



Second Quarter Student Representative Council Report



Date Published: 10 July 2020

Task Team:	Period	Members of Task team (name and portfolio).	Actions taken by task team	Impact/outcome
Laptop Committee	22 April-present (beginning of the UP Laptop Loan initiative)	1. Bianca Robinson-Facilities, Safety and Security 2. Nyasha Chinembiri-STUKU 3. Ryan Haines-Secretary 4. Hannah le Roux-Societies	The Laptop Committee was established to assist students in applying and receiving laptops as well as appealing unsuccessful applications. Furthermore, the task team is responsible for dealing with ConnectU/connection queries as well as assisting with the UP data initiative applications and complaints. The Laptop Committee dealt with the above mentioned tasks in the following ways:	
			1. The laptop committee broadcasted the dates of laptop applications, the process of applying as well as shared the communication that	The outcome of this was that through the laptop committee, we ensured transparency and communication to students-alleviating the possibility of students being unaware about the

			<p>was sent out via UP Gmail accounts on various platforms (i.e. group chats, social media etc.) Members of the Laptop Committee together with other members of the SRC also compiled their own list of laptop applications that was sent to management.</p>	<p>initiative and thus missing a fair chance at applying. The team also assisted students in completing the application if there was any confusion as well as gave full disclosure of what the process of the initiative was (i.e. including time frames, delivery information as well as how to keep updated with your application status. The SRC laptop application list allowed for some students to be provided with a device as their need was recognised by the SRC, if not by their faculty.</p>
	06 May - 07 May.		<p>2. The Laptop Committee assisted TukSport (Mr Steven Ball) and their athletes in applying for their Laptops as well as querying their applications with Prof Mosia and the UP laptop initiative team.</p>	<p>Because of the constant communication between TukSport and the laptop committee, as well as members involved in the UP laptop initiative team, TukSport managed to start a laptop initiative of their own- enabling them to ensure their athletes received devices.</p>
	12 May.		<p>3. The Laptop Committee met with the COO as well as with Mr Xolani Hadebe to discuss the technical issues that were faced by students when using the ConnectU link. The complaints by students</p>	<p>The outcome of this meeting ensured that as a task team we were able to assist students in their technical challenges as we were given a substantiated amount of information. We also opened the line of communication with Mr Hadebe and his team</p>

			were sent to members of the task team to be compiled and presented.	which allowed all queries to be dealt with faster.
	23 May.		<p>4. The Laptop Committee received a number of complaints from students regarding the insurance fee of the laptop (R9000). The team presented this to the COO and were given a full breakdown/description of all costs. This information was then at our disposal and shared with students.</p>	The outcome of this action was that clarity was provided to the SRC as well as to students which ensured transparency. The laptop committee were also given knowledge on the process of damaging/losing a device which was explained to students as a precautionary measure.
	28 May		<p>5. The Student Representative Council (through the Office of the SRC Secretary) forwarded a letter to the Executive expressing grievances with the criteria applied during the Laptop Project which was (1) not properly communicated to the SRC; and (2) both unfair and</p>	The Vice Principal for Student Affairs and Residences responded adequately to the letter (in a timely manner) and undertook to raise the matter with the relevant team responsible for the application of the criteria. The majority of the students disadvantaged by the criteria were successful in their appeals and were consequently assisted with devices.

			unreasonable to many students.	
	01 June – present.		<p>6. The Laptop Committee started compiling a full FAQ based on all of the information provided to us during the quarter. Once we have included all new information received this FAQ will be made public to students.</p>	The outcome of the FAQ was firstly for the laptop committee to keep tab on all meetings and information received throughout the course of the task team's existence. Once shared with students the FAQ will provide information to students who may not have been aware of certain issues.
	04 June.		<p>7. The Laptop Committee together with the SRC president attending an introductory meeting with IT services (Student Support) in order to discuss IT-related issues that students have been facing.</p>	The outcome of this meeting was that IT services were made familiar with the SRC as well as student needs as in the past it was not done.
	05 June.		<p>8. The Laptop Committee met with IT services for a follow up session in which documents were presented and later on shared to the committee for the use of students. These documents included</p>	The outcome of these documents being shared with students meant that students were enabled to set up their devices (loaned or in a personal capacity) with the correct software at no cost. This assisted students in being able to fulfil their academic obligations.

			how to set up your UP Gmail as well as Microsoft office 365.	
	10 June & 17 June		<p>9. The SRC Secretary was designated to serve on the Laptop Appeals Committee (chaired by the Registrar) to consider all appeals in terms of the Laptop Project. The committee sat on two occasions (10 & 17 June respectively) to work through appeals.</p>	Majority of the appeals were successful, and the process was executed in a fair manner. The Secretary ensured that the rest of the SRC, particularly the Laptop Task Team was kept in the loop with the sittings and the outcomes of the process.
	13 June – present.		<p>10. The Laptop Task Team has been forwarding the particulars of students with connectivity issues, as well as those in possession of online learning devices who wish to either cancel delivery or return devices to Rikus Delport, Director of Institutional Advancement</p>	Processes are being implemented to facilitate the cancelation and return of online learning devices.

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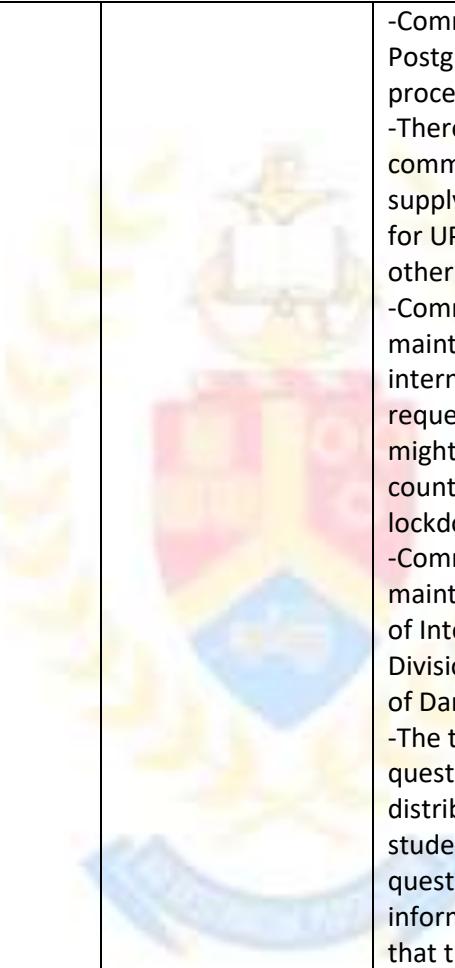
	23 June.		<p>11. The Laptop Committee met with UP management to discuss the issues around laptop appeals as well as the data initiative. The task team presented management with the queries students faced as well as those who received no communication at all and lastly the challenges students had with applying for/receiving data.</p>	
	02 July.		<p>12. The Laptop Committee met with IT services for another student support discussion. The meeting was set up to address the technical issues students are facing and mitigation strategies as exams are fast approaching. IT services also used the platform to share certain information with task team members with regard</p>	

			to surviving online exams.	
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Task Team:	Period	Members of Task team (name and portfolio).	Actions taken by task team	Impact/outcome
Marketing, Media & Communications Task Team	April -July	Lerato Ndlovu- Deputy Secretary Gerald Mokwena – Marketing, Media & Communications Bianca Robinson - Facilities, Safety & Security Lemogang Mochoari - Day Students and External Campus Affairs	The task team managed all social media platforms and managed to share every important messages and information to all social media platforms. The ongoing processes of encountering students through emails, live videos, and social media direct messages. The task team shared information to assist during the lockdown such as mobile data allocation information, laptop applications and any other enquiries.	Vital information was reached to most students and they were able to interact with the SRC through social media platforms direct messages. The awareness of the laptop applications and data applications were in full capacity within days of the release of information. The task team managed to regulate the huge traffic that was happening on the direct messages of all out social media platforms and made sure that every matter is being fully attended.

		Sibo Chamane - Residences 2 Thulaganyo Kola- Study Finances Nyasha Chinembiriri- Student Culture	Students were given an opportunity to take a video of them and post about how lockdown is treating them as well as their daily lockdown routine using the hashtag #BestLockdownChallenge Students would be requested to send a video of them in any activity that they were doing during lockdown. The winners stand a chance to win mobile data. The MMC task team advertised this.	Students participated in this challenge.
			With the move to Online learning the SRC moved fully online. This taskteam has been holding consultations with students on different media platforms	The team split over the different social media platforms to ensure the effective functioning of the SRC online.
			Assisting library services in advertising new library system	
			Live Q and A with students on our different social media platforms	Students participated and engaged. This helped to shed light on what students are experiencing through this lockdown period. Furthermore students got assistance with different queries they had.

Task Team:	Period	Members of Task team (name and portfolio).	Actions taken by task team	Further recommendations on the action taken
Postgraduate & International Students	April-June	-Lindani Mgoduwa (Postgraduate & International Students) -Mpho Mehlamakhulu (Deputy President) -Nyasha Chinembiri (Student Culture)	-Provide Academic support to International students. -Maintain dialogue with International students' societal bodies. -Maintain communication with International students regarding Covid19 status level and regulations in South Africa -Communicate of open Bursaries and Scholarship for both International Students and Postgraduate.	-This taskteam recognises the need to have more International students financial aid and is still in communication with relevant stakeholders. -International Students will be permitted to return in the country according to Home Affairs Minister lockdown regulations recommendations. -Student are encouraged to apply for all open Postgraduate programmes within the University.

		 The logo of the University of Pretoria, featuring a shield with a blue base containing a white diamond and a yellow cross, flanked by two red vertical bars. Above the shield is a golden helmet with a plumed crest. A blue ribbon banner at the bottom bears the text "SRC 2018".	<ul style="list-style-type: none">-Communication of Postgraduate Application process.-There has been communication with and supply of application forms for UP Master Card, NRF and other open bursaries.-Communication has been maintained with regards to international students requesting to return as might their respective countries have eased on lockdown travel regulation.-Communication has been maintained with the offices of International Cooperation Division under the leadership of Danny Bokaba-The team also drew up a questionnaire that was distributed to international students. The purpose of the questionnaire was to collect information on the struggles that these students are facing. The questionnaire helped aid the assistance international students received.	
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Task Team:	Period	Members of Task team (name and portfolio).	Actions taken by task team	Impact/outcome
Solidarity Fund: Admin Team Vetting Task Team	17 April 2020 -	David Kabwa - President Mpho Mehломакulu - Deputy President Lerato Ndlovu - Deputy Secretary Shaheen Deonarian - Treasurer Lorrainga Mothokwa - Academics 1 Namatai Ruswa - Academics 2 Nyasha Chinembiri – Student Culture	<p>Formation of Solidarity Fund aimed at assisting day-students and international students with issues they have been facing during the lockdown.</p> <p>The Fund is made up of SRC funds and donations from Faculty House Committees.</p> <p>To make sure that funds are not misused and are accounted for, there is a critical vetting process that takes place, looking at every application background and suitability.</p> <p>Main requests on to the fund was for groceries. The fund is mainly giving out grocery store vouchers to students.</p>	<p>Upon collaboration with the Day and Faculty Houses, we were able to identify a group of students who:</p> <p>a.) Have no interventions in place to assist with the extra strains imposed by the lockdown, specifically for day students and international students who cannot be assisted by the Tuks Res Solidarity Fund, nor the UP Solidarity Fund.</p> <p>b.) Interventions that are in place are not sufficient.</p> <p>With consultation with UP Financial Aid as well as Miss Bhaviksha Ramouthar of the SNAPP office, we identified priority students as well as the method to vett and assist the students that would eventually be identified as successful applicants.</p>

			A detailed report on the whole solidarity fund has been drafted and will be published at a later stage.	
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Task Team:	Period	Members of Task team (name and portfolio).	Actions taken by task team	Impact/outcome
Academics	18 April 2020	Lorrainga Mothokwa - Academics 1 Namatai Ruswa - Academics 2 Lemogang Mochoari - Day Students and External Campus Affairs Thabisile Mtshali - Transformation and Student Success Lindani Mgoduka - Postgraduate and international Students Affairs	Since the initiation of the lockdown, there have been many students who have been facing academic issues. Some of these issues have been a bit extraordinary and as such, we have been collaborating to find the best possible way to solve these issues so that students can focus on their academics and perform optimally. Some of these issues included and are not limited to, lack of learning materials, immense pressure and incapability to concentrate and function optimally, fear of failure and exclusions etc. We liaised with class reps, as the first point of contact between students and lecturers and advised them how to best deal with issues they are facing.	Minutes taken and outcome is to communicate and address issues that stemmed from the subcouncil meeting with the Executive.

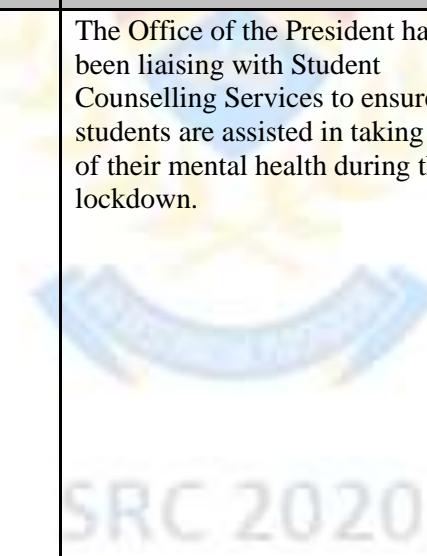
			<p>We organised a meeting with the Academic-Sub Council (which consists of all the 9 faculty house chairs) to address the Memorandum of Academic Concerns as well as to assess what other issues the different faculties have been facing.</p>	
07 June 2020	<p>Bianca Robinson - Facilities, Safety & Security Lorrainga Mothokwa - Academics 1 Lara Thom - Residences 1 Lemogang Mochoari - Day Students and External Campus Affairs Hannah Le Roux - Societies</p>	<p>We constructed the Memorandum of Academic Concerns which was submitted to Prof Duncan as well as the Deputy Deans: Teaching and Learning from the 9 faculties. The memo contained issues raised to us by students concerning exams, exclusions, learning materials and promotion marks.</p>	<p>We received a consolidated response from the Executive.</p>	



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Name:David Kabwa		Portfolio: President	Month: March-June	
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
Meetings with the University Executive	Ongoing	The SRC has had regular meetings with the University Executive where issues pertaining to the Student Body were raised. These issues are reflected in the memorandum of concerns that were raised to the Executive.	<ul style="list-style-type: none"> • The Laptop Project which is ongoing to assist students with devices • A Laptop Appeals Committee attended by the SRC Secretary • Issues pertaining to the Connect link were brought to the attention of the Executive • An additional intervention pertaining to connectivity in the form of an option for students to apply for data • A second round of data applications • DESA amending students' service indicators to reflect the status of students' application for devices 	Continual Engagements and more regular follow ups are necessary.

			<ul style="list-style-type: none"> • Telephonic tutoring services being made available • The recess period was extended to accommodate more students • Academic interventions to accommodate students are continually being formulated along with a directive from the Executive given to each Faculty to accommodate students has been given. 	
Meetings with the DSA	Ongoing	<p>The Office of the President has also met with units within the DSA such as the Disability Unit in effort to ensure more students were accommodated during lockdown. The SRC has been having regular meetings with the DSA in order to touch base on various issues pertaining to the student body.</p>	<p>Ensuring that students were aware of AT. The following has been communicated to students in the unit and touched on a statement from the SRC. Assistive Technology (AT) is technology that is used by persons with disabilities to promote greater independence by enabling them to perform tasks that might otherwise be difficult or impossible. AT can include mobility devices such as walkers and wheelchairs, as well as hardware, software, and peripherals that assist people with disabilities in accessing computers or other information technologies. In</p>	<p>These engagements must be ongoing and adapted to the gradual phasing in of more students that are returning to campus.</p>

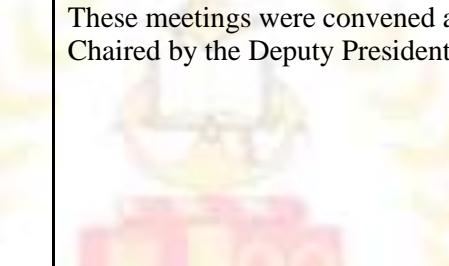
			<p>order to continue supporting our students with disabilities we have categorized list of freely (Open 2sourced) downloadable application that will aid students' access in their requirements. The Disability Unit can be contacted for a comprehensive list of open access assistive technologies.</p>	
Liaising With Student Counselling Services	Ongoing	<p>The Office of the President has been liaising with Student Counselling Services to ensure that students are assisted in taking care of their mental health during the lockdown.</p> 	<p>A breakdown detailing how the Unit can assist students during lockdown is now communicated as an automated response for any student that contacts the unit directly. These interventions include the UP Careline and Crisis Support</p> <p>The e-counselling service will operate during office hours only. Please note that the university offers a 24-7 CareLine for support through the South African Anxiety and Depression Support Group (SADAG). This line is dedicated to UP staff and students and is a toll free service on 0800 747 747. You are also welcome to send an SMS to 33123 and a CareLine staff member will contact you.</p> <p>Cost - All e-counselling services rendered by the SCU psychologists are free of charge for</p>	Mental Wellness must be continually emphasised during the exam period especially.

			students registered at the University of Pretoria.	
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Attending Faculty Board Meetings	Ongoing	The Office of the President has been attending Faculty Board meetings of the NAS Faculty to ensure that ongoing processes in the various departments are fair to students as a whole.	An overall discussion of the touchpoints in the Faculty were discussed. Plans are also underway to better accommodate matriculants that will be joining the Faculty in 2021 and undergraduate students who are seeking to further their studies at a postgraduate level in 2021.	Processes must be adaptive in relation to updates occurring within each level of the national lockdown.
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Regular meetings with SRC substructures such as Faculty Houses and Day Houses	Ongoing	<p>The Office of the President has attended meetings with Faculty Houses and Day Houses and Key Committees and provided updates regarding process in the SRC. These meetings were convened and Chaired by the Deputy President.</p> 	<p>Input from these structures was applied to better understand the dynamics expressed by these constituencies that make up the UP student body. The SRC also assisted with specific queries and cases.</p>	<p>More regular engagements are required with more substructures.</p>
Meetings with the Financial Aid Team	08 May and ongoing	<p>The Office of the President convened and Chaired meetings with members of the University's Financial Aid team at the request and direction of the SRC Office of Study Finances that provided the outline of issues faced by students. These meetings were also attended by the Executive of the SRC</p>	<p>Students have raised continual concerns in relation to their finances and NSFAS in particular these concerns were as follows:</p> <ul style="list-style-type: none"> • NSFAS allowances being delayed • NSFAS allowances that were not received at all • Students that have not received any responses from responses • Legal action threatened and eviction notices issued to students <p>The SRC met with members of the University's Financial Aid team the results of these engagements have been:</p> <ul style="list-style-type: none"> • An FAQ document that will be distributed to assist students to address queries • Communication sent to the Private accommodations that were sending eviction notices and threats of legal action, this prevent legal action. 	<p>There are still students facing funding delays and payout delays. Moreover, allowances that are still pending. Efforts to address these issues must be intensified and ongoing.</p>

			<ul style="list-style-type: none"> Lists of students that did not receive payments were collected by the SRC Office of Study Finance and sent through to the Financial Aid team 	
Meeting with DHET Gauteng Head of Stakeholder relations		The Office of the President met with the DHET Gauteng Head of Stakeholder relations and raised concerns faced by students	All of the concerns that have raised in the recent memorandum of concerns were raised. Moreover the Office of the President had requested DHET to liaise with the Department of Home Affairs and DIRCO to try and accommodate students.	The feedback received was that it is that is not possible to offer cross border assistance under level 5-3 of the lockdown. These issues must however be raised continually.

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Meetings with Chief Operating Officer and Director of IT services	12 May	The Office of the President and Office of Facilities Safety and Security has met with the Chief Operating Officer of the University and Director of IT Services	<p>The SRC raised concerns that students brought forward in relation to connectivity and the zero rated data sites. The result as follows:</p> <p>These issues were investigated and were being addressed. A task team within the SRC was then established to deal with these issues. This task team is headed by the Office of Facilities, Safety and Security. Continual input from the SRC task team and the member thererin in this regard resulted in Data being given to students as an additional option.</p>	Troubleshooting is important when dealing with technology, this must continue to iron out any lingering issues identified by students.
Liaising with the Academic Online Support Department	Ongoing	The Office of the President attended an initial meeting the Department in an effort to explore interventions that can be made to better assist students. The Office then reconvened a meeting with the Department to be attending by members of the SRC Laptop Task Team.	<p>The Student IT Helpdesk remains available to assist students through 012 420 3837 or studenthelp@up.ac.za. Apart from the general support available in terms of account queries, password assistance, etc, my teams have been mobilized to assist IT Helpdesk with these general queries as well as supporting more complex IT-related challenges.</p> <p>The first point of entry for a student would be to visit our ITS Student Computing Support page at: https://www.up.ac.za/it-services/article/2891993/student-computing-services</p> <p>(The page is hosted on the Public Web and students can also access it by visiting</p>	These interventions must be continually communicated to assist students

		 The image shows the official crest of the University of Pretoria, which features a shield with various symbols (including a book, a torch, and a landscape) topped by a crown. Below the shield is a blue ribbon banner with the letters "SRC" and the year "2020" printed on it.	<p>www.up.ac.za and doing a search for IT services in the search box).</p> <p>Each of my areas provides specialized support to their unique group of clients and I would suggest that students treat the support page as they would the IT facilities at their campus. Direct support for students has been made available according to their campus as well as their Faculty or Department and each team is listed with their focus area on the page. I highly recommend that we focus on this page and communicating the web link to students as we are consistently loading new information and improving the page as we go along.</p> <p>Our support areas can be summarized as follows:</p> <ul style="list-style-type: none">- Student IT Hub specializes in personal device support to any UP student and is directly involved in the UP Laptop project. They also assist students with the installation of all campus licensed software packages.- The Open Lab team still provides their support to any UP student with account queries/ GMail/ Portal Password assistance and ClickUP problems.- The Residences team focuses on the students who live in Residence and make use of the Residence IT Labs.- The Library team assists students who need assistance with making use of the Student Computing Services at the various libraries.- The campus teams for Mamelodi/Groenkloof/Medical and	
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			<p>Onderstepoort are set up to perform all functions to clients of the campus as they normally would.</p> <ul style="list-style-type: none"> - Specialized support with Departmental licensed software etc are provided by the Engineering team; the Informatorium team and the IT Labs (AIM) team. 	
Touching base about security developments around the Hatfield area as monitored by the CID	Ongoing	The Office of the President has been receiving communication regarding developments pertaining to the CID. The Office has been liaising with the Office of Facilities, Safety and Security in an effort ensure that student interests are continually communicated to the CID.	<p>It was brought to light that there have been break-ins in and around the Hatfield area where private accommodations were occupied. Further meetings will be held to plot the way forward.</p>	Digital Interventions are required to cover a greater scope.
Liaising with the DSA and SNAP office to identify and assist students that are in need of food	Ongoing	The Office of the President and Deputy President have been working with the SNAP Office to ensure students are assisted during the lockdown	<p>Students in and around Pretoria have indicated that they do not have food and amenities.</p> <p>The SRC has worked with the DSA and the SNAP office with the result being the distribution of food and amenities to these students</p>	The programme is being adapted to accommodate the gradual phasing in of students.

Workplace Safety Committee	Ongoing	The Office of President sits on the Institutional Workplace Safety Committee along with the SRC Deputy Secretary	This is a committee that seeks to ensure that safety parameters are readily defined and structured as stakeholder groups return to campus.	Continual plans are being made for each level of the lockdown
Library Services Meeting	Ongoing	The Office of the President has convened a meeting along with Library Services and several members of the SRC to ensure services can be rendered to students.	Students are encouraged to touch base with their course coordinators as efforts are now being increased to digitise learning material by a liaison between library services and faculties. Plans are also being made for students within campus vicinity to have access to hard copy material. Additional interventions will be communicated via SRC platforms.	Nothing to add in this regard.



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Ongoing Consultations	Ongoing	<p>The Office of the President has been conducting consultations online during the lockdown. Recently, physical consultations have also started with students in the campus vicinity while adhering to safety regulations</p>	<p>The current pandemic has created a very unique situation in student governance. As a result, the SRC is currently unable to have consultation hours as we did previously.</p> <p>The approach of the SRC has been to distribute all of our personal details so that students may have consultations with us at all times via Email, Whatsapp, Messenger, Instagram, SMS and Phone Calls</p>	Online and physical consultations must be balanced in line with the regulations prescribed under level 3 of the lockdown.
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Name: Ryan Haines		Portfolio: SRC Secretary		Month: Second Quarter
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
SRC Laptop Task Team	Lockdown	1. I served on the Laptop Task Team during lockdown (see the Task Team Report for information).	The Laptop Task Team had a meeting with the Executive on 23 June 2020 to discuss any issues regarding laptops and connectivity. It was agreed that cases be forwarded to the Director for Institutional	

		<p>2. I drafted a comprehensive letter concerning the Laptop Project criteria. I expressed (on behalf of the SRC) our grievance with the unfairness and unreasonableness of the requirement that students had to be 'active on ClickUP' to be considered for an online learning device.</p> <p>3. By 22 April 2020 I had entered into Excel and submitted the details of over 500 students (applicants) who wished to apply in terms of the Laptop Project.</p>	<p>Advancement. This course of action has been followed by the Laptop Task Team.</p>	
Laptop Appeals Committee	10 & 17 June	<p>The SRC designated me to serve on the Laptop Appeals Committee (chaired by the Registrar) which would consider and decide on all appeals in terms of the Laptop Project.</p>	<p>All appeals were decided on within two sittings on 10 and 17 June, respectively. The outcomes were made available immediately after the latter date on People Soft. Most appellants (students) were successful in appealing and were subsequently assisted with devices for online learning. Students who could not be assisted were recommended (to Faculties) for return back to campus where they had facilities at their avail.</p>	

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<p>Efficient and effective minute taking of all (1) SRC meetings; (2) SRC Executive Committee meetings as well as (3) any other meeting that sufficiently merits a need for such [s23(4)(b) part 1].</p>	<p>Minute taking: Continuous</p>	<p>Comprehensive minutes of all online meetings (i.e. Ordinary SRC Meetings, SRC Executive Meetings and any other SRC-related meetings e.g. with the Constitutional Tribunal).</p> <p>An official Meeting Procedure document has been constructed during 2019 regulating not only meeting-related matters but also broader policy on SRC excuses for nonattendance of SRC events etc. This document has been forwarded to the Council during the first quarter and was applicable (insofar as possible) to SRC meetings that took place during lockdown.</p> <p>An official SRC Apology Gmail Account has been established to ensure more effective (stricter) control over the (online) of the Student Representative Council during lockdown.</p>	<ul style="list-style-type: none"> • All meetings have been properly minuted. 	<p>I will be printing out and filing all of the abovementioned documents for the purpose of having a paper trail. This will happen as soon as I have access to the necessary printing facilities.</p> <p>A copy of these documents will be handed to the Department of Student Affairs for approval and accountability purposes.</p>
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<p>Efficient and effective distribution of any applicable administrative documentation to the student body (i.e. minutes etc.) [s23(4)(b) part 2].</p>		<p>All relevant information (pertinent to the UP student body) were condensed into comprehensive statements and posted to all SRC communication (social media) platforms (by the Marketing, Media, and Communications SRC member). This includes a Memorandum of [Covid-19] Concerns submitted to the Executive on 9 May 2020.</p> <p>I have designed an official SRC Newsletter (of which the first dispatch has not yet been released). The Newsletter was designed and shared with the Council on 24 April 2020 for input. Further, I have negotiated a 30% discount on a PosterMyWall (the graphic designing platform on which the newsletter was designed) subscription plan.</p>	<ul style="list-style-type: none"> • Transparency and accountability through openness. • The SRC Newsletter has been introduced for the primary purpose of effectively communicating relevant news and information with students (as an alternative to official statements). • Due to budgetary constraints I have not been able to subscribe to the plan in order to access a high-quality version of the newsletter for distribution. 	<p>The Student Representative Council should release an official SRC Newsletter on a regular basis to inform students of any relevant or interesting information.</p>
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South African Union for Students (SAUS).	Continuous	<p>I have had various engagements with the South African Union of Students during lockdown, including (but not limited to):</p> <ol style="list-style-type: none"> 1. Meeting with Higher Health on 26 May 2020 to discuss the screening processes to be implemented once students can return to campus. 2. Facilitating conversation between members behind the national #MaskMakingMovement initiative and SAUS by forwarding the relevant proposals for consideration. 		
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Name: Lerato Ndlovu		Portfolio: Deputy Secretary		Month: April-July
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
Workplace Safety Committee	Ongoing	The office of Deputy Secretary and the office of the President sit on this committee	<ul style="list-style-type: none"> • Committee is there to ensure that during this pandemic all stakeholders are safe through formulation and implementation of new policies. • Ensuring the safe return of all stakeholders to campus. • Minimizing risk to exposure to the virus. 	So far, the committee has been very effective and
Minute taking in SRC meetings and in meeting with other	Ongoing	Since the beginning of lockdown all meetings went virtual. The office of the deputy secretary worked with the office of the secretary in taking minuets and publishing them.	<ul style="list-style-type: none"> • Minuets correctly minuted • Minutes published 	
Assisting with Financial Aid.	April-July	<p>The office of deputy secretary assisted with finance this quarter</p> <ul style="list-style-type: none"> • Meeting with Financial aid in May. This meeting was in regards to the delay in NSFAS allowances and various • Working with the office of Study Finance in regards to student NSFAS consultations. Working with financial aid office to try speed up the allocation of allowances. 	<ul style="list-style-type: none"> • The communication channel created with finance assisted in getting more students their allowances more timeously. 	<ul style="list-style-type: none"> • Though there are still strict regulations on the amount of people allowed on campus, the office would suggest that financial aid staff be prioritised in coming back to campus. This will make thin

SRC Student Forum	July	<p>Since the beginning of the pandemic gatherings have been restricted thus the unitability to host regular student forum.</p> <ul style="list-style-type: none"> • Despite the lockdown quarter reports and question and answers are still being published. The push back of the second quarter has • The Constitution of Student Governance (CSG) does not speak of or give legitimate ground for a virtual student forum. Thus the office of the deputy secretary is currently working with the Constitutional Tribunal in formulating documentation that seeks to legitimize virtual student forum. The outcome of this will be shared after rulings have been made. 	<ul style="list-style-type: none"> • It is unfortunate that regular contact student forums cannot take place, but with the quarterly report and question submissions being published, the SRC is still being held accountable. 	
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SRC 2020

Name: Nomafu Ngubane		Portfolio: Student Sport		Month: June
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
Chess Tournament	24 April	Chess Tournament was held online, where students could play against each other.	Students participated and winners were chosen. It assisted students in not focusing too much on the lockdown and to allow themselves to relax, even if it's for a short while.	
Online Soccer Tournament	30 May	UP students livestreamed on the Student Sport Instagram page, to play against each other in FIFA 20.	<ul style="list-style-type: none"> To compensate for direct contact Tournaments. To try and find a new way of sports in a world of Covid-19 and social distancing. 	<p>Be better prepared and ensure that participants have a proper access to network connection.</p> <ul style="list-style-type: none"> Event was cancelled as consoles were prepared but connection was not in place.
Sport Seminar	11 June	The seminar was organised and streamed on the Student Sport Facebook page and there was a discussion on the “impact of Covid-19 on sport”.	<ul style="list-style-type: none"> Compensated for a similar direct contact event that was cancelled due to the pandemic. To reveal how the pandemic has not only affected the academic, health and economic sectors but also the sports sector and how it will be played going forth. 	<p>There was a good attendance turnout by students and the seminar was thoroughly enjoyed.</p> <ul style="list-style-type: none"> The social media platform makes any events that are planned during this time exclusionary, as not all

				<ul style="list-style-type: none"> students have access to devices and/or connection. The seminar should have been streamed on all Student Sport platforms.
Instagram Lockdown competition	26 June	Students expected to post videos on Instagram of them showing what they have been doing during the lockdown period.		<p>Students do not have the necessary means to use their data for extra-curricular activities outside their studies. Event was cancelled as not many students participated.</p> <ul style="list-style-type: none"> Better marketing of events would ensure that they reach a larger crowd.
Stay fit at home	May-June (During the time at home)	Workout videos created by UP students are uploaded weekly on Student Sport social media platforms,	To help students stay fit and active at home.	Well received by students.

Name: Thulaganyo Kola		Portfolio: Study Finance	
Project:	Timeframe	Action/Activities	Outcome/Achieved Results

NSFAS Appeals Committee	30 th March 2020	<p>On the 30th of March, the SRC officer for Study Finance sat in a committee which reviewed all the appeals submitted to NSFAS by returning UP students. I was able to therefore ensure and advocate for specific students whom I felt the application was unfairly processed</p>	660 students' appeal applications were reviewed as just and fair and thus permitted to be processed.
Study Finance Online Learning Concerns	16 th of April 2020	<p>The SRC member for Study Finance presented a list of concerns pertaining to the transition into online learning.</p> <p>These concerns included that; NSFAS and bursary students who reside in any of the TuksRes accommodation spaces are subject to the R14 400 meal allowance on their student card. These students therefore have their NSFAS monthly allowance and their respective bursary allowances for food directed to towards the meal allowance and not on their personal bank account like other NSFAS or bursary students in private accommodation. This therefore posed a concern for the students in mention because during this time of online learning, their meal allowance allocated on their student card will not be used.</p> <p>This concern therefore called for NSFAS students living in the traditional residences to get their allowances in their personal bank</p>	The outcome of this issue was that NSFAS students living in respective residence are now able to receive their living allowance of R1440 into their bank accounts.

		accounts just as those living in private accommodation.	
Laptop Project	20 th April 2020	The SRC Study Finance officer was part of the cross-cutting student representative team which identified students who were in need of devices to academically adjust to online learning. This therefore involved identifying the students who came fourth and taking note of these students in a spreadsheet and submitting it to the UP laptop loan officers to ensure screening takes place and the laptops are processed	
NSFAS Allowances	Continuous	<p>On the 28th of April 2020, the office of Study Finance released a Google Docs Form for the purposes of identifying students who have not received their NSFAS allowances either for a specific month or since the beginning of the year. This was released because a large amount of students expressed that they have not received their allowance and this was a major concern which needed to be addressed. The students who filled out this Google Docs Form overtime were put into a spreadsheet weekly and this list was then sent to the financial aid officers dealing with the disbursement of the allowances. The list would be returned to the SRC member for Study Finance and comments would be on that</p>	1333 students responded to this Google Docs Form pertaining to a delay in allowances. And all these students have been forwarded to the relevant financial aid officers and they have begun assisting students on this list.

		list would be relayed back to the specific students	
TuksRes Residence Fee Refunds	Continuous	The SRC for Study Finance has been engaging with the executive director of finance Prof. Koornhof with regards to the issue of residence fee refunds or exempting students to not pay for the months which they have not been occupying their residence rooms. This is a pertinent issue because Currently, the statistics of the confirmed Covid-19 cases across the country indicate a staggering increase. This therefore impacts the uncertainty of returning to residences and it may even affect the decision of continuing with contact classes or not in the second semester. Because of this uncertainty a large majority of the student body has expressed the need to have their residence fees refunded or at least not being held liable to pay for the months they were not occupying their residence placement.	The outcome of this issue is still in discussion.
NSFAS FAQ	27 th May 2020	The SRC Study Finance Officer engaged with financial aid to compile a frequently asked document which NSFAS students can always refer to when they have a query. This document encompassed the issue of Appeals Responses, Allowance Updates and just general updates.	The document was released on the 27 th of May 2020 on all UP SRC social media pages.

Name: Bianca Robinson		Portfolio: Facilities, Safety and Security		Month: June
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
UP Covid-19 Response Team	06 May- 06 June	In my capacity as a representative of the SRC, I was part of the task team that dealt with UP's response to Covid-19. This task team was assembled in order to write up the master plan of the university in which I was able to make contributions as well as assist in decision-making on behalf of the SRC and students.	The outcome of this task team was to ensure that a comprehensive and effective master plan was completed and shared for all stakeholders of the university to access. My position on the team meant that a voice for students actively participated as well as ensured that the SRC as a whole was informed about any actions taken by the university.	
Safety and security forum	17 June	This forum is compiled of the major stakeholders in safety and security for the university (including Hatfield CID, SAPS and UP security services) in which I was invited to form a part of. The meeting happens quarterly and allows for an update of security in Hatfield to be given as well as a platform for any concerns to be raised.	The outcome of this allows for all different role players in Hatfield to be involved in the measures taken against crime in the area. It allows for communication to be shared which ensures transparency that can be shared with other SRC members and the larger student body.	

SRC 2020

Panic Button Initiative	03 July & 06 July	The stakeholders for security in Hatfield together with my office are working on an initiative to introduce a panic button app that will allow for rapid response from the CID at any location in the Hatfield vicinity. This initiative falls part of my office's POA for 2020.	This initiative is still currently in the pipeline and a series of meetings must first be conducted (starting 06 July).	
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Name: Lindani Mgoduza		Portfolio: Postgraduate & International Students		Month: April-June
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
Residences and International Travel	April-May 21 Days Lockdown	-Assist International student who wishes to remain in their residences during the first 21 days national lockdown. -Supporting international students who wished to return home but hand no funds.	-International students were assisted through SRC Residences office and most who came forward got aid. -No students came forward requesting traveling funds.	-None -The plans to aid International travel were cancelled.
International Students Day	May-September	-The first meeting between relevant stakeholders took place on 08 May. -	-The meeting resolution into drafting a Proposal for UP International Day to be sent to the University Executive.	-The planning and processes are still on going.

Partition for 2020 residential and Tuition adjustments	2020	<p>-The office of Postgraduate and International Students with that of University of Pretoria International have drafted a petition letter awaiting SRC approval.</p> <p>-The letter details how covid-19 has affected the finances of most household and appeals for tuitional and residential fees adjustments.</p>	<p>-The matter is still at hand and on going</p>	<p>-The process are still on going.</p>
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Name: Lebohang Masiteng		Portfolio: RAG		Month: July
Project:	Timeframe	Action/Activities	Outcome/Achieved Results	Recommendations/Implications for Policy/Practice)
RAG EC Awareness	May 2020	The EC did the don't rush challenge where we were creating awareness about the importance of wearing masks and sanitizing during the pandemic.	We managed to get students to share and view our video on social media platforms.	Adjusting to the current times we find ourselves in.

RAG EC GBV Awareness	June 2020	The EC collaborated with one of the students who does poetry, to do a piece on GBV as a form awareness on the topic.	We managed to get students to share and view our video on social media platforms. Raised awareness on the topic.	Adjusting to the current times we find ourselves in and trying to be aware of issues that affect people around us.
Mandela Day	July upcoming	Depending on what we can do during the pandemic we usually do a certain number of hours doing community outreach programmes.	To be confirmed.	Having to adjust plans that were previously planned because of the situation we find ourselves in.
Assisting students during lockdown	Beginning of lockdown period and ongoing	Referring students to the relevant task teams as students needed assistance with data, laptops and permits.	The students who had difficulties have been assisted and the process is still ongoing.	Helping students even during rather different and difficult situations



SRC 2020

Name: Lara Thom		Portfolio: Residences 1		Month: April - JulyP
Project	Time Frame	Action	Outcome	Recommendations
TuksRes Solidarity Fund	April and ongoing	I set up the TuksRes Solidarity fund which is aimed towards helping residence students with daily necessities.	Thus far the fund has helped over 400 students and I made each of those payments as well as monitored applications personally with the assistance and oversight of Lanche.	The fund's model was used later to assist the SRC in developing their fund. I think the model is beneficial for emergency aid going forward.
Information regarding getting items from residence	May	In response to the uncertainty and lack of clarity from the side of TuksRes, I sent a letter highlighting concerns and asking for a response and meeting to Prof Mosia. In this list of concerns the fees adjustment as well as return policies among other issues were raised.	This email was received well and resulted in a meeting between Subcouncil and management where these issues were discussed and we were reassured that methods for students to receive their items from residence would be allowed.	I was happy with the response TuksRes also provided a service to allow students to get essential items couriered to them from their respective residences. The chairpersons were also assured that they could individually assist students.
Memorandum of academic concerns	June	Along with the academics task team I helped to draft a list of	This list of concerns was a collaborative effort and	To a large extent the response to these concerns were

		<p>academic concerns and asked the university management to consider promotion marks across all faculties. In the reasoning I included that residence students who live in environments not conducive to online learning, were being placed under academic pressure.</p>	<p>allmembers involved placed a lot of effort and thought into it.</p>	<p>underwhelming.</p>
Senate Committee	Late June	<p>On a continuous basis and many times I consulted with the SRC about when the senate was scheduled to sit. In order for me to be included in the process as a senate member of the SRC. Ultimately, I emailed Prof Mosta in this regard for clarity.</p>	<p>I was informed that the Senate has sat with the executive and made decisions to later be ratified by the senate.</p>	<p>I am concerned that there has not been any inclusion of the SRC or student leaders in the sitting of senate.</p>
Returning to Residences.	Late June/July	<p>This is for students who were deemed as the first 33% of students as stipulated by the minister. More than this, it was</p>	<p>Many students were able to return to residence owing to home environment, even though they did not</p>	<p>I think that TuksRes has been flooded with requests and am happy in their process in allowing for the return of</p>

		<p>ensuring those in home environments which are not conducive to online learning returning. I have on a case-by-case basis and with any student in my residence advocated for the return of many students to their residences. I also have tried my best to advise and follow up on cases.</p>	<p>make the initial group of students returning.</p>	<p>students. In this regard, I feel I have followed up and held them accountable when needs be.</p>
International students still in residence	April and ongoing	<p>I formed a WhatsApp group for all the International students who remained in residence in order to make contact and give them some additional support as well as a platform to discuss any grievances.</p>	<p>This isn't a large step and I am still of the opinion that I need to do some more for those students still in residence.</p>	<p>I will continue to think of things I can do to support those students.</p>
Frequently asked questions regarding residences		<p>On the 22nd of June I emailed management of TuksRes once again to get clarity on key issues. These included the</p>	<p>I haven't received a response as of yet</p>	<p>I am waiting for clarity on the issue of Residence fee amendment and will recommend and perform accordingly.</p>