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| **Portfolio:** | Vice-Chairperson |
| **Subject:** | First Term 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 Vice-Chair is responsible for the internal relations of the SRC. The Vice-Chair is responsible for maintaining discipline within the SRC and is the chairperson of the disciplinary committee by virtue of their office.

The Vice-Chair also maintains oversight over the progress made by members in their respective portfolios. The Vice-Chair is responsible for team building events during the year to facilitate good working relationships between members.

The Vice-Chair is responsible for the appointment of the managers, Disciplinary Committee, Electoral Committee and the Evaluation Panel of the SRC.

In Stellenbosch University The position of Vice-Chair offers a unique platform for engagement in student leadership meetings and events. As much as the Vice-Chair is responsible for the internal workings of the SRC, I have enjoyed the opportunity the platform has provided me as I have been invited to be involved in assisting and planning alongside various residence leadership bodies across all our campuses and now I know more of our students on a first name. This is a good platform to promote the SRC’s culture of collaboration by being directly involved in the student community.

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**

**Institutional**  
**Institutional Forum (IF):** This forum advises the University of Stellenbosch on policy decisions taken by the university. Preparation is paramount, as meetings happen only four times a year, and are dense with information and decision. Preparing the agenda for the meeting well in advance is an important responsibility of the member to be able to make an informed vote.

**Senate:** Oversees academic and research functions of the university. Accounts to the Council.

**Other Committees / Task Teams**  
**SRC Executive:** The SRC Executive meets once a week to discuss ongoing developments within the SRC. The Committee also meets with RMT (Rectorate Management Team) to discuss the work that the SRC has planned for the term. The committee also decides on the allocation of portfolios within the SRC.

**Disciplinary Committee:** Oversees any disciplinary action needing to be taken against SRC members in office for the term.

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**Budget Overview**

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| **EVENT NAME** | **EXPENSE BREAK DOWN** | **EXPENSE TOTAL** |
| Team Building:   * Guest Speaker * Laser Tag * Breakfast * Lunch * Travel | Guest Speaker: R2400 (flights and transport to Stellenbosch)  Laser Tag: (R50 x 23)  Breakfast: (platters Spar: R550+R240+300)  Lunch: (R50 x 23)  Travel: R600 (MilAc Student Captain)  Shuttle to Grandwest: R1500  Figo to Grandwest: R400 | R2400  R1150  R1090  R1150  R600  R1500  R400  Total: R8290 |
| Team Recharge: (Post June vac)   * Travel * Food | Shuttle: R1500  Figo: R400  Food: R1500 | R3400 |
| Administration Assistant:   * March * June * August | March: R1000  June: R1000  August: R1000 | R3000 |
| Transport:   * Weekly meetings | R400 x 39 (approximate no. weeks) | R15600 |
| General Office   * Admin * Office Key | Admin: R500  Office Key: R1000 | R1500 |
| Pitch it to your SRC:   * 5 Prizes | Each prize (R2000x5) | R10 000 |
| Sex Talk by Tygerberg x2   * Avanza * Food * Beverages | * R800x2 * R2000x2 * R500x2 | R6600 |
| TOTAL ESTIMATE: |  | R48390 |

**Term Overview**

**17 January: MILAC Welcoming support** I travelled to Saldanha Bay to support Thembakazi (the SRC Chair on that side) during their welcoming week. I got to see an amazing show which their new comers had prepared per tradition. It was great to see how well their new comers were adjusting to the campus and it was more fulfilling to get to support Thembakazi physically, as I had promised in my caucuses that I wanted to bridge the gap between all our campuses. I also got to identify many areas which Thembakazi needs the SRC’s support in and am working with her to find solutions.

**21-31 January: Register All Campaign** The SRC alongside students who volunteer to assist new comers during the registration process in various ways throughout the period and even after. I was in the working group responsible for providing food to the volunteers throughout registration. I also got to help students at Tygerberg campus who had any questions and needed assistance throughout registration. One thing that stood out was how poorly supported the Tygerberg students were during the register all period. The SRC and the registration volunteers were very focused on our Stellenbosch campus and I can only imagine how terribly supported MILAC must have felt. There are many areas of improvement that I identified during this period which I aim to help implement for Tygerberg and MILAC next year.

**30 January: Institutional Forum (“IF”)** This is one of the core functions of the SRC to represent students at IF, according to section 21(2)(c) of the Student Constitution.. The information discussed at the meeting is confidential.

**5 February: Kerkenberg House Meeting** I attended the residence house meeting to share information to students about who and what the SRC is and how we will support them throughout the year. I did this because the SRC tends to be a foreign concept to Tygerberg students and I wanted to change that perception in 2020.

**10 February: Huis Francie House Meeting** I attended the residence house meeting to share information to students about who and what the SRC is and how we will support them throughout the year. I did this because the SRC tends to be a foreign concept to Tygerberg students and I wanted to change that perception in 2020

**15 February: Mr And Miss Academy Judging** I was invited to form part of the judging panel at the MILAC in Saldanha Bay. I had lots of fun and also got to use the opportunity to engage further with Thembakazi on our plans to support MILAC practically in 2020 and the future.

**18 February: Hippokrates House Meeting** I attended the residence house meeting to share information to students about who and what the SRC is and how we will support them throughout the year. I did this because the SRC tends to be a foreign concept to Tygerberg students and I wanted to change that perception in 2020

**20 February: Code of Conduct** I compiled the Code of conduct for 2020 which I then asked the team to edit. The Code was voted in at an SRC meeting in March.

**2 March – 4 March: Managers appointment process:** Together with various SRC members forming the panels for the interviews, I facilitated the appointment of the managers. Application forms were sent out to all students, after which the applicants were interviewed and selected**.**

**The managerial positions this year are as follows:**

Arts and Culture (KUKO)  
Branding and Marketing  
Sustainability  
Safety  
Special Needs  
Sport  
Stellenbosch University International  
Women Empowerment

**6 March: Election Convenors Appointment process:** Together with various SRC members forming the panels for the interviews, I facilitated the appointment of the election convenors. Application forms were sent out to all students, after which the applicants were interviewed and selected.

**21 March: Disciplinary Committee appointment** Before appointing the disciplinary committee, the SRC must first adopt a Code of Conduct according to section 29 the Student Constitution, 2018. In collaboration with the Policy Officer, we revised the Code of Conduct which was adopted in an official SRC meeting. I appointed the disciplinary panel for the interviews, which I formed part of. Applications for the Disciplinary Committee were sent out to all students. Candidates were shortlisted by the disciplinary panel and invited for interviews. Interviews were held and three non-SRC students were appointed by the disciplinary panel.

**20 March: Attended an online Senate meeting.** The meeting was insightful considering the unprecedented time we find ourselves in with Covid-19 and the lockdown.

**21 March: Team building postponement** I had planned for a team builder in this time which then had to be postponed due to Covid-19 shutdown.

**24 March: Budget Review** I assisted the exec in reviewing the budget draft presented to the SRC.

**(Continuous) SRC Executive:** As stated above, this committee met once a week to oversee SRC planning and allocated portfolios to SRC members. The committee also met with the Rectorate Management Team.

**(Continuous) SRC Check Ups:** I check in with all SRC members and provide each member with a tip/article that I feel will help them on their leadership journey such as “practical ways to handle stress”

**Plans for Next Academic Term**

* Team building: guest speaker for a component that will get the team focused on vision and a practical component (laser tag) that will require teamwork to be demonstrated.
* Leadership Monthly: Showcase a leadership role or 2 every month. Make information readily available on what the roles are and what they entail.
* Pitch it to the SRC: 5 student led initiatives will be funded R2000 start-up money after interview process. Initiative must directly benefit student body.
* Financial Budgeting Talk with Grad Wealth (tax, advisors, etc)
* Revise role of Monitors in o-week, make them more long term
* SU Leads (Blazer Culture, Food security, Surviving O-week, Accommodation, crisis management, demeaning O-week practises)
* Get a new food vendor/convenience shop at Tygerberg Campus
* Assist with MilAc IT: WiFi
* Organise a sex ed talk for Stellies and Milac by Tygerberg

**Recommendations for Portfolio Improvement**

Consider opening up a Accountability commitee who will specifically focus on the fulfilment of SRC embers YEAR PLANS and not just their constitutional obligations.

Learn to support SRC members and managers in their own projects, without taking over the work, but rather enabling them to achieve success within their portfolio. Include managers in the daily working of the SRC.

**Important Contacts**

**Anele Mdepa (Student Governance Manager):** [**anelemdepa@sun.ac.za**](mailto:anelemdepa@sun.ac.za)

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