# SRC 1st Quarter Student Forum Report

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| **Name: David Kabwa** | | **Portfolio: President** | | **Month:** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Emergency Accommodation | January-February | During the course of the registration period, The office of the President assisted students in need with emergency accommodation. The day to day actions in this regard were conducted in collaboration with various SRC members.  This was ongoing through the entire registration period.  The action taken here was to assist students that would arrive in Pretoria with no prospects for accommodation or place to stay for the evening.  This was done in collaboration with Elim Gospel Church and Aracdia Village who agreed to assist me in this regard. | Roughly 51 students were accommodated during this time frame on a rotational basis. These were all students that would have otherwise had no place to sleep.  Students who were found in the library, at the police station and on campus were also assisted during this time.  Various SRC members worked with Tuksres to place students during this time. | This is an ongoing issue on a yearly basis, although this matter was better dealt with this year than it was in previous years a more sustainable solution is required to avoid the running around that takes place every year. |
| Assistance Regarding Food | January-Present | The Office of Reach Out and Give possessed the foresight to see that students that need emergency accommodation would also require food.  In this regard the Office of the President assisted in ensuring that arrangements for food were made and that the food was stored and distributed to students. Various members of the SRC assisted in various was such as the distribution thereof. | Students that were being accommodated by the SRC were fed until the we were able to place them. | Better cooking facilities will be required in future along with better crockery |
| Peer to Peer Support Assistance | February-Present | The Office of the President has been working with a Peer to Peer Counsellor to assist in ensuring the continua success and upkeep of a Post Graduate Support group.  This is part of a larger effort to emphasise the importance of mental wellness. | The support groups is up and running and will serve to also indicate what works and what does not to ensure that students prioritize their mental wellness early on. | It is important that the SADAG training for these groups take place earlier to ensure that there are more Peer To Peer Counsellors, sooner |

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| State of The Province Debate | 27th of February | The office of President has organised to take students to the Gauteng Provincial Legislature to observe the State Of the Province Debate conducted by members of the Provincial Legislature | Students got to witness various members of the Provincial Legislature in Action and got the opportunity to engage directly with the two youngest members of the Provincial Legislature. | No recommendations at this time |
| Gauteng Budget Speech | 5th of March | The office of President has organised to take students to the Gauteng Provincial Legislature to observe the Gauteng Budget Speech that was delivered by the MEC for Finance | Students received documents relating to the Provincial government’s financial plans. Students also got the opportunity to witness a House sitting where MPL's engaged. | Post event engagements are still required |
| Academic Assistance | Ongoing throughout the year | The Office of the President has worked alongside the Office of Academics and both incumbents of the office to ensure assist students with academic queries. These queries included the following:   * Dismissals * Late Registration * Module disputes | Students with all three of the queries listed under the preceding entry have been assisted. | More structures need to be trained on these processes |
| Clean Up Campus Initiative | February-Present | Following a meeting that was held with the Head of Facilities and the SRC Day Students and external campus affairs the Office of the President had undertaken to encourage students to adopt greener habits. This began with encouraging students to ensure that the stadium is clean after Rugby matches.  In 2019  167 tonnes of waste was recycled. The figures for 2017 and 2018 were 70 tonnes and 135 tonnes respectively.  The Office of President partnered with the Greenline Society and House Mopanie and Morula to collect trash in recyclable bags. | Student Volunteers encouraged students to recycle and assist in ensuring that we all contribute to a cleaner environment “pre" and “post" game | This initiative should be expounded upon and spread continually. |
| NWU Benchmarking | 07th of February | The SRC Hosted the NWU SRC for a question and answer session and engagements on the dynamics that differ between our respective institutions  This was followed by a walkthrough of UP and a breakdown of how our structures operate | The SRC laid out the functionality of student governance at the University of Pretoria and give important touch points to our NWU counterparts. | Engagements with other student structures are required |
| Athletic Student Hunger Campaign | Ongoing throughout the year | The Office of the President will be working with the Almal Foundation to alleviate student hunger for athletes from disadvantaged communities. Previously there have been instances where athletes have lost their scholarships because their performances have dropped due to competing on an empty stomach.  The Office of the President will be partnering up with the office of Sport to ensure the success of the Initiative | This initiative is still in its inception phase. The office of President alongside the office of Sport look to be rolling out the initiative from the coming quarter. | Implementation and sustainability need to be prioritized |
| Admission Inquiries Assistance | Ongoing throughout the year | During the Course of the Year, the Office of the President has been working with both academic officers in the SRC to address admission inquiries that students have had in during the registration period. In taking note of what the major issues that hindered students were, we have already started advising students in both grade 11 and grade 12 that have approached us to ensure that the same problems do not repeat themselves | The SRC engaged with Faculties on behalf of these students to ensure that they received guidance and assistance.  Moreover high school learners that have been coming forward are receiving guidance in relation to how to better maximize their time as an early intervention. | None at this time |
| Respublica MOU | January | The Office of the President has signed an MOU with Respublica for the Urban Nest and Eastwoods Accommodations. This has been a joint effort between the Deputy President, RAG Officer and Sport Officer and the Office of Student Culture.Both Residence Officers in the SRC as well as the Deputy Secretary played a pivotal role in liaising with TuksRes to ensure the success if the MOU  This MOU stipulated that students sent by the SRC are to receive Checkers Vouchers and pay no deposit to move in. | Students placed by the SRC in these accommodations were not required to pay deposits. | The conditions of the MOU must be continuously monitored. |
| Access Assistance | February | The Office of The President has worked alongside the Office of Facilities to organise access for students that needed enter campus during the month of February to follow up on registration issues.  Students would have their student cards activated to enter campus during this period. | Students that required access to campus were not hindered from following up on their issues and seeking assistance with their registration issues. | The same arrangement must be conducted on a yearly basis |
| NSFAS Assistance | Ongoing | The Office of the President has worked alongside the Study Finance officer and SRC Treasurer to assist with NSFAS-related issues on a daily basis.  This included the following:   * Migration issues * Outstanding NBA’s * Format of Appeals | Students are being assisted on a daily basis to ensure that they are able to progress with their academics. | Continuous engagements with NSFAS are required to raise the concern held with their amending their guidelines on a yearly basis |
| Accreditation Engagements | January | The Office of the President and has work alongside the Deputy President, Deputy Secretary, Both Residence Officers, and the Office of Student Culture have worked continuously on a accreditation issues by engaging with the University Executive and Directors as well as Private Accommodations to address accreditation issues.  The SRC Executive also continually engaged with the University Executive in relation to creating a verification process. | The result was that TMM Lofts has become re-accredited and a verification process has been introduced | It is important to ensure the NSFAS accommodation allowance criteria is not misinterpreted |

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| **Name: Mpho Mehlomakulu** | | **Portfolio: SRC Deputy President** | | **Month:** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| The help desk | 8th of January – 31 2020 | Help with   * Accommodation placements * Emergence Accommodation * Shuttle driver for SRC members from Hatfield to hillcrest campus. * Shuttle driver for students from Hillcrest Campus to emergency accommodation (Elim Church) * Late registrations and incomplete registrations | Help Desk took most of the time of January Period for all SRC members and must say we worked efficiently in with matters. We divided ourselves according to the different issues that students faced this made our work easier and a success in the many students that we assisted. In relation to accommodation we had a large number of over 200 students in need of accommodation, majority of them were either waitlisted or did not apply at all. This meant that we had to accommodate them and this is when Elim church offered to accommodate them while we sorted out their issue. We referred 153 students to TUKS Res and 109 of students were placed within the period of helpdesk; we continued to help place students post help desk and states will be given in the next forum. There were applicants who are now students who had not been accepted nor completed their applications and per SRC referral they managed to register. Accommodation & Academics Officer will elaborate more on the stats. | With Accommodation we managed to get the statistics we managed to compile a number of students we managed to help on record. This gave us an idea of how we did as the SRC. I think if this system were to be implemented for every department we would have a clear indication of how we did. |
| Constitutional Amendments & SRC – CT Joint Committee | 1st February – 20th Joint Meeting and Committee meetings | Discussions on:   * SRC Secretary Proposal on Day Student and External Campus amendments. * CT drafting and proposal amendments. | Prior to the official Joint meeting of the SRC and the CT we had a SRC – CT joint committee where we had discussions of the proposals before they we tabled at the joint meeting. The purpose of this committee was to ensure that the process for amendments is efficient specifically referring to the discussions between SRC and CT. This was a success; I unfortunately could not make it for the final official joint so I delegated SRC President to preside the meetings. | N/A |
| SRC Accountability. | As of the 4th March – 31st March 2020 | As of the 4th of March at the ordinary meeting we set that I would be meeting individually with members to account how their POA’s are coming about. This is to ensure that the plans are implemented. | This is to commence from the 11th of March 2020 | The goal is to create a thorough reporting system that can easily be accessible. |
| Preliminary Research of Extending Library Hours | 17th March - Ongoing | Preliminary form to enquire about Library (Level 3) or IT labs operational hours | During the societies Marketing week a form of enquiry was sent out for find out if the extension of library (Level 3) or IT Labs was sent out, The purpose of this is to have an idea of how many students are struggling with access to a computer. Together with the SRC Safety and Facilities office we are working on a proposal and will be meeting with the Library Director and IT coordinate to find a way to extend the operational hours | N/A |
| Bophelo Initiative | 10th – March 2020 – Ongoing | Bophelo Initiative is has to do with empowering students specifically first years with Mental Education, Leadership, Vision, Planning and Time Management | A series of meetings took place from last year with an organization IYF to prepare for a mental education three day conference for the 24th – 25th of April but has been put on hold in light of the Corona Virus out break seeing that some facilitators are international guests.  The Bophelo Initiative will be launched during this month March and the Mental education conference will be reviewed and reconfigured. | N/A |
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| **Name: Ryan Haines** | | **Portfolio: SRC Secretary** | | **Month: First Quarter** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for Policy/Practice)** |
| Co-ordinate the day-to-day management of SRC operations and activities in an effective and efficient manner [s23(4)(a) of CSG]. | Continuous (this report specifically pertains to the registration period) | **Accommodation / Temporary Accommodation** | * I assisted with the organizing of **temporary accommodation** for students at Elim Full Gospel Church for the 2020 year. * Actively involved in the **accreditation of TMM Lofts** – I visited the Deeds Office to obtain information about the owners (rental managers of the building) after which I entered into correspondence with them to ensure compliance with UP’s accreditation policy. * I played an essential role in terms of the **verification procedure** of non-accredited accommodation – I actively engaged with UP Executive on this matter, and assisted with the **facilitation** of this process. | Implementing a **contingency plan that provides for the temporary accommodation** of students during the registration period. |
| **Student Finances (NSFAS postgraduate qualifications)** | * I have (and still am) fighting for roughly 40 **NSFAS students in qualifying postgraduate qualifications** who have been wrongly rejected due to ‘already having graduated’. After extensive engagement with UP Executive Management and Student Finances: * These students were able to register **without paying the registration fee.** * A list of these students was compiled and sent through to NSFAS Administration. * **Majority of the cases were solved.** |  |
| **Constitution for Student Governance & Other Policies** | * I, together with the Chief Justice, constituted a **Law Reform Committee** for the purpose of the deliberating over the Constitution for Student Governance and drafting provisional amendments in terms thereof. Several meetings were held. * The student body was issued with a **public invitation to participate in the amendment process**. * As part of venue applications, I drafted and submitted an operational plan of the amendment process. * The Office of the Secretary drafted a comprehensive **bill to amend the composition of the SRC**. This bill was considered during consultation with the Constitutional Tribunal but was not passed. |  |
| 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]. | Minute taking: Continuous | Comprehensive minutes of all meetings (i.e. Ordinary SRC Meetings, SRC Executive Meetings and any other SRC-related meetings e.g. with the Constitutional Tribunal).  An official **Meeting Procedure document** has been constructed during 2019 regulating not only meeting-related matters but also broader policy onSRC excuses for nonattendance of SRC events etc. This document has been forwarded to the Council and has proved to be effective.  **An official SRC Apology Gmail Account** has been established to ensure more effective (stricter) control over the attendance and ultimate visibility of the Student Representative Council.  I have constructed an official **SRC** **Attendance Register** (specifically designed for ‘ordinary SRC meetings’). The information contained in these registers are entered into an **Attendance record**. | * All meetings have been properly minuted. * I have printed out and filed all of the abovementioned documents for the purpose of serving as **paper trail**. * A copy of this document is handed to the Department of Student Affairs for approval and **accountability** purposes. |  |
| Efficient and effective distribution of any applicable administrative documentation to the student body (i.e. minutes etc.) [s23(4)(b) part 2]. |  | At the time of drafting this report, **no minutes were uploaded** to the SRC webpage.  I have, in spite of the above, utilised **social media platforms** (in collaboration with Marketing, Media and Communications) to ensure that any relevant communications (including statements) are conveyed to the Student Body. |  | I would like to introduce and **SRC Newsletter** during the second quarter and would furthermore like to explore ClickUP as an avenue for distribution thereof. |
| South African Union for Students (SAUS). | Continuous | On 28 February 2020, the SAUS NGC and NEC met with Dr Randall Carolissen and the rest of **NSFAS Executive Administration** at the OR Tambo Airport.  I have been in continuous correspondence with the NSFAS Spokesperson who has assisted some of our students. | During the meeting I raised the following concerns on behalf of student at UP:   1. Discrepancies between the NSFAS website and actual implementation; 2. failure to include SRC’s in communication with university management; and 3. lack of transparency by not forwarding university’s statistical records of funded students. |  |

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| **Name: Lerato Ndlovu** | | **Portfolio: Deputy Secretary** | | **Month: March** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Help desk | 13 January 2020- 31 January 2020. | For registration the SRC divided into three groups, one for academics other for accommodation then finance.  The office was helping with finance mainly but still active in helping with accommodation and academics matters.  The work of help desk didn’t end in January, it continued. The office has been in constant consultation with students form early in the morning till late at night. | The office worked with the academic officers and academics team in the admission of more than 50 new students into the university.  Majority of students who came to the SRC for assistance with accommodation got placed through TuksRes.  More students placed into Res. The office assisted multiple of students to get registered despite their historical debt. The office worked hand-in-hand with NSFAS students regarding the NSFAS appeals and accommodation. | There needs to be more resources put to temporarily accommodate students during this period. The assistance we get from churches is very helpful but more resources are needed. |
| Accommodation | January till February | At the beginning of this year the SRC found itself with an accommodation emergency as a result of the new NSFAS guidelines. The office worked with the residence officers, president and deputy president in negotiations and engagements with TuksRes  The office worked very closely with the residence officers and deputy president in negations with private accommodation owners | TMM Lofts was re-accredited  Private accommodations wavered deposits for NSFAS students though the Rise and Festivals still required an administration fee. | The university and TuksRes should work to accredit more accommodations before the end of the year. |
| Assisting in the co-ordinating the day-to-day management of SRC operations and activities in an effective and efficient manner [s23(4)(a) of CSG] | January till March | As per the CSG the office is to assist in the day to day running of the SRC.  The office has worked with the Secretary in keeping minutes of SRC meetings.  Close monitoring handling the SRC’s apologies account | Agenda’s for meetings have been sent out in time and the minutes of the meeting have been made available to SRC members in time. SRC meeting minutes have been made available.  The close monitoring of the SRC apologies account has made members more accountable and efficient because members account for the absence. |  |
| Efficiency and effectiveness of the SRC | 1st Quarter | In accordance with of the deputy secretary’s plan of action of the year, the office has invested much time in the efficiency and effectiveness of the SRC.  This includes assisting other offices. The office assisted the office of Facilities and Security with giving access to students on to campus. The office of the deputy secretary was dealing with the administrative matters of access, this includes writing out access letters, keeping and managing how many students have access and how many of those who have access are being assisted. This made the SRC more efficient. The office of Facilities and Security then negotiated a further efficient system with the university which allowed for online access control, taking over the work I was doing manually.  The office of deputy secretary assisted the office of study finance throughout the 1st quarter with students who have financial matters, including their accounts and registrations. This increased the efficiency of the SRC because more hands were on deck and able to assist.  The office of deputy secretary further assisted the residence officers. The office was able to assist with the placement of a large number of students. This made the SRC more effective and efficient because the office of the deputy secretary was also available at night at Roosmaryn. Some students who are stranded show up at that time. | Students were able to access campus even when they were not registered yet. No student that approached the SRC or the office of the deputy secretary was denied access to campus. This allowed students who registered late not to miss out on work. | The office recommends that the SRC Study Aid fund be included in the SRC’s budget or rather operational costs. There should be an amount every year that is put aside for the fund. |
| Representation of students by the SRC. | Continuous | The office of the deputy secretary has been active in involving different structures and societies. The office has met up with different societies and to hear their concerns.  The office was also active in the discussions between political formations in the university and the SRC. | A healthy relationship is being formed and cultivated between the student council and societies and structures. | A recommendation the office would suggest and work to implement is that there should be a quarterly suggestion report from different structures and societies submitted to the SRC, this will make the SRC more effective and impactful in all it does. A brief half a page suggestion to advice the SRC. |

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| **Name: Shaheen Deonarain** | | | | **Portfolio: Treasurer** | | | **Month: March** | | |
| **Project:** | | **Timeframe** | | **Action/Activities** | **Outcome/Achieved Results** | | **Recommendations/Implications for**  **Policy/Practice)** | | |
| Helpdesk | | 13 January 2020-31 January 2020 | | I was responsible for the finance responsibilities in the sense of helping students apply for Bursaries and financial assistance. Sourcing funding for historical debt. And helping students arrange payment plans | Students were helped over the course of the registration period with regards to their various problems and were assisted in many instances through myself and the rest of the SRC | | Create an SRC study aid fund beforehand and make sure to have more than one computer available for students. | | |
| StudyAid 2020 | | 26th January | | I was responsible for the sorting of the list and overseeing the addition of information to the list by consulting the study finance department in Administration building , I was also part of sending emails to the students with regards to their application status , sorting out any problems that students had in regards to the study aid as well as co raising additional money to finance it | Some Students who were not able to register before due to insufficient funds were able to register and various problems were sorted out | | There should be no need to create a study aid fund as it must be well supplemented and made a norm for future SRC’s to come | | |
| Budget allocation | | 10 Feburary | | Set up of budgets for the SRC and University structures | The SRC daily operation funds are given to the SRC Treasure’s control, however, the Treasury office still has the authority to adjust allocations | | There needs to be a better system in place with Toonbank on who exactly is under the control of operational costs of the SRC to prevent unnecessary delay | | |
| Cost centers draining | | 4 March | | Postponed the draining of  Cost centers | | | to allow socities to use their money for marketing week and any activites planned | | There should be a fixed date where it is announced and only after society week must it be even considered |

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| **Name: Nyasha Chinembiri** | | **Portfolio: Student Culture** | | **Month: Jan-Mar** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Helpdesk | Jan | The SRC member for Student Culture worked under the Residence ex-officio to help with placement. | Over 74% of the cases that we referred to Tuksres where placed in either traditional residences or accredited accommodation.  We also managed to place several students at Eastwoods Village and Urban nest. |  |
| Insync | Jan | 1nSync acts as a welcoming for First Years to experience the Culture at the University of Pretoria.  All performances are monitored before actual 1nsync performance to screen for any unwanted elements in the performances.  Allow for more participation | The overall participation was significantly more this year.  It is unfortunate that several residences could not meet the quota that was instructed and the DSA had to relax the rule. | Have all dialogues and props included in the sound check. Anything not presented in sound check should not be allowed to go on stage. This is to ensure there are no surprises and everything that is performed on stage has been 100% approved by Student Culture.  The dialogues need to be properly read before they are approved, this is to avoid surprises on the stage. |
| Inclusion of faculty houses | Continuous | The SRC ex-officio would like to develop a faculty house sub-council | A faculty house sub-council has been established. Faculty houses are provided all the necessary information that they require to participate in all Student Culture activities |  |
| External culture | Mar-May | All structures are required host a time management session with the participates of StepitUP. The SRC ex-officio alongside Tuksres will work on the presentation and send it to the externals | The externals have received the presentation and they have until the 2nd of April to host the session at their respective residences. |  |

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| **Name: Hannah Le Roux** | | **Portfolio: Societies** | | **Month:** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Helpdesk | Registration period | Assisting students in any matter concerning academics, residences and funding issues | Placement of students in residences. Academically excluded and dismissed students were assisted. |  |
| Society sub-council meeting held | Tuesday 4 February | Mass meeting of old and new societies | Members were made aware of the dates set for society activities. I introduced myself and set an agenda for the year ahead. |  |
| Marketing week | 17-28 February | Societies (old and new) were given 2 days over 2 weeks to market their society and engage with students | Approximately 35 societies marketed per day |  |
| Digitisation of the society portfolio | Ongoing discussion | Recommendations discussed to make the sign up, registration process and general running of this portfolio less administratively daunting via an online system. To be phased in this year for full operation in the year 2021. |  |  |

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| **Name:** Thulaganyo Kola | | **Portfolio: Study Finance** | | |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | |
| SRC Study Aid Fund | 14th January- 7th February 2020 | 1. THE PROPOSAL:  * The office of the Study Finance proposed a reinstatement of the Study Aid Fund as it had been suspended due to no funds * The proposal stipulated that 20% of the SRC operational costs be reallocated to the Study Aid Fund cost centre the 20% was R100 000 from the R500 000 operational cost allocation. * The proposal further stipulate that 50% of the project pool funds be redirected towards the Study Aid Fund the 50% was also R100 000 of the R200 000 that would be allocated. * Unfortunately, the proposal of the mid- year SRC camp funds to be redirected to the Study Aid fund was rejected by the Director of Student Affairs and no negotiation was done with regards to the Director’s rejection to reallocate these funds for student’s financial assistance.  1. THE APPLICATIONS:  * On the 14th of January 2020, the SRC released a statement which stipulated that the online applications for the SRC Study Aid were open. The statement detailed the criteria which was set out by the SRC and provided the link of the applications. * This statement was circulated on all official social media platforms of the SRC. * The applications were closed on the 26th of January at 22:00  1. THE RESPONSES:  * From the 27th of January the Study Finance office began the process of filtering the applications. * Firstly, the list was sent to the finance division to obtain the financial record of the students who had applied. This included their financial aid status, their NSFAS status, their current student account balance, the balance brought forward from 2019, etc. * With this information, the students who were not eligible to be assisted due to not meeting certain criteria requirements were filtered out * Responses were sent out to the students who unfortunately did not meet the criteria as set out in our applications form. However, each application was thoroughly looked into before the decision. * The students who were assisted were 38 students with the R200 000 that the SRC was working with. * These students holds were lifted on the 7th of February 2020 and the second batch on the 14th of February 2020. | A total of 38 students were assisted through the Study Aid Funded. The total amount used was R200 000 | |
| Postgraduate Funding | February 2020 | The Study Finance office realized a need of postgraduate funding as the SRC Study Aid Fund funded majority undergraduate students. Therefore, the member for Study Finance approached the postgraduate scholarship office, more specifically the postgraduate scholarship manager Miss Leanne Van Zyl. I then asked for assistance with the list of postgraduate students who approached the Study Finance office, who were not registered due to financial issues.  A comprehensive list of the 35 identified postgraduates was sent through to her and these students were funded with registration and thus allowed to register. | A total of 35 postgraduate students were assisted and enabled to registered. The amount used was R262 500. | |
| NSFAS | February 2020 | NSFAS Appeals:   * The office of Study Finance has been rendering assistance with regards to helping students write their motivations for their NSFAS appeals. * The Office has also played a role in ensuring the correct documents are submitted and the correct procedure is followed   UP Assist:  On the 25th of February 2020, the Office of the Study Finance through the MMC sent out a statement. This statement stipulated that students who had NSFAS for 2020 but had outstanding fees from 2019 should email the Study Finance officer.  This was done because the Financial aid office has been saying they are out of UP Assist Loans meanwhile they were still unregistered students on this account.  I therefore sent in through the list of all students who responded stating there had NSFAS for 2020 but outstanding fees for 2019. This list was sent to the assistant senior director for financial aid. The approved students were assisted with UP Assist to be registered | Students have been assisted to submit substantiated appeals to NSFAS | |
| Study Material | Continuous | The office of the study finance has been rendering study material assistance to students who approach the office and are in need of assistance in this regard | Approximately 15 students haven assisted thus far |  | |

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| **Name: Gerald Mokwena** | | **Portfolio: SRC Marketing. Media & Communication** | | **Month:** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Help Desk | 13 January – 31 January 2020 | Delegated to assist under the office of Academics | A number of students who came to appeal were accepted and for those whom they did not accept their appeal we also assisted to forwards their appeals to Senate Review. Being able to refer students from social media Direct Messages to the relevant members of the SRC for assistance. | The faculties should send messages earlier to the students who are excluded and those who are able to appeal. We suggest that messages must be sent directly to students through email and preferably send them a text message earlier in the year. |
| Photoshoot | 3rd of March 2020 | Organised the photoshoot for the SRC | The photoshoot was a successful initiative and the photos will be sent to the SRC in two weeks’ time. | The photoshoot would be applicable and accommodative if the pictures are taken as early as January and also future communication with the photographer. |
| UP Career Services Engagement | From the 7th of February on will be ongoing | Career services approached the office of SRC Marketing, Media & Communications and making sure that we work together in reaching students on how to apply for a job or be in a working place.  We realised that the UP Career Services’ system of sending information through email is not as effective. | We sent messages on social media platforms so that the Career exhibitions reaches students and also marketing the career day for Economics and Law. | The Career Services get a lot of companies that need students but students do not respond. We live in the 4th Industrial Revolution and everything is done online and by online I mean the first thing to use in spreading or any information or news is the social media. Also urged the Marketing office of every structure to engage with students and make evets that also gives the slot to the UP Career Services |

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| **Name: Thabisile Zama Mtshali** | | | **Portfolio: Transformation and Student Success** | | **Month: March** |
| **Project:** | **Timeframe** | | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| SRC Helpdesk | January 13-31 | | We split the SRC group into 3 different groups namely academics, finances and residences. I was the coordinator so I was involved with all the groups. However, my main focus was assisting students with drafting appeals or checking if the student has drafted the appeal in a clear and concise manner with all documentation attached. Furthermore, I assisted those students who wanted to do late applications whom I deemed were eligible to be taken by the University. Additionally, I received a high number of students who were in need of emergency accommodation and I referred them either to the president or the residence officers. Lastly, I focused on those students who had NSFAS related matters. | A high number of positive responses from the respective students whom I assisted was received. Most of these were to confirm that their appeals have been successful or to indicate that they have been placed in residences. | In 2021, I would recommend that the SRC who will be in seating takes the time to organise a high number of emergency accommodation as it was clear that there is a high demand for it in the beginning of the year. Secondly, I would like to recommend that particular SRC members be tasked to assist mainly with appeals as there was a significant number of students who either did not attach necessary documents or who did not undertake the correct approach to drafting their appeals thus leading to their appeals being unsuccessful. |
| North West University Benchmarking | 9th of February | | NWU visited the University as part of their benchmarking. We gave them an outline of the particular portfolio’s we have within the SRC and what each portfolio is responsible for. Furthermore, we gave them a tour of the main campus and the Hillcrest residences. Lastly we had a lunch with them at TUKS Monate. | Engagements with some of the students from NWU showed me how much our leadership structures differ and how they are generally given more power within the University by being allowed to run various departments. Furthermore, I learnt how much fundraising plays a crucial role within their University. | The University of Pretoria SRC should also be given the opportunity to benchmark in other Universities. |
| Sanitizer  Drive  (Upcoming) | 12th of March | | In light of the coronavirus which is currently plaguing the world, and the fact that University of Pretoria uses a biometric system which can make the virus easily spreadable amongst students, the office of transformation, deputy president, deputy secretary along with safety and facilities have collaborated to give out free hand sanitizer and wet wipes to students. | The aim of this drive is to make students aware of the importance of washing their hands and wiping surfaces which are used by a high number of people at once such as the biometric system at the gates, as this minimises the spreading of germs along with viruses amongst student. | In future this drive should occur at a larger scale. |
| Game Day  (Upcoming) | 19th of March | | Playing is a crucial part of ensuring that one is mentally well rounded and as part of my quest for ensuring good mental health amongst students I have created an event that will allow for students to socialise, play and forget about their problems for a short while. | The aim of this event is to promote an active student life within the university. Creating a space for students to be comfortable and to also unleash their competitive sides. | This event should take place more frequently and at a larger scale. |
| Transformation Imbizo  (Upcoming) | 3rd of April | The Transformation Imbizo forms part of my operational plan in my capacity as the transformation and student success officer of the Student Representative Council. The event will allow for students to gather and give account of any problems which they have experienced or are currently experiencing. This will allow for the SRC to give an accurate report to university management with regards to the kinds of problem’s being experienced by students, and the solutions or suggestions to be considered | | This event is aimed at gaining insight on the amount of financial, academic, psychological and other relevant problems which are being faced by students within the university. This will in turn assist in tackling matters more efficiently. | This event should take place at least once every semester in order to get a concise indication of the kinds of matters which students deem as important. |
| Transformation Sub-council | 16th of March | The transformation sub-council forms a part of my constitutional mandate as the SRC transformation therefore I will be establishing it in accordance with the Constitution on Student Governance. | | The aim of this council is to establish a working relationship between the SRC, Day houses and Faculty houses. Furthermore, this will allow for us to plan events together and deliberate on pertinent issues. | In future such a council should also be inclusive of societies. |

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| **Name: Bianca Robinson** | | **Portfolio: Facilities, Safety and Security** | | **Month: January-March** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Emergency Accommodation | January-February 2020 | The office of Facilities assisted the office of Residences with the organising and placing of students in Emergency Accommodation as well as helped with the dealing of TuksRes cases during the help desk period. This also included the retrieval of donated mattresses from TuksRes. | The placement of students in TuksRes residences (even after the help desk period).  Additional resources at Elim Church to accommodate emergency cases in the future; as well as the building and maintaining of a good relationship between the SRC and emergency accommodation facilities. More than 51 students |  |
| Access Enquires | February 2020 | During the registration period the office of Facilities together with Tuks Security changed the process of granting Access for unregistered students. Making it more effective and efficient for students with registration hinderances. | All students with access issues that came through the office of Facilities were granted access to campus through the activation of their student cards for the period of time in which they were unable to register. This allowed for students to still attend class as well as sort out their registration blocks without any hassle. More than 48 students assisted.  Students are also allowed to request an Access extension if the situation is dire. | This system done away with the distribution of Access letters given out by the SRC, making it easier to keep track of all students who were unable to register.  Allows for a more open line of communication between the SRC and Tuks Security Services. |
| Mugging in Hatfield Intervention | 25-28 February | During the course of the firs quarter the muggings in Hatfield have increased drastically- the office of Facilities took the first step in trying to tackle this issue. The office has met with Mr Johan Boonzaaier (Tuks Security) to bring the issue to the attention of the university as well as start working on possible solutions. The office then released a statement highlighting the key findings to students as well as target hotspots and safer alternatives. The office also brought this to the attention of Hatfield CID. | Although this was only the first step in the process, the office has thus far raised awareness to both the students and university and created a platform for problem solving. The office of Facilities also plans on joining the Community Safety Forum in order to keep close watch of the Hatfield Area and the safety of students. | The office of Facilities as well as the office of the President will now sit on a Safety and Security Board initiated with the Hatfield CID.  The Office of Facilities has also drawn up a proposal to have TuksRes Safety and Security House Committee Members to join part of a Safety Forum too (to be presented to Sub-council) |
| Extension of Computer Lab Hours on Hatfield Campus | 24 February 2020- to date | The office of the Deputy President together with the office of Facilities have began drafting a proposal for the extension of computer lab hours to ensure students have a fair opportunity to complete assessment tasks/class work etc. | Thus far- the two offices in collaboration have already opened the conversation with the Department of Library Services and were given the green light to begin the proposal. We have also began conducting research into our proposal to ensure a winning argument; preferably to be put into place before June Examination. | This project will include a policy change with regard to IT and Library Services.  The Offices in collaboration have also made recommendations of the functionality and normal operations of this proposal |
| Proposal to repair streetlights | 25 February 2020- to date | The office of Facilities have put through a request to the City of Tshwane Council to have the street lights at the end of prospect and Burnett (closest to LC de Villiers) repaired as the darkness places student in a vulnerable position with regard to safety- especially with the rise of muggings in the area. | Once the current political unrest within the City of Tshwane has subsided, the SRC will ensure that this proposal is made a priority for both the SRC and the city of Tshwane so that no student will have their safety compromised. | This proposal has created an open channel of communication between the SRC and the City of Tshwane and will ensure that we have the platform to rectify hinderances of safety and a good environment throughout the area. |
| Hand Sanitizer Drive | 06 March 2020- proposal created  12 March 2020- date of event | The office of Facilities has pledged assistance (both physically and financially) to the Office of Transformation for a Hand Sanitizer initiative- in light of the Corona Virus in South Africa. | This event aims to hand out and sanitizers to students on campus to ensure good hand health as a preventative measure for the spread of the Corona Virus. | This event will encourage students to practice good cleanliness and will preferably be an initiative with a long-term effect on students. |

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| **Name: Lemogang Mochoari** | | **Portfolio: Day Student and External Campus Affairs** | | **Month: March 2020** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Helpdesk | January 13 – January 31 | The members of the Student Representative Council (SRC) were divided into three working groups, to assist with academic-, accommodation-, and finance-related matters.  I specifically assisted with academic-related matters, which included, inter alia, assisting students who were faced with academic exclusions and students seeking. | A number of the students who approached for assistance, were successful – specifically those seeking admittance (and readmission) to the University. |  |
| Mentorship programme | February - March | This is the initial phase, to ensure that there is a form of a mentorship extended to the external campuses. This has included a meeting with the Head: Student Development | There has been an identified interest in the Mamelodi campus, at management level. As this is the initial phase, constant communication is required to ensure the effective roll-out of this initiative. | * Schedule follow-up meeting with Head of Student Development to propose ways to efficiently implement a mentorship programme on a larger scale. * This would require identifying and training mentors (and ensuring effective training). * Possibly partner with STARS. |
| CSG amendments joint-sitting | February | This included discussion on proposed amendments to the CSG, in a joint sitting between members of the SRC and The Constitutional Tribunal | Successful. | I would recommend that more students take an interest in the affairs of the University and the mechanisms regulating student structures; and where necessary, propose/suggest amendments that may result in greater transparency and/or accountability. |
| Senate for Student Life | 05 March | Discussions concerning students and how best to better cater for their needs (including but not limited to academic life). | It involved discussions about what is needed, it included issues relating to proposals put forward but there has been consensus, that there is a need to collaborate and ensure greater inclusivity in, and adjustment to, the University. | * The creation of partnerships with various structures and societies is recommended, to better the ‘student life’ experience. |
| External Campus Visits | February - March | Visiting external campuses; interacting with students and faculty administration and exploring the campuses, to note general facilities. This reason is two-fold:   1. To improve access to what may be lacking; and 2. Ensure that there are facilities available that can be used as points of contact for students seeking SRC members, on a weekly basis.   The main purpose behind the initial visits is to determine what students need most. So far, there has been an identified need to:   * Have one or two more buses between Hatfield- and Mamelodi campus. * Assisting with bus services at OPVC * A need to make general timetables available, at least to student administration * There have been complaints about how this negatively affects students, in some faculties, who are carrying over modules, from preceding years as they are unable to make arrangements e.g. Final year education students who have to do their practicals struggle to make arrangements as they do not personally have access and student administration cannot assist either | The identification of the challenges that external campuses face, has been successful. The next phase will require the scheduling of meetings with relevant personnel, to address these issues, that in one way or another, seem to be interrelated. | * A meeting is required, in order to address this and negotiate a way forward. * Inquire about timetables * Student administration have stated that they do not have access to general timetables. Once acquired, a meeting will be scheduled to determine which times the bus services are needed most. * There is a need to bring this before the timetable committee, to have the matter accounted for and reasons provided as to the decision that was made and negotiate a way to have this be accessible, at least to student administration |
| Initiate communication with day house – and external campus chairpersons | January - March | Establish communication with chairpersons.  During Orientation week, I managed to meet some of the members of the executive committee (for the day houses) and have spoken to external faculty heads, who have provided information concerning ideal times to visit the campuses, to ensure effectiveness of visits, where there is allowance for maximised contact with SRC members | Successful. | * Schedule a meeting with the day house chairpersons, to determine the best way to cater for greater inclusivity of day students * Attend a committee meeting and/or event of external campus executive committees on all campuses   There is a need to gain better understanding of the different challenges faced by day students and the external campuses and generally seek to be more involved in the events held by the executive committees, by assisting to promote greater inclusivity. |
| Counselling | Ongoing | Ensuring a safe space for students; making counselling services more readily accessible and visible. This involves a collaboration Peer Support, Crossroads@UP and Marie Stopes |  | * Schedule a follow-up meeting with Crossroads@UP and get all parties on board, to establish a working partnership, to cater for the well-being of students |

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| **Name: Nomafu Ngubane** | | **Portfolio: Student Sport** | | **Month: March** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Sport EC Camp | February | Team building camp were Student Sport were able to come up with their POA and finalise their vision for the year 2020 | A united Student Sport that had a united vision, thus making the team being efficient. |  |
| Varsity Rugby | February-March | * Student Sport facilitated and assisted the Rugby club house in ensuring that while the university hosted rugby everything ran smoothly. * Facilitated the availability of tickets to students * Student Sport organised a bus for the 9th of March that will be taking University of Pretoria students to the game at Wits. | Student Sport ensured that Varsity Rugby ran smoothly and that students were well-informed on dates and that they had access to tickets. | Make the varsity tickets more accessible to all students, to make it easier for students to access the games.   * Increase number of tickets available |
| Leagues | Ongoing | * Netball * Squash * Basketball * Football * Volleyball | * Netball = In November, we helped set up the league dates ensuring it does not clash with test dates and cooling-off period. In 1st week of March, we also helped resolve the issue with booking netball courts by speaking to TuksFacilites and TuksNetball for clarity with regards to which days the student teams may book their practices. Previously, students were not allowed to make consecutive bookings but along with help from TuksNetball, they could each book maximum 2 hours per week on the netball courts. From the beginning of January, we also sent out the application forms and explained the procedure required to enter teams. * Squash = Sent out application forms and any related information to the sport representatives. * Basketball = Had the registration deadline moved forward by a day to give the HC/EC enough time to get their forms ready for the league. * Football & Volleyball = helped re-organise the league dates so that they do not clash with recess. | * More effective communication between Student Sport and relevant parties, to ensure a smoother league season. |
| Tournaments | February | * Football * Valentine’s Basketball * Badminton | * Valentines Basketball = Informed sport representatives about the event, sent out the applications and answered any enquires students had with regards to the event. * Badminton = helped arrange the badminton tournament in February. * Football tournament = finding a suitable date that does not fall within test weeks. |  |
| Helpdesk | 13-31 January | * Secured accommodation for students at Respublica’s Urban Nest and Eastwood village. | * NSFAS funded students received accommodation without having to pay a deposit nor the first months rent. |  |
| **Name:** Lebohang Masiteng | | **Portfolio: RAG** | | **Month: March 2020** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Help desk | 08 January 2020 – 31 January | The office of Reach Out and Give assisted the office of residences with accommodation during the duration of help desk. | Most students who came to the accommodation section did receive assistance or referrals depending on their case. | Try find better ways with working with Tuksres to make the process less stressful. |
| Help desk | 08 January – 31 January | The office of Reach Out and Give also worked with the office of Student Sports to together with Resrepublica, Eastwoods and Urbanest. For accommodation of students who could not be placed at Tuksres. | Most of the students were placed at one of the other options and most of them were happy to stay there. | Have more collaborations with other places that offer accommodation, so that students are never left stranded for accommodation. |
| Help desk | 08 January – 29 February | The office of Reach Out and Give has been assisting students who were placed at Elim gospel church with food on a biweekly basis.  Apart from Elim | Students were able to have a meal when they were at Elim and others when they were placed at self-catering accommodations. | Getting more sponsors for food. |
| RAG ambassadors | Ongoing | The RAG ambassadors EC and the team have been busy with activations to promote this years ambassadors project. Which will be dealing with empowering students who want to give back to the community. | We have managed to get about 35 people signing up. | Bettering advertising |
| KAGISO Programme | Ongoing | KAGISO programme is a voluntary community programme which also seeks to quip students with a basic understanding of the underlying issues in community engagement | We have about 41 students who have shown interest and signed up for KAGISO. | More activations and better marketing |
| THUSHO Projects | 7 March | RAG is teaming up with Feed a Homeless Homie, to do a bread drive at Arcadia and Sunnyside to feed the homeless. | Having a sustainable partnership with Feed a Homeless Homie, so that we can carry on with this drive. | Keep the spirit of partnerships up, because a lot of people benefit from them. |

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| **Name: Lara Thom and Sibo Chamane** | | **Portfolio: Residence and Accommodation** | | **Month:** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Registration and Orientation Help Desk | Jan - Feb | Working with the Placement office of Tuksres primarily at  Duxbury and on Hillcrest Campus, keeping regular contact and receiving feedback via meetings, emails and calls. We put the forms to great use, to track and give feedback on individuals that came for assistance. We assisted students without accommodation through Elim church and other alternate accommodation until their accommodation matters were sorted.  Taking in all residence queries via direct meetings, emails, messages and phone calls.  Also acting as the custodians for Tuksres, in providing as much information as possible to those that had various questions about the residences of UP | Many students managed to keep their placement in their residence following cancellation after efforts on the part of the SRC.  Students who had applied for residence on the portal but the status didn’t reflect, were assisted with many of them being placed and the rest on the waiting list  Many students were placed during helpdesk through the efforts of the SRC (refer to stats of students placed by SRC forms). | This process may be streamlined.  The residence officers along with the other SRC members need to be properly briefed before help-desk so that the procedure is well understood.  There still needs to be better communication between the Tuksres employees working at the Hillcrest campus.  Tuksres needs to have an accommodation emergency plan for all the students who, due to their respective circumstances, require emergency accommodation. |
| Placement | Ongoing | Assisting students with placement in residences and private accommodation as a continuation of Helpdesk. | Many students are placed and are in the process of getting placed as Tuksres work through the waiting lists, as cancelations are received. | The placement policy still needs to be revised further. |
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| **Name: Lindani Mgoduka** | | **Portfolio: SRC-Postgraduate and International Affairs** | | **Month: 13 January to 06 March 2020** |
| **Project:** | **Timeframe** | **Action/Activities** | **Outcome/Achieved Results** | **Recommendations/Implications for**  **Policy/Practice)** |
| Help Desk | 13-31 January 2020 | * The office of postgraduate and International students was tasked by the SRC to help on issues of Academic relations during this period. Here we were helping with issues of Exclusion, late applications and advisory on matters at hand. * My focus was also on helping International and Postgraduate students. Here the same issues were visible however were mate with critical approaches, this was all due to issues other then that relation to the University. * We helped with Accommodation. | * I managed to helped students who had issues of exclusion, they were three students readmitted at different faculties who had taken a gap in year in 2019 without notifying the institution. I also managed to get students accommodated to residents and they were able to register on late application. I also managed to register postgraduate students in their respectable departments who had not applied or had preference of another department they did not apply within. I do have to state that though I had many cases with positive outcome I had they were outcomes of negativity. * International students had issues that the University can not deal with, in most cases it was issues of Medical aid certificate, finances and Home Affairs Migration red tapes. My offices tried it best with fastening this process and appealed for mercy to the University of doable issues. * Here, I was dealing with the well know crisis of Accommodation, the issues were created due to NSFAS accommodation accreditation law, private accommodation lords and students were left blank sighted of this new condition which the university had to implement. | * I recommend that we as the SRC implement an informative session to students, with regards to Academic exclusion, financial exclusion and how to manage their finances. * I recommend that international students be also organised an informative session to assist them getting their affairs in order. * I recommend an informative session from all FSA to assist students choose their majors and also how to develop interest to particular Honours students. |
| International Students Welcome day | 20 January 2020 | * Presentational speech * Hosting UPI to students * Recorded details of students | * I integrated with Internationals students, the data base that I have has helped in distribute informative events. | * I recommend that having students involved in University culture and their respectable societies, will help reintegrate them to our local and institutional environment |
| International commemoration date | February to October 2020 | * Implement International holidays recognised by UN and on our National calendar. * These dates will be posted on all our SRC online platforms, with a short historical introduction and promotion of events happening within the University space according to those days. * I plan to also have some of the date incorporated to our SRC events. | * My office couldn’t start this initiative in February due to Marketing and historical documentation to be studies had limited information. * I have started to plan for Human Rights Day, World Poetry Day, International woman’s day and International day of remembrance of the victims of slavery trade in the month of March. | * I recommend that this initiative be advanced in terms of celebrating some of the holidays as students. * I plan to have different date applied in societies POA events calendar. |

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| Registration of International students and UPI | | 17-28 February 2020 | | * Assisting International student’s society register. | | * I managed to visit most society stalls and means of familiarising myself with their leadership. * Created a group to share events and information. | | * I recommend that international societies align themselves with UPI. * I recommend that International students be exposed to leadership within these societies. | |
| Postgraduate and International scholars Meet and greet braai day. | | 2 April 2020 | | * I plan to have a braai where Postgraduate and international students meet each other. * This event will also help the SRC fundraise funds. * I plan to have International and postgraduate society promote themselves to new | | * I have managed to communicate these initiatives with societies. * I have requested quotations for all resources needed. * I have managed to secure a venue. | | * I recommend that the office of MMC issue post as soon as possible. * I also recommend that first time International and Postgraduate students to engage. * I recommend that all UP students support this initiative. | |
| Postgraduate Societies and Faculty Postgraduate and International | | 18 January to 31 September | | * Know all faculty Postgraduate and Internationals Students leaders. * Meet and greet Postgraduate students committee. * Help connect all these committees especially postgraduate students. | | * I have meet PSANA from the faculty of natural science and PGSA from OPVSC. * I have negotiated with them issues they have and also will be working with them in most events. | | * I recommend that all faculties implement such portfolios or committees. * I recommend that students also join these committees. * I recommend that Postgraduate students committees groom and familiarize undergraduate students to through their programmes. | |
| Postgraduate and International Students Statistics. | | January to April 2020 | | * Gather/ collect data about international and postgraduate population at UP. * Work with faculty Administration. * Work with SRC Societies office. | | * I have had challenges in collecting these data. * Some faculties have responded positively to my request. * Through this initiative I have manage to alert USA students about voting processes in their countries while in RSA. | | * This initiative is to assist me collect data as to know how many students in both these categories are at UP. * I recommend that this will help in knowing our target potential sponsors. | |
| Postgraduate and International funding or Bursary. | | 01 March to December 2020 | | * Search for potential funders. * Be involved in SRC fundraising committee. * Leisure with NRF, NYD, Embassies and UP with regards to funding. * I have events or programs planned out for fundraising opportunities, there are also potential companies who want to market to my student’s domain and will pay for Marketing. | | * I have managed to get potential funder though it regards to food and sanitary items. They not delivered yet but in the process of receiving them. * I have managed to find available bursaries which have been shared with relevant students. * I have lined up meetings with interested Embassies. | | * I recommend the full support of International students’ societies, as I will travel with some of them to these respectable embassies. * I recommend that students support SRC fundraising events or programs. * I recommend that students in their own capacity search for potential bursaries. | |
| **Name: Lorrainga Mothokwa**  **Namatai Ruswa** | | | | **Portfolio: Academics 1 & 2** | | | | **Month: March** | |
| **Project:** | | **Timeframe** | | **Action/Activities** | | **Outcome/Achieved Results** | | **Recommendations/Implications for**  **Policy/Practice)** | |
| **Exclusions and Appeals** | | **December 2019 – early February 2020** | | We assisted and offered support to students who have been excluded. We also assisted them by giving them guidelines on how to structure their appeals as well as which supporting documents to attach. | | Successful. | | To increase awareness of the actual steps of appealing and the options available based on the outcomes. | |
| **Helpdesk** | | **13 – 31 January 2020** | | To assist students with issues such as late applications, registration, exclusions and how to appeal. | | Successful – we assisted a great number of students. | |  | |
| **Senate Appeals** | | **03 February – 24 February 2020** | | The Academics 1 Officer as well the RAG Officer sat on the Senate Review Committee meeting where they advocated for students’ cases. | | Successful | |  | |
| Fly at UP | | 1 March – 15 March | | The Academics 2 Officer was tasked by conducting an Academic survey by the UP Teaching and Learning committee headed by Prof Norman Duncan. The survey serves the objective of understanding **exceptional success, work readiness and entrepreneurship** within the University of Pretoria academic student spaces**.** All data collected will be used to create new innovative ways that will help student’s to achieve academic success as well as bridge the gap between the Undergraduate and Postgraduate levels of study.  This survey was done in collaboration with the SRC post-graduate officer. | | The survey has been successful. Students have engaged with the survey and contributed with valuable data that will aid the University in assisting the academic needs of students. | |  | |