



GENERAL PROSPECTUS 2019

The complete 2019 University Prospectus consists of the following parts:

- General Prospectus
- Student Account Guide
- Prospectuses of the respective faculties
  - Faculty of Arts
  - Faculty of Business and Economic Sciences
  - Faculty of Education
  - Faculty of Engineering, the Built Environment and Information Technology
  - Faculty of Health Sciences
  - Faculty of Law
  - Faculty of Science

Copies of separate parts of the prospectus are obtainable from:

The Registrar  
PO Box 77000  
Nelson Mandela University  
PORT ELIZABETH  
6031  
SOUTH AFRICA

**NB**

**Although the information contained in this Prospectus has been compiled as accurately as possible, the Council and the Senate of the Nelson Mandela University accept no responsibility for any errors or omissions. This Prospectus is only applicable to the 2019 academic year.**

**Information reflected in this Prospectus is as available at the time of going to publication.**

**VISION, MISSION, VALUES, EDUCATIONAL PURPOSE AND PHILOSOPHY****VISION**

**To be a dynamic African university, recognised for its leadership in generating cutting-edge knowledge for a sustainable future.**

**MISSION**

**To offer a diverse range of life-changing educational experiences for a better world.**

To achieve our vision and mission, we will ensure that:

- Our values inform and define our institutional ethos and distinctive educational purpose and philosophy.
- We are committed to promoting equity of access and opportunities so as to give students the best chance of success in their pursuit of lifelong learning and diverse educational goals.
- We provide a vibrant, stimulating and richly diverse environment that enables staff and students to reach their full potential.
- We develop graduates and diplomates to be responsible global citizens capable of critical reasoning, innovation, and adaptability.
- We create and sustain an environment that encourages and supports a vibrant research, scholarship and innovation culture.
- We engage in mutually beneficial partnerships locally, nationally and globally to enhance social, economic, and ecological sustainability.

**VALUES**

- **Diversity**
- **Excellence**
- **Ubuntu**
- **Social justice and equality**
- **Integrity**
- **Environmental stewardship**

**EDUCATIONAL PURPOSE AND PHILOSOPHY**

- We provide transformational leadership in the service of society through our teaching and learning, research and engagement activities.
  - To achieve this we are committed to developing the human potential of our staff and students in the full spectrum of its cognitive, economic, social, cultural, aesthetic and personal dimensions in the pursuit of democratic citizenship.
- We adopt a humanising pedagogical approach that respects and acknowledges diverse knowledge traditions and engages them in critical dialogue in order to nurture a participative approach to problem-posing and -solving, and the ability to contribute to a multi-cultural society.
- We inspire our stakeholders to be passionate about and respectful of an ecologically diverse and sustainable natural environment.
- We will be known for our people-centred, caring, values-driven organisational culture that will allow all members of the university community to contribute optimally to its life.

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**ADDRESS OF THE UNIVERSITY****Admissions**

The Admissions Section  
PO Box 77000  
Nelson Mandela University  
PORT ELIZABETH  
6031

**Examinations & Graduation**

The Examination Section  
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Nelson Mandela University  
PORT ELIZABETH  
6031

**Finance**

The Finance Department  
PO Box 77000  
Nelson Mandela University  
PORT ELIZABETH  
6031

**General**

The Registrar  
PO Box 77000  
Nelson Mandela University  
PORT ELIZABETH  
6031

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Office for International Education	+27 41 504-2161
George Campuses:	+27 44 801-5111
Student enquiries	+27 41 504-9000

**e-mail:** [info@mandela.ac.za](mailto:info@mandela.ac.za)

**Website:** <http://www.mandela.ac.za>

<b>USEFUL TELEPHONE NUMBERS</b>					
	<b>2nd Avenue</b>	<b>Summerstrand North</b>	<b>Summerstrand South</b>	<b>Missionvale</b>	<b>George</b>
Admissions Enquiries			041-5041111		044-8015194
Alumni Association Office		041-5043935			
Arts and Culture			041-5042508	041-5041361	044-8015029
Business School	0861504500				
Cashiers	041-5043838	041-5049138	0415042513	041-5041287	044-8015003
Centre for Access Assessment & Research			041-5042918	041-5042918	
Centre for Teaching, Learning & Media	0415043835	041-5042135	041-5042293	041-5041279	
Examinations	041-5041111	041-5041111		041-5041111	
Faculty of Arts			041-5042802 041-5042855 041-5043252 041-5043478 041-5044608		044-80155090
Faculty of Business & Economic Sciences	041-5043804 041-5043706 041-5043802		041-5042939 041-5042120 041-5042248	041-5041130	
Faculty of Education			041-5044568 041-5042125	041-5041130	044-8015087
Faculty of Engineering, the Built Environment and Information Technology		041-5043446 041-5043447 041-5043480 041-5043660			
Faculty of Health Sciences			041-5042957 041-5042121 041-5042956 041-5042749	041-5041178	
Faculty of Law			041-5042474 041-5042588		
Faculty of Science		041-5049922	041-5042679 041-5042268 041-5049922	041-5041178	
Financial Aid		041-5043182	041-5042550	041-5041242	044-8015130
Health Services	041-5043762	041-5043364	041-5042174	041-5041374	044-8015062
HIV and AIDS Centre			041-5042876		
Legal Services			041-5043263		
Library and Information Services	041-5043851	041-5043410	041-5042294	041-5041269	044 8015151
Madibaz Sport			041-5042165	041-5041244	044-8015037
Communication and Stakeholder Liaison		041-5043339			044-8015098
Off-Campus Programmes Incl. Distance Education			041-5042896		
Office for International			041-5042161		

	<b>2nd Avenue</b>	<b>Summerstrand North</b>	<b>Summerstrand South</b>	<b>Missionvale</b>	<b>George</b>
Education					
Postal Services		041-5043559	041-5042163	041-5041258	044-8015111
Protection Services  Emergency ALL: 041-5042009  CRIME LINE ANONYMOUS: 041-5049998	041-5043710	041-5043636 or 5043483	041-5042482 or 5042009	041-5041307	044-8015050
Research Capacity Development: Honours, M & D Bursaries			041-5042538		
Research Management			041-5044536		
Student Housing	041-5043839	041-5043941	041-5042261		044-8015034
Student Counselling, Career and Development Centre	041-5043854	041-5043222	041-5042511	041-5041106	044-8015051
Student Accounts	041-5044364	041-5044364	041-5044364	041-5044364	044-8015053
Student Governance and Development		041-5043351	041-5042491	041-5041235	
Student Records			041-5043173 041-5044321 041-5044112		044-8015048 044-8015566
Maintenance Services	041-5043347	041- 5043347	041-5043347	041-5043347	044-8015006
Transformation Monitoring and Evaluation			041-5042870		

**ABOUT NELSON MANDELA UNIVERSITY**

Nelson Mandela University is a new generation university, distinguished by a wide range of study options and access routes open to students. With 470 programmes from certificate through to doctoral level across 200 different career fields, Nelson Mandela University truly is a comprehensive university.

Founded on more than a century of quality higher education, Nelson Mandela University nurtures innovation, fosters creativity, embraces technology and develops people towards changing the world for the better. The University was previously known as Nelson Mandela Metropolitan University (NMMU), but on 21 July 2017 it was officially re-launched as Nelson Mandela University – the only university in the world to have been given this privilege. Our alumni also come from the University of Port Elizabeth, the Port Elizabeth Technikon and Port Elizabeth campus of Vista University, as these three institutions were merged to form NMMU in 2005.

The University has a strong record of accomplishment of research, working extensively in partnership with business and industry, and has an even more exciting future ahead of it, especially in terms of its contribution to the socioeconomic development of the metro, region, country and continent of Africa.

This is due, among other new and growing ventures, to Nelson Mandela University's bold journey towards becoming the leading destination for all Ocean Sciences related teaching, learning, research and engagement in Africa with the launch of its dedicated Campus in September 2017.

**Our campuses**

The launch of the Ocean Sciences Campus means Nelson Mandela University now has seven campuses and about 27 000 students.

Six of Nelson Mandela University's campuses are in Nelson Mandela Bay and one is in George on the Garden Route. The seven campuses are:

- South Campus in Summerstrand (within a 720-hectare private nature reserve)
- North Campus in Summerstrand
- Ocean Sciences Campus, adjacent to North and South campuses in Summerstrand
- Second Avenue Campus, home to our "green" Business School, in Summerstrand
- Bird Street Campus, a growing postgraduate arts hub in Central
- Missionvale Campus in Missionvale
- George Campus in George

**Facilities and supportive teaching and learning environment**

Nelson Mandela University is privileged to have outstanding facilities. All students have access to well-equipped laboratories, some of which are open 24/7, and free Wi-Fi throughout all its campuses. All lecture halls are equipped with the latest technology and students have the opportunity of using additional e-learning tools online. The campus libraries and information services network offers a state-of-the-art integrated online system. There are cafeterias, food courts and coffee shops.

A range of opportunities is provided to enhance the academic success of students. These include a first-year orientation programme, peer-facilitated learning opportunities (eg, Supplemental Instruction, e-PAL, tutorials, practicals, mentor programmes, 'Keys to Success' workshops and online resources). The University also promotes learning and development beyond the classroom towards enhancing holistic student development. To recognise this learning, Nelson Mandela University has developed an innovative, electronic co-curricular record system. This record complements the students' academic record.

The University also offers the finest sporting facilities in the Eastern Cape and numerous venues for conferences, meetings and other special events.

## Faculties

Nelson Mandela University has seven faculties. They are:

- Arts
- Business and Economic Sciences
- Education
- Engineering, the Built Environment and Information Technology
- Health Sciences
- Law
- Science

## Academic focus areas

Though the University prides itself on its vast range of programme offerings, it has a number of strategic areas in terms of its core business of teaching and learning, research and engagement. These are:

- Health and wellness
- Economic and business development with a focus on job creation and entrepreneurship
- Materials and process development for industry and manufacturing
- Emerging information and communications technology for development
- Environmental and natural resource management
- Culture, communication and language
- Leadership, governance, democracy and justice
- Educational development in support of excellence in teaching, learning and curriculum
- Infrastructure and human settlement development

## Strategic research areas

- Biodiversity conservation and restoration
- Coastal marine and shallow water ecosystems
- Cyber citizenship
- Democratisation, conflict and poverty
- Earth Stewardship Science
- Health and wellbeing
- Humanising pedagogies
- Manufacturing technology and engineering
- Nanoscale characterisation and development of strategic materials
- Science, Mathematics and Technology Education for Society
- Strategic energy technologies
- Sustainable human settlement development and management
- Sustainable local economic development

## Research and Engagement entities

Nelson Mandela University has more than 30 focused institutes, centres and units that exist over and above the formal academic structures. These are aimed at promoting research, technology transfer and innovation. They include the likes of InnoVenton, the University's go-getting Institute for Chemical Technology and Downstream Chemicals; eNtsa, an institute that focuses on seeking solutions through engineering; Earth Stewardship Science Research Institute (ESSRI); and the Institute for Coastal and Marine Research. Many are award-winning entities. The University also has many more engagement institutes, centres and units and two clinics serving society in various initiatives. Its mobile Zanemphilo health platform, for example, serves both indigent communities and its Health Sciences students with practical experience. The latter forms part of the growing Interprofessional Education (IPE) that will undergird the University's Health Science qualifications as it moves towards the formalisation of its Medical School.

## 'Green' endeavours

In line with its value of respect for the natural environment, Nelson Mandela University is involved in a large number of "green" initiatives that will not only reduce its own carbon footprint but is also assisting others in seeking renewable energy resource solutions. The university's Business School, for example, was the first in the country to be awarded four-star "green" accreditation for a public and education building by the Green Building Council of South Africa in 2013. The "green" agenda is supported by the Centre for Renewable Energy, which is recognised as a research leader in the field, and the University's overriding strategic priority towards all-round environmental economic and environmental sustainability.

**International links**

Just over 8% of the University's student body comes from 84 different countries outside of South Africa. The Office for International Education fosters relationships and manages inter-institutional linkages to enrich both Nelson Mandela University staff and students. These partnerships also foster our growing research.

**Reasons to be proud:**

- Nelson Mandela University's diversity and multiculturalism. Our African students come from 32 countries on the continent.
- Nelson Mandela University is the only University in the world to be named after the global icon Nelson Mandela
- The Centre for High Resolution Transmission Electron Microscopy (CHRTEM) is the only place in Africa where scientists can view atoms in line with the University's growing prominence for nanoscience.
- The University was chosen to host the country's 10<sup>th</sup> Medical School, and expects its first cohort of medical students from 2020.
- 43% of our academic staff have doctoral degrees, which is above the national average.
- New infrastructure like the second iconic Engineering Block on North Campus, the High Performance Complex complete with a 100m research sprint track, and the Science Building on South Campus.
- The University has the only dedicated Ocean Sciences Campus in South Africa and is working together across disciplines – from the Arts through to Zoology – to find innovative, sustainably solutions in growing the country's blue economy.
- Nelson Mandela University has excellent links with industry and business, particularly within the pharmacy, tourism, the automotive industries and now with all Ocean Sciences-related partners.
- Nelson Mandela University's ongoing education partnership of ten years with Fifa, as one of only two presenters in Africa of an international sports management programme through the Centre International d'Etude du Sport (CIES).
- In 2012 the University was selected to facilitate the country's first electric e-mobility programme and technical centre, called the uYilo e-mobility programme.
- The University has extensive expertise within the field of friction processing which has resulted in numerous national awards for the patented technology, WeldCore®. This technology has saved industry vast sums of money.
- Nelson Mandela University's accounting and pharmacy students who continue to produce top results in their national external examinations.
- The University's international award-winning choir which continues to perform around the globe to wide acclaim.

**ACADEMIC DRESS**

Special academic attire was designed for office-bearers at Nelson Mandela University to be worn at prestigious academic events like graduation.

Each outfit – from that of the Chancellor and Vice-Chancellor to those of the Executive Deans – has been meticulously selected to signify a particular office; this is a tradition that is consistent with universities throughout the world.

The gowns, caps and hoods of Nelson Mandela University graduates were similarly inspired and are explained in detail below.

**Academic dress for graduates at Nelson Mandela University is as follows:****Doctoral degrees**

- Gown:** Cardinal red polyester cashmere gown with long pointed sleeves pleated up with blue cord and button and lined with blue satin with 125mm facings and a blue collar.
- Hood:** Full shape hood in cardinal red polyester cashmere lined with faculty colour satin and edged around the cowl with 75mm faculty colour ribbon with 15mm blue ribbon overlaid central. 50mm wide straight neckband in cardinal red polyester cashmere, 25mm faculty colour ribbon in centre of neckband with 15mm blue ribbon overlaid central to faculty ribbon.
- Cap:** Round doctor's bonnet in black velvet with faculty colour cord and tassel.

**Master's degrees**

- Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail is used.
- Hood:** Full shape blue hood lined faculty colour satin and edged around the outside of the cowl with 75mm faculty colour with ribbon. 50mm straight neckband in blue with 25mm faculty colour ribbon centred.
- Cap:** Black mortarboard with blue tassel.

**Postgraduate diplomas**

- Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
- Hood:** Blue simple shape hood lined silver grey satin. Straight neckband with 15mm faculty ribbon on top edge of neckband and around cowl. 15mm silver grey ribbon on bottom edge of neckband and around cowl spaced 20mm away from the faculty colour.
- Cap:** Black mortarboard with blue tassel.

**Bachelor honours degrees**

- Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
- Hood:** Blue simple shape hood lined silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside. 15mm silver grey ribbon runs along the outer edge of the cowl, overlaid on faculty ribbon and on top edge of neckband.
- Cap:** Black mortarboard with blue tassel.

**Four-year bachelor's degrees (including Bachelor of Technology degrees)**

- Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
- Hood:** Blue simple shape hood lined silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside. Silver grey cord runs along the outer edge of the cowl, overlaid on faculty ribbon and on top edge of neckband.



**Cap:** Black mortarboard with blue tassel.

### **Three-year bachelor's degrees**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood lined with silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside.

**Cap:** Black mortarboard with blue tassel.

### **Advanced diploma**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood lined with silver grey satin with 50mm wide straight neckband. 15mm faculty colour ribbon on top and bottom of neckband around cowl.

**Cap:** Black mortarboard with blue tassel.

### **Diploma**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood with 50mm wide straight neckband. 25mm faculty colour ribbon on centre of neckband.

**Cap:** Black mortarboard with blue tassel.

### **Faculty colours**

Arts:	Yellow
Business & Economic Sciences:	Plum
Business School	Black and magenta
Education:	Orange
Engineering, the Built Environment and Information Technology:	Light blue
Health Sciences:	Apple green
Law:	Grey blue
Science:	Dark green

**Messrs T. Birch & Co (Pty) Ltd and its subsidiary, Croft Magill & Watson (Pty) Ltd, have been appointed as official robe-makers to the University and as contracted suppliers of choice to students for graduation academic attire.**

**The Image Factor has been appointed as the official photographer of the University.**

<b>ACADEMIC PROGRAMME AND ALMANAC 2019</b>
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**ACADEMIC CALENDAR: 2019****LECTURE BLOCKS**

**First teaching cycle:** Monday 11 February – Friday 5 April (35 days)  
**Second teaching cycle:** Monday 8 April – Tuesday 28 May (34 days)  
**Third teaching cycle:** Monday 22 July – Friday 6 September (34 days)  
**Fourth teaching cycle:** Monday 9 September – Friday 1 November (35 days)

**NORMAL EXAMINATION PERIODS**

**First Semester:** Friday 31 May – Friday 21 June (17 days)  
**Second Semester:** Tuesday 5 November – Tuesday 26 November (18 days)

**RE-EXAMINATION PERIODS**

Second Semester 2018: Monday 14 January 2019 – Tuesday 22 January 2019 (7 days)  
 First Semester 2019: Monday 15 July 2019 – Friday 19 July 2019 (5 days)  
 Second Semester 2019: Thursday 9 January 2020 – Friday 17 January 2020 (7 days)

**NOTE:**

*In the event of exams being disrupted, the University reserves the prerogative to extend the exam period for a reasonable time beyond the planned end of exams.*

**GRADUATION CEREMONIES****Autumn graduation**

Friday 5 April – 18 April

\* Graduation Sessions will be published in due course

**Summer graduation**

Tuesday 10 December – Friday 13 December

**STUDENT RECESS PERIODS**

Saturday 16 March – Sunday 24 March  
 Saturday 22 June – Sunday 21 July  
 Saturday 21 September – Sunday 29 September  
 Wednesday 27 November – Monday 31 December

\* University re-opens: Thursday 3 January 2019

**PUBLIC AND UNIVERSITY HOLIDAYS 2019**

Semester 1	Tues	1 January	New Year's Day
	Thurs	21 March	Human Rights Day
	Fri	22 March	University Holiday
	Fri	19 April	Good Friday
	Mon	22 April	Family Day
	Sat	27 April	Freedom Day
	Wed	1 May	Workers' Day
	Sun	16 June	Youth Day
Mon	17 June	Public Holiday	
Semester 2	Fri	09 August	National Women's Day
	Tues	24 September	Heritage Day
	Mon	16 December	Day of Reconciliation
	Wed	25 December	Christmas Day
	Thurs	26 December	Day of Goodwill

**SCHOOL CALENDAR**

Term 1	Wed	9 January	to	Fri	15 March
Holiday	Sat	16 March	to	Mon	1 April
Term 2	Tues	2 April	to	Fri	14 June
Holiday	Sat	15 June	to	Mon	8 July
Term 3	Tues	9 July	to	Fri	20 September
Holiday	Sat	21 September	to	Mon	30 September
Term 4	Tues	1 October	to	Wed	4 December
Holiday	Thurs	5 December			

**ALMANAC 2019****January**

Tue	1	New Year's Day
Wed	2	
Thu	3	<b>University re-opens</b> Library and Information Services re-open Library and Information Services: Vacation hours Submission of appeals from students who attempted all their modules during the November examination and were refused re-admission for the 2019 academic year continue
Fri	4	
Sat	5	Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	6	<i>Library and Information Services closed</i>
Mon	7	First day for submission and processing of study elsewhere and module credit requests Viewing and applications for re-marking of November 2018 examination answer scripts commence First day for submission of requests for programme/qualification changes for the purpose of graduation in April 2019 First day for submission of requests for programme/qualification changes for 2018 registered students for the purpose of 2019 registration (Semester 1)
Tue	8	
Wed	9	<b>Schools re-open</b>
Thu	10	
Fri	11	Admissions Committee (08:30)
Sat	12	Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	13	<i>Library and Information Services closed</i>
Mon	14	<b>January re-examinations commence</b>
Tue	15	On-line Registration for all students commences
Wed	16	
Thu	17	Student Housing Management Committee (09:00)
Fri	18	Admissions Committee (08:30)
Sat	19	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	20	<i>Library and Information Services closed</i>
Mon	21	BTech Block 1 modules commence (Forestry and Wood Technology)
Tue	22	<b>January re-examinations end</b> International Students' Orientation commences
Wed	23	Management Committee (08:30)
Thu	24	
Fri	25	Admissions Committee (08:30) International Students' Orientation end Residences open for new students (on and off campus) Residences re-open for First Year students (George Campus) Residences open for new international students (on and off-campus) Last day for submission of examination scripts and final mark reports to the Examination Section (14:00) Last day for processing January 2019 re-examination/special examination marks by academic departments (12:00) Last day for submission of experiential training reports and applications for module credit requests for graduation in 2019
Sat	26	Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)

- Sun 27 *Library and Information Services closed*
- Mon 28 **Assisted online registration commences**  
Deans' Forum Breakaway starts  
Graduate School - Trimester 1 Lectures commence  
Study Abroad and Exchange Student Orientation Opening Ceremony  
Publication of provisional January 2019 re-examination/special examination results
- Tue 29 George Campus First Year registration commences  
George Campus Registration of **All International students**  
George Campus Higher Certificate in Veldfire Management (Full-time) (Science) students register
- Wed 30 Deans' Forum Breakaway ends  
George Campus Higher Certificate in IT User Support Services (EBEIT) students register  
George Campus All First Year Faculty of Business and Economic Sciences (BES) students register
- Thu 31 Student Affairs Management Committee (10:00)

## February

- Fri 1 Admissions Committee (08:30)  
BTech Block 1 modules end (Forestry and Wood Technology)
- Sat 2 **First-Year Success (FYS) Programme commences**  
Welcoming Ceremony for First Year Students (George Campus)  
**Official Welcoming Ceremony for all first-year students and their parents**  
Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
- Sun 3 *Library and Information Services closed*
- Mon 4 Tender Adjudication Committee (09:00)
- Tue 5 Executive Committee of Senate (09:00)  
Student Disciplinary Committee (08:30)  
Publication of Final January 2019 re-examination/special examination results
- Wed 6 Research Committee (08:30)  
Central Timetabling Committee (14:00)  
Research Ethics Committee (Animal) (14:00)  
Viewing and applications for re-marking of January 2019 examination answer scripts commence
- Thu 7 Academic Titles Committee (09:00)  
Student Disciplinary Committee (08:30)  
Estate and Facilities Management Committee (14:00)  
George Campus SNRM (Faculty of Science) senior students register  
George Campus First Year SNRM (Faculty of Science) students register  
George Campus HC Veldfire Management First Year (Part-time and full-time) (Faculty of Science) students register  
George Campus BTech Nature Conservation, Game Ranch Management and Agricultural Management (full-time) (Faculty of Science) students register
- Fri 8 **Assisted online registration ends**  
Admissions Committee (08:30)  
Blended Learning Committee (12:30)  
George Campus Advanced Diploma (Business Studies) students register  
George Campus Business and Economic Sciences Faculty senior students register  
Graduate School Trimester 1 - Last day for late registration of modules and registration changes  
Processing of final year study elsewhere and module credit requests submitted by 25 January deadline for April 2019 graduation purposes end  
Final date for the approval by Faculty Postgraduate Studies Committees of applications for studies in abeyance for 2019 from master's and doctoral students

		Last day for the submission of appeals from students who attempted all their modules during the examination and/or re-examination and were refused re-admission for the 2019 academic year
Sat	9	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	10	<b>Last day of Summer recess for students</b> <i>Library and Information Services closed</i>
Mon	11	<b>Registration changes commence</b> Teaching and Learning Committee (14:00) Library and Information Services: Term hours <b>Full-time and part-time lectures commence: Start of first teaching cycle of lectures</b> HC Veldfire Management Block 1 - 1st semester programme commences (First year part-time and full-time) <b>Late Registration commences<sup>1</sup></b>
		<sup>1</sup> Late registration after 8 February is subject to payment of a late registration fee
Tue	12	Library and Information Services Committee (14:00)
Wed	13	Employment Equity Forum (14:00) Arts, Culture and Heritage Committee (14:00) Last day for submission of requests for programme/qualification changes for the purpose of graduation in April 2019 Last day for submission of requests for programme/qualification changes for 2018 registered students for the purpose of 2019 registration (Semester 1)
Thu	14	Academic Programme Committee (08:30) Student Housing Management Committee (09:00)
Fri	15	Quality Committee (08:30) Last day for viewing and applications for re-marking of November 2018 examination answer scripts Last day for viewing and applications for re-marking of January 2019 re-examination answer scripts
Sat	16	
Sun	17	
Mon	18	Information and Communication Technology Committee (14:00)
Tue	19	Postgraduate Studies Committee (09:00)
Wed	20	Management Committee (08:30) Faculty Board Meeting: Faculty of Education (13:30)
Thu	21	Deans' Forum (08:30) Madibaz Sport Committee (13:00) Executive Committee of Council (09:00) Alumni Association Executive Committee (17:30)
Fri	22	Faculty Board Meeting: Faculty of Law (14:00) Senior Management Appointments Committee (09:00) HC Veldfire Management Block 1 - 1st semester programme ends (First year part-time and full-time)
Sat	23	Campus Life Festival
Sun	24	
Mon	25	Research and Engagement Committee (08:30)
Tue	26	Senate (14:00)
Wed	27	Institutional Forum (14:00) Research Ethics Committee (Human) (14:00) Faculty Board Meeting: Faculty of Science (14:00)
Thu	28	<b>Late registration ends</b> Finance and Facilities Committee (14:00) Student Affairs Management Committee (10:00) Faculty Board Meeting: Faculty of Health Sciences (12:00) Graduate School - Last day for cancellation of Trimester 1 modules without penalty Last day for processing February special last outstanding examinations by Academic Departments (12:00)

Last day for submission of examination scripts and final marks reports to the Examination Section (14:00)

**Last day for registration changes for the block of lectures that started on 11 February 2019**

Final date for approval of master's and doctoral degree examination reports and approval of manuscripts in article format for doctoral candidates for graduation in April 2019

## March

- Fri 1 George Campus Management Committee (11:00)  
Human Resources and Remuneration Committee (08:30)  
Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)
- Sat 2
- Sun 3
- Mon 4 Governance and Ethics Committee (09:00)  
Tender Adjudication Committee  
Faculty Board Meeting: Faculty of Arts (14:00)  
Start of 2019 Graduate Recruitment Presentations (early awareness)  
HC Veldfire Management Block 1 - 1st semester programme commences (Second year part-time and full-time)
- Tue 5 Audit and Risk Committee (09:00)  
Student Disciplinary Committee (08:30)
- Wed 6 Transformation Committee (14:00)  
Research Ethics Committee (Animal) (14:00)
- Thu 7 Student Disciplinary Committee (08:30)  
Extended Management Committee (Retreat) (08:30)
- Fri 8 **Census Date: Term 1 modules**  
Extended Management Committee (Retreat) (08:30)  
Last day for students to apply to the Examinations Office if they wish not to write examinations on a particular date or time during the June examination period due to clashes with religious or cultural observance (Application must be accompanied by a letter from the relevant ordained religious leader or designated authority on an official letterhead)
- Sat 9
- Sun 10
- Mon 11 Risk Management Committee (09:00)
- Tue 12 Executive Committee of Senate (09:00)  
Student Disciplinary Committee (08:30)
- Wed 13 Strategic Resource Allocation Committee (08:30)
- Thu 14 Internationalisation Committee (09:00)  
Student Disciplinary Committee (08:30)  
Student Housing Management Committee (09:00)  
Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)  
Graduate School - Last day for cancellation of Trimester 1 modules with 50% liability
- Fri 15 **Schools close**  
Admissions Committee (12:30)  
HC Veldfire Management Block 1 - 1st semester programme ends (Second year part-time and full-time)  
Last day for submission of final copies of treatises/dissertations/theses for graduation in April 2019
- Sat 16 **Start of Autumn recess for students**  
Library and Information Services: Vacation hours  
Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)

Sun	17	<i>Library and Information Services closed</i>
Mon	18	Third opportunity examinations as approved by FMCs commence
Tue	19	
Wed	20	Management Committee (08:30) Third opportunity examinations as approved by FMCs end
Thu	21	<b>Human Rights Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Fri	22	<b>University Holiday</b> <b>Census Date: Trimester 1 modules</b> <i>Administrative Offices and Library and Information Services closed</i>
Sat	23	<i>Library and Information Services closed</i>
Sun	24	<b>End of Autumn recess for students</b> <i>Library and Information Services closed</i>
Mon	25	<b>Lecture cycle 1 resumes</b> Capital Resources Allocation Committee (09:00) Library and Information Services: Term hours
Tue	26	Academic Programme Committee (08:30) Last day for approval by APC of all Form 2 new programmes for implementation in the 2021 academic year Last day for approval by APC of all programme amendments for implementation in the 2020 academic year and for inclusion in the 2020 Academic Prospectuses
Wed	27	Student Disciplinary Committee (08:30) Research Ethics Committee (Human) (14:00) Last day for submission of examination scripts and final marks reports to the examination section (14:00)
Thu	28	Council (09:00) Student Affairs Management Committee (10:00) Computer Science and IT Careers Fair
Fri	29	Student Orientation Committee (12:30) Graduate School - Late registration ends for year block and Trimester 2 and 3 modules Graduate School - Last day for cancellation of year block modules without penalty <b>Last day for renewal of registration by candidates for research master's and doctoral degrees</b>
Sat	30	Library and Information Services 10:00-15:00 (South and Missionvale Campuses only)
Sun	31	

## April

Mon	1	Tender Adjudication Committee (09:00) Start of 2019 Law Recruitment Programme Applications for academic admission and On-Campus accommodation for 2020 intake open HC Veldfire Management Block II - 1st semester programme commences (First year part-time and full-time)
Tue	2	<b>Schools re-open</b> Deans' Forum (08:30) Student Disciplinary Committee (08:30) Co-Curricular Student Development Committee (12:30) Publication of Provisional Examination Timetable
Wed	3	
Thu	4	Management Committee (George Campus) (08:30) Graduation Site meeting (Port Elizabeth) (15:00)
Fri	5	Chancellor's Doctoral Dinner <b>Census Date: Semester 1 modules</b> <b>End of first teaching cycle of lectures</b> <b>PE Autumn Graduation Ceremonies commence</b>

Sat	6	
Sun	7	
Mon	8	Student Disciplinary Committee (08:30) <b>Start of second teaching cycle of lectures</b> Library and Information Services: Term hours
Tue	9	
Wed	10	
Thu	11	
Fri	12	
Sat	13	
Sun	14	
Mon	15	
Tue	16	
Wed	17	Graduation Site meeting (George Campus) (15:00)
Thu	18	<b>Autumn Graduation Ceremonies end</b> Student Housing Management Committee (09:00) <b>George Campus Autumn Graduation ceremony (10:00)</b> End of 2019 Law Recruitment Programme <b>Last day for module changes for the block of lectures that started on 8 April 2019</b>
Fri	19	<b>Good Friday</b> <i>Administrative Offices and Library and Information Services closed</i> Graduate School - Last day for cancellation of Trimester 1 modules for examination purposes
Sat	20	<i>Library and Information Services closed</i>
Sun	21	<i>Library and Information Services closed</i>
Mon	22	<b>Family Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Tue	23	Executive Committee of Senate (09:00) Human Resources Development Committee (14:00) Last day for approval by ECS of all Form 2 new programmes for implementation in the 2021 Academic year Last day for approval by ECS of all programme amendments for implementation in the 2020 academic year and for inclusion in the 2020 Academic Prospectuses
Wed	24	Scholarship and Bursaries Committee (09:00)
Thu	25	Executive Committee of Council (09:00)
Fri	26	Research Committee (08:30) Senior Management Appointments Committee (09:00) Publication of final June examination timetable Last day for submission of intention to submit documentation for examination by postgraduate students for awarding of master's and doctoral degrees in December 2019 Submission of examination question papers, marking guidelines and module outcomes for the June 2019 examinations - all exit level modules (including special/re-examinations for July 2019)
Sat	27	<b>Freedom Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Sun	28	<i>Library and Information Services closed</i>
Mon	29	Blended Learning Committee (12:30) Faculty Board Meeting: Faculty of Science (14:00)
Tue	30	Research Ethics Committee (Human) (14:00) Student Affairs Management Committee (10:00) <b>Last day for cancellation of registration, as well as the cancellation of particular modules for the purposes of June examinations</b>



**May**

Wed	1	<b>Workers' Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Thu	2	Capital Resources Allocation Committee (09:00)
Fri	3	<b>Census Date: Term 2 modules</b> Open Day (George Campus)
Sat	4	Open Day (George Campus)
Sun	5	
Mon	6	Tender Adjudication Committee (09:00) HC Veldfire Management Block II - 1st semester programme commences (Second year part-time and full-time) Last day for the submission of all examination question papers, marking guidelines and module outcomes for June 2019 examinations including special/re-examination for July examinations
Tue	7	Extended Management Committee (08:30) Student Disciplinary Committee (08:30)
Wed	8	Management Committee (08:30) Research Ethics Committee (Animal) (14:00)
Thu	9	Student Disciplinary Committee (08:30) Faculty Board Meeting: Faculty of Arts (14:00) Faculty Board Meeting: Faculty of Health Sciences (12:00) Information and Communication Technology Committee (14:00)
Fri	10	Open Day (Port Elizabeth) Academic Titles Committee (09:00)
Sat	11	Open Day (Port Elizabeth)
Sun	12	
Mon	13	Teaching and Learning Committee (14:00) Graduate School - Trimester 1 Examinations commence
Tue	14	Student Disciplinary Committee (08:30) Research and Engagement Committee (08:30)
Wed	15	Employment Equity Forum (14:00) Postgraduate Studies Committee (08:30) Arts, Culture and Heritage Committee (14:00)
Thu	16	Deans' Forum (13:30) Quality Committee (08:30) Student Housing Management Committee (09:00)
Fri	17	Admissions Committee (12:30) Faculty Board Meeting: Faculty of Law (14:00) Graduate School - End of Trimester 1 Lectures Graduate School - Trimester 1 Examinations end HC Veldfire Management Block II - 1st semester programme ends (Second year part-time and full-time) (00:00)
Sat	18	
Sun	19	
Mon	20	Library and Information Services Committee (14:00) Graduate School - Trimester 2 lectures commence
Tue	21	Central Timetabling Committee (14:00)
Wed	22	Audit and Risk Committee (09:00) Estate and Facilities Management Committee (14:00) Faculty Board Meeting: Faculty of Education (13:30)
Thu	23	Higher Education Committee (09:00) Madibaz Sport Committee (13:00) Student Disciplinary Committee (08:30) Alumni Association Executive Committee (17:30) Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00) End of 2019 Graduate Recruitment Presentations
Fri	24	Governance and Ethics Committee (09:00) Student Orientation Committee (12:30) Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)

Sat	25	
Sun	26	
Mon	27	
Tue	28	Senate (14:00) <b>End of second teaching cycle of lectures</b> Calculation of examination admission marks Publication of class marks on Student Portal (12:00) Last day for approval by Senate of all Form 2 new programmes for implementation in the 2021 Academic year Last day for approval by Senate of all programme amendments for implementation in the 2020 Academic year and for inclusion in the 2020 Academic Prospectuses Final date for approval by Faculty Postgraduate Studies Committees for the appointment of external examiners for awarding of master's and doctoral degrees in December 2019
Wed	29	Institutional Forum (14:00) Study break commences Executive Committee of Council (09:00) Research Ethics Committee (Human) (14:00)
Thu	30	Study break ends Finance and Facilities Committee (14:00) Student Affairs Management Committee (10:00)
Fri	31	<b>1st semester examinations commence</b> George Campus Management Committee (11:00) Human Resources and Remuneration Committee (09:00) Closing date for submission of Engagement Award Graduate School - Last day for registration changes for Trimester 2 Closing date for submission of application forms for Innovation Awards Closing date for submission of application forms for Researcher of the year Graduate School - Last day for cancellation of Trimester 2 modules without penalty Closing date for submission of Faculty Excellent Teacher and Emerging Excellent Teacher awards Closing date for submission of Excellent Teacher, Distinguished Teacher, and Teaching and Learning Excellence: Team awards Closing date for submission by faculties of names of Faculty Researcher of the Year and Emerging Researcher of the Year award to Research Management

## June

Sat	1	
Sun	2	
Mon	3	Tender Adjudication Committee (09:00) BTech Block 2 modules commence (Forestry and Wood Technology)
Tue	4	
Wed	5	Transformation Committee (14:00) Research Ethics Committee (Animal) (14:00)
Thu	6	
Fri	7	Senior Management Appointments Committee (09:00)
Sat	8	
Sun	9	
Mon	10	Internationalisation Committee (09:00)
Tue	11	
Wed	12	Management Committee (08:30)
Thu	13	Student Housing Management Committee (09:00)

Fri	14	<b>Schools close</b> Co-Curricular Student Development Committee (12:30) BTech Block 2 modules end (Forestry and Wood Technology)
Sat	15	
Sun	16	<b>Youth Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Mon	17	<b>Public Holiday</b> <i>Administrative Offices and Library and Information Services closed</i>
Tue	18	Academic Programme Committee (08:30) Student Academic Achievement Awards Dinner
Wed	19	Council (09:00) Research Ethics Committee (Human) (14:00)
Thu	20	Deans' Forum (08:30) Graduate School - Last day for cancellation of Trimester 2 modules with 50% liability
Fri	21	<b>Census Date: Year modules</b> <b>Last day of 1st semester examinations</b> <b>Last day for processing Continuous Assessment Marks - Semester 1 modules</b>
Sat	22	<b>Residences close for 1st semester</b> <b>Start of Winter recess for students</b> Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	23	<i>Library and Information Services closed</i>
Mon	24	
Tue	25	Human Resources Development Committee (14:00) Strategic Resource Allocation Committee (08:30)
Wed	26	Risk Management Committee (09:00) Student Affairs Management Committee (14:00) Last day for calculation of final results by Academic Departments (16:00) <b>Last day for processing June examination marks by academic departments</b> (12:00)
Thu	27	Extended Management Committee (Retreat) (08:30) Publication of provisional June 2019 results
Fri	28	Extended Management Committee (Retreat) (08:30) Final day for adjustment of final results (12:00) Last day for submission of examination scripts and final mark reports to the Examination Section (14:00)
Sat	29	Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	30	<i>Library and Information Services closed</i>

## July

Mon	1	Tender Adjudication Committee (09:00)
Tue	2	
Wed	3	<b>Census Date: Trimester 2 modules</b>
Thu	4	
Fri	5	
Sat	6	Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	7	<i>Library and Information Services closed</i>
Mon	8	
Tue	9	<b>Schools re-open</b> Viewing and application for re-marking of June 2018 examination answer scripts commence

Wed	10	Publication of final June 2019 examination results Publication of last outstanding results, July examination timetable and results First day for submissions of appeals from students who attempted all their modules during the June examination period and were refused re-admission for the 2019 academic year
Thu	11	
Fri	12	
Sat	13	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	14	<i>Library and Information Services closed</i>
Mon	15	<b>Second semester re-examinations/special examinations commence</b> First day for submission of requests for programme/qualification changes for 2018 registered students for the purpose of 2019 registration (Semester 2)
Tue	16	
Wed	17	
Thu	18	Student Housing Management Committee (09:00)
Fri	19	<b>Second semester re-examinations/special examinations end</b> Graduate School - Last day for cancellation of Trimester 2 modules for examination purposes Last day for submission of requests for programme/qualification changes for 2019 registered students for the purpose of 2020 registration (Semester 2)
Sat	20	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	21	<b>End of Winter recess for students</b> <i>Library and Information Services closed</i>
Mon	22	<b>Registration changes commence</b> <b>Start of third teaching cycle of lectures</b> Library and Information Services: Term hours HC Veldfire Management Block I - 2nd semester programme commences (First year part-time and full-time) <b>Late registration commences (new intake/first time and returning students)<sup>1</sup></b> <b><sup>1</sup> Late registration after 22 July is subject to payment of a late registration fee.</b>
Tue	23	Admissions Committee (12:30)
Wed	24	Management Committee (08:30) Student Disciplinary Committee (08:30) Last day for processing of re-examination/special examination marks by academic departments (12:00) Last day for the submission of re-examination scripts and final mark reports by academic departments to the Examination Section (14:00)
Thu	25	Deans' Forum (08:30) Publication of provisional re-examinations/special examinations marks for July 2019
Fri	26	Graduate School - Last day for cancellation of year block modules with 50% liability Last day for viewing and submission of applications for re-marking of June 2019 examination answer scripts
Sat	27	
Sun	28	
Mon	29	Capital Resources Allocation Committee (09:00) Start of 2019 Graduate Recruitment Programme (formal) Viewing and application for re-marking of July 2019 examination answer scripts commence
Tue	30	Executive Committee of Senate (09:00) Student Disciplinary Committee (08:30) Publication of final re-examination/special examination marks for July 2019

Wed 31 Research Committee (08:30)  
 General Careers Fair  
 Blended Learning Committee (12:30)  
 Research Ethics Committee (Human) (14:00)  
 Student Affairs Management Committee (10:00)  
**Last day for registration and cancellation of modules for the block of lectures that started on 22 July 2019**

## August

Thu 1 General Careers Fair  
 Diversity month commences  
 Extended Management Committee (08:30)  
 Closing date for applications for undergraduate academic admission and residences for 2020 academic year

Fri 2 Faculty Board Meeting: Faculty of Law (14:00)  
 Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)  
 HC Veldfire Management Block 1 - 2nd semester programme ends (First year part-time and full-time)  
 Last day for viewing and submission of applications for re-marking of July 2019 examination answer scripts  
 Last day for submission of treatises, dissertations and theses for the awarding of master's and doctoral degrees in December 2019  
 Last day for submissions of appeals from students who attempted all their modules during the examination and/or re-examination period and were refused re-admission for the 2019 academic year  
 Last day for students to apply to the Examinations Office if they wish not to write examinations on a particular date or time during the examination period due to clashes with religious or cultural observance (Application must be accompanied by a letter from the relevant ordained religious leader or designated authority on an official letterhead)

Sat 3  
 Sun 4

Mon 5 Tender Adjudication Committee (09:00)  
 Faculty Board Meeting: Faculty of Arts (14:00)

Tue 6 Alumni Association (AGM) (18:00)  
 Postgraduate Studies Committee (09:00)  
 Estate and Facilities Management Committee (14:00)

Wed 7 Research Ethics Committee (Animal) (14:00)  
 Arts, Culture and Heritage Committee (14:00)  
 Faculty Board Meeting: Faculty of Education (13:30)

Thu 8 Accounting and Law Day  
 Faculty Board Meeting: Faculty of Health Sciences (12:00)  
 Information and Communication Technology Committee (14:00)

Fri 9 EC Intervarsity  
**National Women's Day**  
*Administrative Offices and Library and Information Services closed*

Sat 10 EC Intervarsity  
 Sun 11

Mon 12 Teaching and Learning Committee (14:00)  
 Graduate School - Trimester 2 Examinations commence  
 HC Veldfire Management Block 1 - 2nd semester programme commences (Second year part-time and full-time)

Tue 13 Quality Committee (08:30)  
 Student Disciplinary Committee (08:30)  
 Faculty Board Meeting: Faculty of Science (14:00)

Wed	14	Employment Equity Forum (14:00) <b>Census Date: Term 3 modules</b> Research and Engagement Committee (08:30)
Thu	15	Academic Titles Committee (09:00) Student Disciplinary Committee (08:30) Student Housing Management Committee (09:00)
Fri	16	Student Orientation Committee (12:30) Graduate School - End of Trimester 2 Lectures Graduate School - Trimester 2 Examinations end Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)
Sat	17	
Sun	18	
Mon	19	Library and Information Services Committee (14:00) Graduate School - Trimester 3 lectures commence
Tue	20	Central Timetabling Committee (14:00)
Wed	21	Management Committee (08:30) Student Disciplinary Committee (08:30)
Thu	22	Deans' Forum (08:30) Madibaz Sport Committee (13:00) Executive Committee of Council (09:00) Alumni Association Executive Committee (17:30)
Fri	23	Senior Management Appointments Committee (09:00) HC Veldfire Management Block 1 - 2nd semester programme ends (Second year part-time and full-time)
Sat	24	
Sun	25	
Mon	26	Co-Curricular Student Development Committee (12:30)
Tue	27	Senate (14:00)
Wed	28	Institutional Forum (14:00) Research Ethics Committee (Human) (14:00) Student Affairs Management Committee (10:00)
Thu	29	Student Disciplinary Committee (08:30) Finance and Facilities Committee (14:00)
Fri	30	George Campus Management Committee (11:00) Human Resources and Remuneration Committee (08:30) Last day for submission of intention to submit documentation for examination by postgraduate students for awarding of master's and doctoral degrees in April 2020
Sat	31	Diversity month ends

## September

Sun	1	
Mon	2	Governance and Ethics Committee (09:00) Tender Adjudication Committee (09:00) Graduate School - Last day for changes for Trimester 3 modules Graduate School - Last day for cancellation of Trimester 3 modules without penalty
Tue	3	Audit and Risk Committee (09:00) Student Disciplinary Committee (08:30)
Wed	4	Internationalisation Committee (09:00) Research Ethics Committee (Animal) (14:00)
Thu	5	Transformation Committee (14:00)
Fri	6	<b>End of third teaching cycle of lectures</b>
Sat	7	
Sun	8	
Mon	9	<b>Start of fourth teaching cycle of lectures</b> Publication of Provisional Examination Timetable without venues HC Veldfire Management Block II - 2nd semester programme commences (First year part-time and full-time)

Tue	10	Scholarship and Bursaries Committee (09:00)
Wed	11	<b>Census Date: Semester 2 modules</b> Strategic Resource Allocation Committee (08:30)
Thu	12	Academic Programme Committee (08:30) Student Disciplinary Committee (08:30) Steve Bantu Biko Memorial Lecture
Fri	13	
Sat	14	
Sun	15	
Mon	16	
Tue	17	Admissions Committee (12:30) Student Disciplinary Committee (08:30)
Wed	18	Management Committee (08:30) Research Ethics Committee (Human) (14:00)
Thu	19	Deans' Forum (13:30) Risk Management Committee (09:00) Student Housing Management Committee (09:00) End of 2019 Graduate Recruitment Programme (formal)
Fri	20	<b>Schools close</b> <b>Last day for module changes for the block of lectures that started on 9 September 2019</b> HC Veldfire Management Block II - 2nd semester programme ends (First year part-time and full-time)
Sat	21	<b>Start of Spring recess for students</b> Library and Information Services Vacation hours: 10:00-15:00 (South and Missionvale Campuses only)
Sun	22	Library and Information Services: Vacation Hours <i>Library and Information Services closed</i>
Mon	23	
Tue	24	<b>Heritage Day</b> <i>Administrative Offices and Library and Information Services closed</i>
Wed	25	Human Resources Development Committee (14:00) Special last outstanding examinations commence
Thu	26	Council (09:00) Student Affairs Management Committee (10:00)
Fri	27	Special last outstanding examinations end Last day for submission of experiential training reports and applications for module credit requests for graduation in December 2019 <b>Last day for cancellation of registration, as well as the cancellation of particular modules for the purposes of November examinations</b>
Sat	28	Library and Information Services: Vacation hours Library and Information Services Vacation hours: 10:00-15:00 (South and Missionvale Campuses only)
Sun	29	<b>End of Spring recess for students</b> Library and Information Services: Vacation Hours <i>Library and Information Services closed</i>
Mon	30	Lectures resume Library and Information Services: Term Hours Submission of examination question papers, marking guidelines and module outcomes for November 2018 examinations - all exit level modules (including special/re-examinations for January 2020)

**October**

- Tue 1 **Schools re-open**  
 Student Disciplinary Committee (08:30)  
 Publication of final November examination timetable  
 Last day for processing September special last outstanding examinations by Academic Departments (12:00)  
 Last day for submission of examination scripts and final marks reports to the Examination Section (14:00)
- Wed 2 **Census Date: Trimester 3 modules**
- Thu 3 Tender Adjudication Committee (09:00)  
 Student Disciplinary Committee (08:30)
- Fri 4 **Census Date: Term 4 modules**  
 Faculty Board Meeting: Faculty of Law (14:00)  
 Final date for approval by Faculty Postgraduate Studies Committees for the appointment of external examiners for awarding of master's and doctoral degrees in April 2020  
 Final date for approval of master's and doctoral degree examination reports and approval of manuscripts in article format for doctoral candidates for graduation in December 2019
- Sat 5
- Sun 6 *Library and Information Services closed*  
 Library and Information Services 10:00-15:00 (South and Missionvale Campuses only)
- Mon 7 HC Veldfire Management Block II - 2nd semester programme commences (Second year part-time and full-time)
- Tue 8 Executive Committee of Senate (09:00)  
 Student Disciplinary Committee (08:30)  
 Last day for the submission of examination question papers, marking guidelines and module outcomes for November 2019 examinations including special/re-examination for January 2020
- Wed 9 Research Ethics Committee (Animal) (14:00)
- Thu 10 Student Disciplinary Committee (08:30)  
 Capital Resources Allocation Committee (09:00)
- Fri 11 Blended Learning Committee (12:30)
- Sat 12
- Sun 13
- Mon 14 Student Orientation Committee (12:30)  
 Faculty Board Meeting: Faculty of Arts (14:00)  
 First day for submission of requests for programme/qualification changes for the purpose of graduation in April 2020
- Tue 15 Student Disciplinary Committee (08:30)  
 Honorary Doctoral Awards Committee (10:00)
- Wed 16 Management Committee (08:30)
- Thu 17 Central Timetabling Committee (14:00)  
 Student Housing Management Committee (09:00)  
 Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)
- Fri 18 Achievers Dinner  
 Research Committee  
 Madibaz Sport Awards (13:00)  
 Graduate School - Last day for cancellation of Trimester 3 modules for examination purposes  
 HC Veldfire Management Block II - 2nd semester programme ends (Second year part-time and full-time)  
 Final date for submission of requests for programme/qualification changes for the purpose of graduation in April 2020



Sat	19	
Sun	20	
Mon	21	
Tue	22	Extended Management Committee (08:30) Student Disciplinary Committee (08:30)
Wed	23	Quality Committee (08:30) Deans' Forum (13:30) Faculty Board Meeting: Faculty of Science (14:00) Faculty Board Meeting: Faculty of Education (13:30)
Thu	24	Higher Education Committee (09:00) Madibaz Sport Committee (13:00) Arts, Culture and Heritage Committee (14:00) Faculty Board Meeting: Faculty of Health Sciences (12:00)
Fri	25	Co-Curricular Student Development Committee (12:30) Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)
Sat	26	
Sun	27	
Mon	28	Teaching and Learning Committee (14:00)
Tue	29	Student Disciplinary Committee (08:30) Library and Information Services Committee (14:00)
Wed	30	Academic Programme Committee (08:30) Research Ethics Committee (Human) (14:00) Student Affairs Management Committee (10:00) Last day for approval by APC of all Form 2 new programmes for implementation in the 2022 academic year Last day for approval by APC of all programme amendments for implementation in the 2021 academic year and for inclusion in the 2021 Academic Prospectuses
Thu	31	Executive Committee of Council (09:00) International Applications for 2020 close ( <b>fee to be determined</b> )

## November

Fri	1	Finalisation of class marks <b>End of fourth teaching cycle of lectures</b> Senior Management Appointments Committee (09:00) Calculation of examination admission marks Publication of class marks on Student Portal
Sat	2	Study break commences
Sun	3	
Mon	4	Study break ends Tender Adjudication Committee (09:00)
Tue	5	Senate (14:00) <b>2nd semester examinations commence</b>
Wed	6	Institutional Forum (14:00) Internationalisation Committee (09:00) Research Ethics Committee (Animal) (14:00)
Thu	7	Finance and Facilities Committee (14:00) Alumni Association Executive Committee (17:30)
Fri	8	George Campus Management Committee (11:00) Human Resources and Remuneration Committee (08:30)
Sat	9	
Sun	10	
Mon	11	Governance and Ethics Committee (09:00) Information and Communication Technology Committee (14:00) Graduate School - Trimester 3 Examinations commence

Tue	12	Transformation Committee (14:00) Audit and Risk Committee (09:00)
Wed	13	Management Committee (08:30)
Thu	14	Research and Engagement Committee (08:30) Student Housing Management Committee (09:00) Estate and Facilities Management Committee (14:00)
Fri	15	Admissions Committee (12:30) Graduate School - End of Trimester 3 Lectures Graduate School - Trimester 3 Examinations end Last day for submission of final copies of treatises/dissertations/theses for graduation in December 2019
Sat	16	
Sun	17	
Mon	18	
Tue	19	Executive Committee of Senate (09:00) Human Resources Development Committee (14:00) Last day for approval by ECS of all Form 2 new programmes for implementation in the 2022 academic year Last day for approval by ECS of all programme amendments for implementation in the 2021 academic year and for inclusion in the 2021 Academic Prospectuses
Wed	20	Deans' Forum (13:30) Employment Equity Forum (14:00) Postgraduate Studies Committee (09:00)
Thu	21	Academic Programme Committee (08:30) Final date for submission of final marks for modules part of Summer graduation (This includes <b>ALL</b> modules eg. Examinable, Continuous, Portfolio etc.)
Fri	22	
Sat	23	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	24	<i>Library and Information Services closed</i>
Mon	25	Risk Management Committee (09:00)
Tue	26	Academic Titles Committee (09:00) <b>Last day of 2nd semester examinations</b> <b>Last day for processing Continuous Assessment Marks - Semester 2 and Year modules</b>
Wed	27	Research Ethics Committee (Human) (14:00) <b>Residences close for 2nd semester</b> Student Affairs Management Committee (10:00) <b>Start of Summer recess for students</b> Strategic Resource Allocation Committee (08:30)
Thu	28	Extended Management Committee (Retreat) (08:30)
Fri	29	Extended Management Committee (Retreat) (08:30) Last day for calculation of final results by Academic Departments (16:00) Last day for processing of November 2019 final marks by academic departments (12:00) Submission of Graduate School and Development Studies treatises for the awarding of master's degrees in April 2020 Final date for the approval by Faculty Postgraduate Studies Committees of applications for the extension of the duration of studies for master's and doctoral students
Sat	30	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)

**December**

Sun	1	<i>Library and Information Services closed</i>
Mon	2	Publication of provisional December 2019 Graduate list
Tue	3	Publication of final results (16:00) Final day for adjustment of final results (12:00) Last day for submission of November 2019 examination scripts and final marks reports to the Examination Section (14:00)
Wed	4	<b>Schools close</b>
Thu	5	Council (09:00)
Fri	6	Deans' Forum (08:30) Submission of treatises, dissertations and theses for the awarding of master's and doctoral degrees in April 2020
Sat	7	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	8	<i>Library and Information Services closed</i>
Mon	9	Management Committee (08:30)
Tue	10	<b>PE Summer Graduation Ceremonies commence</b>
Wed	11	
Thu	12	
Fri	13	<b>PE Summer Graduation Ceremonies end</b> Student Affairs Management Committee (09:00)
Sat	14	Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun	15	<i>Library and Information Services closed</i>
Mon	16	<b>Day of Reconciliation</b> <i>Administrative Offices and Library and Information Services closed</i>
Tue	17	
Wed	18	
Thu	19	Publication of last outstanding results, January 2020 examination timetable and annual results First day for submissions of appeals from students who were refused re-admission for the 2020 academic year
Fri	20	<i>University closes for Summer recess. Administrative Offices and Library and Information Services close (13:00)</i>
Sat	21	
Sun	22	
Mon	23	
Tue	24	
Wed	25	<b>Christmas Day</b>
Thu	26	<b>Day of Goodwill</b>
Fri	27	
Sat	28	
Sun	29	
Mon	30	
Tue	31	

**OFFICE-BEARERS OF THE UNIVERSITY****CHANCELLOR**

DR GJ FRASER-MOLEKETI: MAdmin (UP), DPhil (hc) (Mandela University)

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**DEPUTY VICE-CHANCELLOR: INSTITUTIONAL SUPPORT**

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**DEPUTY VICE-CHANCELLOR: TEACHING AND LEARNING**

PROF DM ZINN: BA, BAHons, HDE(UCT), MEd, DEd(Harvard University, USA)

**EXECUTIVE DIRECTOR: FINANCE**

MR MR MONAGHAN: BCom(UPE), BComHons(UNISA), Professional Accountant(SA)

**EXECUTIVE DIRECTOR: HUMAN RESOURCES**

MS N BAM: BSocSc(UCT), PGDip(UFH), MBL(UNISA)

**REGISTRAR**

VACANT

**DEAN OF STUDENTS**

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**EXECUTIVE DEANS OF FACULTIES:****ARTS**

PROF MJR BOSWELL: BSocSc, BSocScHons, MSocSc(UCT), PhD(Vrije Universiteit, Netherlands)

**BUSINESS AND ECONOMIC SCIENCES**

PROF HR LLYOD: BCom, BComHons, MCom, DCom(UPE)

**EDUCATION**

DR SF MOENG: BA, HDE, BEdHons(UPE), MSc(St Cloud State University, USA), DEd(NMMU)

**ENGINEERING, THE BUILT ENVIRONMENT AND INFORMATION TECHNOLOGY**

DR OSW FRANKS: BSc MechEng, MInd Admin(UCT), Hons (B&A)(US), PhD(Engineering Science)(USF - USA), Pr Eng

**HEALTH SCIENCES**

PROF L PEPETA: MBChB, (Unitra) FCPAED(SA), DCH(SA), Cert. Cardiology (SA), MMed (Wits)

**LAW**

PROF A GOVINDJEE: BA, LLB(RU), LLM(UPE), LLD(NMMU)

**SCIENCE**

PROF A MURONGA: BSc, UED(UNIVEN), BScHons, MSc(UCT), PhD (University of Minnesota, USA)

**DEAN OF TEACHING AND LEARNING**

PROF CD FOXCROFT: BA, BAHons, MA, DPhil(UPE)

**CAMPUS HEADS**

**CAMPUS PRINCIPAL: GEORGE CAMPUS**

VACANT

**CAMPUS DIRECTOR: MISSIONVALE CAMPUS**

DR P NTSHONGWANA: Diploma in Transitional Justice(UCT), MA International Relations (Commonwealth University, UK), MSc International Development (Bath University, UK), DPhil Social Policy (Oxford University, UK)

**SENIOR DIRECTORS**

**AUDIT AND RISK MANAGEMENT**

VACANT

**CHIEF INFORMATION OFFICER**

DR S BOSIRE: BBA -MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA(NMMU)

**COMMUNICATION AND STAKEHOLDER LIAISON**

VACANT

**ESTATE AND FACILITIES MANAGEMENT**

MR R DU PLESSIS: HonsMechBEng(Aeronautical)(Stell), MEng(Mech)(PTA), Pr Eng, GCC (Mech Eng of Factories)

**FINANCE**

MR J WASSERMAN: NH Dip Cost Acc(PET), PA(SA)

**OFFICE FOR INTERNATIONAL EDUCATION**

VACANT

**OFFICE FOR INSTITUTIONAL PLANNING**

PROF HJ NEL: BA, BAHons, MA, DPhil(UPE)

**SPECIAL ASSISTANT TO THE VICE-CHANCELLOR**

DR L BEST: BSocial Science(UCT), BAHons, MA Development Studies(NMMU), PhD(NMMU)

**STRATEGIC RESOURCE MOBILISATION OFFICE**

DR D WEBB: DLitt et. Phil

**PRESIDENT OF ALUMNI ASSOCIATION**

DR R JONAS: BA(UWC), HDE, BAHons(UNISA), MA(UPE), PhD(NMMU)

<b>COUNCIL</b>
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The Council, established in terms of section 27(4) of the Higher Education Act, Act 101 of 1997, as amended and constituted in accordance with paragraph 5 of the Institutional Statute, is the governing body of the University and consists of –

- (a) members appointed in terms of par 5(3)(a) of the Statute:
- Mr S Mhlaluka (Vice- Chairperson)
  - Mr D Argyrakis
  - Mr R Piyose
  - Mr A Biggs
  - Ms HB Khan
  - Adv B Linchwe-Tlhakung
  - Dr N Maphazi
  - Dr G Govender
  - Ms Z Tshetu
  - Prof R Singh
  - Mr D Maclean
  - Ms M Manyama
- (b) members appointed by the Alumni Association:
- Mr K Blose
  - Ms M Mbaco
- (c) members appointed by the Minister of Education:
- Ms NP January-Bardill (Chairperson)
  - Dr C Beck-Reinhardt
  - Rev M Sibeko
  - Mr L Mosana
  - Mr S Somdyala
- (d) the Vice-Chancellor:
- Prof S Muthwa
- (e) three Deputy Vice-Chancellors:
- Teaching and Learning
  - Research and Engagement
  - Institutional Support
  - Prof D Zinn
  - Prof A Leitch
  - Vacant
- (f) two members elected by the Senate:
- Dr M Moeng
  - Prof C Arnolds
- (g) two students elected by the SRC
- Mr B Matiwane
  - Miss M Shiyani
- (h) one academic employee of the University elected by such employees:
- Prof D van Greunen
- (i) one employee, other than an academic employee, of the University, elected by such employees:
- Ms L Roodt
- (j) chairperson of the Institutional Forum
- Prof W Shakantu
- (k) Invitees:
- Executive Director: Finance
  - Executive Director: Human Resources
  - Mr M Monaghan
  - Ms N Bam
- (l) Secretariat:
- Registrar
  - Deputy Director: Governance Administration
  - Vacant
  - Vacant

**COUNCIL COMMITTEES*****EXECUTIVE COMMITTEE OF COUNCIL (EXCO)***

The Executive Committee of Council consists of –

- |                                                              |                        |
|--------------------------------------------------------------|------------------------|
| (a) the Chairperson of Council                               | Ms NP January- Bardill |
| (b) the Vice-Chairperson of Council                          | Mr S Mhlaluka          |
| (c) the chairpersons of the following committees of Council: |                        |
| Audit and Risk Committee                                     | Ms M Manyama           |
| Finance and Facilities Committee                             | Mr A Biggs             |
| Governance and Ethics Committee                              | Ms Z Tshetu            |
| Human Resources and Remuneration Committees                  | Mr S Mhlaluka          |
| (d) the Vice-Chancellor                                      | Prof S Muthwa          |

Advisory members

Mr M Monaghan (Executive Director: Finance)  
Ms N Bam (Executive Director: Human Resources)

***AUDIT AND RISK COMMITTEE (ARC)***

Ms M Manyama (Chairperson)  
Mr L Billings  
Adv N Ntsepe  
Ms H Adams-Abader

Advisory members

Prof S Muthwa (Vice-Chancellor)  
Mr M Monaghan (Executive Director: Finance)  
Vacant (Deputy Vice-Chancellor: Institutional Support)  
Ms O Van Zyl (Acting) Senior Director: Audit and Risk Management)  
Dr S Bosire (Chief Information Officer)  
Ms N Bam (Executive Director: Human Resources)

Invitee:

Nexia SAB&T: External Auditors

***FINANCE AND FACILITIES COMMITTEE (FFC)***

Mr D Maclean (Chairperson)  
Mr D Argyrakis  
Mr M Lorgat  
Mr S Mhlaluka  
Mr M Odayar  
Prof S Muthwa (Vice-Chancellor)  
Vacant (Deputy Vice-Chancellor: Institutional Support)  
Mr M Monaghan (Executive Director: Finance)

Invitees

Mr R du Plessis (Senior Director: Estates and Facilities Management)  
Dr G Ducie (Director: Infrastructure Services and Sustainability)  
Mr M Syce (Director: Maintenance Services)

**GOVERNANCE AND ETHICS COMMITTEE (GEC)**

Ms Z Tshefu (Chairperson)  
 Mr D Argyrakis  
 Prof S Muthwa (Vice-Chancellor)  
 Prof D van Greunen  
 Mr K Blose  
 Prof M Singh  
 Dr G Govender

**HUMAN RESOURCES AND REMUNERATION COMMITTEE (HRREM)**

Mr S Mhlaluka (Chairperson)  
 Mr D Maclean  
 Mr M Odayar  
 Mr R Piyose  
 Ms Z Tshefu  
 Dr N Maphazi  
 Prof S Muthwa (Vice-Chancellor)  
 Ms N Bam (Executive Director: Human Resources)

Advisory member

Mr M Monaghan (Executive Director: Finance)

**HIGHER EDUCATION COMMITTEE (HEC)**

Mr S Mhlaluka (Vice-Chairperson of Council)  
 Prof S Muthwa (Vice-Chancellor)  
 Prof A Leitch (Deputy Vice-Chancellor: Research and Engagement)  
 Mr LE Hashatse (Deputy Vice-Chancellor: Institutional Support)  
 Prof D Zinn (Deputy Vice-Chancellor: Teaching and Learning)  
 Vacant  
 Vacant  
 Vacant

**JOINT COMMITTEE OF COUNCIL AND SENATE**

The Honorary Awards Committee consists of the following members:

**HONORARY DOCTORAL DEGREES AWARDS COMMITTEE (HDDAC)**

The Chairperson of Council	Ms NP January-Bardill (Chairperson)
Chancellor	Dr GJ Fraser-Moleketi
The Vice-Chairperson of Council	Mr S Mhlaluka
The Vice-Chancellor	Prof S Muthwa
Three members who are not employees or students of the University, appointed by Council	Vacant Rev M Sibeko Prof M Singh
The two student members on Council	Mr B Matiwane Ms M Shiyani

A member of Senate from each faculty (appointed by the respective Faculty Boards)

- |                                                                    |                                        |
|--------------------------------------------------------------------|----------------------------------------|
| ▪ Arts                                                             | Prof E Albertyn (Prof R Masango)       |
| ▪ Business and Economic Sciences                                   | Prof H Lloyd (Prof M Mey)              |
| ▪ Education                                                        | Prof S Blignaut (Dr K Pillay)          |
| ▪ Engineering, the Built Environment and Information<br>Technology | Prof D van Greunen (Prof WMW Shakantu) |
| ▪ Health Sciences                                                  | Prof P Jordan (Dr S Soji)              |
| ▪ Law                                                              | Prof A Govindjee (Dr J Botha)          |
| ▪ Science                                                          | Prof A Muronga (Prof JB Adams)         |

**Secretariat**

The Registrar or his/her nominee acts as secretary to Committees of Council.



<b>SENATE</b>
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The composition and functions of Senate, as well as other matters related to the activities of Senate, as described in paragraphs 21 and 22 of the Statute.

**Vice-Chancellor:** Prof S Muthwa (Chairperson)

**Deputy Vice-Chancellors:**

- Institutional Support: Mr LE Hashatse
- Research and Engagement: Prof AWR Leitch
- Teaching and Learning: Prof D Zinn

**Registrar:** Vacant

**Executive Deans:**

- Arts: Prof MJR Boswell
- Business and Economic Sciences Prof HR Lloyd
- Education: Dr SF Moeng
- Engineering, the Built Environment, and Information Technology: Dr O Franks
- Health Sciences: Prof L Pepeta
- Law: Prof A Govindjee
- Science: Prof A Muronga

**Dean of Teaching and Learning:** Prof CD Foxcroft

**Campus Principal: George Campus:** Vacant

**Campus Director: Missionvale Campus:** Dr P Ntshongwana

**Senior Director: Office for International Education:** Dr NJ Jooste

**Senior Director: Institutional Planning:** Prof HJ Nel

**Directors of School (excluding full professors):**

Vacant (Biomolecular and Chemical Sciences), Prof EE Draai (Political and Governmental Studies), Prof H Fourie (Accounting), Prof M L Crous (Language, Media and Communication), Dr R Jonas (Business School), Mr DA Jones (Music, Art and Design), Prof NN Mayaba (DoS: Initial Teacher Education), Prof MR Mey (Industrial Psychology and Human Resources), Dr A Schmidt (Natural Resource Management), Prof N Smith (Clinical Care Sciences and Medicinal Sciences), Dr S Petratos (School of ICT), Mr B Varghese (Acting DoS: Architecture), Mr AG Roberts (School of Engineering).

**Heads of Department (excluding full professors):**

Dr K Asmah-Andoh (Public Management and Leadership), Dr S R van Zyl (Tourism), Ms T Beck (Applied Accounting), Mr DL Bogopa (Sociology and Anthropology), Dr NT Kubashe (Acting) (Pharmacy), Prof B Botha (Construction Management), Dr JC Botha (Public Law), Dr W Brettenny (Statistics), Mr PR Celliers (Agriculture and Game Management), Vacant (Information Technology), Mr GT Cook (Logistics), Mr RC Cumberlege (Quantity Surveying), Dr H Davids (Physiology), Dr A de Wit (Geosciences), Prof A de Villiers (Music), Ms C Deacon-Edgar (Acting HoD: Architectural Technology and Interior Design), Mr W Draai (Building and Human Settlement Development), Ms A du Preez (Applied Informatics), Dr P Gama (Acting) (Botany), Mrs S Grebe (Electrical Engineering), Prof A Gresse (Dietetics), Prof L Hunter (Textile Sciences), Mr G Kleyn (Mechanical Engineering), Dr AS Lourens (Industrial Engineering), Mr NE Louw (Emergency Medical Care), Dr JC Lück (Applied Languages Studies), Dr Z Made (Language and Literature), Dr J Maritz (Mathematics and Applied Mathematics), Dr S Moodley (Acting HoD: Media and Communication), Prof MR Ncwadi (Economics), Mr AG Palframan (Architecture), Prof P Poisat (Acting HoD: Graduate School of Business), Mr CM Qoto (Environmental Health), Dr BM Scholtz (Computing Sciences), Dr B Somai (Biochemistry and Microbiology), Prof L Snodgrass (Political and Conflict Studies), Prof Z Soji (Social Development Professions), Prof N Strydom (Zoology), Mr ML Swanepoel (Acting HoD: Applied Design), Prof M Tait (Mercantile Law), Prof ZR Tshentu (Chemistry), Prof AE Tshivase (Criminal and Procedural Law), Mr J van der Merwe (Civil Engineering), Dr M van Eyk (Marketing Management), Prof R van Niekerk (Industrial and Organizational Psychology), Prof A Venter (Physics), Prof C Walter (Human Movement Science), Ms A Wentzel (Art and Design Introductory Studies), Dr A Werner (Human Resources Management), Ms R Williams (Radiography), Mr S Wusthoff (Accounting Sciences), Dr EJ Zeelie (Management Practice), Ms L Zondie (Medical Laboratory Sciences).

**Director: Academic Administration:** Mr TT Kungune

**Director: Academic Planning:** Vacant

**Director: Library and Information Services:** Mr R Pearce

**Director: Research Management:** Dr N Mzilikazi

**Director: Research Capacity Development:** Dr D Schael-Gama (Acting)

**Director: Innovation Office:** Dr N Gumede

**Director: Transformation, Monitoring and Evaluation:** Dr R Levendal

**Professors:**

Prof K Abou-El-Hossein, Prof JB Adams, Prof E Albertyn, Prof CA Arnolds, Prof DR Bell, Prof SE Blignaut, Prof JR Botha, Prof NS Buys, Prof AP Calitz, Prof J Cherry, Prof RM Cowling, Prof N de Lange, Prof G de Lange, Prof MJ de Wit, Prof M Duker, Prof M du Preez, Prof SM Farrington, Prof D Forsyth, Prof TIA Gerber, Prof IA Gorlach, Prof RJ Haines, Prof DG Hattingh, Prof S James, Prof JA Jonker, Prof V Kakembo, Prof A Keet, Prof GIH Kerley, Prof E Knoetze, Prof IN Litvine, Prof HR Lloyd, Prof M Lombard, Prof P Makasa, Prof J Makuwira, Prof RS Masango, Prof NE Mazibuko, Prof A Mukheibir, Prof JH Neethling, Prof WA Olivier, Prof R Perissinotto, Prof S Perks, Prof D Pottas, Prof FE Prinsloo, Prof E Ricks, Prof MJ Roberts, Prof C Rootman, Prof WMW Shakantu, Prof P Singh, Prof A Singleton, Prof JJ Smallwood, Prof EE Smith, Prof J Strümpher, Prof FW Struwig, Prof M Tait, Prof I Truter, Prof HJ van As, Prof EE van Dyk, Prof D van Greunen, Prof P du P van Niekerk, Prof TI van Niekerk, Prof RM van Rooyen, Prof S Veldsman, Prof E Venter, Prof PHG Vrancken, Prof P Watts

**Two members of Council, designated by the Council:** Vacant

**Four members of the SRC (2017):** Mr B Matiwani, Mr S Mdani, Ms M Shiyani, Mr Q Snefu

**An academic employee from each faculty, elected by the respective faculty boards:**

- Arts: Prof S Mfecane (2016-09-01 – 2019-08-31)
- Business and Economic Sciences: Prof J Krüger (2016-03-09 – 2019-03-08)
- Education: Dr N Rasana (2016-09-01 – 2019-08-31)
- Engineering, the Built Environment, and Information Technology: Mr SNN Mazomba (2016-02-23 – 2019-02-22)
- Health Sciences: Dr V Goliath (2016-11-01-2019-11-01)
- Law: Adv R Denson (2016-03-11 – 2019-03-10)
- Science: [to be elected by Faculty]

**An academic employee from the George Campus, elected by such employees:**

Vacant

**An academic employee from the Missionvale Campus, elected by such employees:**

Vacant

**A non-academic employee from each faculty, elected by such employees of each-faculty:**

- Arts: Vacant
- Business and Economic Sciences: Ms V Smith (2016-09-01 – 2019-08-31)
- Education: Mr R Salie (2016-09-01 -2019-08-31)
- Engineering, the Built Environment, and Information Technology: Vacant
- Health Sciences: Ms N Isaacs (2016-11-01 – 2019-11-01)
- Law: Ms N Sompondo (2018-03-23 – 2021-03-22)
- Science: Vacant

**A non-academic employee from the George Campus, elected by such employees:**

Dr S Ramoshaba (2018-05-18 – 2021-05-17)

**A non-academic employee from the Missionvale Campus, elected by such employees:**

Vacant

**A “Black” academic employee from each faculty elected by the academic employees of each faculty:**

- Arts: Dr K Asmah-Andoh (2016-09-01 – 2019-08-31)
- Business and Economic Sciences: Dr T Ngxukumeshe (2016-03-09 – 2019-03-08)
- Education: Mr S Nofemele (2016-09-01 – 2019-08-31)
- Engineering, the Built Environment, and Information Technology: Vacant
- Health Sciences: Vacant
- Law: Mr T Qotoyi (2016-02-22 – 2019-02-21)
- Science: Dr PT Gama (2016-03-02 – 2019-03-01)

**Chairperson: Central Timetabling Committee:** Dr NT Kubashe (Acting)

**Additional members appointed in terms of par 22 (1) (y) of the Statute:** None

**COMMITTEES OF SENATE*****EXECUTIVE COMMITTEE OF SENATE (ECS)***

The Executive Committee of Senate consists of the following members:

- (a) Vice-Chancellor (Chairperson)
- (b) Deputy Vice-Chancellors
- (c) Registrar
- (d) Executive Deans of Faculties
- (e) Campus Principals/Directors
- (f) Two members of the SRC
- (g) Two members of the Senate who are academic employees, elected by Senate, with due regard to racial and gender representivity
- (h) Dean of Teaching and Learning
- (i) Senior Director: Office for International Education
- (j) Senior Director: Institutional Planning
- (k) Director: Academic Administration (non-voting member)

***MANAGEMENT COMMITTEE OF THE ECS (ECS MANCO)***

The Management Committee of the ECS consist of the following members:

- (a) Vice-Chancellor or nominee (Chairperson)
- (b) Deputy Vice-Chancellor: Teaching and Learning
- (c) Deputy Vice-Chancellor: Research and Engagement (at discretion of the Vice-Chancellor)
- (d) Deputy Vice-Chancellor: Institutional Support (at discretion of the Vice-Chancellor)
- (e) Registrar
- (f) Executive Dean(s) concerned
- (g) Such other members as the Chairperson may determine

***ACADEMIC PROGRAMME COMMITTEE (APC)***

The Academic Programmes Committee consists of the following members:

- (a) Director: Academic Planning (Chairperson)
- (b) Director: Academic Administration
- (c) Director: Centre for Teaching, Learning and Media
- (d) Director: Quality Advancement
- (e) Senior Manager: Academic Planning
- (f) Additional members: (Such co-opted members as may be determined by the committee from time to time.)

***ACADEMIC TITLES COMMITTEE (ATC)***

The Academic Titles Committee consists of the following members:

- (a) Vice-Chancellor (Chairperson)
- (b) Deputy Vice-Chancellor: Teaching and Learning
- (c) Deputy Vice-Chancellor: Research and Engagement
- (d) The relevant Executive Dean/Senior Director
- (e) One of the two Senate members on Council

***ADMISSIONS COMMITTEE (AC)***

The Admissions Committee consists of the following members:

- (a) Dean of Teaching and Learning (Chairperson)
- (b) Director: Centre for Access Assessment and Research or nominee
- (c) A representative from the Student Counselling Career and Development Centre
- (d) Senior Manager: Admissions
- (e) Manager: Admissions
- (f) Two representatives from Senate
- (g) Two representatives from the SRC
- (h) Centre for Access Assessment and Research representative (George Campus)
- (i) Other experts who might need to be co-opted from time to time for specific input regarding an admissions decision or a policy matter

**RESEARCH AND ENGAGEMENT COMMITTEE (REC)**

The Research and Engagement Committee consists of the following members:

- (a) DVC: Research and Engagement (Chairperson)
- (b) DVC: Teaching and Learning
- (c) DVC: Institutional Support or nominee
- (d) ED: Finance or nominee
- (e) George Campus Principal or nominee
- (f) Missionvale Campus Director or nominee
- (g) Dean: Teaching and Learning
- (h) SD: Institutional Planning or nominee
- (i) SD: Office for International Education or nominee
- (j) SD: Communication and Stakeholder Liaison or nominee
- (k) D: Innovation Office
- (l) D: Engagement Office
- (m) D: Research Capacity Development
- (n) D: Research Management
- (o) D: Library and Information Services
- (p) D: Transformation Monitoring and Evaluation or nominee
- (q) FRTIC Chairperson: Arts
- (r) FRTIC Chairperson: Business and Economic Sciences
- (s) FRTIC Chairperson: Education
- (t) FRTIC Chairperson: Engineering, the Built Environment and Information Technology
- (u) FRTIC Chairperson: Health Sciences
- (v) FRTIC Chairperson: Law
- (w) FRTIC Chairperson: Science
- (x) D: Research and Engagement Institute: ICMR
- (y) D: Research and Engagement Institute: SAIMI
- (z) D: Research and Engagement Institute: AEON-ESSRI
  - (aa) D: Research and Engagement Institute: eNtsa
  - (bb) D: Research and Engagement Institute: InnoVenton
  - (cc) D: Research and Engagement Institute: CANRAD
  - (dd) D: Research and Engagement Institute: CIPSET
  - (ee) SRC representative
  - (ff) Executive Deans Ex-officio members
  - (gg) Student Governance and Development representative
- (zz) Additional Members (Such co-opted members as may be determined by the committee from time to time on an *ad hoc* basis)

**FACULTY BOARDS**

- (a) Executive Dean (Chairperson)
- (b) Heads of academic departments and directors of schools, where applicable
- (c) Permanent full-time academic staff members in the faculty
- (d) One or more representatives of the students in the faculty, as the Faculty Board may determine, elected by the students concerned in accordance with the constitution of the SRC
- (e) The Manager: Faculty Administration or Faculty Administration Managers
- (f) Such other persons co-opted by the Faculty Board on such conditions as the Faculty Board may determine

**Subcommittees of Faculty Boards****Faculty Management Committee (FMC)**

A Faculty Management Committee is established for each faculty. The composition of a FMC is determined by the Faculty Board, provided that the chairperson of the Faculty Board is the chairperson of the FMC.

**Faculty Postgraduate Studies Committee (FPGSC)**

- (a) The FPGSC membership should include members with significant experience and stature in postgraduate supervision, but should also make provision for mentoring of emerging supervisors.
- (b) The FPGSC should be comprised of representatives of each academic department that offers M and D programmes.
- (c) The membership, including the chairperson, should be appointed by the Faculty Management Committee.
- (d) Members may be co-opted for their expertise as deemed fit by the chairperson of the FPGSC.

**Faculty Research and Engagement Committee (FREC)**

A faculty RTI Committee is established for each faculty. The Faculty RTI Committee consists of the following members:

- (a) Faculty RTI coordinator (Chairperson)
- (b) Executive Dean
- (c) Faculty Members: To be determined by the Faculty Board, but should preferably provide for representation of the following groupings: Directors of Schools, Head of Departments, Heads of research entities and the person representing the faculty on the Research Ethics Committee: Human / Animal
- (d) Members *Ex Officio*: Director: Research Management, Director: Innovation Office, Director: Research Capacity Development and Director: Transformation Monitoring and Evaluation
- (e) Additional Members: Such other members as may be determined by the Committee from time to time

**Faculty Teaching and Learning Committee (FTLC)**

While each Faculty Board should determine the composition of its Faculty TLC, it should comprise of the following core members:

- (a) Executive Dean (*Ex Officio*)
- (b) Chairperson
- (c) One other representative from each School and/or Department (Preferably programme coordinators and acclaimed good lecturers or lecturers with a passion for teaching)
- (d) Senior Manager: Professional Staff Development (CTLM) (*Ex Officio*)
- (e) Such additional members as may be determined by the Faculty Board

**LIBRARY AND INFORMATION SERVICES COMMITTEE (LISC)**

The Library and Information Services Committee consists of the following members:

- (a) Deputy Vice-Chancellor: Research and Engagement (Chairperson)
- (b) Director: Library and Information Services
- (c) One representative from each Faculty appointed by the respective Faculty Boards:
  - Arts
  - Business and Economic Sciences
  - Education
  - Engineering, the Built Environment and Information Technology
  - Health Sciences
  - Law
  - Science
- (d) Chief Information Officer
- (e) Missionvale Campus Director
- (f) George Campus Principal (or nominee)
- (g) Deputy Director: Library Information Systems and Digital Applications
- (h) Deputy Director: Bibliographic Services
- (i) Deputy Director: Information Services and Training

- (j) Deputy Director: Circulation Services
- (k) Two representatives from the SRC

### **Subcommittees of REC**

#### **Innovation Committee (IC)**

- (a) Deputy Vice Chancellor: Research and Engagement (Chairperson)
- (b) Director: Innovation Office
- (c) REC representatives: Two members of the REC with a good understanding of innovation and technology transfer, nominated on a biennial basis.
- (d) Other representatives: Director: Research Management; Director: Legal Services and a representative from Finance
- (e) Additional members: Such co-opted members as may be determined by the committee from time to time. One co-opted member should have expertise in social aspects of innovation
- (f) Senior Director: Audit and Risk Management (advisory member)

#### **Publications Committee (PC)**

- (a) Deputy Vice Chancellor: Research and Engagement (Chairperson)
- (b) One representative from each faculty
- (c) Director: Library and Information Services
- (d) Director: Research Management
- (e) Chief Information Officer
- (f) Additional members: Such co-opted members as may be determined by the committee from time to time, including external members with specific expertise in Intellectual Property Law and publishing experience.

#### **Research Committee (RC)**

- (a) Director: Research Management (Chairperson)
- (b) Faculty representatives: A faculty representative nominated by each faculty on a biennial basis.
- (c) Additional members: Such co-opted members as may be determined by the Committee from time to time.
- (d) Deputy Vice Chancellor: Research and Engagement (*Ex Officio*)

#### **Research Ethics Committee – Animal (REC-A)**

Membership should be representative of active research disciplines including both clinical and non-clinical fields of research. Each of the following categories should be represented in the membership of the committee.

- (a) A person(s) with qualifications in veterinary science.
- (b) A person(s) with substantial recent experience in the use of animals in scientific or teaching activities. This shall include two representatives (academic and technician) from each of the departments of Biochemistry and Microbiology, Pharmacy, and Zoology.
- (c) A person(s) with commitment to and experience in the welfare of animals who is not associated with the institution, and who is not involved in the care and use of animals for scientific purposes.
- (d) An independent person(s) who does not currently and has not previously conducted scientific or teaching activities using animals.
- (e) Additional members: such co-opted experts or persons from a specific discipline to provide expertise on specific issues or seek written advice as may be determined by the committee from time to time.

(An individual may represent more than one category, but the committee shall comprise of at least four persons.)

**Research Ethics Committee – Human (REC-H)**

Membership should be representative of active research disciplines including both clinical and non-clinical fields of research. Each of the following categories should be represented in the membership of the committee (given that one individual may represent more than one category).

- (a) A medical practitioner or relevant health professional
- (b) A person with the relevant legal expertise
- (c) A non-employee of the Nelson Mandela University
- (d) A representative from Research Capacity Development
- (e) A member of the Research Ethics Committee (Animal)
- (f) A person from the Ethics Unit of the Nelson Mandela University Business School
- (g) A representative from each Faculty RTI Committee taking into consideration issues of succession when nominating members and secundi.
- (h) Additional members: New members may be appointed as required by shifts in research directions or new strategic research partnerships.

**TEACHING AND LEARNING COMMITTEE (TLC)**

The Teaching and Learning Committee consists of the following members:

- (a) Deputy Vice Chancellor: Teaching and Learning (Chairperson)
- (b) Executive Deans of Faculties
- (c) Deputy Deans
- (d) The chairperson of each of the seven Faculty TLCs
- (e) George Campus representative from the Faculties of Business Economic Sciences and Science
- (f) George Campus representative from CTLM
- (g) Dean of Teaching and Learning
- (h) Dean of Students
- (i) Director: Centre for Teaching, Learning and Media
- (j) Director: Quality Advancement
- (k) Director: Academic Planning
- (l) Senior Director: Office for International Education
- (m) Director: Transformation Monitoring and Evaluation (*Ex Officio*)
- (n) Senior Manager: Academic Staff Professional Development (CTLM)
- (o) Senior Manager: Student Academic Development
- (p) Senior Manager: Blended Learning Technology Enhanced Learning
- (q) Deputy Director: Faculty Administration and Timetabling
- (r) Faculty Learning/Curriculum Designers
- (s) Missionvale Campus Director (or Teaching and Learning Representative)
- (t) Academic Advisors in Faculties (RADAR)
- (u) Two students appointed by the SRC
- (v) Additional members can be co-opted when necessary

**Subcommittee of Teaching and Learning Committee****Co-Curricular Student Development Committee (CCSDC)**

The Co-Curricular Student Development Committee consists of the following members:

- (a) Chairperson: Dean of Teaching and Learning or nominee
- (b) Senior Manager: Arts and Culture
- (c) Manager: Student Life and Events
- (d) Senior Manager: Leadership Training and Development
- (e) Coordinator: Orientation
- (f) Director: Residences
- (g) Two academic representatives from the TLC

- (h) One representative from each of the following sections appointed by the relevant Executive Director/Senior Director/Director:
- Centre for Teaching Learning and Media
  - Student Counselling Career and Development Centre
  - Engagement Office
  - Office for International Education
  - HIV and Aids Unit
  - Organisational Transformation Monitoring and Evaluation (*Ex Officio*)
  - Madibaz Sport
  - Student Housing
  - The Student Development Services on the George Campus
  - SRC
- (i) Such additional members as may be determined by the committee in consultation with the TLC.

### **POSTGRADUATE STUDIES COMMITTEE (PGSC)**

The Postgraduate Studies Committee consists of the following members:

- (a) Deputy Vice Chancellor: Research and Engagement (Chairperson)
- (b) Deputy Vice Chancellor: Teaching and Learning (*Ex-Officio*)
- (c) Dean of Teaching and Learning
- (d) Director: Research Capacity Development
- (e) Senior Director: Office for International Education
- (f) Director: Academic Administration
- (g) Faculty Representatives
- (h) Two student representatives (preferably postgraduate students nominated by the SRC)
- (i) Co-opted members as determined by the PGSC

### **STUDENT ORIENTATION COMMITTEE (SOC)**

The Student Orientation Committee consist of the following members:

- (a) Dean of Teaching and Learning (Chairperson)
- (b) One representative from each Faculty appointed by the relevant Executive Dean. In the case of larger faculties, more than one representative should be appointed.
- (c) One student representative from each faculty appointed by the relevant Executive Dean.
- (d) Coordinator: Orientation
- (e) Disability Officer (*Ex Officio*)
- (f) Two representatives from each of the following sections appointed by the relevant Executive Director/Registrar/Senior Director/ Director:
  - Academic Administration
  - Centre for Teaching, Learning and Media
  - Student Counselling, Career and Development Centre
  - Communication Stakeholder Liaison
  - Office for International Education
  - SRC
  - Two student representatives appointed by the Dean of Students.
- (g) One representative from each of the following sections appointed by the relevant Executive Director/Senior Director/Director:
  - Centre for Access Assessment and Research
  - Student Affairs
  - Arts and Culture
  - Financial Aid
  - Health Services
  - Library and Information Services
  - Student Accommodation
  - Madibaz Sport
  - Student Accounts
  - George Campus



**INTERNATIONALISATION COMMITTEE (IC)**

The Internationalisation Committee consists of the following members:

- (a) Deputy Vice-Chancellor: Research and Engagement (Chairperson)
- (b) Deputy Vice-Chancellor: Teaching and Learning
- (c) Deputy Vice-Chancellor: Institutional Support or nominee
- (d) Executive Deans of Faculties
- (e) George Campus Principal or nominee
- (f) Campus Director: Missionvale Campus
- (g) Director: Research Management
- (h) Director: Research Capacity Development
- (i) Dean of Teaching and Learning
- (j) Director: Academic Administration
- (k) Dean of Students
- (l) Executive Director: Finance or nominee
- (m) A member of the SRC
- (n) Senior Director: Office for International Education
- (o) Senior Director: Human Resources Management or nominee
- (p) Senior Director: Institutional Planning
- (q) Special Assistant to the Vice-Chancellor

**INSTITUTIONAL FORUM (IF)**

The Institutional Forum consists of representatives of the following bodies/constituencies:

Council	Mr R Piyose Vacant
Management	Prof H Nel Prof A Keet Prof W Shakantu (Chairperson)
Senate	Prof NE Mazibuko
Academic employees	Dr P Tai-Hing Ms T Ngxukumeshe
Employees other than academic	Dr R-A Levendal Mr R Pillay
NEHAWU	Mr K Adesemowo
NTEU	Mr S Mpepo Ms L Roodt
SRC	Mr W Draai Mr B Matiwane
Alumni Association	Ms M Shiyani Vacant
Equity Office	Mrs V Madwayi

**ALUMNI ASSOCIATION (AA)**

The Alumni Association consists of the following members:

- (a) the Vice-Chancellor and members of the Extended Management Committee;
- (b) persons to whom a degree or a diploma, including honorary degrees, has been awarded or conferred by the University, the former University of Port Elizabeth or the former Port Elizabeth Technikon, including diplomats of the former institutions which preceded the establishment of the Port Elizabeth Technikon;
- (c) academic employees appointed to permanent positions at the University;
- (d) professors emeriti and other retired academic employees of the University and former institutions;

- (e) such employees who were entitled to membership of the Convocations of the former University of Port Elizabeth and former Port Elizabeth Technikon; and
- (f) any person to whom the Executive Committee of the Association, upon invitation to or application by such person, has granted membership of the Association.

### **Executive Committee of Alumni Association**

President	Mr K Blose
Vice President	Ms M Mbaco
Treasurer	Mrs E van de Merwe
Secretary, being the Head: Alumni Association	Mr P Geswindt
Elected Additional Member	Mrs A Mlatsha
Elected Additional Member	Mr W Kupangwa
Elected Additional Member	Vacant
Elected Additional Member	Vacant
Co-opted Member	Mr T Terblanche
Member elected to Council	Mr K Blose
Member elected to Council	Ms M Mbaco
Member elected to the Institutional Forum	Mr K Matiso
Dean of Students	Mr L Jack
Chairperson of Student Alumni Society	Mr B Madlingozi
SRC President	Mr M Matiwane
Senior Director: Strategic Resource Mobilisation Office	Dr D Webb
Senior Director: Communication and Stakeholder Liaison	(Acting) Mr P Geswindt
Executive Dean designated by the Deputy Vice-Chancellor: Teaching and Learning	Dr SF Moeng

### **STUDENT SERVICES COUNCIL (SSC)**

The Student Services Council consists of the following members:

- (a) Dean of Students (Chairperson)
- (b) One representative from each of the following departments/units -
  - (i) Student Governance and Development
  - (ii) Student Housing
  - (iii) Financial Aid
  - (iv) Student Sport
  - (v) Student Support Services
  - (vi) Disability Services
  - (vii) Campus Health Services
  - (viii) Arts and Culture
  - (ix) Finance
  - (x) Student Academic Administration
  - (xi) Student Counselling, Career and Development Centre
  - (xii) Campus Protection Services
  - (xiii) Legal Services
  - (xiv) Representatives from Missionvale and George Campuses
  - (xv) Director: Transformation Monitoring and Evaluation
- (c) One Dean, appointed by the Deputy Vice-Chancellor: Teaching and Learning
- (d) Six members of the SRC or nominees
- (e) Invited representatives (at the discretion of the Chairperson or at the request of the committee).

<b>MANAGEMENT COMMITTEE (MANCO)</b>
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MANCO consist of the following members:

- (a) Vice-Chancellor (Chairperson)
- (b) Deputy Vice-Chancellor: Institutional Support
- (c) Deputy Vice-Chancellor: Research and Engagement
- (d) Deputy Vice-Chancellor: Teaching and Learning
- (e) Executive Director: Human Resources
- (f) Executive Director: Finance
- (g) The persons co-opted in terms of paragraph 58(2)(a) of the Statute on MANCO in an advisory capacity are –
  - the Registrar;
  - the Senior Director: Audit and Risk Management; and
  - the Senior Director: Institutional Planning

### **COMMITTEES OF MANAGEMENT COMMITTEE (MANCO)**

#### ***EXTENDED MANAGEMENT COMMITTEE (EXTENDED MANCO)***

The Extended MANCO consists of the following members:

- (a) Vice-Chancellor (Chairperson), and other members of MANCO
- (b) Registrar
- (c) Dean of Students
- (d) Campus Principal of the George Campus
- (e) Campus Director of the Missionvale Campus
- (f) Executive Deans of Faculties
- (g) Dean of Teaching and Learning
- (h) Senior Director: Audit and Risk Management
- (i) Senior Director: Institutional Planning
- (j) Senior Director: Finance
- (k) Chief Information Officer
- (l) Senior Director: Office for International Education
- (m) Senior Director: Communication and Stakeholder Liaison
- (n) Senior Director: Estate and Facilities Management
- (o) Senior Director: Human Resources
- (p) Special Assistant to the Vice-Chancellor
- (q) Director: Transformation Monitoring and Evaluation
- (r) The Chair: Critical Studies in Higher Education Transformation
- (s) Senior Director: Strategic Resource Mobilisation Office
- (t) Such other persons as invited by the Chairperson

#### ***ARTS, CULTURE AND HERITAGE COMMITTEE (ACHC)***

The Arts, Culture and Heritage Committee consists of the following members:

- (a) Deputy Vice-Chancellor: Institutional Support (Chairperson)
- (b) Deputy Vice-Chancellor: Teaching and Learning (Ex Officio)
- (c) Deputy Vice-Chancellor: Research and Engagement (Ex-Officio)
- (d) Executive Dean: Faculty of Arts or nominee
- (e) Executive Director: Finance (or nominee)
- (f) Senior Director: Communication and Stakeholder Liaison
- (g) Senior Director: Institutional Planning (or representative)
- (h) Dean of Students
- (i) Director: School of Music, Art and Design
- (j) Director: School of Architecture
- (k) Senior Director: Communication Stakeholder Liaison or nominee
- (l) Special Assistant to the VC
- (m) HOD: Studio Arts
- (n) HOD: Music
- (o) Senior Manager: Arts and Culture

- (p) Curator: Nelson Mandela University Archives and Exhibition Centre
- (q) The SRC representative for the arts portfolio
- (r) George Campus Principal
- (s) Missionvale Campus Director
- (t) Director: Alumni Association or nominee
- (u) Any other co-opted persons (for such period as determined by the committee) on account of their expertise

### ***CAPITAL RESOURCES ALLOCATION COMMITTEE (CRAC)***

The Capital Resources Allocation Committee consists of the following members:

- (a) Executive Director: Finance (Chairperson)
- (b) A senior member from the Department of Finance appointed by Executive Director: Finance
- (c) Director: Research Management
- (d) Director: Information and Communication Technology Services and Operations
- (e) Deputy Director: Procurement and Assets
- (f) Deputy Director: Integrated Media Services
- (g) Director: Infrastructure Services and Sustainability
- (h) Two Senate members appointed by Senate

### ***CENTRAL DISCIPLINARY COMMITTEE FOR STUDENTS (CDC)***

The Central Disciplinary Committee for Students consists of the following members:

- (a) Chairperson: A Jurist appointed by the Vice-Chancellor
- (b) Dean of Students or his/her nominee
- (c) Member of SRC appointed by SRC

### ***HEALTH CARE COMMITTEE (HCC)***

The Health Care Committee consists of the following members:

- (a) A representative from Senior Management, appointed by MANCO, who acts as Chairperson
- (b) Executive Director: Human Resources or nominee
- (c) Deputy Director: Human Resources Specialised Services
- (d) Executive Director: Finance or nominee
- (e) Dean of Students or nominee
- (f) A representative of Transformation Monitoring and Evaluation
- (g) A representative of Nelson Mandela University pensioners with a secundus
- (h) A representative from NEHAWU with a secundus
- (i) A representative from NTEU with a secundus
- (j) By invitation, in an advisory capacity, representatives from the Nelson Mandela University Healthcare Consultants, without voting rights.
- (k) By invitation, in an advisory capacity, appropriate experts as and when required, without voting rights.

### ***HUMAN RESOURCES DEVELOPMENT COMMITTEE (HRDC)***

The Human Resources Development Committee consists of the following members:

- (a) Executive Director: Human Resources (Chairperson)
- (b) Senior Director: Institutional Planning
- (c) Skills Development Facilitator
- (d) One representative from Human Resources (Organisational Development field)
- (e) One representatives from Centre for Teaching, Learning and Media
- (f) One representative from the Research Capacity Development Department
- (g) One representative from Institutional Planning and Information Analysis
- (h) One representative from the Transformation Monitoring and Evaluation Unit

- (i) Two representatives from each of the recognised trade unions, one representing academic staff and one representing administrative and service staff
- (j) One representative from Continuing Education and Community Engagement
- (k) Two senior academics elected by the Deans Forum - one from Social Sciences and Humanities and one from Science, Engineering and Technology (At least one of these representatives should be from the historically disadvantaged group.)

### ***INFORMATION AND COMMUNICATION TECHNOLOGY COMMITTEE (ICTC)***

The Information and Communication Technology Committee consists of the following members:

- (a) Deputy Vice-Chancellor: Institutional Support (Chairperson)
- (b) Chief Information Officer
- (c) Director: Information and Communication Technology Services and Operations
- (d) Executive Director: Finance or nominee
- (e) Two academic staff members appointed by the Deputy Vice-Chancellor: Teaching and Learning
- (f) Dean of Students
- (g) Director: Academic Administration
- (h) Deputy Director: Information and Communication Technology Service Delivery
- (i) One member from Management Information Services
- (j) One member from Audit and Risk Management Department (advisory member)
- (k) One member from Library Services
- (l) One representative from George Campus
- (m) Such other members as determined by MANCO

### ***ESTATE AND FACILITIES MANAGEMENT COMMITTEE (EFMC)***

The Estate and Facilities Management Committee consists of the following members:

- (a) Senior Director: Estate and Facilities Management (Chairperson)
- (b) Executive Director: Finance or nominee
- (c) Director: Employee Relations
- (d) Director: George Campus Operations
- (e) Director: Campus Health Services
- (f) Director: Infrastructure Services and Sustainability
- (g) Director: Maintenance Services
- (h) Director: Protection Services
- (i) Director: Sport Bureau or nominee
- (j) Director: Student Housing
- (k) Acting Director: Support Services
- (l) Deputy Director: Faculty Administration and Timetabling
- (m) One academic employee designated by the DVC: Teaching and Learning
- (n) GRM2 (1) Compliance Engineer
- (o) Senior Manager: Health, Safety and Environment
- (p) A member from each recognised trade union
- (q) Two representatives from the SRC

### ***RISK MANAGEMENT COMMITTEE (RMC)***

The Risk Management Committee consists of the following members who will also serve as Risk Champions:

- (a) Senior Director: Audit and Risk Management (Chairperson)
- (b) A representative from each faculty (preferably Executive Dean, Head of Department/Director of School)
- (c) A representative from Missionvale Campus
- (d) A representative from George Campus
- (e) Director: Library and Information Services
- (f) Senior Director: Office of International Education
- (g) Director: Academic Administration

- (h) Dean of Students
- (i) Dean of Teaching and Learning
- (j) Senior Director: Estate and Facilities Management
- (k) Senior Director: Office for Institutional Planning
- (l) Senior Director: Communication and Stakeholder Liaison
- (m) Senior Director: Strategic Resource Mobilisation Office
- (n) Chief Information Officer
- (o) Senior Director: Finance
- (p) Deputy Director: Human Resource Development and Organisational Development
- (q) Audit and Risk Practitioner (responsible for risk management)
- (r) MANCO members (*Ex Officio*)

### **SPORT COMMITTEE (SC)**

The Sport Committee consists of the following members:

- (a) Dean of Students (Chairperson)
- (b) A member of Senate
- (c) Chairperson of the Sport Council
- (d) Three (3) other members of the Sport Council
- (e) Senior Director: Communication Stakeholder Liaison or nominee
- (f) Head: Department of Human Movement Science or nominee
- (g) Executive Director: Finance or nominee
- (h) Manager: Disability Office or nominee
- (i) Director: Sport or nominee
- (j) Campus Director: Missionvale Campus or nominee
- (k) Campus Principal: George Campus or nominee
- (l) Two (2) members who are representative of the local community who are invited by the committee

### **TENDER ADJUDICATION COMMITTEE (TAC)**

The Tender Adjudication Committee consists of the following members:

- (a) Executive Director: Finance (Chairperson)
- (b) Senior Director: Estate and Facilities Management
- (c) One member with expertise in administrative law appointed by the Faculty of Law
- (d) Senior Director: Finance
- (e) An academic employee with expertise in purchasing and logistics, appointed by Senate
- (f) One member of SRC (without voting rights)
- (g) One member from each recognised trade union appointed by such union (without voting rights)
- (h) Director: Infrastructure Services and Sustainability
- (i) Director: Information and Communication Technology Services and Operations
- (j) One member from Audit and Risk Management Department (advisory member)

### **TRANSFORMATION COMMITTEE (TC)**

The Transformation Committee consist of the following members:

- (a) Director: Transformation Monitoring and Evaluation (Chairperson)
- (b) Deputy Vice-Chancellor: Teaching and Learning (or nominee)
- (c) Deputy Vice-Chancellor: Research and Engagement (or nominee)
- (d) Executive Director: Human Resources (or nominee)
- (e) Dean of Students
- (f) Executive Director: Finance (or nominee)
- (g) A member appointed by each of the recognised trade unions
- (h) One member of the Institutional Forum
- (i) Two members of the Senate
- (j) Chairpersons of subcommittees e.g. Equity, Disability Forum, Sexual Harassment, Gender, etc.
- (k) One representative from Communication Stakeholder Liaison
- (l) One representative from the HIV and Aids Unit

- (m) One SRC representative
- (n) Any other ad-hoc members required to perform functions of the Committee.

### **Subcommittee of Transformation Committee**

#### **Sexual Harassment Committee (SHC)**

The Sexual Harassment Committee consist of the following members:

- (a) One representative from Student Counseling, Career and Development Centre (PE and George campuses)
- (b) One representative from the Student Governance and Development Services (PE and George campuses)
- (c) One representative from Campus Health Services (PE and George campuses)
- (d) Residence Managers (all campuses)
- (e) Human Resources Consultant representative
- (f) Consultant: Human Resources Equity Office
- (g) Director: Transformation, Monitoring and Evaluation (Chairperson)
- (h) Director: Employee Relations and Human Resources Operations
- (i) Dean of Students
- (j) Director: Residences
- (k) A nominee from the Faculty of Law.
- (l) One representative from each of the recognised unions.

### **JOINT COMMITTEES OF MANAGEMENT COMMITTEE AND SENATE**

#### ***CENTRAL TIMETABLING COMMITTEE (CTC)***

The Central Timetabling Committee consist of the following members:

- (a) Chairperson is a nominee appointed by Senate
- (b) The Manager: Central Timetabling Office
- (c) One representatives from Academic Administration, as nominated by the Registrar
- (d) One representative from Support Services
- (e) One representative from Estate and Facilities Management
- (f) One representative each from the George and Missionvale Campuses, who will be able to represent the interest of academic staff on that campus (the faculty and campus representation may overlap.)  
The George and Missionvale Campus representatives are appointed by the respective Campus Principals.
- (g) One or more representatives, as determined by each FMC, for each faculty present on the South, 2nd Avenue and North campuses, who will be able to represent the interests of academic staff on that campus (the faculty and campus representation may overlap), who will perform, functions including, but not limited to, the following:
  - (a) to advise the FMC on timetabling matters
  - (b) to liaise with the CTO on timetabling matters
- (h) The committee has the right to co-opt additional members as required, including, but not limited to, Support Services, Technical Services, Infrastructure Projects, SRC, HEADS, and so on.  
There will be an alternate for each member.

#### ***SCHOLARSHIPS AND BURSARIES COMMITTEE (SBC)***

The Scholarship and Bursaries Committee consist of the following members:

- (a) Deputy Vice-Chancellor: Research and Engagement (Chairperson)
- (b) Deputy Vice-Chancellor: Institutional Support
- (c) Deputy Vice-Chancellor: Teaching and Learning
- (d) Executive Director: Finance or nominee
- (e) Senior Director: Strategic Resources Mobilisation Office
- (f) Director: Research Capacity Development
- (g) Director: Engagement Office
- (h) Deputy Director: Financial Aid

- (i) Dean of Students
- (j) Dean of Teaching and Learning or nominee
- (k) Executive Deans or nominees
- (l) Campus Director: Missionvale Campus
- (m) Campus Principal: George Campus
- (n) SRC representation: One undergraduate; one postgraduate; one George Campus SRC member
- (o) Senior Director: Communication and Stakeholder Liaison or nominee
- (p) Such additional members as may be determined by the SBC.

### **Subcommittee of Scholarships and Bursaries Committee**

#### **Student Financial Aid Committee (SFAC)**

The Student Financial Aid Committee consist of the following members:

- (a) Dean of Students (Chairperson)
- (b) Executive Director: Finance or nominee
- (c) Director: Student Counselling, Career and Development Centre
- (d) Deputy Director: Financial Aid
- (e) One representative from the Financial Aid Office (George Campus)
- (f) One representative from Communication and Stakeholder Liaison
- (g) Disability Officer (*Ex Officio*)
- (h) One student appointed by SRC
- (i) One student from the George Campus SC
- (j) Additional members as determined by the SFAC

#### **QUALITY COMMITTEE (QC)**

The Quality Committee consist of the following members

- (a) Senior Director: Institutional Planning (Chairperson)
- (b) Deputy Vice-Chancellor: Institutional Support
- (c) Deputy Vice-Chancellor: Research and Engagement
- (d) Deputy Vice-Chancellor: Teaching and Learning
- (e) One Dean, designated by the Deputy Vice-Chancellor: Teaching and Learning
- (f) Dean: Teaching and Learning
- (g) Dean of Students
- (h) Senior Director: Audit and Risk Management (or nominee)
- (i) Senior Director: Office for International Education
- (j) Director: Quality Advancement
- (k) Director: Academic Planning
- (l) Director: Engagement Office
- (m) Director: Transformation Monitoring and Evaluation
- (n) Director: Research Capacity Development
- (o) Deputy Director: Human Resource Strategic Projects (or nominee)
- (p) Finance Department nominee
- (q) Invitees: Quality Consultant: Academic Review, and Quality Consultant: Support Functions



**EXECUTIVE MANAGEMENT AND SUPPORT STAFF****OFFICE OF THE VICE-CHANCELLOR**

Vice-Chancellor

Prof SW Muthwa BA(SW)(Fort Hare), BA(SW) Hons(Wits), MSc (London School of Economics, UK), PhD(London University, UK)

Special Assistant to the Vice-Chancellor

Dr L Best BSocial Science(UCT), BAHons, MA Development Studies, PhD (NMMU)

Personal Assistant

Ms B Shushu Nat Dip HRM (DIT), Dip Lab Law (GIMT), Mast Dip HRM (UJ)

**OFFICE OF THE DEPUTY VICE-CHANCELLOR: INSTITUTIONAL SUPPORT**

Deputy Vice-Chancellor: Institutional Support

Mr LE Hashatse B(Journalism and Media Studies), BAHons(Rhodes), MA(Edith Cowan University)

Personal Assistant

Ms M Murphy NDip Off Mgt &amp; Tech(NMMU), BTech Mgt(NMMU)

**OFFICE OF THE DEPUTY VICE-CHANCELLOR: RESEARCH AND ENGAGEMENT**

Deputy Vice-Chancellor: Research and

Engagement

Prof AWR Leitch BSc, BScHons, MSc, PhD(UPE)

Personal Assistant

Mrs N Ntsenyana NDip (Office Mgt and Tech), PGD (Maritime Studies) (NMMU)

**OFFICE OF THE DEPUTY VICE-CHANCELLOR: TEACHING AND LEARNING**

Deputy Vice-Chancellor: Teaching and

Learning

Prof DM Zinn BA, BAHons, HDE(UCT), MEd, DEd(Harvard USA)

Personal Assistant

Ms Y Ferreira NHC: Private Secretary(Uitenhage Technical College)

**OFFICE OF THE EXECUTIVE DIRECTOR: FINANCE**

Executive Director

Mr MR Monaghan (Acting): BCom(UPE), BComHons(UNISA), Professional Accountant(SA)

Personal Assistant

Ms D Harris ND (Bus Man) (Tech) (Free State), MDP (Business School UFS)

**OFFICE OF THE EXECUTIVE DIRECTOR: HUMAN RESOURCES**

Executive Director

N Bam MBL (UNISA); BSocSc (Economics, Public Admin) (UCT), PGDip (Employment Law, Social Security) (UFH)

Personal Assistant

B Qabaka NDip:Public Admin &amp; Mgt (PENTECH), BTech :Public Management – CPUT ) MBA – (NMMU), Project Mgt (NMU)

**SENIOR MANAGEMENT AND SUPPORT STAFF****OFFICE OF THE REGISTRAR**

Registrar

Vacant

Personal Assistant

Ms SD Brümmer NDip Exec Secr(PET)

**OFFICE OF THE DEAN OF STUDENTS**

Dean of Students

Mr LP Jack NDip (PMA) (EC Technikon), BTech (PM) (PET), BA Phil (US), MCom (Leadership Studies) (UKZN)

Personal Assistant

Ms S Sam BA Psychology (NMMU)

**EXECUTIVE DEANS OF FACULTIES****Arts**

Executive Dean

Prof MJR Boswell BSocSc, BSocScHons,  
MSocSc (UCT), PhD (University of Netherlands)

Executive Secretary

Ms N Mtise National Diploma: Public Management  
(NMMU), BTech: Public Management (WSU), Post  
Graduate Diploma: Archives & Records  
Management (UFH)**Business and Economic Sciences**

Executive Dean

Prof H R Lloyd BCom (UPE), BComHons (UPE),  
MCom (UPE), DCom (UPE)

Executive Secretary

Ms R Petersen

**Education**

Executive Dean

Dr SF Moeng: BA, HDE, BEdHons(UPE), MSc (St  
Cloud State University), DEd(NMMU)

Executive Secretary

JL Smith BSocSci (Rhodes)

**Engineering, the Built Environment  
and Information Technology**

Executive Dean

Dr OSW Franks: BSc MechEng, MInd Admin(UCT),  
Hons (B&A)(US), PhD (Engineering Science) (USF  
- USA), GCC Mines & Works, Pr Eng

Executive Secretary

Ms C Dale

**Health Sciences**

Executive Dean

Prof L Pepeta: MBChB, (Unitra) FCPAED(SA),  
DCH(SA), Cert. Cardiology (SA), MMed (Wits)

Executive Secretary

Ms A Maasdorp

**Law**

Executive Dean

Prof A Govindjee: BA, LLB(RU), LLM (Labour Law)  
*cum laude* (UPE), LLD(NMMU), Attorney of the  
High Court

Executive Secretary

Mrs S Mtyhobile

**Science**

Executive Dean

Prof A Muronga: BSc,UED(UNIVEN), BScHons,  
MSc(UCT), PhD (University of Minnesota, USA)

Executive Secretary

Ms D Ntintili

**OFFICE OF THE DEAN OF TEACHING AND LEARNING**

Dean

Prof CD Foxcroft BA, BAHons, MA, DPhil (UPE)

Executive Secretary

Vacant

**CAMPUS HEADS****Campus Principal: George Campus**

Personal Assistant

Vacant

Ms L Muller

**Campus Director: Missionvale Campus**

Personal Assistant

Dr P Ntshongwana Diploma in Transitional Justice  
(UCT), MA International Relations (Commonwealth  
University, UK), MSc International Development  
(Bath University, UK), DPhil Social Policy (Oxford  
University, UK)

Ms G Slabbert

**SENIOR DIRECTORS****OFFICE OF THE SENIOR DIRECTOR: AUDIT AND RISK MANAGEMENT**

Senior Director	Vacant
Executive Secretary	Vacant

**OFFICE OF THE CHIEF INFORMATION OFFICER**

Chief Information Officer	Dr S Bosire BBA -MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA(NMMU)
Personal Assistant	Ms N Moodley Cert PR (PRISA-accredited -Varsity College, Business Management Programme (NMMU Business School), Project Management (NMMU)

**OFFICE OF THE SENIOR DIRECTOR: COMMUNICATION AND STAKEHOLDER LIAISON**

Senior Director	Vacant
Executive Secretary	S van der Vyver NSDip (CATE)

**OFFICE OF THE SENIOR DIRECTOR: ESTATE AND FACILITIES MANAGEMENT**

Senior Director	Mr R du Plessis HonsMechBEng (Aeronautical) (Stell), MEng(Mech)(PTA), Pr Eng, GCC (Mech Eng of Factories)
Executive Secretary	N Jacobs-Stokwe Cert.HRFM (Rhodes University), ILP (NMMU Business School), Protocol Int.Cert. (EU International School of Protocol)

**OFFICE OF THE SENIOR DIRECTOR: FINANCE**

Senior Director	Mr J Wasserman NH Dip Cost Acc (PET), PA(SA)
Executive Secretary	Vacant

**OFFICE OF THE SENIOR DIRECTOR: INSTITUTIONAL PLANNING**

Senior Director	Prof HJ Nel BA, BAHons, MA, DPhil(UPE)
Personal Assistant	Ms K Moodley BCom (Unisa), PGCE (NMMU)

**OFFICE OF THE SENIOR DIRECTOR: INTERNATIONAL EDUCATION**

Senior Director	Vacant
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<b>PROFESSORS EMERITI</b>
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**Professors and Associate Professors**

- |                                                                    |                                                                |
|--------------------------------------------------------------------|----------------------------------------------------------------|
| ALLEN, NPL (Fine Arts)                                             | FINNEMORE, M (Industrial Relations Unit)                       |
| ANSTEY, M (Industrial Relations Unit)                              | FURSTENBERG, JP (Zoology)                                      |
| BADENHORST, HJ (Educational Psychology)                            | GARDNER, B (Accounting)                                        |
| BAIRD, D (Zoology)                                                 | GOOSEN, A (Chemistry)                                          |
| BALL, CAB (Physics)                                                | GOUWS, S (Didactical Pedagogy)                                 |
| BATE, GC (Botany)                                                  | GREBE, R (Philosophy of Education)                             |
| BEAN, P (Educational Studies, School for Initial Teacher Training) | GROENEWALD, NJ (Mathematics and Applied Mathematics)           |
| BERRY, DM (Industrial Psychology and Human Resources)              | GUSH, WO (Accounting)                                          |
| BEZUIDENHOUT, DM (DVC: Academic)                                   | HALL, PR (Mathematics and Applied Mathematics)                 |
| BEZUIDENHOUT, FJ (Sociology and Anthropology)                      | HEIMES, K (Music)                                              |
| BOOTH, GL (Mathematics and Applied Mathematics)                    | HOLDERNESS, WL (Education)                                     |
| BOOTH, PWK (Geology)                                               | HORN, GS (Logistics)                                           |
| BOSCH, JK (Business Management)                                    | IMMELMAN, APJ (Accounting)                                     |
| BOTHA, CJ (Latin)                                                  | JACOBS, PP (Anthropology)                                      |
| BOTHA, MM (Education)                                              | JEFFERY, CD (English)                                          |
| BRETTEENY, A (Accounting)                                          | JEFFERY, HLT (Engineering)                                     |
| BRUWER, JP van S (Anthropology/ Vice Rector)                       | KAMFER, L (Industrial and Organisational Psychology)           |
| BRYANT, EP (English)                                               | KEMP, ND (Management Practice)                                 |
| BUYS, BR (Mathematics)                                             | KIRSTEN, JM (Philosophy)                                       |
| BUYS, FJ (Human Movement Science)                                  | KNOETZE, C (Education)                                         |
| CHRISTOPHER, AJ (Geography)                                        | KOTZÉ, EF (Applied Language Studies/ Afrikaans-Nederlands)     |
| CILLIERS, AC (Public Law)                                          | KOTZÉ, JMA (Psychological Pedagogics)                          |
| CILLIERS, J (Political Science)                                    | KOTZÉ, WJ (Nursing Science)                                    |
| COETZEE, JA (Geography)                                            | KRIGE, P (Psychology)                                          |
| CRAUSE, HL (Sociology)                                             | KRUGER, WJ (African Languages)                                 |
| CULL, CE (Studio Arts)                                             | LEMMER, AN (Education)                                         |
| DE JAGER, NJ (Professional Training of Teachers)                   | LE ROUX, GK (Quantity Surveying)                               |
| DE KOCK, G DE V (Computer Science and Information Systems)         | LE ROUX, P (Economics)                                         |
| DE VILLIERS, PFA (Public Administration and Management)            | LEVIN, M (Campus Director Vista PE and Professor of Economics) |
| DE VYNCK, JEK (French)                                             | LONG, SS (Civil Engineering)                                   |
| DE WET, JF (Chemistry)                                             | LOUBSER, JE (Afrikaans/Nederlands)                             |
| DE WET, JG (Music)                                                 | LOYSON, PLR (Chemistry)                                        |
| DU PLESSIS, AP (Business Management)                               | MARAIS, JFK (Zoology)                                          |
| DU PREEZ, JGH (Chemistry)                                          | MARX, FE (Law)                                                 |
| DU RANDT, WSH (Afrikaans/Nederlands)                               | McCARTHY, T (Pharmacy)                                         |
| DU TOIT, CM (Business Management/ University Education)            | McCLELAND, CW (Chemistry)                                      |
| EKSTEEN, B (Construction Management)                               | McGILL, WJ (Chemistry)                                         |
| ENGELBRECHT, JAA (Physics)                                         | McGRATH, P (Mechanical Engineering)                            |
| ERWEE, JA (Director: CENCE)                                        | MEIRING, MH (Public Administration and Management)             |
|                                                                    | MELLISH, JM (Nursing Science)                                  |
|                                                                    | MÜLLER, AL (Economics and Economic                             |

History)  
 MULLINS, E (Institute for Planning Research)

NAUDÉ, RJ (Biochemistry and Microbiology)  
 NICOL, IG (Professional Training of Teachers)

OELOFSEN, W (Biochemistry)  
 OLIVIER, B (Journalism, Media and Philosophy)  
 OLIVIER, MAJ (Education)

PAUW, HC (Sociology and Anthropology)  
 PIENAAR, P (Philosophy of Education)  
 PIETERSE, JJ (Graduate School of Business)  
 POTGIETER, B (Pharmacy)  
 POTGIETER, JF (Planning Research)  
 POTGIETER, JM (Applied Mathematics)  
 POTGIETER, MC (Social Development Professions)  
 PRINSLOO, KS (Accounting)

RAMSAY-SLOGROVE, SD (Accounting)  
 ROBERTSON, BL (Botany)  
 ROHWER, HE (Chemistry)  
 ROUSSEAU, GG (Industrial and Organisational Psychology)  
 ROWLANDS, JE (Accounting)  
 RUST, IC (Geology)

SCHOEMAN, SJ (Philosophy)  
 SIMPSON, LGL (Accounting)  
 SHARWOOD, DW (Applied Science)  
 SMAL, PJ (Education)  
 SMITH, JH (Economics and Economic History)  
 SNYMAN, HC (Vice-Chancellor: Port Elizabeth Technikon)  
 SWART, MJ (History)

TAYLOR, CA (Didactical Pedagogics)  
 TERBLANCHE, HO (History)  
 TERBLANCHE, SS (History)  
 THERON, JD (Architecture)  
 THIPA, HM (African Languages)  
 TROSKIE, AJJ (Music)  
 TWIGG, D (Mechanical Engineering)

VAN AARDE, JA (Psychology)  
 VAN DEN BERGH, NJC (Commercial Law (Vista))  
 VAN DER MERWE, R (Industrial and Organisational Psychology/Industrial Relations Unit)  
 VAN DER WESTHUIZEN, CP (Education)  
 VAN NIEKERK, WP (Business Management)  
 VAN ZIJL, J (Semitic Languages)  
 VAN ZYL, FJ (Private Law)  
 VAN ZYL, GJJ (Mathematical Statistics)  
 VAN LOGGERENBERG, C (DVC: Academic)  
 VER LOREN VAN THEMAAT, R (Private Law)  
 VOGES, RP (Campus Director Vista PE)

WAIT, CVR (Economics and Economic History)  
 WATSON, MB (Psychology)  
 WELLS, BK (DVC: Research and Technology)  
 WISEMAN, IC (Pharmacy)  
 WISSINK, HF (Commerce and Governmental Studies)  
 WOOD, GS (Commercial Law) (Vista)  
 WOOD, NG (Education Law)  
 WOOLDRIDGE, TH (Zoology)

ZEELIE, JJ (Health)

#### **Special Professors**

DREYER, PJ (Graaff-Reinet Teachers' College)  
 KAKEMBO, V (Geosciences)  
 LOUBSER, MMM (Port Elizabeth Teachers' College)

#### **Extraordinary Professors**

VELDSMAN, DP (Textile Science)  
 VERMAAK, JS (Physics)

<b>ACADEMIC STAFF IN FACULTIES</b>
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Executive Secretary

Ms N Mtise National Diploma: Public Management (NMMU), BTech: Public Management (WSU), Post Graduate Diploma: Archives &amp; Records Management (UFH)

**Faculty Administration**

Senior Manager: Faculty Administration

Ms N J Kato NDip (Com Adm) (PET), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

**South Campus**

Manager: Faculty Administration

Ms D Nzioki BA (UPE), BAHons (NMMU)

Faculty Administrators

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Ms N Bobi NDip (Marketing) (NMMU)

Ms N Mngonyama NDip (Public Man &amp; Admin) (NMMU), BAHons (NMMU)

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Lecturers

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Ms C Deacon-Edgar PrArch (SA), BBuild(UPE), BArch (UPE)

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Mr J A Vosloo BBuild (UPE), BArch (UPE)

Ms L Vosloo PrSnr Arch Tech (SACAP), BTech (Arch Tech) (PET)

Programme Coordinator

Mrs L Smit BHE (Int Des) (UP)

Associate Lecturer

Ms M Tsosane BTech (ArchTech)(NMMU), PrSnrArchTech (SACAP)

**Department of Architecture**

Head of Department

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<i>Professor</i>	Prof P Makasa B.Arch (Univ of Zambia), PG Dip (Poverty Alleviation) (IHS-Rotterdam), PG Cert HDM (Lund-Sweden), PG Cert (Research Methods for Development) (ISS-the Hague), PG Cert OSHH (San Jose Costa Rica), M.Arch (Helsinki Univ of Tech), PhD (Delft Univ of Tech)
<i>Associate Professor</i>	Vacant
<i>Secretary</i>	Ms L Smith
<i>Senior Lecturers</i>	Mr J B W Bradley BBuild (UPE), BArch (UPE), PrArch (SA) Mr J D Flint BBuild (UPE), BArch (UPE), Pr.Arch (SA), MIA Vacant Dr M Minguzzi B Arch (Iuav, Venice), M Arch (Iuav, Venice), PhD (Iuav, Venice), OAPPC.Ra (Italy) Vacant
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	Vacant
<i>Lecturer</i>	Ms A Jakoet-Salie BSocSci (UCT), BSocSci Hons (UCT), MA <i>cum laude</i> (NMMU) Dr T Rulashe BAdmin (PA), BAdminHons, MAdmin, DAdmin (UFH)
<i>Honorary Professors</i>	Prof F S Mufamadi MSc (University of London) Prof C Thornhill (Pub Admin)

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<i>Secretary</i>	Ms E R Wepener
<i>Associate Professor</i>	Prof S Mfecane BA, BAHons, MA (UWC), PhD (Wits)
<i>Senior Lecturers</i>	Dr R O Herbst BA, BAHons (History) <i>cum laude</i> , MA (History) <i>cum laude</i> , DPhil (US) Dr B Magoqwana BSS, BSS Hons, MSS, PhD (RU)
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<i>Honorary Professor</i>	Prof J W van Huysteen

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<i>Senior Lecturer</i>	Dr M Kriel BA, BAHons, MA (Pretoria), PhD (LSE) (London School of Economics)
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<i>Associate Lecturers</i>	Ms N Adams HDE (UWC), BEdHons (UWC), BAHons (NMMU), MA (Applied Languages) Research (NMMU) Mr E Erasmus-Morton BA (UCT), HED (UP), BAHons (Applied Linguistics) (UNISA) Mr M Raban DipLing Arabic, BA, BAHons (IUMM – Univ of Madinah, Saudi Arabia)
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### **Department of Media and Communication**

<i>Head of Department</i>	Dr S Moodley BA <i>cum laude</i> , BAHons, MA <i>cum laude</i> , PhD (UKZN)
<i>Associate Professors</i>	Prof A Hurst BAHons (Beeldende Kunste) (US), BAHons (Philos) (UPE), MA (Philos) (UPE), MA (Philos) (Villanova Univ), DPhil (Philos) (Villanova Univ) SARCHI Chair (Identities and Social Cohesion in Africa) Prof A Konik BAHons (UPE), MA (UPE), D Litt et Phil (UNISA)
<i>Principal Lecturer</i>	Dr H S Fourie BBibl (UOFS), BBibIHons (UNISA), BAHons (Philosophy) <i>cum laude</i> , MA (Philosophy) <i>cum laude</i> (UOFS), MBL (UNISA), PhD (US)
<i>Senior Lecturers</i>	Ms B Mangolothi NDip (PR), BTech (PR), BTech (Post School Ed) (VUT), MBA (NMMU) Mr S Nzioki BA MCC (UPE), MPhil (NMMU) Dr J Wozniak BAHons (German) (UP), BAHons (French) (UPE), MA (UCT), PhD (UCT), MDPD (NMMU)
<i>Lecturers</i>	Dr C du Plessis BA <i>cum laude</i> , BAHons <i>cum laude</i> , MA (Philosophy) <i>cum laude</i> , PhD (NMMU) Mr M Dyantyi BA, BAHons (Wits), MA (University of Kansas), MA Creative Writing (Rhodes) Ms V Jacobs SPTD (Cape College of Education), BA (Vista University), BAHons (UPE), MA (Media Studies) (NMMU) Ms T Rennie NDip (GD) (PET), MA (Media Studies) (NMMU) Dr J Siwak BA MCC, MA (Media Studies), DPhil (NMMU) Dr J Vermaak BA MCC (UPE), MA (Media Studies) (NMMU), DPhil (NMMU) Mr S Xulu, BA in Creative Brand Communication (Vega School of Branding), MA (Media Studies) (NMMU)
<i>Associate Lecturer</i>	Ms C Leppan NDip (PRM) <i>cum laude</i> , BTech (PRM) <i>cum laude</i> , MA (Media Studies) <i>cum laude</i> (NMMU)

### **Department of Language and Literature**

<i>Head of Department</i>	Dr Z Made STD (Trans. Co), BA, BAHons, MA (UPE), PhD (NMMU)
<i>Associate Professor</i>	Prof M L Crous BA Hons (Literary Theory) (UNISA), BA Hons (Afr&Ndl) (US), HDE (US), MA (Afr&Ndl) (US), MA (English) (US), MA (Creative Writing) (US), D.Litt (US), PhD (UCT)
<i>Senior Lecturers</i>	Dr Z Kondowe DLitt (NMMU)

*Senior Lecturers*

Dr L Kwatsha BA, BAHons (UFH), BComHons  
Tourism (UPE), MA (Vista), HDE (RU), PhD (Vista)  
Dr N J Smith BA, (Natal) HDE, (UCT) BAHons  
(English: Natal), MA (English: Natal) PhD (English:  
Natal) Diploma Supported Employment: University of  
Virginia-Commonwealth, USA

*Lecturers*

Mr B M Marais MA (UKZN)  
Ms N L Morkel BA (MCC) (UPE), BAHons (English)  
(UPE), MA (English) (NMMU), PGDHET (UFH)  
Dr A Mvanyashe MA (NMMU), DLitt (Nelson Mandela  
University)  
Prof A N Otto BA (US), BAHons (US), MA (US), D.Litt  
(US)

*Associate Lecturers*

Dr M Vrancken BAHons (French) (UCT), MA (French)  
*cum laude* (UCT), PhD (French) (UCT)  
Ms M L Bester PGCE, BAHons (Afr and Ndl) (NMMU)  
Ms M de Wet BA (UPE), BAHons, MA (NMMU)

**SCHOOL OF MUSIC, ART AND DESIGN****Department of Music***Head of Department*

Prof AC de Villiers BMus (UPE), HonsBMus (UNISA),  
MPhil (UPE), DEd (UPE), PG HDE (UPE), LRSM (in  
Piano Teaching) (Associated Board of the Royal  
Schools of Music)

*Secretary*

Ms N Bosman Dip Exec Asst (IAC)

*Professor*

Prof E Albertyn BMus (UPE), MMus (UPE), PhD  
(Wits), LRSM

*Associate Professor*

Prof Z Potgieter BMusHons (US), DPhil (UPE)

*Senior Lecturers*

Dr E Bothma BMus (UOFS), MMus (UOFS), DMus  
(NMMU), UPLM

Dr R Bower BMus (NMMU), MMus (NMMU), DPhil  
(NMMU), LTCL, UPLM

*Lecturers*

Mr D Bester BMus, MMus (US), MMus (Artesis  
Plantijn University)

Mr M Brand BMus (UPE), BScHons (NMMU), MScEng  
(US)

Dr E Cloete BMus, MMus, DPhil (NMMU)

Mr J Edwards BMus (UKZN), MMus (UKZN)

Dr G Holtzman BMus (UCT), PhD (University of  
Pennsylvania)

Mr N Mthimkhulu PDO, PGO (UCT), PD, MMus (SMU,  
Tx Dallas)

Mr G Williams BMus (NMMU)

*Administrative Assistant*

Ms T Cunliffe

**Department of Visual Arts***Head of Department*

Prof V P E Nyoni BAFA (UN), MAFA (UKZN)

*Secretary*

Ms H Roman

*Administrative Assistant*

Ms N Xubane NDip PR (NMMU), BTech PR (NMMU),  
BAHons (NMMU)

*Professor*

Prof G M A Duker NDip (FA) (PET), NH Dip (FA)  
(PET), MTech (FA) (PET)

<i>Associate Professors</i>	Prof P Binsbergen BA (Fine Art) <i>cum laude</i> , MA (Visual Art), PhD (Humanities) (UP) Prof H Saayman-Hattingh DTech (Pho) (VUT)
<i>Principal Lecturer</i>	Mr B S Cadle NH Dip (GD) (PET), MTech (GD) (NMMU)
<i>Senior Lecturers</i>	Mr D A Jones NDip FA (PET), NH Dip FA (PET), MTech FA (PET) Mr G M Meyer Dip (Gemology) (Asian Inst. of Gemological Sciences, Thailand), BTech (Pho) (PET), MA (Portsmouth) Ms A Wentzel NDip (FA) (PET), BTech (FA) (PET), MTech (FA) (NMMU)
<i>Lecturers</i>	Ms R J Collett BA (FA) (US), MA (FA) (US) Mrs I Economou MTech (GD) (NMMU) Mr T James NH Dip (FDT) (PET) Mrs J Luyt NH Dip (TD) (PET) Mrs M Muir BTech (GD), MTech (GD) (NMMU) Mr M L Swanepoel BTech (GD) (PET), MTech (Entrepr) (NMMU) Ms B K Whitehead NDip (CD) (PET), NDip (TD) (PET), BTech (CD) (PET)
<i>Associate Lecturers</i>	Ms R Adriaan BTech (FD) (NMMU) Mr N C Botchway NDip (GD) (PET), BTech (GD) (PET) Dr H Saayman-Hattingh DTech (Pho) (VUT)
<i>Technician</i>	Ms R van Wyk NDip (Pho) (NMMU), BTech (Pho) (NMMU)

**Registered Entities****Units**

Raymond Mhlaba Research Unit for Public Administration and Leadership

**FACULTY OF BUSINESS AND ECONOMIC SCIENCES****Office of the Dean**

<i>Executive Dean</i>	Prof H R Lloyd BCom (UPE), BComHons (UPE), MCom (UPE), DCom (UPE)
<i>Executive Secretary</i>	Ms R Petersen

**Faculty Administration**

<i>Senior Manager: Faculty Administration</i>	Ms Z Slabber BA (UPE), BAHons (UPE)
<b>2<sup>nd</sup> Avenue Campus</b>	
<i>Manager: Faculty Administration</i>	Mr A Smith BCom (NMMU)
<i>Faculty Administrators</i>	Ms M Mazinyo BA (UPE), BAHons (NMMU) Mrs F Ngubo NDip (Com Adm) (PET) Mr X Sipoyo ND: Tourism Management (CPUT)

**South Campus**

<i>Manager: Faculty Administration</i>	Vacant
<i>Faculty Administrators</i>	Ms N Bulembu BCom (Vista) Mr M Klaas NDip (Off Mgt and Tech) (NMMU) Vacant

**Missionvale Campus**

Faculty Administrator Ms D Gert

**George Campus**

Co-ordinators: Academic Administration T Kungune NDip (Agric Man); BTech (Agric Man) (PET); BAHons (Dev Studies) (NMMU); MA (Dev Studies) (Nelson Mandela University)

Admissions Officer N du Plessis

**DEPARTMENTAL SECRETARIES**

Business School Mrs J Hadwen

School of Accounting Mrs B D Hayes (South Campus)

Mrs A Abrahams (2<sup>nd</sup> Avenue)

Ms Y Belani (South Campus)

Ms YA de Beer (South Campus)

Ms Z Ngqoyiya (South Campus)

Development Studies Ms L van Rensburg (South Campus)

Ms E Moodley NDip (GD) (NMMU) (2<sup>nd</sup> Avenue Campus)

Economics Ms D Erasmus BA (App Lang Studies) *cum laude* (UPE), BAHons *cum laude* (NMMU)

Ms J Keir

Ms E Moodley NDip (GD) (NMMU) (2<sup>nd</sup> Avenue Campus)

Business Management Ms N Adams (South Campus)

Administrative Assistant Ms V Vinqi NDip (Pub Man) (NMMU - PET) (South Campus)

Management Practice Ms S N Ngcosini NDip (Pub Man & Adm) (PET), BTech (Pub Man & Adm) (PET) (2<sup>nd</sup> Avenue Campus)

Marketing Management Ms R Pather (2<sup>nd</sup> Avenue Campus)

Human Resource Management Ms E Coetzee NDip (HRM) (NMMU), BTech (HRM) (NMMU), MTech (HRM) (NMMU) (2<sup>nd</sup> Avenue Campus)

Industrial and Organisational Psychology Ms K-L Roodt BTech (Mgt) (NMMU), MTech (Bus Admin) (NMMU) (South Campus)

**BUSINESS SCHOOL**

Director of School Dr R Jonas BA (UWC), PG HDE (UNISA), BAHons Sociology (UNISA), MA Sociology (UPE), PhD Sociology (NMMU)

Personal Assistant: Ms J-A Hadwen

Business School Director

Reception Vacant

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Adjunct Professor Prof C M Adendorff NDip (Human Resources) (NMMU), BTech (Human Resources) (NMMU), BCom (Rhodes), MCom (Rhodes), MPhil (*cum laude*) in Future Studies (Stellenbosch), DBA (NMMU), PhD (Philosophy) (Rhodes). PhD in Development Studies (Trinity University, USA)

Marketing Manager Vacant

<i>Senior Finance Manager</i>	Vacant
<i>Human Resource Consultant</i>	Mrs I van Rensburg BTech (HRM) (UNISA)
<i>Campus Supervisor</i>	Vacant
<i>Media/IT Support</i>	Mr T Scheinberg CCNA (NMMU)
<i>Marketing Material Practitioner</i>	Mr D Kriel
<i>Digital and On-line Platforms Practitioner</i>	Vacant

### **GRADUATE SCHOOL**

<i>Head of Department:: Graduate School</i>	Prof C A Arnolds BEconHons STD (UWC), MCom (Vista), DCom (UPE)
<i>Professors</i>	Prof M D M Cullen BA (UPE), HED (UPE), Dip PR (PET), HBA (US), MBA (Potch), DBA (NMMU)
<i>Associate Professor</i>	Prof P Poisat BComHons (UPE), MTech (HRM) (PET), DTech (NMMU), MIPM, RPP
<i>Emeritus Professor</i>	Prof J A Jonker BCom (UNISA), MBL (UNISA), DCom (Tour Man) (UP)
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<i>Lecturer</i>	Ms N Hadi B Degree (Public Management – Stellenbosch University), MPhil (Maritime Studies - Stellenbosch University), M Degree (Town and Regional Planning) (University of Pretoria)
<i>Research Academic</i>	Mr Luyolo Mahlangabeza ND. Production Management (NMMU), BTech Operations Management (NMMU), MBA (NMMU)
<i>Research Co-ordinator</i>	Vacant
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<i>Secretary Graduate School Unit</i>	Ms J Junicke
<i>Head: Marketing &amp; Relationship Office</i>	Ms C Jooste BA (MCC) (UPE), MA (Applied Media) (NMMU)
<i>Marketing and Admission Co-ordinator</i>	Ms C Castelyn
<i>MBA Co-ordinator</i>	Ms L van Wyk
<i>Academic Programme Co-ordinator</i>	Ms J Ehlers NDip (PRM) (NMMU), BTech (PRM) (NMMU)

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<i>Senior Manager: Sales &amp; Key Accounts</i>	Ms L Vasi BA (UNISA), ABP, BComHons (NMMU)
<i>Senior Manager: Innovation and Development</i>	Ms J Staphorst NDip (Exec Secr) (PET), NH Dip (Off Admin), NH Dip (Post School Ed) (PET), BAHons (Group Dynamics) (NMMU)
<i>Senior Programme Specialist Open Programmes (FLP/ILP/ SLP)</i>	Ms N Crause
<i>Senior Programme Specialist Open Programmes (BMP/ALP/ MDP)</i>	Ms S Whitehouse

<i>Manager: Accreditation</i>	Vacant
<i>Programme Co-ordinator</i>	Ms V Bosch NDip (HRM) (NMMU)
<i>Accreditation Co-ordinators</i>	Ms A Ngeva BA (HRM), BAHons (NMMU) Ms L Myburgh BAHons (Psych) <i>cum laude</i> , PGD (Bus Admin) <i>cum laude</i> (NMMU) Ms M Truter Dip (HRM), BTech (HRM) (NMMU)
<i>Administrative Assistant</i>	Vacant
<i>System Administrator</i>	Ms C Phillips Diploma (Adv Sec and Comp Skills)
<i>Procurement Officer</i>	Vacant
<i>Manager: Operations</i>	Ms I de Lange NDip (HRM), PDBA (NMMU)
<i>Senior Programme Specialist</i>	Mrs C Sibanda MDP, NDip (Mgt), BTech (Mgt) (NMMU)
<i>Administrative Assistant</i>	Mrs M Tshona
<i>Marketing Consultant</i>	Ms M du Preez (BA) (NMMU) BAHons (NMMU), IMM Cert (Damelin), PGCE (UNISA)
<i>Marketing Co-ordinator</i>	Mrs D Pillay BCom (Uni Natal), BComHons <i>cum laude</i> (UNISA)
<i>Business School: George: Manager</i>	Vacant
<i>Business School: George: Programme Co-ordinator</i>	Vacant
<i>Business School: East London: Manager</i>	Vacant
<i>Business School: East London: Receptionist/Office Administrator</i>	Ms T Tshevu
<i>Business School: East London: Programme Co-ordinator</i>	Vacant
<i>Senior Programme Co-ordinator: East London</i>	Vacant
<i>Key Accounts Consultant: East London Financial Administrators</i>	Vacant Ms Y Msutu NDip (FIS), PDBA (NMMU) Ms F Jiba BTech (CMA) (NMMU)
<i>Costing Controller</i>	Mrs D du Preez BTech (CMA) (NMMU)
<i>Costing Clerks</i>	Ms VS Mashaya BCom (Gen Acc) (NMMU) Adv Dip (AccSci) (UNISA)
<i>Secretary: Innovation and Development Programme Coordinator</i>	Vacant Mrs K Govindjee BCom (RU), BComHons (UNISA)
<i>Manager: KZN</i>	Ms L Folker BAHons (Ind Psych) (UFS)
<i>Key Accounts Consultant: KZN</i>	Vacant
<i>Programme Co-ordinator: National Programme Co-ordinator</i>	Vacant Ms K Udemans
<i>Senior Programme Co-ordinator</i>	Ms L Fritz BA (HRM), BAHons (Group Dynamics) (NMMU)
<i>Business School: George: Programme Co-ordinator</i>	Vacant
<i>Manager: Programme Design</i>	Vacant

## **SCHOOL OF ACCOUNTING**

<i>Director of School</i>	Prof H Fourie NDip Gov Fin (Pret Tech), BTech IntAud (Pret Tech), MTech IntAud (TUT), DCom (Int Aud) (UP), Professional Accountant (SAIPA)
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<i>School Administrator</i>	Mrs R Kock BTech (Man) (NMMU)
<i>Secretary</i>	Ms B D Hayes
<i>Honorary Professor</i>	Prof L M Van Vuuren MCom (UP), PG Dip (TE) (UNISA), ACMA CA (SA)
<b><i>Applied Accounting</i></b>	
<i>Head of Department</i>	Ms TG Beck Dip (CMA) (PET), BTech (CMA), MTech (CMA) (NMMU), Professional Accountant (SA)
<i>Senior Lecturers</i>	Ms L Bester ND (Int Aud) (PET), BTech (Int Aud) (PET), MTech (CMA) (NMMU), Professional Accountant (SA)
	Mr T A V Jodwana BCom, HDE (RU), MTech CMA (NMMU), Professional Accountant (SA)
	Mr M Labuschagne ND (Int Aud) (PET), BTech (Int Aud) (NMMU), MCom (Accounting) (NMMU), Certified Internal Auditor (CIA), Certified Control Self Assessor (CCSA), Certified Fraud Examiner (CFE)
	Ms J Struwig BCom, BCom Hons (US), BCompt Hons (UNISA), BComHons (Tax) (UP), MCom (Tax) (UP), CA (SA)
<i>Lecturers</i>	Ms M Chalmers BComHons (UPE), CA (SA)
	Mr D Chauke PGD IA (UNISA, PIA (IIA SA)
	Ms CS Grondt BCom (NMMU), PGDip Accounting Sciences (UNISA), AGA (SA)
	A Koeberg BCom (Acc) (UPE), MBA (NMMU)
	Ms L Mangisa BComHons (NMMU), CA (SA)
	Mr L Roodt BTech (CMA) (PET), MTech (CMA) (NMMU)
	Mr G Sarpong BComHons CA (SA)
<i>Associate Lecturers</i>	Ms R Abrahams BCom, BTech (CMA), MTech (CMA) (NMMU)
	A Khan NDip (CMA) BTech (CMA) (NMMU), Professional Accountant (SA)
	Ms L Schoeman BTech (CMA) (NMMU)
	Mr B Van Der Ross Dip Int Aud, BTech Internal Aud (NMMU)
	Ms L van Niekerk BCom (UPE)
<b><i>Missionvale Campus</i></b>	
<i>Lecturer</i>	Vacant
<b><i>Accounting Sciences</i></b>	
<i>Head of Department</i>	Mr S Wüsthoff BComHons (UPE), CA (SA)
<i>Professors</i>	Prof D Forsyth BCom (UN), CTA (RU), CA (SA)
	Prof F E Prinsloo MCom (UPE), CA (SA)
	Prof A Singleton BCom, BComHons, MCom (UPE), CA (SA)
<i>Associate Professors</i>	Vacant
	Vacant
<i>Senior Lecturers</i>	Ms J Christian BComAccHons (UNISA), MCom Accounting (UP), CA (SA)
	Ms S Diedericks BComHons (UPE), MCom Accounting (UP), CA (SA)

	Mr K D Freeman BCom (UPE), BComHons (UN), CA (SA)
	Mrs A Le Roux BCom, BComHons, MCom (Taxation) (NMMU)
<i>Lecturers</i>	Mr PG Brodrick BBusSci (UCT), CA (SA)
	Ms L D de Villiers BCom (UPE), HED, BEdHons (UPE), MCom (NMMU)
	Ms C Fourie BComAccHons, CA (SA), MCom (Taxation) (NMMU)
	Mr T Jagwanth BCom Accounting (UKZN), Postgraduate Diploma in Accounting Sciences (UNISA), Master of Commerce Accounting (UKZN)
	Mr E Le Roux Hons BAcc (Stell), CA (SA)
	Ms L Macpherson BCom Acc Hons (NMMU), CA (SA)
	Ms S Moolman BAccHons (Univ of Stellenbosch), CA(SA)
	Ms F Oliveria Postgraduate Diploma in Accountancy (UKZN), CA (SA)
	Ms J Pienaar BComHons (UFS), CA (SA)
	Ms S Snyders BComAcc Hons (NMMU), CA (SA)
	Mrs S Terblanche BCom (US), HED (US)
<i>Associate Lecturer</i>	Ms B Peter BComHons (Vista), BTech (CMA) (NMMU)
<i>School Administrator</i>	Mrs RA Kock
<i>Departmental Secretaries</i>	Mrs A Abrahams (2 <sup>nd</sup> Avenue Campus)
	Mrs BD Hayes (South Campus)
<i>Administrative Assistants</i>	Mrs Y Belani
	Mrs YA de Beer
	Mrs Z Ngqoyiya

### **SCHOOL FOR ECONOMICS, DEVELOPMENT AND TOURISM**

<i>Director of School</i>	Prof R Ncwadi BA (Vista) BAHons (Vista), MA (Economics) (UPE), PhD (NMMU)
<i>Administrative Assistant</i>	Ms J Keir
<b>Economics</b>	
<i>Head of Department</i>	Vacant
<i>Honorary Professor</i>	Prof R W K Parsons BCom (UCT), BA Hons (UCT), DCom (hc) (UPE), FlstD
<i>Professor Emeritus</i>	Prof P le Roux BCom (PU for CHE), BComHons (UOFS), MCom (UOFS), PhD (Vista) Prof C V R Wait BCom (US), BCom (Honours) (US), MCom (US), DCom (US)
<i>Senior Lecturer</i>	Dr A Phiri BCom (NWU), BComHons (NWU), MCom (NWU), DCom (NWU)
<i>Lecturers</i>	Mr S Dingela BCom (NMMU), BComHons (NMMU), MCom (NMMU)
	Dr N S Dyubhele BCom (RU), BComHons (RU), HDE (RU), AdvDipl (Mkt Mgt) (UNISA), PG Dip (Economic Impact Assessment) (Molde College, Norway), MCom (Vista), DCom (NMMU)
	Ms W Matekenya BCom (UFH), BComHons (UFH), MCom (UFH)
	Ms S E Tessoroff BCom (UPE), BComHons (UPE), MCom (NMMU)



	Dr T Qabhobho BCom (NMMU), BComHons (NMMU), MCom (NMMU), PhD (Nelson Mandela University)
<i>Associate Lecturers</i>	Mr C Johnson BCom Law (NMMU), BComHons (NMMU)
	Ms C Mpuku BComRat (NMMU), BComHons (NMMU), MCom (Nelson Mandela University)
	Mrs G S Pereira BA (Vista) BAHons (Vista)
<i>Administrative Assistants</i>	Ms D Erasmus BA (App Lang Studies) <i>cum laude</i> (UPE), BAHons <i>cum laude</i> (NMMU)
	Ms J Keir
	Ms E Moodley NDip (GD) (NMMU) (2 <sup>nd</sup> Avenue Campus)
<b>Development Studies</b>	
<i>Head of Department</i>	Prof J M Cherry BA (UCT), BAHons (UCT), MA (UCT), PhD (Rhodes)
<i>Professor</i>	Prof J M Cherry BA (UCT), BAHons (UCT), MA (UCT), PhD (Rhodes)
<i>Lecturers</i>	Dr S Leonard BSc (Geog Sci) <i>cum laude</i> (UKZN), BSc Hons (Geog) <i>cum laude</i> (UKZN), MA (UKZN), PGCE (UNISA), PhD (NMMU)
	Mr S Phiri BAHons (Economics) (Newcastle-upon-Tyne, UK), MA (Dev Studies) (NMMU)
	Dr B Snow MSc (UPE), PhD (Nelson Mandela University)
	Dr A van den Berg BA, BAHons (Dev Studies), MA (UPE), PhD (NMMU)
	Dr F Modiba BA, BAHons, MA, DLitt et Phil (UNISA)
	Ms D Tembo BSc (Enviro Sciences), MA (Dev Studies) (NMMU)
<i>Administrative Assistant</i>	Ms L van Rensburg NDip (Mgt) (NMMU), BTech (Mgt) (NMMU)
<b>Tourism</b>	
<i>Head of Department</i>	Dr S R van Zyl BA HDE(UPE), MSc (Bucks-Chilterns UK), DPhil (NMMU)
<i>Principal Lecturer</i>	Dr H H Bartis BA, BScHons (UFH), MA (Ohio, USA), HDE (PG) (Sec) (RU), DPhil (Tourism Management) (Nelson Mandela University)
<i>Lecturers</i>	Ms L C Jonas NDip (Tourism Mgt) <i>cum laude</i> (VUT), BComHons (Tourism Mgt), MEd <i>cum laude</i> (NMMU)
	Ms E Moodley NDip (GD) NMMU
<i>Administrative Assistant</i>	
<b>George Campus</b>	
<i>Senior-Lecturer</i>	Dr T Ramukumba BA (Ed) (UniVen), NDip (Tourism Mngt) (PET), BTech (Tourism Mngt) (PET), MTech (Tourism & Hosp) (TUT), MA (Development Studies) (NMMU), DPhil (Dev Studies) (NMMU)
<b>SCHOOL OF MANAGEMENT SCIENCES</b>	
<i>Director of School</i>	Prof M Tait BEcon (UFS), Hons. B.Econ (UFS), M.Com (Vista), DCom (UPE)
<i>Secretary</i>	Ms V Smith NDip (Info Tech) (PET)
<i>Administrative Assistant</i>	Mrs C Vögts

**Business Management***Head of Department*

Mr T M Matchaba-Hove BCom (NMMU), BComHons (NMMU), PG Dip (Fin Plan) (NMMU), MCom (NMMU)

*Professors*

Prof N E Mazibuko BComHons (Vista), MCom (Vista), PhD (Vista)

Prof S Perks BCom (UPE), HED PG (UNISA), PhD (Vista), MBA (Buckingham Business School, London)

Prof C Rootman BCom (UPE), BComHons (UPE), MCom (NMMU), PhD (NMMU)

Prof E E Smith BComHons (UPE), MCom (Vista), PhD (Vista)

Prof F W Struwig HDE (UPE), BComHons (UPE), MCom (UPE), PhD (Vista)

Prof E Venter BComHons (UOFS), HDE (UOFS), MCom (US), MBA (Ghent), DCom (UPE)

Prof S M Farrington BComHons HDE (UPE), MBA (Ghent), DCom (NMMU)

*Associate Professor*

Prof J Krüger BComHons (UPE), MCom (Vista), PhD (NMMU)

*Senior Lecturer*

Ms J B Palframan BA(RU), Dip in Retirement Funds Mgt, ILPA, MCom (NMMU), CFP®

*Lecturers*

Ms AP Deliwe BCom (KwaZulu Natal), BComHons (UNISA), PG Dip (Management) (Witwatersrand(Wits), MCom (KwaZulu Natal)

Mrs J E Kinsman BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU)Ms BA Gray BComHons(UPE), MCom (NMMU) *cum laude*Dr R Lillah BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU), DCom (NMMU)

Dr A Nelmapius BCom (UPE), BComHons (UPE), NHD PSE (PET), MCom (NMMU), PhD (Stellenbosch)

Dr N Oosthuizen BComHons (UPE), MCom (UPE), PhD (NMMU)

Mrs S B Beck BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU)**George Campus***Principal Lecturer*

Vacant

*Lecturer*

Mr A C Peters BAdmin (Ind Psych &amp; Pub Admin), BAdminHons (Pub Admin) (UWC), MBA (Advanced) (Curtin Univ of Tech, Australia)

**Logistics***Head of Department*

Mr G T Cook NDip (PurMgt), NDip (Mkg&amp; Sales), BTech (Bus Adm) (PET), MTech (NMMU)

*Senior Lecturer*

Mr R C van den Berg BCom (Ed), MCom (UPE)

*Lecturers*

Mrs J K Howell BCom (UKZN), BTech (Purch) (PET)

Mr S Pillay BTech (Log Mgt) (NMMU)

Ms A Mavela NDip (Inventory and Stores Management), BTech(Logistics)

**Management Practice***Head of Department*Dr P Tai-Hing NHD (Prod Man) (*cum laude*), BTech (BA) (*cum laude*) (PET), MTech (BA), PhD Bus Man (NMMU)

<i>Senior Lecturer</i>	Dr T Ngxukumeshe NDip (CMA) (Tech SA), BTech (CMA), MBA, PhD (Business Management) (NMMU)
	Dr E J Zeelie BCom (UPE), NH Dip MgtPrac, MTech BA (PET), DBA (NMMU)
<i>Lecturers</i>	Mr H Mohamed NDip (HR), BTech (HR), MTech (BA) (NMMU)
	Dr R Muller MDP, MBA, PhD Bus Man (NMMU)
	Mrs AA Makochieng BCom Law ( <i>cum laude</i> ) (UFH), BComHons (Bus Mgt) (UNISA), MCom (Mgt) (Rhodes)

**George Campus**

<i>Lecturer</i>	Dr Z S Webber Snr Primary Teacher's Dip (CCE), B.Bbl (UFH), BTech (Educ Mgt) (PET), Honours (Info Science) (UNISA), MPhil (Info and Knowledge Mgt) (US)
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**Marketing Management**

<i>Head of Department</i>	Dr M van Eyk NDip (Tourism Mgt), BTech (Tourism Mgt), MTech (Mktg) (PET), DTech (Mktg) (NMMU)
<i>Senior Lecturer</i>	Ms R Ferreira Dip (Mktg Mgt) (IMM), BComHons (UPE), MBA (PET)
<i>Lecturers</i>	Ms A G Jonas NDip (Tourism Mgt), BTech (Tourism Mgt), MTech (Mktg) (PET)
	Mr A Marriott BCom (Bus Mgt), BComHons (Bus Mgt), MCom (Bus Mgt) (NMMU), TEFL Intl Cert (UK)
	Mrs T Shrosbree NDip (Mktg), NH Dip (Mgt), BTech (Bus Adm) (PET), MTech (Mktg) (NMMU)
	Dr F Amoah HND (Mktg) (Koforidua Polytechnic, Ghana), BTech (Mktg) (UNISA), MTech (Mktg), DTech (Mktg) (NMMU)

**George Campus**

<i>Lecturers</i>	Mr V Hau-Yoon MDP, BCom, MBL (UNISA)
	Dr A Potgieter BCom (Ind Psych), BComHons (RAU), MCom (Bus Mgt), PhD (Bus Mgt) (NMMU)

**SCHOOL OF INDUSTRIAL PSYCHOLOGY AND HUMAN RESOURCES**

<i>Director of School</i>	Prof M R Mey NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET), DTech (HRM) (NMMU), MIPM, RPP
<i>Secretary</i>	Ms K Weatherall-Thomas NDip (PRM), BTech (PRM) (NMMU)

**Human Resource Management**

<i>Head of Department</i>	Dr A Werner BA (Comm), MA (Potch), DTech (HRM) (NMMU)
<i>Secretary</i>	Ms E Coetzee NDip (HRM), BTech (HRM), MTech (HRM) (NMMU)
<i>Lecturers</i>	Ms N Agherdien NDip (HRM), BTech (HRM), MTech (HRM) (NMMU)
	Ms B de Villiers BAHons (Psych) (UPE), MTech (HRM) (NMMU)
	Ms O Veldkornet BA (Psych) (UPE), BAHons (LR & HR), MA (Soc)

<i>Associate Lecturer</i>	Ms Y Dube NDip (HRM), BTech (HRM), MTech (HRM) (NMMU) Ms M Mavuso BAdmin (IPS & PM), BAdminHons (IPS), MA (IOP) (UFH)
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### **Industrial and Organisational Psychology**

<i>Head of Department</i>	Prof R van Niekerk BA (Theol), BAHons (Psych) (US), MA (Clin Psych) (UPE), MA (Ind Psych) (US), MEd GETP (RU), PhD (Psych) (UPE)
<i>Secretary</i>	Ms K-L Roodt BTech (Mgt), MTech (Bus Admin) (NMMU)
<i>Lecturers</i>	Dr C Harris BComHons (UPE), MCom (NMMU), DCom (NMMU) Ms R Koeberg. BCom (Rhodes University) BCom Hons (Org Psy) (Rhodes University) MA (Psychology) (Rhodes University), MCom (IOP) (NMMU) Ms I Dzivhani BCom (UP), BCom Hons (UP), MCom (UP)

### **Registered Entities/Units**

#### **Family Business Unit**

<i>Entity Manager</i>	Prof E Venter BComHons (UOFS), HDE (UOFS), MCom (US), MBA (Ghent), DCom (UPE)
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#### **Unit for Positive Organisations**

<i>Entity Manager</i>	Prof M R Mey NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET), DTech (HRM) (NMMU), MIPM, RPP
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## **FACULTY OF EDUCATION**

### **Office of the Dean**

<i>Executive Dean</i>	Dr SF Moeng BA, HDE, BEd Hons (UPE), MSc (St Cloud State University), DEd (NMMU)
<i>Executive Secretary</i>	Ms JL Smith BSocSc (RU)
<i>Faculty Operations Manager</i>	Dr T Morar PTD (Dower College), BA (UPE), BEdHons (RU), MEd (Leeds, UK), BCom (Vista), DEd (Curtin, Australia)

### **Faculty Administration**

#### **South Campus**

<i>Senior Manager: Faculty Administration</i>	Ms R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)
<i>Manager: Faculty Administration</i>	Mr R Salie NDip (Management) (NMMU)
<i>Faculty Administrator</i>	Ms J Hay
<b>Missionvale Campus</b>	
<i>Faculty Administrator</i>	Ms D Gert

## **SCHOOL FOR INITIAL TEACHER EDUCATION**

<i>Director of School (Acting)</i>	Prof N Mayaba BA (Ed), BAHons (UNITRA), MA (WSU), MEd (Research) <i>cum laude</i> , PhD (NMMU)
<i>School Secretary</i>	Ms G Daniels-Smith N Dip (Management) (NMU)

<i>Head: BEd Foundation Phase</i>	Dr D Geduld HDE (Dower College), BEdHons, MEd, DEd (NMMU)
<i>Head: BEd Intermediate Phase (Acting)</i>	Dr B Khoboli BSc Ed (National University of Lesotho), MSc (University of Reading), PhD (UKZN)
<i>Head: BEd Further Education and Training</i>	Dr HH Sathorar BCom, HDE <i>cum laude</i> , BEdHons <i>cum laude</i> (UPE), MBA <i>cum laude</i> (NMMU), PhD (Nelson Mandela University)
<i>Head of Programme PGCE</i>	Prof A du Plessis HDE (PETC) with distinction, BA (UPE) <i>cum laude</i> , MEd (RU) <i>cum laude</i> , PhD (NMMU)
<i>Associate Professor</i>	Prof AC Delpont BMus (Ed) (US), BMus Hons, MMus (UP), DEd (UPE), ULVM (UNISA) Prof L Athiemoolam BPaed (UDW), BEd (RU), BAHons (English) <i>cum laude</i> , BAHons Psych (NMMU), DSE (UNISA), MEd, DEd (UPE)
<i>Senior Lecturers</i>	Dr M Childs HDE (PET), BA, MPhil (UPE), DEd (NMMU) Dr CAG Jordaan BA, DEd (UPE) Ms H Oosthuizen BSchHons Zoology, HDE Post Grad (UPE), BSchHons Info Systems (UNISA), MSc (UPE)
<i>Lecturers</i>	Dr B Ismail BCom (UWC), BComHons (Vista), MCom (Vista), PhD (NMMU) Ms S Deyssel HDE (PETTC), FDE <i>cum laude</i> (UPE), BEdHons <i>cum laude</i> , MEd (NMMU) Ms TL Hlam Junior Prim Dip, FDE (Maths Ed), BEd Hons (RU), MEd (NMMU) Dr TE Mapasa STD (Griffiths Mxenge College of Education), BA Ed (UNISA), BTech (Ed Mgt) (PET), MEd (NMMU), PhD (NMMU) Mr V Matsha BSc, BEd, HDE (UFH), MEd (Leeds) Dr ME Marx, B.Mus (UPE), UVLM (Unisa), RSLM (Royal Schools of Music, London), M.Mus (UPE), Ph.D (NMMU) Ms NV Msutwana HDE (SecTeach), BEdHons, MEd <i>cum laude</i> (NMMU) Mr S Nofemele SSTC (LL Sebe College), Dip Labour Law (NMMU), BSc (UPE), BEdHons (NMMU) Ms R Notshulwana BA Art Education (Miami University, Ohio), MA Sociology & Education (Teachers College, Columbia University, NY) Dr EMA Scheckle BA (Ed), BAHons (English), BEd (Wits), MPhil (TELI) (US), PhD (RU) Ms R Thorne HDE IV (SP) (Dower College of Education), BEdHons, Med (Science and Language) (NMMU) Ms M van Zyl BPrimEd FP, FDE <i>cum laude</i> , BEdHons (UPE), MEd (NMMU) Mr W Zivanayi Cert Ed, Bed (Chem), MSc (Maths and Science) (UZ)

<i>Associate Lecturers</i>	Ms P Magangxa PTD (Masibulele College of Ed), FDE (RU), B SocSci (UFH), BEd Honours (PU), Honours in Interdisciplinary Studies (UFH) Ms A Vermaak Dip Ed (Foundation), Dip Spec Ed: MHT, Specialised Tech Ort-Step (UPE), BEdHons Edu Mgnt (NMMU), MEd <i>cum laude</i> (NMMU)
<i>Education Access and Retention Officer (EAR-O)</i>	Ms M Laufs BEd, BEd Hons (NMMU)
<i>Administrative Assistants</i>	Ms D Botha Ms B Brooks Ms M Geswint Ms M Oliphant Ms P Roach NDip (Management) (NMMU)

### **SCHOOL FOR EDUCATION RESEARCH AND ENGAGEMENT**

<i>Director of School</i>	Prof SE Blignaut BA, BAHons, HDE (UWC), BEd (UPE), MEd (UPE), DEd (NMMU)
<i>School Secretary</i>	Ms C Poisat
<i>Head: BEd Honours</i>	Dr DWM Edley BA, BAHons, MA, HDE, PhD (Natal)
<i>Head: MEd (Acting)</i>	Dr EMA Scheckle BA (Ed), BAHons (English), Bed (Wits), MPhil (TELI, US), PhD (RU)
<i>Head: DEd</i>	Prof M Khau BSc Ed (Nat Univ of Lesotho), PGDE (Life Orientation) <i>cum laude</i> (RAU), BEd Hons <i>summa cum aude</i> , MEd <i>summa cum laude</i> , PhD (UKZN)
<i>Associate Professors</i>	Prof OH Glover BSc <i>cum laude</i> , BScHons <i>cum laude</i> , BEd <i>cum laude</i> , MSc <i>cum laude</i> , HDE (UPE) <i>cum laude</i> Prof K Pillay Dip Edu (Dower), HDE (Hewat), BAHons (UDW), MEd (UN), PhD (NMMU) Prof W N Nel BA, HDE (SU), BEdHons (NWU), BEdHons Endorsement, MEd (Unisa), PhD (UWC)
<i>Senior Lecturers</i>	Dr CBA Felix BSc, HDE, BEd, MEd (UWC), PhD (RU) Dr L Meiring BSc, BEd, MEd (RU), PhD (NMMU) Dr CF Pienaar HDE Snr Prim, BA, BEdHons, MEd (Psych), DEd Psych (UPE) Dr NH Rasana BA, BAHons (UNISA), DiplInst (Christchurch, Canterbury), DiplInst (Ohio, Athens), PG Dip (Man) (RU), PG Dip (Int Rel) (RU), MEd (RU), PhD (Bangor, North Wales) Dr VS Tshazibana BA, Bed (Vista), Med (UDW), JSTC (LLSC), PhD (NMMU) Dr K Yassim BSc (UCT), BScHons (Potchefstroom), BEd, MEd, DEd (UNISA)
<i>Lecturers</i>	Dr I Badenhorst BComHons, HDE (UOFS), MEd (UPE), DEd (NMMU) Dr B Damons STD (UWC), ACE School Leadership, BEdHons, MEd, PhD (NMMU)

Dr MD Gibbs BSc, BScHons (RU), HDE (UNISA), MSc (UPE), CSIR (Snr Researcher: Textile Chem), MBA *cum laude* (NMMU), DBA (NMMU)

Mr L Maluleke BSocSci, BEdHons (Educ&Dev), MEd Adult Education (UKZN)

Ms N Musthan BSocSci, PGCert: Multilingual Education, PGCE (UCT)

*Administrative Assistant  
Laboratory Technician*

Ms N Zinto NDip Mgt, BTech Mgt (NMMU)  
Ms N Ntshangase BSc (RU)

## **Registered Entities**

### **Centres**

#### **Centre for the Community School**

*Director*

Dr Bruce Damons STD (UWC), ACE School Leadership, BEdHons, MEd(NMMU), PhD (NMMU)

## **FACULTY OF ENGINEERING, THE BUILT ENVIRONMENT AND INFORMATION TECHNOLOGY Office of the Dean**

*Executive Dean*

Dr OSW Franks: BSc MechEng, MInd Admin(UCT), Hons (B&A)(US), PhD (Engineering Science) (USF - USA), GCC Mines & Works, Pr Eng

*Interim Deputy Dean*

Prof D Pottas: BSc(Hons)(PU CHE), PhD(RAU), MCSSA

*Executive Secretary*

Ms C Dale

*Faculty Research Administrator*

Ms A Labuschagne NDip (PR), BTech (PR) (NMMU)

*Faculty Experiential Training  
Administrator*

Ms J Holmes

*Faculty Marketing Officer*

Vacant

*Faculty Operations Manager*

Dr R E Gerber HED, BA Hons, BEd (US), MEd *cum laude* (UFS), DTech (Ed) (NMMU)

### **Faculty Administration**

*Senior Manager: Faculty Administration*

Ms R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)

### **Summerstrand North Campus**

*Manager: Faculty Administration*

Mr J Dorothy NDip (HRM) (PET)

*Faculty Administrators*

Mr J Ah Tow BCom (NMMU), BComHons (Business Management) (NMMU)

Ms H Boshoff BEd (FP) *cum laude* (NMMU), BBA (NMMU), MBA (Nelson Mandela University)

Ms VT Mbola NDip (Mgt) (NMMU), BTech (Mgt) (NMMU)

## **SCHOOL OF ENGINEERING**

*Director of School*

Mr AG Roberts NCT (PET), NHCT (PET), NDT (PET), NH Dip Tech (PET), NH Dip PSE (PET), MDip Tech Elec Eng (PET), Pr Tech Eng, SMSAIEE, MIEEE

*Administrative Professional*

Ms L Blom NH Cert Dip (PR and Comm) (Varsity College), NDip HRM (NMMU)

**Department of Civil Engineering***Head of Department*

Mr J V van der Merwe ND (Civ Eng) (CT), NHD (Civ Eng) (Tech Pta), MDip Tech (Water Eng) (Tech Pta), PrTechEng

*Lecturers*

Ms C Accone BTech Civil Eng (CPUT)  
Mr SS Mazomba BSc Hon (Structures) UP; NDip Civil Eng (DUT); BTech (Structures) (DUT)

Mr D Stuart BTech (Sur) (DUT) MBE (Sur) (DUT); AMSAICE

*Senior Laboratory Technician*

Mrs B van der Wat BEng (RAU), PrEng

Mr Z Njibana BTech Civil Eng (Nelson Mandela University)

*Administrative Professional*

Ms L T Pienaar NDip (HRM), BTech (HRM) (NMMU)

**Department of Electrical Engineering***Head of Department*

Mr S Grebe HED (Tech) (UNISA), NDT, MDip Tech Elec Eng (PET), Pr Tech Eng, SMSAIEE

*Associate Professor*

Prof P Freere BE (Sydney), ME (NSW), BSc(Sydney), PhD(Newcastle), MIEEE

*Senior Lecturers*

Mr F Adlam NDip (Elec), NH Dip PSE, MTech Elec Eng (PET), MSAIEE

Mr A Marks B Eng (Elec) (UP), BTech Ed (Post School) (UJ), MEd (UP)

Mr G V Phillips NDip, BTech (Elec Eng), MTech Elec Eng (PET), Pr Tech Eng, MSAIEE

*Lecturers*

Mr I Bambiso NDip (Elec Eng), BTech (Elec Eng), MTech (Elec Eng) (NMMU), Candidate Pr Tech Eng, MSAIEE

Mr K Majara NDip (Elec Eng), BTech (Elec Eng) (PET), MTech (NMMU), Candidate Pr Tech Eng MSAIEE

Mr A J McGillivray NDip (PET), NH Dip (Elec Eng) (PET), MSAIEE

Mr SM Mtakati NDip (Elec Eng), BTech (Elec Eng) (NMMU), Pr T

Mr A M Wynter NCT, NDT, NH Dip (Elec Eng) LC (PET), BTech (Bus Mgt) (NMMU), Pr Tech Eng

*Laboratory Technicians*

Mr E Chekure NDip (EE) (HP), BScHons (Comp) (UNISA)

Mr JA Ehlers NDip (Elec Eng) (PET), MSAIEE

Mr A Ndimurwimo FTC (EE) (DIT), Adv.Dip (EE) (DIT), BTech (Elec Eng) (NMMU), Candidate Pr Tech Eng, MSAIEE

*Technical Assistant*

Mr N Manene

*Administrative Professional*

Ms L Blom NH Cert Dip (PR and Comm) (Varsity College), NDip HRM (NMMU)



**Department of Industrial Engineering***Head of Department*

Dr A S Lourens NDip (Prod Mgt) (PET), NH Dip (Prod Mgt) (PET), BTech (Bus Mgt) (PET), MBA (PET), DBA (NMMU), MSAIIE, ASEE

*Senior Lecturers*

Mr A T Murray NDip (Ind Eng) (PET), NH Dip (Ind Eng) (PET), NH Dip (Mgt Prac) (PET), MTech (Ind Eng) (NMMU), Pr Tech Eng, SMSASQ, MSAIIE

Dr K van der Merwe NDip (Ind Eng) (PET), NH Dip (Ind Eng) (PET), BTech (Ops Mgt), MTech (Ind Eng), DTech (Ops Mgt) (NMMU), Pr Tech Eng, MSAIIE

*Lecturers*

Mrs M Dolley-Ryneveld NDip (Ind Eng), BTech (Ind Eng), MBA (NMMU), AMSAIIE

Mr C Joubert NDip (Ind Eng) (Tech Pta), BTech (Ind Eng) (NMMU), MSAIIE, Pr Tech Eng

Mr J Snyders NDip (Ind Eng) (PET), BTech (Ind Eng) (NMMU), MSAIIE

*Administrator*

Ms N Truter NDip (PRM) (NMMU)

**Department of Mechanical Engineering***Head of Department*

Mr G Kleyn NDip (MechEng) (PET), NH Dip (Mech Eng) (Tech Wits), MTech (Mech Eng) (NMMU), MSAIRAC, MSAIMEchE, Pr Tech Eng

*Honorary Professor*

Prof M N James BSc (Eng) (Wits), DSc (Eng) (Wits), DTech (Honoris Causa) (NMMU), PhD (Cambridge), C Eng, FIM

*Adjunct Professors*

Prof J Th M De Hosson BSc (Maths and Physical Science) (Utrecht, Netherlands), PhD (Physics) (Groningen Netherlands)

Prof A Steuwer MPhil (Physics), PhD (Materials Science) (Cambridge, UK)

*Distinguished Professor*

Prof D G Hattingh MDip Tech (Mech Eng) (PET), PhD (Plymouth), Pr Tech Eng, MSAIMEchE

*Associate Professors*

Prof H Lombard HDE(UPE), MSc (UPE), PhD (Plymouth), ASAIRAC, Pr.Sci.Nat (SACNASP)  
Prof R L Phillips DTech (Mech Eng) (NMMU), RegEng Tech, MSAIMEchE

*Principal Lecturer*

Mr K H du Preez MDip Tech (Mech Eng) (PET), Pr Tech Eng

*Senior Lecturers*

Dr W Rall MTech (Mech Eng) (PET), MSAIMEchE, Pr Tech Eng

Mr T Stroud NH Dip (Mech Eng) (PET), MBA (NMMU), MTech (Mech Eng) (NMMU), Pr Tech Eng

Mr H Theunissen MTech (Mech Eng) (PET), Pr Tech Eng

*Lecturers*

Mr G Gouws NH Dip (Mech Eng), BTech (Mech Eng) (PET)

Mr C H Hands BScHons (Mech Eng) (UN)

Mr R Müller, NDip (Mech Eng), BTech (Mech Eng), MTech (Mech Eng) (NMMU), MSAIRAC

<i>Research Technician</i>	Mr D R Brown BEng (Mechatronics) (NMMU)
<i>Senior Laboratory Technician</i>	Mr M D Knoesen NTD Mech (PET)
<i>Laboratory Technicians</i>	Mr A Lalla NDip (Mech Eng), BTech Mech Eng (NMMU)
	Mr K Jenniker NDip Metallurgical Eng (PET)
	N Kolozi ND Mech Eng (CPUT), BTech (UNISA), M Eng (NMMU)
<i>Senior Artisans</i>	Mr J Cizek NDip (Mech Eng) (PET)
	Mr S Casling
<i>Laboratory Assistants</i>	Ms L Becker
	Mr E Sambu
<i>Administrative Professional</i>	Mrs M Brown Dip (Office Admin) (Russell Road College), NDip (Man) (NMU)

### **Department of Mechatronics**

<i>Head of Department</i>	Vacant
<i>Professors</i>	Prof K Abou-El-Hossein, MSc Mfg (Ukraine), PhD Mfg (Ukraine), GCTT (Curtin), Pr Eng
	Prof I A Gorlach BSc Mech Eng, MSc Ind Eng (Wits), PhD Mech Eng (Potch), NH Dip Ed (TWR), PrEng, MSAIIE
	Prof T I van Niekerk NH Dip (CDP) (PET), BSc (Elec Eng) (UCT), MTech (IT) (PET), DTech (Elec Eng) (PET), PrEng, MSAIIE
<i>Lecturers</i>	Ms S Gaffoor BEng (Mechatronics) (NMMU), MEng (Mechatronics) (NMMU)
	Vacant
<i>Laboratory Technician</i>	Mr R Herselman NDip (Elec Eng), BTech (Elec Eng) (NMMU)
<i>Administrative Professional</i>	Ms Z Joubert BTech (PRM) (NMMU)

### **Registered Entities**

#### **Critical Studies in Higher Education Transformation (CriSHET)**

<i>Chair</i>	Prof A Keet BA, HDE, B.Ed, M.Ed (UWC), PhD (Edu Mang, Law and Policy) (UP)
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#### **Isuzu Chair of Mechatronics**

<i>Chair</i>	Prof I A Gorlach BSc Mech Eng, MSc Ind Eng (Wits), PhD Mech Eng (Potch), NH Dip Ed (TWR), PrEng, MSAIIE
<i>Secretary</i>	Ms M Snyders NDip (Tourism) (PET)

#### **MerSETA**

<i>Chair</i>	Mr K H du Preez NDip (Mech Eng), NH Dip (Mech Eng), MDip Tech (Mech Eng) (PET), Pr Tech Eng, MSAIMechE, MSAIRAC
<i>MerSETA Project Manager</i>	Ms M Naidoo BCom (Eco and Bus) (UPE)

#### **Women in Engineering Leadership Association (WELA)**

<i>Manager</i>	Dr A S Lourens NDip (Prod Mgt) (PET), NH Dip (Prod Mgt) (PET), BTech (Bus Mgt) (PET), MBA (PET), DBA (NMMU), MSAIIE, ASEE
<i>Administrative Assistant</i>	Ms N Truter NDip (PRM) (NMMU)

**eNtsa***Director*

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*Director: uYilo E-mobility Technology Innovation Programme*

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**Advanced Mechatronics Technology Centre (AMTC)***Director*

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*AMTC SLP Programmes and Operations Manager*

Ms E Marx BTech (PRM) (NMMU)

*Administrative Assistant*

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*Project Manager ISFAP Bursary Programme*

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*Marine Project Manager*

Mr H Theunissen NDip (Mech Eng), BTech (Mech Eng), MTech (Mech Eng) (PET), Pr Tech Eng

*Marine Lecturer Marine Engineering*

S Giannotti Chief Eng. (CL 1) CoC STCW III/2

*Marine Lecturer Automation & Electrical*

Mr John Fernandes NDip (Elec Eng), BTech (Elec Eng) (NMMU), M Eng (Mechatronics) Candidate Pr Tech Eng

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**Ford Engine Research Unit (FERU)***Manager*

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*Project Supervisor*

Mr M D Knoesen NTD Mech (PET)

*Administrative Assistant*

Ms L Becker

*Technician*

Mr T Wilson

*Technical Assistant*

Mr A Basi

**STEM in Action***Programme Manager*

Ms I van Gend BSc, HDE (UNISA)

*Operations Manager*

Ms T Roberts BSc, PGCE

*Lecturers*

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Mr M Sonnekus MSc (Botany)

*Administrative Support*

Ms V Koenaithe BA (Tourism)

*Project Co-ordinator*

Mr JP Stoffberg BTech (PRM) (NMMU)

*Interns*

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Mr T Mjungulu

**Wind Energy Research Group (WERG)***Manager*

Prof R L Phillips MDip Tech (Mech Eng) (PET), DTech (Mech Eng) (NMMU), Reg Eng Tech, MSAIMechE

*MerSETA Chair Industry Project Co-ordinator*

Dr S Poole PhD (Mech Eng) (NMMU)

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Ms J Daya

**SCHOOL OF THE BUILT ENVIRONMENT**

<i>Director of School</i>	Prof W M W Shakantu BSc (Building) (Copperbelt), MSc (CM) (Reading), PhD (CM) (Glasgow Caledonian), Pr.CM (SACPCMP), MCIQB (UK), AEIZ (Zambia), MSIZ (Zambia)
<i>Secretary</i>	Ms N Sam NDip (Office Mgt and Tech) (PET)
<i>Postgraduate Programmes Co-ordinator</i>	Vacant

**Department of Building and Human Settlement Development**

<i>Head of Department</i>	Mr W Draai NDip (Bldg Surv) (PET), NH Dip (Bldg Surv) (PET), MDP (UNISA), MSc (BE) (NMMU)
<i>Professor</i>	Prof S L Mbanga, BAdmin (UNISA), MPA ( <i>cum laude</i> ) (NMMU), DPhil (NMMU) SAAPAM, SAMEA, GISSA, SAPI, AAPS, SAI
<i>Principal Lecturer</i>	Mr D Vosloo BBuild Arts, BSc (QS), MSc (BE) (UPE), PrQS, PMAQS
<i>Senior Lecturer</i>	Dr J P Bekker NDip (Bldg Surv), NH Dip (Bldg Surv) (PET), MSc (BE) (UPE), PhD (NMMU), Pr CPM
<i>Lecturers</i>	Ms E Ayesu-Koranteng ND (Bldg), BTech (CM), B Tech (QS), MSc (BE) PM, SAIOSH, IOSH, MAQS Ms PL Ntshiba NDip (Bldg) ( <i>cum laude</i> ), BTech (QS) ( <i>cum laude</i> ) (NMMU)
<i>Contract Lecturers</i>	Mr J Terblanche NDip (Bldg Surv) (PET), NH Dip (Bldg Surv) (PET), Pr CM Ms M N De Villiers CEA (Estate Agency Affairs Board), N Cert (Real Estate) (UNISA), Professional Principal Estate Agent Dr F L Geminiani N Dip (Constr Supervision) (PET), HED Technical (UNISA), NHD (Constr Supervision) (PET), MDip Tech (CM) (PET), DTech (CM) (NMMU), Pr CPM, AMISM, SACPCMP
<i>Secretary</i>	Ms N Sam NDip (Office Mgt and Tech) (PET)

**Department of Construction Management**

<i>Head of Department</i>	Dr B Botha NDip (Bldg) <i>cum laude</i> (PET), BTech (QS) <i>cum laude</i> (PET), BTech (CM) <i>cum laude</i> (PET), MSc BE (UPE), PhD (CM) (NMMU), Pr CPM, MACPM, MESSA, ICIOB
<i>Professor</i>	Prof J J Smallwood BSc (BM) (UPE), MSc (CM) (UPE), PhD (CM) (UPE), Pr CM, Pr CHSA, FCIQB, MACHASM, MACPM, MESSA, MICOH, MIOSH, MIOSM, MSAIOSH, PPSAIB
<i>Lecturers</i>	Mr C Allen BBdgA (UPE), MSc (BE) (NMMU), PrCM, MCIQB Ms K Crafford BEng (Civil Eng), Dipl.-Ing. (Universität Dortmund), ICIOB
<i>Secretary</i>	Mrs M Botes

**Department of Quantity Surveying***Head of Department*

Mr R C Cumberlege BSc (QS) (UPE), MSc (CE) (NMMU), PrQS, PMAQS, MRICS

*Professor*

Prof N S Buys BBuild Arts (UPE), BSc (QS) (UPE), MSc (QS) (UPE), PhD (CE) (UPE), PrQS, PMAQS, MRICS

*Associate Professor*

Prof G J Crafford BSc (QS) (UPE), MSc (QS) (UPE), PhD (CE) (NMMU), MBA (US), ICIQB, MAQS, M.Inst.D

*Lecturers*

Ms S Dent BSc (QS) (UPE), MSc (CE) (NMMU), MAQS

*Contract Lecturers*Mr J M Slabber BSc (QS) (UPE), PrQS, MRICS  
Mr M Bakker Professional Valuer, N.Dip: Real Estate (Property Valuation), Professional Practitioner in Real Estate (NQF Level 5), MIVSA*Secretary*

Ms L Engelbrecht

*Laboratory Technician*

Mr JP van der Mescht NDip (Building), BTech (CM), BTech (QS) (NMMU)

**Registered Entities****Built Environment Research Centre (hosting the CIDB Centre of Excellence) (BERC)***Director*

Prof W M W Shakantu BSc (Building) (Copperbelt), MSc (CM) (Reading), PhD (CM) (Glasgow Caledonian), Pr.CM (SACPCMP), MCIOB (UK), AEIZ (Zambia), MSIZ (Zambia)

**Chair for Education in Human Settlement Development and Management (CEHSDM)***Head*Prof S L Mbanga, BAdmin (UNISA), MPA (*cum laude*) (NMMU), DPhil (NMMU) SAAPAM, SAMEA, GISSA, SAPI*Senior Lecturers*

Ms N Wessels (BSc TRP (Wits), MPhil Env Management (SU), Pr Planner (SACPLAN)

Prof S L Mbanga, BAdmin (UNISA), MPA (*cum laude*) (NMMU), DPhil (NMMU) SAAPAM, SAMEA, GISSA, SAPI*Administrator for BHSD Academic and Student Affairs*

Mr B Mafuya NDip Economics (NMMU)

**SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGY***Director of School*

Dr A Petratos NDip (Comp Dat Proc) (PET), NH Dip (Computer Systems) (PET), MDip Tech (IT) (PET), PhD IT (NMMU)

*Secretaries*

Ms F Foutie NDip (PR) (NMMU), BTech (PRM) (NMMU)

Ms VS Ntungela BA (Tourism) (UWC)

**Department of Applied Informatics***Head of Department*

Ms A du Preez BCom (Ed) (UPE)

*Senior Lecturer*

Mr M Thomson NDip Electr Data Proc , NH Dip Computer Systems , MTech IT (PET)

*Lecturers*

Mr R G Leppan BSc, BScHons (UPE), MSc, PGCHE (NMMU)

*Associate Lecturers*

Ms S Salie NDip (IT), BTech (IT) (PET)

	Mr X Zepe NDip (IT), BTech (IT) (NMMU)
<i>Laboratory Technician</i>	Mr E Sekanwagi NDip (IT) (NMMU)
	Ms L Vincent NDip (IT) (PET)
<b>Department of Information Technology</b>	
<i>Head of Department</i>	Vacant
<i>Emeritus Distinguished Professor</i>	Prof R von Solms HDE (UPE), NH Dip (Electr Data Proc) (PET), BSc (UPE), BScHons (UNISA), MSc, PhD (RAU), PMIITPSA, CISM
<i>Professors</i>	Prof R A Botha BSc, BScHons (UPE), MSc, PhD (RAU), PGCHE (NMMU), PMIITPSA
	Prof D van Greunen HDE, FDE, BAHons, MA (UPE), PhD (UNISA), PMIITPSA, MICSIT
<i>Associate Professors</i>	Prof L Futchter HED (UNISA), BSc (UPE), BTech (IT) (PET), MTech (IT), PhD (IT) (NMMU)
	Prof M Gerber NDip (IT) (PET), BTech (IT) (PET), MTech (IT) (PET), PhD (NMMU), CISM
	Prof N Mostert NDip (IT) (PET), BTech (IT) (PET), MTech (IT), PGCHE, PhD (IT) (NMMU)
	Prof K-L Thomson NDip (IT) (PET), BTech (IT) (PET), MTech (IT) (PET), DTech (IT) (NMMU)
<i>Senior Lecturers</i>	Dr B Haskins NDip (IT) (TFS), BTech (CUT, FS), MTech (IT) (CUT, FS), PhD (IT) (NMMU)
	Mr R G Harmse BCom (UPE), BTech (IT) (PET), BAHons (Psychology) <i>cum laude</i> (NMMU), MTech (IT) (PET)
	Mr A Kayode Adesemowo MSc (UWC), C Eng (UK), CISM, CISSP, Print2 Practitioner, CCNA (Security), MCSE (Cloud)
	Ms C H Schröder NH Dip (Comp Systems) (PET), BSc (UPE), MTech (IT) (PET)
<i>Lecturers</i>	Mr L Feyt BCom (CS & IS), BComHons (CS&IS) (NMMU)
	Dr M Makalima NDip (IT), BTech (IT), MTech (IT) PhD (IT) (NMMU)
	Ms Y Moutzouris NDip (IT), BTech (IT) , MTech (IT) (PET)
	Mr D L Steenberg BCom (IT), BComHons (Potch), MTech (BIS) (NMMU)
<i>Associate Lecturers</i>	Mr L Tekeni NDip (IT), BTech (IT), MIT (NMMU)
	Mr T Speckman NDip (IT), BTech (IT) (NMMU)
	Mr VS Mdunyelwa NDip (IT), BTech (IT) (NMMU)
	Mr A Ndzondzo NDip (IT), BTech (IT) (NMMU)
	Mr S Vincent NDip (IT) (PET), BTech (IT) (TSA)
<i>Senior Laboratory Technician</i>	Mr D P Müller NDip (IT) (PET), BTech (IT) (NMMU)
<i>Laboratory Technician</i>	Ms T Cedras NDip (IT), BTech (IT) (NMMU)
<b>Registered Entities</b>	
<b>Centre for Community Technologies (CCT)</b>	
<i>Director</i>	Prof D van Greunen HDE (UPE), FDE (UPE), BAHons (UPE), MA (UPE), PhD (UNISA), PMIITPSA, MICSIT
<b>Centre for research in Information and Cyber Security (CRICS)</b>	
<i>Director</i>	Prof RA Botha BSc, BScHons (UPE), MSc, PhD (RAU), PGCHE (NMMU), PMIITPSA

**Southern Africa Cisco Academy Support Centre***Manager/Lecturer*

Mr G Kudyachete B Eng. (Electronics) Hons. (N.U.S.T., Zim), MSc.Tel. (University of Pittsburgh, USA), MBA (NMMU)

**FACULTY OF HEALTH SCIENCES****Office of the Dean***Executive Dean*

Prof L Pepeta: MBChB, (Unitra) FCPAED(SA), DCH(SA), Cert. Cardiology (SA), MMed (Wits)

*Executive Assistant*

Ms A Maasdorp

**Office of the Deputy Dean***Deputy Dean*

Prof R M van Rooyen Cert GM (UPE), DipIntN (UPE), DipNEd (UPE), BCur (UPE), BA Cur (Hons) (UNISA), MCur (UPE), DCur (UPE)

*Project Coordinator: Deputy Dean*

Mrs S Page BA (SW) (UPE)

*Research Assistant*

Dr W Ten Ham Baloyi BCur (CHE, Ede, The Netherlands), MCur (NWU), PhD (NWU), NDip Nursing Education (NMMU)

*Project Coordinator: DHET*

Ms S Page BA (SW) (UPE)

*Financial Controller (P/T)*

Mrs D Claasen N3 Commercial, Financial Management (Damelin), Financial Accounting (Damelin)

*Financial Assistant*

Mrs N Smith Business Management (Damelin), Practical Management (Tredcor Academy), N3 Trial Balance

*Academic Advisor*

Ms O Makedama B Psych (Counselling) (Nelson Mandela University)

*Project Coordinator*

Dr E du Toit MBCh (WITS), Dip Emergency Care (College of Medicine of South Africa), Diploma in Anaesthetics (College of Medicine of South Africa), MPH (UCT)

**Faculty Administration***Senior Manager: Faculty Administration*

Ms N J Kato NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

**South Campus***Manager: Faculty Administration*

Mrs N Isaacs NDip (HRM) (PET)

*Faculty Administrators*

Mrs M Afrikaner NDip (Com Adm) (PET), BTech (Man) (NMMU)

Mrs V Heunis NDip (Office Mgt &amp; Tech) (PET)

Mrs H Levack NDip (Office Mgt & Tech) *cum laude* (NMMU)**Missionvale Campus***Faculty Administrator*

Ms D Gert

**SCHOOL OF BEHAVIOURAL SCIENCES***Director of School*

Prof L-A Stroud BCur, MA (Clin Psych), DPhil (UPE)

*Secretary*

Vacant

**Department of Environmental Health***Head of Department*

Mr M C Qoto NDip (Pub Health) (Edendale), BCom (Vista), BTech (Env Health) (PET), MPH (Medunsa),

*Secretary*

Mrs T Tsewu NDip (Com Adm) (PET)

*Research Associates*Prof A Mathee Dip (Gen Nur), Dip (Midwifery), BSc, BScHons, MSc, PhD (Public Health)  
Prof CY Wright B SocSc, BSocScHons, MSocSc (Natal), PhD (Public Health) (Otago)  
Dr N Naicker MBBCh (Wits), FCPHM (CMSA), MMed (Community Health), PhD (Wits)*Professor*

Vacant

*Associate Professor*

Prof PE Melariri BSc (Zoology Parasitology) (Abia State University), Nigeria, MSc (Medical Parasitology, Public Health) (University of Nigeria), PhD (Pharmacology) (UCT)

*Senior Lecturer*

Vacant

*Lecturers*Mr R W P Michau NH Dip (Pub Health) (CPUT)  
Ms C S Mtembu NDip (Env Health) (CUT, FS), BTech (Env Health) (CUT, FS)

Mrs C L Swanepoel NDip (Pub Health) (TWR), NH Dip (Pub Health) (TWR), MTech (UJ)

*Associate Lecturer*

Ms S D Hambury NDip (Env Health), BTech (Env Health) (NMMU)

*Contract Lecturers*Ms O S van Rooyen Dip (Social Work) (UOVS)  
Ms C M Whittle NH Dip Environmental Health (TWR), MPH (USW)

Mr D Lesch NDip EH (Pen Tech), NHDip EH (Pen Tech)

Mr A Swanepoel NDip Public Health (TWR), NHDip Public Health (TWR)

Ms LNA Amoah BSc (Environmental Studies) (WSU), BSc Hons (Environmental Management) (UNISA), MSc (Geography and Environmental Studies) (Wits)

**Department of Psychology***Head of Department*

Vacant

*Professors*

Prof M B Ngcobo-Sithole BSoc Sc. (UCT), BSoc.Sc Hons (UKZN), MA Clin Psych (UPE), PhD (UKZN)

Vacant

*Associate Professor*

Vacant

*Lecturers*

Mr J O August B (Psych) (UPE), BAHons (Psych) (Vista), MA (NMMU)

Mr J Cronjé BA, BAHons (UPE), MA (Psych) (NMMU)

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Dr K Navsaria BA (Psych), BAHons (Psych), MA (Cons Psych), PhD (Psych) (NMMU)

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Dr Y Ally BA Health Sciences and Social Services *cum laude* (UNISA), BA Hons Psychology *cum laude* (WITS), MA Research Psychology (WITS), DLitt et Phil (UNISA), BPsych Counselling (UNISA)

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UClin Manager

Prof J G Howcroft BA (UPE), BAHons (UPE), MA (Clin Psych) (UPE), PhD (Vista)

Secretary

Ms N Busakwe

### **Department of Social Development Professions**

Head of Department

Prof Z Soji BA (SW) (UFH), MA (H&W Mgt) (NMMU), PG Dip (Family and Marriage Guidance & Couns) (UPE), DPhil (Social Work) (NMMU)

Senior Lecturers

Dr V Goliath BA (SW) (UPE), BAHons (Psych) (UPE), MA (Clin Psych) (UPE), DPhil (Social Work) (NMMU)  
Dr A Keet Dip Social Work (UWC), MSW, DPhil (SW) (UP)

Lecturers

Mrs Z Abdulla BA (SW) (UPE), Dip in Business management (Varsity College) MA (SW) (NMMU)  
Mrs Z S Gwam BA (SW) (UWC), MA (SW) (NMMU)  
Dr A Luck BA (SW) (UPE), BAHons (Psych) (NMMU), MA (SW) (UPE), DPhil (Social Work) NMMU  
Mrs N Mansvelt BA (SW) (US), MA (SW) (Welfare Program Mgt) (US)  
Dr N Perumal BA (SW) (UDW), MSW (UKZN). DPhil (UFH)

Secretary

Mrs J Coetzee BA (Psych) (NMMU), BAHons (Psych) (NMMU)

### **SCHOOL OF LIFESTYLE SCIENCES**

Director of School

Prof L-A Stroud BCur (UPE), MA (Clin Psych) (UPE), DPhil (UPE)

### **Department of Dietetics**

Head of Department

Prof A Gresse BScEd (Home Econ) (US), BScHons (Home Econ) (US), MSc (Home Econ) (UFS), DSc (Diet) (Potch), RD (SA)

Secretary

Mrs J Plaatjies, NDip Comm Admin (PE Technikon)

Lecturers

Mrs P Mkontwana BSc, BScHons (Diet) (UCT), MA Health and Welfare Management (NMMU), RD (SA)  
Mrs E van Tonder BSc Diet (US), M Nutr (US), RD (SA)  
Ms ZH Mfono BSc Diet (UKZN), Post Grad Dip Diet (UKZN), Post Grad Dip (Marketing) (UNISA), M Public Health (UKZN) RD (SA)

<i>Contract Lecturers</i>	Dr L Steenkamp BSc (Diet) (UFS), PhD (Diet) (UFS), RD (SA) Dr D Stoman-Du Plessis DSc (Biochem) (NMMU) N Jacobs ND FSM (Vaal Tech), BA(Psyc), BAHons (Psyc), MPsyc (NMMU) Ms T Marais BSc Diet (UFS), RD (SA)
<i>Laboratory Technician</i>	Vacant
<i>Student Supervisor</i>	Vacant

### **Department of Human Movement Science**

<i>Head of Department</i>	Prof C M Walter BA (Phys Ed) (UDW), UHDE (UDW), BAHons (UPE), BEd (RU), MEd (UFH), DPhil (NMMU)
<i>Secretary</i>	Ms S Ellis BTech (Management) (NMMU)
<i>Associate Professor</i>	Prof C M Walter BA (Phys Ed) (UDW), UHDE (UDW), BAHons (UPE), BEd (RU), MEd (UFH), DPhil (NMMU)
<i>Senior Lecturers</i>	Dr M L Baard BA Ed (UPE), BAHons (Biokinetics) (US), MA (US), DPhil (US) Mr V Oosthuizen BA (Ed) (UPE), BAHons (UPE)
<i>Lecturers</i>	Dr K Bahdur BSc (Sport Science) (UJ), BScHons (Sport Science) (UJ), MPhil (Sport Science) (UJ), DPhil (Sport Science) (UJ) Mr M Bonnesse BHMS (NMMU), BAHons (HMS) (Sports Science) (NMMU), MA (HMS) (Sports Science) (NMMU) Mrs L P Grenfell BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE) Mrs G Halforty, NDip (Sport Admin and Mng) (PET), BTech Mkg (PET), MTech Mkg (NMMU) Mrs S Kock BHMS (NMMU), BAHons (HMS) (Biokinetics) (NMMU), MA (HMS) (NMMU) Mr M Kramer BCom (NMMU), BAHons (HMS) (Biokinetics) (NMMU), MA (NMMU) Mr R Raffan B HMS (NMMU), BAHons (HMS) (Sport Science) (NMMU), MA (NMMU)
<i>Associate Lecturer</i>	Mr M Biko BHMS (NMMU), BAHons (HMS) (Biokinetics) (NMMU)
<i>Laboratory Technician</i>	Mr L Maqina NDip (Sport & Exercise Science) (TUT), BTech (Biokinetics) (TUT)

### **Registered Entity**

#### **Biokinetics and Sport Science Unit**

<i>Senior Biokineticist and Manager</i>	Mrs L P Grenfell BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE)
<i>Secretary</i>	Ms K Van Rensburg

### **SCHOOLS OF CLINICAL CARE AND MEDICINAL SCIENCES**

<i>Director of School</i>	Prof N Smith PhD (UPE)
<i>Secretary</i>	Vacant

### **Department of Emergency Medical Care**

<i>Head of Department (Acting)</i>	Mr N E Louw BEng (Industrial) (UP), NDip (EMC) (TWR), BTech (EMC) (DUT), MSc MED (EM) (WITS)
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<i>Lecturers</i>	Mr P Allan NDip (EMC), BTech (EMC) Mr D Brink NDip EMC (CPUT), BTech EMC (CPUT) Mr A Carr NDip EMC (CPUT), BTech EMC (CPUT) Mr R Menkveld NDip AEC (Wits Tech), BTech EMC (UJ) Mr J N Wolhuter NDip AEC (Natal Tech), BTech EMC (DUT)
<i>Contract Lecturers</i>	Dr E J O du Toit MBBCh (WITS), DA, DipEC, MPH (UCT) Ms N Krwentela NDip EMC (DUT) BTech EMC (DUT) Ms S Puffet BMus (NMMU) NDip EMC (CUT)
<i>Secretary</i>	Ms S Mlalandle BTech (PR) (NMMU)

### **Department of Medical Laboratory Sciences**

<i>Head of Department</i>	Mrs L Zondie BTech (Biomed Tech) (PET), MTech (Biomed Tech) (NMMU)
<i>Departmental Secretary</i>	Mrs D Bowers
<i>Lecturers</i>	Mrs MM Buckle BSc (Physiology and Biochemistry) (US), BScHons (Biochemistry) (US), PGCHE (NMMU) Mrs S P Tili BTech (Biomed Tech) (PET), MTech (Biomed Tech) (NMMU) Mrs F van Rayner NDip (Biomed Tech) (Pen TECH), NHD (Biomed Tech) (PET), MBA (NMMU) Dr N Wickens MTech (Biomed Tech) (PET), DTech (NMMU)
<i>Laboratory Technicians</i>	Mrs L Beyleveld NDip (Biomed Tech) (PET) Vacant

### **Department of Nursing Sciences**

<i>Head of Department</i>	Prof PJ Jordan Dip NEd (NMMU), Dip Neph (NMMU), BCur (UPE), MCur (UPE), PhD (NMMU), MBA (NMMU)
<i>Associate Professors</i>	Prof S V James Dip (GN and Midw) (Livingstone Hosp), BCur (I et A) (UPE), MCur (UPE), MCur (Adv Mid) (UFH), DCur (NMMU) Prof E J Ricks Dip GN (Livingstone Hospital), Dip Midw (Somerset Hospital), Dip CNS (Peninsula Technikon), Dip NAdm (UPE), BCur (I et A) (UPE), BCurHons (UPE), MCur (UPE), DCur (NMMU)
<i>Senior Lecturers</i>	Dr M Williams Dip GN (SCNC), Dip Midw (SCNC), Dip NAdm (UNISA), BACur (I et A) – Education & Community Health Nursing (UNISA), MCur (NMMU), PhD (Nurs Sci) (NMMU) Dr S Jardien-Baboo DipNEd (UPE), BCur (UPE), BAHons (UPE), MA Soc (NMMU) PhD (NMMU) Dr D G Morton BA (UPE), BAHons Geog (UPE), MA Geog (UPE), PGCE (UPE), DPhil Sociology (NMMU)
<i>Lecturers</i>	Ms A H du Plessis BSc Nursing (UCT), Dip Ned (UPE), Project Management (Short Course, NMMU), Advance Health Management Program (FPD/Yale University), MCur (Adv Mid) (NMMU) Ms A S F du Plessis Dip (GN, Midw, CNS, Psych), Adv Dip in Child Psych (UOVS), Dip NEd (NMMU), BCurHons (Psych), M Nur (NMMU) Ms K Gerber Cert Wound Care and Burn Care (UK), Dip NEd (NMMU), BCur (UPE), MCur (NMMU)

<i>Associate Lecturers</i>	<p>Mr T Nyangeni Dip (GN, Midw, CNS &amp; Psych), Dip NAdm (NMMU), Dip NEd (NMMU) M Nur <i>cum laude</i> (NMMU)</p> <p>Ms N Rall BCur (NMMU), MCur (NMMU), Dip N Ed (NWU)</p> <p>Ms L Smith Dip (GN), Dip (Psych N), Dip (Com N &amp; Midwifery) (ECCN), BA Cur (Nursing Adm and Nursing Ed) <i>cum laude</i> (UNISA), MCur (Adv Psych Nursing) <i>cum laude</i> (NMMU)</p> <p>Vacant</p> <p>Ms J M de Vega Dip NEd (NMMU), B Cur (UPE)</p> <p>Ms M V Kramer Dip (GN, CNS &amp; Psych, Mid) <i>cum laude</i> (ECCN) B Cur (ED et ADM) <i>cum laude</i> (NWU)</p> <p>Ms T Boyers, BCur, MCur</p> <p>Ms A Mlatsha B Cur, Dip N Ed ( c )</p> <p>Mr M Moeta Dip (GN. Midw, CNS &amp; Psych) Dip NEd (NMMU)</p> <p>Ms Z Roets BCur (NMMU)</p> <p>Mr B S I Sonti BCur (NMMU), MCur (NMMU)</p> <p>Ms C Williams Dip (GN.) and Neph Dip (NMMU)</p> <p>Ms Adams Dip Management, BCur, MCur</p>
<i>Post-Doctoral Fellow</i>	<p>Dr W ten Ham-Baloyi BCur (CHE, Ede, The Netherlands), MCur (NWU), PhD (NWU), NDip Nursing Education (NMMU)</p>
<i>Research Associate</i>	<p>Prof J Strümpher BCur (UP), BCur (I et A) (UP), BCur Hons (PsN) (UPE), MCur (UPE), D Cur (UPE)</p>
<i>Academic Administrator</i>	<p>Z G Mpompa BA (Vista), BAHons (Social Behaviour Studies in HIV/Aids) (Unisa), Dip (Health and Welfare Management) (NMMU)</p>
<i>Departmental Secretary</i>	<p>Ms C D Campbell BA (Psych), BAHons (Psych) (NMMU)</p>
<i>Resources and Clinical Laboratory Manager</i>	<p>Ms E L Smith Dip Gen N and Dip Midw (PHPE); Dip Ps (EDH); Adv Dip NAdm &amp; CNS (Unisa)</p>
<i>Laboratory Assistant</i>	<p>Ms C Du Plessis Cert Basic Ambulance Assistant, ( Health Care Work, Cert Level One First Aid</p>
<i>Simulation Technician</i>	<p>Mr M Bailey CCNA (c) (NMMU)</p>
<i>Mobile Clinical Simulation Laboratory Co-ordinator</i>	<p>Ms S Olivera Dip (Com N &amp; Midwifery) (Shirley C Nursing Campus) Advance Primary Healthcare (Hc) (NMMU) Dip (Health &amp; Welfare) (NMMU)</p>
<i>Project Co-ordinator</i>	<p>Ms M Manjezi</p>
<b>Department of Pharmacy</b>	
<i>Head of Department(Acting)</i>	<p>Dr NT Kubashe BPharm (UPE), MPharm (NMMU), PhD (NMMU)</p>
<i>Professor</i>	<p>Prof I Truter BPharm, MSc, DCom (UPE), PhD (Potch)</p>
<i>Associate Professor</i>	<p>Prof S Burton Dip (Pharm) (TN), MSc (Pharm) (RU), PhD (Pharm) (NMMU)</p>
<i>Lecturers</i>	<p>Ms CR Clark BSc, BSc Hons (UPE), MSc (NMMU)</p> <p>Dr N Dambuza BSc (UPE), BScHons (UPE), MSc (NMMU), PhD (UCT)</p> <p>Ms T-L Fogarty BPharm (UPE), MPharm (UPE)</p> <p>Ms N Isaacs BPharm (NMMU), MSc (NMMU)</p> <p>Dr L Kritiotis BPharm (UPE), MSc (NMMU), PhD (Nelson Mandela University)</p>

<i>Associate Lecturers</i>	Ms J Barry BPharm (UPE) Ms C Naude BPharm (UPE)
<i>Secretary</i>	Ms S van Staden
<i>Clinical Co-ordinators</i>	Ms H Pretorius BPharm (UPE) Ms J Rishworth BPharm (UPE) Ms M Telford BPharm (UPE) Ms C Bowker BPharm (Rhodes)
<i>Laboratory Technicians</i>	Ms S Skweyiya NDip (Info Tech) (Tech App), PGDip Bus Admin (NMMU) Ms J Taylor Post-Basic Pharmacist Assistant Community Pharmacy (HSA) Ms P Tsewu BCur (NMMU), NDip (Admin Mgt) (UNISA) Ms A van Jaarsveld BSc (UPE) Ms J van Jaarsveld BScHons (Chemistry) (UPE)
<b>Department of Radiography</b>	
<i>Head of Department</i>	Mrs R Williams NDip Rad (D) (PET), BTech Rad (D) (PET), MTech Rad (Research) (NMMU)
<i>Departmental Secretary</i>	Mrs B Connolly NHC Private Secretary (PET)
<i>Associate Professor</i>	Vacant
<i>Senior Lecturer</i>	Mrs A D Grobler NDip Rad (D) (UOFS), BTech Rad (D) <i>cum laude</i> (CUT), Adv Dip Rad (D) (MRI) (UFS), MTech Rad (D) (CUT)
<i>Lecturers</i>	Mr S S Campbell NDip Rad (D), BTech Rad (D) (PET), MTech Rad (Research) (NMMU) Mrs A Edwards NDip Rad (D), BTech Rad (D) (PET)
<i>Associate Lecturers</i>	Mrs H Hodgson NDip Rad (D) <i>cum laude</i> , BTech Rad (D) <i>cum laude</i> (PET) Mr R van de Venter NDip Rad (D) <i>cum laude</i> , BTech: Rad (D) <i>cum laude</i> (NMMU), TEFL Certificate (Global Language Training, London: UK), MTech (Research) <i>cum laude</i> , PDTE <i>with distinction</i> (UNISA) Mrs M Willemse NDip Rad (D) (PET), BTech Rad (D) (NMMU), Cert: Mammography (CPUT), MA (Health and Welfare Management) (NMU)
<i>Assistant Lecturer</i>	Mrs S M Oosthuizen NDip Rad (D), Dip Teaching Rad (UCT)
<b>Registered Entity</b>	
<b>Units</b>	
<i>Drug Utilisation Research Unit</i>	Prof I Truter BPharm, MSc, DCom (UPE), PhD (Potch)
<b>FACULTY OF LAW</b>	
<b>Office of the Dean</b>	
<i>Executive Dean</i>	Prof A Govindjee: BA, LLB(RU), LLM (Labour Law) <i>cum laude</i> (UPE), LLD(NMMU), Attorney of the High Court
<i>Executive Secretary</i>	Mrs S Mtyhobile
<i>Secretaries</i>	Mrs R Redcliffe Mrs N Sompondo Mrs E Strydom Vacant

**Faculty Administration**

<i>Senior Manager: Faculty Administration</i>	Ms Z Slabber BA (UPE), BAHons (UPE)
<i>Manager: Faculty Administration</i>	Mrs N Terblanche NDip (Bus Comp) (PET)
<i>Faculty Administrator</i>	Mrs D Billie NDip (Com Adm) (PET)

**SCHOOL FOR LEGAL PRACTICE: LEGAL EDUCATION AND DEVELOPMENT (LEAD)**

<i>Director (Acting)</i>	Ms D David
<i>Co-ordinator/Administrator</i>	Ms A Strydom

**DEPARTMENT OF CRIMINAL AND PROCEDURAL LAW**

<i>Head of Department</i>	Prof AE Tshivhase BJuris, LLB (Venda) LLM (Human Rights and Democracy in Africa (UP), PhD (UCT)
<i>Associate Professor</i>	Prof D Erasmus BJuris (UPE), LLB (UPE), LLD (UFS)
<i>Honorary Professor</i>	Prof N J C van den Bergh BA Blur (UNISA), LLD (UOFS), Dip Theol (Helderberg College)
<i>Adjunct Professors</i>	Prof J Kollapen BProc (Wits), LLB (Wits) Prof T Ngcukaitobi BProc, LLB (Unitra), LLM (Rhodes), LLM (London School of Economics and Political Science)
<i>Director: Law Clinic</i>	Ms M Smith BA (Soc. Sci) UCT, LLB (UCT), Attorney with rights of Appearance in the High Court
<i>Lecturers</i>	Adv D Apollos LLB, LLM (NMMU), Certificate in Compliance Mgt (UCT), PG Certificate in Practical Labour Law Ms D L David BProc, LLB (Natal), LLM (UNISA), Attorney of High Court Dr L Ndimurwimo LLB (Tanzania), LLM (NMMU), LLD (NWU) Mr M Welgemoed BJuris (UPE), LLB (UPE), LLM (NMMU), Attorney of High Court of South Africa
<i>Research Associates</i>	Dr H W Lerm B Proc, LLB, LLM LLD (UP), Attorney of the High Court Dr N C Ndzengu BA (Law), LLB (Rhodes), LLM (NMMU), LLD (NMMU)

**DEPARTMENT OF MERCANTILE LAW**

<i>Head of Department</i>	Prof A M Tait BJuris (UPE), LLB (Stell), MBL (UNISA), LLM (UPE), LLD (NMMU)
<i>Emeritus Professor</i>	Prof H J Delpont BA, LLB, LLD (Pret)
<i>Associate Professor</i>	Prof J A van der Walt BJuris, BAHons (UPE), LLB (UNISA)
<i>Adjunct Professors</i>	Prof E Banda LLM (Georgetown); Doctor of Laws (Case Western Reserve University) Prof A Myburgh LLB (UPE) Prof P Benjamin BA (UCT), LLB (UCT, LLB (University of Warwick)
<i>Senior Lecturers</i>	Prof B Williams BA(UCT); BProc (UWC); LLM (Harvard) Dr L Biggs BCom, LLB (UPE), LLM, LLD (NMMU)

	Adv L Coetzee BJuris, LLB (UPE), LLM (UNISA)
	Mr SP Newman BCom, LLB, LLM (UPE), LLM (Int Trade Law) (Stell)
<i>Lecturers</i>	Ms T Hokwana LLB (NMMU), LLM (Labour Law) (Nelson Mandela University)
	Mr T Qotoyi BED (Unitra), LLB (UNISA), MA (UPE), LLM (NMMU)
	Mr G J Richards BJuris, LLB (UPE), LLM (UNISA)
	Mr G L Sefela LLB, LLM (UWC)
	Mr S Sibisi LLB, LLM (UKZN)

### **DEPARTMENT OF PRIVATE LAW**

*Head of Department*

*Professor*

*Emeritus Professor*

*Senior Lecturer*

*Lecturers*

Prof E Knoetze BJuris, LLB, LLM (UPE), LLD (UWC)

Prof A Mukheibir BMus (UPE) HDE (UNISA) BAHons (UNISA) BJuris LLB (UPE) DJuris (Amsterdam)

Prof F E Marx BCom (US), BJuris, LLB, LLD (UPE)

Adv G van der Walt BJuris, LLB (UPE), LLM (UNISA)

Mr E Christoffels BA, HDE (UWC), LLB (Vista), Attorney of the High Court of SA

Dr R Denson BA (Law) (RU), LLB (Vista), LLM (UPE), LLD (Nelson Mandela University)

Ms T Wagenaar BA (HMS), BAHons (HMS) (UPE), LLB, LLM (NMMU)

### **DEPARTMENT OF PUBLIC LAW**

*Head of Department*

*Professor*

*Adjunct Professors*

*Senior Lecturer*

*Lecturers*

Dr J C Botha BA LLB (Rhodes) LLD (NMMU) Attorney of the High Court

Prof H J van As BJuris (UNISA), LLB (Vista), LLD (STELL), NDip Pol (TSA)

Prof E Crouse Advocate of the High Court, BJuris (UPE) LLB (Stell)

Prof G G Goosen Judge of the High Court, BA, LLB (UCT)

Prof M Motshekga BJuris, LLB (UNISA), LLM (Harvard Law School), LLD (UNISA)

Vacant

Mr D Abrahams BJuris, LLB, LLM Labour Law (UPE), LLM (Humanitarian Law) (Geneva)

Ms G Mokone LLB (UFS), LLM (*cum laude*) International Economic Law (UFS)

### **Registered Entities**

#### **Centre for Law in Action (CLA)**

Prof H J van As BJuris (UNISA), LLB (Vista), LLD (US), NDip Pol (TSA)

#### **Labour and Social Security Law Unit**

Prof J A van der Walt BJuris, BAHons (UPE), LLB (UNISA)

#### **SARChI Chair in Law of the Sea and Development in Africa**

Prof P H G Vrancken LED (Brussels), LLM (UCT), LLD (UCT)

**FACULTY OF SCIENCE****Office of the Dean***Executive Dean*

Prof A Muronga: BSc, UED (UNIVEN), BScHons, MSc (UCT), PhD (University of Minnesota, USA)

*Secretary*

Ms D Ntintili

**Faculty Administration***Senior Manager: Faculty Administration*

Ms R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)

**Summerstrand South Campus***Manager: Faculty Administration*

Ms L Roodt BCom (NMMU)

*Faculty Administrators*

Ms F Claassen

Ms Y Tembo

**GEORGE CAMPUS***Co-ordinator: Academic Administration*

Mrs E Labuschagne NDip (Com Admin) (TechPTA)

**SCHOOL OF BIOMOLECULAR AND CHEMICAL SCIENCES***Director of School*

Vacant

**Department of Biochemistry and Microbiology***Head of Department*

Dr B M Somai BSc (UDW), BScHons (UDW), MSc (UDW), PhD (Clemson Univ, South Carolina)

*Secretary*

Ms R Hiles Dip (Mgt) (NMMU), BTech (Mgt) (NMMU), MPhil (Conflict Transformation and Management) (NMU)

**Summerstrand South Campus***Associate Professors*

Prof T G Downing BSc (RU), BScHons (RU), MSc (RU), PhD (US)

Prof C L Frost BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)

Prof V Oosthuizen BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)

Prof M van de Venter BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)

*Senior Lecturer*

Dr S Govender BSc (UDW), BScHons (UDW), MSc (UDW), PhD (US)

*Lecturer*

Dr S Williams BSc (US), BScHons (US), MSc (US), PhD (NMMU)

**Summerstrand South Campus***Research Associate*

Prof R Naude PhD (UPE)

*Honorary Professor*

Prof L Graf Doctor Degree (Eötvös Lorand Univ.), PhD, DSc (Hungarian Academy of Sciences)

*Laboratory Technicians*

Ms B Mtshemla BScHons (RU)

Ms J Madubedube MTech in Biomedical Science (CPUT), BScHons (RU)

Mrs W Wilde BScHons (RU)

*Laboratory Assistants*

Ms L Geseba

Mr G Hewitt

Mr L Mabulu



**Department of Physiology***Head of Department**Secretary**Associate Professor**Lecturer**Laboratory Technicians**Research Associate*

Dr H Davids BSc, BScHons, MSc, PhD (UPE)

Ms R Hiles Dip (Mgt) (NMMU), BTech (Mgt) (NMMU), MPhil (Conflict Transformation and Management (NMU)

Prof G Dealtry BScHons (Newcastle), MSc (Birmingham), PhD (Essex)

Ms A Prahaladh BSc, BScHons, MSc (US)

Mrs M Fensham BSc, BScHons, HDE (UPE)

Mr K Oosthuizen BSc, BScHons(US)

Prof S Roux HED (Potch), BSc (Potch), BScHons (Potch), MSc (Potch), DMedSci (UP)

**Department of Chemistry***Head of Department**Secretary*

Prof Z R Tshentu BScHons(UPE), MSc(UPE), PhD (NMMU)

Ms Z Dyan Dip Mgt, BTech Mgt(NMMU)

**Summerstrand North Campus***SARChI Chair**Senior Lecturer**Lecturers*

Prof P Watts BSc(Bris), PhD(Bris), CSci, CChem, FRSC

Dr G Rubidge DTech (Chem) (PET)

Dr A S Ogunlaja BScHons, MSc (University of Ilorin) PhD (Rhodes University)

Ms A Noah MTech (Chem) (PET)

**Summerstrand South Campus***Professor of Inorganic Chemistry**Professor of Organic Chemistry**Professor of Physical Chemistry**Associate Professors**Senior Lecturers**Lecturers*

Prof T I A Gerber BSc (UPE), MSc (UOFS), PhD (UNISA)

Vacant

Vacant

Prof B Barton PhD (UPE)

Prof E Ferg DTech (Chem) (PET)

Dr R Betz PhD (Ludwig-Maximilians University; Munich)

Mr S Gerber MSc (US)

Dr S P Hlangothi MSc (UniN), PhD (NMMU)

Dr N Mama PhD (NMMU)

Dr A Abrahams PhD (NMMU)

Dr D Grooff PhD (NWU)

Dr B G Hlangothi MSc (Vista), PhD (UJ)

**Department of Textile Science***Honorary Professor and**Head of Department**Honorary Professor*

Prof L Hunter BScHons (UCT), MSc (UPE), PhD (UPE), CText ATI FTI, occupying the Philip Frame Chair of Textile Technology

Prof R D Anandjiwala BScText (Gujarat), BText (Baroda), MTech (India Inst of Technology), PhD (Leeds), CText FTI

**SCHOOL OF COMPUTING SCIENCES, MATHEMATICS, PHYSICS AND STATISTICS**

*Director of School* Prof J L Wesson BCom, BComHons.(UPE), PhD (UPE), MIITPSA, MSAICSIT

**Department of Computing Sciences**

*Head of Department  
(Associated Professor)* Prof B Scholtz BSc (UPE), BScHons (UPE), MSc (NMMU), PhD (NMMU), MIITPSA

*Secretary* Ms K Malgas (Acting) BCom (Nelson Mandela University)

**Summerstrand South Campus**

*Professors* Prof A P Calitz BA (UPE), BCom (UPE), BScHons (UPE), MSc (UPE), PhD (UPE), DBA (NMMU), PMIITPSA, ACM, IEEE

Prof J H Greyling BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE), MSAICSIT

*Associate Professor* Prof C B Cilliers BSc (UPE), BScHons (UPE), MSc (UPE), PhD (NMMU), MSAICSIT

*Senior Lecturers* Dr L Barnard BCom (UPE), NHDip (IT) (PET), MTech (IT) (PET), PhD (UPE), MSAICSIT, MIITPSA

Dr L van der Post HDE (UPE), BAFA (UCT), BAHons (Comp Sci) (UPE), MA (Comp Sci) (NMMU), PhD (NMMU)

Dr D Vogts BSc (UPE), BScHons (UPE), MSc (UPE), PhD (NMMU)

Dr M C du Plessis BSc (NMMU), BScHons (NMMU), MSc (NMMU), PhD (UP)

*Lecturers* Ms C H Dixie HDE (UPE), BCom (UPE), BComHons (UPE), MSc (UPE)

Mrs J Nel NDip (IT) (PET), BTech (IT) (PET), BScHons (UPE)

Mrs M Taljaard HDE (UNISA), BSc (UOFS), BScHons (UPE), MSc (UPE), MIITPSA

Mrs A van der Hoogen BCom, BComHons, MCom (NMMU)

*Technical – Network Administrator* Mr J Rademakers NDip (Comp Data Proc) (PET), BTech (IT) (PET)

*Technical – Assistant Network Administrator* Mr J Johnson BTech (IT) (Comp Net)

*Technical* Mrs H Irvine BCom (NMMU), BComHons (NMMU), MSCE (NT 4), MSCE (2000), MSCA (2000), MCT, A+ Technician, Network+ Technician, Microsoft Office User Specialist on Microsoft Excel & Microsoft Word

*Administrative Co-ordinator* Mrs D Fani BCom IS & BM, BComHons (NMMU)

*Administrative Assistant* Ms I T Teyise

*Lab Assistant* Mrs M Zomba

*Administrative Assistant* Mrs D E van der Walt Dip (Education) (PECE), Cert in Org and Work Study (Tech Pta)

**Missionvale Campus**

*Lecturers* Mrs A Esterhuyse Certified Instructor: Microsoft Office, Lotus SmartSuite, Novel/Corel WordPerfect Suite

Ms N Tansley NDip (Comp Data Proc) (PET), BTech (IT) (PET), MTech (NMMU)

**2<sup>nd</sup> Avenue Campus**

*Associate Lecturers* Mr N Jafta BSc (IS) (NMMU)

Mr M Twani NDip (IT) (NMMU) BTech (IT) (NMMU)

### **George Campus**

*Lecturer*

Mrs N Ramantswana (Acting) NDip (Forestry) (NMMU) BTech (Forestry) (Nelson Mandela University)

### **Department of Mathematics and Applied Mathematics**

*Head of Department*

Dr J E Maritz BSc Ed (UWC), BScHons (UPE), MSc (UPE), PhD (UKZN)

*Secretary*

Ms C Esterhuizen

*Administrative Assistant*

Ms V Xako

### **Summerstrand Campus**

*Professor*

Prof S Veldsman BCom (UPE), BComHons (UPE), MSc (UPE), PhD (UPE)

*Associate Professors*

Prof A R Appadu BScHons, PhD (Mauritius)

Prof A J M Snyders BSc Ed, BScHons (RAU), MSc (UNISA), PhD (UPE)

*Senior Lecturers*

Dr C A Agyingi BScHons (Cameroon), PGDS (Maths) (Stell), PGD (Maths) (Stell), PhD (UCT)

Dr S Juglal BPaed (Arts) (UDW), BAHons (Maths) (UPE), MSc (Maths) (UPE), PhD (Maths) (NMMU)

Dr M Walton BCom, BComHons, MCom (UPE), PhD (NMMU)

*Lecturers*

Dr M Weigt BSc, BScHons, MSc (US), PhD (UCT)

Mr M Conley BSc Ed (UWC), BScHons (UPE)

Ms T Holtzhausen BSc, BScHons, MSc (NMMU)

Dr W Mbava BSc, BScHons, MSc (UZ), PhD (NMMU)

Ms M Makhuvha BSc (UNIVEN), BSc Hons (Stell)

Mr C O Parsons BSc, BScHons, MSc (UPE)

Mr Q N Petersen BSc, BScHons, MSc (UPE)

Mr C J Pretorius BSc, BScHons, MSc (NMMU)

Mr H Smith BSc, BScHons, MSc (UPE)

Mr B J Sokopo BSc, BScHons, MSc (NMMU)

Mr T E Thelejane BSc, BScHons, MSc (Unitra)

Dr S J Wagner-Welsh BCom, BSc, BSc Hons, MSc (UPE), PhD (NMMU)

Mr P Zembe BSc, BScHons, MSc (NMMU)

### **Department of Physics**

*Head of Department*

Prof A Venter MSc, PhD (UPE)

*Secretary*

Ms C Neveling NDip (PRM), BTech (PRM), NDip (OPS MAN) NMMU

### **Summerstrand South Campus**

*Professors*

Prof J R Botha BSc, BScHon, MSc, PhD (UPE)

Prof J H Neethling BSc, BScHons, MSc, PhD (UPE)

Prof E E van Dyk PhD (UPE), PrNatSci, PrPhys

*Associate Professors*

Prof T B Gibbon BSc, HDE, BScHons (UPE), MSc (NMMU), PhD (NMMU)

	Prof SV Motlounge BSc (UWC), MSc (UWC), PhD (UFS)
	Prof A Venter MSc, PhD (UPE)
	Prof M C Wagener PhD (UPE)
<i>Senior Lecturer</i>	Dr F J Vorster MSc (UPE), PhD (NMMU)
<i>Lecturers</i>	Dr N G Hashe PhD (NMMU)
	Mr J Jonker MSc (UCT)
	Mr I Coopersamy HDE (Vista), BScHons (US), MEd (Vista), QA (City & Guilds, London)
<i>Associate Lecturer</i>	Mr M C Bacela BSc (Physics & Math) (Vista), BScHons (Physics) (Vista)
<i>Senior Technician</i>	Mr M E Claassen
<i>Laboratory Technicians</i>	Mr Albert Liu
	Mr J B Wessels NDip (Elec Eng)
<i>Laboratory Assistant</i>	Mr W Grauman
<b>Summerstrand North Campus</b>	
<i>Lecturer</i>	Vacant
<i>Laboratory Assistant</i>	Vacant

**Department of Statistics**

<i>Head of Department</i>	Dr W Brettenny PhD (NMMU)
<i>Secretary</i>	Mrs R Vincent-Le Roux
<i>Administrative Co-ordinator</i>	Mrs T E Litvine

**Summerstrand South Campus**

<i>Professor</i>	Prof I N Litvine MSc (Kiev State Shevchenko University), PhD (Kiev State Shevchenko University)
<i>Associate Professor</i>	Prof G D Sharp BScHons (RU), MSc (UPE), PhD (RU)
<i>Senior Lecturers</i>	Dr J Hugo MSc (UOFS), PhD (UFS)
<i>Lecturers</i>	Dr C Clohessy MSc, PhD (NMMU)
	Mr L Kepe HDE (RU), MSc (US)
	Mr S Mangisa BSc, BScHons, MSc (NMMU)

**Missionvale Campus**

<i>Lecturer</i>	Mr J M Simakani MSc (Limburgs Univ Belgium), GradDip (Stats) (Inst of Stats, London), PGDTE (UNISA), CDipAF (ACCA), CStat, CSci
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**2<sup>nd</sup> Avenue Campus**

<i>Lecturer</i>	Mr S Pazi BScHons, MSc (NMMU)
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**SCHOOL OF ENVIRONMENTAL SCIENCES**

<i>Director of School</i>	Dr D R du Preez BSc (Wits), BScHons (Wits), MSc (UPE), PhD (UPE)
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**Department of Agriculture and Game Management**

<i>Head of Department</i>	Mr P R Celliers B.Sc Agric. (UOFS), BSc. Agric. Hons (Genetics) (UOFS), MSc. Agric. (Genetics – Plant Breeding) (UOFS)
<i>Secretary</i>	Ms J C Koen

**Summerstrand North Campus***Lecturers*

Ms J Ferreira NDip GRM, BTech GRM, MTech GRM (NMMU)

Ms L Kant NDip GRM, BTech GRM (NMMU)

Dr M Khapayi NDip (Agric) (NMMU), BTech (Agric) (NMMU), MTech (Agric) (NMMU), DTech (Agric) (Nelson Mandela University)

Dr T M Pittaway NDip (Agric) (PET), BTech (Agric) (PET), MTech (Agric) (PET), DTech (Agric) (NMMU)

**Department of Botany***Acting Head of Department*

Dr P T Gama BSc (Shaw Un), MSc (NCSU), PhD (NMMU)

*Secretary*

Ms T Pakana

**Summerstrand South Campus***Professors*

Prof J B Adams BScHons (UPE), MSc (UPE), PhD (UPE), PrSciNat

Prof R M Cowling BSc (UCT), BSc Hons (UCT), PhD (UCT), PrSciNat

*Associate Professor*

Prof E E Campbell BSc (US), BScHons (UPE), MSc (UPE), PhD (UPE), PrSciNat

*Senior Lecturers*

Dr D R du Preez BSc (Wits), BScHons (Wits), MSc (UPE), PhD (UPE)

Dr P T Gama BSc (Shaw Un), MSc (NCSU), PhD (NMMU)

Dr A J Potts BSc (UCT), BScHons (Wits), MSc (UPE), PhD (UPE)

Dr P Steyn PhD (UPE)

*Lecturer*

Ms P Lithauer HDE (UPE), BSc (UPE), BScHons (UPE), M Agric (US)

**Department of Geosciences***Head of Department*

Dr A H de Wit MA (UFS), Masters in Environmental Management (UFS), DPhil (UPE)

*Secretary*

Mrs Z Goldman

**Summerstrand South Campus***Professors*

Prof M J de Wit PhD (Cantab)

Prof V Kakembo MSc (RU), PhD (RU)

*Associate Professors*

Prof M Doucouré (Managing Director – AEON), Doctorate (Univ. Paris-7/France), Engineer (INH/Algiers)

*Principal Lecturer*

Dr N L Webb BEd (TE) (UPE), MA (RU), MPhil (US), PhD (RU), STD (UCT)

*Senior Lecturers*

Dr P Q Siyongwana BA (Unitra), BEd (Unitra), BA Hons (UNISA), MA (UPE), PhD (UPE)

Dr N L Webb BEd (TE) (UPE), MA (RU), MPhil (US), PhD (RU), STD (UCT)

*Lecturers*

Mr C R Anderson BSc (UPE), BScHons (UPE), MSc (UPE), PGCHE (NMMU), PrSciNat

Dr H W Britz NDip (CapeTech), UNIGIS (PETech) MTech (CapeTech), PhD (NMMU)

Mr G Brunsdon BSc (NMMU), BScHons (NMMU), MSc (NMMU)

Dr N Tonnelier BSc (Univ Joseph Fourier, Grenoble, France), MSc (Univd'Orleans, France), PhD (Laurentian Univ, Sudbury, Canada)

	Dr G Mahed Bsc (UWC), MSc (UWC), PhD (NMMU) Mrs L L Williams BA (UPE), BAHons (UPE), MA (UPE) Mr G P Baldwin Mr W Deysel
<i>Senior Technician</i>	
<i>Laboratory Technician</i>	
<b>Missionvale Campus</b>	
<i>Lecturers</i>	Ms D Ah Goo BA Hons (RU), HDE (PG) (UPE), MA (NMMU) Ms S Slamang BScHons (NMMU)
<b>Department of Zoology</b>	
<i>Head of Department (Acting)</i>	Prof N A Strydom MSc (UPE), PhD (RU)
<i>Secretary</i>	Ms M Myles MPhil (US)
<b>Summerstrand South Campus</b>	
<i>Professors</i>	Prof G I H Kerley BSc, BScHons (UPE), MSc (UP), PhD (UPE) Prof P A Pistorius BSc (UnivPmb), BScHons (UP), MSc (UP), PhD (UP) Prof N A Strydom MSc (UPE), PhD (RU) Prof P Nel MSc (UPE), PhD (UCT) Vacant
<i>Associate Professor</i>	
<i>Senior Lecturer</i>	
<i>Lecturers</i>	Dr S Welman MSc (NMMU) PhD (KZN) Mr M J Potgieter BSc (NMMU), BScHons (NMMU), MSc (NMMU)
<i>Senior Laboratory Technician</i>	Mr P H du Toit BScHons (UPE)
<i>Laboratory Technicians</i>	Mr S Levack Mr M Mpinga BScHons (KZN) Vacant Vacant

**SCHOOL OF NATURAL RESOURCE MANAGEMENT****George Campus**

<i>Director of School</i>	Dr A G Schmidt BSc (UN), BSc (Hons) (Wildlife Mgt) (UP), MSc (Wildlife Mgt) (UP), PhD (Zoology) (NMMU)
<i>Administrative Assistants</i>	Ms K Ramoo Ms S Roets (Secretarial: Office Mgt)
<b>Forestry Programme</b>	
<i>Associate Professors</i>	Prof J H Louw Dipl. Terrain Evaluation (Potch), BScHons Forestry (US), MSc (Forestry) (US), PhD (Wits) Prof K Little BScHons (Geography) (UN), HDE (UN), PhD Botany (UN)
<i>Lecturer and Programme Leader</i>	Mr C F Pool NDip (Forestry) (PET), Cert (Labour Rel) (UP), Dip (Ter Ed) (UNISA), BTech (Forestry) (PET), MTech (Forestry) (NMMU)
<i>Lecturers</i>	Mr M Ramantswana NDip, BTech (Forestry), MTech (Forestry) <i>cum laude</i> (NMMU)

Mr S J van Zyl NDip (Forestry) (NMMU), BTech (Forestry) (NMMU), MTech (Forestry) (NMMU)

### **Wood Technology Programme**

*Lecturer & Programme Leader*

Mr R Müller BSc (Wood Science) (US), B Eng (Mech) (US), MSc (Wood Science) (US)

*Lecturer*

Mr B Muller BSc (Forestry) (US)

### **Veldfire Management Programme**

*Lecturer & Programme Leader*

Mr C F Pool NDip (Forestry) (PET), Cert (Labour Rel) (UP), Dip (Ter Ed) (UNISA), BTech (Forestry) (PET), MTech (Forestry) (NMMU)

*Lecturer*

Mr S J van Zyl NDip (Forestry) (NMMU), BTech (Forestry) (NMMU), MTech (Forestry) (NMMU)

### **Agricultural Management Programme**

*Senior Lecturer*

Mr J W Jordaan BSc (Agric) (UFS), BScHons (Agric) (UP), Bus. & Admin. (Hons) (US), MBA (US)

*Lecturer*

Vacant

### **Nature Conservation and Game Ranch Management Programme**

*Senior Lecturer and Programme Leader*

Dr J A Venter Dip (Nature Cons) (TSA), BTech (Nature Cons) (PET), MTech (Nature Cons) (NMMU), PhD (UKZN)

*Senior Lecturers*

Dr T Kraaij BSc (US), MSc (Nature Cons) (US), PhD (NMMU)

*Lecturers*

Dr A G Schmidt BSc (UN), BSc (Hons) (Wildlife Mgt) (UP), MSc (Wildlife Mgt) (UP), PhD (Zoology) (NMMU)

Dr B Currie Dip (Nature Cons) (NMMU), BTech (Nature Cons) (NMMU), MTech (Nature Cons) (NMMU), DPhil (Botany) (Nelson Mandela University)

Mr W Matthee Dip (Nature Cons) (NMMU), BTech (Nature Cons) (NMMU), MSc (Botany) (NMMU)

### **Registered Entities**

#### **Telkom Centre of Excellence - Distributed Multimedia Applications Unit**

*Head*

Prof J L Wesson BCom (UPE), BComHons (UPE), MCom (UPE), PhD (UPE), MIITPSA, MICSIT

*Vice-Head*

Dr D Vogts BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)

*Administrative Assistant*

Mrs D E van der Walt Dip (Education) (PECE), Cert in Org and Work Study (Tech Pta)

#### **Telkom Centre of Excellence - Optical Fibre Research Unit**

*Head*

Prof A W R Leitch BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)

*Manager*

Prof T B Gibbon BSc (UPE), HDE (UPE), BScHons (UPE), MSc (NMMU), PhD (NMMU)

#### **Telkom Centre of Excellence - Photovoltaics Unit**

*Head*

Prof E E van Dyk PhD (UPE), PrSciNat, PrPhys

**Centre for Energy Research**

*Director* Prof E E van Dyk PhD (UPE), PrSciNat, PrPhys

**Centre of Expertise in Forecasting**

*Director* Prof I N Litvine MSc (Kiev State Shevchenko Univ),  
PhD (Kiev State Shevchenko Univ)

**Centre for African Conservation Ecology**

*Director* Prof G I H Kerley BSc, BScHons (UPE), MSc (UP),  
PhD (UPE)

*Deputy Director* Prof V Kakembo MSc, PhD (RU)

*Staff* Prof E E Campbell BSc (US), BSc(Hons), MSc, PhD  
(UPE)

Dr D R du Preez BSc, BScHons (Wits), MSc (UPE),  
PhD (UPE)

Dr N Mzilikazi, BSc, BScHons (Unitra), MSc, PhD  
(UKZN)

Dr A G Schmidt BSc (UN), MSc (UP), PhD (Nelson  
Mandela University)

Dr S L Wilson BSc, BScHons, MSc, PhD (UPE)

*Administrator* Vacant

**Coastal and Marine Research Institute**

*Acting Director* Dr D R du Preez BSc (Wits), BScHons (Wits), MSc  
(UPE), PhD (UPE)

*Deputy Director* Dr R Nel PhD (UCT)

**InnoVenton and the Downstream Chemicals Technology Station**

*Director* Dr G Dugmore DTech Chemistry (PET)

*Deputy Director* Mr B Tait MBA (Wits)

*Secretary* Mrs S Balkisoon

**Centre for High Resolution Transmission Electron Microscopy**

*Director* Prof J H Neethling BSc (UPE), BScHons (UPE), MSc  
(UPE), PhD (UPE), MAcad

*Project Co-ordinator* Ms L Westraadt BSc (Physics and Appl Math)  
(NMMU), MSc Physics (NMMU)

*Research Associate* Prof J A A Engelbrecht PhD (UPE), MAcad, PrSciNat

**Sustainability Research Unit (George and Summerstrand South)**

*Head: George Campus* Dr B Currie Dip (Nature Cons) (NMMU), BTech  
(Nature Cons) (NMMU), MTech (Nature Cons)  
(NMMU), DPhil (Botany) (Nelson Mandela University))

*Academic Staff: Summerstrand  
South Campus* Prof J B Adams BScHons (UPE), MSc (UPE), PhD  
(UPE), PrSciNaPt

Prof L Snodgrass Hons (UPE), BA (UPE), MA, DPhil  
(UPE)

*Academic Staff: George  
Campus* Dr B Currie Dip (Nature Cons) (NMMU), BTech  
(Nature Cons) (NMMU), MTech (Nature Cons)  
(NMMU), DPhil (Botany) (Nelson Mandela University)

*Administrative Assistant:  
George Campus* Ms L Visagie



<b>ACADEMIC SUPPORT STAFF</b>
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**ENGAGEMENT OFFICE**

<i>Professor and Director</i>	G J de Lange BA, HDE(UPE), BAHons (UNISA), MDip (Tech Mgt)(PET), APR (PRISA)
<i>Secretary to Director</i>	L Weelson
<i>Manager: Engagement Information and Development</i>	B du Plooy NDip (PRM) (PET), BA, BAHons <i>cum laude</i> , MA <i>cum laude</i> , DLitt et Phil (UNISA)
<i>Manager: Co-operative Education</i>	T Dissel NDip (Log Mgt)(NMMU)
<i>Administrative Assistant</i>	P J Steyn
<i>Senior Manager: Continuing Education</i>	Y M August Dip (GN, Mid, Psych, CHN) – Charlotte Searle Nursing College in Association with UNISA, PG Dip NE (US), MBA (NMMU)
<i>Senior Short Course Co-ordinator</i>	J Williams NDip(HR), BTech (NMMU)
<i>Short Course Co-ordinator</i>	N M Domingo NDip (PRM)(Varsity College, PE), BTech (PRM)(NMMU)
<i>Senior Manager: Graduate and Student Placement</i>	R Rizzo NDip (HR), BAHons (Group Dynamics) (NMMU)
<i>Senior Co-ordinator: Co-operative Education</i>	A N Jooste NDip(PRM), BTech (PRM)(NMMU)
<i>and Graduate and Student Placement</i>	
<i>Co-ordinator: Graduate and Student Placement</i>	N L Gqirana NDip (PRM), BTech (PRM) (NMMU)
<i>CDU Project Manager</i>	Z Sofayiya BA (Psych) (NMMU)
<i>CDU Training Co-ordinator</i>	D Mattheus NDip (FA) (PET)

**HIGHER EDUCATION ACCESS AND DEVELOPMENT SERVICES**

<i>Professor and Dean of Teaching and Learning</i>	C D Foxcroft BA, BAHons, MA, DPhil(UPE)
<i>Executive Secretary</i>	Vacant

**Centre for Access Assessment and Research**

<i>Director</i>	D Jenkins BSc Hons, HDE (UCT), NHD (Ed Man) (PET), BSc Hons (UNISA), MEd (Ed Psych) (Zululand)
<i>Administrative Assistant</i>	Vacant
<i>Senior Manager: Access Assessment</i>	C L Davies NDip (Office Admin) (PET), BA, BAHons, MA (Psych) (UPE)
<i>Senior Researcher: Access</i>	A S R Watson BA, BAHons, MA (UPE)
<i>Assessment Consultants: General</i>	G Rossouw BPsych (Couns) (UPE), MA (Health and Welfare Management) (NMMU)
	E J Oakes BA, BAHons, MA (Couns) (UPE)
	U L Silo BA, BAHons, MA (Psych) (UWC)
<i>Assessment Consultant: Database</i>	K Hurter B Psych (Couns) (UPE), MA (Couns) (NMMU)
<i>Assessment Consultant: General</i>	T-A Jones B Psych, BAHons (UPE), MA (Psych) (RU), MA (Ind Rel) (NMMU)
<i>Assessment Practitioner</i>	M Saaiman B Psych (Couns) (NMMU)

**Centre for Teaching, Learning and Media**

<i>Director</i>	Dr MN Toni Senior Primary Teachers Diploma (SPTD) (Cape College of Education), BPrim Ed (UPE), BEd (UPE), MEd (UPE), DEd (NMMU)
<i>Secretary</i>	K A Grobler NDip Office Adm(PET)

Student Academic Development

Senior Manager Student Academic Development	Vacant
Office Administrator	S Milborrow
Senior Academic Development Professional (Supplemental Instruction Development)	L Smith BAHons(UPE)
Academic Development Professional (Supplemental Instruction Implementation)	P Kitching B Psych, MA (Psych), PhD Psych (NMMU)
Senior Academic Development Professional (Academic & Life Skills)	R Plaatjes BA Ed (UPE), MPhil (Christian Studies) (NMMU)
Academic Development Professional (Students)	F de Vega BA, BAHons (UPE), BAHons (Psych) (NMMU)
Associate Lecturer Academic and Life Skills Development	M Brophy BAHons (SW) (UPE), MSW (NMMU)
Associate Lecturer Academic and Life Skills Development	S Greeff BA (UPE), BAHons (UNISA), MEd (NMMU)
Associate Lecturer Academic and Life Skills Management	G Coetzee de Vos BA, HDE (UPE), BEdHons (Potch), MEd (NMMU)
Associate Lecturer Academic and Life Skills	Vacant

Academic Staff Professional Development

Senior Manager Professional Staff Development	Vacant
Secretary	S Ruffer Commercial Dip (KWTTTC)
Senior Academic Development Professional	Vacant
Academic Development Professional	Vacant
Academic Development Professional	E Champion STD (Griffiths Mxenge College), Further Dip (Edu Man) (RAU), BEcon, BComHons (UFH), MEd (NMMU)
Academic Development Professional	A Olsen BA (Psych), BAHons (UPE), MA (English) (NMMU), PGDTE (UNISA), PG Dip in HE Academic Development (Rhodes)
Language Development Professional	T Batyi PTC (Lovedale), SEC, SED, BAHons (Vista & UPE), MA (UPE), MA (NMMU), PhD (NMMU), PGDip in HE for Academic Development (Rhodes)
Writing Centre Consultant (2 <sup>nd</sup> Avenue Campus)	G Fransman BA, BAHons, MA (UWC)
Writing Centre Consultants (South Campus)	L Mostert BA, BAHons (UPE), PGCHE, MA (NMMU)
Writing Centre Consultant (George Campus)	S Kieswetter TTHD (Wits), ACE (UPE), BEd Hons (UNISA)
Writing Centre Consultant (Missionvale)	A Mhlahlo Cert (UCT), BSocSc (UCT), BA Hons (UWC), PgDip (Stell), MPhil (Stell), MA (Rhodes)
Administrative Assistant: Teaching Evaluations	N Nzenze STD (Griffiths Mxenge College)

Integrated Media Services

Deputy Director: Integrated Media Services	Vacant
Office Administrator	S Sheldon Dip (HRM) (Damelin)
Senior Media Officer	A Bruintjies Dip (Systems Eng) (Damelin Compute School), Microsoft Certified Professional Ce (Prometric), PC Support Tech Dip (Damelin Compute School)

<i>Senior Graphic Designer – South Campus</i>	R Fox BTech (GD) (PET)
<i>Graphic Designer – North Campus</i>	E Waring BTech (GD) (NMMU)
<i>Photographer</i>	L Bower NDip (Photography) (PET), BTech (Photography)
<i>Video Producer</i>	Vacant
<i>Audiovisual Technician</i>	M Malotana BA (HRM) (NMMU)
<i>Media Assistants – Missionvale Campus</i>	S Stafaans Vacant
<i>Media Officers – North Campus</i>	M Macota E Mtati S Sam
<i>Media Officer – Second Avenue Campus</i>	V Sodayisi BAHons (Eng) (Vista), Computer Repair Cert (Micrographics)
<i>Media Assistants – South Campus</i>	P Genge ABET Level 4 N Snyman

### **Student Counselling, Career and Development Centre**

<i>Director</i>	P P Kota-Nyati BA(Vista) , BAHons, MA Couns Psych (UPE)
<i>Co-ordinator Research and Development</i>	D L Gradidge BA, BAHons, MA (UPE)
<i>Co-ordinator Orientation</i>	S N Knipp BA (STD) (UWC), BAHons (UPE), MEd <i>cum laude</i> (NMMU)
<i>Assistant Co-ordinator: Orientation</i>	Vacant
<i><u>George Campus</u></i>	
<i>Senior Student Counsellor</i>	CA Persence BA, HDE, BEd (Psych) (UWC), FDE (Ed Man) <i>cum laude</i> (UP), MEd (Psych -first class) (UZ)
<i>Student Counsellor</i>	Vacant
<i>Administrative Officer</i>	I Joshua, BA General (UNISA)
<i><u>North Campus</u></i>	
<i>Senior Student Counsellor</i>	R E Connelly BA (HED) (RU), BAHons,MA (UPE), DPhil (NMMU)
<i>Student Counsellor</i>	S Pietersen BA (Psych), BA Hons, MA (CounsPsych) (NMMU)
<i>Junior Student Counsellor</i>	C Chetty B Psych (Couns), BA Hons (Ind Psych) (NMMU), Dip HRM and Trng (Varsity College), MA Psychology (NMMU)
<i>Administrative Assistant</i>	Vacant
<i><u>Second Avenue Campus</u></i>	
<i>Senior Student Counsellor</i>	Vacant
<i>Student Counsellor</i>	L George BA SW (UFH), BAHons (Psych) (UFH), MA (CounsPsych) (UPE)
<i>Administrative Assistant</i>	S Graham NDip (PET)
<i><u>South Campus</u></i>	
<i>Senior Student Counsellors</i>	J M van Lingen BA, BAHons (UOFS), MA (Couns Psych) (UPE), DPhil (NMMU) K Ramasamy BA, BAHons (History), BAHons (Psychology), MA (Clin Psych) (UPE), DPhil (NMMU)
<i>Student Counsellors</i>	Vacant I Lekganya BA, (IUA) MEd (Guidance & Counselling) (IIUM), MHSc (Clin Psych) (IIUM), MPsych (Clin Psych) (UWC) B Maseloa BSocSc, BAHons, M SocSc (Clin Psych) (UKZN)
<i>Junior Student Counsellor</i>	B Smith B Psych (NMMU)

<i>Administrative Assistant Secretary</i>	S L Henning M H Sharp NDip (PET), BTech (NMMU)
<u><i>Missionvale Campus</i></u> <i>Senior Student Counsellor</i>	N Ntlokwana BA, BAHons (Vista), MA (Couns Psych) (NMMU)
<i>Administrative Assistant</i>	L van Wyngaardt ND Mgt (NMMU)
<b><i>INNOVATION OFFICE</i></b>	
<i>Director</i>	N A C Gumede PhD (Medical Microbiology) (UKZN), PGDip (Bus Management) (UN)
<i>Departmental Secretary</i>	Vacant
<i>Technology Transfer Manager</i>	Vacant
<i>Project Manager</i>	L M Nowell BCom (UNISA), MBA (Copenhagen Business School)
<i>IP and Projects Administrator (Acting)</i>	E Mdanyana BTech (NMMU)
<i>PR and Marketing Administrator</i>	Vacant
<b><i>RESEARCH CAPACITY DEVELOPMENT</i></b>	
<i>Director (Acting)</i>	DM Schael BSc (Zoology) (University Wisconsin), MSc (Zoology) (North Carolina State University), PhD (Zoology) (UCT)
<i>Secretary</i>	A Denakie
<i>Research Manager</i>	I Khan BSc (NMMU)
<i>Internal Scholarships Coordinator</i>	D Gerber
<i>Postgraduate Administrative Officer</i>	Ms T Mnonopi BA (Psych), BAHons (Group Dynamics) (NMMU)
<b><i>RESEARCH MANAGEMENT</i></b>	
<i>Director</i>	N Mzilikazi PhD, Zoology(UKZN), MSc, Zoology (UKZN), BScHons, Zoology(Unitra) , BSc, Zoology, Chemistry(Unitra)
<i>Senior Manager: Research Management</i>	K H Johnson BA (UWC), HDE (Vista/UPE)
<i>Senior Manager: Research &amp; Partnerships</i>	Vacant
<i>Research Officers</i>	V Coopasamy PGCE (UNISA), BA (NMMU) C C van Leeve NDip (IT) (UNISA)
<i>RIMS Administrator</i>	Vacant
<b><i>OFFICE FOR INSTITUTIONAL PLANNING</i></b>	
<i>Associate Professor and Senior Director</i>	H J Nel BA, BAHons, MA, DPhil (UPE)
<i>Institutional Researcher</i>	M Neale-Shutte BAHons (Psych), MA (Research Psych) (UPE)
<i>Personal Assistant</i>	K Moodley BCom (UNISA), PGCE (NMMU), MBA (NMMU)
<b><u><i>Academic Planning</i></u></b>	
<i>Director</i>	Vacant
<i>Administrative Co-ordinator</i>	N Mrara ND (Public Relations), BTech in Public Relations ( <i>Cum Laude</i> ), BHons in Corporate Communication (NMMU)
<i>Senior Manager</i>	T Khomo BA Ed, BEdHons (UPE), MA in Dev Studies (NMMU)
<b><u><i>Management Information</i></u></b>	
<i>Director</i>	C Sheppard BSc, HED (Potch), BEd (UNISA), MEd, PhD (UP), AEEP (Wits)
<i>Senior Information Analyst</i>	G van Leeve NDip (IT) (PET), BTech (IT) (NMMU)
<i>HEMIS Officer and Information Analyst</i>	T Webb BSc (UCT), MBA (Nelson Mandela University)

*HEMIS Officer and Information Analyst  
Senor Statistician*

M H Voges NH Dip (Office Adm) (PET)  
Vacant

**Quality Advancement Unit**

*Director*

P H Roodt NDip (Ind Eng), NH Dip (Ind Eng), NH Dip (Mech Eng), MDip Tech (Mech Eng) (PET), PrTech Eng

*Administrative Co-ordinator*

N Mrara ND (Public Relations), BTech in Public Relations (*Cum Laude*), BHons in Corporate Communication (NMMU)

*Quality Consultant (Academic Review)*

L Jackson BSc (Natal), BScHons (UCT), MSc (Med) (UCT Medical School)

*Quality Consultant (Support Services)*

Vacant

**Transformation, Monitoring and Evaluation**

*Director*

R-A Levendal BSc, BScHons, MSc (UWC), MPhil (UPE), PhD (Wits)

*Project Co-ordinator*

RM Pillay BA, BAHons (NMMU)

*Institutional Researcher*

Vacant

**Centre for Integrated Post-School Education and Training**

*Director*

I Baatjies BSc Ed (UWC), MA (Dalhousie, Canada)

*FET Researcher*

U Baduza BA (UWC), PG Dip (Museum and Heritage Studies) (UCT/UWC/RIM), MA (UWC)

*Administrative Assistant*

A Jeftha

<b>ADMINISTRATIVE AND SUPPORT STAFF</b>
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**AUDIT AND RISK MANAGEMENT**

<i>Senior Director</i>	Vacant
<i>Executive Secretary</i>	Vacant
<i>Internal Auditor and Risk Practitioners</i>	R Chetty BCom (Natal), BComHons (Natal) A Hartney NDip (Int Aud) (PET), BTech (Int Aud) (NMMU) O van Zyl BCom (UPE), BComHons (Natal)

**CHIEF INFORMATION OFFICER**

<i>Chief Information Officer</i>	S M Bosire BBA -MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA (NMMU)
<i>Executive Secretary</i>	N Moodley Cert PR (PRISA-accredited -Varsity College, Business Management Programme (NMMU Business School), Project Management (NMMU))

**Information and Communication Technology Services and Operations**

<i>Director: ICT Services and Operations</i>	C du Preez NDip (IT) (PET), MDP (UPE), MBIS (IT) (NMMU)
<i>Secretary</i>	R. Allison NMP (USB), MDP (USB)

**ICT Service Delivery Section**

<i>Deputy Director: ICT Service Delivery</i>	E van der Westhuizen NDip (IT) (PET), BTech (IT) (PET), MTech (IT) (NMMU)
<i>Assistant to Deputy Director, Service Delivery</i>	J Schaefer
<i>Lab Co-ordinator – South Campus</i>	J Schaefer
<i>Senior Manager ICT: End-User Support</i>	S S Maqoqa BCom (Vista)
<i>Lab Co-ordinator – Missionvale Campus</i>	T Charlie
<i>Head: ICT Helpdesk</i>	R Vermaak BTech (Mgt) (NMMU)
<i>Helpdesk Assistants</i>	F Agherdien N Pindani
<i>Lab Co-ordinator</i>	S Scheepers
<i>Senior IT Technician – Missionvale Campus</i>	G Ludick
<i>Senior IT Technician – 2<sup>nd</sup> Avenue Campus</i>	B Moodalay
<i>Senior IT Technician – South Campus</i>	S Sauls
<i>Senior IT Technician – North Campus</i>	Z Abdullah NDip (IT) (PET), Dip (PC ENG) (Damelin)
<i>IT Technicians</i>	A Gardner A Kase S Naidoo M Njokweni M Nqeyi Vacant R Pityana D Vosloo DipITNet, Cert (PC Eng) (Varsity College)

ICT Operations Section

<i>Deputy Director: ICT Operations</i>	G Ownhouse BSc (UPE)
<i>Senior Systems Engineer</i>	M de Jager NDip (IT) (PET)
<i>Systems Engineer: Firewall/DBA</i>	B Smith BTech (IT) (PET)
<i>Systems Engineer: General</i>	Vacant
<i>Systems Engineer: Active Directory</i>	Vacant
<i>Systems Engineer: UNIX</i>	N Lubambo NDip (Com Admin), BTech (IT) (PET), MTech (IT) (NMMU)
<i>Systems Engineer: Email/Messaging</i>	W Cameron BAHons
<i>Systems Engineer: SharePoint</i>	C Robey BTech IT (PET)
<i>Systems Engineer: Mobility</i>	R Domingo
<i>Senior Network Engineer</i>	C van Zyl NDip (IT) (PET)
<i>Senior Telecommunications Engineer</i>	Q Booysen T2 (Telkom College)
<i>Telecommunications Administrative Assistant</i>	B Mpepo
<i>Network Engineer</i>	C Bagley NDip (Elec Eng) (PET)
<i>Telecommunications Engineer</i>	W Pio
<i>Telecommunications Assistants</i>	J Gcakasi J Madolo

George Campus

<i>Senior Manager</i>	R Khamali
<i>Systems Engineer</i>	TWS Blane
<i>Senior Support Technician</i>	JP Flanagan

Information Security

<i>Senior Manager: Information Security</i>	R Boshoff NDip (IT), BTech (IT) , MTech (IT), MBA (NMMU)
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Imaging/Reprographic Services

<i>Deputy Director: ICT Facilities Planning</i>	M Mahlathini BCom (UNITRA), GCB(PM) (USQ), GWCPM
<i>Section Head</i>	D Nefdt
<i>Supervisor</i>	J M van der Berg
<i>Receptionist</i>	T Pienaar
<i>Senior Photocopy Operator</i>	L F Bruintjies
<i>Photocopy Operators</i>	T L Bokolo C Lombard
<i>Senior Collator/Binder</i>	Vacant
<i>Collators/Binders</i>	M J Bawushana Z P Soul
<i>Senior Imaging Administrator</i>	N Liberty NDip (FIS), PDBA (NMMU)
<i>Project Administrator</i>	N Jack
<i>Imaging Administrator</i>	I Smith
<i>Imaging Admin Assistant</i>	R vd Westhuizen
<i>Assistant Imaging Technician</i>	Vacant
<i>ICT CopyTech Supervisor</i>	D Driscoll
<i>ICT CopyTech Technology Technician</i>	M Domingo
<i>ICT CopyTech Shop Assistant</i>	Z Gwadisa

**Information Systems and Development**

*Director: Information Systems and Development* Vacant  
*Deputy Director: Project Office and ICT Quality Assurance* G J Saunders BCom (Rat), BCom Hons, MCom (UPE), MIITPSA

**Blended Learning Support Systems**

*Senior System Engineer: Blended Learning* S Meyer NDip (Elec Eng) (PET), BTech (IT), MTech (IT) (NMMU)  
*Systems Engineer: Blended Learning* K Terblanche NDip (FIS) (NMMU), PDBA (NMMU)

**Business Analysts**

*Senior Business Analyst (Student Systems)* L Williams BSc (Compt Sc) (UCT)  
*Senior Business Analyst (Finance Systems)* G L Steenberg BSc (Comp Sc & Stats) (Vista), BTech (IT) (NMMU)

**Business Applications & Development**

*Deputy Director: ERP/MIS Development Analyst/Programmers* D Els BSc Hons (RU), MTech (IT) (NMMU)  
 C Candasamy BSc (Comp Sc and Maths) (UPE)  
 A du Preez BTech (IT)  
 Vacant

**Web Systems & Development**

*Deputy Director: Web Systems and Development* T Hilmer BSc (Wits), BSc Hons (UPE), MSc (UPE), PhD (UPE), MIITPSA  
*System Engineer: Web Systems and Development* R Sitshetshe NDip (IT) (CPUT), BTech (Quality) (CPUT)

**COMMUNICATION AND STAKEHOLDER LIAISON**

*Senior Director* Vacant  
*Executive Secretary* S van der Vyver NSDip (CATE)  
*Secretary* S Adams BHMS (NMMU)  
*Deputy Director: Communication and Engagement* D Derry B Journ (RU), MA (NMMU)  
*Deputy Director: Marketing* JCR Daniels BA (UPE), BAHons (Group Dynamics) (NMMU)  
*Administrative Officer* Vacant  
*Deputy Director: Branding* V Bongela BTech (Marketing Management) (NMMU) Project Management (Damelin, EL) Management Development Programme (NMMU: Business School)  
*Deputy Director: Arts and Culture* M Barry BA (FA), HDE (UCT), MA Ed (NMMU)  
*Administrative Officer* Vacant  
*Senior Marketing Communication Practitioner: Branding* M Bothma NDip (PR) (PET)

**Communication**

*Online Community Manager* B A Erickson NDip (PR) (PET)  
*Internal Communication Practitioner* E C de Koker BA, HED (US), BAHons MDP (UPE)  
*Publications Practitioner* L Sa Joe-Derrockes NDip (Journ) (NMMU)  
*Media Manager* Z Mbabela BA (Media, Communication and Culture) (NMMU)



**Events***Campus Events Manager*

A Olivier NDip (PR) (PET), BTech (PR) (NMMU)

*Campus Events Assistant*

C Boukes

**Student Recruitment and Marketing***Marketing Practitioners: School Leaver Market*

P B Botha NDip (Journ) (NMMU)

N Mlonzi BTech (Marketing), NDip (Marketing) (CPUT) Cert (Financial Management) BCC FET

L V Solomons BA, HDE, BA Hons (UWC)

*Marketing Practitioner: Marketing Material*

B Piater NDip (PR), BTech (PR) (NMMU)

*Marketing Practitioner: Events*

M Piko NDip (Journ) (NMMU), PR &amp; Events Management (Varsity College)

*Senior Marketing Practitioner: Mature and Postgraduate Market*

A J Kock NDip (Mkt Mng) (PET)

**Contact Centre***Manager: Contact Centre*

D Barnardo NDip (Mgt) (PET), BTech (Mgt) (NMMU)

*Contact Centre Practitioners*

S Dyolivane BA (App Comm &amp; Mgt) (UFH)

Y Labuschagne BA (UNISA), BAHons Psych (NMMU)

T Mcopela Dip (Ed) (Bellville Education College)

G Pause Dip (Ed) (Hewitt Education College)

**George Campus***Manager: Marketing & Corporate Relations*

Vacant

*Marketing & Communications Practitioner*

M Tshangana NDip (Mkt) (DUT)

**Alumni Relations***Director and Alumni Association Secretary*

P Geswindt BComEd (UPE), BComHons (UNISA), PGDE, MA (NMMU)

*President of Alumni Association*

R Jonas BA (UWC), HDE, BAHons (UNISA), MA (UPE), DPhil(NMMU)

*Alumni Relations Co-ordinator*

S Petersen BA (Psych), BAHons (NMMU)

*Alumni Administrative Officer*

L Hendricks NDip (Journ), BTech (Journ) (NMMU)

**University Shop***Shop Manager*

S Du Toit ND (PR), BTech (PR) (NMMU)

*Shop Assistant*

W Scheepers

**Arts and Culture***Deputy Director*

M Barry BA (FA), HDE (UCT), MA Ed (NMMU)

*Cultural Co-ordinator*

M du Preez

*Cultural Officer*

L Matiwane NDip (PR); BTech (PR) (NMMU)

**Archives and Exhibitions***Curator*

C Grobler Dip(Bib) (Stell)

*Student Assistants*

N Ntengenyana Cert. (PR Practise) (Boston College) NDip (PRM)(NMMU)

***ESTATE AND FACILITIES MANAGEMENT****Senior Director*

Mr R Du Plessis BEngHons(Mech) BEng (Aeronautical) (Stell), MEng(Mech) (PTA), Pr Eng, GCC (Mech Eng of Factories)

*Executive Secretary*

N Jacobs-Stokwe Cert.HRFM (Rhodes University), ILP (NMMU Business School), Protocol Int.Cert. (EU International School of Protocol)

**Infrastructure Services and Sustainability***Director: Infrastructure Services and Sustainability*

G J Ducie BCom (UNISA), BTech (TRP) (UJ) MCom (NMMU), DCom (NMMU)

*Secretary*

Vacant

*Deputy Director: Infrastructure Services and Sustainability*

G T Gouws NDip (Arch) (PET)

*Manager: Planning and Projects*

R Thomas

*Section Head: HEMIS & Space*

T Ebel

*Construction Project Manager*

G Smit

*Construction Project Manager*

Vacant

*Technician Architectural Services*

A Keyter

**Horticulture Services***Senior Manager Horticulture*

E Storm ND (Horticulture) (Cape Tech)

*Horticultural Services: Senior Horticulturist*

S A de Villiers BSc (Agric) (US)

*Nature Reserve Ranger*

C Breedt ND (Forestry) (PET)

**Maintenance Services***Director: Maintenance Services*

M Syce NHD (Arch) (CPUT), MSc (BE) (Fac Man) (UPE), Pr SArchT, MSACAP, MSAIAT

*Secretary*

J Kannemeyer ND (PR) (PET)

*Maintenance Planner*

B Goliath ND Logistics (Unisa), Dipl. Project Management (Varsity College PE), PPM (UP), SAMTRAC Cert (NOSA), Quality Specialist ISO 9001 cert (SABS)

*Section Head Administration*

C Barnardo

*Administration Assistants*

E Louw

*General Assistant*

B van Rensburg

N Mqikela BSc (Chemistry) (Vista)

**Engineering Services***Deputy Director: Engineering Services*

P Peters Gov Cert of Competency (Mech &amp; Elec), ND (Elec Eng), ND (Mech Eng), BTech (BA), MBA (NMMU)

*Manager: Engineering Services*

G Petro ND: EEH (Western Province Technical College), Advanced Diploma in Project Management (Damelin), BComHons (University of Western Cape), MBA (University of Stellenbosch (Business School))

<i>Chief Artisan: Electricity, Air Conditioning, Refrigeration</i>	J Ferreira
<i>Senior Electrician</i>	Vacant
<i>Chief Artisan: Electrical, Mechanical</i>	I Kleyn
<b><u>Building Services</u></b>	
<i>Deputy Director: Building Services</i>	S Agherdien Ince BSc (Con Studies), BScHons (CM) (NMMU)
<i>Manager Building Services</i>	H Minnaar
<i>Administration Officer</i>	C Perrow BA (Ed) (Vista), BTech (Bus Admin) (NMMU)
<i>Administration Assistant</i>	C Kayser
<i>Campus Supervisor – Missionvale Campus</i>	E Mqgolozana Snr Teacher's Dip (Algoa College of Educ)
<i>Chief Artisan: Carpentry</i>	R Landsberg
<i>Chief Artisan: Plumbing and Bricklaying</i>	Vacant
<i>Chief Artisan: Locksmith, Signage, Painting and Carpentry</i>	W Vorster
<i>Artisan Assistant</i>	A Mantile
<i>Artisan Assistant Electrical</i>	E Windvogel
<i>Artisan Assisant</i>	S Mtakati
<b><u>Protection Services</u></b>	
<i>Director</i>	Vacant
<i>Senior Protection Services Officer</i>	B Nobadula
<i>Assistant Electronic Systems Officer</i>	R T Gallant
<i>Site Controllers</i>	G Beer M Maqude
<i>Electronic Security Systems Controller</i>	T Zeelie
<b><u>Traffic and Parking Services</u></b>	
<i>Senior Traffic Officer</i>	J de Lange
<b><u>Support Services</u></b>	
<i>Director (Acting)</i>	N Brown ND (Mkg Mgt) (PET)
<i>Secretary to Director</i>	S Marwayi NDip (Off Mgt & Tech), BTech (Mgt) (NMMU)
<b><u>Catering Cleaning and Commercial Services</u></b>	
<i>Senior Manager</i>	N Brown NDip (Mkg Mgt) (PET)
<i>Administrative Assistant</i>	K Botes
<i>Meal Management System Administrator</i>	Vacant
<i>Service Controllers</i>	P Cakwebe V Woli
<i>Support Services Co-ordinators</i>	
<b><u>South Campus</u></b>	

<i>Support Services Co-ordinator North Campus</i>	E Pillay
<i>Support Services Co-ordinator Missionvale Campus</i>	R Japtha NDip (Mgt), BTech (Mgt) (NMMU)
<i>Support Services Co-ordinator 2<sup>nd</sup> Avenue Campus</i>	T Niemand NDip (Pers Mgt) (PET)
<i>Support Services Co-ordinator Meal Management System</i>	D Myataza Vacant
<b><u>Events</u></b>	
<i>Manager</i>	F Bada
<i>Conference and Hospitality Coordinator</i>	V Mtshake BA Media Communication and Culture (NMMU)
<b><u>Postal Services</u></b>	
<i>Senior Manager</i>	Vacant
<i>Supervisor: Operations</i>	SQ Olivier
<i>Supervisor: Finance &amp; Missionvale</i>	MJ Saunders
<i>Supervisor: Courier</i>	SJ Sigcu
<i>Despatch Officer: Courier</i>	T Jegels
<i>Despatch Officer: Courier</i>	L Koen
<i>Despatch Officer: Mail</i>	XE Adams
<i>Driver</i>	R Domingo
<i>Driver</i>	S Libi
<i>Mail Handlers</i>	A Brown C Daniels B Kramer PO Mdila ME Plaatjie NS Plaatjie
<b><u>Safety, Health and Environment</u></b>	
<i>Senior Manager</i>	Vacant
<i>Health and Safety Officer</i>	Vacant
<b><u>Operations George Campus</u></b>	
<i>Director: Operations</i>	M Loubser BJuris (PU for CHE), LLM (Private Law) (Stell), PGD (Labour Law Prac) (NMMU)
<i>Secretary</i>	R Kuschke NDip (Occ Therapy) (UP)
<b><u>FINANCE DIVISION</u></b>	
<i>Executive Director: Finance</i>	M R Monaghan BCom (UPE), BComHons (UNISA), Professional Accountant (SA)
<i>Personal Assistant</i>	D Harris ND (Bus Man) (Tech (Free State), MDP (UFS Business School)
<b><u>Management Accounting Department</u></b>	
<i>Director: Management Accounting (Acting)</i>	N C Tsita Cert (Higher Educ Mgt) (Wits), BCom (WSU)
<i>Financial Assistant: Management Accounting</i>	SK Perrow NDip (Mgt) (NMMU)

<i>Deputy Director: Budget &amp; Financial Management Information</i>	W C Leander BCom (UWC), BComHons (UNISA), Professional Accountant (SA)
<i>Deputy Director: Faculty Accountant</i>	I McLaren BComHons, HDE Postgrad (UPE), MBA (PET), PhD (NMMU)
<i>Senior Manager: Salary Budget Analyst</i>	L Lerm BCom (UNISA)
<i>Deputy Director: Costing</i>	N C Tsita Cert (Higher Educ Mgt) (Wits), BCom (WSU)
<u><i>Operational Finance Department</i></u>	
<i>Senior Director: Finance</i>	J Wasserman NH Dip (Cost Acc) (PET), PA (SA)
<i>Director</i>	M Jogee-Jamal BComHons(UPE),CA(SA)
<i>Personal Assistant</i>	Vacant
<i>Deputy Director</i>	H Mouton BCom (UPE)
<i>Senior Manager: VAT</i>	S Hardiman BCom (UPE)
<i>Accountant 3<sup>rd</sup> Stream Income</i>	R van Onselen BComHons(UPE)
<i>Accountant Accounts Payable and Systems Manager</i>	F van der Merwe BCom (UPE)
<i>Accountant Trust and Ad Hoc Payments</i>	D van der Berg
<i>Assistant Accountant Ad Hoc Payments</i>	M Slabbert NDip (CMA) (PET)
	N C Xotyeni BCom (UPE), MPhil (NMMU)
<i>Assistant Accountant Accounts Payable</i>	N V Mti NDip (IT), Cert (Bookkeeping to Trial Bal)
<i>Senior Creditors Officer</i>	D du Preez
<i>Accounts Payable Officers</i>	E Claasen
	T Heunis BTech (Management) (NMMU)
	S Roux
	M Wippenaar
<i>Financial Officers: Creditor Reconciliations</i>	F Bruce
	C Davids
	S Mhambi NDip(FIS)(PET)
<i>Financial Officers: Ad-Hoc Payments</i>	B Barnard
	Vacant
	S Mkumbeni
<i>Financial Officer: GL Journals</i>	M Gongxeka
<i>Financial Officer: Business School</i>	M Vuma
<i>Financial Officers: Research and Projects</i>	A Botha BA (UPE)
	R Kirby
	C B Mkuhlu NDip (CMA) (UJ)
<i>Senior Bank Reconciliation Officer</i>	A Chamberlain
<i>Bank Reconciliation Officers</i>	Vacant
	NE Matyholweni
	D Minnie
<i>Deputy Director: Payroll</i>	A Ramji NDip (Fin Acc) (TSA), Adv Cert Ta: (RAU)
<i>Senior Salary Officers</i>	D Hickman-Davis
	B Kapp
	S Teubes
<i>Salary Officers</i>	J Arthur
	C Moodaley
	S Netnou BCom, MA (Dev Stud) (NMMU)
	Vacant
<i>Deputy Director: Procurement and Assets</i>	J Jacobs Dip (Purch) (PMS)
<i>Senior Assets Controller</i>	H O Bezuidenhout (LCIBM)
<i>Senior Controller Stores</i>	Vacant
<i>Accountant: Assets and Stores</i>	S Cameron BCom (NMMU)
<i>Manager Procurement</i>	Vacant
<i>Senior Buyer</i>	Vacant

*Buyers*

J Bosch NDip (Text Des)  
 M Bosch NDip (Exec Secr)  
 B Booysen Dip (Logistics)  
 C Jewnarain NDip (Ed)  
 W Kleinbooi NDip (Logistics)  
 Y Kock NDip (Logistics)  
 A Muller NDip (Anal Chem), BTech (Log)  
 R Somiah

*Revenue Management**Director*

K A Scholtz NDip (Cost Acc) (PET), PA (SA)

*Deputy Director: Student Accounts*

H van Eck

*Deputy Director: Financial Aid*

W Muller ND (Pub Admin), NHD (Pub Mgt) (PET),  
 Cert (Adv Mgt) (US)

*Manager: Debt Recovery*

R van Wyk ND (Mgt) (NMMU)

*Manager: Financial Aid*

S Boniwe - ND Int Aud (PE Tech), BTech  
 Logistics (NMU), Masters of Business Admin  
 (NMU), Adv Business Program (NMU)

*Head: Student Accounts*

M van Wyk

*Systems Administrator: Student Accounts*

S van der Riet

*Senior Financial Officers: Student Accounts*

R Griffiths

E Lambrechts ND (Home Econ) (Wits Tech)

N Motoboli NDip (Com Adm) (PET), NDip  
 (CMA) (NMMU)

V Gxoyiya-Maneli

*Senior Financial Aid Officers; Financial Aid*

MF Abdulla – B.Comm (NMU), Cert: Municipal Fin  
 & Budgeting (UWC), Adv Credit Dip (Inst of  
 Bankers)

S Madatt

*Financial Officers: Student Accounts*

R Agherdien NDip (Man Assistant) (PECE)

M Bernardo

G Groener

W Kritzinger

M Mauritz BA, BAHons(Group Dynamics)  
 (NMMU), PG Cert (Archival Studies) (UNISA)

L Witbooi

*Financial Officers: Debt Recovery*

Y Hamilton

M Kitching

*Financial Officers: Financial Aid*

R Arends ND HRM (Varsity College)

A Booysen

J Botha ND Exec Secr (PET)

B Tshamlambo NDip HRM, BTech (Mgt) (NMMU)

Y Beta BCom (Vista)

K Hendricks

N Gayiya ND Com Admin (NMMU)

Y Ferreira ND (Mgt), BTech (Mgt) (NMMU)

S Douw PTD (Dower College), CJFI (UJ)

*Financial Officers: Accounts Receivable*

A Hendricks

C Ball

*Cashier Supervisor*

J Cain NDip (Mgt), BTech (Mgt) (NMMU)

*Cashiers*

A Jeyi

N Ntsekisa

L Shauza NDip (HR) (NMMU)

L Sishuba NDip (Mgt) (NMMU)

M Bouw

S Ajam NC Banking (Bankseta)

**GEORGE CAMPUS**

<i>Campus Principal</i>	Vacant
<i>Personal Assistant</i>	L Muller
<i>Director: Operations</i>	M Loubser BJuris (PU for CHE), LLM (Private Law) (Stell), PGD (Labour Law Prac) (NMMU)
<i>Secretary</i>	R Kuschke NDip (Occ Therapy) (UP)
<i>Senior Manager: Academic Administration</i>	D F Alexander NDip (PA), NH Dip (PMA) (PET), MPA (UPE)
<i>Co-ordinators: Academic Administration</i>	T Kungune NDip (Agric Man); BTech (Agric Man) (PET); BAHons (Dev Studies) (NMMU); MA (Dev Studies) (Nelson Mandela University)
	E Labuschagne NDip (Com Admin) (TechPTA)
<i>Admissions Officer</i>	N du Plessis
<i>Examinations Officers</i>	S Mayana BA (Admin) (Fort Hare) D E Scholtz BAEd (UPE)
<i>Manager: Communication Stakeholder Liaison</i>	Vacant
<i>Marketing &amp; Communication Practitioner</i>	P B Botha NDip (Journ) (NMMU)
<i>Sport Manager</i>	H Loubser BA (Phys Ed) (US), BAHons (Group Dynamics) (NMMU)
<i>Deputy Director: Student Affairs</i>	S Ramoshaba BA, BAHons (Geography), HED (UniN), Dip (CRMJFA) (RAU), ND (Law), BAHons Public Gov and Mgt, MA; DLitt et Phill (UJ)
<i>Sport Manager</i>	H Loubser BA (Phys Ed) (US), BA Hons (Group Dynamics) (NMMU)
<i>Residence Manager: Student Housing</i>	K Mvango BA, BAHons (Psych), MA (HIV and Aids Mgt) (US)
<i>Residence Manager: Student Housing</i>	M Setebe BEd, PGD (Disaster Mgt) (UFS)
<i>Student Governance and Development</i>	N Nombembe ND Mkt (Border Tech)
<i>Off Campus Residences</i>	A Masebeni ND Mkt (NMMU)
<i>Bennie Schaap</i>	
<i>Clinic Sister</i>	M Kock Dip (Comm Nursing) (Savley Dalley College), Adv Dip (Comm Nursing) (Potch Uni)
<i>HIV Counsellor</i>	A Piet BA, BAHons (Psych) (NMMU)
<i>Administrative Assistant</i>	I Joshua
<i>Campus Accountant</i>	S K Swigelaar BTech (CMA)
<i>Senior Administrative Officer: Finance</i>	N Mpange
<i>Logistics &amp; Reprographic Controller Co-ordinator</i>	V Meyer
<i>Technical and Protection Services</i>	C Booysen
<i>Senior Manager: ICT Services</i>	R Khamazi
<i>ICT Services: IT Systems Engineer</i>	T Blane NDip (Inf)
<i>Receptionist/Cashier</i>	W Venter NDip (Tourism Mgt) (CPUT), BTech (Tourism Mgt) (NMMU)
<i>Maintenance Officer: Buildings</i>	M O'Neill
<i>Maintenance Artisan Maintenance Services</i>	S Tyeshani
<i>Artisan: Maintenance</i>	J Kerspey
<i>Artisan: Maintenance</i>	M Viti
<i>Senior Campus Control Officer</i>	R van Zyl

**HIV & AIDS RESEARCH UNIT***Director*Dr R C Kalenga Dip (Teaching) (Kwame Nkrumah/Zambia), ACE-Maths *cum laude*, Hons Ed (Teaching & Learning) (Potch), MEd (Educ Psych), PhD (Educ Mgt) (NWU)*Secretary*

A van der Merwe BA (UOFS)

*Senior Researcher*

Vacant

**HUMAN RESOURCES***Executive Director: Human Resources*

N Bam BSocSc (Economics, Public Admin) (UCT), PGDip (Employment Law, Social Security) (UFH), MBL (UNISA)

*Personal Assistant*

B Qabaka NDip:Public Admin &amp; Mgt (PENTECH), BTech :Public Management – CPUT ) MBA – (NMMU), Project Mgt (NMU)

*Senior Director : Human Resources and Organisational Development*

N Sishuba MSc Public Policy Mngt, (London University), MBA (South Eastern Louisiana University ); MA (UFH); Project Mgt (Damelin)

*Organisational Development Specialist*

A Ndung'u BAHons, MCom (LR &amp; HR), LLM (Labour Law) (NMMU)

*Director: Employee Relations*

L. Ramoroka

*Employee Relations Specialist*

Vacant

*Employee Relations Consultant*

C Marx LLB (NMMU)

*Deputy Director: HR Development and Organisational Development*

L S T Doria MA (NMMU), BAHons (NMMU), BAdmin (UNISA), NHDip (Prod Mgt), NDip (Org &amp; Work Study), RPP, MIPM

*Employee Relations and HR Co-ordinator*

T Peerbhai

*HRD Co-ordinator*

L Redcliffe BTech (HRM) (NMMU)

*HRCM Co-ordinators*

T Pyne

*HR Admin Assistant*

N A Somana BTech (HRM) (NMMU)

*HR Equity Manager*

Vacant

*Deputy Director: HR Specialised Services*

V J Madwayi NDip (HRM), BTech (HRM) (PET)

*HR Consultants*

J Strydom NH Dip (Pers Mgt) (PET), RPP

D Estrais BA (Psychology) (UPE) BAHons (Psychology) (NMMU)

F Grimsel NDip (HR), BTech (HR) (NMMU)

N Nokwe

S A Seale Dip (Pers Mg) (IPM)

N Tsotsobe NDip (Pers Mg), BTech (Bus Admin)

*Deputy Director: HR Strategic Projects and HRMIS*

I Tserpelis BA (UPE), BA Hons (UNISA)

*Senior Business Analyst: HRMIS*

Vacant

*HRMIS Analyst and Web Administrator*

B McGuire

*HRMIS Administration Supervisor*

B Nell

*HR Administrators*

R Bruintjies BA, BAHons (Soc) (UPE)

S Kameni NDip (Pub Mgt), BTech (Pub Mgt) (NMMU)

L Kondile BA (NMMU)



<i>Filing Assistant</i>	G Ndoni
<i>Leave Consultant (Acting)</i>	E Vosloo
<i>Leave Administrator</i>	E Vosloo NDip (HRM), BTech (HRM) (NMMU)
<i>Director: Remuneration, Budgets and HR Operations</i>	B Sampson GRP BA (Psych) (NMMU), PG Dip (Financial Planning) (NMMU)
<i>Remuneration Specialist</i>	U Leeson BTech (HR), GRP

### **LIBRARY AND INFORMATION SERVICES**

<i>Director</i>	R Pearce LDLS(SAILIS), Cert.Customer Serv. Excellence, BBibl, HonsBibl, M Info Sc (UNISA)
<i>Secretary</i>	N Lindoor NDip (Secretarial: Office Administration) (PENTECH)
<i>Financial Officer</i>	Z Ajam NDip (PET)
<i>South Campus</i>	
<i>Deputy Director: Bibliographic Services</i>	N Bell, BTech (LIS) (UNISA), HONS BINF (UNISA), PGDip (Arch) (UNISA)
<i>Senior Librarian: ERM</i>	Vacant
<i>Senior Librarian: Cataloguing</i>	P Nongxa-Tokoyi BTech (LIS) (UNISA)
<i>Librarians: Cataloguing</i>	Vacant P Sekhabi NDip (LIS) (TUT) B Sithetho NDip (LIS) (CPUT) P Tube BTech (LIS) (UNISA)
<i>Librarian: Pre-Cataloguing</i>	V Bussy BA (Translation) (RU), Public Relations and Communications (PET)
<i>Librarians: ERM</i>	Vacant P Mhlomeli BTech (LIS) (UNISA)
<i>Senior Librarian: Acquisitions</i>	Vacant
<i>Librarian: Monograph Acquisitions</i>	R Abrahams NDip (Admin Mgt: Finance), BINF (UNISA)
<i>Assistant Librarian: Orders Monographs</i>	S Share
<i>Assistant Librarian: Serials Orders</i>	K van der Westhuizen
<i>Library Assistant: Receipts Monographs</i>	N K Penny
<i>Library Attendants: Processing</i>	L Matabeni BBbl (UFH) N G Mlambo
<i>Deputy Director: Circulation Services</i>	Z N Makrweide Primary Teacher's Cert, Dip (Sec Educ), BA (Ed), PG Dip (Library Studies) (UNITRA), M (LIS) (Natal)
<i>Senior Librarian: Circulation</i>	M M du Plessis NDip (LIS), BTech LIS (PET)
<i>Librarian: ILL</i>	L C Ngabase NDip (LIS) (PET), Programme in Business Management (UNISA)
<i>Assistant Librarian: ILL</i>	Z Bob BAHons (UPE)
<i>Library Assistant: IBL</i>	J V Buchner
<i>Librarian: Customer Services</i>	B B B Ntsiko Cert (Ess of Strat Mgt) (RU), NDip (LIS) (PET), MA (Dev Studies) (NMMU)
<i>Library Assistants: Circulation</i>	P Kuse NDip (HR) (NMMU) X G Mafana S Nyanningwe NDip (Educ), BEdHons (UPE), MEd (NMMU), B Info (UNISA) T M Solundwana
<i>Library Assistants: After hours</i>	F Hendricks

	L Mlumbi
	R Peters
	E Plaatjies
	W Scheepers
<i>Library Assistant: Photocopier, Cash Officer</i>	X Martin NDip (HR) (NMMU)
<i>Library Assistants: Multimedia</i>	V Khumalo
<i>Co-ordinator: Shelving</i>	M Coates BA Psych (NMMU), BAHons (English) (NMMU), Programme in Archival Studies (UNISA)
<i>Shelver/Messenger</i>	P C Malahle
<i>Shelvers</i>	S Magopeni
	C Marais
	M Ntantiso
<i>Deputy Director: Information &amp; Training</i>	Vacant
<i>Senior Librarian: Science</i>	D Gerber NDip (LIS), BTech (LIS) (PET), HON INF (UNISA)
<i>Senior Librarian: Training &amp; Faculty Librarian: Education</i>	M Ward BBibl Hons (UFH), MA (Rostov State Univ, Russia)
<i>Faculty Librarian: Arts</i>	J Esau BTech (LIS) (PET), BBibl (UWC)
<i>Faculty Librarian: Business &amp; Economic Sciences</i>	G V Mhlontlo BTech (LIS) (PET)
<i>Faculty Librarian: Health Sciences and Music</i>	Vacant
<i>Faculty Librarian: Law</i>	Vacant
<i>Librarian: Training</i>	H van der Sandt BBibl (US)
<i>Information Librarian</i>	Vacant
<i>Assistant Librarian Information Services</i>	I J Samuels
<i>Library Assistants: After hours</i>	T Hermanus
	Vacant
<i>Deputy Director: Library Information Systems and Digital Applications</i>	Vacant
<i>Senior Librarian: Systems</i>	M D Minnaar BA (UCT), HDL (Natal)
<i>Web Administrator</i>	B Ramollo NDip (IT) (SD) (NMMU)
<u><i>Business School</i></u>	
<i>Librarian: Business School</i>	Vacant
<u><i>Second Avenue Campus</i></u>	
<i>Branch Librarian</i>	D Dos Santos BBibl (UFH), PDIM (UJ), MDP (NMMU Business School), MPhil (Conflict Transformation and Management) (NMMU)
<i>Senior Librarian: Circulation</i>	C C Mlahleki BTech (LIS), BTech (Quality) (PET)
<i>Information Librarian</i>	N Bavuma NDip (LIS) (PET), Cert (Archiv Studies) (UNISA)
<i>Library Assistants: Circulation</i>	S N Faku
	Vacant
	H Spamer Educ Dip (BOK)
<i>Library Assistant: After hours</i>	Z Nombande BTech in Management (Nelson Mandela University)

George Campus*Branch Librarian**Librarian**Assistant Librarian**Library Assistants: After hours*

T K Tshukudu BSocSc (Rhodes), PgDipLis (UCT)

L Magoso BBibl (Hons) (UKZN)

W Kesa BBibl (UFH), LIS Hons (UFH)

J Alexander

S Langa NDip (NMU)

North Campus*Branch Librarian**Faculty Librarian: Engineering, the Built Environment & Information Technology**Information Librarian**Library Assistants: Circulation*

J J Havemann Dip (Prim Teaching) (DTC)

Ms F Nombande BA (UPE), HON INF (UNISA)

Vacant

A J W Matroos

B Tshetsha

R van Niekerk

S Kolver

Vacant

*Library Assistant: Multimedia**Shelver*Missionvale Campus*Branch Librarian**Faculty Librarian: Extended Programmes**Librarian: Information**Library Assistants: Circulation*

Vacant

M Breda NDip, BTech (PET), BAHons Info Science (UNISA)

K P Ngcuka NDip (LIS) (PET)

F Jacobs NDip Management (NMMU)

A Kriga

E B Reid

M Ndabeni

Vacant

S Grootboom BAdmin (HR) (NMMU)

N Keseni BAdmin (NMMU)

S Skepu Cert Marketing Management (PE College)

*Shelver**Library Assistants: After hours***MISSIONVALE CAMPUS***Campus Director*

Dr P Ntshongwana Dip (Trans Justice) (UCT), MA (Int Rel) (Commonwealth Univ, UK), MSc (Intl Dev) (Bath Univ, UK), DPhil (Social Policy) (Oxford Univ, UK)

*Personal Assistant*

G E Slabbert NDip (Mgt)

*Manager: Operations Missionvale Campus*

S Hoyi BA (Vista), NDip (HRM) (PET), BA Hons (NMMU)

*Manager: Marketing and Communication Liaison*

K Manzini BSocSci (UCT)

*Information/Receptionist*

B Christians

*Campus Driver*

G Mlonzi

**OFFICE FOR INTERNATIONAL EDUCATION***Senior Director*

Vacant

*Deputy Director: International Student Administration*

T Moodien BTech (Bus Adm) (PET), MBA (NMMU)

*Manager: Internationalisation at Home and Research*

S Heleta BA (SJU), MPhil, DPhil (NMMU)

*Manager: International Student Finance*

B Sanderson

*Manager: International Partnerships*

C Dullisear (BA (MCC) (NMMU)

<i>Study Abroad Co-ordinator (Europe and other countries)</i>	Vacant
<i>Study Abroad Co-ordinator (USA)</i>	M Ndwayana NDip (PRM) (NMMU), BTech (PRM) (NMMU)
<i>Public Relations, Events and International Visitors Co-ordinator</i>	J Wagenaar NDip (PRM) (PET), BTech (PRM) (NMMU)
<i>International Student Administrator</i>	M Connelly NDip (Management) (Nelson Mandela University)
<i>Postgraduate International Student Administrator</i>	N September
<i>Information Centre Co-ordinator</i>	R Azem NDip (PRM) (NMMU)
<i>International Student Accounts Finance Officer</i>	J Bezuidenhout BTech (CMA) (NMMU), MTech (CMA) (Nelson Mandela University)
<i>International Student Accounts Finance Officer</i>	Vacant
<i>International Student Administrator</i>	A Tele NDip (Off Mgt & Tech), BTech (HRM), MA (Dev Studies) (Nelson Mandela University)
<i>Data Capturer</i>	Vacant
<i>Marketing and External Communications Co-ordinator</i>	A Swanepoel NDip (PRM) (PET), Assoc in Mgt Progr (UCT GSB), BAHons (Corp Comm) (Nelson Mandela University)
<i>Short Programme Co-ordinator</i>	D Jithoo MA (Media Studies) (NMMU)
<i>Outgoing Study Abroad Co-ordinator and Assistant Short Programme Co-ordinator</i>	J van Rensburg BCom (Acc) (NMMU)
<i>English Programme Co-ordinator</i>	K Bell BA Hons (Hull), PG Cert (Manchester Met)
<i>Digital Media Co-ordinator</i>	C Allen NDip (Graphic Design) (PET)
 <b><i>REGISTRAR'S DIVISION</i></b>	
<b><i>Academic Administration</i></b>	
<i>Director: Academic Administration</i>	T T Kungune Cert in Ed (UZ), Cert (Mgt Prac), Cert (HR & IR) (RU), NCert (Mkg), Proj Mgt (PET), Cert (HE Mgt) (Wits)
<i>Secretary</i>	Vacant
 <b><i>Admissions Section</i></b>	
<i>Senior Manager: Admissions</i>	Z Mbuli BA (UNISA)
<i>Manager: Undergraduate Admissions</i>	M Calitz BA, BAHons (UPE)
<i>Manager: Postgraduate Admissions</i>	J Kakembo NDip (Com Admin), MA (Dev Stud) (NMMU)
<i>Senior Admissions Officers</i>	J Messiah NDip (Off Mgt and Tech) (PET) V Njamela BA, BA Hons (UPE)
<i>Admissions Officers: Undergraduate</i>	N Dara BA (UPE) N Draai BA (Admin) (UPE) E du Preez BA (Psych) (NMMU) SG Mabulu BTech (Pub Admin) (PET) NP Mwanda F Ncube BA (NMMU) Z Ramncwana JPTD (Algoa College) M N Sipamla BA (UPE), BAHons (NMMU) V Whitebooi NDip Management (NMMU)
<i>Admissions Officer: Postgraduate</i>	H Mzingelwa NDip (HR) BTech(HR) (NMMU)
<i>Assistant Admissions Officers</i>	S Mejanie

F Qangule NDip Commercial Admin( PET), BAHons (Group Dynamics) (NMMU)  
 N Sihlobo  
 Y Koom  
 T Majola

Examinations and Graduation Section

*Deputy Director*

*Manager: Examinations*

*Senior Examinations Officer*

*Postgraduate Examinations Officer*

*Examinations Officers*

C L van Heerden NDip (Bus Comp), BTech (Bus Adm) (PET), MBA (NMMU)  
 Vacant  
 N Fumba Dip (Bus Man) (UFH), NDip (Com Adm) (PET)  
 W Mohamed NDip (HRM), BTech (HRM) (NMMU)  
 J Bosman  
 J R de Lange  
 M W Hendricks  
 M Kemp  
 N Maneli NCert (Off Mgt) (PET)  
 V Mjuza NDip (CMA) (NMMU)  
 J Roth BA(NMMU) BAHons (NMMU) MA (NMMU)  
 C Scholtz NCert (Secr), NCert (EDP) (PET), Dip (Mgt) (NMMU)  
 A Tessner  
 M S Tukela BCom (Law) (NMMU)

Faculty Administration and Timetabling Section

*Deputy Director*

H Erasmus BA (UPE)

Faculty of Arts

*Senior Manager: Faculty Administration*

N J Kato NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

South Campus

*Manager: Faculty Administration*

*Faculty Administrators*

D Nzioki BA (UPE), BAHons (NMMU)  
 N Azem NDip (Off Mgt & Tech), BTech (Mgt), NDip (HRM) (NMMU)  
 N Bobi NDip (Marketing) (NMMU)  
 N Mngonyama NDip (Pub Man & Admin), BA Hons (NMMU)  
 N Nzuzo BSocSc (UCT), MPA (NMMU)

Faculty of Business and Economic Sciences

*Senior Manager: Faculty Administration*

2<sup>nd</sup> Avenue Campus

*Manager: Faculty Administration*

*Faculty Administrators*

Z Slabber BA, BAHons (UPE)

A Smith BCom (NMMU)  
 X Sipoyo ND: Tourism Management (CPUT)  
 M Mazinyo BA (UPE), BAHons (NMMU)  
 F Ngubo NDip (Com Adm) (PET)

South Campus

*Manager: Faculty Administration*

A Smith BCom ((NMMU)  
 N Bulembu BCom (Vista)  
 M Klaas NDip (Office Management and Technology) (NMMU)

	S Maswana NDip (Com Adm) (PET), NDip (CMA) (NMMU) BAHons (NMMU)
<u>Missionvale Campus</u> <i>Faculty Administrator</i>	D Gert
<u>Faculty of Education</u> <i>Senior Manager: Faculty Administration</i>	R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)
<u>South Campus</u> <i>Manager: Faculty Administration</i> <i>Faculty Administrator</i>	R Salie NDip (Mgt) (NMMU) J Hay
<u>Missionvale Campus</u> <i>Faculty Administrator</i>	D Gert
<u>Faculty of Engineering, the Built Environment and Information Technology</u> <i>Senior Manager: Faculty Administration</i>	R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)
<u>North Campus</u> <i>Manager: Faculty Administration</i> <i>Faculty Administrators</i>	J Dorothy NDip (HRM) (PET) J Ah Tow BCom (NMMU), BCom Hons (Business Management) (NMMU) H Boshoff BEd (FP) <i>cum laude</i> (NMMU) V T Mbola NDip (Mgt) (NMMU)
<u>Faculty of Health Sciences</u> <i>Senior Manager: Faculty Administration</i>	N J Kato NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)
<u>South Campus</u> <i>Manager: Faculty Administration</i> <i>Faculty Administrators</i>	N Isaacs NDip (HRM) (PET) M Afrikaner NDip (Com Adm) (PET), BTech (Mgt) (NMMU) V Heunis NDip (Office Mgt & Tech) (PET) H Levack NDip (Office Mgt & Tech) (NMMU)
<u>Missionvale Campus</u> <i>Faculty Administrator</i>	D Gert
<u>Faculty of Law</u> <i>Senior Manager: Faculty Administration</i>	Z Slabber BA, BAHons (UPE)
<u>South Campus</u> <i>Manager: Faculty Administration</i> <i>Faculty Administrator</i>	N Terblanche NDip (Bus Comp) (PET) D Billie NDip (Com Adm) (PET)
<u>Faculty of Science</u> <i>Senior Manager: Faculty Administration</i>	R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (NMMU)
<u>South Campus</u> <i>Manager: Faculty Administration</i> <i>Faculty Administrators</i>	L Roodt BCom (NMMU) F Claassen Y Tembo

Central Timetabling Office

Manager

R Booysen NDip (Com Adm), BTech (Post-School Edu) (PET)

Senior Timetable Administrator

Vacant

Timetable Administrators

P S Hobana

Vacant

M C Mkondwana NDip (Com Adm) (PET)

Student Systems and Records Section

Deputy Director

J Harris

Senior Manager: Student Systems

Vacant

Student System Administrators

L Kuscus ND Ceramic Design, BTech Ceramic Design (NMMU)

S Maswana NDip (Com Adm) (PET), NDip (CMA) (NMMU), BAHons (Group Dynamics) (NMMU)

S September NDip (Mgt), BTech (Mgt) (NMMU)

Manager: Student Records

S Maneli BCom, BComHons (UNISA)

Student Records Officers

N Seedat BCom (UPE)

Senior Student Information Officer

B Brikkels

Student Information Officers

M Abrahams

K Dikeni

Academic Administration: George Campus

Senior Manager: Academic Administration

D F Alexander NDip (PA), NH Dip (PMA) (PET), MPA (UPE)

Co-ordinators: Academic Administration

T Kungune NDip (Agric Man); BTech (Agric Man) (PET); BAHons (Dev Studies) (NMMU); MA (Dev Studies) (Nelson Mandela University)

E Labuschagne NDip (Com Admin) (TechPTA)

Admissions Officer

N du Plessis

Examinations Officers

D E Scholtz BAEd (UPE)

S Mayana BA (Admin) (UFH)

Governance Administration

Deputy Director

Vacant

Administrative Coordinator

R du Preez NDip (Management) (NMMU), BTech (Management) (NMU)

Committee Secretariat Services

Manager

C Lategan BCom (UWC), BComHons(UNISA)

Committee Officers

E Bardien NDip (HR Man) (NMMU)

C Browne NCert (Off Mgt &amp; Tech)(NMMU)

S Bulose NDip Lang Prac (DUT)

Z Febana NDip Mkt (NMMU)

S Patel NDip (PR Man) (UNISA), NDip (HRM) (UNISA)

U Spies NDip (Com Adm) (PET)

Records and Information Administration Section

Manager	C Green NDip (EDP) (PET), NH Dip (Computing) (PET)
Records and Information Administration Coordinator	L Hay

Legal Services

Director	D Newton
Secretary	N O Maswana
Contracts Administrator	C P Seaman
Contracts Lawyer (Research)	Vacant
Student Disciplinary Hearings Officer	L Kapp NHSC (Private Secretary)(CATE), Paralegal Diploma(INTEC)
Legal Advisor	Vacant
Copyright Officer	Vacant

**STRATEGIC RESOURCE MOBILISATION OFFICE**

Senior Director: Strategic Resource Mobilisation Office	D Webb DLitt et. Phil
Director: Bursaries and Scholarships	S Sowazi (DBA) (University of Bath, UK) F Hashatse Bachelor of Journalism and Media Studies, Bachelor of Laws (LLB) (Rhodes), LLM (UP)
Director: Capital Resource Mobilisation and Special Projects	B Yaya BA (PRM), Dip (Mkt and Bus Mgt), BAHons (Corporate Communications)
Manager: Bursaries and Scholarships	S Tutuse NatDip (Civil Engineering) S Gerber BComHons (Bus Mgt) (NMMU)
Project Coordinator:	Vacant
New Business Coordinator:	Vacant
Professional Services Officer	J Bezuidenhout BTech (Mgt)(NMMU)
Office Coordinator	

**STUDENT AFFAIRS****DEAN OF STUDENTS**

Dean of Students	LP Jack NDip (PMA) (EC Technikon), BTech (PM) (PET), BA Phil (US), MCom (Leadership Studies) (UKZN)
Personal Assistant	Ms S Sam BA Psychology (NMMU)

Campus Health Services

Deputy Director	AA Hawkins BCur Hons – Adv PHC (UPE), Dip Gen Nurs. Midwifery, H Dip CHN, RGN, RM, RCHN, RADV, RNE PHC Cert. Occ Health Nursing, Higher Cert Management (FPD), Dipl. Nurse Education, Masters in Nursing (NMU)
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North Campus

Primary Health Care Nurses	N Ngwekazi Dip Gen Nurs, Mid, CHN (Lilitha Nursing College), RGN, RM, RCHN
Health Secretary	C Heera Dip Gen Nursing, Midwifery, DCH, DPN, RGN, RM, RCHN, B Cur Hons PHC, H Cert in Mgt, Cert in Occ Health, Cert in Audiometry
	N Pangwa BAA, Office Mgt and Tech (UNISA)



*Occupational Health Practitioners(North)*

K Magielies BCur (UPE), RGN, RM, RCHN, RPN  
 Cert Occ Health Nursing, Cert. in Audiometry and  
 Spirometry, Accredited in Audiometry and  
 Spirometry

V B Benjamin BCur Hon (NMMU), MCur (NMMU),  
 Dip.GN, Midwifery, Psych. RGN, RM, RPN. Cert  
 Occ Health, SAMTRAC (NOSA), and Master  
 Degree Program (KI)

Second Avenue*Primary Health Care Nurses*

W D Padayachee Dip Gen Nurs, Mid, CHN and  
 Psych (Sarleh Dollie CPT); RGN, RM, RCHN,  
 RPN. Cert in Occ Health and Audiometry

*Health Secretary*

NS Mafanya NDip (Off Mgt & Tech), BAA, BTech  
 (Mgt) NMMU

South Campus*Primary Health Care Nurses*

LL Dalton BCur (UPE), RGN, RPN, RM, RCHN,  
 Cert. Occ Health Nursing, MA Health and Welfare  
 (NMMU), Higher Cert Management (FPD),  
 DNE(NMMU)

MT Luthaga BA Nurs (Potch), RGN, RM, RPN,  
 RCHN, Dipl in Project Managm (Varsity Coll), Dipl  
 PHC (UP)

M Mbangi BCur (UPE), RGN, RM, RCHN, RPN

BN Bala BA CUR (UNISA), Adv Dipl OCc Health  
 (UFS), Dipl in Psych, RGN, RCHN (UNISA), RM,  
 DNE (UNISA)

*Health Secretary (South)*

PF Van Neel Post Basic Pharmacist Assistant  
 (NMMU), Secretarial Diploma, Public  
 Management (UNISA)

*HIV Counsellor*

S Jeneker BA (Community and Health  
 Psychology), BAHons (Social Behaviour Studies  
 in HIV/AIDS) (UNISA) Registered at CCSA

Missionvale Campus*Primary Health Care Nurse*

S Le Roux RGN, RCHN, RM, Post Grad Dipl HIV  
 Management (US)

*HIV Counsellor (Missionvale)*

N Williams BPsychHons (NMMU), HCert (Mgt)  
 (FPD)

George Campus*Primary Health Care Nurse*

MS Kock RGN, RM, RCHN, Dip CHN & Adm,  
 RNA

*HIV Counsellor (George)*

A Piet BPsychHons(NMMU)

**Universal Accessibility and Disability Services (UADS)***Deputy Director/Head of Department*

NE Delubom BAEd (Unitra), BEd, PGDE, MEd  
 (Special Needs and Support Services) Vista  
 University

*Manager*

R Sauls BAHons (Ind Rel) (UPE), BTech (Bus  
 Admin) (PET)

*Administrative Assistant*

T Van Aardt BA (Psych) (NMMU)

*Disability Co-ordinator*

S Sogayise BA (Psych) NMMU

*Information Access Officer*

E Broekhuizen Dip Education (PTA College of  
 Education), BA (Vista)

*Driver: Specialised Vehicle*

S Klaas

**Madibaz Sport***Director*

Y Lumka BA (HMS) (Rhodes), BA(Sport Science) Hons (UP)

*Deputy Directors*

P B Boukes BA Ed (PhysEd), BAHons (Phys Ed) (UPE)

R Osman NDip (Sport Adm &amp; Mkg) (PET), BTech (Mkg) (NMMU)

S A Thomas DE (Dower TC), HDE (Bellville TC), BA (Phys Ed) (UWC), BAHons (HMS) (UPE), BAHons (Group Dyn) (NMMU)

*Sports Managers*

M Awu FIFA/CIES/NMMU Cert (Sport Mng) (NMMU), NDip (Sport Mgt) (NMMU)

C J Bothma HED (S Prim) NKP (Normaal Kollege)

C Gie NDip (Sport Adm and Mkg) (PET)

M L Goosen BA (HMS), BAHons (HMS) (Sport Science) (UPE)

T le Roux

B Petersen NDip (Sport Adm &amp; Mkg), NDP (Phys Ed) (Dower College), BA (HR), BAHons (Group Dyn) (NMMU)

S Sibande BTech (Sport Mgt), BTech (Mkg)

M Tommy FIFA/CIES/NMMU Cert (Sport Mng) (NMMU), DE, HDE (Dower TC)

*Facilities Consultant*

K Williamson BA (Psych) (NMMU)

*Events Co-ordinator*

T Hufkie NDip (Sport Mgt) (NMMU)

*Facilities Co-ordinator*

N Barnard NDip (Joinery and Shop fitting) (Olifantsfontein)

*Financial Administrator & PA to Director*

C Button

*Front Line Office Administrator*

S Noorshib NDip (IT) (Oval Intl Comp Educ)

**Student Housing***Director: Housing, Living & Learning Programmes*

M Ncapayi BA, BAHons (UFH), BAHons (UPE), MA (LR &amp; HR) (NMMU)

*Secretary*

T Blauw, BA (UPE), BAHons (NMMU), MA (Nelson Mandela University)

*Financial Administration Assistant*

S Solomon

*Senior Manager: Living & Learning Support Services*

R Minne BA, HDE (Post Grad), BEdHons, MA (Group Dyn) (UPE)

*Senior Manager: Residence Operations*

K Bada Dip (Snr Teacher) (Cape College of Educ), BA (UNISA), BTech (Educ Mgt) (PET)

*Senior Manager: Off-campus and Vacation Accommodation*

S Nhlanguwini NCert (Journ) (PET), Cert (Basic German) (Univ Essen), BA (UFH), BAHons (Group Dyn) (NMMU)

*Student Life Officer*

B A Willemse Cert (Bus Mgt) (NMMU)

*Acting Manager: Admissions, Records & Customer Relations*

V Nomngqokwana NDip(HRM)(NMMU)

**Residence Managers***Melodi*

Vacant

*Veritas*

N Zako B Admin (NMMU)

<i>Unitas</i>	M Goromondo Cert (Pub Rel) (Damelin Bus School), Dip (Practical English) (Cambridge TUT College), Dip (Education) (Unitra)
<i>Xanadu</i>	Vacant
<i>Sanlam Student Village Ikamva</i>	X Xaluva BA (Pub Adm) (UPE)
<i>Sanlam Student Village Indwe</i>	B L Cain BA (Psych) (UPE)
<i>Oceana</i>	C Ntseoane
<i>Lebombo Residence Manager</i>	L Beckett NDip (Off Mgt & Tech), BAHons (Group Dyn) (NMMU)
<i>Letaba Residence</i>	V Mentile–Gozongo Dip(JPTD), BTech (Edu Mgt)
<i>Protea Residence</i>	T Rubusana NDip(HRM)
<i>George Campus</i>	K Mvango Hons(Pysc) PGDip(HIV& Management) M Setebe HDE (Wits)
<i>General Maintenance Practitioners</i>	L de Klerk V Foley P Mbengo M Zomba
<b><u>Student Governance and Development</u></b>	
<i>Deputy Director</i>	Vacant
<i>Secretary</i>	Vacant
<b><u>South Campus</u></b>	
<i>Manager: Student Life &amp; Events</i>	K Snyman BA Ed (Vista) BA Ed Hons, BAHons (Corporate Communication) (NMMU)
<i>Senior Manager: Leadership, Training and Development</i>	K M Elliott BA, HDE, FDE (UPE), MA (NMMU)
<i>Manager: Leadership, Training &amp; Development</i>	D J S Potgieter NDip (HRM), BTech (HRD) (UNISA), MTech (HRM) (NMMU)
<i>Station Manager: Madibaz Radio</i>	S Makapela BTech (Journ) (NMMU)
<i>Student Governance Officers</i>	M Matyila BAHons (Socio), ND (Sales and Mkg) (NMMU)
<i>Societies Officers</i>	S Heynes-Prinsloo NDip (PRM), BTech (PRM) (NMMU) Q Dyantyi BTech (Pub Mgt) (NMMU)
<b><u>North Campus</u></b>	
<i>Societies Officer</i>	T Makolota Dip (Prim Ed) (Lyceum College), NDip (HRM), BTech (HRM) (NMMU)
<i>Student Life and Events Officer</i>	S Mpepo NDip (PRM) (NMMU)
<b><u>Missionvale Campus</u></b>	
<i>Society Officer</i>	Y Lusasa B (HMS) (NMMU), BAHons (NMMU)
<i>Driver Training Facilitator</i>	P Moss BTech (Business Management)
<b><u>Second Avenue Campus</u></b>	
<i>Societies Officer</i>	S Mdlungu NDip (PRM) (NMMU)

<b>REGISTERED ENGAGEMENT ENTITIES</b>
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**INSTITUTES*****CRITICAL STUDIES IN HIGHER EDUCATION TRANSFORMATION (CriSHET)***

Chair                                      Prof A KEET  
                                                     BA, HDE, B.Ed, M.Ed (UWC), PhD (Edu Mang, Law and Policy) (UP)

Housed

Nelson Mandela University, Bird Street Campus, Felsted Building, Ground Floor.

About CriSHETPurpose

This is a strategic post introduced to drive the Transformation agenda of the University by grounding it in the critical studies and framing it within the concept of an African-purposed curriculum in view of the current debates about the decolonization of the University. This includes being a strategic resource to various key stakeholders internally and externally and support the leadership team, positioning Nelson Mandela University strategically within the higher education sector in order to make strategic impact.

Vision

The Chair seeks to be a premier national, regional and international site for critical studies and praxes in higher education transformation with local and global impact.

Mission

The mission of the Chair comprises the study of higher education transformation, connecting such inquiry to critical social justice praxes and the challenges and contestations within higher education against the backdrop of national, regional and global processes.

Objectives of the Chair

The Chair will focus on original scholarship that critically analyse patterns of inclusion and exclusion and configurations of recognitions and misrecognitions within higher education, particularly focusing on:

- Universities as transformational and transformative social systems and the political economy of higher education;
- Institutional and intellectual cultures and the renewal of cultural traditions, practices and knowledge;
- Socially just pedagogies and its interplay with research and institutional culture;
- Social structure of the academy, transformative academic citizenship and the mechanics of academic 'authority' and 'power';
- The power-relations embedded within the organisation of knowledge, its disciplines and disciples;
- The politics of knowledge and academic publishing;
- Student and staff voice, activism, and the promotion, protection and monitoring of human rights within the sector;
- The connectionist dynamics between higher education and the state, private sector, advocacy and interest groups, pressure formations and the broader society;
- African-purposed curricula and the decolonisation of higher education.

Praxis

The research of the Chair joins up with the practical expression of the strategic transformation imperatives and programmes of Nelson Mandela University and the South African higher education sector; including policy and

**ENTSA**

eNtsa Director                      Prof DG Hattingh  
 MDip Tech (Mech Eng) (PET), PhD (Plymouth), Pr Tech Eng,  
 MSAIMechE

*Director uYilo E-mobility  
 Technology Programme*        Mr H Parmar MTech (Elec Eng) (NMMU), PDBA (NMMU).  
 SAIEE

Housed

Nelson Mandela University, North campus, MTL – Building (Building 261), M-Block, M038

Vision

Engineering innovative solutions for a sustainable future

Slogan

Innovation through engineering

About eNtsa

eNtsa is an engagement institute within the Nelson Mandela University. As an internationally recognised innovation hub, the group focuses on engineering design, component and material testing, prototyping and industrial R&D. Furthermore, through uYilo eMobility Technology Innovation Programme, the institute serves as national multi-stakeholder collaborative programme focused on enabling and facilitating electric mobility technology development (engineering services, co-ordination, funding) to accelerate the development and commercialisation of electric mobility technologies.

eNtsa continuously strives to enhance technology innovation and to stimulate a climate of sustainable socio-economic growth in South Africa. This engagement institute maintains strong relations with the Technology Innovation Agency (TIA) and the Department of Science and Technology (DST).

The group consists of technical engineering staff, scientists, office professionals, researchers and interns, working full-time on industry projects, utilising advanced skills and technologies to meet the needs of industry and align itself with the Nelson Mandela University's vision and mission by creating an innovation culture and enhancing social, economic and ecological sustainability.

***SOUTH AFRICAN INTERNATIONAL MARITIME INSTITUTE (SAIMI)***

CEO:                      Dr Malek Pourzanjani  
                                  CEng, FIMar Est, FNI, BScHons, PhD

Objectives and functions

- Co-ordinate , promote and support the education, skills and research needs of the maritime sector
- Increase the quality of teaching, learning and research in the maritime sector.
- Support professional development in the maritime sector. Facilitate international and African continental co-operation
- Broaden the range of education options to meet industry needs.

SAIMI broadly focuses on meeting the identified needs of the maritime sector for:

- Co-ordination of programmes, projects and research

- Promoting co-operation and collaboration amongst industry, educational institutions and other role-players in the sector
- Ensuring educational gaps are filled
- Promoting articulation between levels of qualifications and institutions

#### Operation Phakisa Skills Initiative Working Groups

Marine Protection Services & Governance – Prof Patrick Vrancken (Nelson Mandela University)

Maritime Manufacturing - Ms Vanessa Davidson (MIASA)

Maritime Transport – Prof Ed Snyders (CPUT)

Oil & Gas Exploration – Prof Moctar Doucoure ( Nelson Mandela University)

Agriculture – Dr Nial Vine (University of Fort Hare)

## **CENTRES**

### ***ADVANCED MECHATRONIC TECHNOLOGY CENTRE (AMTC)***

Manager: Mr K du Preez  
M Dip Tech Mech Eng (PET), TMSAI Mech E, MSAI Mech E, MSAIRAC

#### Objectives and functions

To develop technologically competent persons who are able to:

- Expand the boundaries of technology by means of technology analysis and innovation.
- Operate independently or with limited supervision in a technology environment.
- Contribute to society, both within the community and the economy.
- Engage in research and development.

#### Supporting Objectives

- Provide resources that assist learners to acquire the intellectual and functional skills needed for technological tasks.
- Provide a mechanism for HR development through further education and recognition of learning.
- Develop entrepreneurial skills so that the learner can engage in meaningful and rewarding business activities.
- Assist SMME's to implement and manage Learnerships.

### ***CENTRE FOR COMMUNITY SCHOOL (CCS)***

Director: Dr Bruce Damons STD (UWC), ACE School Leadership, BEdHons, MEd(NMMU), PhD (NMMU)

#### Mission

The Centre for the Community School aims to contribute to educational improvement in South Africa by developing theoretical and practice-based models of school improvement that are relevant and responsive to the contextual realities of schools in South Africa.

#### Housed

The Centre forms part of the Education Faculty and is housed on the Missionvale Campus in Building no 519, 1<sup>st</sup> Floor

#### Objectives and Functions:

One of the key objectives of CCS is to serve as a national resource centre that elevates the concept of the Community School as a credible, replicable and sustainable model for educational improvement in South Africa. The activities of the Centre will revolve around the following focus areas:

- Teaching: The Centre will facilitate the development of a course on the Community School Teacher that focuses on the knowledge, dispositions, and skills required by current and aspiring educators working in Community Schools.

- ***Internships:*** Students enrolled in Nelson Mandela University's Education Faculty who are taking any of the above courses will be able to do an internship in a Community School and work on a practice/research-based project as part of their coursework. Due to the cross-disciplinary focus of the Centre, internships will also be offered to students from other departments at Nelson Mandela University, for example Psychology, Counselling and Social Work, whose areas of interest have direct relevance to the work of the Community School.
- ***Research and Publications:*** The Centre will offer research opportunities to master's and doctoral students through its projects. Faculty members will also produce research articles for publication in accredited journals.
- ***Community School Improvement Programmes:*** The Centre will offer a programme of events that focuses on school and community improvement, and is aimed at students, parents, teachers and other community members. These programmes will encourage community-wide interest and engagement in school-related activities. It will include workshops, short courses, guest lectures, community conversations, information sessions, and film screenings.
- ***Resource Centre:*** The Centre will gather information on Community School-related resources, and refer community members, educators, and other school partners to appropriate resources as needed in their efforts to support and advance the Community School concept.
- ***Networking:*** In seeking to support and promote the concept of the Community School as an important school improvement model, the Centre will establish relationships with other groups and organisations that have a similar focus in South Africa and other countries.

### ***CENTRE FOR INTEGRATED POST-SCHOOL EDUCATION AND TRAINING (CIPSET)***

Director: Ivor Baatjes  
BSc Ed (UWC); MA (Dalhousie, Canada)

#### **Mission**

The mission of the Centre is to support and build progressive capacity in the Post School Education and Training Sector and to inform policy and practice through collaborative research and social action.

#### **Housed**

Office of the Deputy Vice Chancellor: Research and Engagement

#### **Objectives**

- Promoting an intellectual project that focuses on democracy, citizenship and social justice as central to Post School Education (PSE) in South Africa;
- Defining, developing and implementing a research agenda that supports PSE in South Africa;
- Establishing programmes and projects that support PSE in South Africa;
- Collaborating with educational groups, institutions and agencies in order to develop and strengthen PSE;
- Building research capacity that advances the PSE system in South Africa;
- Producing academic and scholarly work in PSE in a manner that promotes social justice and the public good;
- Serve as a regional and national resource centre that focuses on research-informed, evidence-based strategies to enhance the strategic, policy and educational impact of the PSE sector.
- Provide research opportunities for postgraduate students and scholars in respect of PSE.
- Provide strategic direction and central administrative support for the various University initiatives within the PSE sector.

***CENTRE FOR LAW IN ACTION (CLA)***

Director: Prof HJ van As  
 BJuris (UNISA), LLB (Vista), LLD (Stell), NDip Pol (SA)

Mission

CLA engages with all sectors of civil society that serve community needs and contributes to sustainable development through capacity building, skills development, the rendering of institutional support and the establishment of best practices and benchmarks. Since 2015 its focus includes sea fisheries and related crimes.

Housed

The Centre is housed in the Faculty of Law with offices at the Bird Street campus, Faculty of Law Services Building in Cuyler Street.

Objectives and functions*Primary aim:*

The primary aim of CLA is to improve the levels of service delivery by the different spheres of government through the effective implementation of existing legislation and to increase access to justice for the less fortunate sections of society through:

- The improvement of the skills and capacity of those who are involved in public affairs, and who can make a contribution towards improving service delivery.
- Assisting public authorities to implement and enforce legislation to effectively manage public problems and issues.
- Assisting communities to improve their quality of life through creating access to legal resources.
- Ensuring that government officials comply consistently with legislation and policy directives on migrant rights in general and refugee law in particular.
- Providing paralegal and other pro-bono legal services for refugees, asylum seekers and migrants.
- Improvement of local government, by increasing the effectiveness of councillors and officials.
- Making the results of technical reports available for the benefit of communities and society at large and engaging appropriate government departments, NGO's and CBO's.

CLA operates as a number of structures that seek to fulfil various targets within its directive. The main structures are the Fisheries Law Enforcement Academy (FishFORCE), the Refugee Rights Centre (RRC) and the Unit for Development (UD)

***Fisheries Law Enforcement Academy (FishFORCE)***

Director: Prof HJ van As  
 BJuris (Unisa), LLB (Vista), LLD (Stell), NDip Pol (SA)

Housed

The FishFORCE Academy is housed at the Ocean Sciences Campus in Summerstrand.

Objectives and functions

- Establish fisheries crime law enforcement as a new and emerging fisheries compliance model.
- Endeavour to achieve knowledge and intelligence led investigations and increase successful prosecutions of criminals engaged in fisheries crime.
- Build capacity amongst role players in the fisheries crime environment and to also enable fisheries law enforcement officers to obtain formal qualifications in their chosen field of expertise.



***Refugee Rights Centre***

Head: Mr L Harmse  
BA, LLB (Vista)

Housed

The Centre is housed at the Bird Street Campus, Faculty of Law Services Building in Cuyler Street.

Objectives and functions

- Ensuring that government officials comply consistently with legislation and policy directives on migrant rights in general and refugee law in particular.
- Providing paralegal and other pro-bono legal services for refugees, asylum seekers and migrants.
- Contributing towards the creation of a just, rights-based and enabling environment for cross-border migration in South Africa.
- Improving the capacity knowledge, skills and networks of the state and civil society service providers, organized migrant and refugee groups, local and provincial government agencies and other relevant stakeholders in South Africa with the regard to the rights and services available to refugees, asylum seekers and migrants.

***Unit for Development (UD)***

Head: Prof HJ van As  
BJuris (UNISA), LLB (Vista), LLD (Stell), NDip Pol (SA)

Housed

The Unit is housed at the Bird Street Campus, Faculty of Law Services Building in Cuyler Street.

Objectives and functions

- The improvement of the skills and capacity of those who are involved in public affairs, and who can make a contribution towards improving service delivery.
- Assisting public authorities to implement and enforce legislation to effectively manage public problems and issues.
- Development and registration of short learning programmes.
- Marketing and presentation of short learning programmes.
- Project management, financial and personnel services for the various sub-entities in the Centre.

***GOVAN MBEKI MATHEMATICS DEVELOPMENT CENTRE (GMMDC)***

Head: Prof WA Olivier  
BScHons, MSc, PhD (UPE)

Housed

The Centre is housed in the Felsted Building, 2<sup>nd</sup> Floor, Bird Street Campus, Central, PE

Vision

- To improve the quality of Mathematics and Physical Science teaching and learning at FET College and Secondary School level;
- The effective integration of relevant off-line 21st century technologies in the teaching and learning of Mathematics and Physical Science;
- To create awareness of the importance of Mathematics and Physical Science as gateway subjects for economic growth in SA.

Mission

- Develop and implement innovative techno-blended models to improve the quality of teaching and learning of Mathematics and Science in secondary schools and at TVET Colleges;
- Provide effective professional skills development for Mathematics and Physical Science educators;

- Incubate Mathematics and Physical Science learners with potential for access and success at HE institutions;
- Provide quality Mathematics and Physical Science resources for learner support at TVET Colleges/Secondary schools.

### ***SOUTHERN AFRICA CISCO ACADEMY SUPPORT CENTRE (SACASC)***

Manager: Mr G Kudyachete  
 BEng(Electronics) Hons(N.U.S.T., Zim), MSc Tel(University of Pittsburgh, USA),  
 MBA (Nelson Mandela University)

#### Vision

To be a pillar for the provision of Internet technology skills in Southern Africa.

#### Mission

Provide quality and relevant leadership, support, management and training to the Cisco Networking Academy community in order to achieve social and economic transformation for Southern Africa.

#### Objectives and functions

The Objectives and major functions of the SACASC are:

- To play a leading role in The Cisco Networking Academy Program in Southern Africa.
- To contribute to the empowerment and sustainable development of all Academies by providing support to all Academies on an equal basis, and facilitating quality, affordable communication networking and related training.
- Support the provision of a diverse range of quality educational and training opportunities in the Post-School Education (PSE) sector to contribute to creating increased opportunities for youth and adults not in education, employment and training.
- Facilitate access and articulation pathways for learners from the PSE sector who fulfil the admissions criteria for career-focused university qualifications, especially in scarce skills fields of study.
- Provide for multi-disciplinary capacity development interventions within the PSE sector to ensure that such institutions become educational providers of first choice regionally and nationally.
- Serve as a national and regional resource centre that focuses on research-informed, evidence-based strategies to enhance the strategic, policy and educational impact of the PSE sector.
- Provide research opportunities for postgraduate students and scholars in respect of PSE.
- Provide strategic direction and central administrative support for the various University initiatives within the PSE sector.

## **CLINICS**

### ***UNIVERSITY PSYCHOLOGY CLINIC (UCLIN)***

Director Prof JG Howcroft  
 BA, BAHons, MA Clin Psych (UPE), PhD (Vista)

#### Mission

UCLIN is a facility dedicated to the education and professional training of postgraduate psychology students with the end result of registration in specific categories of Clinical, Counselling, Educational or Research Psychology. UCLIN strives towards academic excellence by ensuring that students develop a comprehensive understanding and practical experience of a broad spectrum of psychological, psycho-neurological and psycho-educational problems, as well as assessment procedures and therapeutic interventions that would meet the needs of the diverse South African population.

#### Housed

The Clinic is housed on the South Campus, Building 7, Lower Ground.

#### ***Community Psychology Centre (Missionvale Campus)***

Coordinator Dr J Jansen  
 MA Clin Psych (UPE)

Objectives and functions

The Community Psychology Centre on the Missionvale Campus is a satellite of the University Psychology Clinic. It is also a professional training unit for postgraduate psychology learners in the Faculty of Health Sciences with the end result of registration in the specific category of Counselling Psychology. It was established to provide broad based community psychological services in the form of psychological assessment procedures and therapeutic interventions. Thus through its teaching and training, community service and research, the Centre aims towards the evolving of newer and more contextually relevant models of psychological assessment, counselling and psychotherapy. The three main functions of the Centre are therefore:

- To provide a facility dedicated to the education and training of postgraduate psychology learners leading to professional registration with the Health Professions Council of South Africa.
- To cater for the dire need of mental health services and programmes in the Nelson Mandela Metropolitan region by increasing the access and affordability of such services to the poor and underprivileged surrounding communities.
- To form a scientific research hub for a variety theoretical and applied projects.

**UNITS*****UNIT FOR BIOKINETICS AND SPORT SCIENCE (UBSS)***

Head                    Ms LP Grenfell  
BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE)

Mission

The staff of the Unit for Biokinetics and Sport Science is committed to providing community service at the highest professional level, the best possible academic support, and to actively stimulate and promote research in the various disciplines of Human Movement Science to optimize the potential of our communities towards sustainable development.

Housed

The Unit is housed in the Department of Human Movement Science within the Faculty of Health Sciences.

Objectives and functions

- To create an experiential learning opportunity for the students of the Department of Human Movement Science.
- To engage with the community with the view to deliver a service and to understand their needs.
- To stimulate, promote and facilitate research.
- To generate third stream income for the Department of Human Movement Science.

The function of the UBSS is twofold:

- To promote and restore health (Biokinetics services); and
- To enhance performance (Sport Science services).

***LABOUR AND SOCIAL SECURITY LAW UNIT (LSSLU)***

Head:                    Prof JA van der Walt  
BJuris, BAHons (UPE), LLB (UNISA)  
Deputy Head:        Prof A Govindjee  
BA, LLB(RU), LLM (Labour Law) *cum laude* (UPE), LLD(NMMU), Attorney of the High Court

Housed

The Institute is housed at the Faculty of Law, South Campus.

Objectives and functions

- To undertake research on labour and social security law.
- To train students and the broader community in labour and social security law.
- To undertake contractual investigations and research relating to labour and social security law.
- To disseminate information on labour and social security law matters.
- To provide a forum for communicating research findings.
- To fulfil any other function considered by the Board or Committee to be necessary and expedient to promote the interests and objectives of the Unit.

**REGISTERED RESEARCH ENTITIES****INSTITUTES*****AEON – EARTH STEWARDSHIP SCIENCE RESEARCH INSTITUTE***

Directors            Prof Maarten de Wit  
                            PhD (Cambridge University, UK)

                            Prof Moctar Doucouré  
                            PhD (University of Paris, France)

Mission

AEON-ESSRI aims to provide a university-wide research and educational environment to seek consilient knowledge and engagement amongst earth and life sciences, engineering, resource economics, human and cultural sciences through application and dissemination of Earth Stewardship Science. It will foster cutting-edge, internationally-connected, science and analytical learning using advanced tools and technologies in an environment that fosters solving complex problems through transdisciplinary science to explore sustainability for people and the planet, particularly in Africa.

Housed

The Earth Stewardship Research Institute is temporarily housed in the Science Faculty (Building 13) South Campus.

History

AEON-ESSRI was established in August 2013 at the Nelson Mandela University out of AEON - Africa Earth Observatory Network, a self-managed research entity founded in 2005 while the co-founders were at the University of Cape Town.

Description of major programs and services

+AEON-ESSRI will endeavour to continue as a lead institute in the DST's Global Change Grand Challenges program, as AEON has done, and provide an enabling space for the new SARChi Chair of Earth Systems Science and, where appropriate, other existing research units such as the Ethics Research Unit.

- ***Research and Development***

Research at AEON-ESSRI is focused around 4 major programmes of national and international interest, all multidisciplinary in character.

*Programme 1: Inkaba yeAfrica – 'Total interconnectivity'*

The purpose of this programme is to understand the interconnectivity between Earth and Space through a blend of pure and applied Earth Systems Science while building scientific capacity in (southern) Africa. The programme has achieved flagship status because of its fully integrated capacity building programme. It was initiated primarily as a joint research programme between German and South Africa research communities (<http://www.inkaba.org>). The Earth Observation component of this programme now includes a new National Academic Co-Located Seismology Network, with a node being developed at the University, managed from the AEON EarthTech

Hub at the Tshwane University of Technology and linked to the Space Geodesy Observatory in Hartebeesthoek (HartRAO).

*Programme 2: iKhure – ‘The story is the African wind’*

This programme explores the dynamic co-evolution of Earth and Life and their links to tectonics and climate change. It concerns the coupled geo-ecodynamic history of the solid Earth, its fluid envelope and the intervening biosphere, from the early earth to its present state. iKhure was initiated as a cooperation programme between South African and French Earth Science research communities (<http://www.ikhure.org>). A major scientific project under this programme is TopoAfrica, which aims to reconstruct and quantify the past topography of Africa over the last 250 million years.

*Programme 3: iPhakade – ‘Observe the present and consider the past to ponder the future’*

Under this programme, AEON-ESSRI aims to induce and catalyse the emergence of a new trans-disciplinary science – Earth Stewardship Science – that will integrate research on, and teaching in, our understanding of the dynamic resilience of our Earth-Life-Social System and help us to better define our life support systems within which we will mitigate, adapt, and manage the global commons in the Anthropocene. Major research and development projects under iPhakade include

- **Karoo Shale Gas Research** (see [www.karooshalegas.org](http://www.karooshalegas.org));
- **Airborne Geophysical Observatory (AGEO)** – a combined multi-sensor data acquisition platform and data processing system to track coastal ecosystems, earth resources and the built environment in partnership with the industry.

*Programme 4: Africa Alive Corridors – ‘Journeys through Africa’s autobiography with everyone a stakeholder’*

Africa Alive Corridors aims to address major Earth Stewardship goals in Africa by tracking Africa’s biographical journey through a selection of 20 chronologically sequenced corridors. This programme is about a holistic evaluation of unique heritages that are the corridors and offer ideal foci for facilitating sustainable socio-economic development through co-ownership and co-curatorship of Africa’s natural laboratories.

- **Teaching and learning processes**

AEON-ESSRI through its members contributes to the teaching and facilitation of learning processes in the Geosciences at Nelson Mandela University. It’s Commons, an interactive working space and multi-mentorship environment, host graduate and postgraduate students and researchers across disciplines. The Earth Stewardship Foundation Course, a major programme designed to facilitate learning processes across the university, is considered for implementation at the University through the Chair of Earth Stewardship Science.

- **Services and Engagement**

AEON-ESSRI will offer internal and external services through a number of activities including short courses, earth stewardship club membership for industry, partnerships around the Africa Alive Corridors, and contract services in data processing and training. Outreach programmes for rural communities are being developed including through the Science and Technology Train to be operated by the EarthTech Hub out of a base near the newly established AEON-connected Geodetic Centre at Matjiesfontein. Direct engagement promoting interaction and outreach across the African continent is also provided mainly through the AEON-UNESCO partnership in Geoscience Education in Africa.

**INSTITUTE FOR COASTAL AND MARINE RESEARCH**

Director                    Dr Bernadette Snow  
                                       BScHon (UPE), MSc (UPE), PhD (Nelson Mandela University)

Mission

The CMR aims to be a leading marine sciences institute, conducting cutting-edge research, building capacity and advancing our understanding of the coastal and marine environment, to serve the needs of South Africa, the continent and beyond in a sustainable manner. CMR strives for excellence in interdisciplinary research and training relating to coastal and marine environments.

### Housed

The CMR is a University-wide Institute, reporting directly to the DVC: Research and Engagement.

### Objectives and functions

The CMR is a key element in the Nelson Mandela University vision of providing leadership in generating knowledge, innovation, education and skills development relating to coastal and marine environments. In addressing this, the CMR's objectives are to:

- **provide a forum** to enhance collaboration among academics, researchers and professionals, and build interdisciplinary teams of critical mass to address complex issues
- **create a strong brand** and market this collective expertise to develop partnerships and source funding in key areas
- **build capacity** in knowledge and skills through research-based postgraduate training and short courses
- **provide community service** through professional consulting, service on external boards and committees, and broader outreach
- **provide infrastructure support** for research, especially relating to diving, boating and specialised marine equipment
- **host meetings**, regional, national and international, and other activities of wide interest to showcase expertise and achievements
- **be the first point of contact** for marine issues at the University and communicate, on behalf of the membership, with the external community and top management

### ***INNOVENTON: INSTITUTE FOR CHEMICAL TECHNOLOGY AND DOWNSTREAM CHEMICALS TECHNOLOGY STATION (INNOVENTON)***

*(Incorporating the TIA Downstream Chemicals Technology Station)*

Director (interim) Dr G Dugmore  
DTech Chemistry(PET)

### Mission

InnoVenton's mission is to:

- Develop (Chemical and Related) technologies for (Socio) economic impact.

### Housed

The Institute is housed in the Faculty of Science at 1-11 Gomery Road, Summerstrand.

### History of InnoVenton

InnoVenton has been operating formally as an Institute of Chemical Technology since the start of 2006.

### Description of major programs and services

**InnoVenton: Institute for Chemical Technology** is a formally registered Research Institute at the University, whose principle research focus is in Product and Process Development. The Institute strives to be self-sustaining through income generated from services to industry, income from technology transfer projects and royalties from patents.

The Institute incorporates the **Downstream Chemicals Technology Station**, a Government funded initiative to make available high level research, technological services and training, to technology based Small and Medium Enterprises, and South African Industry as a whole.

### Key Performance Areas

The core activities pursued by InnoVenton are divided into two areas of focus, namely operational activities and strategic activities.

The main operational activities are:

- Consultation and feasibility studies

- Quality Assurance, Lab Analysis and Testing Services
- Process and product improvement services
- Technology Demonstration (practical training) and Training (SLP)
- Prototyping and Manufacturing

The main strategic priority activities are:

- Alignment of Resourcing
- Technological capability
- Collaboration
- Customer Focus
- Ensuring excellence and efficiency

Technology development projects and technology support services are offered to the downstream chemical and related industries. Projects focus on the development and implementation of technologies, products, etc.; Training is aimed at training technologically competent work force that could sustain the technological value chain as well as the development of the economy/society by implementation/operation of new technologies. Services implementation is aimed at deploying effective service renderings in support of the Institute's own development activities, as well as to the Institute's stakeholders as part of the wider National Innovation System.

## CENTRES

### ***BUILT ENVIRONMENT RESEARCH CENTRE (BERC)***

Director            Prof WMW Shakantu  
BSc (CBU), MSc (Reading), PhD (GCU), MCIQB, Pr.CM Chartered Construction  
Manager

#### Mission

The Built Environment Research Centre conducts cross faculty cutting edge built environment industry originated research, facilitates the learning of industry sponsored MSc and PhD candidates, and engages in extensive collaboration with other research institutes regionally, nationally, and internationally.

#### Housed

The Centre is housed in the School of the Built Environment, C-Block, Room C210, North Campus.

#### Objectives and functions

The purpose of the Centre is to contribute to the establishment of new research and development thereof, take advantage of research opportunities within the built environment and facilitate knowledge transfer to and from the built environment through research enterprise. The aims are to:

- To provide opportunities for practicing professionals to conduct applied research at MSc and Doctoral level with a view to finding solutions to problems in their immediate work environment (Professional Doctorates);
- Brand the University built environment research excellence;
- Expand built environment research capacity through the harnessing of multi-disciplinary research competencies in the school, faculty and university; and
- Produce research outputs tailored to specific needs of the Built Environment industry stakeholders.

### ***CENTRE FOR AFRICAN COASTAL PALAEOSCIENCE (ACCP)***

Director            Prof RM Cowling (PhD)  
*International*

Deputy Director: Prof CW Marean (PhD)  
*National Deputy*

Director:            Dr AJ Potts (PhD)

Vision

By 2021, the ACCP will be internationally recognized as a leading institution for conducting research on the Quaternary evolution of the biota (including early humans) of the species-rich south and southeast coast of South Africa.

Mission

The Mission of ACCP is to conduct and coordinate Quaternary palaeoscientific research in an interdisciplinary context on the south and southeast coast of South Africa. The Centre also aims to build human capacity through postgraduate training.

Housed

The Centre is housed in the Faculty of Science, Biological Sciences Building, Floor 1, Room 0114, South Campus.

Strategic objectives

The Centre will:

- conduct and stimulate research across all fields of palaeoscience that provide context for understanding the evolution of biota, with a focus on the human lineage;
- promote and facilitate inter-disciplinary, intra-institutional and inter-institutional palaeoscience research; and
- provide tuition in palaeosciences at undergraduate (by exposing students to the palaeosciences within existing modules) and postgraduate levels, and foster co-supervision of postgraduate students by international leaders in different fields.

***CENTRE FOR AFRICAN CONSERVATION ECOLOGY (ACE)***

Director            Prof G I H Kerley  
                          BSc Hons(UPE), MSc(UP), PhD(UPE)

Mission

The Mission of ACE is to develop scientific knowledge of the ecology and conservation of African ecosystems, especially in the Eastern Cape and adjacent regions of high biodiversity, which will enable society to make wise environmental management decisions. In achieving its Mission, ACE will build human capacity through postgraduate training.

Housed

The Centre is housed in the Faculty of Science, Biological Sciences Building, Room 12-014, South Campus.

Objectives and functions

To enhance delivery of core services of the Nelson Mandela University by operating an entity that provides an enabling environment to stimulate and integrate cooperative research and training, attract funding to support students and contract researchers, facilitate and co-ordinate interaction with stakeholders and funders. This contributes to the achievement of the University's goal of addressing the needs of civil society, through the broad field of terrestrial ecology.

***CENTRE FOR THE ADVANCEMENT OF NON-RACIALISM AND DEMOCRACY (CANRAD)***

Director            Mr A Zinn  
                          BA (UCT), HDipEd (RU), Ed. M. (Columbia University, USA), MA (Columbia University, USA)

Mission

The Centre for the Advancement of Non-Racialism and Democracy seeks to harness collective institutional capabilities in relation to academic endeavours in research, teaching and learning, evidence-based advocacy and interventions in advancing non-racialism and democracy. The activities of the Centre will be multi/inter/cross/trans-disciplinary and will be informed by a shared understanding of the interdependence of research, advocacy, education and intervention.



Specifically, the Centre will strive to undertake cutting-edge social research, educational engagement and advocacy aimed at raising public understanding and policy support for the pursuit of a non-racial, democratic South Africa.

#### Housed

North Campus, New Administration Building, 2<sup>nd</sup> Floor, Room 222.

#### Objectives and functions

The Centre's work will bring into focus important and inter-related questions about constructs of racism and its alternatives (non-racialism, multiculturalism, social justice, etc.), the relationship between 'race', class and gender inequality, identity, reconciliation and social cohesion and policies enabling transition to a non-racial, democratic society.

### ***CENTRE FOR COMMUNITY TECHNOLOGIES (CCT)***

Director: Prof D van Greunen  
HDE, FDE, BAHons, MA (UPE), PhD (UNISA), PMIITPSA, MICSIT

#### Mission

The mission of the CCT is to promote radical development of the human potential of particularly disadvantaged communities through the use of technologies. In achieving its mission, the CCT will build human capacity through postgraduate training and enterprise development in rural and disadvantaged communities.

#### Housed

The Center is housed in the Faculty of Engineering, the Built Environment and Information Technology, Room R134, 1st floor of the Goldfields Building on the North Campus.

#### Objectives and functions

The core functions of the CCT include the advancement of technology research and development that will in turn also lead to not only training and human capital development but also mentorship. As the center is both a research and engagement entity, it seeks to embrace the principles of integrated scholarship by ensuring that scholarly and research-informed interventions are embedded in its interventions in the different communities. The CCT establishes reciprocal and mutually beneficial relationships with external and internal stakeholders that will allow for knowledge sharing and a co-ordinated institutional strategy for community research and engagement.

### ***CENTRE OF EXPERTISE IN FORECASTING (CEF)***

Director Prof Igor N Litvine  
PhD (Kiev Shevchenko National University), DEcon (University of Lorraine)

#### Mission

- To serve the forecasting needs of South Africa through training students and conducting applied research.
- Consolidate and develop existing forecasting expertise in the Department of Statistics.
- Generate meaningful research that is applicable in the South African and international contexts.
- Initiate innovative projects in line with the vision, mission and strategic priorities of the University.

#### Vision

- To become a recognized centre of forecasting expertise in South Africa and internationally.
- Known for innovative approach to problems.
- Able to work across disciplines.
- Academic rigor combined with practical approach.

#### Housed

- The Centre is housed in the D-block, North Campus. Enquiries: Room D0107.
- Website: <http://www.mandela.ac.za/coef>

***CENTRE FOR HIGH RESOLUTION TRANSMISSION ELECTRON MICROSCOPY (HRTEM)***

Director            Prof JH Neethling  
                         PhD (UPE)

Mission

To conduct the most advanced nanoscale materials research on the African continent using an analytical atomic resolution transmission electron microscope and related instruments, and train highly skilled MSc and PhD graduates.

Housed

The Centre is housed in the Faculty of Science, Building 124, South Campus.

Objectives and functions

- The main aim of the Centre for HRTEM is to provide a broad community of SA scientists and students with a full range of state-of-the-art instruments needed for nanoscale materials research.
- The research to be carried out in the Centre for HRTEM, in collaboration with other institutions, will make significant contributions in the following focus areas of the National Nanotechnology Strategy: energy, chemical processing, minerals and advanced materials.
- This research is also well aligned with the 3<sup>rd</sup> Research Focus Area of the University which is: Materials, infrastructure and process development for industry and manufacturing.
- The Centre for HRTEM will contribute greatly to the University mission as an engaged people-centred University since it will collaborate extensively with other universities, institutions and industry in South Africa and abroad, and it will provide excellent training opportunities for postgraduate students.

***CENTRE FOR RESEARCH IN INFORMATION AND CYBER SECURITY (CRICS)***

Director            Prof RA Botha BSc (UPE), BScHons (UPE), MSc (RAU), PhD (RAU), PGCHE  
                         (NMMU, MIITPSA)

Mission

The Mission of CRICS is to advance the knowledge and secure practices in the field of Information and Cyber Security. In achieving its Mission, CRICS will develop human capacity through postgraduate research.

Housed

The Centre is housed in the Faculty of Engineering, the Built Environment and Information Technology, R-block, North Campus.

Objectives and functions

To conduct and disseminate research in the fields of Information and Cyber Security, as well as to engage with governmental, public and private organizations and society at large towards the implementation of safe and secure information and cyber security practices.

***CENTRE FOR RUBBER SCIENCE AND TECHNOLOGY (CRST)***

Director            Dr SP Hlangothi  
                         MSc(UNIN), PhD(NMMU), PDBA(NMMU)

Mission

To build knowledge and expertise for the South African rubber science and technology sector.

Housed

The Centre is housed in the Faculty of Science, Physics & Chemistry Building (13), Room 00-05, South Campus.

Objectives and functions

- Advancement of rubber related research and development programs across various disciplines.
- Provide analytical and technical services to the South African rubber and tyre manufacturing and recycling industries.
- Provide training in rubber science, technology and engineering at both undergraduate and postgraduate levels.

***CENTRE FOR BROADBAND COMMUNICATION (CBC)***

Director            Prof T B Gibbon  
                          BScHons(UPE), HDE(UPE), MSc(UPE), PhD(NMMU)

Mission

The mission of the CBC is to be a leading provider of knowledge and expertise that can drive the development of advanced broadband infrastructure in South Africa. The Centre focuses on primary research, but drives this towards implementable solutions for the South African and African context. The Centre combines multi-disciplinary teams from different academic departments together with industry and sector-specific specialists to solve current problems and drive the broadband infrastructure agenda. The Centre acts as a nucleus for academic research in the field in South Africa, championing projects while working with industry and government stakeholders to achieve outcomes. Additionally, it initiates new technology development and determines future research themes in the field.

Housed

The Centre is housed in the Faculty of Science, Physics Building, Room 13 -01 53, South Campus, along with share facilities in the Department of Computing Sciences.

Objectives and functions

The CBC focuses on the following objectives and functions:

- To develop the human capacity required to support broadband research and industry implementation in South Africa.
- To ensure new technologies meet local requirements and are appropriate.
- To ensure that the rollout of broadband infrastructure enables South African citizens to participate in the information society.
- To ensure that the data produced by MeerKAT and Square Kilometre Array (SKA) can be adequately transported and aggregated for the benefit of humanity

***NELSON MANDELA UNIVERSITY/TELKOM CENTRE OF EXCELLENCE (CoE)***

Head                Prof JL Wesson  
                          PhD(UPE), MIITPSA, MICSIT

Mission

The Nelson Mandela University/Telkom Centre of Excellence (CoE) is a research-based centre that strives to serve the needs of the Information and Communication Technology (ICT) industry by developing highly qualified Master's and Doctoral graduates through applied research in collaboration with its Industry partners.

Housed

The CoE is housed in the Departments of Computing Sciences and Physics in the Faculty of Science.

***Distributed Multimedia Applications Unit***

Head                Prof JL Wesson  
                          PhD(UPE), MCSSA, MICSIT

Objectives and functions**SmartAssist: A model for a smart environment using natural interaction and smart devices to improve the quality of people's lives**

The aim of this project is to design a model for a smart environment using advanced technology that can improve people's lives. The interaction with this environment will incorporate natural interaction, including gesture-based interaction, multimodal interaction and smart devices. Personalization will be used to recognize the user and allow customization. This smart environment will serve as a prototype for a smart home or a smart office.

**Objectives directly related to the research project**

- Design and build a SE, including sensors, actuators and smart devices, to meet the requirements of the SmartAssist project.
- Identify what types of applications, services and wearables are most suitable for SmartAssist users in South Africa.
- Develop supporting technologies required to implement these applications and services. This will include the development of models for users, tasks and environments.
- Develop models for the personalisation and customisation of the SmartLab so that it reacts differently to different users, based on their preferences and information learnt about them.
- Develop prototype SmartAssist applications and services for South African users taking socio-technical aspects into consideration.
- Investigate and design appropriate natural interaction techniques for SmartAssist that leverage the smart environment and models created.

***Optical Fibre Research Unit***

Head                    Prof AWR Leitch  
                               BSc, BScHons, MSc, PhD (UPE)

Objectives and functions

The specific objectives of the Research Unit are the following:

- To research the factors necessary for upgrading to the Next Generation Network (NGN) in South Africa.
- To investigate the factors necessary for the deployment of "Fibre-to-the-Neighbourhood" (FTTX) in metropolitan areas in South Africa.
- To study the issues limiting high-speed optical fibre networks, in particular polarisation mode dispersion (PMD) and chromatic dispersion (CD).
- To support efforts to establish a modern optical fibre network in Africa, through the training of postgraduate students from different African countries in the key technologies.
- To evaluate the cable deployment procedures in order to identify the key factors that may introduce additional PMD.

Housed

The Optical Fibre Research Unit is housed in a modern, well equipped Laboratory in the Physics Department of the Science Faculty.

***Photovoltaics***

Head                    Prof EE van Dyk  
                               PhD(UPE), PrSciNat, PrPhys

Objectives and functions

- To undertake a detailed study of various aspects of solar energy module design and performance, in order to provide a University research base that will enable the industrial partners to better utilize energy resources.
- To design and build a prototype Laser Beam Induced Current (LBIC) system for use in characterizing solar cells and PV modules.
- To develop a prototype concentrator photovoltaic system for remote applications.

- To develop human resources through the training of skilled graduates with expertise in the technical aspects of solar energy, for South Africa's present and future needs as part of Telkom's Centre of Excellence programme. At present no other university in South Africa offers this specific training.
- To further develop the capabilities of the photovoltaic research facility at the NMMU for the benefit of solar energy users in South Africa and the rest of Africa.

## UNITS

### **DRUG UTILIZATION RESEARCH UNIT (DURU)**

Head                    Prof I Truter  
                              BPharm, MSc, DCom (UPE), PhD (Potch)

#### Mission

The Drug Utilization Research Unit (DURU) at Nelson Mandela University promotes, educates and informs all interested parties about the rational and cost-effective use of health care resources, with specific emphasis on the management of medicines.

#### Housed

Faculty of Health Sciences, Department of Pharmacy, Biology Building (12-02-57), South Campus

#### Objectives and functions

The primary aim of DURU is to be involved in research activities related to the rational and cost-effective use of health care resources.

The scope of activities include:

- Supervision of postgraduate students.
- Generation of research outputs, primarily but not exclusively peer-reviewed journal publications.
- Involvement in the training of health care staff and students in Drug Utilization, Pharmacoepidemiology and various aspects related to Pharmacy Practice, including workshops and short courses.
- Consultation services.

### **FAMILY BUSINESS UNIT (FBU)**

Head                    Prof E Venter  
                              BComHons, HDE (UOFS), MCom (Stell), MBA (Ghent), DCom (UPE)

#### Mission

To be the leading Family Business Unit in Africa through academic excellence, practical relevance, and the development and dissemination of knowledge and expertise in the field of family businesses

#### Housed

Department of Business Management, Mainbuilding, Floor 11, Room 12, South Campus

#### Objectives and Functions

In striving to achieve this mission, the University Family Business Unit undertakes to:

- Become the driver and leader of family business research, consultation and training in Africa.
- Value diversity and recognise differences in abilities, beliefs, cultures, education, gender, and professions.
- Build partnerships and business affiliations that contribute to the core purposes of the Unit.
- Create a platform to share knowledge and best practices with family businesses.
- Assist family business leaders and/or managers all over Africa to grow and to prosper by offering executive programmes, workshops, short courses, high-quality research, and consulting.
- Be at the forefront, both nationally and internationally, in producing high-quality research outputs that are published in the top academic journals of the world.
- Gain recognition for the field of family-business research as an independent field of study, in the corporate sector, government, and academia.

- Be the only African university to participate in the global STEP (Successful Transgenerational Entrepreneurship Practices) project.

### **HIV & AIDS RESEARCH UNIT**

Director                      Director: Dr RC Kalenga  
Dip (Teaching) (Kwame Nkrumah/Zambia), ACE-Maths *cum laude*, Hons Ed  
(Teaching & Learning) (Potch), MEd (Educ Psych), PhD (Educ Mgt) (NWU)

#### Vision

To be a unit recognised for its leadership role in driving a sustainable comprehensive response to the HIV & AIDS pandemic.

#### Mission

To promote and sustain a collaborative response to the HIV & AIDS pandemic through governance, teaching and learning, research, community engagement and service provision.

#### Underlying Principles

The unit underpins the values, educational purpose and philosophy of the University.

#### Objectives, role and functions

The HIV & AIDS unit provides leadership and support in the development and promotion of:

- HIV & AIDS Teaching and Learning for staff and students.
- Community engagement, advocacy and HIV & AIDS awareness.
- The Creation and sustainability of an environment that supports research and scholarship in the area of HIV & AIDS.

#### Housed

The Unit is located in the Psychology Building, South Campus.

### **SUSTAINABILITY RESEARCH UNIT (SRU)**

Head                              Dr B Currie  
Dip (Nature Cons) (NMMU), BTech (Nature Cons) (NMMU), MTech (Nature Cons)  
(NMMU), DPhil (Botany) (Nelson Mandela University)

#### Mission

The Sustainability Research Unit develops the capacity for the sustainable management of ecological, social and economic systems through user-inspired research, training and policy contributions.

#### Housed

The Unit is housed on the 1<sup>st</sup> Floor in the Research Building, George Campus.

### **UNIT FOR ECONOMIC DEVELOPMENT AND TOURISM (UFEDT)**

Head                              Dr S van Zyl  
BA HDE (UPE), MSc (Bucks-Chilterns, UK), DPhil (NMMU)

#### Mission and Vision

UFEDT will operate as a specialised research unit within the Faculty of Business and Economic Sciences which will provide the structure needed to conduct research, training and consultation outputs supportive of the Vision and Mission of the Nelson Mandela University relevant to the transformation and development of local communities, the empowerment of staff and graduates, and the acceleration of sustainable economic development in the Eastern Cape, South Africa and the African Continent.

#### Housed

UFEDT is located within the Department of Economics, Development and Tourism in the Faculty of Business and Economic Science, Main Building, South Campus, 9<sup>th</sup> Floor Office 0917.

### Objectives and Functions

UFEDT will support, facilitate, conduct and disseminate research relative to economic and development planning within the Faculty while encouraging scholarly activity of a basic or applied nature in areas of study accommodated within the Faculty. The UFEDT will also serve as a locus for the stimulating of departmental research, attracting research funds and enhancing the research experience of the faculty, lecturers, students, and visiting scholars. In pursuit of this objective, UFEDT will establish links and strategic partnerships with donors, research institutions and development agencies locally and globally.

### ***UNIT FOR HIGHER EDUCATION INTERNATIONALISATION IN THE DEVELOPING WORLD (UHEIDW)***

Head                      Dr Nico Jooste  
BA (UP), BAHons (UFH), MA (RAU), PhD (UFS)

### Mission

*Unit for Higher Education Internationalisation in the Developing World* is the research and engagement arm of University's Office for International Education. The Unit focuses on current higher education (HE) internationalisation activities, practices and approaches around the world, specifically in the developing and emerging world. Given South Africa's position and role in Africa and the BRICS, specific focus will be paid to the African continent and BRICS countries.

### Housed

Office for International Education, Building 87 (Goldfields South), South Campus.

### Functions and objectives

Unit's research objectives are to conduct research on practices, approaches and theories of HE internationalisation and develop new and more equitable practices and approaches appropriate for the developing and emerging world. In addition, the Unit will engage with universities, research institutions, academics, researchers and experts from South Africa, Africa, BRICS and other countries on research projects and research collaboration aimed at the transformation of higher education internationalisation globally.

In terms of the engagement objectives, the Unit will focus on promotion of HE internationalisation in the developing and emerging world, offer training and courses in HE internationalisation and organise talks, presentations, workshops, conferences and colloquiums for students, practitioners and experts in this field. The unit will also engage with post-graduate students interested in HE internationalisation and provide guidance, supervision and bursaries.

### ***UNIT FOR POSITIVE ORGANISATIONS (UPO)***

Head                      Prof MR Mey  
NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET),  
DTech (HRM) (NMMU), MIPM, RPP

### Mission

To generate and apply knowledge that will serve to establish and advance positive relationships, organisations and economies on the African continent.

### Housed

The Unit is housed in the School of Industrial Psychology and Human Resources.

### Objectives

- Engagement  
To act as an organisational catalyst by developing organisational leaders and employees of industry to view the organisational world through a positive lens and to live and lead accordingly.

- Research  
Creating a research platform for researching positive phenomena in organisations. Our domains of research are Positive Leadership, Organisational Well-being, Meaning and Purpose, Ethics and Virtues, Organisational Trust, High Quality Relationships and Culture in an organizational setting.
- Lecturing  
Exposing students of Nelson Mandela University to the theory and academic relevance of Positive Organisational Scholarship (POS) in organisations.

### ***VISUAL METHODOLOGIES FOR SOCIAL CHANGE UNIT (VMSCU)***

Head                      Prof N de Lange  
                                    DEd (UPE)

#### Mission

The *Visual Methodologies for Social Change Unit* in the Faculty of Education is a research entity that strives to advance the study of visual and participatory methodologies (photovoice, participatory video, digital archives, performance in community-based work) in education settings.

#### Housed

The Unit is housed in the Faculty of Education, South Campus

#### Objectives and functions

The objectives of the research-intensive and community engagement unit are to do the following:

- Contribute to the study of visual and participatory methodologies in general: The unit aims to promote the use of photovoice, participatory video, digital archives and performance in community-based-participatory research.
- Provide opportunities for staff at the University to become involved in research projects: The expertise of interested staff members will be channeled and supported within the unit to provide meaningful inputs into education projects. This approach will facilitate and encourage engagement as well as promote developmental and research opportunities and, as such, should help to increase both research outputs and engagement activities.
- Raise the community engagement and research profile of the Faculty: Engaging in projects in collaboration with schools, Education departments, NGOs and funding bodies will raise the community engagement profile of the Faculty and also provide opportunity for both faculty members and students to become involved in research projects for higher degrees and/or for publication purposes.

The unit will achieve its objectives through

- *Use of established and new research projects.*
- *Supervision of postgraduate degrees, i.e., master's and doctoral research.*
- *Generating financial income for the Faculty and University, in the form of direct funding, postgraduate student subsidy and subsidy for publications.*
- *Creating research and engagement opportunities for the Faculty of Education.*



<b>ACADEMIC SUPPORT UNITS</b>
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**CENTRE FOR ACADEMIC ENGAGEMENT AND COLLABORATION (CAEC)**Objectives and functions

- To facilitate and provide strategic direction for the academic engagement activities of the University in line with its vision, mission, value statements and focus areas.
- To serve as a catalyst in the development of collaborative partnerships between the University and its external community.
- To support the provision of graduate placement, work integrated and service learning opportunities for students.
- To facilitate and support the University community development and outreach projects with marginalised and under-serviced communities.

**HIGHER EDUCATION ACCESS AND DEVELOPMENT SERVICES (HEADS)**Mission of Unit

HEADS aims to be a valued centre of excellence that provides sought after institution-wide and research-led services and programmes that focus on optimizing student and staff potential and contribute to higher education transformation.

***CENTRE FOR ACCESS ASSESSMENT AND RESEARCH (CAAR)***Objectives and functions

To contribute to broadening access and optimising the development of students by:

- Developing and following fair and equitable admission policies, assessment practices and decision-making processes.
- Conducting research and disseminating information through publications, reports, conference presentations, and workshops to inform admissions criteria and assessment practices, student development, access initiatives, and educational planning.

***CENTRE FOR TEACHING, LEARNING AND MEDIA (CTLM)***Objectives and functions

The main purpose of the CTLM is to:

- Enhance the quality of the teaching and learning provided and the assessment practices followed by academic staff through offering workshops, seminars and focused interventions.
- Orientate new academic staff to the teaching, learning and assessment practices promoted at the University.
- Facilitate student development through programmes aimed at enhancing retention, academic and life skills, and language and writing development.
- Provision of turnkey AV technological solutions in support of teaching and learning and the administration of the university

***STUDENT COUNSELLING, CAREER AND DEVELOPMENT CENTRE (SCCDC)***Objectives and functions

- To support and enhance wellness and the holistic growth and development of students through co-involvement of the campus community.
- To assist students in identifying and enhancing learning skills which help in effectively meeting their educational and life goals.
- To provide guidance and counselling to students experiencing personal adjustment, vocational, developmental, or psychological problems that require professional attention.

**UNIT FOR STATISTICAL CONSULTATION (USC)**

Head                      Vacant

Mission

To enhance the research capacity of Nelson Mandela University staff and senior postgraduate students and to ensure the integrity and quality of research produced at University by providing a comprehensive statistical consultation service to the designated staff and student groups.

Housed

The Unit is housed in the Faculty of Science.

Objectives and functions

The USC provides a free, comprehensive statistical service to master's and doctoral students and staff who are doing non-contract research that will culminate in at least one article published in an accredited journal. Our functions include support for all stages of primarily quantitative research and to a lesser extent qualitative research.

**OFFICE FOR INSTITUTIONAL PLANNING**Mission

Our mission is to be a strategic resource for the leadership of Nelson Mandela University in seeking to promote excellence in all aspects of the university, most particularly its vision of generating cutting-edge knowledge for a sustainable future. To achieve this, we adopt a transformative, evidence-based approach to strategic planning, institutional research, management information systems, and institutional performance monitoring and evaluation. This involves providing decision-making support to executive management through sophisticated data analyses, developing and maintaining a cycle of institutional research studies, and contributing to institutional transformation through strategic planning processes and systems.

**ACADEMIC PLANNING**Objectives and functions

Our mission is to enable the University to achieve excellence across its academic programmes and organizational systems and processes, through the development, facilitation and provision of academic planning processes that support the University's leadership, academic and professional support staff in the core processes of academic planning and the design and delivery of learning programmes, as well as the provision of effective professional support services.

**MANAGEMENT INFORMATION**Objectives and functions

The purpose of this Unit is to direct the effective and efficient provision of management information in order to guide institutional strategic planning and decision-making processes in a manner that is responsive to the demands of the external regulatory environment for Higher Education in South Africa as determined by the Ministry of Higher Education and Training, the Higher Education Quality Committee, Higher Education South Africa, and other role-players. This Unit aims to support executive management in their decisions by modelling future trends through interpretive data analysis techniques, performing statistical analyses of data, developing comparative data and benchmarks in respect of other higher education institutions, and managing timeous and accurate student, staff and space HEMIS submissions in accordance with statutory requirements.

**QUALITY ADVANCEMENT**Objectives and functions

The Quality Advancement Unit strives to promote awareness and initiatives around quality assurance within the institution and its various organisational units, so that the University can achieve its strategic priorities with respect to institutional innovation and excellence and the provision of a quality learning experience for all learners. The Unit works with both academic and administrative departments and sections in the design and implementation of quality assurance processes that address both internal and external requirements and benchmarks in a manner that is

commensurate with the complex challenges facing higher education. To promote a culture of continuing quality enhancement, the Unit facilitates capacity development within the institution in the context of the core academic responsibilities of teaching, learning, research and engagement, as well as academic and non-academic support services.

### **TRANSFORMATION, MONITORING AND EVALUATION**

#### Objectives and functions

The purpose of this Unit is to provide ongoing strategic and policy support and advice to the Office of the Vice-Chancellor and MANCO on the pace and efficacy of institutional transformation. This will be achieved through ongoing implementation monitoring and outcomes evaluation of the transformation dimensions identified in the strategic plan to enhance improvement, accountability, organisational learning, dissemination of information, and the alignment between strategic goals and the Vision of the University.

### **ARTS AND CULTURE**

Arts and Culture focuses on the holistic development of students by creating opportunities for their participation in the arts. Arts and Culture provides an environment in which students are able to exercise and develop their need for cultural and artistic expression. It aims at introducing the University to a wider South African community as an institution with a responsibility towards community development and which has a commitment to addressing past imbalances in the arts.

Activities include: First Year's Concert, Campus Life Festival, Isisusa Music festival, Public Speaking, Light Entertainment, Dance and Drama Performances, Debating, Visual Art, Music Concerts for the external and internal University communities.

The Department organises a variety of concerts and events for the community with both local and international artists.

### **LIBRARY AND INFORMATION SERVICES**

Nelson Mandela University has a centralised library and four branch libraries in Port Elizabeth and a branch library in George. Library and Information Services (LIS) are open during office hours and after hours on weekdays as well as Saturdays and Sundays at selected branches.

**Membership** – Nelson Mandela University students and staff are entitled to free membership of LIS upon registration as a library user. Outside persons, subject to certain conditions, may apply as members. LIS provides an effective and efficient lending service of library materials between all six Mandela University campus libraries.

**Information Resources** – In order to support teaching, learning and research, LIS has acquired over 389,613 titles (559,559 volumes, including e-books), plus 27,386 electronic serial titles. We also subscribe to 731 print serials titles (magazines, journals, newspapers, abstracts and indexes) and provide access to 121 online databases.

**Inter-Library Loan (ILL)** - Through Inter-Library Loan Services, library users can obtain materials not available at Nelson Mandela University LIS from other South African libraries or from overseas. This service is offered to all registered Mandela University BTech, honours, master's and doctoral students and staff.

**Information and Training Services** - A team of Librarians provides a people-centered quality information service that helps users with their research and course projects. Scheduled and on-demand training sessions in the use of information resources include:

Generic training for undergraduate students

Subject specific training for postgraduate students and researchers

Training on the Go – at the point of need

After hours training for working students

**LIS web site** (<http://library.mandela.ac.za>) provides information to current and potential users about LIS' services, facilities, events and information resources. Users have access via the web site to the online catalogue, online databases and other electronic resources.

**Facilities**

- One online system for all branches
- Computer work stations for accessing Internet and library electronic resources
- Information Commons (South campus) – a comfortable study, reading and computer area
- Research Commons – (South, North, 2<sup>nd</sup> Avenue and Missionvale Campus Libraries) – a comfortable area for postgraduate students and staff to do their research.
- Photocopiers, printers and scanners
- Wireless access
- Services to students with special needs (personal computers with text-enlarging software and magnifiers)

**Regulations** - Information brochures explaining all rules, services and facilities are available in the library, at registration and also on the staff and student portals, the intranet and internet.

## LANGUAGE POLICY OF THE UNIVERSITY

### 1. PREAMBLE

The Language Policy of the Nelson Mandela University is designed to be consistent with Sections 6 and 29(2) of the Constitution of South Africa, Section 27(2) of the Higher Education Act of 1997, the National Plan for Higher Education of 2001, the report from the Council on Higher Education, July 2001 ("Language Policy Framework for South African Higher Education"), and the report from the Gerwel Committee, January 2002, on the position of Afrikaans in the university system. The nature and spirit of these national policy documents suggest that the acceptance of the linguistic realities of South African society by incorporating the principles of multilingualism can only lead to communicative empowerment and the optimisation of our country's intellectual potential. In the context of the geographical area served by the University, this would mean the appropriate and sensible utilisation of established proficiency in the languages best known to learners, coupled with the enhancement of academic skills in English as the predominant language of tuition and assessment. At the same time, it embraces the imperative to develop and promote the isiXhosa language and culture and to ensure as far as possible the retention and strengthening of Afrikaans as an established language of scholarship and science.

The Language Policy will be:

- (i) sensitive to the educational, cultural and language background of students,
- (ii) responsive to the changing language needs and circumstances of the staff and students, inclusive, and
- (iii) non-discriminatory.

The Language Policy seeks to be in consonance with the Nelson Mandela University's Vision, Mission and Values Statement. This will be done through the recognition of the linguistic and cultural needs of the University's diverse communities, the eradication of all forms of unfair language discrimination (in accordance with the Constitution and the Bill of Rights) and the promotion of equal access to knowledge by providing for the development of multilingual skills.

### 2. GLOSSARY OF TERMS

"Additive multilingualism" means the appropriate utilisation of established proficiency in the languages best known to learners in the process of enhancing academic skills in English or another target language.

"Council" means the Council of the Nelson Mandela University.

"English second language student" means a student who took English as a second language in Grade 12.

"Multilingual" means:

- (i) the ability to use more than one language;
- (ii) the actual use of more than one language; or (iii) tolerance towards the use of more than one language.

"Functional multilingualism" means selecting an appropriate language for communication purposes, with due respect to the requirements of the situation and the proficiency of the interlocutors (partners in the communication context). The implication is that not all official languages need to be used in equal measure for all domains and at all levels of usage, so that certain functions may be performed only in English, others only in isiXhosa or in Afrikaans, others in all three languages, etc.

"Official language" means any one of the languages recognised as such by Council.

"Primary language" means the language in which an individual is most proficient, which is generally the language spoken at home.

### 3. A COMMITMENT TO MULTILINGUALISM

Council, senior management, all staff and students are required to adopt a tolerant approach and a preparedness to give effect to the principles of functional and additive multilingualism through the implementation of this policy.

### 4. GUIDING PRINCIPLES

The Language Policy is designed:

- (i) to promote diversity, equity and reconciliation;
- (ii) to be constitutional and in consonance with the Language Policy for Higher Education;
- (iii) to be responsive to the needs of the university's constituency;
- (iv) to be sensitive to the changing language needs and circumstances of the staff and students;
- (v) to be academically justifiable, inclusive, non-discriminatory and practicable.

## **5. FLEXIBILITY AND TOLERANCE**

It is accepted that the success of this policy is dependent on the adoption, throughout the institution, of a tolerant, flexible approach to matters concerning language and the recognition of the value of language in communicating clearly and providing unimpeded access to knowledge.

## **6. THE OFFICIAL LANGUAGES OF THE UNIVERSITY**

The official languages of the University will be English, Afrikaans and isiXhosa and its corporate image must reflect this lingual identity.

## **7. LANGUAGE USE FOR COMMUNICATION**

For practical reasons and to avoid duplication, the language of internal governance and of administration will be English.

### **7.1 Internal written communication**

- Documentation submitted to decision-making bodies, such as Council, Senate, Faculty Boards, committees, etc., as well as minutes, agendas and such like will be in English.
- Contributors to University publications, both paper-based and electronic, may use the language of their choice, but English gist summaries are recommended to encourage the furtherance of multilingualism.
- In notices to staff and students, the principle of multilingualism will be applied in as far as is practicable.

### **7.2 Internal oral communication**

English is regarded as the default language for meetings, with the proviso that the principle of functional multilingualism will apply when appropriate.

### **7.3 External written communication**

- The language used for general external correspondence aimed at a cross-section of language speakers will be English.
- However, where the language preference of an individual or body is known, communication will be in that official language as far as is practicable.
- Official documentation that has legal implications for the institution will be available in English only.
- General documentation of an informative nature (e.g. for marketing purposes or explaining health matters) circulated to students and the public will increasingly be made available in all three official languages.

### **7.4 External oral communication**

In verbal communication with members of the public, employees of the Nelson Mandela University should establish the language preference of a member of the public at initial contact and honour such preference inasmuch as it is feasible.

## **8. TEACHING, LEARNING AND ASSESSMENT**

- While English is an international language of communication in science and in business, and is the preferred medium of teaching, learning and assessment in most programmes (with the exception of language and literature departments where other languages are studied), it is the primary language of not more than one third of the Nelson Mandela University's students.
- Whereas it is a major objective to ensure optimal access to language-mediated knowledge, two avenues to achieve this objective need to be pursued:
  - (i) Effective literacy in English, by means of which all students should acquire the ability to communicate through the spoken and written word in a variety of contexts - academic, social, and in their future careers in this language; and

(ii) Optimum use of students' primary language (if not English) to ensure cognitive assimilation into the university sphere of knowledge acquisition.

These two aims should be pursued through an appropriate programme of language development based on additive multilingualism.

- Where assessment is conducted in English, allowances may be made for English second language (see Glossary) and English foreign language students.
- If the language needs in a particular programme and practical considerations (such as the language ability of lecturers, external examiners and students, class size and composition and infrastructure) warrant it, a faculty board can be requested to allow isiXhosa or Afrikaans to be used as the language of teaching and assessment. However, the choice of language must not have a negative impact on access for other language groups.
- Where an entire class shares Afrikaans or isiXhosa as first language, teaching and assessment may be conducted in that language, subject to the ability of the lecturer.
- Language departments will be able to determine the language to be used in their respective units.
- To ensure internal coherence, the teaching and assessment policies of the Nelson Mandela University must be in equilibrium with the language policy.

## **9. SIGNAGE**

All three official languages will be used to generically identify offices and facilities.

In deciding on the language used for the generic component of names of buildings or facilities (if applicable), the criterion of functionality must be applied. The principle of multilingualism could be exercised by alternating the language in cases where multiple signs for the same entity are required.

## **10. THE DEVELOPMENT OF ISIXHOSA AS AN ACADEMIC LANGUAGE**

- Resources should be made available to develop and expand the isiXhosa language for educational and technological purposes as required.
- Staff and students should be made aware of the value and importance of such development.
- The development of these resources should not detract from the importance of maintaining and developing resources in Afrikaans and English.

## **11. TRAINING AND CAPACITY BUILDING**

The Nelson Mandela University will support the development of training programmes which enhance the capacity of employees and students to become proficient in any of the official languages.

## **12. LABOUR RELATIONS**

The principle of functional multilingualism and recognition of the language rights of the employee will be maintained in respect of service contracts, letters of appointment, notifications, explanatory documents (e.g. with reference to pension benefits).

## **13. IMPLEMENTATION OF THE LANGUAGE POLICY**

A joint Senate Management Committee, consisting of relevant stakeholders in the University community, will be appointed and be responsible for overseeing the implementation of the Language Policy.

The University acknowledges that the implementation of this policy may give rise to uncertainties in its practical application from time to time. For that reason, the University commits itself to playing a supportive role in assisting staff to meet their commitments in terms of the policy. The Implementation Committee is empowered to issue guidelines at the request of individual staff members and/or faculties to serve as guidelines on how this policy should be applied.

## NELSON MANDELA UNIVERSITY ADMISSIONS POLICY

**1. PURPOSE**

The purpose of this policy is to spell out how the Nelson Mandela University gives effect to its commitment to enrolling students based on academic merit and fostering equity of access, opportunities and educational outcomes through its approach to admissions and the criteria employed in making an admission decision. In this regard, the policy addresses the principles that underpin Nelson Mandela University's approach to student admissions, the setting of admission requirements, and the admissions process.

**2. DEFINITION OF TERMS****Access**

"The widening of access to higher education is an equity-driven concern and relates to the strategies and procedures that an institution undertakes to make its educational services accessible to a diversity of students" (Council for Higher Education, 2004, ITL Resource No. 3. Access & Admissions, p. 3). In order for access to be meaningful, students who gain access must have a reasonable possibility of succeeding in their studies. To this end, Osborne and Gallacher (2004) conceptualise access as consisting of three components, namely, "getting in, getting through, and getting on" (p. 11). This implies that universities should:

- a. have flexible admissions criteria, pathways/articulation routes and admissions procedures and processes in place (getting in);
- b. respond to a diversifying student body by aligning the programmes, services, support mechanisms, and approaches to curriculum development, teaching and learning that it has in place to enable students to persist at their studies and graduate (getting through); and
- c. educate students for life and work in the 21<sup>st</sup> century (getting on).

**Access Routes**

A range of access or entry routes to Higher Education (HE) studies should be in place. These include [access assessment/testing], foundational / bridging / access programmes, Recognition of Prior Learning (RPL), and articulation possibilities between programmes and institutions.

**Admissions Requirements**

Minimum admissions requirements for qualifications offered at HE institutions are legislated nationally (see section 3.2.3). Furthermore, HE institutions may set additional admission requirements for specific programmes.

**Admissions Management**

This entails the policies, systems, procedures, structures and staffing that are in place to manage the admission, selection, placement and streaming of students. This includes student recruitment, processing applications, making admissions decisions and admissions offers, and integrating admissions offers with other services (e.g., financial aid, student housing) as well as the provision of student support.

**Capping**

In some undergraduate and postgraduate programmes, the number of first-time entering applicants that are admitted has to be limited/capped in accordance with:

- a. The enrolment plan agreed to with the Department of Higher Education and Training (DHET).
- b. Available resources, infrastructure and staff capacity.
- c. Prescriptions of professional bodies.

Therefore, Senate and Council approve the capping of student numbers in specific programmes annually. In view of this, applicants are made aware that meeting the minimum admission requirements does not guarantee acceptance.

**Enrolment Management**

Enrolment refers to the regulation and management of admissions. HE institutions develop enrolment plans and reach agreement with the DHET regarding enrolment targets, which includes equity targets. Institutions then



institute procedures and processes to manage their enrolments according to the agreed targets.

**[Placement]** As part of the admissions process, should an applicant not be admitted to a mainstream programme, he/she could be placed in an extended, articulation or developmental programme, where relevant.]

**Selection** To meet enrolment targets, especially in programmes with a limited intake or with very specific admissions criteria (e.g., in some professional programmes), selection is undertaken. Selection needs to be done in a transparent way using published selection criteria and a process which is sensitive to achieving equity and redress.

**Streaming** Where a range of cognate programmes (e.g., Higher Certificate, Diploma, and Degree) are available in the discipline/career focus for which an applicant has applied, an applicant who is unsuccessful for one programme could be [offered] directed to [an admissions place in] a cognate programme for which she/he qualifies.

### 3. CONTEXT

Admission to study at University is informed and guided by:

- a. The *Constitution of the Republic of South Africa*, national policies and legislation pertaining to promoting equity of access and outcomes and admission requirements.
- b. Nelson Mandela University's Vision, Mission, Values, Strategic Priorities and Vision 2020 Strategic Planning Framework.
- c. Related University policies such as the *Recognition of Prior Learning Policy*, the *Readmission to Undergraduate Programmes Policy*, the *Teaching and Learning Policy*, *Policy for Academic Programme Articulation* [Articulation Policy] and the *Master's and Doctoral Degrees Policy*.

#### 3.1 Equity, Redress, Diversity and Access for Success

In the *Bill of Rights* contained in Chapter 2 of the *Constitution of the Republic of South Africa* (Act 108 of 1996), it is indicated in paragraph 29 (1) that all South Africans have the right "(a) to basic education ... and (b) to further education, which the state, through reasonable measures, must make progressively available and accessible". Building on this, in the *Education White Paper 3* (2007) one of the focus areas in higher education is identified as being "an inequitable distribution of access and opportunity for students and staff along lines of race, gender, class and geography" (p. 8)<sup>1</sup>. Consequently, "equity and redress" is identified as being a fundamental principle in terms of providing opportunities for students to gain access to higher education studies and to be successful in such studies (*Education White Paper 3*, 2007). This is echoed in the *National Plan for Higher Education in South Africa* (2001)<sup>2</sup> in that it is indicated that higher education institutions need to "promote equity of access and fair chances of success to all who are seeking to realise their potential through higher education, while eradicating all forms of unfair discrimination and advancing redress for past inequalities" (p. 6). As reflected in this statement, the onus on Nelson Mandela University is to broaden access in a responsible way as students who are admitted should have a reasonable chance of succeeding in their studies and actualising their potential by providing a supportive, transformative learning environment.

Furthermore, promoting social equity and redress enables Nelson Mandela University to enrol a diverse student body which creates a vibrant "diverse intellectual and social"<sup>3</sup> learning environment that enriches the quality of the student learning experience, intellectual debate and "greater social cohesion in our deeply fractured society" (Badat, 2011, p. 7)<sup>3</sup>.

#### 3.2 Legislative, Regulatory and Policy context

##### 3.2.1 White Paper for Post-school Education and Training<sup>4</sup>

1 Department of Education (2007). *Education White Paper 3: A Programme for the Transformation of Higher Education*. Pretoria: Department of Education.

2 Department of Education (2001). *National Plan for Higher Education*. Pretoria: Department of Education.

3 Badat, S. (2011). University access and admissions. *Insight: Higher Education South Africa*, 3, p. 4-9.

4 White paper for post-school education and training. *Government Gazette*, 15 January 2014, No. 37229. Access from [www.gpwonline.co.za](http://www.gpwonline.co.za) and from [www.dhet.gov.za](http://www.dhet.gov.za)

The South African post-school system requires expansion and diversification to meet the training and HR development needs of our society. Consequently, the *White Paper for Post-School Education and Training* was released by the Department of Higher Education and Training (DHET). Among the key objectives outlined in the White paper are to develop “a post-school system that can assist in building a fair, equitable, non-racial, non-sexists and democratic South Africa”, “a single, coordinated post-school education and training system”, and to achieve “expanded access, improved quality, and increased diversity of provision” (p. xi). The White Paper sets out a vision for a transformed post-school system which ... “will be more equitable, much expanded and more diverse” (p. xvii-xviii) with a view to contributing to economic growth and development as well as reducing poverty.

The Higher Education sector is one of the key role players in the post-school system in South Africa. As such, Nelson Mandela University needs to be responsive to broadening access and articulation opportunities to learners from the envisaged expanded post-school system as a means of contributing to our country’s development agenda.

### 3.2.2 *Higher Education Act:*

Section 37(4) of the *Higher Education Act*, Act 101 of 1997 as amended, makes provision for universities, with the approval of Council and Senate, to determine their admission requirements. These requirements must be transparent in that they must be published and must be sensitive to facilitating access for a diverse range of students that have the potential to succeed.

### 3.2.3 *Minimum admission requirements:*

Applicants must meet the minimum admissions requirements that have been legislated for all the programme types included in the Higher Education Qualifications Sub-Framework<sup>5</sup>6(HEQSF). Furthermore, minimum admission requirements for Higher Certificate, Diploma and Degree programmes based on different qualifications on Level 4 of the National Qualifications Framework (NQF)<sup>7</sup> and for international/foreign school-leaving qualifications<sup>8</sup> have been gazetted and must be complied with when admitting applicants to undergraduate programmes. In addition, Section 37(4) of the *Higher Education Act*, Act 101 of 1997 as amended, makes provision for universities, with the approval of Council and Senate, to determine additional admission requirements (over and above the statutory minimum admission requirements) for each programme.

### 3.2.4 *Enrolment Planning*

Enrolment to universities is regulated through six-year enrolment plans (or as otherwise required) that universities submit and agree to with the Department of Higher Education and Training. University subsidies are partly linked to enrolment targets. In developing the enrolment targets a number of variables are used such as undergraduate and postgraduate numbers; enrolments per faculty and in scarce and critical skill areas, and enrolments by race, gender, class and geographical location. Furthermore, enrolment plans also take available resources and staff capacity into account. Enrolment planning is linked to admission in that the number of students enrolled in a year is shaped by the agreed upon enrolment plans.

### 3.2.5 *Key strategies that focus on building capabilities of individuals and the South African economy and society*

When determining the nature of the qualifications into which students are admitted and also Nelson Mandela University’s enrolment plan, imperatives related to responsiveness to economic and societal needs in the following national and provincial strategic plans and strategies are *inter alia* taken into account:

<sup>5</sup> *Higher Education Qualifications Sub-Framework* (Government Gazette, No. 36003, 14 December 2012).

<sup>6</sup> *Minimum Admission Requirements for Higher Certificate, Diploma and Degree Programmes* (Government Gazette, No. 31231, July 2008).

<sup>7</sup> *Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor’s Degree Programmes requiring a National Senior Certificate* (Government Gazette, No. 27961, August 2005), [and] *Minimum Admission Requirements for Higher Certificate, Diploma and Degree Programmes Requiring a National Certificate (Vocational) at Level 4 of the National Qualifications Framework* (Government Gazette, No. 32743, 26 November 2009), and *Minimum Admissions Requirements for Higher Certificate, Diploma and Bachelor’s Degree Programmes for Holders of the Senior Certificate (Amended) and the Revocation of the Designated List of Subjects* (Government Gazette, No. 41473, 2 March 2018)

<sup>8</sup> *Committee of University Principals: Requirements and Conditions for Matriculation Endorsement and Issuing of Certificates of Exemption to Bachelor’s Degree Studies* (Government Gazette, No. 31674, 5 December 2008).

- a. *National Development Plan Vision for 2030*<sup>9</sup>
- b. *National Research and Development Strategy (NRDS)*<sup>10</sup>
- c. *Ten-Year Innovation Plan (TYIP)*<sup>11</sup>
- d. *Draft Strategy for Human Capital Development for Research, Innovation and Scholarship*<sup>12</sup>
- e. *Department of Higher Education and Training (DHET) Strategic Plan: 2010/11 - 2014/15*<sup>13</sup>
- f. *Department of Science and Technology (DST) Strategic Plan: 2011-2016*<sup>14</sup>
- g. *Eastern Cape Provincial Industrial Development Strategy (March 2010)*<sup>15</sup>

### 3.3 Nelson Mandela University Context

Nelson Mandela University's approach to the admission of students is underpinned and guided by its Vision, Mission, Values and research themes and focus areas. The Vision 2020 Strategic Planning Framework positions Nelson Mandela University as a responsive and engaged institution that contributes to a sustainable future through *inter alia* providing access and equality of educational outcomes to a diverse range of students with the potential to succeed academically, and especially for those groups that were historically disadvantaged or continue to be disadvantaged and under-represented (e.g., rural students). In addition, in accordance with Nelson Mandela University's value of Excellence and linked to Vision 2020 strategic goals related to student access, emphasis is placed on attracting a greater number of academically talented students from diverse backgrounds to the University while still catering for students who are less well prepared, but talented academically.

The way in which the University promotes academic merit, equity of access and redress in its admission of students is outlined in the sections below.

## 4. POLICY STATEMENT

Subject to legislation and higher education policy (see section 3), and mindful of its vision, mission and values, Nelson Mandela University seeks to enrol students who have the potential to succeed at the higher education level. Furthermore, Nelson Mandela University actively seeks to enrol a student body that reflects the broad diversity of cultural, linguistic, ethnic, socio-economic and educational backgrounds, locally, regionally and nationally. Nelson Mandela University further seeks to enrich the diversity of its student body through a process of internationalisation by drawing students from other African countries, as well as from the wider international community.

Nelson Mandela University is committed to both attracting increasing numbers of academically talented students and broadening access to its academic and research programmes through a variety of strategies by increasing the participation rates of students from historically disadvantaged and non-traditional educational backgrounds, from working class and rural backgrounds, of women, and of students in under-represented fields of study. Nelson Mandela University also provides access to students with disabilities<sup>16</sup> based on academic merit and within the context of the university's ability to make reasonable provision for such students.

Nelson Mandela University is mindful that access to education is a basic human right enshrined in the *Constitution* (see section 3.1). However, this has to be balanced by the availability of resources to ensure that Nelson Mandela University can provide the students that it enrolls with the necessary teaching, learning and research resources so that they are

<sup>9</sup> National Planning Commission, National Development Plan Vision for 2030

<http://www.npconline.co.za/medialib/downloads/home/NPC%20National%20Development%20Plan%20Vision%202030%20-lo-res.pdf>

<sup>10</sup> [http://www.info.gov.za/otherdocs/2002/rd\\_strat.pdf](http://www.info.gov.za/otherdocs/2002/rd_strat.pdf)

<sup>11</sup> <http://www.info.gov.za/view/DownloadFileAction?id=94066>

<sup>12</sup> Department of Science and Technology (DST), Draft Strategy for Human Capital Development for Research, Innovation and Scholarship, December 2012

<sup>13</sup> <http://www.dhet.gov.za/LinkClick.aspx?fileticket=k4aKtPbYHds%3D&tabid=36>

<sup>14</sup> <http://www.dst.gov.za/index.php/resource-center/strategies-and-reports>

<sup>15</sup> <http://www.dedea.gov.za/Policies/Eastern%20Cape%20Provincial%20Industrial%20Development%20Strategy.pdf>

<sup>16</sup> Note: The University is working progressively towards enhancing access for students with disabilities. Disabled applicants are offered a place if they meet the University's admission requirements and whatever additional requirements that may be necessary to ensure that reasonable accommodation can be made. The nature and extent of the individual's disability as well as the learner resources available to support the disabled student at Nelson Mandela University are considered by the Universal Accessibility and Disability Services (UADS) in collaboration with the relevant programme coordinator/HoD to determine whether Nelson Mandela University is able to offer reasonable accommodation or not. Such decisions are made on an individual basis.

provided with a quality learning experience and to enable them to successfully complete their studies. For this reason, enrolments in some programmes may be limited (see section 5.6). To guide the implementation of this policy statement, eleven underpinning principles have been developed.

## 5. UNDERPINNING PRINCIPLES

The following principles<sup>17</sup> underpin the implementation of Nelson Mandela University's *Admissions Policy*.

### 5.1 ***Procedures for the recruitment of students to Nelson Mandela University are clear and explicit and are implemented consistently and professionally.***

Ways in which effect is given to this principle include targeted marketing and recruitment strategies, and the availability of scholarships, bursaries and merit awards to attract qualifying applicants. For undergraduate admissions, while targeted marketing and recruitment strategies are largely aimed at Grades 10 to 12, for under-represented groups (e.g., rural learners) such strategies are implemented earlier, the admissions process is unpacked, and assistance is provided to complete and submit application forms.

### 5.2 ***Nelson Mandela University's promotional materials are accurate, relevant, current, and accessible, and provide information that will enable applicants to make informed decisions about their study options.***

In terms of equity and redress, ways in which this principle is demonstrated include having promotional materials available in print and electronic forms, school visits and career fairs/exhibitions, advertisements, and through subject choice workshops and career guidance for school learners (some of which is achieved through empowering Life Orientation educators) and career counselling for students. Where a minimum number of student enrolments are required for a programme to be presented, such information is made known in advance with clear closing dates for the submission of applications.

### 5.3 ***To broaden access, a range of access and articulation routes are available and information on them is provided to applicants.***

This principle is demonstrated through the availability of preparatory, bridging and articulation programmes some of which may be offered by Technical and Vocational Education and Training (TVET) Colleges, in incubator schools, as short learning or research capacity building programmes, as Summer/Winter Schools, or as extended programmes. As a comprehensive university, access to Nelson Mandela University is enhanced by students who enter qualifications at a lower HEQSF level being able to advance to different programme types and/or higher level qualifications through the application of articulation rules<sup>18</sup> between programmes. Furthermore, mature and non-traditional students can obtain information about and gain access to studies through Nelson Mandela University's recognition of prior learning processes<sup>19</sup>.

### 5.4 ***To promote equity of access, admissions criteria and procedures are sensitive to the different starting points of applicants and seek to include those with the potential to succeed.***

Effect is given to this principle by:

- a. The admissions requirements to the various programmes offered by the University consisting of both the statutory admission requirements<sup>20</sup> as well as additional requirements for admission to specific programmes approved by Senate<sup>21</sup>.
- b. Encouraging applications from applicants who meet both the statutory and specific admissions requirements. Nonetheless, the University also makes provision for various forms of alternative access/admission routes into its academic programmes. Alternative admissions routes are provided through [satisfactory performance on admissions

<sup>17</sup> These principles have been significantly informed by the Quality Assurance Agency for Higher Education (QAA) (2006), Code of Practice for the Assurance of Academic Quality and standards in Higher Education. Section 10: Admissions to Higher Education. Can be accessed from [www.qaa.ac.uk](http://www.qaa.ac.uk)

<sup>18</sup> These are contained in the relevant programme rules in the *Prospectus* of each faculty. Articulation rules are guided by progression and articulation stipulations in the HEQSF.

<sup>19</sup> Refer to Nelson Mandela University's *Recognition of Prior Learning Policy*. (D/365/08)

<sup>20</sup> See section 3.2.3

<sup>21</sup> See the relevant sections on general and specific admission requirements to programmes and modules in the relevant faculty *Prospectus*; or the *General Information and Admission Requirements for Undergraduate Programmes*; or the *General Information and Admission Requirements for Postgraduate Programmes*.

assessment measures<sup>22</sup>], interviews, portfolio presentations, submission of a research proposal, the use of Senate's Discretion admission<sup>23</sup>, the application of a policy and procedures for the recognition of prior learning<sup>11</sup>, and programme articulation agreements/rules.

- c. In addition, should applicants not meet the requirements to be admitted to a certain programme type, they could be streamed<sup>24</sup> into a related programme type, if available.
- d. In terms of equity and redress, Nelson Mandela University actively markets its different undergraduate access and admission routes among schools, Technical Vocational Education and Training (TVET) Colleges, Community Colleges, parents, learners and Life Orientation educators. In terms of the postgraduate access and admission routes, these are marketed to students at Nelson Mandela University, at other universities and the public through various marketing campaigns.

### **5.5 *Transparent, research-informed admission requirements are published and applied consistently during the admissions decision-making process.***

Nelson Mandela University's admission requirements:

- a. Comply with legislative and regulatory requirements.
- b. Are informed by research and are as appropriate and valid as possible.
- c. Are transparent and sensitive to both the need to broaden access as well as to admit a diverse range of students with the potential to succeed<sup>[25]</sup>.
- d. Are formally approved before they can be applied (see Appendix A and B for a flowchart of the approval process for undergraduate and postgraduate qualifications respectively).
- e. Are published annually, internally and externally.

The appropriateness of the current undergraduate admissions requirements are to be reviewed at an institutional level every five years.

To enhance the consistency and accuracy of admissions decisions, capacity building opportunities are provided to staff involved in the admissions process. In addition, regular audits and reviews are conducted to ensure that admissions requirements are applied consistently (see also section 5.10).

### **5.6 *While Nelson Mandela University's approach to admissions is one of inclusivity, to meet equity-based enrolment targets and where places in programmes are capped/limited, selection mechanisms are made public. As there are normally more applications than places available, entry to these programmes may be competitive and for this reason the selection process is conducted in a confidential way***

Nelson Mandela University's admission requirements and processes are designed to include a diverse range of students (see section 4, 5.3 and 5.4). Nonetheless, as indicated in section 3.2.4, Nelson Mandela University's enrolment plan contains equity-based enrolment targets, which are responsive to national strategic priorities. Furthermore, as indicated in section 2 and in 3.2.4, in some undergraduate and postgraduate programmes, the number of first-time entering applicants that are admitted is capped/limited. Consequently, where certain groups are under-represented in a programme and where the number of students to be admitted to a programme is capped, the University applies selection mechanisms when making admissions offers in these programmes. When determining selection mechanisms care is taken that they facilitate equity and redress rather than enforcing past/present privilege or promoting elitism and that the University's internationalisation strategy is taken into account. The selection mechanisms must be approved by the Faculty Management Committee, reported to the

[22] For undergraduate admissions, the access assessment battery used is linked to core entry level competencies that are required to succeed at higher education and is not based on the outcomes of one specific school leaving qualification. For postgraduate admissions research knowledge and competencies, discipline-specific knowledge, or suitability for a career or profession may be assessed.]

23 Senate's discretionary admission, which is granted to an applicant who has not met the minimum requirements for degree/diploma studies but who demonstrates in an assessment process approved by Senate that he/she is suitable for degree/diploma studies or has completed a recognized Access course or a Foundation programme. (<http://www.hesa-enrol.ac.za/mb/faq.htm>).

24 This is based on school and [access test performance as well as] career interests in the case of undergraduate programmes and on previous academic performance and career interests for postgraduate students.

[25] An example of how this is put into effect is that applicants that do not meet the direct admissions requirements for undergraduate studies could be given a further opportunity to demonstrate their ability to succeed at higher education studies through an assessment process. Applicants' school/academic performance needs to fall in a certain range for them to be given a further opportunity to gain admission. This range is provided in marketing materials and in the relevant faculty *Prospectus*.]

Admissions section, and be published. In this way applicants are made aware that meeting the minimum admission requirements does not guarantee acceptance whilst being informed of the transparent selection mechanisms and that the process is conducted in a confidential way, with due regard to the applicant's right to request reasons for a rejection. Selection mechanisms should be implemented in such a way that they expedite rather than delay applicants being informed of the outcome of their application and that selection decisions are appropriately recorded.

**5.7 *When deciding on the admission of students to master's and doctoral studies, the admissions requirements are considered together with available resources and the alignment of the applicant's proposed research with institutional and faculty research themes***

While Nelson Mandela University is committed to enrolling increasing numbers of students in master's and doctoral programmes, care is also taken to ensure that the academic department/faculty has the necessary supervisory capacity and research and teaching expertise available to guide the student through the research and learning process to successfully complete the qualification. Furthermore, consideration also needs to be given to the availability of appropriate research laboratories, where relevant, and research funding. Nelson Mandela University's research agenda is focused on key institutional and faculty research themes/areas and alignment of the applicant's research focus with these themes is preferable. Consequently, other than meeting the admission requirements, consideration is given to available supervisory, infrastructure and funding resources as well as alignment of the applicant's proposed research focus with the institutional/faculty research themes before an admissions offer is made.

**5.8 *The admissions processes is conducted efficiently, consistently, fairly, professionally and courteously according to fully documented operational procedures that are readily accessible to all those involved in the admissions process, both within and without the institution, including applicants.***

The University's admissions procedures are designed to be simple, efficient and fair and staff members discharge their duties courteously, professionally, ethically and as consistently as possible during the recruitment and admissions process. The procedures are documented in *Procedures for Implementing Nelson Mandela University's Admission Policy for Undergraduate Programmes* and in the *Master's and Doctoral Degrees Policy*<sup>26</sup>. Flowcharts of the undergraduate, honours, and master's and doctoral admissions processes are provided in Appendix C, D and E respectively. More detail is also provided in section 7.

To ensure efficiency, in instances where final results are not yet available, pre-final results for the school-leaving qualification or the prerequisite prior higher education qualification are used when making an initial admissions offer. Prior to registration, the onus is on the applicant to furnish the university with all the necessary documentation confirming their final results and attainment of a school-leaving qualification or the prerequisite prior higher education qualification.

Procedures are in place in Academic Administration for responding to applicants' queries about an admission decision, complaints about the admissions process and to ensure that all staff members involved with admissions are familiar with the policies and procedures. The procedures are documented in *Procedures for Implementing Nelson Mandela University's Admission Policy for Undergraduate Programmes* and in *Master's and Doctoral Degrees Policy*.

**5.9 *Procedures are in place for informing applicants and staff on what grounds appeals against the outcome of an admissions decision may be considered and how applicants' appeals are considered and responded to.***

Procedures are in place in Academic Administration for informing applicants on what grounds and how they can appeal an admissions decision. An applicant must appeal in writing [to the Admissions office]. Appeals are considered by an individual/committee involving staff not

<sup>26</sup> The *Honours Degree Policy*, which will include a section on the admissions process, is being developed. In the interim, the principles outlined in the **Admissions Policy** and the flowchart of the admissions process in Appendix D should be used.

directly involved in the original decision. The Admissions Office communicates the outcome of the appeal to the applicant. Specific detail on appeal processes is contained in the *Procedures for Implementing Nelson Mandela University's Admission Policy for Undergraduate Programmes* and in *Master's and Doctoral Degrees Policy*. In the case of undergraduate students applying to transfer to a programme in another faculty, the appeal will be considered by the Admissions Committee. In the case of Honours applications, the appeal is dealt with by the Faculty Management Committee (FMC).

**5.10 Successful applicants are provided with relevant information about their studies and how to access and optimise the learning support available.**

Effect is given to this principle by:

- a. Informing prospective students at the time an initial admissions offer is made of the obligations placed on them (e.g., that they must inform Admissions of their final school-leaving or course marks for a prior higher education qualification).
- b. Informing prospective students timeously of any significant changes to a programme made between the time an initial admissions offer is made and registration is concluded, and advising them on its implications and if relevant, of the options available in these circumstances.
- c. Providing successful applicants with information about the registration and orientation of new students and the range of support and holistic development opportunities that the University provides.

**5.11 The integrity of admissions information, systems and processes is ensured by implementing quality control procedures.**

Examples how this principle is demonstrated include:

- a. Quality control procedures that are in place during the admissions process (e.g., computer system validation reports).
- b. After each admissions cycle, conducting regular audits and reviews of student admissions, selection mechanisms, the admissions process and the data that have been captured, and quality assurance interventions instituted by the University.
- c. The role played by the Admissions Committee and the Postgraduate Studies Committee in reviewing the admission process and decision-making standards.

**6. APPLICANTS' RIGHTS AND RESPONSIBILITIES**

Throughout the admissions process outlined in section 5 and spelt out in more detail in the *Procedures for Implementing Nelson Mandela University's Admission Policy for Undergraduate Programmes* and in the *Master's and Doctoral Degrees Policy*, **the applicant has the right to expect that:**

- Nelson Mandela University will apply the published admissions principles, criteria and procedures.
- Their application will be processed in a careful and fair way based on principles that are consistently applied during an admissions cycle.
- They will not be
- discriminated against based on race, ethnicity, nationality, gender, sexuality, religion, disability or age.
- They will receive the outcome of their application within a reasonable time-frame.
- Should their application be unsuccessful, they have a right to seek information about why the application was unsuccessful and appeal the decision.
- Should their application to their first-choice programme be unsuccessful, they could request to be considered for an alternative programme.
- Where their application is successful, that Nelson Mandela University will provide them with information regarding the submission of final marks and registration requirements.

Applicants to Nelson Mandela University also have certain **responsibilities**, which, if they are met, will ensure that applications are processed and admissions decisions are reached as soon as possible. Applicants need to **accept responsibility to:**

- Read the instructions on the Application Form carefully before completing and submitting their application.
- Complete the Application Form honestly and accurately.

- Provide complete and verified supporting documentation with the application where requested<sup>27</sup>.
- Where previous post-school studies have been undertaken, complete academic records/transcripts must be submitted along with a statement of good conduct.
- Accept the conditions as set out in the *Declaration by applicant* [(section F of] in the Application Form[]]

## 7. EQUITY OF ACCESS AND SUCCESS

Nelson Mandela University's commitment to promoting equity of access and enrolling a diverse student body is evident both prior to and beyond the admissions process. To contribute to the preparation of high school learners for university studies, Nelson Mandela University partners with schools to provide summer and winter schools in gateway subjects, enhance mastering Mathematics and Science in Grades 10 to 12, provide educator in-service training, career fairs, and school visits, for example.

As Nelson Mandela University is working progressively towards enhancing access for students with disabilities, applicants with a disability are encouraged to disclose this on their application form. This ensures that in addition to considering the admission requirements to the programme applied for, additional requirements that may be necessary to ensure that reasonable accommodation can be made can also be considered. This enables the University to evaluate the nature of the reasonable accommodations that will be needed to support a disabled applicant's learning and whether such accommodations can be made. Failure on the part of applicants to disclose a disability may impact on the University's ability to make reasonable accommodations for them.

Once admitted, students are provided with effective support and capacity-building opportunities to enable them to cope with the demands of their academic programmes and to prepare them for the demands of their work and life<sup>28</sup>. This support [includes] may include developmentally-focused assessment of student needs; academic development and co-curricular programmes; foundational/fundamental modules and resources; research capacity development; writing development and guidance on upholding academic integrity in all scholarly activities; accessing language editing; access to computers and the Internet; library and information services; peer-facilitated learning in small groups; counselling and career guidance; and effective teaching and learning practices that *inter alia* facilitate epistemological access.

Nelson Mandela University also assists students, who have the potential to succeed academically, to access research funding and financial aid from bursaries and loans that are made available by Nelson Mandela University as well as by other sources. By means of the strategies outlined in this section, Nelson Mandela University endeavours to create a supportive learning environment so that students that are admitted have the opportunity to achieve to their potential and complete their programmes successfully. As students need to take co-responsibility for their learning experience, they need to exercise responsibility to make use of the support and development opportunities that the University provides.

## 8. IMPLEMENTATION OF ADMISSIONS POLICY

As indicated in section 5.7, in reaching a decision on admission, the University makes use of an admissions process that is fair and transparent.

Detailed admissions procedures<sup>29</sup> for implementing the *Admissions Policy* for undergraduate and postgraduate admissions are documented separately. Academic Administration is responsible for making these documents accessible to applicants and all those involved in the admissions process.

<sup>27</sup> An applicant who submits a document in support of their application, which contains a false statement, is altered or forged, will be prosecuted both criminally as well as in terms of the Student Disciplinary Code. The findings of the Disciplinary Committee will be communicated to all tertiary institutions in the country.

<sup>28</sup> Refer to *Teaching and Learning Policy* for more information in this regard.

<sup>29</sup> A Central Applications System (CAS) is being developed nationally. The CAS will receive all applications for undergraduate university study and distribute them to the universities that applicants indicate. Universities will still be responsible for making admissions decisions. CAS will be phased in over the next decade and currently does not impact on Nelson Mandela University's undergraduate admissions procedures.



In implementing the *Admissions Policy* cognisance is also taken of general and faculty specific rules and related policies<sup>30</sup>.

The following role players are responsible for effecting various aspects of the admissions process:

**a. Executive Deans**

- i. Directing mechanisms for broadening access to programmes in the faculty.
- ii. Directing enrolment planning in the faculty as well as equity-based admissions target setting.
- iii. Directing the setting and approval of admission requirements.
- iv. Directing the mechanisms for selecting applicants in limited intake/capped programmes.
- v. In exceptional circumstances making a decision to admit a meritorious late applicant.
- vi. In exceptional circumstances, in consultation with the HoD/DoS, adjusting the approved cap for a programme during an intake.

**b. HoDs/Programme Coordinators/Heads of Programmes**

- i. Proposing the overall admissions requirements and subject requirements (where relevant) for a programme and submitting them for approval to relevant committees.
- ii. Proposing admission requirements stipulated by professional or external accrediting bodies and submitting them for approval to relevant committees.
- iii. Proposing alternative selection mechanisms, where relevant.
- iv. [Approval of testing bands and access assessment standards for undergraduate applicants admitted on the basis of school and access assessment results.]
- v. Identifying programmes where targeted groups are under-represented and/or where enrolment must be capped and proposing selection mechanisms in these programmes to the Faculty Management Committee<sup>31</sup>.
- vi. Making admissions decisions for postgraduate applicants and for undergraduate applicants with further or additional education and training or for transferring students.

**c. Admissions Officers**

- i. Making direct entry admissions decisions to undergraduate programmes based on:
  1. Statutory requirements
  2. Composite point score
  3. Subject requirements
- ii. Such decisions may also require implementing selection mechanisms approved by the Faculty Management Committee where the new intake into a programme is capped or where the number of admissions of applicants from under-represented groups needs to reach a specific proportion.
- iii. [Referring applicants for undergraduate studies whose composite point score falls in the testing band to CAAR for access assessment.]
- iv. Consulting with HoDs and Programme Coordinators regarding the application of admissions criteria, particularly in difficult cases.
- v. Regularly communicating with HoDs and Programme Coordinators regarding the number of applicants accepted, the requirements of professional or external accrediting bodies, and regarding applicants with further studies and transferring students.
- vi. Ensuring that quality control measures are in place and are adhered to for the purposes of data and decision-making integrity.

**d. CAAR Consultants**

- i. [Development of profile-based access assessment standards for undergraduate programmes.] Provide data / information for the regular review of undergraduate admissions requirements.

<sup>30</sup> *Inter alia* the *Recognition of Prior Learning Policy* and the *Readmission to Undergraduate Programmes Policy*. The *Readmission Policy* is applied when readmitting and registering or refusing readmission to returning undergraduate students each year.

<sup>31</sup> *The Management Information section supplies data to guide capping and the identification of programmes where targeted groups are under-represented. The Centre for Access Assessment and Research (CAAR) can assist in the design of selection mechanisms and processes.*

- ii. Advising / collaborating with academic departments on [testing bands,] admissions criteria and selection approaches.
- iii. [Admissions decisions to undergraduate programmes based on approved access assessment standards.] Build capacity in faculties to interpret developmental and diagnostic assessments.
- iv. [Admissions decisions to undergraduate programmes based on approved access assessment standards and other relevant information, such as relevant work experience and other studies, in conjunction with the HoD/Programme Coordinator if necessary.]
- v. [Consulting with HoDs and Programme Coordinators regarding the application of admissions criteria, particularly in difficult cases.]
- vi. [Communicating] Sharing learning analytics with HoDs and Programme Coordinators regarding the profile of students accepted [/placed after CAAR testing and the range of developmental recommendations made.] into their programmes to school performance and any other additional information which may impact on the academic performance and developmental support needs of their students.
- vii. [Ensuring that quality control measures are in place and adhered to for the purposes of test data and decision-making integrity.]

#### **e. Departmental Selection Panels**

Informed by the principles underpinning the University's approach to admissions outlined in section 5, these panels are responsible for:

- i. Proposing and gaining approval for the selection process to be used.
- ii. Determining and gaining approval for the composition of selection panel and the frequency of the panel's meeting dates.
- iii. Putting mechanisms in place to ensure that the decision-making process is fair and transparent.
- iv. Communicating the admissions decisions to the Admissions Office.

#### **f. Faculty Management Committees**

The Faculty Management Committees are responsible for:

- i. Instituting enrolment planning.
- ii. Determining the number of students that can be accommodated in each programme in the faculty, on the basis of which caps are proposed to the Executive Committee of Senate, where appropriate.
- iii. Approving selection criteria, mechanisms and processes to be used in programmes where selection is required.
- iv. Where appropriate, approving the composition of a departmental selection panel and the date by when the selection process will be concluded.
- v. Using data provided from Management Information, monitor the number of students admitted throughout the admissions process.
- vi. Dealing with admissions appeals where the admissions decision has been made by a HoD/DoS.

#### **g. Office for International Education**

- i. Receive applications for international applicants
- ii. For undergraduate applications[.], [T]the Office for International Education works in collaboration with Admissions to effect admissions decisions.
- iii. For postgraduate applications, the Office for International Education refers the application to the relevant HoD/DoS for a decision.

#### **h. Universal Accessibility and Disability Services (UADS)**

The Universal Accessibility and Disability Services (UADS) is responsible for:

- i. Identifying prospective applicants who have confirmed disabilities, in conjunction with school principals and Nelson Mandela University Marketing and Corporate Relations, and advising them of the assistance that can be provided.
- ii. Together with Student Counselling, Career and Development Services, faculties and other relevant stakeholders exploring the most appropriate career choices for prospective applicants.
- iii. Consulting with HoDs and Programme coordinators regarding reasonable accommodation concessions, assistive devices and study material conversion requirements for prospective applicants.

- iv. Providing additional information (e.g., regarding Braille or JAWS screen proficiency, mobility, and assistive devices) to Admission Officers, [CAAR consultants,] Departmental Selection Panels and HoDs, where relevant, that can assist in reaching an admissions decision.
- v. Once admitted, issuing accommodation letters to students and introduction letters to HoDs and Programme coordinators.
- vi. Regularly communicating with HoDs and Programme coordinators regarding the number of students accepted and disabilities involved.
- vii. Adhering to all aspects with regard to confidentiality.

**i. Admissions Committee**

As a committee of Senate, the Admissions Committee:

- i. Provides guidance related to admissions decisions.
- ii. Considers and reaches decisions about undergraduate appeals in an ethical and transparent way.
- iii. Advises Senate on appropriate admission criteria and methods and mechanisms for managing capping targets or the admission of under-represented groups.
- iv. Submits reports to Senate regarding the efficiency of undergraduate admissions decision-making process and suggested improvements.
- v. Monitors the implementation of the *Admissions Policy* and the procedures for its implementation for undergraduate studies and suggests refinements when necessary.

**j. Postgraduate Studies Committee (PGSC)**

As a committee of Senate, the PGSC *inter alia*:

- i. Advises Senate on appropriate postgraduate admission criteria and methods and mechanisms for managing capping targets or the admission of under-represented groups.
- ii. Submits reports to Senate regarding the efficiency of postgraduate admissions decision-making process and suggested improvements.
- iii. Monitors the implementation of the *Admissions Policy* and the procedures for its implementation for postgraduate studies and suggests refinements when necessary.

**k. Faculty Postgraduate Studies Committee (FPGSC)**

The FPGSC *inter alia*:

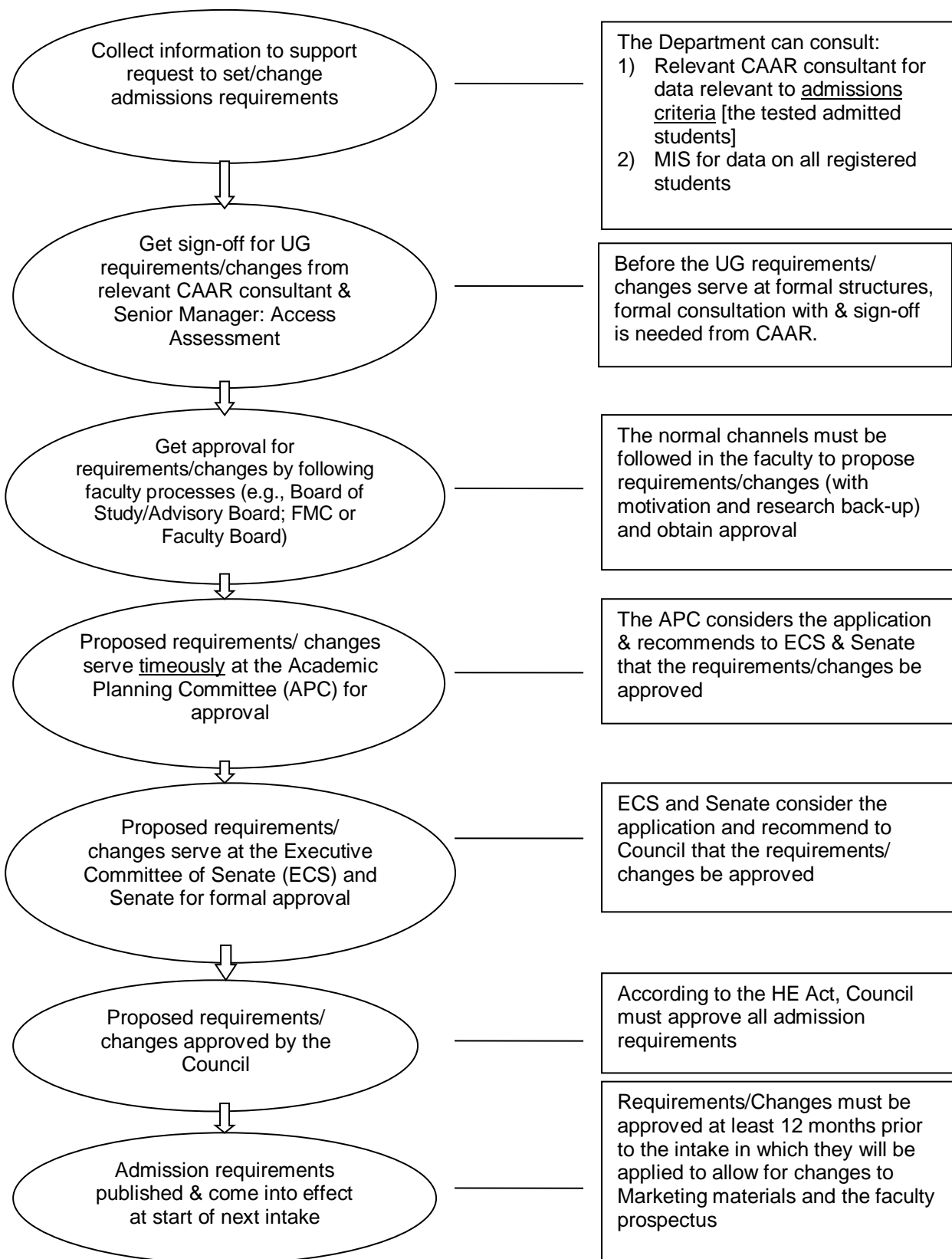
- i. Ratifies postgraduate admissions decisions based on the recommendation of HoDs.
- ii. Considers and reaches decisions about postgraduate admissions appeals in an ethical and transparent way.

**9. MONITORING IMPLEMENTATION OF, REVIEWING AND UPDATING THE ADMISSIONS POLICY**

Nelson Mandela University's Senate has established an Admissions Committee and a Postgraduate Studies committee *inter alia* to:

- a. monitor the admissions process and the consistency of admissions decision-making for undergraduate and postgraduate admissions respectively;
- b. ensure that the *Admissions Policy* and procedures for implementing it continue to support the vision, mission, values and strategic priorities of the University as well as national priorities, and that they remain current and valid; and
- c. advise Senate on matters related to the admissions policy, processes, standards and requirements and when necessary, make recommendations regarding changes and refinements to Senate via the faculty and institutional committee structures.

**Appendix A**  
**Setting/Changing Undergraduate Admissions Requirements: Process Followed**



Collect information to support request to set/change admissions requirements

The Department can consult:  
 1) Relevant CAAR consultant for data relevant to admissions criteria [the tested admitted students]  
 2) MIS for data on all registered students

Get sign-off for UG requirements/changes from relevant CAAR consultant & Senior Manager: Access Assessment

Before the UG requirements/ changes serve at formal structures, formal consultation with & sign-off is needed from CAAR.

Get approval for requirements/changes by following faculty processes (e.g., Board of Study/Advisory Board; FMC or Faculty Board)

The normal channels must be followed in the faculty to propose requirements/changes (with motivation and research back-up) and obtain approval

Proposed requirements/ changes serve timeously at the Academic Planning Committee (APC) for approval

The APC considers the application & recommends to ECS & Senate that the requirements/changes be approved

Proposed requirements/ changes serve at the Executive Committee of Senate (ECS) and Senate for formal approval

ECS and Senate consider the application and recommend to Council that the requirements/ changes be approved

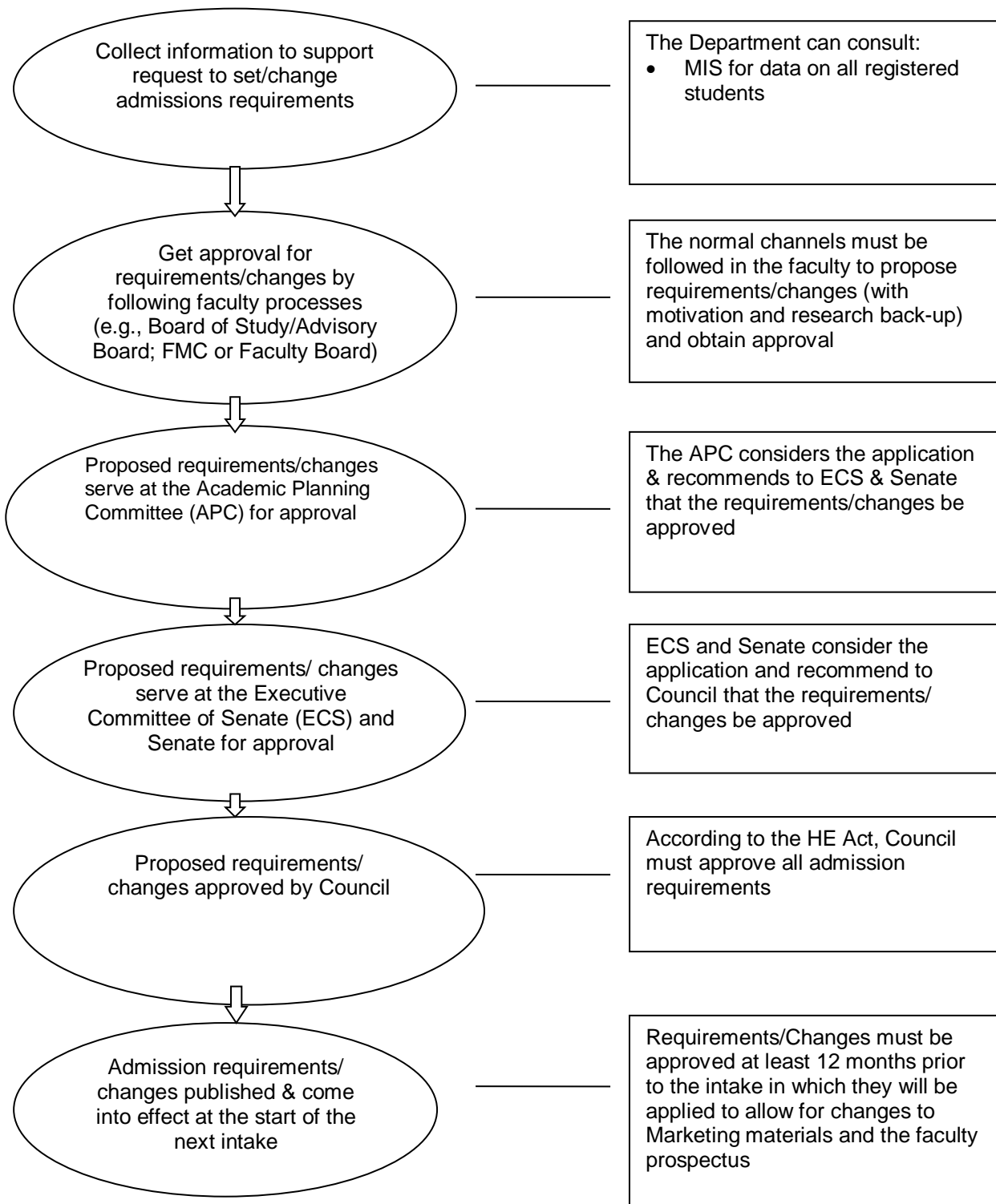
Proposed requirements/ changes approved by the Council

According to the HE Act, Council must approve all admission requirements

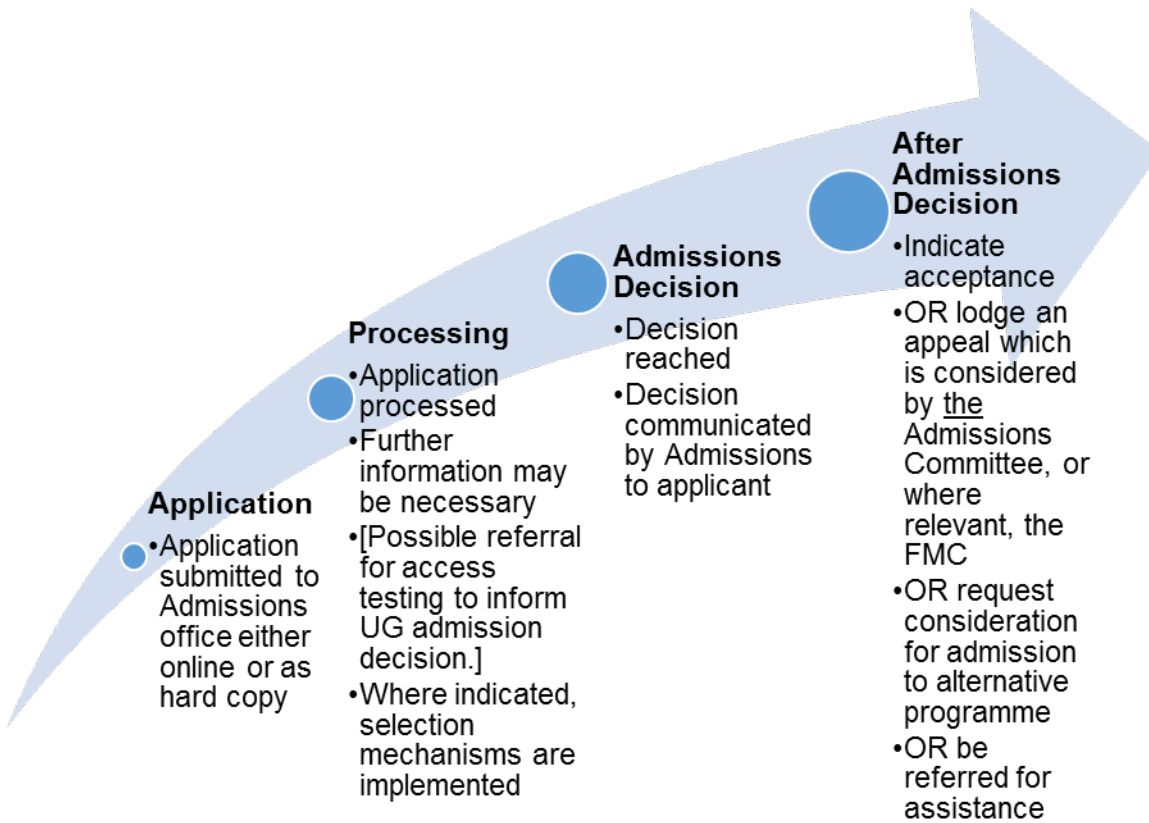
Admission requirements published & come into effect at start of next intake

Requirements/Changes must be approved at least 12 months prior to the intake in which they will be applied to allow for changes to Marketing materials and the faculty prospectus

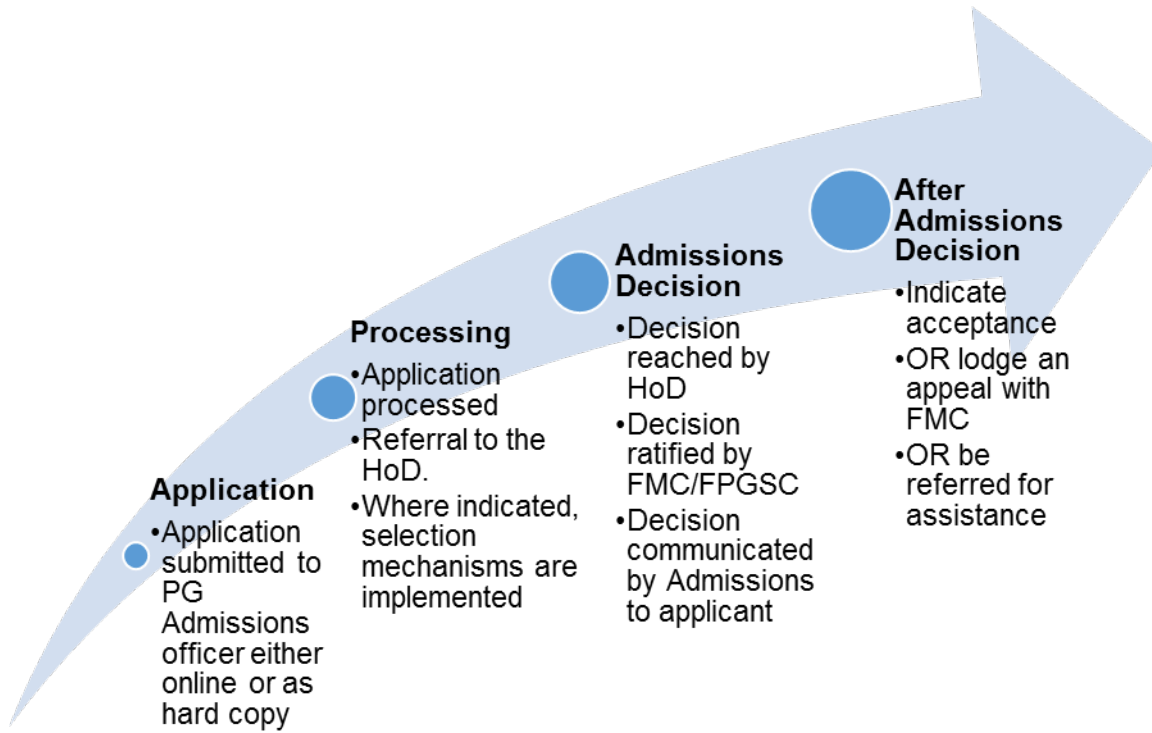
**Appendix B  
Setting/Changing Postgraduate Admissions Requirements: Process Followed**



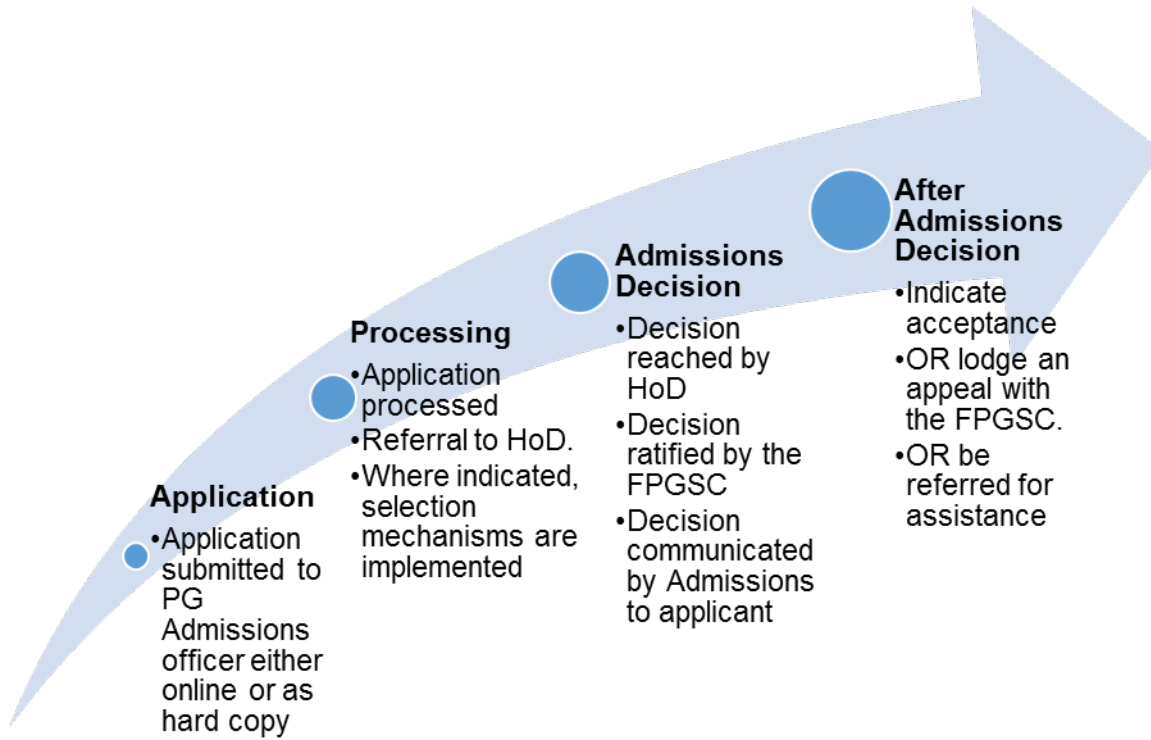
**Appendix C**  
**Flowchart of Undergraduate Admissions Process: Applicant’s Perspective**



**Appendix D**  
**Flowchart of Honours Admissions Process: Applicant's Perspective**



**Appendix E**  
**Flowchart of Postgraduate Admissions Process: Applicant's Perspective**





## ADMISSION AND READMISSION TO UNDERGRADUATE PROGRAMMES

### 1. PURPOSE OF THE POLICY

Section 37(4) of the Higher Education Act, Act 101 of 1997 as amended, stipulates as follows:

- (4) *Subject to this Act, the Council may, with the approval of senate:*
- (a) *determine the entrance requirements in respect of particular higher education programmes;*
  - (b) *determine the number of students who may be admitted for a particular higher education programme and the manner of their selection;*
  - (c) *determine the minimum requirements for readmission to study at the public higher education institution concerned; and*
  - (d) *refuse readmission to a student who fails to satisfy such minimum requirements for readmission.*

The purpose of this policy is to indicate both the process by which Senate determines readmission requirements and who has the authority to refuse readmission to a student who fails to satisfy such minimum requirements for admission. The policy furthermore addresses where a student can obtain information on readmission requirements and the process to be followed to appeal a readmission refusal decision.

### 2. POLICY

#### 2.1 Review of academic progress

Among the principles underpinning learning at the Nelson Mandela University<sup>1</sup> is that lecturers have high expectations that students will succeed in their studies. Consequently, many learning and development opportunities are provided by lecturers and professional academic support staff to develop and assist students in their learning endeavours and to foster academic success. Furthermore, in accordance with sound educational practices related to enhancing academic success, procedures need to be in place to regularly review the academic progress of students. **Each Faculty Board must thus approve a process to review the performance of students at a module and/or programme level in their Faculty, submit the process to the University Teaching and Learning Committee for approval, and monitor the implementation of the review process.** It is foreseen that for faculties to effectively manage the review of student progress, certain administrative processes might have to be collaboratively developed by the faculties and Faculty Administration. The review must be done regularly (so that lecturers/programme coordinators/Heads of Departments are better informed of the progress of students, and they could become aware of any personal, academic or other circumstances that might be negatively impacting on the progress of students). Where specific student needs and problems are identified, students should be referred to resources and professional services that can assist them (e.g., referral to Keys to Success workshop; Supplemental Instruction; Student Counselling, Career and Development Services; Financial Aid; Campus Health). It is the responsibility of the student to contact the support service that they have been referred to and to participate in the various development and support activities that could assist them to succeed academically.

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<sup>1</sup> *Policy on the Underpinning Principles of Learning Experience Provision and the University Teaching and Learning Policy*

## 2.2 Minimum Requirements for Readmission

Minimum requirements for readmission must be determined by faculties, submitted for approval to Senate and published in the faculty prospecti. **It is thus the responsibility of each Faculty Board to ensure that:**

- 2.2.1 The general principles for determining readmission rules contained in Appendix A are used as a guideline when determining the minimum requirements for undergraduate programmes in the faculty.
- 2.2.2 Readmission requirements for each programme (for all year levels) are determined, submitted for approval to Senate via the Academic Planning and Quality Committee, and published in the faculty prospectus. Faculty Boards may decide to determine generic readmission requirements for all or groups of programmes in the faculty instead of determining the requirements per programme. Generic faculty readmission requirements must also be submitted for approval to Senate via the academic Planning and Quality Committee and must be published in the faculty prospectus.
- 2.2.3 The attention of students is drawn to the readmission requirements during the registration process. This is especially important if a student's academic progress is unsatisfactory and conditions are placed on his/her readmission. In this instance, the Faculty Management Committee (FMC) in collaboration with Faculty Administration must determine the process to be followed to record the conditions for readmission on the student record and to notify the student of the conditions.

## 2.3 Process to determine if Readmission Requirements Have Been Met and to Refuse Readmission

The following process must be followed when reaching a decision that a student has not met the readmission requirements:

- 2.3.1 The performance of all students registered for a programme in a faculty must be reviewed against the readmission requirements. Unless the Faculty Board decides otherwise, this review will normally take place at the end of an academic year. The Faculty Officer will identify the students that do not meet the readmission requirements and discuss them with the Head of Department/Director of School/Executive Dean (whichever is applicable). The Head of Department/Director of School/Executive Dean has the delegated authority to refuse the readmission of students who have not met the readmission requirements.
- 2.3.2 The Head of Department/Director of School in collaboration with the Faculty Officer must convey the fact that readmission has been refused and the reasons for this in writing to the student. A copy of this letter must be attached to the Student Record. The Head of Department/Director of School must be able to provide the detailed information that informed the decision, should the decision to refuse readmission be appealed.
- 2.3.3 A student who has been refused readmission can apply to be enrolled in a different programme via the Admissions office provided that he/she had only been refused readmission on one occasion<sup>2</sup>. The Head of Department/Director of School, (whichever is applicable) has the delegated authority to decide whether or not the student should be admitted. The decision is guided by whether the student meets the admissions requirements for the programme and possible additional information such as a recommendation from the CAAR assessment consultant regarding the student's results on the Access Assessment Battery, and/or a recommendation from a student counsellor regarding the alignment

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<sup>2</sup> If a student has been refused readmission more than once, he/she cannot apply for admission to a different programme.

between the student's career aspirations and aptitude and the programme applied for. When deciding to admit the student, the Head of Department/Director of School may impose reasonable requirements that the student must meet in an attempt to enhance the chances that the student will be academically successful. The outcome of the application for admission must be communicated to and placed on the student's record by the relevant Admissions Officer.

## **2.4 Appeal procedure**

The student has the right to appeal against a decision to refuse readmission. The appeal will normally be handled by the Faculty Management Committee, unless the Faculty Board determines that another faculty committee must consider the appeal. In the latter instance, the Faculty Board must determine the composition of the committee. The decision reached by the appropriate faculty committee regarding the readmission appeal will be final and no further appeal will be permitted.

The process followed to apply for, consider and deal with a readmission appeal is as follows:

- 2.4.1 A student must submit their appeal in writing on a prescribed readmission appeal form, with full motivation and supporting documentation, to the Faculty Administration by either the last day of the re-examination period or within five (5) working days of receiving notification of readmission refusal, whichever date is the latest. The Faculty Administration must forward the appeal, together with a copy of the student's study record and the letter in which the student was informed that he/she was being refused readmission, to the Faculty Management Committee.
- 2.4.2 The Faculty Management Committee will then handle the appeal where consideration could be given to factors such as:
  - (a) The student's academic record.
  - (b) The appropriateness of the reasons for the refusal to readmit the student
  - (c) Whether there are any special circumstances related to the student's unsatisfactory academic performance that should be taken into account and which could mitigate against refusing readmission
- 2.4.3 A statement of the outcome of the appeal and a motivation for the decision reached must be communicated to and placed on the student's record by the Faculty Administration.

## **3. APPLICATION OF THIS POLICY AND MONITORING OF IMPLEMENTATION**

This policy is applicable to all students, academic lecturing staff and relevant administrative staff.

The Executive Dean of each Faculty must annually submit a report on the number of decisions to refuse readmission, and on the appeals lodged and how these were dealt with, to the University Teaching and Learning Committee, whose responsibility it will be to review the application of the policy across the faculties, to report to the Executive Committee of Senate on the readmissions process annually, and to recommend revisions to the policy when necessary.

## **4. ABBREVIATIONS USED IN THIS DOCUMENT**

<b>HoDs</b>	Heads of Departments
<b>DoSs</b>	Directors of Schools
<b>FMC</b>	Faculty Management Committee
<b>CAAR</b>	Centre for Access Assessment & Research

## **APPENDIX A**

### **GENERAL PRINCIPLES FOR DETERMINING READMISSION RULES FOR UNDERGRADUATE PROGRAMMES (*Excluding Honours & BTech*)**

#### **1. General Principles**

The following general principles will apply:

- a) Faculties should consider not only a level (i.e., number of credits accumulated per year of registration) at which students are excluded, but also a range in which conditional readmission/warnings will apply;
- b) Faculties should have the discretion to determine the minimum credit value for readmission to a particular programme;
- c) In the light of all the factors that impact on students in their first year of study, students should normally be given a second chance, subject to possible conditional readmission/warnings;
- d) In terms of space constraints and the resultant capping of student numbers in certain programmes, the conditions attached to the readmission of a student who has made unsatisfactory progress after their first year of study, should be considered very carefully so that good students that are applying for the first time are not turned away;
- e) Where the maximum study period has been reached, but a student is close to graduating in that he/she only requires a few credits to graduate, the Faculty should have clear criteria in place to apply discretion to readmit the student;
- f) Faculties should have the discretion to deal with possible exceptions, including readmitting students not complying with the stated readmission requirements.

#### **2. After the 1st year of registration**

Students will normally be eligible for readmission to the 2<sup>nd</sup> year. Students who have obtained less than a specified number of credits (*see section 6*) will normally only be allowed to register for the next year subject to certain conditions. Such conditions may include being referred to the Student Counselling, Career and Development Center for assessment and intervention, limiting the modules for the next year and/or deregistration at the end of the first semester should defined performance requirements not be met. However, depending on certain circumstances in a particular programme, like space limitations, faculties can set minimum conditions for readmission to the 2<sup>nd</sup> year. In other words, students who have obtained less than a specified number of credits (*see section 6*) cannot be readmitted. Other options include the channelling of students to other programmes, career guidance, etc.

#### **3. Subsequent years of registration (e.g. 2nd , 3rd, 4th year)**

Students must have obtained a specified number of credits to be eligible for readmission (*direct readmission*). Students, who have obtained less than the credits required for direct readmission, but more than a specified number of credits, will be allowed to register for the next year subject to certain conditions (*conditional readmission*). Such conditions may include limiting the modules for the next year and/or deregistration of modules at the end of the first semester should the specified performance requirements not be met. Students who have obtained less than a specified number of credits will not be eligible for readmission to the same programme. Students who have been refused re-admission to their current qualification will only be allowed one further opportunity to change qualification. Students who had a break in studies of one academic year or more will be required to re-apply for admission.

#### 4. Maximum period of study

4.1. **Full time:** The following maximum periods of study are allowed for full-time students:

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	1 year	2 years
360+ credits	3 years	5 years
480+ credits	4 years	6 years

4.2. **Full time Extended Programmes:** The following maximum periods of study are allowed for full-time students in extended programmes:

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	2 years	3 years
360+ credits	4 years	6 years
480+ credits	5 years	7 years

4.3. **Part Time:** The following maximum periods of study are used as a guideline for part-time students taking due cognisance of personal circumstances:

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	2 years	3 years
360+ credits	4 years	7 years
480+ credits	6 years	8 years

#### 5. Maximum period of study exceeded

In the event that a student exceeds the maximum allowable period of study, the student will only be readmitted under special circumstances (e.g. when the student, with due consideration of his/her academic record, is likely to complete his/her qualification by the end of the year).

#### 6. Progress-based readmission criteria in table format

##### 6.1. Full time students

The following template serves as an example to be used by faculties for full time students:

Period of Registration	3 year programme (360+ credits)			4 year programme (480+ credits)		
	No action	Conditions	No readmission	No action	Conditions	No readmission
After 1 year	*72+	Less than 72	None	80+	Less than 80	None
After 2 years	144+	80 – 143	Less than 80	160+	120 – 159	Less than 120
After 3 years	216+	150 – 215	Less than 150	240+	200 – 239	Less than 200
After 4 years	288+	240 – 287	Less than 240	320+	280 – 319	Less than 280
After 5 years			All, unless special circumstances	400+	360 – 399	Less than 360
After 6 years						All, unless special circumstances

(\*Note: The credit values indicated serve as a guideline only)

## 6.2. Full time students in extended programmes<sup>#</sup>

The following template serves as an example to be used by faculties for full time students in extended programmes:

Period of Registration	4 year programme (360+ credits)			5 year programme (480+ credits)		
	No action	Conditions	No readmission	No action	Conditions	No readmission
After 1 year	*45+	30 - 44	Less than 30	45+	30 - 44	Less than 30
After 2 year	72+	44 - 71	Less than 44	80+	44 - 79	Less than 44
After 3 years	144+	80 – 143	Less than 80	160+	120 – 159	Less than 120
After 4 years	216+	150 – 215	Less than 150	240+	200 – 239	Less than 200
After 5 years	288+	240 – 287	Less than 240	320+	280 – 319	Less than 280
After 6 years			All, unless special circumstances	400+	360 – 399	Less than 360
After 7 years						All, unless special circumstances

(\*Note: The credit values indicated serve as a guideline only)

(#Note: Students that have not completed the foundational modules after the third of year of study will be refused readmission to the same programme.)

## Part time students

The following template serves as an example to be used by faculties for part time students:

Period of Registration	3 year programme (360+ credits)			4 year programme (480+ credits)		
	No action	Conditions	No readmission	No action	Conditions	No readmission
After 1 year	*44+	Less than 44	None	48+	Less than 48	None
After 2 year	90+	40 - 89	Less than 40	96+	40 - 95	Less than 40
After 3 years	135+	88 – 134	Less than 90	144+	95 - 143	Less than 95
After 4 years	180+	140 – 179	Less than 140	192+	150 - 191	Less than 150
After 5 years	225+	190 – 224	Less than 190	240+	205 – 239	Less than 205
After 6 years	270+	240 – 269	Less than 240	288+	260 - 287	Less than 260
After 7 years	315+	288 – 314	Less than 288	336+	315 - 336	Less than 315
After 8 years			All, unless special circumstances	384+	370 – 383	Less than 370
After 9 years				432+	420 - 431	Less than 420
After 10 years						All, unless special circumstances

(\*Note: The credit values indicated serve as a guideline only)

## STATEMENT ON THE UNIVERSITY'S INTERVENTION IN THE EVENT OF POSSIBLE DISRUPTIONS TO ACADEMIC ACTIVITIES

From past experience the University knows that circumstances beyond our control may disrupt our academic activities. The University therefore reserves the right to implement certain emergency measures when deemed necessary to manage such situations. Please note that the University shall not be held liable for any inconvenience, damage or other negative consequence resulting from the implementation of such emergency measures.

## BURSARIES ADMINISTERED BY THE FINANCIAL AID OFFICE

### Scholar Merit Awards

First-year students, studying at tertiary level for the first time, can qualify for a scholar merit award. The criteria for these awards are that prospective students

- (i) must have matriculated not more than 2 years prior to registration;
- (ii) Their registration at University must be their First registration at a Higher Education institution;
- (iii) must have obtained a minimum APS score of 40 points on their final matric results (remarks are not considered);
- (iv) must be studying fulltime;
- (v) are SA students.
- (vi) No application is necessary – these are automatic awards;

Head Prefect (or Learner Council President)/ can qualify for an once off School leadership award on presentation of proof thereof (conditions apply)

Further details are available from the Financial Aid Office.

### Student Merit Awards

Undergraduate students can qualify for merit awards based on their final results, provided that they will be continuing with undergraduate studies the following year. The criteria for these awards are that students

- (i) must obtain a minimum weighted average of at least 70% in the following faculties
  - o Faculty of Science
  - o Faculty of Health Sciences
  - o Faculty of Engineering, the Built Environment and Information Technology
  - o Faculty of Law
- must obtain a minimum weighted average of at least 75% in the following faculties
  - o Faculty of Arts
  - o Faculty of Education
  - o Faculty of Business and Economic Sciences

- (ii) must have been registered for a minimum RCW of 0.8
- (iii) must have passed all modules registered for at the first attempt
- (iv) are SA students and International students
- (v) Occasional students do not qualify for this bursary
- (vi) No application is necessary – these are automatic awards

Further details are available from the Financial Aid Office.

### Honours Bursaries (Nelson Mandela University and NRF)

Full-time students who are accepted into the Honours programme are eligible to apply for Nelson Mandela University Honours bursaries. The criteria for these bursaries are that:

- (i) students must have obtained a minimum average of 55% in the previous year
- (ii) Only SA and SADC students can apply

Application forms are available from Research Development Centre – closing date 31 October.

### Corporate bursaries

A bursaries brochure is available on the Nelson Mandela University website, under “Study with us – Financial”. This brochure contains details of bursaries and where to apply for these. Further details are available from the Financial Aid Office.

**QUALIFICATIONS OFFERED BY THE UNIVERSITY**

<sup>1)</sup> Minimum duration refers to the duration after completion of the pre-requisite qualification or after having complied with the entrance requirements.)

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
<b>Faculty of Arts</b>	
Diploma in Music Education	3 years
National Diploma: Architectural Technology	3 years
National Diploma: Ceramic Design	3 years
National Diploma: Public Management	3 years
National Diploma: Public Relations Management	3 years
Bachelor of Arts	3 years
Bachelor of Arts: Media, Communication and Culture	3 years
Bachelor of Administration	3 years
Bachelor of Architectural Studies	3 years
Bachelor of Music	4 years
Bachelor of Visual Arts	3 years
Bachelor of Technology: Architectural Technology	1 year
Bachelor of Technology: Applied Design	1 year
Bachelor of Technology: Fashion	1 year
Bachelor of Technology: Fine Art	1 year
Bachelor of Technology: Graphic Design	1 year
Bachelor of Technology: Interior Design	1 year
Bachelor of Technology: Photography	1 year
Bachelor of Technology: Public Management	1 year
Bachelor of Technology: Public Relations Management	1 year
Bachelor of Technology: Textile Design and Technology	1 year
Bachelor of Arts Honours	1 year
Bachelor of Arts Honours (Afrikaans and Dutch)	1 year
Bachelor of Arts Honours (Anthropology)	1 year
Bachelor of Arts Honours (Applied Languages)	1 year
Bachelor of Arts Honours (Corporate Communication)	1 year
Bachelor of Arts Honours (English)	1 year
Bachelor of Arts Honours (French)	1 year
Bachelor of Arts Honours (History)	1 year
Bachelor of Arts Honours (IsiXhosa)	1 year
Bachelor of Arts Honours (Journalism)	1 year
Bachelor of Arts Honours (Media Studies)	1 year
Bachelor of Arts Honours (Philosophy)	1 year
Bachelor of Arts Honours (Political Science)	1 year
Bachelor of Arts Honours (Public Administration)	1 year
Bachelor of Arts Honours (Sociology)	1 year
Master of Public Administration (MPA)	2 years
Master of Technology : Architectural Technology	1 year
Master of Technology: Ceramic Design	1 year
Master of Technology Fashion	1 year
Master of Technology: Fine Art	1 year
Master of Technology: Graphic Design	1 year
Master of Technology: Photography	1 year
Master of Technology: Public Relations Management	1 year
Master of Technology: Textile Design and Technology	1 year
Master of Arts	1 year
Master of Arts: Afrikaans and Dutch	1 year
Master of Arts: Anthropology	1 year



<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
+Master of Arts: Applied Language Studies	1 year
Master of Arts: Conflict Transformation and Management	1 year
Master of Arts: English	1 year
Master of Arts: Fashion	1 year
Master of Arts: Fine Art	1 year
Master of Arts: Graphic Design	1 year
Master of Arts: History	1 year
Master of Arts: Media Studies	1 year
Master of Arts: Philosophy	1 year
Master of Arts: Photography	1 year
Master of Arts: Political Studies	1 year
Master of Arts: Public Administration	1 year
Master of Arts: Sociology	1 year
Master of Arts: isiXhosa	1 year
Master of Music	2 years
Master of Music in Applied Choral Conducting	2 years
Master of Music in Composition	2 years
Master of Music in Performing Arts	2 years
Master of Music Research	1 year
Master of Architecture (Professional)	2 years
Master of Architecture	1 year
Doctor of Architecture	2 years
Doctor of Philosophy	2 years
Doctor of Philosophy: Anthropology	2 years
Doctor of Philosophy: Biblical and Religious Studies	2 years
Doctor of Philosophy: Conflict Management	2 years
Doctor of Philosophy: History	2 years
Doctor of Philosophy: Media Studies	2 years
Doctor of Philosophy: Music	2 years
Doctor of Philosophy: Philosophy	2 years
Doctor of Philosophy: Political Studies	2 years
Doctor of Philosophy: Public Administration	2 years
Doctor of Philosophy: Sociology	2 years
Doctor of Literature	2 years
Doctor of Literature: Afrikaans and Dutch	2 years
Doctor of Literature: Applied Languages	2 years
Doctor of Literature: isiXhosa	2 years
Doctor of Music	2 years
<b>Faculty of Business and Economic Sciences</b>	
Higher Certificate in Accountancy	1 year
Higher Certificate in Business Studies	1 year
Diploma in Accountancy	3 years
Diploma in Economics	3 years
Diploma in Human Resource Management	3 years
Diploma in Inventory and Stores Management	3 years
Diploma in Logistics	3 years
Diploma in Management	3 years
Diploma in Marketing	3 years
Diploma in Tourism Management	3 years
National Diploma: Accounting	3 years
National Diploma: Cost and Management Accounting	3 years
National Diploma: Financial Information Systems	3 years
National Diploma: Internal Auditing	3 years
Advanced Diploma in Business Studies	1 year
Advanced Diploma in Economics	1 year

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Bachelor of Arts	3 years
Bachelor of Commerce	3 years
Bachelor of Commerce in Financial Planning	3 years
Bachelor of Commerce in Hospitality Management	3 years
Bachelor of Commerce (Rationum)	4 years
Bachelor of Commerce (Accounting Sciences)	4 years
Bachelor of Technology: Business Administration	1 year
Bachelor of Technology: Cost and Management Accounting	1 year
Bachelor of Technology: Financial Information Systems	1 year
Bachelor of Technology: Human Resource Management	1 year
Bachelor of Technology: Internal Auditing	1 year
Bachelor of Technology: Logistics	1 year
Bachelor of Technology: Management	1 year
Bachelor of Technology: Marketing	1 year
Bachelor of Technology: Tourism Management	1 year
Bachelor of Arts Honours	1 year
Bachelor of Arts Honours in Development Studies	1 year
Bachelor of Commerce Honours	1 year
Postgraduate Diploma	1 year
Postgraduate Diploma in Accounting	1 year
Postgraduate Diploma in Accountancy	1 year
Postgraduate Diploma in Applied Economics	1 year
Postgraduate Diploma in Business Administration	1 year
Postgraduate Diploma in Employment Relationship Management	1 year
Postgraduate Diploma in Financial Planning	1 year
Postgraduate Diploma in Internal Auditing	1 year
Postgraduate Diploma in Maritime Studies	1 year
Master of Technology: Business Administration	1 year
Master of Technology: Cost and Management Accounting	1 year
Master of Technology: Entrepreneurship	1 year
Master of Technology: Human Resource Management	1 year
Master of Technology: Logistics	1 year
Master of Technology: Marketing	1 year
Master of Arts	1 year
Master of Arts (Development Studies)	1 year
Master of Arts (Economics)	1 year
Master of Arts (Industrial and Organisational Psychology)	1 year
Master of Arts (Labour Relations and Human Resources)	1 year
Master of Commerce (Accounting)	1 year
Master of Commerce (Business Management)	1 year
Master of Commerce (Economics)	1 year
Master of Commerce (Entrepreneurship)	1 year
Master of Commerce (Human Resource Management)	1 year
Master of Commerce (Industrial Psychology)	1 year
Master of Commerce (Labour Relations and Human Resources)	1 year
Master of Commerce (Logistics)	1 year
Master of Commerce (Marketing)	1 year
Master of Commerce (Tourism Management)	1 year
Master in Business Administration (MBA)	2 years
Master of Commerce	1 year
Master of Commerce (Taxation)	1 year
Master of Commerce in Economics	1 year
Master of Commerce in Tourism Management	1 year
Master of Philosophy in Development Finance	1 year
Master of Philosophy in Tourism Management	1 year
Doctor of Technology: Business Administration (DBA)	2 years

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Doctor of Technology: Human Resource Management	2 years
Doctor of Technology: Logistics	2 years
Doctor of Technology: Marketing	2 years
Doctor of Business Administration (DBA)	2 years
Doctor of Commerce	2 years
Doctor of Philosophy	2 years
Doctor of Philosophy (Accounting)	2 years
Doctor of Philosophy (Business Management)	2 years
Doctor of Philosophy (Development Finance)	2 years
Doctor of Philosophy (Development Studies)	2 years
Doctor of Philosophy (Economics)	2 years
Doctor of Philosophy (Human Resource Management)	2 years
Doctor of Philosophy (Industrial Psychology)	2 years
Doctor of Philosophy (Labour Relations and Human Resources)	2 years
Doctor of Philosophy (Logistics)	2 years
Doctor of Philosophy (Marketing)	2 years
<b>Faculty of Education</b>	
Advanced Diploma: Technical and Vocational Teaching	2 years
Postgraduate Certificate in Education (Further Education and Training)	1 year
Postgraduate Certificate in Education (Senior / FET Phase)	1 year
Bachelor of Education: Foundation Phase – No New intake	4 years
Bachelor of Education: Intermediate Phase – No New intake	4 years
Bachelor of Education: Further Education and Training – No New intake	4 years
Bachelor of Education in Foundation Phase Teaching	4 years
Bachelor of Education in Intermediate Phase Teaching	4 years
Bachelor of Education in Senior and Further Education and Training Teaching	4 years
Bachelor of Education Honours (Educational Psychology)	2 years
Bachelor of Education Honours (Language Education)	2 years
Bachelor of Education Honours (Mathematics Education)	2 years
Bachelor of Education Honours (Science Education)	2 years
Postgraduate Diploma in Educational Leadership and Management	2 years
Postgraduate Diploma in Language Educational Psychology	2 years
Postgraduate Diploma in Language Education	2 years
Postgraduate Diploma in Mathematics Education	2 years
Postgraduate Diploma in Science Education	2 years
Master of Education	1 year
Doctor of Philosophy: Education	2 years
<b>Faculty of Engineering, the Built Environment and Information Technology</b>	
Higher Certificate: Information and Communication Technology in User Support Services	1 year
Higher Certificate in Mechatronic Engineering	1 year
Diploma in Operations Management	4 years
National Diploma: Engineering: Electrical (Extended)	4 years
National Diploma: Building	3 years
National Diploma: Engineering: Civil	3 years
National Diploma: Engineering: Electrical	3 years
National Diploma: Engineering: Industrial	3 years
National Diploma: Engineering: Mechanical	3 years
National Diploma: Information Technology (Software Development)	3 years
National Diploma: Information Technology (Communication Networks)	3 years
National Diploma: Information Technology (Support Services)	3 years
National Diploma: Operations Management	3 years
Advanced Diploma in Quality Management	2 years

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Bachelor of Human Settlement Development	4 years
Bachelor of Information Technology	3 years
Bachelor of Technology: Engineering: Civil	2 years
Bachelor of Technology: Engineering: Electrical	2 years
Bachelor of Technology: Engineering: Industrial	2 years
Bachelor of Technology: Engineering: Mechanical	1 year
Bachelor of Technology: Information Technology (Software Development)	1 year
Bachelor of Technology: Information Technology (Communication Networks)	1 year
Bachelor of Technology: Operations Management	1 year
Bachelor of Technology: Quality	2 years
Bachelor of Technology: Quantity Surveying	1 year
Bachelor of Technology: Construction Management	1 year
Bachelor of Science in Construction Economics	3 years
Bachelor of Science in Construction Studies	3 years
Bachelor of Engineering in Mechatronics	4 years
Bachelor of Engineering Technology in Civil Engineering	3 years
Bachelor of Engineering Technology in Electrical Engineering	3 years
Bachelor of Engineering Technology in Industrial Engineering	3 years
Bachelor of Engineering Technology in Mechanical Engineering	3 years
Bachelor of Engineering Technology in Marine Engineering	3 years
Bachelor of Science Honours in Construction Management	1 year
Bachelor of Science Honours in Quantity Surveying	1 year
Master of Engineering: Electrical	1 year
Master of Engineering: Civil	1 year
Master of Engineering: Industrial	1 year
Master of Engineering: Mechanical	1 year
Master of Information Technology	1 year
Master of Operations Management	1 year
Master of Philosophy in Information Technology Governance	2 years
Master of Technology: Construction Management	1 year
Master of Technology: Operations: Quality	1 year
Master of Technology: Quantity Surveying	1 year
Master of Engineering in Mechatronics	1 year
Master of Science in Construction Economics	1 year
Master of Science in Construction Management	1 year
Master of Science in the Built Environment	2 years
Doctor of Philosophy in Operations Management	2 years
Doctor of Engineering	2 years
Doctor of Philosophy in Construction Economics	2 years
Doctor of Philosophy in Construction Management	2 years
Doctor of Philosophy in Engineering (Mechanical)	2 years
Doctor of Philosophy in Engineering (Mechatronics)	2 years
Doctor of Philosophy in Information Technology	2 years
<b>Faculty of Health Sciences</b>	
Advanced Certificate in Pharmacy Technical Support	1 year
Diploma: Sport Management	3 years
Bachelor of Arts in Psychology	3 years
Bachelor of Arts in Youth Work	3 years
Bachelor of Emergency Medical Care	4 years
Bachelor of Environmental Health	4 years
Bachelor of Health Science: Medical Laboratory Science	4 years
Bachelor of Health Sciences in Biokinetics	4 years
Bachelor of Human Movement Science	3 years
Bachelor of Nursing Extended	5 years
Bachelor of Nursing	4 years

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Bachelor of Pharmacy	4 years
Bachelor of Psychology in Counselling	4 years
Bachelor of Radiography in Diagnostics	4 years
Bachelor of Social Work	4 years
Bachelor of Science in Dietetics	4 years
Diploma in Community Nursing Science	1 year
Diploma in Nephrology Nursing Science	1 year
Diploma in Nursing Administration	1 year
Diploma in Nursing Education	1 year
Bachelor of Arts Honours	1 year
Bachelor of Arts Honours in Psychology	1 year
Bachelor of Human Movement Science Honours in Coaching Science	1 year
Bachelor of Nursing Honours	1 year
Bachelor of Nursing Honours in Advanced General Nursing Science	1 year
Bachelor of Nursing Honours in Advanced Midwifery and Neonatal Nursing Science	1 year
Bachelor of Nursing Honours in Advanced Primary Health Care	1 year
Bachelor of Nursing Honours in Advanced Psychiatric Nursing Science	1 year
Bachelor of Technology: Biomedical Technology	1 year
Bachelor of Technology: Environmental Health	1 year
Bachelor of Technology: Radiography (Diagnostic)	1 year
Master of Arts	1 year
Master of Arts in Psychology (Research)	1 year
Master of Arts in Social Work	1 year
Master of Human Movement Science (Research)	1 year
Master of Arts in Clinical Psychology	2 years
Master of Arts in Counselling Psychology	2 years
Master of Arts in Health and Welfare Management	2 years
Master of Health Science in Medical Laboratory Science (Research)	
Master of Human Movement Science (Research)	
Master of Nursing (Research)	1 year
Master of Nursing (Advanced General Nursing Science) Coursework and Research	
Master of Nursing (Advanced Midwifery and Neonatal Nursing Science) Coursework and Research	
Master of Nursing (Advanced Nursing Education) Coursework and Research	
Master of Nursing (Advanced Primary Health Care) Coursework and Research	
Master of Nursing (Advanced Psychiatric Nursing Science) Coursework and Research	
Master of Pharmacy	1 year
Master of Pharmacy: Industrial Pharmacy	1 year
Master of Science: Dietetics (Research)	1 year
Master of Science (Food Nutrition and Wellness Studies) (Research)	1 year
Master of Science: General Health Sciences (Research)	1 year
Master of Social Work (Research)	1 year
Master of Social Work (Clinical Social Work) Coursework and Research	2 years
Master of Technology: Biomedical Technology	1 year
Master of Technology: Environmental Health	1 year
Master of Technology: Radiography	1 year
Doctor of Philosophy	2 years
Doctor of Philosophy: Dietetics (Research)	2 years
Doctor of Philosophy (Food Nutrition and Wellness) (Research)	2 years
Doctor of Philosophy: Nursing	2 years
Doctor of Philosophy: General Health Sciences	2 years
Doctor of Philosophy: Human Movement Science	2 years
Doctor of Philosophy: Social Development Professions	2 years

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Doctor of Philosophy: Psychology	2 years
Doctor of Philosophy (Medical Laboratory Science) Research	2 years
Doctor of Technology: Environmental Health	2 years
<b>Faculty of Law</b>	
Higher Certificate in Criminal Justice	1 year
Bachelor of Arts (Law)	3 years
Bachelor of Laws (Extended Curriculum)	5 years
Bachelor of Laws	4 years
Diploma in Law Enforcement	3 years
Postgraduate Diploma in Criminal Justice Practice	2 years
Postgraduate Diploma in Labour Law Practice	1 year
Master of Laws: Criminal Justice (Course work and research)	2 years
Master of Laws: General (Course work and research)	1 year
Master of Laws: Labour Law (Course work and research)	2 years
Master of Laws: Taxation (Course work and research)	2 years
Master of Laws: Mercantile Law (Research)	1 year
Master of Laws: Private Law (Research)	1 year
Master of Laws: Public Law (Research)	1 year
Doctor of Laws: Mercantile Law	2 years
Doctor of Laws: Private Law	2 years
Doctor of Laws: Public Law	2 years
<b>Faculty of Science</b>	
Higher Certificate: Veldfire Management	1 year
Diploma: Agricultural Management	3 years
Diploma: Analytical Chemistry	3 years
Diploma: Chemical Process Technology	3 years
Diploma: Game Ranch Management	3 years
Diploma: Polymer Technology	3 years
National Diploma: Forestry	3 years
National Diploma: Nature Conservation	3 years
National Diploma: Wood Technology	3 years
Advanced Diploma: Analytical Chemistry	1 year
Bachelor of Technology: Agricultural Management	2 years
Bachelor of Technology: Forestry	1 year
Bachelor of Technology: Game Ranch Management	1 year
Bachelor of Technology: Nature Conservation	1 year
Bachelor of Technology: Wood Technology	1 year
Bachelor of Science	3 years
Bachelor of Science in Information Systems	3 years
Bachelor of Commerce Honours: Computer Science	1 year
Bachelor of Commerce Honours: Mathematical Statistics	1 year
Bachelor of Arts Honours: Geography	1 year
Bachelor of Science Honours	1 year
Master of Commerce: Computer Science and Information Systems	1 year
Master of Commerce: Mathematical Statistics	1 year
Master of Science: Agriculture (Research)	1 year
Master of Science: Applied Mathematics	1 year
Master of Science: Biochemistry	1 year
Master of Science: Biological Oceanography	1 year
Master of Science: Botany	1 year
Master of Science: Chemical and Physical Oceanography	1 year
Master of Science: Chemistry	1 year
Master of Science: Computer Science and Information Systems	1 year
Master of Science: Forestry	1 year

<b>Qualification</b>	<b><sup>1)</sup> Minimum Duration</b>
Master of Science: Game Ranch Management	1 year
Master of Science: Geography	1 year
Master of Science: Geology	1 year
Master of Science: Mathematics	1 year
Master of Science: Microbiology	1 year
Master of Science: Nanoscience (Coursework and Research)	2 years
Master of Science: Nature Conservation	1 year
Master of Science: Physics	1 year
Master of Science: Physiology	1 year
Master of Science: Zoology	1 year
Doctor of Philosophy: Agriculture (Research)	2 years
Doctor of Philosophy: Applied Mathematics	2 years
Doctor of Philosophy: Biochemistry	2 years
Doctor of Philosophy: Botany	2 years
Doctor of Philosophy: Chemistry	2 years
Doctor of Philosophy: Computer Science	2 years
Doctor of Philosophy: Geography	2 years
Doctor of Philosophy: Geology	2 years
Doctor of Philosophy: Information Systems	2 years
Doctor of Philosophy: Mathematical Statistics	2 years
Doctor of Philosophy: Mathematics	2 years
Doctor of Philosophy: Microbiology	2 years
Doctor of Philosophy: Nature Conservation	2 years
Doctor of Philosophy: Oceanography	2 years
Doctor of Philosophy: Physics	2 years
Doctor of Philosophy: Zoology	2 years

<b>G1</b>	<b>GENERAL RULES FOR ALL QUALIFICATIONS</b>
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**SCOPE AND DEVIATIONS****Scope**

Unless stipulated otherwise elsewhere, these rules apply to all qualifications or programmes and students registered in 2019.

Students must familiarise themselves with the general rules, financial rules and other policies of the University. These documents can be accessed on the Student Portal.

**Deviations**

Students and staff of the University must comply with these rules. In accordance with the Document on Delegation of Authority, any deviation from these rules must be considered by the Executive Committee of Senate or its delegated committee.

**G1.1 Definition of Terms**

**In these rules, unless the context otherwise indicates:**

- G1.1.1** “**articulation**” refers to enabling progress and mobility of students within and across HEQSF qualifications;
- G1.1.2** “**assessment/s**” of learning refers to collecting relevant evidence and making informed judgements to evaluate a student’s achievement of learning outcomes/performance through various assessment modes and methods which could include:  
*Traditional assessment modes* e.g. tests, quizzes, essays, assignments, oral exams, performance-based assessment, and examinations and  
*Innovative assessment methods* e.g. case analysis, computer simulations; participating in global dialogues; creating a digital artefact to demonstrate learning, developing a detailed concept map, e-portfolios, and capstone projects  
*Continuous assessment* which is a connected, coherent assessment system in which the quality of a student’s work is judged by various pieces of work and not by one final examination. Continuous assessment has formative opportunities for monitoring student progress and summative opportunities for capturing information about student achievement and performance over time;
- G1.1.3** “**assessment criteria**” refers to criteria used to judge whether the required level (or standard) of performance has been achieved;
- G1.1.4** “**class/classes**” refers to a lecture, tutorial, laboratory session, field trip, practicum, supervisory session, and other contexts in which teaching is occurring;
- G1.1.5** “**compulsory module**” refers to a module that must be successfully completed as part of a qualification or programme in order to comply with its requirements;
- G1.1.6** “**continuous assessment**” refers to a connected, coherent assessment system in which the quality of a student’s work is judged by various pieces of work and not by one final examination. Continuous assessment has formative opportunities for monitoring student progress and summative opportunities for capturing information about student achievement and performance over time;
- G1.1.7** “**co-requisite**” refers to a module that must be taken concurrently with another module;
- G1.1.8** “**coursework master’s degree**” refers to a master’s degree where, in addition to the treatise, study modules are prescribed as part of the qualification or programme;



- G1.1.9** “**curriculum**” refers to an approved set of modules and content that must be successfully completed in order to comply with the requirements for a qualification or programme;
- G1.1.10** “**dissertation**” refers to the written or other approved\* research work submitted in fulfilment of the requirements set for obtaining a research master's degree;  
(Note: \*Refers to e.g. artefacts, original music compositions, etc.)
- G1.1.11** “**elective modules**” refers to modules which form part of a curriculum for a qualification or programme which are not compulsory and in respect of which students can exercise a choice;
- G1.1.12** “**examination**” refers to a scheduled formal assessment for a module of a student's knowledge or proficiency in a subject (field of study) or skill during a set time period in a controlled environment;
- G1.1.13** “**exemption**” refers to the approval of a concession, by the respective Head of Department, not to complete specific academic work or activities based on proven competency in such knowledge or activities;
- G1.1.14** “**exit level module**” refers to a module which has outcomes and level descriptors at the exit level of the qualification or programme;
- G1.1.15** “**external examiner or external moderator**” refers to a person who is not an employee of the University and not involved with any academic work with the University, who is appointed to assess or moderate academic material;
- G1.1.16** “**final results**” refers to results which have been approved by the relevant Faculty structure and recorded on the students' record;
- G1.1.17** “**formative assessment**” refers to low-stakes assessment activities coupled with feedback which provide students with information about their learning and how to enhance it as well as preparing them for high-stakes summative assessment;
- G1.1.18** “**full-time student**” refers to a student who is registered for an approved full-time qualification or programme;
- G1.1.19** “**learning outcome**” refers to statements that describe significant and essential learning that students have achieved, and can reliably demonstrate at the end of a module, qualification or programme. Learning outcomes include the knowledge, skills and attributes students should attain on successful completion of the module, qualification or programme;
- G1.1.20** “**major module**” refers to refers to an exit level module which has been identified in the faculty rules as a core to a major field of study/specialisation in a qualification or programme. These modules define the character or essence of the specialisation in the qualification or programme. They are usually linked to the qualifier and/or programme name and usually have a clear progression route from first year through to exit level. Major modules are linked to CESMs (major fields of study) as described and approved in the PQM of the University;
- G1.1.21** “**medical practitioner**” refers to medical doctor, registered nurse/sister or registered traditional leader;
- G1.1.22** “**moderation**” refers to the practice of the assurance of academic quality and standards in higher education in which individuals (apart from the examiner) are appointed by the University to ensure that the standard of the examination and its accompanying marking framework and response exemplars are of an acceptable standard;

- G1.1.23** "**module**" refers to a coherent, self-contained unit of learning, which is designed to achieve a set of specific learning outcomes that are assessed within that unit of learning, and is a unit for which a final result is entered in the student record;
- G1.1.24** "**module credit**" refers to the acknowledgement of similar academic content and level completed at an accredited institution in lieu of module content for the purposes of recognition and retention of credits for a module that forms part of a qualification or programme at the University;
- G1.1.25** "**occasional student**" refers to a student who has registered for one or more modules at the University, but who is not registered at the University as a student for a specific formal qualification or programme;
- G1.1.26** "**part-time student**" refers to a student who is registered for an approved part-time qualification or programme;
- G1.1.27** "**pipeline programme**" refers to a qualification or programme which is being phased out, has no new intake and has been indicated as such in the Faculty Rules;
- G1.1.28** "**pipeline student**" refers to a student who is registered for a pipeline qualification or programme;
- G1.1.29** "**plagiarism**" refers to a form of academic dishonesty and means the failure to acknowledge, whether intentionally or negligently, that one has made use of someone else's work in producing what one has submitted as one's own work;
- G1.1.30** "**pre-requisite**" refers to a requirement that must be met prior to a student being allowed to register for a specific module;
- G1.1.31** "**programme**" refers to a coherent set of learning outcomes contained in modules leading to a programme;
- G1.1.32** "**provisional results**" refers to results which have not yet been approved by the relevant Faculty structure.
- G1.1.33** "**qualification**" refers to a formal qualification listed in the Programme and Qualification Mix (PQM) of the institution as approved by the Department of Higher Education and Training;
- G1.1.34** "**re-assessment**" refers to a second assessment opportunity of learning outcomes for all modules assessed, including continuous assessment and any other alternative assessed method;
- G1.1.35** "**recognition of prior learning**" (RPL) refers to the granting of credit or exemption to a student for specified knowledge and experience previously obtained in whatsoever manner;
- G1.1.36** "re-examinations" refers to a second examination opportunity for students who complies with the requirements for a re-examination
- G1.1.37** "**results**" refers to the overall percentage for a module and/or Pass/Fail indication, awarded by Examiners;
- G1.1.38** "**student**" refers to any person registered with the University for any form of study, and includes an applicant or prospective student who has lodged an application for any form of study at the University, as well as any person attending an orientation programme, prescribed for new entrants, at the university;
- G1.1.39** "**summative assessment**" refers to the process of collecting relevant evidence and making informed judgements to evaluate a learner's achievement of learning outcomes

or performance. The achievement level is recoded in the form of a result assigned by a lecturer for a module;

**G1.1.40** "**syllabus**" of a module refers to a description of amongst others the learning outcomes and learning content dealt with in the module;

**G1.1.41** "**test**" refers to an assessment in a controlled environment that is traditionally scheduled during the academic cycle to assess a portion of the required outcomes for a module;

**G1.1.42** "**thesis**" refers to the written or other approved research work submitted in fulfilment of the requirements set for obtaining a doctoral degree or partial fulfilment in the case of a professional doctoral degree;

**G1.1.43** "**treatise**" refers to the written or other approved research work that is submitted in partial fulfilment of the requirements set for a postgraduate qualification or a professional bachelor's degree;

**G1.1.44** "**weighted average mark**" refers to the average of a set of final results, each of which has been weighted by the credit value of the individual module.

**G1.1.45** "**work day**" refers to Mondays to Fridays excluding public Holidays.

## **G1.2 Admission**

### **G1.2.1 Admission requirements:**

The admission requirements for all formal qualifications or programmes are set out in the Admissions Policy and the Faculty Prospectuses of the University. Admission of International applicants is also subject to the conditions set out in the Immigration Act, 2002, as amended.

### **G1.2.2 Application methods:**

An applicant must apply to be admitted to the University on the prescribed application form. This form may be completed manually or electronically (online). The prescribed fee, where applicable, together with relevant documentation, must accompany the application.

### **G1.2.3 Acceptance of University Rules and Regulations:**

By submitting the official application form, students confirm their acceptance of the rules and regulations of the University, their liability to pay prescribed fees and any amendments thereto for the duration of their studies. It is the student's responsibility to be acquainted with all the rules and regulations of the University.

### **G1.2.4 Closing dates for applications for admission:**

Applications for admission as a student received after the official closing dates shall be regarded as "late" applications. The closing dates for applications are published in the *Academic Programme and Almanac*.

### **G1.2.5 Certificate of good conduct and full academic record:**

An applicant, who was previously registered at another/other university/ies, must submit an official certificate of good conduct and a full academic record.

### **G1.2.6 Selection and notification of admission:**

All applications for admission are subject to selection. An applicant will be notified of the outcome of his/her application via electronic communication.

### **G1.2.7 Rescinding of admission offer:**

The University reserves the right to rescind an admissions offer should the student not confirm his/her intention to register at the institution when requested to do so by a specified date.

**G1.2.8 Compliance with admission requirements:**

The onus remains on the student to ensure that he/she complies with the admission requirements. The university reserves the right to withdraw an erroneous admission of a student.

**G1.3 Registration as a Student****G1.3.1 General Rules Regarding Registration****G1.3.1.1 Online registration:**

In order to pursue studies at the University, a student must register online. Prior to registration a student must ensure that all the required fees have been paid.

**G1.3.1.2 Registration of modules:**

Students are required to register for all the prescribed modules applicable for the particular academic year or period subject to rule G1.3.1.9.

**G1.3.1.3 Responsibility for being correctly registered:**

After the completion of registration, it is the student's responsibility to check his/her proof of registration to ensure that he/she is correctly registered for the qualification or programme and modules.

**G1.3.1.4 Submission of original documents for first time entering students:**

A student, who registers at the University for the first time, where applicable, must furnish proof (original documents) that he/she complies with the prescribed admission requirements.

**G1.3.1.5 Student contact details:**

Students have to provide their correct contact details, which include four addresses (namely a postal, account, study and home address) and cellphone number. If, during the course of the academic year, any changes to a student's contact details occur, the Student Records Office must be notified of this in writing. Official correspondence sent to the contact details thus provided by the student will be deemed to have been received by him/her.

**G1.3.1.6 Annual renewal of registration for study:**

A student must renew his/her registration for study on an annual basis until he/she has complied with all the prescribed requirements for the qualification.

Students who do not renew their registrations on an annual basis will be required to re-apply for admission in order to continue with their studies.

Such registration must take place within the normal registration period as stipulated in the Almanac of the University. Late registrations shall be accepted up to the predetermined date published in the Almanac of the University.

**No person who is in arrears with the payment of any fees due to the University shall be registered as a student.**

Registration for experiential learning is subject to the requirements stipulated above.

**G1.3.1.7 Registration, late registration and registration amendments:**

Prospective students shall register for a module before the commencement of such module. Late registrations or registration amendments shall be accepted up to the predetermined date published in the General Prospectus only if the student has attended the module(s) in question from the commencement thereof.

After the last day for registration a student may only be allowed to participate in academic activities in modules for which he/she has been registered.

Academic staff may not mark any assessments (e.g. assignments, tests or examinations) of unregistered students.

**G1.3.1.8** Cancellations of qualifications, programmes or modules:

Written notification of qualification, programme or module cancellations must be submitted to the Faculty Administration Office. The date on which such written notification is received will be deemed as the official date of cancellation. Module cancellations may be submitted electronically (online). The onus is on the student to ensure that he/she is duly registered correctly.

**G1.3.1.9** Maximum number of credits that may be registered for per academic year:

A student shall not be allowed to register for more than 120 credits per academic year unless prescribed in the relevant Faculty Rules. In exceptional cases, a deviation may be approved by the Head of the Department.

**G1.3.1.10** Change of qualification or programme:

A student applying for a change of qualification or programme, must apply in writing to the Faculty Administration Office by the date published in the University Almanac. Applications will be subject to selection by the relevant academic department. It is the student's responsibility to apply for recognition of credits already completed. The onus remains on the student to ensure that he/she complies with the admission requirements. The university reserves the right to withdraw an erroneous admission of a student.

**G1.3.1.10.1** Limit for change of qualification or programme:

A student will be limited in the number of opportunities to change between qualifications or programmes during his/her studies at the University as determined by ECS.

**G1.3.1.11** Study elsewhere:

Subject to rule G1.4, a student who wishes to complete his/her studies at the University by registering for module/s at another university recognised by Senate for this purpose, may do so only with the permission of the Head of Department. An Application to Study Elsewhere must be submitted prior to registration at the other institution. The relevant application form is available on the student portal (online) and from the Faculty Administration Office.

**G1.3.1.12** Compliance with qualification or programme requirements:

The onus is on the student to ensure that the module(s) he/she is registered for will enable him/her to complete the qualification or programme within the prescribed period.

**G1.3.1.13** Concurrent registration:

Except by permission of the Faculty Management Committees, no student shall concurrently be registered, in the same academic year for more than one qualification or programme at the University.

Subject to rule G1.3.3, except by permission of the Faculty Management Committees, a student may not, in the same academic year, be registered for a formal qualification, programme or module(s) at another higher education institution.

**G1.3.1.14** Offering of qualifications, programmes and modules:

Subject to the provisions of rule G1.3.2.2, Senate may, with the approval of Council, determine the minimum number of students who must register for a qualification/programme/module for it to be offered.

Once such qualification/programme/module offering has commenced, the offering thereof shall continue for at least the time within which the registered students could reasonably have been expected to complete the qualification/programme/module.

In addition, Senate may with the approval of Council, determine the maximum number of students that may register for a particular qualification/programme/module.

**G1.3.1.15** Offering of elective modules:

If only a small number of students wish to register for an elective module in any year, the Faculty Management Committee may, after consideration of the staffing resources and after consultation with the Head of the Department concerned, decide that such

module shall not be offered in that year, provided that students are advised of this before the commencement of the second week of lectures.

**G1.3.1.16** Special requisites for particular modules:

A student shall not be permitted to register for a particular module unless he/she has met the requisite requirement(s) as stipulated in the faculty rules. In exceptional circumstances a deviation may be approved by the Faculty Management Committee.

**G1.3.1.17** Cancellation of modules when requisite requirements are not met:

If it becomes clear that a student is following a module for which he/she has not met the requisite requirement(s), the registration for the module will be cancelled immediately.

**G1.3.2** Transitional General Rules for Undergraduate Qualifications

**G1.3.2.1** Transfer of students' registration between campuses:

A student who has registered for a qualification or programme at a given delivery site or campus, will participate in academic activities including assessments only at that site or campus. For purposes of this rule, the North and South Campuses are considered as one campus. Upon application and approval by the Faculty Management Committee, transfer to another site or campus may occur only at the beginning of a subsequent registration period.

**G1.3.2.2** Phasing out of pipeline programmes:

Unless Senate decides otherwise, pipeline qualifications or programmes shall be offered for two years longer than the minimum duration of the qualification or programme. Individual modules offered in qualifications or programmes that are being phased out may be discontinued earlier. (See faculty rules for further details.)

**G1.3.3** Registration as an Occasional Student

**G1.3.3.1** An applicant who does not wish to register for an approved formal qualification or programme, but is only interested in a specific module(s), may register as an occasional student for non-formal qualification purposes. The normal admission and registration rules shall apply.

**G1.3.3.2** Students registered for formal qualifications or programmes who wish to register for additional modules on an occasional basis must apply for permission from the relevant Head of Department.

**G1.3.4** Articulation

Articulation between qualifications or programmes are managed in terms of the official articulation policy of the University. A student or applicant who has completed a Higher Certificate/ Diploma and who may not have obtained the required endorsement status on his/her National Senior Certificate (NSC) may be admitted to a cognate programme. Please refer to the Articulation Policy.

**G1.3.5** Timetabling

**G1.3.5.1** Lecture timetables:

Lecture timetables are prepared in accordance with qualification and programme curricula linked to the academic year of study.

**G1.3.5.2** Lecture timetable curricula clash:

Students who intend to register for modules across years of study will normally experience clashes.

**G1.3.5.3** Module clash on timetables:

Students may not register for modules that clash on lecturing timetables, except with the permission of the Executive Dean concerned. It is the responsibility of the student to

ensure that he/she is not registered for modules that clash on the timetable. In the event of a clash, the responsibility rests with the student to amend his/her registration accordingly.

**G1.3.5.4** Class attendance:

A student must ensure that he/she attends the class group (including practicals and tutorials) he/she is assigned to.

Where a module has been linked to a class group, the onus is on the student to ensure that it does not result in a clash with another module on his/her timetable.

If a clash is determined after registration, the onus is on the student to amend his/her registration accordingly.

**G1.3.5.5** Class attendance for part-time and full-time students:

Students registered as full-time or part-time students for their respective qualification or programme shall attend classes which may be scheduled during day or evening periods as published on the official lecture timetable;

**G1.3.5.6** Academic week:

Classes, assessments and other academic activities normally extend from Mondays to Fridays, with e.g. the first classes of the day starting at 07:45 and the final classes ending at 20:45. Classes, assessments and other academic activities may also be scheduled on Saturdays as required.

**G1.3.5.7** Scheduling of formal classes during official examination periods:

No formal classes may be scheduled during the official examination periods without prior approval from Executive Committee of Senate on recommendation of the Central Timetabling Committee except for additional support activities which should be scheduled in terms of the examination timetable to prevent clashes.

**G1.3.5.8** Alteration of academic facility:

Equipment standard to an academic facility (e.g. number of tables and chairs, number of blackboards / whiteboards, overhead projector, etc.) may not be altered or moved from one academic facility to another without approval of the Central Timetabling Office.

**G1.4** **Recognition and Retention of Credits**

**G1.4.1** **Approval of Credits**

The relevant Head of Department where the modules resides may grant a credit(s) for a module/s completed and passed at the University or at another accredited institution, where outcomes are sufficiently similar to those required for the module in question.

**G1.4.2** **Credits from other accredited Institutions**

A student may, on grounds of having completed sufficiently similar modules at other accredited institutions, be granted credits in respect of modules with a cumulative credit value of not more than 50% of the total credit value of the relevant qualification or programme at the University.

**G1.4.3** **Credits from a completed qualification**

A student may be granted credits in respect of modules obtained towards a completed qualification or programme, provided that such credits shall not constitute more than 50% of the credits required for the new qualification or programme.

**G1.4.4** **Credits from an uncompleted qualification or programme at the University**

A student may on grounds of having completed sufficiently similar modules as part of an uncompleted qualification or programme at the University, be granted credits in respect of modules with a cumulative credit value of more than 50% of the total credit value of the relevant programme or qualification at the University.

**G1.4.5 Approval of exit level module credits**

A student shall be required to complete all the exit level modules at the University. The Faculty Management Committee may approve that not more than half of the total credit value of the exit level modules may be completed at another institution. On recommendation of the Faculty Management Committee, the Executive Committee of Senate may approve a deviation in respect of more than half of the total credit value of the exit level modules.

**G1.4.6 Applications for recognition of credits**

Applications for recognition of credits must be submitted to the Faculty Administration Office before the commencement of study. The prescribed form must be completed in full. In the case where modules from another institution are presented for recognition of credits, the academic record of the student and the relevant year's syllabi of the modules must accompany the application. The prescribed fee is payable to the university before consideration of the application by the relevant faculty.

**G1.4.7 Applications for recognition of credits for graduation in particular year**

If a student wishes to graduate in a particular year, written application for recognition of credits must reach the University annually by the date published in the University Almanac.

**G1.4.8 Approval of credits after a break in studies**

Where a student has had a break in studies for a year or longer, such student must re-apply for admission. In some instances, the retention of credits may be subject to departmental or equivalent structure approval.

**G1.5 Attendance Requirements****G1.5.1 Setting of attendance requirements**

A department may set attendance requirements, in which case satisfactory attendance must be clearly defined. Students must be notified thereof in writing through the module guide at the commencement of each module.

**G1.5.2 Unsatisfactory attendance**

Departments may exclude students from an assessment or examination in a module on the basis of unsatisfactory attendance.

**G1.6 Assessment****G1.6.1 Assessment Manner**

The assessment of all students in every module shall be in the manner as approved by Senate and the final mark/result so obtained for a module shall be entered into the academic records of the students.

**G1.6.2 Notification of Assessment Manner**

At the commencement of a module, the student shall be informed by means of the module guide of the manner in which assessment of a module will take place, as well as any further requirements in respect of the module. This information must include the way in which a final mark/result will be calculated and the manner in which a re-assessment will be conducted.

**G1.6.3 Final Assessment****G1.6.3.1 Time and venue for final assessments:**

The time and venue for the final assessment of a module shall be determined by the Academic Department or the Examinations Department where applicable.



- G1.6.3.2** Assessments for continuous and alternative assessments:  
Assessments for continuous and alternative assessment modules must normally be completed prior to the start of the official examination period.
- G1.6.3.3** Re-assessments for continuous and alternative assessments:  
Re-assessment for continuous and alternative assessment modules must be finalised in context of student examination timetables to prevent clashes and before the due date for finalisation of normal examination marks (June and November).
- G1.6.4** **Absence from Assessments (e.g. tests, practicals)**  
Satisfactory documentary evidence, e.g. a medical certificate, is required for absence from all types of assessments. Such documentary evidence must be submitted to the relevant lecturer no later than three (3) working days after the assessment.  
Students who choose not to participate in assessments on particular dates/times due to religious or cultural observance or sporting events may apply to the lecturer concerned to participate in such assessments at an alternative date/time. Any such application must be supported by proof on a letterhead from the relevant ordained religious leader or designated authority confirming that the identified dates/times are of particular significance.  
The lecturer will endeavour to accommodate the students where possible.
- G1.7 Examinations**
- G1.7.1** **Release of Provisional Examination Results**  
Provisional results are released for the sole purpose of giving students advance notification of potential re-examinations/ special examinations/ extraordinary examinations. The onus is on a student to obtain his/her final examination results when published. (Refer rule G1.7.16)
- G1.7.2** **Examination Admission and Notification**  
Subject to rule G1.5, a class mark of at least 40% must be obtained in a specific module for admission to the examination in that module. Class marks will be published on the student portal and the onus is on the student to ascertain whether he/she qualifies for examination admission.  
Request from faculties for exceptions may be approved by Senate subject to satisfactory empirical investigation and motivation. Such exceptions will be clearly indicated in the module guides.
- G1.7.3** **Examination Timetable**  
Official notification of the examination timetable will be by means of email to the students' University email addresses as well as on the Student Portal. A provisional examination timetable normally precedes the final examination timetable and the onus is on students to ensure that their modules do not clash and point out any clashes to the Examinations Office. It remains the responsibility of a student to consult the final examination timetable when it is published as dates and/or times may have changed when compared to the provisional timetable.
- G1.7.4** **Determination of Class Mark**
- G1.7.4.1** A class mark is determined by means of the assessment (during the course of an academic term or semester) of a student's performance in a module through various methods, e.g. tests, practical work, assignments, etc.
- G1.7.4.2** A class mark is not transferable and is valid only for the specific registration period in which it has been achieved.

**G1.7.5 Determination of Examination Mark**

In cases where a module has more than one examination paper:

- (a) the examination mark for that module consists of the weighted average mark of the marks obtained for each question paper;
- (b) departments may set sub minima for question papers.

**G1.7.6 Determination of Final Mark**

**G1.7.6.1** On the completion of an examination a student shall be awarded a final mark not exceeding 100% in each module. Provision may be made in the departmental or faculty rules for the student's class mark, if any, to be taken into consideration for the calculation of the final mark

**G1.7.6.2** The final mark of a module is determined by weighting the class mark and the examination mark in a ratio which is normally in a range between 30:70 and 70:30. In some instances, for example portfolios, the class or examination mark may be set at 100%.

**G1.7.7 Pass Requirements**

**G1.7.7.1** A student must obtain a final mark of at least 50%, subject to a subminimum mark of 40% for the examination, in order to pass a module.

**G1.7.7.2 Passing of linked modules:**

It is acknowledged that certain modules, while being stand-alone modules for which individual credit may be obtained in terms of rule **G1.7.7.1** above, are nevertheless intrinsically linked to one or more other modules. Such linkages must be confirmed by specific faculty rules which must adhere to the following general rules:

**G1.7.7.2.1** In the case where learning in the subsequent module builds cumulatively on the learning in the previous module, the previous module may be passed if the weighted average final mark for the two modules is at least 50%, provided that the subsequent module must have been passed on its own and that a minimum final mark of at least 40%, as well as a subminimum mark of at least 40% for the examination, must have been obtained for the first module.

**G1.7.7.2.2** In the case where the content of two or more modules form an integrated whole, these modules may be passed if the weighted average mark of these modules is at least 50%, provided that a minimum final mark of at least 40%, as well as a subminimum mark of at least 40% for the examination, must be obtained for each individual module.

**G1.7.7.2.3** If all linked modules have not been passed in terms of rules **G1.7.7.2.1** and **G1.7.7.2.2** above, credit is retained for the modules which were passed on their own; modules which were not passed must be repeated and individually passed in a subsequent academic year.

**G1.7.7.2.4** The linking of modules and the consequent averaging of marks is only allowed in respect of the same academic year.

**G1.7.7.2.5** A specific faculty rule may determine that the minimum final and subminimum marks referred to in rules **G1.7.7.2.1** and **G1.7.7.2.2** above shall be at least 45%.

**G1.7.7.2.6** The linking of modules and the application of these rules must be explained in the module guide of a linked module which is provided to students at the commencement of each module.

**G1.7.8 Passing a module with Distinction**

A student passes a module with distinction if he/she attains a final mark of at least 75% in that module.

**G1.7.9 Obtaining a Certificate/Diploma/Degree**

The certificate, diploma or degree shall be awarded to a student who obtains at least 50% in each prescribed module.

**G1.7.10 Awarding a Certificate/Diploma/Degree Cum Laude**

(Excluding Advanced Diplomas, BTech, Postgraduate diplomas, Honours, Master's and Doctoral degrees)

Unless Senate has approved a different faculty rule in respect of sub-rule (d) below, a qualification is awarded *cum laude* if the student:

- (a) completed the qualification in the prescribed minimum period of study for the applicable full-time or part-time programme;
- (b) passed all the prescribed modules of the qualification at the first attempt for each module;
- (c) obtained a weighted average mark of at least 75% across all the modules of the qualification; and
- (d) obtained a weighted average mark of at least 75% across all the major modules of the qualification as identified in the faculty rules.
- (e) In the absence of approved major modules as provided for in (d) no weighted average for exit level modules will be required.

**G1.7.11 Special Examinations**

**G1.7.11.1** A student prevented from sitting for, or completing, a normal examination due to circumstances beyond his/her control may be granted permission by the Head of Department to sit for a special examination. Such a student must submit a written application, supported by documentary evidence to the Examination Office before the first examination, but no later than three (3) working days after that examination. In the case of illness a medical certificate must be submitted, in the case of death in the family\*, a certified copy of the death certificate must be submitted and if the application is on religious grounds or cultural practices or observances, a letter from the relevant ordained religious leader or designated authority in charge on an official letterhead must be provided.

\* "family" includes the following persons: student's spouse or life partner or student's parents, brother, sister, adopted parents, grandparent, child, adopted child, grandchild, or his/her legal spouse's parents

**G1.7.11.2** A medical certificate must clearly indicate the nature of the illness and confirm that the student was, according to the clinical opinion of a medical practitioner, unfit to sit for the examination(s) on the day(s) of the examination(s) in question. The University also reserves the right to investigate the validity of a medical certificate and to make a final decision informed by the investigation.

**G1.7.11.3** A special examination will not be allowed if a student:

- (a) Misreads/misinterprets the examination timetable;
- (b) Acts on unofficial information;
- (c) Arrives late for an examination;
- (d) Is unable to identify him- or herself satisfactorily at the examination venue.
- (e) Has completed an examination and afterwards applies for a special examination on the basis of illness or other circumstances.

- G1.7.11.4** A special examination may be granted by the relevant Head of Department, to a student who is required to take part in any recognised sport, cultural or other student activities at provincial level or higher, at a time which is likely to affect his/her preparation for and/or writing of an examination. Students participating in University approved activities may also be eligible to be granted special examinations by the relevant Head of Department.
- G1.7.11.5** If a student fails to write a special examination, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. An appeal to the Faculty Management Committee must be submitted within 3 days and must follow the procedure outlined in **G1.7.11.1**.
- G1.6.11.6** A student who upon writing a special examination and is eligible for a re-examination or extra-ordinary examination shall write such examination on a date/time to be determined by the Examination Office.
- G1.6.11.7** The procedure as described in rule **G1.7.11.8** below is applied for the notification of students for special examinations.
- G1.6.11.8** A special examination is written at the same time as the re-examination in that particular module.
- G1.7.12** **Students whose religious or cultural observance coincide with the examination period**  
Students who object on grounds of religious or cultural observance to writing examinations on particular dates/times during the examination period may apply to the Examinations Office to have the examinations not scheduled on the dates/times in question.  
The Examinations Office will endeavour to reasonably accommodate the students by not scheduling the affected examinations on the dates/times in question.  
If this is not possible, the students will be allowed to apply for special examinations in terms of rule **G1.7.11.1**.  
Any such application must be submitted on the prescribed form by the published date in the Almanac of the University.  
Any such application must be supported by proof on a letterhead from the relevant ordained religious leader or designated authority confirming that the identified dates/times are of particular significance.
- G1.7.13** **Re-Examinations**
- G1.7.13.1** Students who have failed the original final examination in a module may qualify for a re-examination of any work (including portfolios) or examination in that module, provided that a re-examination shall not be granted in respect of modules offered in the academic recess periods.
- G1.7.13.2** In order to qualify for a re-examination, a student must have obtained a final mark of at least 45% in the original examination.
- G1.7.13.3** In addition to the normal examination periods, re-examinations are normally conducted during a period preceding the commencement of the following academic semester as scheduled in the Academic Calendar.
- G1.7.13.4** A re-examination does not constitute a separate new assessment. The assessment criteria or ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%

**G1.7.13.5** If a student fails to write the re-examination, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. An appeal to the Faculty Management Committee must be submitted within 3 days and must follow the procedure outlined in rule *G1.7.11.1*.

**G1.7.13.6** A fee per module will be debited to the student's account after the re-examination has been written.

**G1.7.14** **Extraordinary Re-assessments - Last Outstanding Module**

**G1.7.14.1** A final year student or a student registered for an undergraduate one-year qualification or programme who after the completion of the normal semester assessments or recess programme, needs to pass only one outstanding module to complete a qualification or programme, and has not qualified for a re-assessment in that module, shall nevertheless be granted a re-assessment in that module.

**G1.7.14.2** For the consistent implementation of this rule, the following definitions and sub-rules must be applied:

- (a) A final year student is a registered student who has qualified to be categorized as such by virtue of his/her academic progress up to the end of the previous academic year.
- (b) One outstanding module refers to one year module, one semester module or the equivalent of one semester module (for example two term modules, which may or may not be from the same discipline), or one term module for which the student has been registered in the current academic year.
- (c) The rule must be applied separately and independently in respect of the final results for the academic periods ending in June and November:
  - (i) *after the final results are available for the academic periods ending in June:* it must be assumed that the student will pass all year and second semester modules he/she has registered for, as well as all re-assessments during the July re-assessment period. A student who has not registered for his/her outstanding second semester module(s), should there be any, shall not be eligible for an extraordinary assessment after the July re-assessment period.
  - (ii) *after the final results are available for the academic period ending in November:* the student must have passed all first semester modules.
- (d) If the only outstanding module, as defined in (b) above, is a module for which the student did not qualify for admission to the assessment in terms of rule *G1.7.2*, an extraordinary assessment shall also be granted for that module. However, this sub-rule will not apply if the non-admission to the assessment was the result of non-compliance with a sub-minimum requirement relating to a compulsory laboratory or assignment component of the class mark.
- (e) An extraordinary assessment does not constitute a separate new assessment and is therefore subject to rule *G1.7.17.4*.
- (f) A student shall sit for an extraordinary assessment in the normal period when re-assessments are written.
- (g) This rule shall not apply if a student has failed a re-assessment or an extraordinary assessment in that module. The re-assessment shall not be granted on an extraordinary assessment.
- (h) If a student fails to write an extraordinary assessment, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. An appeal to the Faculty Management Committee must follow the procedure outlined in rule *G1.7.12.1*
- (i) A student registered for occasional studies in terms of rule *G1.3.3* shall not qualify for an extraordinary re-assessment.

**G1.7.15 Notification of Final Assessment Results**

(Including results of re-examinations, special examinations and extraordinary examinations. These results will only be released if the student account is not in arrears by any of the respective payment dates.)

**G1.7.15.1** The Examinations Office is responsible for notifying a student of the official examination results. The official examination results will indicate whether a student qualifies for a re-examination/special examination/ extraordinary examination.

**G1.7.15.2** Examination results shall be made available by the Examinations Office by means of email to the students' University's email addresses as well as on the Student Portal. Notice of dates, times and venues for re-examinations/special examinations/ extraordinary examinations will also be included. In addition, examination results may also be made available via SMS to students' cell phone numbers. Printed examination results will be made available upon request at no cost to the student.

**G1.7.15.3** In the event of any discrepancy with regard to the information displayed via the various media, the examination results on the ITS System (Student i-Enabler) shall be regarded as the official examination results.

**G1.7.15.4** The onus is on the student to ascertain whether he/she qualifies for a re-examination/special examination/extraordinary examination and the time and place of such an examination. A student, who interprets the notification of the re-examination/special examination/extraordinary examination incorrectly, cannot claim another opportunity to be examined.

**G1.7.16 Viewing of Examination Scripts**

A student has the right to view his/her examination scripts\* and associated memoranda on application to the Examination Office provided that the student account is not in arrears by any of the payment dates and subject to the following timeframes.

With respect to normal examination and the special/re-examination periods, the timelines for submitting applications will be as indicated in the University Almanac.

\* (Includes examination scripts for normal examinations, re-examinations, extraordinary examinations and special examinations).

**G1.7.17 Re-Marking of Examination Scripts**

**G1.7.17.1** If a student is not satisfied with the marking of his/her examination script\*, he/she may apply for a re-mark of such a script, provided that the student account is not in arrears, subject to completion of the relevant application form at the Examinations Office and payment of the prescribed fees where applicable as determined by the University.

\* (Includes examination scripts for normal examinations, re-examinations, special examinations and modules offered during the student recess period)

**G1.7.17.2** The timelines for the application process for the re-marking of an examination script shall be as indicated in the University Almanac.

**G1.7.17.3** Applications for re-marking apply exclusively to written examinations.

**G1.7.17.4** Cancellation of a request for the re-mark of an examination script will not be allowed once the prescribed fee has been paid. The prescribed fee is not refundable, unless the re-mark results in a change to the final result.

**G1.7.17.5** The Head of Department concerned shall appoint a person other than the original examiner/moderator to re-mark the script.

**G1.7.17.6** The outcome of the re-mark of an examination script, once approved by the relevant Head of Department, will become the official examination mark for that script.

**G1.7.18** **Submission of Final Assessment Material for Graduation Purposes**

The final date for the submission of documentation which may have a bearing on the graduation of a student in that particular academic year, shall be as published in the almanac in order to graduate in that particular academic year, e.g. portfolios, log books, applications for module credits, etc.

**G1.7.19** **Moderation of assessments**

**G1.7.19.1** On behalf of the Senate, the respective Faculty Management Committees appoint at least one examiner and one moderator for the examinations in modules offered by the University.

- G1.7.19.2** (a) Except by permission of Senate all modules other than exit-level modules or modules for a one-year undergraduate qualification or programme shall be subject to internal moderation.
- (b) Except by permission of Senate, all exit-level modules shall be subject to external moderation.

**G1.7.20** **Writing of Examinations**

**G1.7.20.1** When a student registers at the University, he/she simultaneously registers for the examination in those modules for which he/she registers, provided that he/she meets the examination admission requirements.

- G1.7.20.2** (a) A student may only sit for his/her examination at the examination centre for which he/she has been registered.
- (b) (i) Notwithstanding (a) above, an undergraduate study abroad student or a local student who officially participates in a study abroad programme, who qualifies for a re-examination, special examination or extraordinary examination in a module, but is unable to write such examination at the University due to being abroad at the time of the examination, may apply to sit for the examination at any of the University's Partner Universities abroad or any other university abroad as determined by the relevant committee, as contemplated in subparagraph (iii) below, at its discretion.
- (ii) Any such application must be submitted on the prescribed application form to the Office for International Education at least five (5) working days before the commencement of the re-examination/special examination period.
- (iii) The prescribed fee for writing the examination is payable upon the relevant committee's approval of the application.
- (iv) Additional information regarding the application procedure, prescribed fees and conditions applicable to such examinations is available on the University's website.

**G1.7.20.3** Students should be seated 15 minutes before the examination session commences and nobody may leave the venue within the first hour or during the last 15 minutes of the examination session. No student will be admitted to the examination venue once the first half hour of the session has passed.

**G1.7.20.4** A student will only be allowed to write the examination if he/she is in possession of his/her valid student card. If a student has misplaced or lost his/her student card on the

day of the examination, he/she will only be permitted to write the examination if she/he is in possession of a recent (not older than 3 months) proof of registration together with his/her identity document or passport.

**G1.7.20.5** All students must abide by the examination instructions as detailed in the examination answer books, as well as those rules read out by the Chief Invigilator prior to commencement of each examination session.

**G1.7.20.6** Students, who as a result of acceptable reasons need additional time for the writing of examinations, must apply in writing to the Disability Unit not later than one calendar month after the commencement of lectures.

## **G1.8 Graduation**

In terms of the University Statute, degrees are conferred and certificates and diplomas awarded at a congregation of the University. The Chancellor presides or in his or her absence the Vice-Chancellor or Acting Vice-Chancellor presides.

## **G1.9 Withdrawal and revocation of a qualification**

The University Council in consultation with Senate reserves the right to revoke a qualification or programme that was awarded:

- (a) On the basis of material error on the part of the University provided that such withdrawal and revocation may only take place within a period not exceeding two years after the award; or
- (b) as a result of fraudulent or dishonest act in connection with the obtaining of such qualification.

Prior to withdrawing and revoking the qualification or programme, the University must-

- (i) Notify the recipient of the qualification or programme concerned that a revocation and withdrawal is being considered;
- (ii) Provide the recipient with relevant information justifying the intended action;
- (iii) Provide the recipient with an opportunity to obtain assistance and to present his/her case and
- (iv) Consider the submissions and the representations of the recipient.

## **G1.10 Qualifications awarded posthumously**

The University may award a diploma/certificate or confer a degree posthumously if the student already complied with all the requirements of the qualification or programme concerned before passing away.

## **G1.11 Conferring of honorary doctoral degrees**

Unless determined otherwise by Council, with the concurrence of Senate, and in terms of its Statute, the University confers honorary doctoral degrees in accordance with criteria contemplated in the Statute of the University.

## **G1.12 Withdrawal and revocation of honorary degree**

The University Council in consultation with Senate reserves the right to withdraw and revoke a honorary doctoral degree or award that was awarded -

- (a) On the basis of a material error on the part of the University or
- (b) when the candidate no longer complies with the criteria for conferring of honorary doctoral degrees or award as defined in the Rules and Procedures for Conferring of Honorary Awards.



Prior to withdrawing and revoking the doctoral degree or award, the University must:

- (i) notify the recipient of the honorary doctoral degree or award concerned, that a revocation and withdrawal is being considered;
- (ii) provide the recipient with relevant information justifying the intended action;
- (iii) provide the recipient with an opportunity to obtain assistance and to present his or her case and
- (iv) consider the submissions and representations of the recipient.

### **G1.13 Issuing of qualification or programme certificates**

#### **G1.13.1 Duplicate Certificates**

Qualification certificates are issued once only, on the understanding that students who have graduated may, in the case of lost, stolen or damaged certificates, apply in writing (accompanied by an affidavit and the prescribed fee) for a replacement of the original certificate.

#### **G1.13.2 Issuing of certificates**

Qualification or programme certificates are only issued once the degrees, diplomas, postgraduate certificates and such other qualifications as determined by the Rules are awarded at a congregation (graduation ceremony) as per the Statute of the Nelson Mandela University.

### **G1.14 Plagiarism and academic dishonesty**

Plagiarism and any instance of academic dishonesty will be dealt with in terms of the Student Disciplinary Code. Students are referred to the Policy on Academic Integrity and Prevention of Plagiarism available on the student portal.

### **G1.15 Re-admission of students**

Council has the legal authority to refuse re-admission of a student and will do so, if a student is considered not to be making satisfactory academic progress in a qualification or programme he/she may be refused re-admission in terms of the policy approved by Council. Re-admission rules applicable to a particular Faculty, qualification or programme are published in the Faculty Prospectus.

### **G1.16 Effect of amendment of rules**

If either the general rules for qualifications or programmes or specific faculty rules applicable to an academic qualification or programme are amended, the new rules shall apply to all affected students, unless those rules specifically state that the previous rules shall still apply to students who commenced their studies prior to the amendment.

<b>G2 GENERAL RULES FOR ADVANCED DIPLOMAS AND B TECH DEGREES</b>
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(Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to Advanced Diplomas and B Tech degrees. B Tech degrees are in the process of being phased out.)

#### **G2.1 Admission**

**G2.1.1** The holders of an appropriate diploma or holders of other qualifications or programmes approved by Senate may be accepted as students for Advanced Diplomas and B Tech degrees.

**G2.1.2** Additional requirements relating to the level of competence achieved for the diploma may be stipulated in the faculty rules.

**G2.2 Duration of study**

The curriculum for a full-time Advanced Diploma and BTech degree shall be offered over at least one year. The curriculum for a part-time Advanced Diploma and BTech degree shall normally be offered over at least two years. Additional specifications are stipulated in the faculty prospectuses.

**G2.3 Awarding of Advanced Diploma and BTech degree *cum laude***

The degree shall be awarded *cum laude* to students who:

- (a) obtain a weighted average mark of not less than 75% for all the modules prescribed in their curriculum, provided that all the modules have been passed at the first attempt and
- (b) complete the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme as stipulated in the faculty prospectus.

**G2.4 Projects**

**G2.4.1** The date for the submission of projects (where applicable) shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the University Almanac, unless an earlier date has been determined in the faculty rules. Students may nevertheless submit their projects after the above-mentioned submission date subject to provisions of rule **G2.4.2**.

**G2.4.2** If the examination of a student's project is not completed in time for the degree to be awarded, the student must re-register for the academic year concerned.

**G2.5 Re-admission**

Students, who have not completed the degree after two years (full-time) or four years (part-time), must apply for re-admission to the studies for the degree. Should such students be re-admitted, the retention of credits already obtained towards the degree shall be subject to departmental approval.

<b>G3 GENERAL RULES FOR POSTGRADUATE CERTIFICATES AND DIPLOMAS</b>
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(Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to postgraduate diplomas.)

**G3.1 Admission**

**G3.1.1** The holders of an appropriate bachelor's degree or holders of an appropriate Advanced Diploma or holders of other qualifications or programmes approved by Senate.

**G3.1.2** Additional requirements relating to the level of competence achieved for the bachelor's degree or Advanced Diploma may be stipulated in the faculty rules.

**G3.2 Duration of study**

The curriculum for a full-time Postgraduate Diploma and Postgraduate Certificate shall be offered over at least one year. The curriculum for a part-time Postgraduate Diploma and Postgraduate Certificate shall normally be offered over at least two years. Additional specifications are stipulated in the faculty prospectus.

**G3.3 Awarding of postgraduate certificates and diplomas *cum laude***

The diploma shall be awarded *cum laude* to students who:

- (a) obtain a weighted average mark of not less than 75% for all the modules prescribed in the curriculum, provided that all the modules have been passed at the first attempt; and
- (b) complete the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme.

**G3.4 Re-examinations**

**G3.4.1** The Faculty Management Committee may, on the recommendation of the Head of Department or Director of the School, allow students to present themselves for a re-examination in a module or modules failed, provided that the student has obtained a final mark of at least 45% in the relevant module(s).

**G3.4.2 Last outstanding module - category**

In exceptional circumstances, and with the permission of the Faculty Management Committee, a student who has obtained a final mark of less than 45% for a module, may be granted a re-examination in that module. Such exceptional circumstances include students who are in their final year of study, and who after either the first or second semester final assessments need only one module to obtain his/her qualification.

**G3.4.3** A re-examination does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%.

**G3.5 Repeating modules**

Unless Senate approves a different rule for a specific qualification or programme, a Postgraduate Certificate or Diploma student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

**G3.6 Research project**

**G3.6.1** The final date for the submission of a research project, should it be prescribed in the curriculum shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the University Almanac, unless an earlier date has been determined in the faculty rules. Students may nevertheless submit their research project after the above-mentioned submission date subject to provisions of rule G3.6.2.

**G3.6.2** If the examination of a student's research project is not completed in time for the diploma to be awarded, the student must re-register for the academic year concerned.

**G3.7 Re-admission**

Students, who have not completed the diploma after two years full-time and four years part-time study, must apply for re-admission to the studies for the degree. Should such students be re-admitted, the retention of credits already obtained towards the qualification shall be subject to departmental approval.

**G4 GENERAL RULES FOR HONOURS DEGREES**

(Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programme shall also apply to honours degrees.)

**G4.1 Admission**

**G4.1.1** The holders of an appropriate bachelor's degree or holders of other qualifications or programmes approved by Senate, may be accepted as students for honours degrees.

**G4.1.2** Additional requirements relating to the level of competence achieved for the bachelor's degree may be stipulated in the faculty rules.

**G4.2 Duration of study**

The curriculum for an honours degree shall be offered over at least one year full-time and two years part-time study. Additional specifications are stipulated in the faculty prospectus.

**G4.3 Awarding of the Honours degree *cum laude***

The degree shall be awarded *cum laude* to students who –

- (a) obtain a weighted average mark of not less than 75% for all the modules prescribed in their curriculum, provided that all the modules have been passed at the first attempt; and
- (b) complete the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme.

**G4.4 Re-examinations**

**G4.4.1** The Faculty Management Committee may, on the recommendation of the Head of Department or Director of the School, allow students to present themselves for a re-examination in a module or modules failed, provided that the student has obtained a final mark of at least 45% in the relevant module(s).

**G4.4.2** In exceptional circumstances, and with the permission of the Faculty Management Committee, a student who has obtained a final mark of less than 45% for a module, may be granted a re-examination in that module. Such exceptional circumstances include students who are in their final year of study, and who after either the first or second semester final assessments need only one module to obtain his/her qualification or programme.

**G4.4.3** A re-examination does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%.

**G4.5 Repeating of modules**

Unless Senate approves a different rule for a specific qualification or programme, an Honours student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

**G4.6 Treatises**

**G4.6.1** The date for the submission of treatises shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the University Almanac, unless an earlier date has been determined in the faculty

rules. Students may nevertheless submit their treatise after the above-mentioned submission date subject to provisions of rule G4.6.2.

**G4.6.2** If the examination of a student's treatise is not completed in time for the degree to be awarded, the student must re-register for the academic year concerned.

#### **G4.7 Re-admission**

Students, who have not completed the degree after two years, must apply for re-admission to the studies for the degree. Should such students be re-admitted, the retention of credits already obtained towards the degree shall be subject to departmental approval.

### **G5 GENERAL RULES FOR MASTER'S AND DOCTORAL DEGREES**

(Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to master's and doctoral degrees.)

#### **G5.1 Admission**

**G5.1.1** Holders of an appropriate Honours or four year professional bachelor's degree (in the case of master's studies) and the holders of a recognised master's degree (in the case of doctoral studies) or the holders of other qualifications or programmes approved by Senate, may be accepted as students for the relevant degree.

**G5.1.2** Students who have passed the examinations on the grounds of which they will be awarded the relevant degree by a University or on the grounds on which the required status may later be granted to them, or who have in any other manner (e.g. RPL) attained a level of competence which in Senate's opinion is adequate for the purpose of postgraduate studies or research at the required level, may be accepted as students for the relevant degree.

**G5.1.3** Apart from the general admission requirements, a student may be required to fulfil further requirements, e.g. supplementary work or an oral/written examination as prescribed by Senate.

**G5.1.4** Applicants wishing to pursue either a master's by dissertation or doctoral studies are required, as part of the application process, to provide a broad outline of a proposed area of research. Applicants wishing to pursue a coursework master's will receive guidance from the assigned postgraduate programme co-ordinator with regard to the choice of a research topic to fulfil the requirements for the treatise component of their chosen degree programme.

**G5.1.5** An application for a postgraduate qualification or programme may, after selection by the Head of Department or Director of School, in consultation with the relevant Postgraduate Studies Coordinator, and ratification by the Faculty Postgraduate Studies Committee, be processed by the Postgraduate Admissions Office.

#### **G5.1.6 Registration of research project:**

Where applicable, a student must submit a research proposal for approval by the Faculty Postgraduate Studies Committee within the prescribed minimum period as stipulated in the *Policy on Master's and Doctoral Degrees*. Once such approval has been obtained, an official research project is registered by the Faculty Administration Office on the M & D Database.

**G5.1.7** Unless the Faculty Postgraduate Studies Committee decides otherwise, no student will be allowed to continue with his/her studies if a research project has not been registered within the prescribed minimum period as stipulated in the *Policy on Master's and Doctoral Degrees*.

**G5.2 Duration of study**

**G5.2.1** The minimum period of study for a postgraduate research qualification is as follows:

Master's degree: One (1) year

Doctoral degree: Two (2) years

**G5.2.2** Unless Senate approves a different rule for a specific qualification or programme, the maximum period of study for the following postgraduate qualifications or programmes is as follows:

Full-time Studies

Master's by coursework and treatise: Three (3) years

Master's by dissertation: Three (3) years

Master in Business Administration full time: 4 years

Doctoral studies: Four (4) years

Part-time Studies

Master in Business Administration part time: 6 years

Master in Business Administration block release: 6 years

Master's by coursework and treatise: Four (4) years

Master's by dissertation: Four (4) years

Doctoral studies: Six (6) years

**G5.2.3** (a) A student's application for extension of the maximum period of study, as referred to in rule G5.2.2, must:

- (i) complete the prescribed form and provide comprehensive reasons for the student's failure to complete the programme within the prescribed period; and
- (ii) stipulate his/her proposed date of completion of the programme.

(b) An application for extension of the maximum period of study is subject to the approval of:

- (i) the Faculty Postgraduate Studies Committee for any period up to twelve (12) months;
- (ii) the University's Postgraduate Studies Committee, on recommendation of the Faculty Postgraduate Studies Committee, for any period exceeding twelve (12) months.

(c) Appeals against the decisions of the Faculty Postgraduate Studies Committee and the University's Postgraduate Studies Committee in the above regard are considered by the University's Postgraduate Studies Committee and the Executive Committee of Senate, respectively, whose decisions are final.

(d) Applications for extensions of study period should be submitted to the Faculty Administration Office by the end of November for the following academic year.

**G5.2.4** On recommendation of the supervisor, the Faculty Postgraduate Studies Committee may refuse permission for the continued registration of a student on the grounds of unsatisfactory academic progress. The university may refuse a student re-admission, if such a student fails to make satisfactory academic progress in terms of agreed upon outcomes with his/her research supervisor.

**G5.2.5** If in any year a new student for a research degree registers after the last working day of April, their period of registration for that academic year shall not be taken into account for the purpose of rule G5.2.1 and will pay fees on a pro rata basis.

**G5.3 Registration and continuing registration**

**G5.3.1** Subject to rule G5.2.5 above, the first registration of students for research Master's and Doctoral degree programmes may be at any time during the academic year.

**G5.3.2** A student must renew his/her registration for the study on an annual basis, for the full period of study, until he/she has complied with all the prescribed requirements for the degree. Such registration must take place online, within the normal registration period. Late registrations shall be accepted up to the predetermined date published in the Almanac of the University. If a student fails to renew his/her registration as a student, the registration of his/her research project shall lapse subject to rule G5.3.4

**G5.3.3** If the examination of a student's treatise/dissertation/thesis is not completed in time for the degree to be awarded in a particular year, the student must re-register for the academic year concerned and pay a fee as determined.

**G5.3.4** The Faculty Postgraduate Studies Committee can, on the recommendation of the supervisor, approve a student's application for studies to be placed in abeyance for a period of up to one academic year; in which case the student must submit a motivated application regarding the above before the last day of February of the relevant year to the relevant Head of Department or Director of School.

**G5.3.4.1** If a student does not apply for studies in abeyance by the published deadline or fails to re-register in the following academic year for the relevant postgraduate degree, such a student forfeits the right of abeyance and will have to re-apply for admission.

**G5.4 Module credits**

Applications for credits in respect of coursework Master's studies will, on the recommendation of the relevant Head of Department, be considered by the Faculty Postgraduate Studies Committee.

**G5.5 Outcomes of the research**

**G5.5.1** A student must in his/her treatise/dissertation/thesis achieve the relevant outcomes articulated in the University's *Policy on Master's and Doctoral Degrees*, as published on the student portal.

**G5.5.2** Students shall conduct their research under the guidance of a supervisor appointed by the Faculty Postgraduate Studies Committee. In the event of a supervisor being appointed from outside the University, the Faculty Postgraduate Studies Committee shall also appoint, as co-supervisor, a member of the academic staff of the University, except if this is not practical on account of lack of expertise. In the latter case the Faculty Postgraduate Studies Committee shall nevertheless appoint an academic staff member of the University to liaise with the supervisor about implementation of the University's administrative and academic policies.

**G5.5.3** In the event of a supervisor ceasing to be a member of the academic staff, the Faculty Postgraduate Studies Committee may request such supervisor to remain supervisor in all respects of a registered student of the University and to attend, in an advisory capacity, meetings of any committee, at which the promotion will be discussed, so that the supervisor may be available to answer any queries that may arise.

**G5.5.4** In compliance with the prescribed learning agreement, the student must liaise with his/her supervisor on a regular basis to report on the progress made with his/her research and to receive guidance from him/her.

**G5.5.5** Applications to amend research titles must be approved by the Faculty Postgraduate Studies Committee on recommendation by the supervisor. In the case of a substantial amendment, the Faculty Postgraduate Studies Committee may require an amended research proposal.

**G5.6 Submission for examination**

**G5.6.1** When the treatise/dissertation/thesis nears completion, the student must inform the relevant Faculty Administration Office in writing of his/her intention to submit it for examination. Such notice must be given by the deadline as published in the university calendar. This intention to submit is important for the appointment of examiners for the treatise/dissertation/thesis. Failure to submit may lead to a delay in the student's assessment process.

**G5.6.2** A treatise/dissertation/thesis may only be submitted for examination with the written permission of the supervisor(s) or a statement by the supervisor that the treatise/dissertation/thesis is submitted against the advice of the supervisor.

**G5.6.3** A treatise/dissertation/thesis must be accompanied by a written declaration on the part of the student to the effect that it is his/her own original work and that it has not previously been submitted for assessment to another University or for another qualification. However, material from publications by the student may be embodied in a treatise/dissertation/ thesis.

**G5.6.4** For purposes of examination, students must submit at least three (3) securely bound copies and one electronic copy in PDF format of the treatise/dissertation/thesis to the Examinations Office on the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the University Almanac.

**G5.6.5 Submission of citations:**

Doctoral students must submit a citation of the doctoral thesis of 100 words in Microsoft Word format together with the PDF copy of the thesis to [PGExams@mandela.ac.za](mailto:PGExams@mandela.ac.za). The citation must consist solely of information on academic achievements, and it should be divided into two sections, namely:

- (i) previous qualifications and
- (ii) the appraisal of the academic merit of the thesis. The length of 100 words excludes the section (i) and the thesis title.

**G5.6.6** Copies of the treatise/dissertation/thesis submitted for examination shall become the property of the University and shall not be returned to the student, provided that examiners choose to return their copies.

**G5.6.7** After the treatise/dissertation/thesis has been accepted and the student has made the required amendments, if applicable, he/she must submit the following documents to the Examination Office on the dates as published in the Almanac of the University before the graduation ceremony:

- (a) one electronic copy of the final treatise/dissertation/thesis for the library;
- (b) one electronic copy of the final treatise/dissertation/thesis for each supervisor;
- (c) if applicable, a written declaration by the supervisor that the proposed amendments to the treatise/dissertation/thesis have been effected.
- (d) if research is bound by a confidentiality agreement, the words '*research is subject to a confidentiality agreement*', must be inscribed on the cover of the treatise/dissertation/thesis, as well as on the storage device.



- (e) Students who have not effected corrections as directed and/or have not submitted final copies of their treatise/dissertation/thesis as described above, shall be regarded as having not complied with the requirements of the qualification.

**G5.6.8** Students for doctoral degrees are required to submit to their supervisor(s) a manuscript in article format based on the research for their thesis.

This manuscript shall –

- (a) be prepared in the format required by an appropriate accredited journal,
- (b) be submitted to the supervisor within six weeks of the submission of the thesis for examination, but no later than six weeks before the graduation ceremony at which the degree will be awarded, and
- (c) unless the relevant faculty rules determine otherwise, not be assessed as part of the research work for the degree, but the degree will not be awarded if the manuscript has not been submitted timeously to the supervisor.

A declaration confirming that this requirement has been met shall be submitted via the Examinations Office to serve at the relevant meeting of the Faculty Postgraduate Studies Committee that approves the award of the degree.

## **G5.7 Editorial preparation**

**G5.7.1** The technical editing of the treatise/dissertation/thesis must comply with the requirements as determined by the University.

**G5.7.2** The examination as well as final copies of the treatise/dissertation/thesis shall be printed or typed with a font size 12 in at least one and a half spacing on one side of A4-format paper.

**G5.7.3** A treatise/dissertation/thesis shall contain an English summary of its contents not exceeding 500 words in the case of a thesis and 300 words in the case of a dissertation. This summary must appear in the front of the treatise/dissertation/thesis following the table of contents and must end with a list of not more than ten key words. Students may include a second summary in a language of their choice, provided that, if the language is not the medium of instruction at the University, the translation must be a sworn translation furnished at the cost of the student.

**G5.7.4** The title of the treatise/dissertation/thesis, as well as the name of the student must appear on the cover of each copy.

**G5.7.5** The title page of the treatise/dissertation/thesis shall contain the following particulars:

- (a) Full title;
- (b) Full name of the student;
- (c) The following formula:  
“Submitted in fulfilment in the case of a dissertation/thesis and partial fulfilment in the case of a master’s degree by coursework and treatise of the requirements for the degree of ..... in the Faculty of ..... at the Nelson Mandela University”;
- (d) Date of submission;
- (e) Name of the supervisor and co-supervisor (if applicable).

**G5.7.6** A treatise/dissertation/thesis must be satisfactory with regard to form and literary presentation and shall include a full bibliography or resource list of the material, whether published or otherwise, used in its preparation.

**G5.8 Examination Rules for Master's and Doctoral Degrees****G5.8.1 Constitution of the Examination Panel**

**G5.8.1.1** The Faculty Postgraduate Studies Committee appoints the examiners for the treatise/dissertation/thesis.

**G5.8.1.2** The supervisor and the co-supervisor (where applicable) act as the internal examiners for the treatise or dissertation.

**G5.8.1.3** In the case of a treatise/dissertation, at least one external examiner must be appointed. In the case of a thesis, at least three examiners must be appointed as per the *Policy on Master's and Doctoral Degrees* with at least two of the examiners being external to the University. It is strongly recommended that, where possible, at least one international external examiner be appointed for the examination of a thesis.

**G5.8.2 Examination Process**

**G5.8.2.1** Examiners must conduct their assessment in accordance with the guidelines for examiners.

**G5.8.2.2** The completed reports of all the examiners are submitted via the Examinations to the Faculty Postgraduate Studies Committee for consideration and to resolve whether the degree should be awarded or not.

**G5.8.2.3** A student may be required to submit to an oral or *viva voce* examination on the treatise/dissertation/ thesis.

**G5.8.2.4** In the event that a treatise/ dissertation/ thesis has not been passed by examiners but a candidate is invited to do further work or thoroughly revise the treatise/ dissertation/ thesis, such resubmission must take place as follows:

- (a) Masters treatise or dissertation to be completed within three (3) months.
- (b) Doctoral thesis to be completed within six (6) months.
- (c) The student is expected to re-register for the applicable academic year. A student is allowed only one opportunity for resubmission.

**G5.8.2.4.1** If a revised treatise/dissertation/thesis is not resubmitted by the deadline as published in the university calendar, the student's registration will automatically revert to a full year and will have financial implications.

**G5.8.2.5** In the event of a treatise/dissertation/thesis being rejected, the student may submit a duly motivated appeal in writing to the Executive Dean of the relevant Faculty within one month of the release of the result. The Executive Dean shall submit such appeal, together with the examiners' reports to the University Postgraduate Studies Committee who must decide, within two weeks, whether the appeal must be upheld or not. The Chairperson of the PGSC must notify both the Dean and the student in writing of the outcome. If the appeal is granted by the University Postgraduate Studies Committee, the Executive Dean notifies the Faculty Postgraduate Studies Committee, who must then appoint an independent external examiner who shall act as an arbiter (as per the *Policy on Master's and Doctoral Degrees*). The decision of the arbiter is final and binding.

**G5.8.3 Allocation of Final Mark for Research Project**

The mark for a Master's treatise/dissertation is calculated as follows:

- (a) The mark(s) of the external examiner(s) count at least 50% towards the final mark. If there is more than one external examiner, the average of the marks allocated by them constitutes the external mark. The same applies to the internal examiner(s).
- (b) Where all the examiners pass the student, but there is a significant discrepancy between the marks allocated by the external and internal examiners, the Faculty Postgraduate Studies Committee has the discretion to attach a greater weight to the mark(s) of the external examiner(s).

#### **G5.8.4 Examination and Re-Examination of Coursework Modules in Master's Degrees**

**G5.8.4.1** On the completion of an examination a student shall be awarded a final mark not exceeding 100% in each module. Provision may be made in the departmental or faculty rules for the student's class mark, if any, to be taken into consideration for the calculation of the final mark.

**G5.8.4.2** The Faculty Postgraduate Studies Committee may, on the recommendation of the Head of Department or Director of the School, allow students to present themselves for a re-examination in a module or modules failed, provided that the student has obtained a final mark of at least 45% in the relevant module(s).

**G5.8.4.3** In exceptional circumstances, and with the permission of the Faculty Postgraduate Studies Committee, a student who has obtained a final mark of less than 45% for a module, may be granted a re-examination in that module. Such exceptional circumstances include students who are in their final year of study, and who, after either the first or second semester final assessments, need only one module to obtain his/her qualification.

**G5.8.4.4** A re-examination does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%.

#### **G5.8.5 Repeating Coursework Modules in Master's Degrees**

Unless Senate approves a different rule for a specific programme, a Master's student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

#### **G5.8.6 Awarding the Degree Cum Laude**

**G5.8.6.1** A Master's student obtains the degree *cum laude* if he/she –

- (a) In the case of a coursework degree:
  - Passes all the modules at the first attempt;
  - obtains a weighted average mark of at least 75% for all the modules; and
  - obtains a final mark of at least 75% for the treatise.
- (b) In the case of a research degree, obtains a final mark of at least 75%
- (c) Completes the qualification within the prescribed maximum period of study for the applicable full-time or part-time programme.

**G5.8.6.2** A Doctoral degree is not conferred *cum laude*.

#### **G5.8.7 Use of doctoral title**

A doctoral student is not entitled to use the title Doctor until the doctoral degree has been conferred at a graduation ceremony.

<b>G6</b>	<b>COPYRIGHT AND INTELLECTUAL PROPERTY</b>
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The intellectual property rights resulting from a candidate's research shall vest in the University. Subject to rule G7, the candidate shall nevertheless be entitled to publish the treatise/dissertation/thesis in the original or amended form within one year of the degree being awarded.

<b>G7</b>	<b>SENSITIVE TREATISES / DISSERTATIONS / THESES</b>
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Procedures to be followed with regard to treatises/dissertations/theses which require industrial or other confidentiality:

- G7.1** In the case of treatises/dissertations/theses or parts thereof that could possibly contain sensitive information which has been made available by (an) organization(s) and which must be treated as confidential/classified.
- G7.2** The relevant Head of Department, via the Faculty Management Committee, makes a submission to the Executive Committee of Senate i.r.o. the degree, nature and period of the required limited access to the treatise/dissertation/thesis in which case the Executive Committee of Senate may then decide that the following will apply:
- The content of the treatise/dissertation/thesis may not be revealed in any document or in any other way within the period as determined by the Executive Committee of Senate, except with the written permission of the organization/candidate/promoter or person who originally requested the classification of the document. The period of confidentiality will commence on the date on which it is handed in for examination purposes.
  - Duplication and binding for examination purposes must be done under the strictest supervision.
  - The prescribed bound copies as well as the electronic copy must be stored in the Safety Section of the Library for the stipulated period of time, where after it will be released as soon as declassification has taken place or the stipulated period of time has expired.
- G7.3** In the case of treatises/dissertations/theses of a sensitive nature, the members of the examination panel will be required to sign a confidentiality agreement.

<b>S.</b>	<b>GENERAL STUDENT REGULATIONS</b>
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Preamble

Whilst the General Rules for Students are intended to promote cordial relationships between the University Management and the Students as the integral part of the broader Community of the University, it remains the collective responsibility of both Management and the Students to see to the effective operationalisation of these rules, whilst not losing focus of the University's transformation agenda of creating an affirming and welcoming environment for all who live, study, work, teach and visit the University. One of the core values of the University relate to "Student-Centredness" and with these rules, it is hoped that the University will constantly strive to remain sensitive to the students' welfare and Code of Good Conduct, whilst recognising their individual and collective rights to fair treatment as the citizens of South Africa.

**S1** **Miscellaneous Regulations and Student Behaviour**

- S1.1** Every student is subject to the University's policies, rules, regulations and disciplinary code and must familiarize himself/herself with these. (Access can be gained to the Institutional Regulatory Code via the Student Portal on the Intranet.)

- S1.2** The University may demand an appropriate certificate of good conduct before admitting a student.
- S1.3** Only in emergencies may students, their families or friends use the University address or telephone for private correspondence or telephone conversations.
- S1.4** The University is not responsible for the loss, theft, damage or destruction of or to the property of students while such property is on University premises or in University buildings, regardless of the cause of such damage or loss.
- S1.5** Eating and drinking is prohibited in the University's venues of instruction.
- S1.6** Should the rights and privileges of a student be temporarily or permanently suspended or should he/she be denied the right to continue his/her career as a student, such student shall forfeit all claims of repayment, reduction or cancellation of monies paid or payable to the University.
- S1.7** **A student must:-**
- give notice of any change of address without delay;
  - be conversant with the regulations of the relevant Faculty where he/she has registered as well as the regulations regarding the registration and payment of tuition, hostel and examination fees as set out in the relevant prospectus; and
  - obtain the necessary information from the relevant Executive Dean on the various requirements and regulations regarding the course for which he/she has registered.
- S2** **Identity Cards**
- S2.1** Identity/proximity cards are issued to all students on registration.
- S2.2** It is compulsory for all students to carry identity/proximity cards on the campus or inside any building of the campus. The card must be displayed on the student's person in such a manner that it is visible at all times.
- S2.3** A student who cannot produce his/her identity/proximity card shall not be allowed to enter any University building.
- S3** **Student Organisations**
- Only student organizations which are registered at the University in accordance with the set procedure and within the framework of University policy shall be allowed to operate on the campus and to make use of the facilities of the University.
- S4** **Dangerous, Contagious and/or Notifiable Infections and Infestations**
- A student who has been suffering from an infectious disease or who has been exposed to such disease shall furnish to the Registrar a medical certificate to the effect that he/she may resume attendance at the University without the risk of infection to others.
- S5** **Firearms and Dangerous Weapons**
- Any specific area, grounds, building or facility of the University is declared a fire arms free zone, in accordance with Section 140 of the Fire Arms Control Act, No 16, 2000. No student on campus may have in his/her possession any other dangerous weapons without the written consent of the Vice-Chancellor.
- S6** **Student Accommodation**
- S6.1** To be admitted to a residence, a student must comply with all the admission requirements as stipulated in the University Prospectus.
- S6.2** Any person using on-campus and accredited off-campus Student Housing buildings and facilities at any time is subject to the Student Housing Policy and the Student Residence Disciplinary Code and must familiarize himself/herself with these.
- S7** **Safety of Students**
- S7.1** The University is not responsible for injuries sustained by a student or applicant while on University premises, regardless of the cause of such injuries.
- S7.2** Several courses require visits to factories, businesses, etc. On such occasions students may be required to arrange their own transport although official transport will

be provided whenever possible. This also applies to sporting and other offered student activities. While all reasonable precautions are taken to ensure the safety of students during above-mentioned activities the University is not responsible for accidents, assaults, injuries, damage or loss which a student may suffer during the course of such activities.

- S7.3** In cases where students use their own private transport for student visits or sporting activities their attention is drawn to the conditions of their respective motor vehicle insurance policies, if any, in terms of a comprehensive motor vehicle insurance. The onus for effective insurance rests exclusively with the student, his/her parent or guardian. During these excursions students will not automatically be accompanied by a member of staff; this will depend on University requirements.
- S7.4** Various courses at the University necessitate practical sessions in laboratories at the University and sometimes at institutions outside the University. The University is not responsible for injuries and/or the acquiring or transmission of infections during these sessions. Students will, however, be informed timeously and thoroughly about the necessary precautionary measures to prevent such injuries and/or infections. These stipulations are also applicable to students who are undergoing in-service training. Where vaccination and/or other forms of injections, medication, etc. are necessary, the onus is on the student to take the necessary precautionary steps. The student is responsible for the costs incurred by such prophylactic medical treatment.
- S7.5** Student initiation is forbidden.

<b>TRAFFIC RULES</b>
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- T 1** All private motor vehicles (including motor cycles) used in coming to the campus by members of staff and students must be registered and must display a parking/access disc issued by the Space Utilization at Maintenance Services on the north campus. This parking disc must be displayed on the inside of the vehicle's windscreen and not on the dashboard.
- T 2** It is the responsibility of vehicle owners to ensure that they request, obtain and attach such parking disc annually.
- T 3** Parking is allowed in the various allocated official parking spaces on a campus to campus basis.
- T 3** The general speed limit on the campus is 40 km/h and may not be exceeded.
- T 4** The right of submitting representations to the HOD: Protection Services in respect of a traffic fine imposed by the Traffic Officer or duly authorized Protection Services Officer is provided for.
- T 5** The decision of the HOD: Protection Services in respect of such written submission is final.
- T 6** Repeated or serious infringements of traffic rules are punishable under the disciplinary rules of the University and could lead to such driver being restricted in accessing the grounds.
- T 7** The Vice-Chancellor is empowered to amend existing or to make new traffic rules.

**A complete copy of the latest Traffic Rules is available from Protection Services.**

**STUDENT DISCIPLINARY CODE****PREAMBLE**

The rules in this Student Disciplinary Code have been approved by the Council of the Nelson Mandela University in terms of section 36, read with section 32(2)(d) of the Higher Education Act, 1997 and the relevant provisions of the Institutional Statute. The Council exercises control over student discipline in terms of these rules.

**1. DEFINITIONS AND INTERPRETATION**

- 1.1 Central Disciplinary Committee** - means the Central Disciplinary Committee established in accordance with paragraph 5.1 of this Code.
- 1.2 George Campus Disciplinary Committee** – means the disciplinary committee established in accordance with paragraph 6.1 of this Code.
- 1.3 Initiator** – means a person who has the necessary appropriate knowledge, appointed by the Vice-Chancellor to act as initiator in proceedings of the disciplinary committees established in accordance with the provisions of this Code.
- 1.4 Internal Review** – means a re-evaluation of the evidence and decision taken at the initial hearing, and includes both substantive and procedural matters.
- 1.5 Residence Disciplinary Committee** – means a disciplinary committee established in terms of the disciplinary rules for residences.
- 1.6 SRC** – means the Student Representative Council.
- 1.7 SRC disciplinary committee** – means a disciplinary committee established in terms of the SRC constitution.
- 1.8 Student** – means any person:
- 1.8.1** who is registered with the University for any form of study and includes an applicant who has lodged an application for any form of study at the University, as well as any person who has left the University where the question of the propriety of a degree improperly attending an orientation programme, prescribed for new entrants, at the University.
- 1.8.2** obtained, or of conduct pertaining to an assessment is in issue.
- 1.9** Council Sentencing Guideline is incorporated by reference into this document.

**2. JURISDICTION**

- 2.1** The Central Disciplinary Committee and the George Campus Disciplinary Committee may deal with alleged contraventions of any rule under the jurisdiction of the University.
- 2.2** Where misconduct cannot be dealt with by one of the committees referred to in paragraphs 1.5 or 1.7 due to the seriousness of the alleged offence or lack of jurisdiction, the matter must be dealt with by the Central Disciplinary Committee or the George Campus Disciplinary Committee, as appropriate.
- 2.3** If, during the course of proceedings, or after a student has been found guilty by one of the disciplinary committees referred to in paragraphs 1.5 or 1.7, it appears that a penalty, which falls outside its jurisdiction, would be suitable, the committee may terminate its proceedings and refer the matter to the chairperson of the Central Disciplinary Committee or the George Campus Disciplinary Committee, as appropriate.
- 2.4** If, during the course of proceedings before the Central Disciplinary Committee or the George Campus Disciplinary Committee, it appears that the matter at hand falls within the jurisdiction of one of the disciplinary committees referred to in paragraphs 1.5 or 1.7, it may terminate its proceedings and refer the matter to the appropriate disciplinary committee.
- 2.5** If a matter is transferred from one disciplinary committee to another, a report of the oral evidence thus far, as approved by all the members of the first disciplinary committee, or the recording/transcript of the proceedings, if required, as well as any documentary evidence already obtained, may serve as evidence before the new disciplinary committee and a finding by the first disciplinary committee may be acted upon by the new disciplinary committee.
- 2.6** The Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, serves as a review body for decisions of the disciplinary committees referred to in paragraphs 1.5 and 1.7.

### **3. MISCONDUCT**

- 3.1** A student shall be guilty of misconduct if he/she deliberately or through negligence:
- 3.1.1** conducts himself/herself in such a way, which either in fact is or could be prejudicial to the good name of the University, the maintenance of order and discipline at the University, or the proper performance of the work of the University;
  - 3.1.2** infringes any rule or policy of the University applicable to students;
  - 3.1.3** refuses to submit to the authority of any legitimate decision of the Council, the Senate, or other authoritative body or staff member of the University;
  - 3.1.4** encourages a fellow student to commit any act of misconduct;
  - 3.1.5** conducts himself/herself in any other respect in an unbecoming, improper or disgraceful way on any of the University campuses or elsewhere as a student of the University;
  - 3.1.6** takes into the examination or test room, or has in his/her possession whilst in the room, any books, memoranda, notes, devices, or any paper whatsoever, except such answer books or other books or papers or devices as have been authorised by the invigilator;
  - 3.1.7** aids or attempts to aid another candidate or obtains or attempts to obtain aid from another candidate or communicates or attempts to communicate in any way with another candidate during an examination or test;
  - 3.1.8** uses University computers or other equipment in an unauthorised or inappropriate manner;
  - 3.1.9** commits an act of plagiarism, including the copying of another student's assignment, or copyright infringement;
  - 3.1.10** uses, possesses or distributes alcohol on University premises without obtaining the necessary approval from the relevant University authority;
  - 3.1.11** uses, possesses or distributes drugs illegally on University premises.
  - 3.1.12** conducts him/ herself in a manner that unfairly discriminates (directly or indirectly) against another student and/ or staff member, based on one or more grounds including race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language and birth.
  - 3.1.13** commits sexual harassment and sexual offences against another student and/ or staff member.
- 3.2** Conviction in a criminal court shall be prima facie proof of misconduct, where applicable.

### **4. SUMMARY SUSPENSION**

- 4.1** The Vice-Chancellor may, if he/she deems it to be in the interests of the maintenance of good order and discipline at the University, summarily suspend a student for a specified time from all or any of the campuses or residences, the attendance of lectures or any other activity of the University.
- 4.2** The period of suspension may extend until such time as:
- 4.2.1** the student has been found not guilty by the disciplinary committee,
  - 4.2.2** the student's request for review has been settled in his/her favour, or
  - 4.2.3** the coming into effect of the penalty imposed in terms of this Code.
- 4.3** The Vice-Chancellor may, at any time, set aside the suspension, which he/she has imposed on a student in terms of paragraph 4.1, and, after so doing; he/she may re-impose such suspension.

### **5. THE CENTRAL DISCIPLINARY COMMITTEE**

#### **5.1 Establishment of Central Disciplinary Committee**

The Council shall establish a Central Disciplinary Committee for the Port Elizabeth campuses of the University.

#### **5.2 Composition of the Central Disciplinary Committee**

The Central Disciplinary Committee shall consist of:

- 5.2.1** a chairperson, who shall be a jurist, appointed by the Vice-Chancellor,
- 5.2.2** the Dean of Students or his/her nominee, and
- 5.2.3** a member of the SRC, preferably a law student, appointed by the SRC.



- 5.2.4** the Executive Dean of each faculty or his/her nominee who shall serve on a rotational basis, provided the same panellist presides for the entire session (and in a subsequent session in the event of a matter being part heard).
- 5.2.5** In the interest of clarity, all panellists, including the student appointed in terms of 5.2.3, serves as autonomous members of the Committee, and not as a representative of a constituency.
- 5.3 Quorum**
- 5.3.1** At any meeting of the Central Disciplinary Committee the Chairperson and two other members shall constitute a quorum.
- 5.3.2** If at any stage during the sitting of the Central Disciplinary Committee a member of the Committee is no longer able to participate in the proceedings, or is absent for any reason, the hearing will continue, provided that the panel is properly constituted and that the Committee is quorate.
- 5.4 Procedure**
- 5.4.1** Whenever misconduct is alleged, or if any person has reason to believe that misconduct in terms of this Code is being or has been committed, a report, preferably in writing, must be made to the Head of Protection Services at the University or to a person acting on his/her behalf.
- 5.4.2** After receiving the report referred to in paragraph 5.4.1, the Head of Protection Services who must forthwith cause the matter to be investigated. For this purpose, evidence may be gathered by interviewing any person who may be involved either as an accused or a potential witness. Statements may also be taken and the Head of Protection Services may do whatever is necessary for the purpose of such investigation.
- 5.4.3** On conclusion of the investigation referred to in paragraph 5.4.2, a report must be submitted to the initiator, who will decide on the appropriate disciplinary committee to deal with the matter.
- 5.4.4** In the event of proceedings being instituted in the Central Disciplinary Committee, the following procedure shall be followed:
- (a) The allegation is served on the student in writing at least five (5) working days before the hearing, also stating the date, time and place of the hearing. A copy of this Code must be simultaneously served on the student.
  - (b) Any complainant or witness required for the hearing shall be informed in writing at least three (3) working days before the hearing.
  - (c) The initiator shall lead evidence to support the allegation, examine witnesses and the accused, and address the Committee.
  - (d) The accused may present his/her case, lead evidence in his/her defence, examine witnesses and address the Committee.
  - (e) The accused may be assisted by a fellow student or, in the case of a minor, by a family member.
  - (f) In highly exceptional circumstances, the Chairperson, may, in his/her discretion, permit the accused to be represented by a legal practitioner.
  - (g) The complainant, the accused, and any witnesses may be questioned by the members of the Committee.
  - (h) The Central Disciplinary Committee hearing shall be conducted in an informal manner, and in accordance with the Constitution, the rules of natural justice, applicable legislation and with due regard to the rights of the accused student. No accused student will be prejudiced by reason of a failure to comply with the rules of procedure or rules of evidence as applied in the ordinary courts.
  - (i) If the accused fails to attend or to remain in attendance, or disrupts the hearing, the hearing may continue in his/her absence.
  - (j) The findings of the Committee shall be decided in camera by majority vote. In the event of a tie in the voting, the Chairperson shall have a casting vote.
  - (k) The proceedings at the hearing shall be recorded by the minuting secretary.

- (l) Subject to paragraph 5.5.3 and paragraph 7.1 a decision of the Committee becomes effective as soon as the accused is informed in writing of the finding and the penalty.
- (m) No student who has been expelled following proceedings under this Code shall be re-admitted at any time, save with the express consent of the Vice-Chancellor. The Vice-Chancellor's decision shall be informed by written representation by the student together with a recommendation by the Dean of Students and Executive Dean concerned.
- (n) A Discipline Record Book shall be kept in which shall be entered:
  - Name of Disciplinary Authority
  - Name and student number of student found guilty
  - Nature of charge
  - Finding of Disciplinary Committee
  - Penalty imposed
  - Date of finding and penalty
- (o) If a student is found guilty of misconduct in terms of this Code, this will be reflected on his/her record of conduct; provided that the Committee may nevertheless resolve that no record of the misconduct be entered on the student's record of conduct.
- (p) The accused may, within ten (10) working days of receiving the written decision of the Committee, request that the decision of the Committee be reviewed in accordance with paragraph 7.
- (q) If, on review, the finding and/or penalty is amended, this decision of the Review Committee shall be entered in the Discipline Record Book.
- (r) The Head: Legal Services shall submit an annual report to the Council, via MANCO<sub>1</sub>, listing the offences and penalties imposed by the Disciplinary Committee.
- (s) A student charged with offences categorised as a category three offence in the Council Sentencing Guideline, may elect, upon receipt of an Admission of Guilt Notice, in his/her sole discretion, to pay an Admission of Guilt fine to avoid an appearance before a disciplinary committee.
- (t) Any student who is in receipt of an Admission of Guilt Notice, but chooses to appear before a disciplinary committee shall notify the Director: Legal Services in writing of his/her decision within 5 working days of being issued with such notice. If no such notice has been given to the Director: Legal Services, the Director: Legal Services may, after a further 10 working days, debit the student's fees account if the fine remains unpaid.
- (u) A schedule of such fines, determined in terms of paragraph 8.3, shall be placed on the Student Portal by the Director: Legal Services and reviewed at the commencement of each academic year.

## 5.5 Competent Penalties

### 5.5.1

The Central Disciplinary Committee may impose any of the following penalties, subject to the provisions in paragraph 5.5.3:

- (a) Oral reprimand and/or warning
- (b) Reprimand and/or warning in writing
- (c) Apology in writing to a particular person or body
- (d) Compensation for, or repair of damage caused by the student
- (e) Payment of a suitable fine, not exceeding R5000
- (f) Deprivation of all or some of the following privileges for a determined or indefinite period:
  - (i) Participation as a member, organiser or official of any student organisation or participation in any student activities of any nature
  - (ii) Obtaining or wearing the colours of the University in any form
  - (iii) Use of library facilities
  - (iv) Access to computer facilities of the University
- (g) Forbid the student to keep or drive a motor vehicle of any nature on the University premises
- (h) Forfeiture of a bursary and/or loan

- (i) Revoking a student's appointment of any kind whatsoever
- (j) Refusal of admission to any or all University examinations and/or tests and/or other forms of assessment
- (k) Forfeiture of examination marks, semester marks, course marks and any other forms of credit acquired in University examinations, tests, or by other means
- (l) Forfeiture of a degree, diploma or other certificate obtained from the University in a fraudulent manner
- (m) The imposition of appropriate University community service for such period as the Committee may deem fit in the circumstances; alternatively if the community service is not performed or is not performed satisfactorily, a fine not exceeding an amount of R5000 may be imposed
- (n) Suspension from the University and/or a University residence for a specified period
- (o) Expulsion from the University and/or a University residence.
- (p) Any other suitable penalty

**5.5.2** In any case where the penalty mentioned above is imposed, the Central Disciplinary Committee may postpone the coming into effect of that penalty or any part thereof for a definite period on such conditions as the Committee may deem equitable.

**5.5.3** A penalty of expulsion or suspension imposed by the Central Disciplinary Committee shall not come into operation until it has been approved by the Vice-Chancellor.

## **5.6 Powers Of Review**

**5.6.1** A request for review by the Central Disciplinary Committee must be lodged with the Chairperson of the Central Disciplinary Committee by the student within ten (10) working days of written notification of the finding and penalty of the disciplinary committee referred to in paragraph 1.5 or 1.7, as applicable.

**5.6.2** The request referred to in paragraph 5.6.1 must be accompanied by the reasons for making it.

**5.6.3** The execution of the penalty imposed by a disciplinary committee referred to in paragraph 1.5 or 1.7, as applicable, shall be postponed pending the outcome of the review by the Central Disciplinary Committee.

**5.6.4** The disciplinary committee referred in paragraph 1.5 or 1.7, as applicable, shall submit a written report to the Chairperson of the Central Disciplinary Committee. The report shall set out:

- the procedure followed;
- the facts established; and
- the factors taken into consideration in the imposition of the penalty.

**5.6.5** The Central Disciplinary Committee shall have the power to:

- (a) confirm or set aside the decisions of the previous disciplinary committee
- (b) impose any penalty which the previous disciplinary committee was empowered to impose; or
- (c) arrive at such other findings, or issue any instructions as may be necessary for justice to be done: Provided that any member of the Central Disciplinary Committee, who was a member of the previous disciplinary committee, shall not take part in the review process.

## **6. GEORGE CAMPUS DISCIPLINARY COMMITTEE**

### **6.1 Establishment of the George Campus Disciplinary Committee**

The Council shall establish a George Campus Disciplinary Committee for the George campuses of the University.

### **6.2 Composition of the George Campus Disciplinary Committee**

The George Campus Disciplinary Committee shall consist of:

- 6.2.1** a chairperson, who shall be a jurist, appointed by the Vice-Chancellor,
- 6.2.2** a senior staff member appointed by the Dean of Students,
- 6.2.3** a member of the Student Council of the George Campus, appointed by the Council.
- 6.2.4** a member of the academic staff appointed by the Campus Principal.
- 6.2.5** The provisions of paragraph 5.2.5 are applicable.

### **6.3 Quorum**

At any meeting of the George Campus Disciplinary Committee, the Chairperson and two other members shall constitute a quorum, and the provisions of paragraph 5.3.2 shall apply.

**6.4 Procedure**

As in paragraph 5.4, with the necessary changes.

**6.5 Competent Penalties**

As in paragraph 5.5, with the necessary changes.

**6.6 Powers of Review**

As in paragraph 5.6, with the necessary changes.

**7. RIGHT OF REVIEW**

**7.1** If the Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, imposes one or more of the penalties mentioned in paragraph 5.5, the student may, within ten (10) working days of written notification of such finding and penalty, submit a written request to the Director: Legal Services for a review of the finding and/or the penalty by the Review Committee. The request must be accompanied by the reasons for making it.

**7.2** The execution of the penalty imposed by the Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, shall be postponed pending the outcome of the review by the Review Committee.

**7.3** In the case of a review in terms of paragraph 7.1, the relevant disciplinary committee shall submit a written report to the Chairperson of the Review Committee outlining:

- the procedure followed;
- the facts established; and
- the factors taken into consideration in the imposition of the penalty.

**7.4** The Review Committee shall consist of two members of Council, who shall be appointed by the Chairperson of Council for a period of 3 years. The Review Committee may co-opt additional persons for the purpose of review, if deemed necessary; provided that such co-opted member who was a member of the disciplinary committee concerned shall not take part in the review process.

**7.5** The Review Committee shall have the power to:

**7.5.1** confirm or set aside the decisions of the disciplinary committee; or

**7.5.2** impose any penalty which the disciplinary committee was empowered to impose, or

**7.5.3** arrive at such other findings, or issue any instructions as may be necessary for justice to be done.

**7.6** The decision of the Review Committee shall be recorded in the Discipline Record Book; provided that in the event that the student is found not guilty, the endorsement, if any, on the student's record of conduct, shall be expunged.

**7.7** The decision of the Review Committee is final.

**7.8** The decision of the Review Committee shall be included in the annual report submitted to Council in accordance with paragraph 5.4.4(r).

**8. INCIDENTAL PROVISIONS**

**8.1** Any person who:

**8.1.1** laid a charge;

**8.1.2** gave evidence before the disciplinary committee; or

**8.1.3** independently of the disciplinary committee, investigated the validity or otherwise of the charge, shall be disqualified from being a member of the disciplinary committee.

**8.2** The Director: Legal Services may, at any time, order that a disciplinary hearing be transferred from one disciplinary body to another.

**8.3** The Vice-Chancellor may, from time to time, amend monetary penalties as provided for in paragraph 5.4.4 (u) and 5.5.1. Such amended monetary penalties must be submitted to MANCO for ratification. If MANCO should alter or set aside any such amendment, its validity up to the time of alternation or setting aside by MANCO is not affected.

**8.4** Disciplinary steps in terms of this Code may be instituted notwithstanding any pending or completed criminal investigation relating to the same matter against a student.

**ADDENDUM****STUDENT DISCIPLINARY CODE: GUIDELINE ON SANCTION:**

- This Code serves as a guideline when disciplinary action is taken and the sanction suggested does not detract from the inherent sentencing discretion of the Disciplinary Committee.
- The Disciplinary Committee shall impose a sanction having taken into account all relevant factors including (but not limited to) the offence, the interests of the University and the personal circumstances of the Respondent.
- The sanctions suggested in the Code are to be regarded as maximum sanctions.
- The Misconduct Offences listed in the Code is not exhaustive and a Respondent may be charged with other, unlisted misconduct.
- Proportionality  
The Sanction in each case must demonstrate a considered and proportionate balance between:
  - The seriousness of the misconduct
  - The interests of the University
  - The personal circumstances of the Respondent
  - The Sanction imposed in similar cases in the past (precedent)
  - The mitigating and aggravating factors in the case
- Before finalising its decision on sanction, the Committee should always satisfy itself that the sanction, or combination of sanctions, it has decided to impose is both:
  - Sufficient; and
  - No more than is necessary to achieve the purpose of sanction.
- Reasons  
The Committee must give reasons for its decisions on sanction. The reasons should be clearly explain:
  - The interests and factors the Committee took into account in arriving at its decision;
  - The weight it attached to those interests and factors;
  - How the balancing of those interests and factors led the Committee to its decision.
- Suspension of a sanction for a specified period means that the sanction will only take effect if the student respondent commits a similar offence during the specified period.

**OFFENCES AGAINST THE PERSON**

OFFENCE 1 <sup>st</sup> Offence = 1 2 <sup>nd</sup> Offence = 2		MISCONDUCT	WARNING/ SUSPENDED SENTENCE	SUSPENSION 6 MONTHS	SUSPENSION 1 YEAR	EXPULSION
	1.	<b>MURDER</b>				
1						X
2						X
	2.	<b>RAPE</b>				
1						X
2						X
	3.	<b>ASSAULT – COMMON</b>				
1			X			
2				X		
	4.	<b>ASSAULT WITH THE INTENT TO INFLECT GRIEVOUS BODILY HARM</b>				
1				X		
2					X	

	5.	INDECENT ASSAULT				
1					X	
2						X
	6.	SEXUAL HARASSMENT/ HARASSMENT				
1					X	
2						X
	7.	CRIMEN INJURIA/HATE SPEECH				
1				X		
2					X	
	8.	INTIMIDATION				
1					X	
2						X
	9.	POSSESSION OF A DANGEROUS WEAPON / "THE POSSESSION OF OBJECTS WITH INTENTION TO CAUSE INTIMIDATION OR HARM"				
1					X	
2						X

#### OFFENCES AGAINST PROPERTY

OFFENCE 1 <sup>st</sup> Offence = 1 2 <sup>nd</sup> Offence = 2		MISCONDUCT	WARNING/ SUSPENDED SENTENCE	SUSPENSION 6 MONTHS	SUSPENSION 1 YEAR	EXPULSION
	1.	POSSESSION OF STOLEN PROPERTY				
1				X		
2					X	
	2.	THEFT				
1					X	
2						X
	3.	MALICIOUS DAMAGE TO PROPERTY				
1						X
2						X
	4.	BURGLARY / BREAKING AND ENTERING				
1					X	
2						X
	5.	INTERFERENCE WITH UNIVERSITY CCTV / ELECTRICAL SYSTEMS				
1					X	
2						X
	6.	ARSON / PUBLIC VIOLENCE				
1						X
2						X

#### ACADEMIC DISHONESTY OFFENCES

OFFENCE 1 <sup>st</sup> Offence = 1 2 <sup>nd</sup> Offence = 2		MISCONDUCT	WARNING/ SUSPENDED SENTENCE	SUSPENSION 6 MONTHS	SUSPENSION 1 YEAR	EXPULSION
	1.	"CRIBBING" IN TESTS / EXAMINA- TIONS				
1					X	
2						X

	2.	<b>PLAGIARISM</b>				
1				X		
2					X	
	3.	<b>PASSING OFF (EG. GRAPHIC DESIGN, FASHION, ETC.)</b>				
1				X		
2					X	
	4.	<b>AIDING A STUDENT IN TESTS OR EXAMINATIONS</b>				
1				X		
2					X	
	5.	<b>RECEIVING AID IN A TEST OR EXAMINATION</b>				
1				X		
2					X	
	6.	<b>BRINGING UN-AUTHORIZED MATERIAL INTO AN EXAMINATION VENUE</b>				
1				X		
2					X	
	7.	<b>FAILURE TO SWITCH OFF CELLPHONE IN AN EXAMINATION/ TEST VENUE</b>				
1			X			
2				X		

**NON-ACADEMIC OFFENCES INVOLVING DISHONESTY**

OFFENCE 1 <sup>st</sup> Offence = 1 2 <sup>nd</sup> Offence = 2		MISCONDUCT	WARNING/ SUSPENDED SENTENCE	SUSPENSION 6 MONTHS	SUSPENSION 1 YEAR	EXPULSION
	1.	<b>THEFT</b>				
1					X	
2						X
	2.	<b>FRAUD</b>				
1					X	
2						X
	3.	<b>FORGERY / UTTERING</b>				
1					X	
2						X

**BEHAVIOURAL OFFENCES**

OFFENCE 1 <sup>st</sup> Offence = 1 2 <sup>nd</sup> Offence = 2		MISCONDUCT	WARNING/ SUSPENDED SENTENCE	SUSPENSION 6 MONTHS	SUSPENSION 1 YEAR	EXPULSION
	1.	<b>DEALING IN DAGGA OR DRUGS</b>				
1					X	
2						X
	2.	<b>POSSESSION OF DAGGA OR DRUGS</b>				
1			X			
2				X		
	3.	<b>SUBSTANCE ABUSE</b>				
1				X		
2					X	
	4.	<b>DRIVING UNDER THE INFLUENCE OF AN INTOXICATING SUBSTANCE</b>				
1			X			
2				X		
	5.	<b>MISUSE OF IT PRIVILEGES</b>				
1			X			
2				X		

	<b>6.</b>	<b>BREAKING OF NOISE POLICY</b>				
<b>1</b>			<b>X</b>			
<b>2</b>				<b>X</b>		
	<b>7.</b>	<b>DISORDERLY BEHAVIOUR (EG. SWEARING/ ABUSIVE LANGUAGE)</b>				
<b>1</b>			<b>X</b>			
<b>2</b>				<b>X</b>		
	<b>8.</b>	<b>SMOKING IN UNAUTHORISED VENUES</b>				
<b>1</b>			<b>X</b>			
<b>2</b>				<b>X</b>		
	<b>9.</b>	<b>NEGLIGENT DRIVING ON CAMPUS</b>				
<b>1</b>				<b>X</b>		
<b>2</b>					<b>X</b>	
	<b>10.</b>	<b>SELLING ALCOHOL WITHOUT A LICENSE</b>				
<b>1</b>					<b>X</b>	
<b>2</b>						<b>X</b>