create equitable and prosperous communities.

To connect African young leaders with industry leaders to help solve challenges facing the continent in the 21 Century.

We collaborated with a number of other universities on this project.:

- Strathmore University (Kenya)
- University of Fort Hare

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- University of Lagos
- University of Namibia
- University of the Western Cape
- University of Johannesburg
- University of KwaZulu Natal

The first conference took place on the 10th and 11th of June. The topics for our first conference were as follow:

Student Governance best practices: a case study from African higher education institutions' student leaders.

- Digital divide: What does online learning mean for African universities?
- Student perspectives on the role of African Union in advancing student leadership on the African continent post Covid-19 pandemic.
- Ethical Leadership and Good Governance: What lessons can we learn from the members of the African Union in pursuing AU 2063 Goals?
- Modernizing student leadership in a truly African way by Africans for Africa underpinned by the philosophy and ethos of Ubuntu because 'you are because you are'.
- Technology and Innovation: the role of the African youth in driving socio-economic development in Africa.

Going forward I do hope that the next Leadership and Development portfolio holder will continue working with the Centre for Student Leadership, Experiential Education and Citizenship (CSLEEC), the International Office and Student Governance. This pilot programme was highly successful and has set a strong foundation for coming years to build upon.

For the Office Manager appointment process I wrote a proposal for the duties of the manager that fit in with the office guide that was subsequently approved by the SRC executive and then the greater SRC. I then sent out the applications on the 25th of May 2021. We received 14 applications. The process concluded on Wednesday the 9th of June after 3 rounds of interviews. Reuben Burger was our successful candidate. Reuben and I then worked together in a week-long induction process. Reuben has since been able to make great strides in the office and has done a wonderful job as office manager. In addition to these highlights I also dealt with the day to day admin. I set up meetings with the Head of Student discipline, the language policy review and the residence placement policy task teams respectively as well as with members of CSLEEC and Student Governance etc. in order to facilitate conversations between the various management structures and the SRC.

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Term Timeline

SRC Residence Placement Policy Consultation – 19th of May

Student Governance Consultations with SRC – 24th to 28th of May

Training with the office for Student Discipline – 27th of May

SRC Executive Meeting #21 – 24th of May

SRC Meeting #12 - 26th of May

SRC Executive Meeting #22 – 31st of May

SRC Executive Meeting #23 – 7th of June

SRC Meeting #13 – 9th of June

SRC Office Manager Interviews – 3rd to 8th of June

USKOF Meeting – 9th of June

Umoja Summit – 10th and 11th of June

SRC Executive Meeting #24 – 14th of June

Institutional Forum Special Sitting for the appointment of the Dean FMHS – 25th of June

Institutional Forum Executive meeting – 26th of July

Institutional Forum Meeting – 2nd of August

Term 4

There is still a great deal yet to happen this term. As the vice-chairperson I am involved with organising the Rectors Awards, the End of Year function and the final engagement between the incoming and outgoing teams. These events are still in the process of being planned. As for the Leadership and Development portfolio, we have set up a SharePoint with a number of resources for soon to be graduates, leaders and any SU student. This project will officially launch on the 1st of October. Additionally, I have been working with CSLEEC on the Leadership Summit for Aspiring Leaders. I was a part of the planning committee as well as a Moderator on the day. It is a wonderful platform for upcoming and established leaders and it was a great privilege to be a part of this project.

Term Timeline

SRC Executive Meeting #25 – 26th of July

SRC Meeting #14 – 18th of August

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SRC Feedback Forum – 19th of August

SRC Executive Meeting #26 – 23rd of August

SRC Executive Meeting #27 – 30th of August

SRC Meeting #15 – 2nd of September

SRC Executive Meeting #28 – 6th of September

Leadership Summit for Aspiring Leaders – 11th of September

Budget

Budget & Reasoning

My expenditure this year has been heavily subsidised by other departments or alternative SRC funding. Our main team builder was paid for out of our general cost centre and graciously subsidised by Ms Tonia Overmeyer's office. As for our Leadership and Development projects, CSLEEC, Student Governance along with the International Office were the main contributors which allowed for my initial budget to be reallocated. The budget that is still left in my cost centre is therefor only for our closing functions and final engagements. It is subsequently, difficult to create a clear picture of what this happened this year solely from a budget and is something that needs to be considered when setting up the budget for next year. Additional considerations need to be made for

Expenditure so far

Leadership & Development

Leadership and Develo		R1 000,00
<u>Discretionary Funds- Leadership & Development</u>		<u>R200,00</u>
Discretionary Funds	R200,00	R200,00
<u>Online Training</u>		<u>R800,00</u>
Speakers	R800,00	R800,00

Vice-Chairperson

Vice-Chairperson		R20 322,63
<u>DisCo Training</u>		<u>R2 500,00</u>
Venue	R750,00	R750,00
Refreshments	R1 000,00	R1 000,00
Speaker Gifts	R250,00	R250,00
Speakers	R500,00	R500,00
<u>Discretionary Fund- Vice</u>		<u>R1 387,24</u>
Discretionary Funds	R1 800,00	R412,76
<u>Internal Relations</u>		<u>R1 360,00</u>
Report Check-ins	R1 360,00	R1 360,00

Wednesday, 15 September 2021

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	Budgeted Amount	Amount Spent	Amount available
<u>Printing</u>			<u>R0,00</u>
General	R240,00	R240,00	R0,00
Vision & Mission	R0,00		R0,00
<u>Team Builder 1</u>			<u>R10 700,00</u>
Food & Beverages	R4 000,00		R4 000,00
Additional Resources	R2 000,00		R2 000,00
Transport	R1 200,00		R1 200,00
Venue	R3 500,00		R3 500,00
<u>Team Builder 2</u>			<u>R5 250,00</u>
Venue	R1 250,00		R1 250,00
Transport	R1 000,00		R1 000,00
Food & Beverages	R3 000,00		R3 000,00
<u>Team Morale Booster</u>			<u>-R874,61</u>
Transport	R1 000,00	R1 339,75	-R339,75
Food & Drinks	R2 750,00	R3 284,86	-R534,86

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Recommendations to improve portfolio

This is a section that I would like to elaborate on in my handover report.

Important Contacts

Executive	Hebbon	Xola Njengele	Chairperson	xn@sun.ac.za	Law	Stellenbosch	Council, ICBC, Honorary Degrees Committee
Executive	Shehler	Kira Alberts	Vice-Chairperson and Leadership & Development	kca@sun.ac.za	Art & Social Sciences	Stellenbosch	Institutional Forum, USKOF, Student Affairs Selection Committee (SASC)
Executive	Hebbon	Eduard Zehrt	Secretary General and Communications Officer	zehrt@sun.ac.za	AgriScience	Stellenbosch	
Executive	Hebbon	Philip Visage	Financial Manager	pvisage@sun.ac.za	Law/Economic & Management	Stellenbosch	Senate, Quality Committee, Naming Committee
Executive	Hebbon	Jarryd Luyt	Academic Affairs Council Chairperson	luyt@sun.ac.za	Engineering	Stellenbosch	Senate, Quality Committee, Academic Planning Committee
Executive	Shehler	Makabongwe Kaseke	Student Wellness	maki@sun.ac.za	Medicine & Health Sciences	Tygerberg	Bursaries and Loans, Senate
Green/Member	Shehler	Ayesha Abou-Zeid	Womxn & Queer Empowerment	ayshaabouzeid@sun.ac.za	Medicine & Health Sciences	Tygerberg	Council
Green/Member	Shehler	Gina Sibanda	Student Financial Access	gina23@sun.ac.za	Economic & Management Science	Stellenbosch	Bursaries and Loans
Green/Member	Hebbon	Unathi Ngumbela	Social Impact	unathi@sun.ac.za	Art & Social Sciences	Stellenbosch	Social Impact, MGD, Student Fees
Green/Member	Shehler	Vive Kobokana	Transformation	viwek@sun.ac.za	Science	Stellenbosch	Institutional Forum
Executive	Shehler	Leoné Wilkinson	Prim Committee Chairperson	wilkinson@sun.ac.za	Education	Stellenbosch	Senate
Executive	Hebbon	Joshua Eva	Prim Committee Vice-Chairperson	dawa@sun.ac.za	Economic & Management Science	Stellenbosch	
Executive	Shehler	Kristin Arends	Tygerberg Student Representative Council Chairperson	turchair@sun.ac.za	Medicine & Health Sciences	Tygerberg	
Executive	Hebbon	Avumile Finza	Military Academy Chairperson	finza@sun.ac.za	Military Sciences	Saldanha	
Executive	Hebbon	Masixole Ndamandam	Senior Prim Committee Chairperson	masixolen@sun.ac.za	Art & Social Sciences	Stellenbosch	
Executive	Shehler	Nomzamo Buthelezi	Societies Council Chairperson and Policy Officer	shenge@sun.ac.za	Science	Stellenbosch	
Manager	Shehler	Almé Engelbrecht	Branding & Marketing	srchrading@sun.ac.za	Engineering	Stellenbosch	
Manager	Shehler	Thimna Sotyato	Safety & Security	studentsafety@sun.ac.za	Medicine & Health Sciences	Tygerberg	
Manager	Hebbon	Rewaldo Carolus	KuKo	srcculture@sun.ac.za	AgriScience	Stellenbosch	
Manager	Shehler	Precious Nhamo	Sustainability	sustainability@sun.ac.za	Economic & Management Science	Stellenbosch	
Manager	Hebbon	Khwezi Ndlovu	Sport	srsport@sun.ac.za	Economic & Management Science	Stellenbosch	
Manager	Shehler	Lutiga Nicholas	Special Needs	specincceds@sun.ac.za	Law	Stellenbosch	
Manager	Shehler	Sarah Kayembe	SU International	srsai@sun.ac.za	Medicine & Health Sciences	Tygerberg	USKOF

Staff Contact Details

Anele Mdepa (Student Governance Manager): anelemdepa@sun.ac.za

Thulani Hlatswayo (Student Governance): thulanis@sun.ac.za

Sharine Dowries (Student Governance Administration): sharine@sun.ac.za

Brandon Como (Risk Management): como@sun.ac.za

Tonia Overmeyer (Dean of Students): toniaovermeyer@sun.ac.za

Felicia Van Rooi (Head of Student Discipline): feliciavr@sun.ac.za

Audrey Poole (PA of Director of Student Affairs): audreyp@sun.ac.za

Prof Bradley Slade (Law Department, Public Law): bvslade@sun.ac.za

Prof Minka Woermann (Philosophy Department): minka@sun.ac.za

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Annexure A

Time	Activity	Facilitator	Topic/Goal
26 March: Day One			
<i>Leave from campus 16:00</i>			
18:00-18:30	Arrive & Settle In	N/A	SRC can find allocated rooms and settle in
18:30- 19:00	Ice Breaker	SRC Vice-Chairperson	
19:10 – 21:00	Braai	Oceanis Restaurant	'Circle Session' and Highlighting Expectations and goals for the camp
21:10- 22:30	Informal Team Building Session	SRC Vice-Chairperson	Bridge Building Activity
27 March: Day Two			
07:30- 09:00	Beach Games	SRC Vice-Chairperson	Fun Team Bonding activities
09:00-10:20	Breakfast	Oceanis Restaurant	
10:30- 12:00	Session #1	SRC Vice-Chairperson	Personality Tests & Team Dynamics
12:00-13:30	Session #2	SRC Chairperson	Whiteboard session <ul style="list-style-type: none"> - How do we work together? - How can we do better
13:50- 16:00	Session #3	SRC	Presentations <ul style="list-style-type: none"> - Fun and Interactive Presentations On their portfolio, goals and projects
16:00-17:00	Dinner	Brauhaus Restaurant	
<i>Leave for MilAc 17:00</i>			
28 March: Day Three			
08:00 – 09:30	Breakfast	Oceanis Restaurant	
<i>Leave for Campus 10:00</i>			

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