



# STRATEGIC PLANNING MEETING MINUTES

Saturday, 4 December 2021, 09h00 – 16h00

**Council:** **FA** - Francis Adu-Amankwaah (Chair), **VL** - Vanessa Louw (Vice-chair), **TM** - Tshiamo Motsoane (Secretary), **HV** - Hameer Vanmali (Masters Representative,) **AC** - Arthur Chiwaya (Financial Officer/Treasurer), **MN** - Mpazi Nothukela (Honours Representative), **CF** - Candice Februarie (Student Health and Wellness), **KC** - Kimberly Coetzer (Student Development Representative), **ZM** - Zama Mahlobo (PhD Representative), **KN** - Kudakwashe Nyambo (Media and Marketing), **ZW** - Zafar Nowshad Wani (International students' representative), **AM** - Adeyemi Oluwaseun Mofoluwa (Policy Unit Officer), **IW** - Ilze Willemse (Community Interaction)

**Apologies:** **TM** and **AM** could not attend the meeting in-person.

**Absent:**

1. Welcoming	FA
2. Approval of Agenda	VL
3. Points of Discussion	All
<p>a. Chairperson's year plans (FA)</p> <ul style="list-style-type: none"> <li>FA organized a career fair that took place on 25-29 October 2021.</li> <li>He is further organizing a TPSC co-curricular recognition, a team building/bonding activity (for February 2022), a postgraduate durbar (for February 2022), a fitness hike, a talent show for Tygerberg postgraduates, a Cape Town red bus tour, an international food event, a beach day, a departmental visit, postgraduate welcoming week, as well as providing marketing support for local postgraduate businesses.</li> </ul>	

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





**b. Secretary's year plans (TM)**

- For the recognition of TPSC members at various events, **TM** has ordered name badges and blazers.
- She is currently trying to obtain a quote for t-shirts, caps, beanies, and water bottles which would be given away to students at TPSC-hosted events.
- Furthermore, **TM** plans to organize refreshments for every physical meeting held by the TPSC.
- Finally, she plans to organize a community outreach program (in collaboration with **IW**) where a high school in Kayelitsha will be assisted by cleaning the school, donating supplies to the school, and informing grade 11 and 12 learners about careers in science.

**c. Vice-chairperson's year plans (VL)**

- **VL**'s role is mainly reflective and is aimed at assisting the rest of the council with ensuring that their plans are met.
- She has organized the strategic planning meeting.
- Furthermore, she plans to facilitate the expansion of the relationship between Stellenbosch and other universities' councils by arranging a meet-up between Stellenbosch University and Wits University.
- During the TPSC's election period, **VL** will be arranging a transparent and fair election process for incoming council members.
- Finally, she is currently arranging an academic transcript co-curricular recognition for TPSC members (in collaboration with **FA**).

**d. MSc Representative's year plans (HV)**

- In collaboration with **MN**, **HV** will be organizing the Honours students' welcoming week where he will be promoting a local business market.
- In collaboration with **FA**, he will be organizing a hike.

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





- For MSc students he will be organizing a networking event which will also serve as a platform for MSc students to raise their concerns; a mentorship/mentee program for MSc students to mentor students and finally, a mental health program.

**e. Treasurer's year plans (AC)**

- The treasurer's role will be to ensure that all council members' activities do occur through the provision of funds for these activities/events.
- **AC** explained the process that the council needs to follow when making orders and/or obtaining funds for events.

**f. Mental health and wellness Representative's year plans (CF)**

- **CF** hosted a "Cupcake day" on 27 October 2021.
- She further plans to host a weekly "Wellness Wednesdays", a neuroplasticity podcast, interviews with Stellenbosch University's leading researchers on how their research is translational, a Cancer and a Tuberculosis day, a health expo, a "Get physical day", a "Well-being day" which is a day on which students can wear/do something to celebrate their well-being (this would be held once a month/every second month).
- Furthermore, **CF** plans to host a "Gratitude day" (to encourage students to practice expressing gratitude on a specific day), as well as screen tools (links to websites for surveys on depression or a bulletin board where people can share their emotions anonymously).

**g. Student development Representative's year plans (KC)**

- **KC** hosted a "Pride Month" event on 29 October 2021.

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





- She further plans to invite a psychologist to speak to students about their Ikigai (reason for being/purpose, one's past, present, and future) to be hosted in February.
- In March she plans to host a webinar on "What hard skills are needed in the workplace for scientists?", and a personal branding/networking event.
- In June, **KC** plans to host an online webinar that will discuss what the ethics to be considered in science are as well as educating students on how to fill out an ethics application for research,
- Finally, she will host a course on good clinical lab practise, a computer programming course (on "R", "Python", etc.), a "presentation skills" training, and an arbour day event.

**h. Community interaction Representative's year plans (IW):**

- **IW** organized a "Santa Shoebox" where goods and money were collected and donated to a children's home in Kayelitsha as Christmas gifts.
- She also plans to host awareness campaigns (particularly on people living with disabilities on campus), a "beach clean-up day", a food and sandwich drive (for students and neighbouring communities).
- **IW** would also like the TPSC to play a mentorship role at a certain school and to assist at an old age home. She plans to host a children's day event where the TPSC visits a hospital and does activities with the ill children.
- Furthermore, **IW** plans to collect goods to donate to high school students in Kayelitsha, she plans to organize a clothing drive where blankets and woolen clothes are collected for those in need, a World TB day, postgraduate food relief vouchers/donations of helpful goods, a "World Restart A Heart day" where CPR training is provided, and finally, a career prospectus event.

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





**i. Honours Representative's year plans:**

- Aims to capture the attention of the Honours students as they arrive to Stellenbosch University.
- She is drafting an Honours “survival guide” and along with it, a video as a guide to navigating the Tygerberg Medical campus.
- She further plans to host an Honours Welcoming week in the third or fourth week of February (consisting of a campus tour, “get to know one another” activities, a field day event etc.).
- Finally, **MN** will organize a mentor-mentorship program for new postgraduate students which will consist of monthly interactive programs.

**j. PhD Representative's year plans:**

- **ZM** created a survey for PhD students to find out which issues they would like to be addressed, as well as any recommendations pertaining their programs.
- She is currently having meetings with the doctoral office to find out what support they are providing PhD students (in terms of registrations etc.); the doctoral office responded that they plan to host seminars to teach PhD students about how to apply for ethics.
- The doctoral office also plans to host an improved pre-doctoral course from the previous one (for those PhD students who have been working and have had a long break from academics).
- Finally, she plans to host an event that looks at the importance of publishing research work.

**k. Media and marketing Representative's year plans:**

- **KN** will be updating and upgrading the previous TPSC's website, and he will be improving the current TPSC social media platforms, as well as

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





increasing students' awareness of TPSC events by advertising them on social media.

- **KN** intends to increase the visibility of the TPSC by 10%.
- He plans to assist with funding certain events' adverts to create traffic around the advertised program/event.
- Finally, he will be collaborating with other student societies to generate a higher awareness about the TPSC.

**Additional Points:**

- The council's mission and vision were reiterated at the strategic planning meeting:

**Vision: To create a unified, collaborative postgraduate community and to provide a vibrant study environment that positively impacts all Tygerberg postgraduate students, allowing them to reach their highest potential.**

**Mission: To engender interaction amongst students thus reducing the diversity barriers and foster a balanced postgraduate experience through insightful educative social interactions, advocacy through dialogue and widespread consultation, purposeful discuss, relevant learning with insight. A structured representation connecting and creating a clear channel of communication with university authority, whilst upholding the tenets of accountability and transparency with an undiluted zeal and true interest that imparts in all Tygerberg postgraduate students a rich robust experience and a true sense of belonging thus inspiring their confidence in the TPSC.**

**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*





UNIVERSITEIT • IYUNIVESITHI • STELLENBOSCH • UNIVERSITY

100  
1918 • 2018

**4. Closing**

When there was nothing left to say, FA closed the meeting.

**FA**



**Tygerberg Postgraduate Student Council**

*Learners of Today • Leaders of Tomorrow*



Faculty of Medicine and Health Sciences | Stellenbosch University  
Tygerberg Medical Campus, Francie Van Zijl Drive, Tygerberg, 7505  
Email : [tpscinfo@sun.ac.za](mailto:tpscinfo@sun.ac.za) | <https://blogs.sun.ac.za/tpsc/>