

<p align="center"> <b>Faculty of Medicine &amp; Health Sciences FMHS</b>  TPSC / DMT &amp; Invitees meeting Monday 29<sup>th</sup> November 2021  MS Teams: 16:00 – 17:00 </p>
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## Participants

Present\* Apologies >

### Dean's Management Team (DMT)

> Prof Jimmy Volmink	Dean
> Prof Elmi Muller	Dean Designate
*Prof Nico Gey van Pittius	Vice-Dean Research & Internationalisation (Chair)
> Dr Therese Fish	Vice-Dean Clinical Services & Social Impact
*Mr Eben Mouton	Senior Director Business Management
*Prof Karin Baatjes	Vice-Dean Learning and Teaching

### Invitees

*Ms Khairoonisa Foflonder	Manager Student Affairs Tygerberg
*Ms Estie Geldenhuys	for Deputy Registrar & Head Centre for Student Admin Tygerberg
*Ms Ronel Bester	Manager Strategic Relations FMHS

### TPSC

*Francis Adu-Amankwaa	Chairperson
*Vanessa Louw	Vice-Chair
> Tshiamo Motsoane	Secretary
*Arthur Chiwaya	Financial Officer
*Kudakwashe Nyambo	Media & Marketing Representative
*Zama Mahlobo	PhD Representative
*Hameer Vanmali	Masters Representative
*Nothukela Mpazi	Honours Representative
*Candice Februarie	Student Health & Wellness
*Kimberly Coetzer	Student Development Representative
*Ilze Willemse	Community Interaction
*Adeyemi Oluwaseun	Policy Unit Officer

### Secretariat

*Hilda Wilson	Manager, Dean's Office
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#### 1. Welcome

NGvP served as chairperson, in place of the Dean who had some urgent matters to attend to. Members were welcomed and introduced themselves.

#### 2. Apologies

As noted above.

#### 3. Minutes of the meeting held on Wednesday 1<sup>st</sup> September 2021

Accepted.

4. **Local businesses** through social media platforms, donations, business ideas and financial bits of help. Sponsorships may be needed.

- The meeting was informed that the main aim for this year is to promote the side businesses that most PG students have. The TPSC are looking to the DMT to help expand their businesses and to give advice to the students.

**Discussion:**

- Most PGs receive bursaries, to ensure these are tax free, student earnings should not conflict with this. DMT need clarity on what promoting is being requested.
- What do students offer to the campus community; their creativeness. This is to help those who are business minded to set up their businesses. Help is needed in this respect.
- We need to stay within the SU's financial policies and ensure that we do not create working opportunities that might conflict with the faculty. A small business plan (1-2 pager) should be drafted, to be clear on what is required and from there determine how to assist. KF as a liaison person can assist students. Others can be drawn in to assist once it is clear what is required. Students can also source donations through [DAR](#).
- This is more complicated. Staff may also not run their own businesses. Permission is needed and staff cannot use any resources of the university, including the SU email address. If the business is related towards helping the TPSC to raise donations this is the ambit that DMT can look at supporting. If it is around own entrepreneurship, this is a different discussion.
- Training in entrepreneurship for PG students is an aspect that could have a different discussion. KB could be consulted on this.
- Promotion and marketing: depends on kind of communication channels that are used. FMHS has a newsletter that goes out to staff and PG students who also work for the university: Impromptu (Monday circulation); also the social media channels these are official to the FMHS. Academic business and news about the faculty is the focus and is not used for any advertising other than this.
- Official notices are passed on via faculty links. There is no advertising space. TPSC can run ideas by KF.

**Conclusion:** more information is needed; run ideas via KF; matters can be taken up further with EM and other colleagues.

5. ***Expensive accommodations***

**Discussion:**

- Upon looking at the prices of the Bellvista residence, the TPSC executive found out the prices are too high for an ordinary postgraduate student who depends on a bursary or who has no other income. TPSC are pleading to reduce the prices to an affordable range.
- The TPSC are looking for subsidy.
- The DMTs mandate is limited and it does not have the means to subsidise this private residence that is not managed by the SU. It is a residence on the USB campus that became vacant. SU signed an MoU with a private provider. This is to be managed as a private residence. It is more upmarket than Tygerberg. Funding of students is understood. Pricing is beyond the SU to decide it is a commercial facility. It is a service that is significantly better than what students would get on the Tygerberg Campus.

- A comparison of the residence facilities / costs would be interesting.
- Why do PG students not have a senior residence on campus, affordable to students, that the SU can subsidise?
- Hippo is a possible future PG residence on the master plan. Government has cut back on facilities grants to HEIs. Plan is to build more UG residences that can free up Hippo for PG. There are too many commitments at the moment. We do not have the facilities to manage the scale of projects on the campus. BMRI project is coming to an end next year and will free up some capacity.
- Note that there are several other private accommodation facilities in the Boston area. Let's work together on this.

**Conclusion:** to advocate for a PG residence. EM will bring this to the Chief Director of Facilities management's attention again.

## 6. *Shuttle service*

### **Discussion:**

- Early this year, the TPSC did a survey on the evening shuttle service and found out that, most students knock off around 4 pm and the authorities in charge of the shuttle service were asked to consider this but discovered that the previous allocated time of 7:00 pm has been taken to 7:30 pm.
- Shift backwards should not have been done.
- KF reported that the TSR took forward a shuttle proposal. TPSC should liaise closely with the TSR on this for the work they have put into it. TPSC making a separate request is confusing to the shuttle service people.
- The faculty does not have any say over the shuttle service. It is a service that was intended for early evening.

**Conclusion:** FA-A will pick this up with the TSR. A consolidated approach between TSR and TPSC should be explored first. KF can be the liaison person for this.

## 7. *Bursary and register all postgraduate students*

- As the semester is coming to an end. The following semester may resume soon and both international and local students may be coming in. We are pleading to the financial office to help them with some finances and also help most of the international students register in time if possible, try and reduce the 60% quota of fees before registering to help them register.

## 8. *High cost of international fees*

- Without a doubt, we understand it is mandatory for all international students to pay international fees even in the midst of covid or no covid. The international fees are extremely high and sometimes even higher than the tuition cost or the school fees of the student.

The meeting agreed to discuss Items 7 and 8 together.

### **Discussion:**

- FA-A cost becomes obstructive to registration in a subsequent year. Can the 60%

international fee due and the overall international fee charged be reduced?

- EM: DMT's ambit is very limited. These are institutional decisions that were approved by the Student Fees Committee (and ultimately approved at Council). The 60% arose out of historical experience where for international students there is consequent debt that the university cannot recover, once the student leaves the country. This is not a faculty decision.

#### **Conclusion:**

- TPSC can take this up with the head of the TiO, Dr Nyambura Mwagiru to take forward to SUI.
- TPSC; TSR to work through the SRC.
- ITF can consider cases on merit for consideration of an exemption regarding the upfront payment of the 60%.
- IRF / international students??
- Common agenda points can be addressed by the TPSC liaising with the TSR and with KF who will assist with context and background going forward.

#### **9. *Fair distribution of opportunities to students through all media platforms (Kudakwashe)***

- The TPSC would like to create an open forum where students discuss all the issues they are facing and have a way to openly address them via media platforms if possible a face to face interaction too.

#### **Discussion:**

- Proposing a robust communication across the campus. two-way communication from students stating their grievances; challenges faced. Relevant officers address the issues in a more precise way.
- NGvP: is the TPSC such a forum? KF should be the primary entry point.
- Someone from a higher office is needed, where students address issues that are not addressed at this forum in a more precise way.
- TPSC reports into the TSR. All student leadership falls under Student Governance, Mr Anele Mdepa who is part of Department of Student Affairs headed by Dr Choice Makhetha. First port of call should be Mr Musa Mpanza. He is the direct line for ideas and how to channel particularly difficult complaints. TPSC is this forum for representing students concerns.
- NGvP reminded that with TSR / TPSC students don't have to wait for this meeting: DMT / TPSC. Matters can be raised with the DMT members outside of the meeting, by arranging an appointment.
- We live in a digital age. Where most people feel more comfortable sharing their issues online (anonymously). The platform the TPSC propose is a digital one.
- NGvP: the anonymous platforms have been a problem where people are slandered. TPSC should not be giving away their mandate. Interaction makes sense but members should be weary of creating something that can become a monster due to the way people use these platforms.
- RB: It depends on what kinds of issues students want to raise anonymously. The Equality Unit makes provision for raising unfair or discriminatory actions and making them known. Complaints are treated completely anonymously and are investigated.
- The [Discrimination, Harassment, and Bullying](#) : The Equality Unit and Equality Champions are channels where unfair discrimination and harassment can be reported.
- More information on what is envisaged by the TPSC can be shared too if it is not covered

by these channels.

**Conclusion:** TPSC will gather information and refer to the DMT.

**10.        *Any other business***

- It was suggested that the TPSC send out a survey to PGs to identify issues affecting them.
  - Members were cautioned against creating a parallel process.
  - members were thanked for their attendance and participation.
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- The meeting closed at 17:08.