

Mid-year report on Teaching and Learning Milestones

1 Library and Information Services (LIS)

During the first six months of 2019 the LIS has conducted several stakeholder visits to listen to market needs but also to expound on services available to its stakeholders. A benchmarking visit to the WITS disability Unit was undertaken with future NWU development in mind.

The LIS participated in the development of a survey done by the Quality Enhancement Office to measure satisfaction of PhD students in terms of library facilities, resources, resource access and services. Results of the survey will be available in August. At least 8 visits to key stakeholders conducted by June 2019.

The revision of the NWU Referencing Guide (2012) is in the final stage. The guide reflects the updated Harvard and APA Style, as well as the Style for Law. The new guide will be implemented in January 2020.

The enhancement of the visibility of NWU research-Bibliometric is an ongoing focus and the InCites (Web of Science) NWU research performance 5-year data report 2015-2019 has been submitted to the Quality Office. Faculty Librarians and Research Librarians support NWU researchers on an ongoing basis, and especially to complete NRF Rating reports.

The LIS is currently busy with the customization and branding of the Figshare platform, to be finalised by end July. Training of researchers, librarians, and postgraduates on RDM best practices to begin second semester.

The plan to establish an Undergraduate Information Commons in the Mafikeng Library by repurposing its basement was approved in liaison with Facilities. Provision will be made for ample computer workstations, fully equipped group study facilities, additional power points for mobile devices, a training room and the upgrade of the 24hr study facility. Completion date is end April 2020. In consultation with the CTL, the MakerSpace One-button studio and Podcast studio have been approved to be part of the Information Commons in Mafikeng Library. LIS will provide the space while the CTL will provide the equipment and IT support.

In a joint project between LIS: Shared Services and the NWU Centre for Business Mathematics and Informatics, a new Book Budget formula was developed. A mixed method approach was used to analyse allocation vs. distribution and use (Value for Money). The 2019 budget thus allocated with the new formula. Breakdown was based on the following variables: FTEs, Research output, average book price, number of subject groups and historical expenditure. The feedback meeting on budget allocation criteria is scheduled for 30 Jul 2019.

Finally, a first for South Africa, the NWU LIS has been very busy planning to host an International Conference (ICIL) at the Vaal Campus from 23-26 September 2019. This will increase national and international visibility for the NWU. Please visit <http://library.nwu.ac.za/international-conference-information-literacy-icil-2019>.

2 The Unit for Continuing Education

Planning for the UCE re-alignment and restructuring took place during the first 5 months of 2019. The new operational structure was approved in May and the implementation thereof is already in an

advanced phase. The UCE management team has been appointed and individual meetings with each Manager are ongoing to ensure smooth transition. Campus-based group meetings with staff are an integral part of the process to offer assurances regarding placements and role clarification. People and Culture is engaging with the UCE on this important matter.

Regarding the development of an online learning management solution for UCE a decision was taken to implement an interim solution entailing outsourcing of the development and delivery of online/blended learning to AOSIS (now trading as Avarsity) for a period of 2 to 3 years. This will offer sufficient time to develop permanent in-house online learning management capabilities. OpenCollab has been identified as the developer of choice for the long term and permanent solution.

In terms of administration and logistics for distance provision of short courses, a number of initiatives have been taken: the draft explaining distance learning delivery logistics and requirements to support Faculties has been prepared; a due diligence exercise was undertaken to ascertain suitability of Colourtech as a packaging and distribution company; a series of planning meetings have been held with relevant UODL staff for technical guidance and support; a planning meeting took place with relevant NWU marketing staff who will take responsibility for the advertisement of short courses; a consultation meeting took place with a distance learning expert (Prof Willem Van Der Merwe) for advice on how to align learning materials with distance learning delivery requirements. A total of 11 SLPs have been identified for the distance provision of SLPs pilot project. Meetings will occur over the next few months with relevant SLP managers to have the SLP distance provision customized.

During the first 6 months of 2019 the UCE have secured a gross income to the value of R36 000 000.

Number of events currently running per Campus:

Mafikeng Campus: 14 Events @ R11 000 000; Total number of participants 900

Potchefstroom Campus: 65 Events @ R19 000 000; Total number of participants 625

Vanderbijlpark Campus: 13 Events @ R6 000 000; Total number of participants: 1180

UCE Operations have started the first project closures process for UCE. Project closures on the 125 Events offered during 2018 will be completed and all Faculty Deans and identified Directors will receive an Events Report with the detail of each event as well as the Profit transfer to the respective Faculty accounts.

20% Contributions on 2018 Gross income – R7 200 000

Finally, the UCE can report that 20 unit standards-based short courses have been accredited, and 3 completed skills programmes were submitted to relevant SETAs for accreditation.

3 The Career Centre

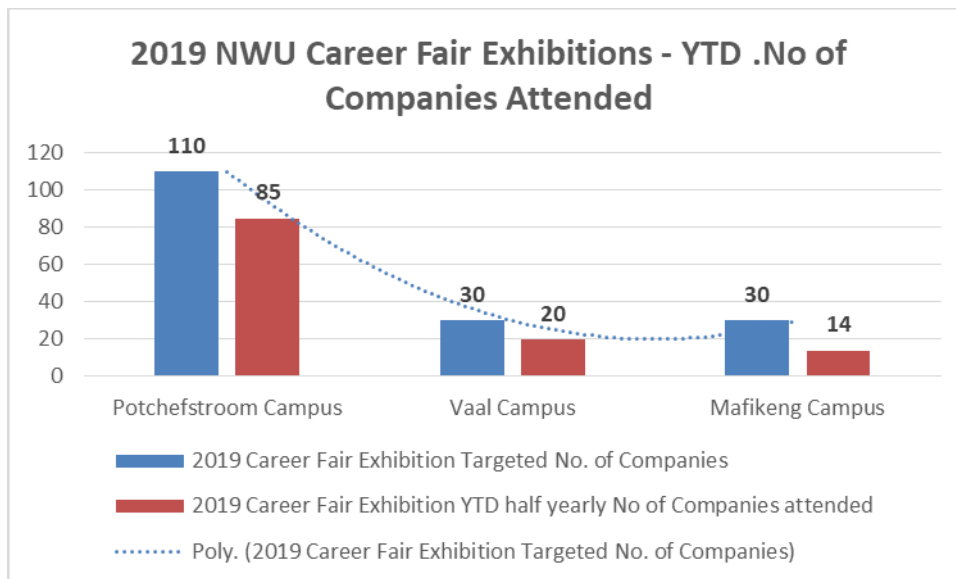
The **Universum Survey** report has been finalised and made available from the 19th of July 2019. This year the report is organised according to NWU faculties to make it easier to implement faculty specific strategies towards improvement based on feedback from the study. The **Graduate Destination Survey** is due to close by end August 2019.

The implementation of the **NWU Employability Strategy** is ongoing. In support of the strategy, a multidisciplinary focus is being driven to enhance a culture of entrepreneurship amongst NWU students. A number of industry experts are on-board with this initiative and staff members are due to attend training to enhance capacity to drive a number of interventions that are related to entrepreneurship awareness amongst NWU students. A new relationship has been established with the SEDA international office. This partnership will assist to expand the roll out of an entrepreneurship knowledge and skills toolbox and enhance efforts to have NWU students embrace a culture of entrepreneurship across the three campuses, and also transfer the skills to NWU Career centre staff.

2019 Career Fair Exhibitions: These exhibitions are wide in scope with a variety of companies displaying and sharing career opportunities. The exhibitions are mainly focused on sharing *career*

opportunities that are related to internships, vacation work, graduate development programmes, and or full-time employment opportunities.

Progress to date:

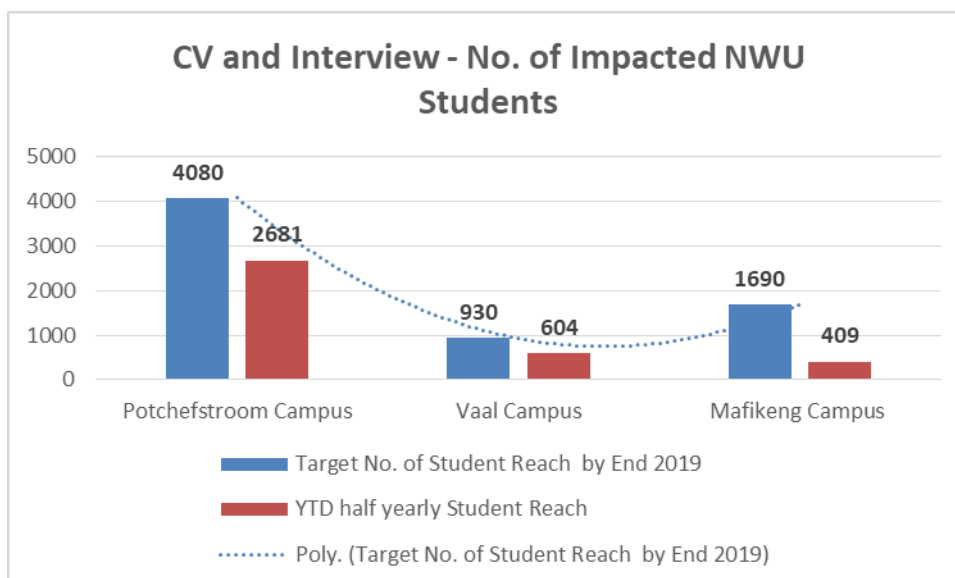


Additionally, four fairs are still expected to take place between July and August 2019. For more information, visit <http://news.nwu.ac.za/thousands-attend-nwu-career-fairs>

CV and interview training

The NWU Career Centre provides CV and Interview guidance to NWU Students in the form of Individual student walk-ins and group presentations. This process is facilitated and collaborated jointly as an alternating approach between the Career Consultant as a process lead, and the campus liaison officers as well as our Co” Industry partners from varying companies depending on their availability.

Progress to date:



The NWU Career centre hosts 13823 (*thirteen thousand, eight hundred and twenty three*) followers on Facebook. These are either NWU students or NWU alumni students on Facebook. This intervention assist to deal with urgent career opportunities from industry partners. To date 42 job opportunities went through Facebook posts, and all our career related events are advertised on Facebook. Additionally to followers, we receive about 13377 (*thirteen thousand, three hundred and seventy seven*)

2019 /2020 NWU CAREER GUIDE PUBLICATION offers an opportunity for companies to showcase and promote career related opportunities with the intent to attract suitable graduate students. Additionally, companies post career advertisements and share their contact info in this guide. The publication shares career preparation information to NWU students. This information is useful to them in their processes of job search, CV-writing, interview preparation, employability enhancement and developing their work readiness. The new 2019/2020 NWU Career Guide is available: <http://services.nwu.ac.za/career-centre>. This year 2500 hard copies were printed, and additionally the electronic version was published. All the companies that advertised were given hard copies of the guide, and other copies were distributed to all the 119 Companies that attended the 2019 fairs. The "look and feel" of the 2019/2020 of the NWU career guide is much more trendy and professional. This with the intent to appeal to both NWU students and our industry partners.

Finally, to date, 1444 student profiles are active on **SIMPLICITY (CAREER HUB CAREER SERVICE MANAGEMENT TOOL)**. This is slower progress than anticipated. As part of feedback as to why students are not registering, and after numerous promotion and marketing interventions, we are now introducing the mobile app that students will be able to access with more ease. As from the beginning of August 2019, all NWU students will be able to access the app on their phones. This will ultimately improve student's engagement with the portal. This portal is meant to be a flexible effective and efficient way for NWU students to access career opportunities, and for employers to post opportunities with ease. There are currently 125 employers who actively use the portal to post career opportunities.

4 The Academic Grants Administration Office

Reporting concerning academic grants administration takes two forms. The first part contains composite information on the N-GAP initiative so that management can see who is involved and where the appointments were made. On 12 and 13 March workshops for n-GAP mentors were held, and on 14 March the workshop for nGAP managers did take place in Johannesburg. Another workshop took place on 6 June, arranged by DHET, for the phase 4 - appointments and their mentors as well as those of previous phases who did not attend in the past attended a workshop in Johannesburg.

4.1 Reporting on the 17 n-GAP Appointments at the NWU 2018/19

Name	Surname	Appointed	Phase	Faculty	School and (Mentor) [Current degree enrolled]
Nicholin (Mrs)	Scheepers-Majokweni	01/11/15	Phase 1	Health (PC)	Nursing (Dr Alwiena Blignaut), [PhD, NWU]
Katlego Daniel (Mr)	Moloto	01/11/15	Phase 1	Natural & Agricultural Sciences (PC)	Physics (Prof Du Toit Strauss) [PhD in Space Science, NWU]
Lerato Education (Miss)	Mohalajeng	01/11/15	Phase 1	Economic & Management Science (PC)	Management Sciences (Prof Alfred Henrico) [PhD, UWITS]
Mphegolle Ephraim (Mr)	Moshidi <i>(resigned in 2018, position is advertised)</i>	01/11/15	Phase 1	Engineering (PC)	Industrial Engineering (Prof Fanie Terblanche, [PhD, NWU]
Chuku (Mr) (phase 2 late appointment of phase 1)	Taole	01/08/16	Phase 2	Natural & Agricultural Sciences (VC)	Computer Sciences and Information (Mrs Malie Zeeman) [MSc, NWU]

Angela Shibe (Miss)	Sekgota	01/01/16	Phase 1	Economic & Management Sciences (MC)	Accounting Sciences (Mr Peter Tawana) [M Com, UJ]
Julia (Miss)	Sibanda	01/01/16	Phase 1	Economic & Management Sciences (MC)	Accounting Sciences (Dr Seboka Kopung) [M Com, NWU]
Bronwyn Bernine (Miss)	Qumbu	01/02/17	Phase 2	Faculty of Law (PC)	Law (Prof Anel du Plessis) [Submitted LLM Apr 2019, NWU]
Thabile (Mr)	Manengela	01/01/17	Phase 2	Health (MC)	Psychology (Prof Choja Oduaran) [PhD, NWU]
Lwandile (Mr)	Marudulu	01/11/16	Phase 2	Natural & Agricultural Sciences (VC)	Mathematical & Statistical Sciences (Dr Isaac Takaidza) [MSc, NWU]
Maria Magdalena (Mrs)	van Zyl	01/10/17	Phase 3	Engineering (PC)	Indust Eng (Prof Fanie Terblanche) [PhD at NWU and Univ of Twente]
Bonelwa (Miss)	Sidumo	01/01/18	Phase 3	Natural & Agricultural Sciences (VC)	Math & Stat Sciences (Mr Piet Ntema) [PhD, NWU]
Yolanda (Miss)	Mutemwa	01/01/18	Phase 3	Natural & Agricultural Sciences (MC)	Math & Stat Sciences (Prof Clovis Oukouomi Noutchie) [PhD in Topology, UCT]
Ntombizanele Tebello Iris (Miss)	Mabusela	01/01/19	Phase 4	Health Sciences (PC)	Dr CM Oosthuizen [PhD in Psychology, NWU]
Madira C (Dr)	Manganyi	01/01/19	Phase 4	Natural & Agricultural Sciences (MC)	Prof Collins Ateba [holds a PhD in Microbiology, registered for a MBA, NWU]
Mashudu Given (Mr)	Matumba	01/01/19	Phase 4	Natural & Agricultural Sciences (MC)	Dr Sandile Fuku [PhD in Biochemistry]
Maria Magdalena (Mrs)	Huyser	01/05/19	Phase 4	Faculty of Economic and Management Sciences	Prof Peet van der Merwe [PhD in Environmental Sciences, NWU]

Five new positions were received from DHET for phase 5 appointments for 2019/2020 consisting of two positions for Engineering, one for Biochemistry (PC), Computer Sciences (PC) and Education: Languages –Tswana (PC).

4.2 The second set of reporting

Concerns the submission of reports within the DHET cycle on the various Grants administered by the University in support of Teaching-Learning as well as Research and Innovation (the two having been

combined as a result also of the new format requirements set by the DHET in terms of the UCDP). A workshop arranged by DHET and CREST did take place in Pretoria on 7 May in which six colleagues of the NWU were involved.

Academic Grants reports submitted to DHET Jan-May 2019

GRANT	DATE TO BE SUBMITTED
Report: UCDP/G	28 February 2019
Applications for n-GAP Phase 5: Submitted nine applications in December 2018: Outcome was good, five new Grants awarded to NWU for appointments in 2019/2020	March 2019
Report: Language Grant and application for second round of Grant – successful. First time of Arts and Cultures history that the same Grant was awarded to the same University	31 March 2019
Report: Foundation Grant (two Faculties)	31 May 2019
Report: Clinical Grant (four grants)	31 May 2019
Report: Veterinary Science Grant (one)	31 May 2019
Report: n-GAP (17 candidates)	31 May 2019

5 The Centre for Teaching and Learning

In an attempt to be more visible in faculties and to work as one unitary entity in the NWU, CTL underwent a process of streamlining its structure during the second semester of 2018. The newly streamlined structure of CTL was implemented during the first semester of 2019. In order to pursue the vision and mission of CTL, the CTL has been organised into three directorates. Each Directorate performs its duties across three sites of delivery, albeit it in varying staff representations on a campus, the rendering of cross-site support by staff from the respective campuses, or in a form of centralised coordination of its functions from a particular site of delivery. The structure communicates a particular dynamic. Where Faculty T&L Support is the client-facing directorate which serves as the first line of support and development with regard to T&L in faculties through multi-disciplinary teams for both lecturers and students, the Centralised T&L Functions is responsible for the management of established functions within CTL and renders a second line of support to faculty teams and lecturers with more advanced T&L challenges when it deals with referrals of specialist/technical nature. It also serves to implement and institutionalise those innovations that stem from special T&L projects. The Directorate for Specialised T&L Projects and HE Research deals with approved projects for novel T&L initiatives with the view to test and determine its sustainability before implementation. Feedback received is that CTL as a team is more visible in faculties and that faculties know their specific contact persons at CTL. There is also an excellent collaboration between CTL and the Deputy Deans: TL in the faculties.

5.1 Directorate: Faculty TL Support

Implementation support for Faculty Integrated Teaching and Learning Plans (FITLPs)

The North West University Teaching and Learning Strategy authorises for the development of the FITLPs for all faculties. The FITLPs is regarded as important guiding documents to foster institutional success in the Teaching and Learning agenda for the university. The Directorate Faculty TL Support plays an integral role in the interpretation of the FITLPs and in support to Faculties in the implementation thereof. During the second Faculty TL leadership colloquium the Directorate offered an in-depth

analysis of the progress of implementation to date and again offered support to Faculties to address their development needs.

5.2 Directorate Special TL Projects and Research

- a) **The 2nd NWU Annual Teaching and Learning Conference:** The 2nd T&L Conference was presented from 28-30 May. A total number of 143 delegates attended the conference (Mafikeng Campus: 32, Potchefstroom Campus 79, Vaal Campus 32). The conference hosted 2 external keynotes that were live streamed using podcaster technology as part of a CTL innovation project. 48 Hours after the live broadcast the 2 keynote videos appeared on the list of top watched videos for May on the NWU YouTube channel. 21 Paper presentations and 6 poster presentation from NWU academic and CTL staff were presented at the conference. Conference feedback were received from 79 delegates (60.3%).
- b) **CTL book publication:** 17 Chapters were received for publication in the CTL book publication on Teaching in Higher Education. Pre-screening process completed and chapter submission are now in a double blind peer review process. The review process should be completed by end of October and final editing and printing are scheduled for Nov and Des in order to publish in January 2020.
- c) **Review of NWU Teaching Excellence awards:** Review of NWU Teaching Excellence awards commenced in June with nominated academics expert panel representing all Faculties and experienced CTL staff. Types of teaching awards will be much expanded.
- d) **Establishment of the Math and Science Centre on the Vaal Triangle campus:** A UCDG funded project. 278 student visited the Centre since May. Collaboration underway between Economic Sciences to assist 1st years with the compulsory mathematic module. An outreach programme is planned on Saturdays for feeder school mathematic teachers to upgrade their mathematics.
- e) **Innovation projects guided by FITLP's:** Design thinking workshop conducted on the Potchefstroom campus by prof Suzan Crichton from Canada took place on 15/05/2019 and was attended by 16 faculty and CTL staff Members.
- f) **Open Education Resources:** Develop an awareness about the concept and practices related to OER among all staff. All three campuses participated in the international OER Open Education week.
- g) **Development of a quality scorecard:** CTL collaborated with Faculty of Health Sciences to contextualise a quality scorecard that was developed by University of Pretoria as an open education resource.
- h) **Establishment of the Centre for Higher Education Development and Research (CHEDR):** Initial discussions were held between the DVC:TL, CTL and the Faculty of Education. Education to offer feedback during the second semester.
- i) **Student-lecture evaluation:** Strategic Intelligence specialist appointed from 1 July 2019 to assist with institutional data interpretation. 60% of pre-grad modules were evaluated. Obtained a license for Questionpro software that is used for the online surveys. There are still a number of challenges related to the reliability of lecturer/module data. A total number of 3141 contact and distance survey links were distributed individually to the lecturers via email. In total there were 34004 (contact) and 1316 (distance) responses during semester 1 2019, which includes paper-based responses.
- j) **Rethinking assessment project:** A project team with representatives from CTL, Q&APP, IT and faculty has been established. ODL and UCE will also be invited to next project meeting. Sub-projects include development of strategies, processes and procedure based on the new TL & Assessment policy and rules; alternative assessment in a face to face environment, online assessment; assessment quality matters and data analytics to inform assessment practices at NWU.

5.3 Directorate: Central TL Functions

a) New Building for CTL on Potchefstroom Campus

A comprehensive needs determination process was completed. The submission of a draft conceptual lay-out was handed over to PIP for consultation with architects.

b) Faculty TL Leadership Colloquium

The office of the DVC TL has thus far hosted 2 Faculty TL leadership colloquia to offer better support and awareness of support available to Faculties in terms of teaching and learning, student and staff professional development. Following the second Colloquium, facilitators submitted a summary of the needs, requests and recommendations from Faculties. The needs were collated to serve as basis for a support plan. As was the case in the FITLPs, expressed needs varied between “very explicit” to “very generic”. An integrated strategy was devised in order approach the management of the needs list. Ultimately, expressed needs should be integrated into FITLPs, after which a CTL Support Plan should be developed. Towards this outcome, a number of actions were plotted. This depicted the order of events, which includes the following:

- Actionable steps to address concrete needs drawn from the compiled needs list;
- Documenting the services of the Directorate;
- Communication of services through several channels, including scheduled Campus Roadshows intended to target individual lecturers;
- Linking back-office staff of the Directorate to the Faculty teams;
- Further consultation with the Deputy Deans;

Submission of specific needs to the Directorate by lecturers on a voluntary basis (this would protect the particular individual), using a template with criteria that would direct lecturers in the identification of priorities, challenges, or risks.

c) WIL & SL data management and administrative system

Re-activation of the WIL&SL Project: The Project was initiated in April 2019. A solution through which all WIL & SL modules can now be tagged in the APD with a marker was completed by end of May. Discussions were held with key role-players associated with the 2016 initiative in order to develop a sense of the status of the work completed. An interim work group develop a framework to be used for discussions with faculties. Due to the crises call from Education Sciences an invitation to tender for the design of a placement system. IT investigated the possibility to adapt the spreadsheet solution currently used by Education Sciences as a back-up.

A progress report is presented to the UMC at this same meeting (24 July 2019)

d) Operations and Project Coordination

Projects Coordination: PowerApp-based alternative for Study Guide Coordination System: A new study guide process system based on the PowerApp environment, consists of different Applications (App) for each role-player during the study guide process. The developers are in-house and make use of the PowerApp environment of Microsoft Office. Two Apps, one for the study guide coordinators to activate guides and another one for the production coordinators are in the test phase. The desktop publishing, distribution centre, printers and admin Apps are still in development. The product owners have expressed their concerns that the system will not be up and running before the deadline of 5 August. To accommodate this, the Coordination Team is willing to delay the activation of the study guides for a week rather than fall back on Tracs for another semester. A new time-frame were agreed upon.

Study Guide Coordination: C&S reached 97.92% completed guides by mid-year for the second semester 2019 despite problems with guides on Mafikeng campus.

Progress Summary: All Campuses	Total Guides	Activated		Inactive		Graphics		Sign off/ Publish		Outstanding	
Totals	2648	2610	98.56%	38	1.44%	11	0.42%	2593	97.92%	55	2.08%

Mass Migration: Almost 45 staff members on the Potchefstroom Campus were relocated.

OHS: CTL - Potchefstroom is one of a few units within the NWU that complies with the NWU OHS rules and regulations. We have our structures in place and ready to address any OHS issues that do arise.

e) Learning Environment Enhancement

Virtual Learning Environment: Design of an enabling Digital T&L Environment: Assignment Marker Setup solution has been developed in collaboration with IT and will be implemented during the 2019 eFundi upgrade cycle (December 2019).

Technology Enhanced Teaching and Learning design: Blended Learning Journey. A workgroup was formed to establish a shared understanding of the Blended Learning Journey to be used during the redesign of programmes and modules presented within a blended learning environment. Sub-processes and resources have been identified and are being developed.

Physical Environment: A project to optimise the end-user support environment was launched during the first semester of 2019. Key milestones include the alignment of services across campuses; alignment of performance agreements of the 5 permanently appointed staff; processes of the help desk and resource environment have been finalised;

f) Learning Enhancement

Instructional and Multimedia Design:

The following number of projects were worked on during the first part of 2019

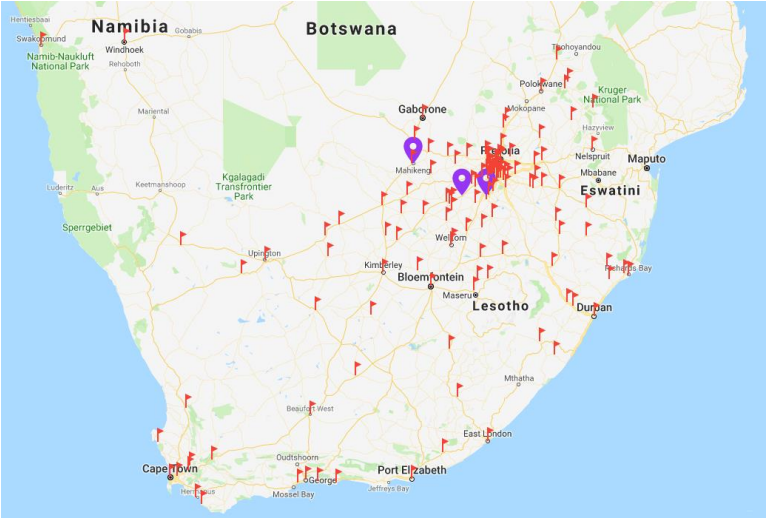

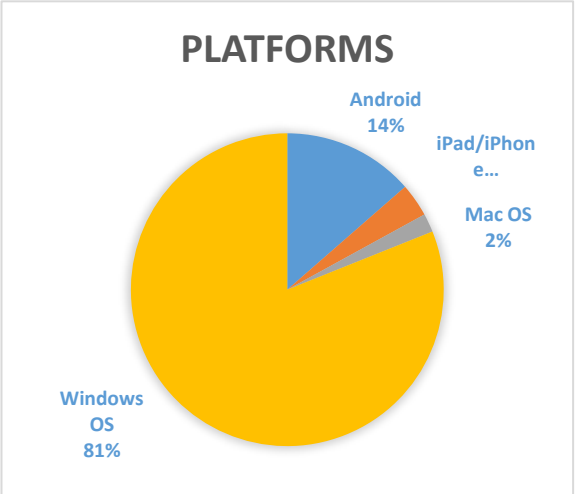
Project Type	Number of Projects Worked On
Lecture captures	6
Graphic elements	2
Learning design	10
Multimedia	20
Video	11
Transfers of analogue material to digital formats	22
Course: Introduction to Multimedia Learning (developed and facilitated)	1

These projects were done for and in cooperation with several faculties, schools, research units and departments.

Digital Study Material

Between 1 January 2019 and 9 May 2019 digital study material statistics reflect the following:

Times Accessed	19224	
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<p>Unique locations from where access was gained</p>	<p>155</p> <p>National</p>											
	<p>International</p>											
<p>User Count</p>	<p>3883</p>											
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Graphic Enhancement

The Desktop Publishers completed the first study guide cycle for 2019 prior to the deadline, a number of 1763 guides were formatted. The Publication on the History of the Department, Information Technology has been completed. The Annual Teaching and Learning Report is in its final stages to be completed. Teaching and Learning support increased and the eFundi sites of the following modules were graphically enhanced: VVDL 324, KCOM122, COMS221, KCOM328, KCMK624, KCMK 615, KCMK614, ENGV 221, ENGV 321, ENGV 311 and IURI 274.

6 Qualification and Academic Programme Planning Unit

With the exception of the Senior Curriculum Specialist's position for the Mafikeng campus, Q&APP is now fully staffed with suitably qualified and experienced persons.

2020 yearbooks: In order to support SALA with the 2020 yearbook preparation, Q&APP identified the need to align the curricula content of all faculties' 2019 yearbooks with the PQM and the APD system, a process that became the Yearbook audit. The PQM served as the standard document from which to align. Recognising that much work has been done since 2011 in terms of the national HEQSF alignment project, a final check was necessary. Another driver for the audit was the fact that 2019 is the last year that new first time entering students may be enrolled into non-HEQSF aligned programmes. Q&APP, supported by Mrs Marieta Olivier- Du Preez from SALA, undertook the audit from mid-January to mid-March 2019. Q&APP issued Memo 1 with tables to faculties in March. Memo 1 reported on the findings of the audit and proposals for remedial action where necessary. Faculties have responded well and kept to the proposed schedule. The 2020 yearbooks are now with SALA for finalisation.

NWU PQM audit: An audit of the PQM is necessary to ensure that shape (and size) reflect(s) the mandate of the University, the target markets it is meant to serve, the industries that employ NWU graduates, and the major fields of study in the scarce skills category. The DVC issued Memo 7 to faculties in March. This Memo clarifies the internal NWU PQM Audit Project to be undertaken by Q&APP in collaboration with Strategic Intelligence. The updated HEQSF-aligned PQM was submitted to the DHET for approval in May 2019. Approval of some aspects have been received, but approval for the PQM in its entirety is awaited. The application included additional major fields of study (CESMS), changes from 3rd to 2nd order CESMS to provide more institutional freedom with regard to programme offerings and the addition of newly accredited qualifications and to steer away from undergraduate premature specialisation. As per DHET advice, only Potchefstroom campus will be indicated on the PQM for all distance qualifications. Requests were guided by identified principles.

As per phase 1 of a PQM audit, an analysis of the PQM is being undertaken, and focuses on the shape of the NWU qualifications and academic programmes and will, across faculties and per faculties, look at (not exclusively):

For the NWU, per campus and per faculty:

- Types of qualifications
- Undergraduate versus postgraduate qualifications
- Professional and professionally oriented vs. general qualifications
- Major fields of study
- Programmes in the identified scarce skills, SET and mathematics
- Contact versus distance offerings
- Programmes that exceed the minimum credit load

The intended timeframes had to be adapted due to the pending PQM approval and a report will be submitted to Senate on 21 August.

Development of the NWU Contact model guidelines: Q&APP is steering a project that aims to draft contact model guidelines for the University and presented an analysis of the actual roster time to the SCTL in June. A Task Team will use this data to inform decisions to be taken with regard to the formulation of a contact model, with roster time as one controllable component.

Development of Higher Certificates: Three Higher Certificates are in development. The situation analysis for the HCert (Palliative Care) and HCert (Theology) in the Faculty of Theology have been approved by SCAS in June and their PQM applications are in process. The situation analysis for HCert (Health Promotion) in the Faculty of Health Sciences has been completed and is ready for Faculty Board approval.

Establishment of Faculty/ Programme Advisory Committees: By establishing advisory committees for particular programmes, the NWU will move closer to ensuring that its academic programmes' respond to industry needs and improve graduates' employability. QA&PP has presented a draft Terms of reference to SCTL in April. Faculties and Schools are now advised to use this in drafting their own for professional and professional-oriented programmes and qualifications.

Quality Manual, processes and forms: Q&APP presented its Quality Manual to the SCTL in April. This document plus all the Q&APP processes and forms can be found on the following link of the NWU website. Please visit <http://services.nwu.ac.za/qualification-and-academic-programme-planning>

External submissions and approvals: Over the past 6 months the NWU has submitted the following academic offerings for approval, accreditation and registration to the external bodies:

2 new contact and distance undergraduate teaching qualifications;

5 new contact postgraduate nursing qualifications;

5 site applications – 1 undergraduate and 4 master's degrees;

4 CESM applications: 3 undergraduate and 1 postgraduate.

External approvals

5 undergraduate accreditations by the CHE

1 registration by SAQA

2 postgraduate site extensions

1 postgraduate additional CESM

For any inquiries, contact Dr Franciska Bothma