



UNIVERSITY OF TM
KWAZULU-NATAL

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**MINUTES OF A MEETING OF THE INSTITUTIONAL FORUM HELD AT 13H30
ON 30 MARCH 2015 IN THE COUNCIL CHAMBER, ADMINISTRATION**

Present

Mr N Zuma (Interim Chair during election of the Chair and Deputy-Chair)
Professor H Wissink (Senate Representative)
Professor C Potgieter (Management Representative)
Mrs F Bulman (Convocation Representative)
Mr A Young (Convocation Representative)
Mr T Singarum (Support Sector Representative)
Mr A Marimuthu (Union Representative)
Dr A Matthews (CAES Academic Representative)
Dr S Hansraj (CAES Academic Representative)
Mr C Thomas (Humanities Support Representative)
Ms D Stone (CLMS Support Representative)
Mr P Phewa (Student Representative)
Professor K Kirkman (CAES Support Representative)
Mr T Vajeth (CLMS Support Representative (alternate))

Apologies

Mr B Poo (Acting Registrar)
Professor M Singh (Council Representative)
Mrs A Williamson (Management Representative)
Professor G Kamwendo (Senate Representative)
Dr F Ruffin (CLMS Academic Representative)

In attendance

Mrs J Mabuya (Head: Committees – For Item 1)
Mrs J Brady (Committee Officer)

1. ELECTION OF CHAIR AND DEPUTY CHAIR

Mr Zuma and Ms Mabuya assisted with the election process for a Chair and Deputy Chair for the Institutional Forum.

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After discussion and a voting process, Dr Sudan Hansraj was elected as Chair and Ms Delzeen Stone was elected Deputy Chair.

2. OPENING AND WELCOME

The newly elected Chair welcomed members and declared the meeting open.

3. APOLOGIES FOR ABSENCE

The attendance register was circulated and apologies as tendered were NOTED.

4. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

5. CONFIRMATION OF THE AGENDA

The agenda was confirmed as circulated.

6. MINUTES OF MEETING: 9 SEPTEMBER 2014

The minutes of the meeting held on 9 September 2014, were unanimously confirmed.

7. COMMITTEE CHARTER, STATUTE

The Committee Charter, Statute and Membership, attached to the agenda as Appendix B, were NOTED.

8. MATTERS ARISING FROM THE MINUTES

8.1 Publicising of the IF

(Item 1, 25.3.14; Item 7.1, 9.9.14)

It was noted that the former Chair, Dr S Reddy had been liaising with the Registrar's office and Corporate Relations for a web page for the IF.

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The Chair undertook to report further at the next meeting.

Action: Dr S Hansraj

It was noted that a call for items for the agenda is publicised on the University LAN prior to each meeting.

8.2 Research Productivity Measures

Dr Matthews explained his concern that uniform research productivity norms are not equally beneficial to all Schools and Disciplines. He was of the opinion that the matter should remain on the IF agenda as it affects the institution.

After discussion it was agreed that Dr Matthews would prepare a document outlining a position for submission to a future meeting.

Action: Dr A Matthews

9. UNIVERSITY LANGUAGE POLICY AND LANGUAGE PLAN

-Prof R Vithal / Dr L Khumalo

The following documents were NOTED:

1. Cover Page Revised Language Policy and Language Plan (Appendix C1 of the agenda)
2. Language Policy of UKZN (Appendix C2 of the agenda)
3. Language Policy of UKZN (Revised)(Appendix C3 of the agenda)
4. Language Plan of UKZN (Appendix C4 of the agenda)
5. Language Plan of UKZN (Revised) (Appendix C5 of the agenda)

It was noted that it was important to have time frames for the implementation of the Language Plan. The point was made that the Language Plan had been discussed at School and College level and needed to be discussed at the Institutional Forum.

10. VERBAL REPORTBACK ON DHET STUDENT LEADER WORKSHOP – OCT 2014

There was no report on the DHET Student Leadership Workshop.

11. VERBAL REPORTBACK ON IF CHAIRPERSONS' MEETING ARRANGED BY DHET on 24 MARCH 2015

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Dr Hansraj reported on the main topics of concern at the DHET IF Chairpersons' Forum in Pretoria. It was noted that one of the main concerns was to try and encourage greater student participation Institutional Forums nationally.

12. MATTERS FOR INFORMATION/NOTING

12.1 Report on Selection of Executive Positions

Dr Hansraj reported that he had represented the IF on the Senior Appointments Committee for the appointment of a Registrar and a Deputy Vice-Chancellor, Agriculture Engineering and Science. He informed the Committee that the processes for the appointment of the Registrar had been completed and a recommendation had been made to Council. However, there had been some perceived irregularities with the appointment of a Deputy Vice-Chancellor, Agriculture, Engineering and Science and the matter was still outstanding.

13. GENERAL

13.1 Representation of IF on Council

After detailed discussion the Committee supported the proposal to petition Council to allow a member of IF to participate in meetings on a non-voting basis. It was noted that a document could serve before the

13.2 IF Position on Symbols of Apartheid

Attention was drawn to the recent media reports on student engagement with symbols of apartheid at national universities. It was noted that the University needed to have a wide debate to find a way forward on the matter.

14. MEETING DATES - 2015

22 June
07 September
23 November

Please note that all meetings will begin at 13h30 and will take place in the Council Chamber, Administration Building, Westville Campus, unless otherwise advised.

CHAIRPERSON.....DATE.....
