



Minutes of the Annual General Meeting held in the Sanlam Auditorium at the Vaal University of Technology On the 14th, October 2017 at 10:00 – 14:00

1. Opening and Welcome

Mr G Mofokeng opened with a formal introduction and explained the procedure and the purpose of the Annual General Meeting.

2. President’s Report

The President, Mr J Mkhwane was declared unfit to chair the proceedings of the day; therefore, left the meeting as the house prevented him from chairing the meeting. The Deputy President, Mr I Maphalane, was then requested to chair the meeting to discuss the business of the day and the Agenda was reviewed and amended.

3. Attendance Register

3.1 Members present:

- List of members present including Bombi, R, Chaka, M, Gaseitsiwe, K.N, Hlatshwayo, T, Letsoalo, P, Mabuna, F.I, Macevele, B, Madela, T, Maduna, M, Mahange, M, Makgothi, T, Makhavhu, T.I, Malahela, G, Malola, T, Maleho, L.M, Maganye, S, Mauatlala, T, Kakule, T, Maphalane, I, Masela, A, Masungini, W, Matsaung, D, Matutsane, I, Moatosi, K, Mofokeng, E, Mofokeng, K, Mohulatsi, A, Mokaeane, M, Rammala, M, Moloi, K, Makhunga, M, Mosiane, W, Motaung, K, Mothebele, M G, Rihlampfu, L, Zide, G, Motsoeneng, E, Mphasa, M.J.J, Muclimeli, C, Mudau, E, Mutheiwana, B, Ndhlovu, S, Neito, B, Neito, T, Nkomo, N, Radebe, J. N, Rantso, P.P, Rasaha, P, Sangweni, E.M, Sethlare, L.M, Shisana, H. G, Thekiso, T, Kgaphola, M

3.2 In attendance:

- Ntaoleng Nteo, Nthabisseng Miya, Karabo Serath, Convocation Administrator, Assistant, Assistant

4. Motion

The motion submitted by Mr M Makhunga raised two issues:

1. Notice of the Annual General Meeting of Convocation to be sent out 10 weeks before the meeting
2. The elections were not according to 10.4 in the Convocation Constitution
 - Compliance with Section 10.4 of the constitution
 - Notice of the meeting of AGM and how it must be complied with; it must be advertised and comply with the 10 weeks' notice before the AGM as stated in the constitution
 - Sitting of the meeting and elections that they must be dealt with in an AGM in reference to 10.4, which states that the President and the Deputy President must be elected in a meeting

Comments to the Motion

- The house agreed to review the motion.
- The convocation constitution has loopholes. Section 10.4 refers to a meeting and Section 13 refers to the rules of the Annual General Meeting.
- The Deputy President explained that the constitution is clear and the motion is incorrect. The motion did not follow procedure.
- A suggestion was raised by Mr J Sethlare that there should be an independent body for elections as the people currently running the Convocation are the ones conducting them.
- The difference between a meeting and an AGM were tabled out as this caused confusion regarding the elections and whether elections were conducted in accordance with the constitution.
- The house agreed that if the motion is supported by 50/1 people at the meeting then the motion should be reviewed.

Voting for the adoption of the motion to be reviewed, 34 convocants voted for the motion

5. Vice Chancellor's Overview

The Vice Chancellor (VC) expressed disappointment in the lack of attendance by EMC members and expressed.

- The VC reiterated his opinion that the Convocation should be afforded the necessary attention.
- The University does not belong to any single person, but to the public and, therefore, it lies in the power of the people of this University to ensure that the institution is sustained and survives.
- In addition, the University does not belong to any political party but to all political parties that should each be recognised and appreciated.
- The VC stated that he plans to invite the different political parties to address the University on a range of topics during his time of office, in the hope of engagement and appreciation of varying political ideologies.
- The VC highlighted a number of values embraced in the University, including diversity, honesty and transparency.
- The VC requested the Convocation to reflect on the six values of the University and provide discussions and feedback on their implementation.
- The ongoing issues and investigations into problems such as fraud, tenders and corruption were mentioned and the need to continue efforts to rid the University thereof.
- The VC challenged the convocants to become the 'eyes and ears' of the University.
- The interaction between a University and its convocants is what makes the institution special. Any University actions should be in the best interest of the community and the public at large.

Ideas that the VC wants to implement in the institution:

1. Listening sessions

- These include a leader listening to the people whom he leads, which will assist management to engage with the people.
- These sessions will include listening, conducting and acting.

2. Turnaround

- Turnaround time has been identified as problematic and strategies are being implemented to transform the turnaround times, which are going to lead to service level agreement.

3. Budget Speech

- The CFO is preparing the budget speech
- The budget speech will clarify all aspects of the budget including allocations and the rationale for items.

4. The State of the University Address

- A State of the University Address will inform the internal and external stakeholders regarding ongoing operations of the University.
- It is done at a national and provincial level and includes a level of accountability.
- This will inform both the internal and external stakeholders in terms of the operations of the University.
- An Institutional Public Engagement Summit is amongst the things that the VC envisages taking place at the University; this is set to take place before the end of this year. The summit will address four issues, namely the identity of this institution, the ownership, state of the University and a declaration of the institution

Issue raised by the VC:

- The University comprises many vacant positions where staff members are in an acting capacity. This creates instability.
- The financial situation of the University requires attention to improve its standing.
- In terms of the departmental norms, the salary bill of the institution should be around 63% to 65% but VUTs salary bill currently stands at 70%, which needs attention.
- Issues that led to this high salary bill are the recommendations of the Remchannel, which were not organised procedurally, contract conversions, equal pay for equal work, which was not done procedurally and existence of ghost positions.
- The salary, IT and the Human Resources departments are required to submit reports to the VC.
- The Public Summit Engagement that will be held before the end of the year will include council, convocation and other stakeholders to be involved in building identity of the institution, ownership and state of the University.

6. Comments/Views by Members

6.1 Mr E.M Sangweni expressed appreciation to the VC for honouring the meeting and thanked the VC for assisting in ensuring the Convocation moves forward. He highlighted the following issues:

- The issue of corruption and the time frames in which the issues will be dealt.
- Managers in positions who fail to do their jobs.

Vice Chancellor's Response

Non-performing managers should be dealt with accordingly.

An indication was given by the VC in his overview about the time frames, particularly on the administration and the turnaround time. A system has been introduced where management operate to time frames when dealing with issues.

6.2 Mr J Sethlare referred to a report that circulated prior to the VC resuming office.

He questioned the approach in which democracy and fairness are ensured and justice prevails.

Vice Chancellor's Response

Disciplinary processes and procedures are being followed and many colleagues have been subjected to disciplinary processes.

6.3 Mr T Neito referred to the early 2000s when VUT was one of the best institutions regarding Engineering and sponsors like Siemens were still part of the institution. Some academics moved to TUKS and TUT and took along those sponsorships. He offered assurance that there are Convocants in the industry who would be interested to continue to contribute to the institution.

6.4 Mr T Maunatlala stated that the Convocation should assist in the transformation of VUT and benchmarking across the board for academics and non-academics

Vice Chancellor's Response

The VC has requested academics to rotate when doing presentations. During public meetings, the responsible faculties will respond to questions relating to their faculties. Issues around transformation need to stimulate debates and encourage critical thinking and leaders of different political parties will be invited to express ideologies.

6.5 Mr E Mofokeng acknowledged the VCs attendance at the meeting and stated that employees should understand the VCs vision. Closing the gap between the convocants and the institution is important. This includes regular communication with convocants. He stated that there are many convocants that want to contribute to this institution. The issue of poor service delivery was also raised.

Vice Chancellor's Response

A breakaway session revealed the following themes:

1. Academic Project by Prof Dzvimbbo (DVC: Academic and Research)
2. Governance and Administration by Dr T.D Mokoena (Registrar)
3. Technology transfer and Innovation by Mr J Moletse
4. Financial Stability by Mr L Coetzee (CFO)
5. Human Capital theme by Mr Marweshe

6.6 Mr S Mangnaye highlighted the importance of stabilising the University and dealing with corruption and mal-administration. He stated that the VCs posture should ensure unity in every sector and with all stake holders. He requested an *Imbizo* that will inform Convocants of critical needs of the University where they could assist.

Vice Chancellor's Response

If the *Imbizo* strictly states Alumni and Convocation then the ball should be set in motion and this matter will be crystallised and covered. The institutional summit is critical and the role of Convocation is essential in shaping the imagine of the institution.

6.7 Mr I Maphalane stated that the Convocation has struggled administratively with no financial support, but the committee is willing to assist with opening up chapters for the Convocation office.

Vice Chancellor's Response

Convocation will be provided with seed funding for the office to operate; however, Convocation should find ways of generating money into the institution.

7. Honorary Certificates

The handing out of certificates could not be done due to the relevant person not being present at the meeting.

8. Deputy President's Address

The Deputy President noted that the convocation is moving in the right direction and has built a solid foundation.

9. Other Business

Members Requested for a Constitutional Summit

10.Meeting Closure

The meeting was officially closed by the Deputy President of Convocation.