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3.2. Confirmation of the Minutes of the AGM held on Saturday, 20 November 2021 and the Special AGM held on Saturday, 02 April 2022	
<ul style="list-style-type: none"> • AGM Minutes of 20 November 2021 • Special AGM Minutes of 2 April 2022 	<ul style="list-style-type: none"> • The minutes of the AGM held on Saturday, 20 November 2021, were adopted with a motion from Z Ndlela and seconded by Mr B Ngubane. • The minutes of the Special AGM held on the 2nd of April 2022 were adopted with a motion from Mr L Msweli and seconded by Mr B Mkhize.
4. Update on DUT Matters	
<p>Presentation by Dr M Mohale</p> <p>Director: Special Projects</p> <p>Office of the Vice Chancellor</p>	<p>Dr M Mohale, on behalf of the Vice Chancellor Professor T Mthembu, who was unable to attend the Special AGM due to a previous engagement, presented a report on the strides made thus far with regards to the implementation of ENVISION2030.</p> <p>Dr Mohale's presentation focused on the "Big Rocks" in relation to the four perspectives ie. Stewardship, Systems and Processes, Sustainability and Society. (Report attached).</p> <p>Questions & Comments:</p> <p>Q: Request for members of Convocation to be included on the Advisory Boards</p> <p>A: Mr Ngubane will do research on this item and report back to Convocation members.</p> <p>Q: A request was made for more information on the Vuna Leadership Academy.</p> <p>A: In the year 2022, the office of the Vice Chancellor had collaborated with the Advancement & Alumni Relations office and Student Governance office to identify potential candidates for the Vuna Leadership Academy. The programme was to ensure DUT's efforts to empower students with leadership skills with the aim of creating future leaders.</p> <p>Q: What approach is DUT taking to ensure that its graduates are benefiting and are a part of the initiatives happening in the University?</p> <p>A: Identifying students with potential sending students intentionally to learn and advance themselves. From the years 2015-2016, the University has been performing above sector in terms of output average. As the President has previously mentioned that DUT has been receiving good feedback in the quality of our credits on the academic sector as far as journalism is concerned.</p> <p>Q: Is there a plan to ensure that the enrolment for a Masters Qualification is improving at DUT?</p>

A: Institutions in South Africa as a whole were having issues with the supervision capacity of Master's students. Lecturers have to now take on more than they can handle. However, DUT has initiated a staff capacity building programme to try and assist staff without the Master's qualification which would assist in increasing the number of Master's students/graduates.

Q: What can you identify as DUT's unique strength and competitive advantages and how can they be leveraged to achieve greater success in the future?

A: The success of any organization starts with its leadership, as well as the quality of its relationships with stakeholders. A credit to DUT, is its healthy relationship between Council and Management. This forms a good foundation for success of the Institution. There are a number of staff members from DUT who are appointed in Strategic Committee's to lead certain projects, and this as well demonstrates public confidence that is held by stakeholders.

Q: How do you envision the University evolving over the next decade and what role do you think alumni can play in shaping its future and what can alumni contribute to the University?

A: Dr Mohale stated that he believes that the number one priority should be keeping time in all scheduled meetings and ensuring that discussions include ways in which Convocation could assist in generating /raising funds for the University and how can it better network in order to attract more influential people on board to support the University.

Q: Is there a track record of small and medium enterprises that make it to the market?

A: If members do request for this track record to be included on the Vice Chancellor's report, then this could be arranged for future presentations. Convocation members can always send in comments or questions to the AAR office that they may have prior to the AGM meetings.

Following the report from Dr Mohale, the Vice President of Convocation requested Convex members put in more effort in terms of encouraging Convocation to actively participate towards the transformation agenda which would make a meaningful contribution to the University.

Dr Mohale was thanked for availing himself and for the presentation.

	<div data-bbox="94 90 775 1469" data-label="Section-Header"> <h2>5. Report from the President of Convocation</h2> </div> <div data-bbox="775 90 1971 1469" data-label="List-Group"> <ul style="list-style-type: none"> • The President of Convocation, Ms Z Mncube had to be excused early due to an urgent engagement which required her presence. • The Vice-President of Convocation, Mr Q Mzimela presented the report for the year 2022 on behalf of the President. (Report attached) • The report of the President highlighted the following: <ul style="list-style-type: none"> ▪ Noting the passing of CONVEX member, Ms Mbalenhle Banda in November 2022. A moment of silence was observed as a mark of respect for the late Ms Banda. ▪ Governance and Administration – CONVEX meetings held, representatives on Council and the IF ▪ Amendment to the Constitution of Convocation in relation to the election of the Vice-President of Convocation ▪ Proposed Amendments to the Rules for Convocation ▪ Taking Forward ENVISION2030 ▪ 2022 Activities and Initiatives ▪ DUT Connect Alumni Magazine ▪ Launch of the DUT Foundation ▪ Donor Recognition Event ▪ Mentorship and Alumni Engagement ▪ Social Media statistics ▪ Challenges • It was noted that alumni form the largest stakeholder group of the University, yet the giving level was the lowest. Convocation members were encouraged to donate/contribute towards the bursary fund and food security programme. • The Vice-President thanked all Convocation members, management, and stakeholders of the University for the support that they have provided. • He welcomed the members that would be elected at this AGM to serve on CONVEX and wished them success during their term of office • Outgoing members were thanked for their invaluable contribution to Convocation and DUT. </div>
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Questions & Comments:

Q: The outgoing committee members were congratulated for the activities that they had conducted during their term, however, members queried whether there was a positive response via either social media or DUT Connect, which yields participation from former graduates with a sense of wanting to get involved and overall wanting to see an impact at DUT.

A: Based on the statistics provided, the number of graduates following on social media is not significant compared to the number of graduates on the database. More emphasis to be put on alumni to encourage participation.

Q: The challenge with Convex and Convocation members is lack of communication and reporting on the developments at DUT, e.g., the reports from Council and IF representatives which are only presented at the AGM and which leaves a significant gap between those in leadership positions and members. This creates a huge disjoint between those assigned to lead and those who are being led.

A: DUT Connect magazine has most of the information that members might want to know. However, as members we need to reach an agreement on how to ensure that every member has an understanding on all projects that are being initiated by the office. Members are urged to update their contact details with the office so they may be able to receive regular updates on all progress made.

Q: The service offering on the platform is continually innovating and growing. How is the university making use of the various tools available on the platform for the benefit of the alumni?

A: Dr Mohale alluded to some of the delays during his presentation, with regards to the implementation of the ERP system which is a digital platform that is aimed at ensuring that DUT integrates all the different systems in the University.

Regarding the Advancement & Alumni Relations office, some of the projects underway are the launch of the Mentorship programme as well as exploring programmes that speak to graduate employability. These are envisaged to improve graduate employability in the world of work which includes providing assistance with their CV's and preparing them on how to approach interview questions. These programmes will be communicated to alumni at the appropriate time.

6. Additional Proposed Amendments to the Constitution of Convocation

	<ul style="list-style-type: none"> • Mr Ngubane informed members that there was a process that needed to be undertaken in terms of further amending the constitution of Convocation. • Members would be invited to make comments/input to the current Constitution of Convocation by indicating amendments they deem necessary. • The office will communicate with members advising of the dates and timeline as to when members can make their input. <ul style="list-style-type: none"> • Once all input has been received and consolidated, the proposed amendments to the Constitution for Convocation and the Rules for Convocation would be reviewed at the AGM scheduled for November 2023. • Once a resolution/approval of the amendments has been received from members present at the AGM, the amended documents will then serve at Council for final approval and will thereafter become effective. <p>Questions</p> <p>Q: A request was made for 3rd year students to be involved in AGM meetings in an observation capacity.</p> <p>A: Convocation only speaks to graduates. It cannot be practical to have people that have not graduated participating at the Convocation AGM. However the office could host various initiatives/programmes from time to time that could include current students.</p>
7. Elections	
7.1 Pre-nomination Report	Mr Ngubane reported that as per the Constitution of Convocation, the notice as issued came with a call for nominations and the nominations received were vetted against the eligibility criteria as well as the nominees' academic records.
7.2 Election of 8 members to the Executive Committee of Convocation	<ul style="list-style-type: none"> • 8 vacancies are required to be filled • 20 nominations were received • 14 nominations were eligible • 4 nominations were withdrawn • 2 were ineligible

7.3 Election of Internal Support staff

- 1 vacancy was required to be filled.
- No nominations were received.

7.4 Election of 3 Academic Staff

- 3 vacancies are required to be filled
 - 2 nominations were received
 - I was eligible
 - I was ineligible
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- Mr Ngubane indicated to members that the DUT ITS platform would be utilised for the elections.
 - Assistance was requested from ICTS throughout the AGM proceedings
 - It was noted that the ITS system was also utilised for the SRC elections.
 - The system required alumni to RSVP (as stated on the AGM notice) which would ensure access to being able to vote.
 - Only bona fide members of Convocation would be able to participate in the voting process.
 - Alumni that had RSVP'd would have received an email or an SMS that contained their voting credentials.
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- A PowerPoint presentation was displayed on screen, to assist members to better understand the voting process.

Concerns/Comments/Challenges

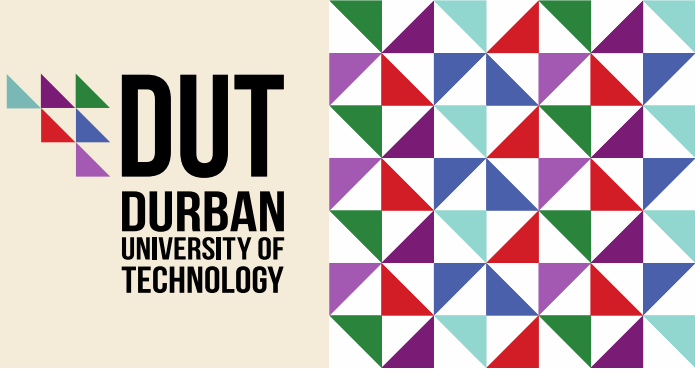
- Technical issue with MS Teams set up. Delegates were unable to hear the proceedings in the venue which caused a delay in the proceedings.
- Nominees that were ineligible expressed dissatisfaction with receiving late notification of their ineligibility.
- Problems experienced during the elections process – OTP errors. Members were advised to refresh their browsers and restart process. However, some members still encountered problems.

7.2 Election of 8 (eight) members to the Executive Committee of Convocation	<ul style="list-style-type: none"> Results of voting for the 8 members to serve on the Executive Committee of Convocation as follows: <table border="1"> <thead> <tr> <th><u>Candidate</u></th><th><u>Number of Votes</u> ↓</th></tr> </thead> <tbody> <tr> <td>9. SIPHEPHELO TADEUS MTHEMBU</td><td>156</td></tr> <tr> <td>1. ANDILE BENARD DAYI</td><td>154</td></tr> <tr> <td>4. SITHOKOZISIWE KUNENE</td><td>154</td></tr> <tr> <td>14. NKANYISO MOONLIGHT ZONDI</td><td>152</td></tr> <tr> <td>8. LUNGISANI WELCOME MSWELI</td><td>148</td></tr> <tr> <td>5. MIVUYO MPIOLO MAKABA</td><td>145</td></tr> <tr> <td>7. THAMSANQA WELCOME MKHULISA</td><td>145</td></tr> <tr> <td>10. BLESSING MTHOKOZISI MTHETHWA</td><td>134</td></tr> </tbody> </table>	<u>Candidate</u>	<u>Number of Votes</u> ↓	9. SIPHEPHELO TADEUS MTHEMBU	156	1. ANDILE BENARD DAYI	154	4. SITHOKOZISIWE KUNENE	154	14. NKANYISO MOONLIGHT ZONDI	152	8. LUNGISANI WELCOME MSWELI	148	5. MIVUYO MPIOLO MAKABA	145	7. THAMSANQA WELCOME MKHULISA	145	10. BLESSING MTHOKOZISI MTHETHWA	134
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7.3 Election of 1(one) internal support staff	1. No nominations were received for this position.																		
7.4 Election of (one) academic staff	<ul style="list-style-type: none"> Dr Benita Bobo was elected to serve as an Academic member on the Executive Committee of Convocation 																		
8. General	<ul style="list-style-type: none"> No matters were raised under this item 																		
9. Vote of Thanks	<ul style="list-style-type: none"> The Vice-President of Convocation, Mr Q Mzimela thanked the office, the administration team, Convocation members for their participation and everyone who attended the AGM meeting. 																		
10. Closure	<ul style="list-style-type: none"> The meeting adjourned at 15h00. 																		

Read and confirmed on this ----- day of ----- 2023

President of Convocation





PRESENTATION TO DUT CONVOCATION ANNUAL GENERAL MEETING

13 May 2023

Dr Matheakuena Mohale



STEWARDSHIP

❑ LIVED VALUES [Big Rock: Living our shared values and principles]

- Implement Bring-to-Live Our Values and Principles Campaign: [Review policies and procedures to ensure alignment with LV Framework; ensure that 360 degree instrument is predicated on LV Framework]



STEWARDSHIP

❑ INSTITUTIONAL CULTURE [**Big Rock: Curating our Productive Culture**]

- Design purpose-built initiatives across the university to foster cohesion and break down silos;
- Design and implement flagship projects that will deepen and sharpen the convergence while overcoming some deep chasms that emerged from the ENVISION2030 Tracker Survey.



STEWARDSHIP

❑ CREATIVITY

- Significantly improve the embedding of divergent thinking in management and administration. [Big Rock: Curating our Productive Culture]
- Consolidate the successes we achieved in academia, especially in respect of the DUT statement of philosophy of education: “Our creativity and innovation shapes adaptive graduates that transform society”. [Big Rock: Teaching and Learning Reimagined and Engaged Research and Innovation]
- Ensure that academic programmes align with this philosophy. [Big Rock: Teaching and Learning Reimagined]



SYSTEMS AND PROCESSES

❑ Innovative Curricular and Research

- Give more expression to the word-pair “innovation and creativity” in our philosophy of education statement [**Big Rock: Teaching and Learning Reimagined**]

❑ Digital Environment [**Big Rock: Revitalised Digital Spaces**]

- Implement Phase 2 of the ERP System from May 2023
- Explore digitilisation to support our curriculum transformation



SYSTEMS AND PROCESSES

❑ STATE-OF-THE-ART INFRASTRUCTURE [**Big Rock: Campus Regeneration**]

- Complete two delayed buildings (engineering building at Indumiso and student centre at Steve Biko campuses)
- Demolish old buildings to make way for the new administration building
- Improve security systems with the installation of new technologies

❑ INSTITUTIONAL REVIEW, ALIGNMENT AND TRANSFORMATION [**Big Rock: Re-purposed organizational structure**]

- Continue with the implementation of Phase 2 (academic sector)



SUSTAINABILITY

❑ **DISTINCTIVE EDUCATION** [**Big Rock: Teaching and Learning Reimagined**]

- Enhance co-curricular initiatives in academia, arts, sports, recreation and culture

❑ **FINANCIAL SUSTAINABILITY** [**Big Rock: Pathways to and for sustainability**]

- Implement finance function maturity model
- Launch a programme to alert student entrepreneurs on the DUT procurement processes
- Implement the developed institutional procurement plan



SUSTAINABILITY

□ GREEN ECOSYSTEMS [**Big Rock: Pathways to and for sustainability**]

- Implement more greening projects such as recycling bins and reverse vending machines
- pilot rainwater harvesting project
- Take firm decisions on solar feasibility study
- Continue with the support of One- Residence- One-Garden



SOCIETY

❑ Engaged University

- Continue investment in the field of engagement, mainly through our research centres and innovation and entrepreneurship activities [Big Rocks: Engaged Research and Innovation and Enterprising DUT]

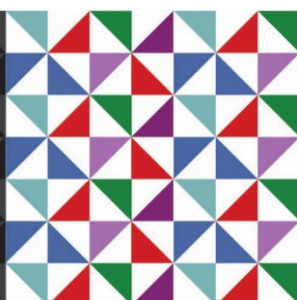
- Improve DUT BBBEE level through various initiatives [Big Rock: Transforming DUT]

❑ Innovation and Entrepreneurship [Big Rock: Engaged research and innovation]

- Innobiz Centre for Entrepreneurship and Innovation will continue to support student entrepreneurs
- Continue the support of various SMMEs working with many of our partners

THANK YOU





REPORT OF THE PRESIDENT OF CONVOCATION 2022

The President's report presents an overview on the activities and events of the Executive Committee of Convocation as well as Advancement & Alumni Relations Unit in 2022.

PASSING OF CONVEX MEMBER – MS MBALENHLE BANDA

CONVEX was dealt a blow when it lost one of its own. Ms Mbalenhle Millicent Banda sadly passed away in November 2022. The loss of life is always a sad moment. Ms Banda played an invaluable role on CONVEX and was a proud alumnus.

The late Ms Banda was employed as an Executive Administrator in the Ministry of Arts, Culture, Sport and Recreation. She also worked, in an acting capacity, at the Umzinyathi District Department of Arts and Culture.

She will be sadly missed. May her soul rest in peace. May I ask that you please bow your head for a moment of silence in memory of the late Ms Banda.....Thank you.

GOVERNANCE AND ADMINISTRATION

CONVEX Meetings: Three CONVEX meetings were held in 2022 i.e. 12 March, 2 July and 10 September.

A workshop was, also held on 2 July to induct newly elected members by outlining their role as members of CONVEX. Additionally the workshop was intended to be a platform for CONVEX to deliberate on what we wanted to achieve as a committee as well as the projects that we, as CONVEX, wished to support or initiate.

Innobiz (the student entrepreneurship development unit at DUT), Co-Operative Education and Procurement were invited to make presentations. This request emanated from previous engagements with the VC over Convocation's contribution to ENVISION2030,

SPECIAL CONVOCATION AGM

As a result of the AGM being adjourned in November 2021, a Special AGM was held on Saturday, 2 April 2022. The following vacancies were filled i.e President of Convocation, Vice President of Convocation (Mr Qhawelenkosi Mzimela) and one external member of Convocation (Mr Siwakhile Nogaga).

REPRESENTATION ON GOVERNANCE STRUCTURES

The individuals chosen to serve on the institution's committees are crucial in providing support, guidance and advice to promote the university's sustainability, growth and development. Convocation's 3 representatives on Council, Messrs Mandla Shange, Delani Makaya and Mthunzi Gumede provide regular feedback at meetings of the Executive Committee of Convocation.. Their terms of office will end in November 2024.

The IF representatives, Dr Zamokuhle Mbandlwa and Mr Bonginkosi Mthembu also provide regular feedback at meetings of the Executive Committee of Convocation. Their terms of office will end at the AGM of November 2023.

AMENDMENTS TO THE CONSITUTION OF CONVOCATION IN RELATION TO THE ELECTION OF THE VICE PRESIDENT OF CONVOCATION

The Constitution of Convocation stated that the Vice President of Convocation is to be elected at the first meeting of CONVEX following an elective AGM. However, following input and comments on the review of the DUT Statute, Council had resolved that Convocation amend its Constitution to be in line with the Statute which indicates that the Vice President of Convocation be elected at the AGM. Hence the Vice President of Convocation was elected at the Special AGM of April 2022.

PROPOSED AMENDMENTS TO THE RULES FOR CONVOCATION

The Rules for Convocation provide guidelines into how Convocation conducts its business, in particular, in relation to the AGM. It outlines eligibility criteria for members wishing to stand for election. However, it was noted that there were many gaps in the current Rules hence the need for the Rules to be amended. The proposed amendments were approved at the Special AGM held on 2 April 2022.

TAKING FORWARD ENVISION2030

CONVEX in its deliberations has discussed ways in which it could contribute towards the achievement of the objectives outlined in ENVISION2030 by identifying areas of interest. These include areas of innovation and entrepreneurship as well as networking opportunities.

2022 ACTIVITIES AND INITIATIVES

BURSARIES AND STUDENT FINANCIAL ASSISTANCE

Over the past few years, the Advancement and Alumni Relations Unit has assisted numerous students and alumni both financially and in-kind. Some of the in-kind donations have been donated by Glenwood Super Spar, which comprised non-perishable food items and toiletries. These were forwarded to the Student Counselling and Health Unit to be allocated to students.

From January 2022 to December 2022, the Advancement and Alumni Relations Unit had received funding in the amount of R10 765 178.00m which provided financial assistance to 341 students. This also includes R1,5m from the Research and Postgraduate Support Directorate for assistance to postgraduate students. It must be noted though the Advancement and Alumni Relations Unit relies heavily on funding from donors for purely philanthropic funding and any assistance that the unit is able to provide is based solely on such donations which are only able to assist a limited number of students.

DUT CONNECT ALUMNI MAGAZINE

The DUT Connect Magazine was revamped with a new look and feel to keep up with current trends and increase our alumni readership pool. The office has received encouraging feedback about the modifications and we have readers awaiting the next publication.

The theme for the Summer 2022 edition of DUT Connect Alumni magazine was ***Entrepreneurship: The Highlights of 2021 for the Durban University of Technology***. ENVISION2030 Statement of Intent that by 2030 ‘Our people will be creative, innovative, entrepreneurial and adaptive to change’ This statement was evident in the innovative and creative ways our people had to embark on to overcome adversity and tragedy during the Covid-19 pandemic. Their tenacity and resilience shone through during this difficult period. This was wonderfully highlighted in the Summer 2022 edition.

LAUNCH OF THE DUT FOUNDATION

The DUT Foundation was officially established in November 2017 through a resolution of the DUT Council and was officially launched on 26 May 2022 at Coastlands Umhlanga.

Trustees felt it was important to have the launch of the Foundation to create awareness around the Foundation and its role and purpose at DUT and to be able to solicit funds for DUT projects.

The DUT Foundation falls within the DUT ENVISION2030 strategic objective of Sustainability, as well as Society. Hence, the DUT Foundation will attract financial resources to invest in students by providing financial support for select institutional strategic projects, that may include scholarships for academically deserving students, the Phakimpilo Food Security Programme, as well as promoting the advancement of cutting-edge research and application.

DONOR RECOGNITION EVENT

The Annual Donor Recognition Event was held on Friday, 11 November 2022 at our esteemed Hotel School. Among the attendees were the Vice-Chancellor and Principal Professor Thandwa Mthembu and Dr Devi Rajab, Trustee of Jonsson Foundation, who was the keynote speaker, Dr Mahmoud Youssef Baker, Iqraa Trust Chairperson and Mr Bishen Singh, Chairperson of the DUT Council Finance Committee. Alumni were encouraged to give back to the university and donate funds to DUT in its vision of improving lives and livelihoods.

MENTORSHIP AND ALUMNI ENGAGEMENT

The alumni mentorship programme was launched in September 2020. An internal decision was made to pause the DUT Alumni Mentorship programme as the manual process of matching mentor to mentee and keeping track of the relationship was time consuming and not as effective as we anticipated it to be. Hence the implementation of the mentorship programme on an online platform which could be designed and automated according to the needs of the programme.

A webinar was hosted in March to engage alumni on tips and advice on employment by Mr David King. Eighteen alumni attended with the recorded session posted on the alumni website. Positive feedback was received, however we see the need to create an innovative way to have a wider reach of our alumni who are unable to attend webinars at the prescribed times.

SOCIAL MEDIA

The Advancement and Alumni Relations Unit has an active presence on social media. These are the figures at the end of November 2022:

Twitter	1080
Linked-In	103 761
Facebook	469 The previous Facebook account was hacked and the unit had to create a new alumni facebook page, called DUT Alumni.
Instagram	1141
DUT Connect	4573 Please visit www.dutconnect.co.za to register and stay connected to your alma mater.

UPDATING OF INFORMATION

Please continue to update your details so that you to receive all communication from the unit. Go to www.dutalumni.com and click on 'Update your Details' and follow the prompts to update your information. This is critical towards keeping the lines of communication open between the University and yourselves as alumni.

CHALLENGES

One of the challenges, which continues to prevail, is trying to create a sense of philanthropy among DUT alumni. Alumni form the largest stakeholder group of the university yet the giving levels of alumni are the lowest. I encourage you to consider donating towards the bursary fund as well as the food security programme. Many of you would have experienced these challenges as students yourselves and I ask you to draw on those experiences to assist students achieve their full potential.

CONCLUDING REMARKS

It has been just over a year since my election as President of Convocation and I wish to thank my fellow CONVEX members and convocants at large, management, staff and students of the University for the support that I have received.

New members will be elected to the structure. I welcome you and look forward to working as a cohesive unit to bring about positive change at the university.

To the outgoing members, a heartfelt thank you for your contribution to the university and appreciation for the sacrifices made in the execution of your duties.

To my fellow alumni, I would like to thank you all for availing yourselves to attend this Special AGM both in-person and virtually.

Go well. Be safe.

I Thank You