

University of Pretoria  
Student Representative Council 2017/18

YEARLY REPORT

*Drafted by: Mr Kutlwano Mositi  
In his capacity as: Deputy Secretary*



Name: Kutlwano Mositi		Portfolio: Deputy Secretary		Time Frame: September 2017 – December 2018
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy)
<b>SRC Meetings</b>	Continuous	<p>SRC Meetings are held every week where pertinent issues are discussed.</p> <p>My role in this regard is to assist the SRC Secretary, and we currently have a system where both of us take minutes in meetings to ensure that meeting points are accurately captured.</p>	Ongoing until December 2018.	<p>Members should be punctual for the attendance of meetings.</p> <p>Members should exercise high discipline during meetings.</p> <p>Members should be willing to hear the opinions of other members instead of trying to grandstand.</p> <p>Members should submit agenda points on time, so that secretaries can send them out on time to improve efficiency.</p>
SRC Executive Committee Member	Continuous	Alongside the SRC President, Deputy President, Secretary and Treasurer, we form an Executive Committee.	On-going until December 2018.	The Executive Committee took the approach of handling the SRC's urgent business-related activities on an online platform.

		<p>The Executive Committee oversees the day to day running of the SRC where the SRC is not in session.</p> <p>All decisions taken by the Executive Committee was ratified / discussed in the subsequent SRC meeting where the SRC was in session.</p>		<p>I am of the view that physical engagements need to take place on a bi-weekly basis to ensure that the SRC Executive operates effectively.</p> <p>The Executive Committee should be in charge of ensuring that the SRC POA is still intact and the goals contained therein should be executed as planned.</p> <p>The office of the Secretary should be able to <i>recommend</i> to the administrative officer in charge for SRC honorarium payments when the need to deduct payments should members fail to fulfil their mandates as per their respective POA's.</p>
Various Ad Hoc meetings	Continuous	<p>The SRC Executive Committee is regularly invited to ad hoc meetings with the DSA and various members of the University Management.</p> <p>I attended the meetings as per invite and tendered apologies to meetings where I could not attend. It should be noted that I could not attend the meetings I tendered apologies for, based on my academical commitments clashing with meetings.</p>	Ongoing until December	<p>The SRC should receive meeting minutes and agenda of the meeting prior to the actual meeting, to allow for fruitful engagement.</p> <p>The SRC Executive Committee should be informed a week prior to the meeting to ensure that all points on the agenda have been discussed and that the executive committee does not just take decisions on their own accord. This ensures effective accountability.</p> <p>The SRC should have quarterly meetings with the entire executive management, to ensure that all aspects of problems brought forward by the SRC are adequately addressed and captured accurately with the proper University Executive member responsible portfolio.</p>

General Office Administration	Continuous	<p>I have attended all my office hours where I have dealt with student issues that relate to residence placements, academics etc.</p> <p>I remain committed to serve the broader student body and welcome all students to continue making use of the SRC to act on their behalf in matters where they are unable to do so themselves.</p> <p>I have further assisted the SRC in the drafting and release of SRC related issues which needed to be addressed to students.</p>	Success.	<p>The SRC Secretary and the SRC Deputy Secretary should strive to work together as they occupy the same office.</p> <p>They should share responsibilities and it should not just be a situation where the SRC Deputy Secretary <i>works</i> when the Secretary is unavailable.</p> <p>The Office of the SRC Secretary should strive to ensure that members attend to their emails, office hours and other matters which require members to fulfill their service to students.</p>
SRC Help Desk	09 Jan – 26 Jan 2018	The Purpose of the helpdesk was to assist new applicants, who had not applied during the 2017 application stage, it was to assist senior students with various matters affecting them, inter alia, residence cases, financial exclusions and academic exclusions.	<p>Success:</p> <p>My role in the helpdesk was to assist with residence placements, where I approximately assisted 106 students to date and the enrolment of first years.</p> <p>I have also made contacts with Studios@Burnett Group, where NSFAS students were offered discounted prices to live in their residences.</p>	<p>More resources needed at the Help desks such as: printer, computer, the time at the help desk should have been extended.</p> <p>A lot of students who were not registered could not get onto campus to be assisted by the SRC, and the matter of residences should be concluded at the end of the previous years, to ensure that more students are afforded enough time to make alternative arrangements.</p> <p>The SRC Deputy Secretary-Elect should strive to maintain the relationships the office of the Deputy Secretary has fostered with private accommodation stakeholders. These include: Studios@Burnett, Hatfield Studios and South Point.</p>

UP Welcoming Day	January 2018	The SRC attended both welcoming day sessions where we were introduced by the SRC President to the first-year students.	Success	The SRC President, or any person they elect to speak on behalf of the SRC at the welcoming day should be placed in the front bench. This is because such person represents students on the congregation and should be recognized as such.
University Senate	September 2017 – December 2018.	Senate is the highest academic decision body at the University.  I was elected to serve the interests of students at senate meetings.  The meeting in September served as the last meeting of the year and amongst other matters that were discussed, we were allowed to vote for Honourary qualifications that were to be conferred to well know individuals in South Africa.  In June 2018, amongst other items discussed at the meeting was some Faculties language policy and the complete implantation that is set to commence in 2019.	Success	SRC Members who represent students at senate and its sub committees should be informed in advance to ensure that members plan their academics accordingly.
Institutional Forum	September – December 2018	The institutional forum is a body that advises council on matters that affect the university.  In my role as a student leader, together with the SRC delegation was able to raise the transformational issues that are currently taking place at the Onderstepoort campus.	Success	SRC Members need to prepare for Institutional forum meetings well in advance in order to represent their constituency in the best possible manner.  Amongst other things, the SRC and IF played an important role in the implementation of the Anti-Discrimination Policy, which is set to be approved by senate in due course.



		<p>needs which are <i>inter alia</i> registration fees, demilitarisation of campus and exclusions.</p> <p>The meeting could not continue due to procedural irregularities, which the SRC Executive waived and proceeded with the meeting nonetheless. Student concerns were minuted and action to a certain extent has been taken as a result of the resolution taken by the students.</p>		<p>The incoming SRC <i>should consider</i> amending the CSG provisions that pertain to the attendance of SRC Executive Members at mass meetings being compulsory. I am of the view that should <i>exceptional circumstances</i> arise, the meeting should be able to proceed.</p> <p>The outgoing office of the Secretary should attempt and familiarize the incoming members of the office of the secretary with all procedures that are associated with the planning and organisation of mass meetings.</p> <p>The office of the Secretary should <i>progressively</i> attempt to hold mass meetings on all external campuses on a quarterly basis. This ensures that the SRC remains serving students and keeps in touch with all student related matters.</p>
External Campus Mass Meetings	Ongoing	<p>The SRC resolved to have mass meetings on all campuses of the University to ensure that all grievances from the various campuses are addressed.</p> <p>My role is to assist the SRC Secretary in minuting and organizing the meetings.</p>	Failure	<p>The procedure has to be laid out completely in the CSG, so students are made aware of what happens after the 200 signatures have been submitted to the SRC Secretary.</p> <p>The SRC should also commence with this initiative as early as possible from the commencement of the academic year. The more meetings that are held on an annual basis, the better.</p>
Food Drive	October 2017	<p>The SRC together with the faculty houses ran a food drive to collect non-perishable food items for hungry students on campus. The food was handed over to the DSA for distribution</p>	Success	<p>None, I am of the view that the project was carried out well by Phindile and happy that more students were fed during the November 2017 examination period.</p>

		of any student who needed food during the examination period.		
Food Drive (The Return)	April – May 2018.	<p>I was requested by the SRC food committee to assist in the collection of food donations.</p> <p>I was tasked as group leader for the fields block BC, and I'm pleased to say the project went well.</p>	Success	The SRC food committee should try and have such initiatives on a monthly basis so that more students can be fed.
CSG Amendments	March – April 2018	<p>The Deputy President called a meeting with the entire SRC and the Constitutional Tribunal. Two meetings took place before all amendments were finalized.</p> <p>I was tasked with perfecting the final version of the amended CSG for council's approval.</p>	Success	<p>The SRC urgently needs to establish a ClickUP tab, where we can reach as many registered students as possible.</p> <p>The SRC needs to host workshops during the amendment process, where students can engage the SRC on sections / parts of the CSG which students find problematic. This process should commence as soon as the year begin, so as to ensure that amendments are duly adopted at the March council setting.</p> <p>The DSA's involvement should be very limited in regards to the amendment of the CSG as this would hamper the process in that the SRC's views could be suppressed and hampers the autonomy of the SRC, who is mandated to represent the rights of students at such platforms.</p> <p>The amendments should first be distributed to students prior to it serving at the University Council Meeting. This recommendation ensures that student views are captured accurately.</p>

				Lastly, I am of the view that the SRC should not forward any amendment proposed by the SRC to the University Management. The amendments should only serve and be engaged in at duly constituted University Council meetings. This assures the separation of powers element is fulfilled with and ensures that the SRC retains its autonomy.
General Queries	September 2017 – December 2018	<p>I have assisted the office of societies in by representing him at a founders meeting. I also assisting him in editing the societies policy that was submitted to the university executive.</p> <p>I also assisted the office of the President with drafting various statements and communique.</p> <p>I also visited the Onderstepoort campus during the October recess as part of the SRC delegation that was requested to intervene in the transformation projects that were proposed by the then Dean: Veterinary Sciences.</p> <p>All students who sought assistance from the SRC and approached my office were assisted to the best of my abilities. This includes but not limited to: academic queries, residence placements.</p>	Pending	None.
STUKU STEP IT UP	2-3 May 2018.	The SRC Student Culture had requested that my office participate in Step-it UP as a judge for the preliminary stages of the event.	Success	The SRC is grateful for the restructuring of SERRIE to make it a more transformative event.



				<p>STUKU and Residence House Committees should aim to involve more students of colour in the near future, by advocating for a placement policy that will cater for more students of colour.</p> <p>I am of the view that residence placement policy should be reviewed, and placement should occur based on circumstances and the distance from the student's family home.</p>
UP Spring & Autumn Graduations	April – May 2018.  September 2018.	The SRC is tasked with conferring academic honorary colours to academically deserving students who have obtained their respective qualifications with distinction.	Success	<p>The SRC should be able to recognize all students who have obtained their qualification. The current system in my view is very exclusionary in my view and it makes it seem as if the SRC members are exclusionary, therefore a complete transformation of this system.</p> <p>The SRC should be seated in front and should be able to congratulate all students who have obtained their qualification(s) whilst also acknowledging those who have obtained their qualification(s) with distinction.</p>
2 <sup>nd</sup> Quarter Student Forum	16 May 2018.	The student forum is a constitutional meeting that ought to take place every quarter and serves as a mechanism for the student body to hold the SRC accountable. The forum remains the responsibility of the deputy secretary for all administrative requirements and the organizing of the forum.	Success	<p>The students co-operated with the procedure that was drafted by the SRC and Constitutional Tribunal, which led to the success of the sitting.</p> <p>This was the first successful student forum ever since 2015.</p>
Study Finance Queries	January, February; July 2018	I have assisted the SRC member for study aid applications, following him granting me permission to do so.	Success	The SRC needs to urgently fundraise, so students can be assisted with meal allowances, textbooks, rent and tuition fees.

3 <sup>rd</sup> Quarter Student Forum	22 August 2018	The student forum is a constitutional meeting that ought to take place every quarter and serves as a mechanism for the student body to hold the SRC accountable. The forum remains the responsibility of the deputy secretary for all administrative requirements and the organizing of the forum.	Failure	<p>The student forum had to be postponed and later cancelled due to procedural irregularities. These irregularities consist of the late delivery of posters by Tuks Print due to the SRC Electoral processes.</p> <p>There was quite a number of SRC members who <i>failed</i> to submit their quarterly reports, which <i>would have</i> rendered the sitting <i>useless</i> because the basis of the sitting is to hold the very same members who <i>failed</i> to submit quarterly reports accountable.</p> <p>The SRC Deputy Secretary-Elect <i>should</i> consider placing penalties on members who fail to comply with this constitutional requirement. This measure <i>should be</i> implemented with the SRC Internal Disciplinary Committee.</p>
Monitoring Office Hours	August 2018	Following complaints received from the student body, my office has been and will continue improving the service delivery that can be delivered by the SRC, as our term ends on the 31 <sup>st</sup> December 2018 at 23:59.	Failure	The SRC Disciplinary Committee <i>should consider</i> placing sanctions on members who fail to observe their office hours, this includes members who have not placed their office hours outside their offices. This should not be condoned going forward.
Supporting Sub Structures	September 2017 – December 2018	I was invited to attend various events of the SRC Substructures and various TuksSport matches.	Success	They should continue hosting their events in the manner they have been thus far.
Pardoning of Suspended and Expelled Students	October 2018	Following the national call by the EFFSC to pardon all fees must fall activists. Following a request by the EFFSCUP Deputy Secretary, I had made the suggestion to the SRC, which was adopted as a resolution and the SRC	Ongoing	The SRC Deputy Secretary-Elect should give a progress report of the applications received by his office.

	President-Elect had assured the outgoing SRC of their commitment to continue forward with the initiative.		
--	---	--	--

I, Kutlwano Mositi, in my capacity as the SRC Deputy Secretary hereby confirm the contents of this report as a true reflection of the action(s)/activities(s) that were completed during my SRC Term of Office for the 2018 Academic Year.



Kutlwano Mositi  
SRC Deputy Secretary 2018

25 September 2018

Date