

Academic Affairs

FRENCH VISIT

The French Visit 3 February to 11 February 2008

Background to the French Visit

The Gauteng Provincial Government engaged with Ile de France province on the possibility of French funding and RSA-France FET College partnering arrangements as early as 2005. The province selected EWC to start negotiations with officials of Ile de France who subsequently visited EWC in 2005.

Three projects at Tembisa with a four year life span (renewable) were identified: equipping the automotive workshop and the SIM room and the exchange programme between EWC and Ile de France.

This visit was part of the exchange programme component of the sponsorship.

Ekurhuleni West College Delegation

Mr. David Mabusela – Acting Principal; Dr Thami Shezi – Academic Manager; Ms Mittie Vos – Lecturer Tembisa Campus; Ms Annelie du Plessis – Campus Manager Tembisa Campus; Mr. Wellington Mudau – HOD Engineering Tembisa Campus; Mr Happy Ngwira – Automotive Lecturer Tembisa Campus; Mr Bobby Bezuidenhout – Institutional Development Manager; Mrs Magda Marais – Deputy Director Finance and Admin; Ms Priscilla Lehoko – Head of School (Engineering); Mr Willie Viljoen – Estate Manager.



The delegation with the vice mayor of Coulommiers, her assistant and the interpreter for the evening.

The delegation followed a very tight scheduled itinerary but the French hospitality made our stay in France comfortable. We quickly learnt that the French do a lot of walking (a' pied = on foot) and had to adjust. Preparations had been made to avail English teachers within the host FET College as interpreters obviously because of our limited French vocabulary.

Lessons learnt

The delegation brought valuable lessons out of the French experience such as the importance of broadening access to quality education to all sectors of the public including disabled learners (evidence of disabled learner participation in sports at college); adequate government funding for education as part of strategic intervention to widen access to education – French students do not pay for education and training; health and safety in workshops – ventilation systems in all workshops; Importance of aggressively engaging with college – business industry partnerships for learner and lecturer placements, provision of equipment and latest technology (professional lecturers have assistants from industry who are specialists and in charge of groups of students). This requires an action plan.

Editor's Note

2008 is here with all its changes. Let us remember the following words when things get tough:

"When things go smoothly, you have succeeded the easy way. **But if you can behave gracefully when things have gone wrong, you have truly succeeded**".
(R Weinreich)

"**To be successful, you don't have to do extraordinary things. Just do ordinary things extraordinarily well**". (John Rohn)

Have a successful 2008!

Furthermore the impressive workshops layout promoting efficiency levels in space, time and HR utilization (layout and continuity of work-bays for learners in the workshops was comprehensive).

Allocating more than one lecturer to the same workshop at the same time to ensure optimal usage of the facility. Rotating these lecturers after a number of weeks to ensure that the learners benefit from each person.

One other crucial lesson learnt relates to specialisation. In France, we learnt that colleges tend to go the specialisation route. We might have to engage with this issue at EWC. What this means is that EWC might have to relook spreading its resources too thinly when it comes to capital intensive programmes. In fact, a recent report to the Minister on FET college readiness to roll out NCV notes that "the tendency by colleges to increase the number of programmes per college spreads the college resources too thinly and militates against specialization of campuses and development of niche institutions of excellence" (p.5).

The comfortable learner/teacher ratios in workshops and workplace-like environment in enhancing teaching and learning, impressed the delegation. We need to urgently revisit the size of groups in our workshops.

Conclusion

The French experience opens doors for innovation and lasting mutually beneficial relationships. We need to act decisively at all levels of authority from management to governance and seize the moment to improve the college image by making Tembisa a centre of excellence in automotive trades and envy of the neighboring colleges.

This was a wonderful experience for which the entire team is grateful. As one delegate observes: "The value of this project should not be underestimated. The visit gave the 10 people a clear picture of what should be done and how it should be done. The programme is no longer only on paper, but can now be implemented. Clear direction was given. This is a project that should not be neglected."

Dr Thami Shezi
Academic Affairs Manager

Contributors:

French visit – Dr Thami Shezi
Academic Affairs – Interviews- Marketing
Message from the Chairperson – Fanie Coetzee
Message from the desk of the Acting Principal – Mr David Mabusela
Human Resource Management – Dr Susan Ferreira
Recapitalisation – Mr Willie Viljoen
QMS – Mr Robert Ehlers
Campuses
Alberton – Ms Rosa Nöfke
Boksburg – Dr Andrew Moffat
Germiston – Mr Gert Smit and Ms Ronel Bierman
Kathorus – Ms Beuller Mgele
Kempton – Mrs Hettie Powell
Tembisa – Ms Annelie du Plessis

NCV L2 – Top Achievers

Interviews conducted by Marketing with two of the 2007 top achieving NCV lecturers as well as the top achieving NCV L2 Business Studies learner:

MR SIPHIWE MAPHISA
GERMISTON CAMPUS
(100% pass rate for Engineering Fundamentals)

What is the secret behind your success in achieving excellent results in NCV in 2007?



The success could be ascribed to the way I conducted my classes; group work with mentoring by top achieving learners and my interest in my learners both inside and outside the class.

What challenges did you encounter in your class during 2007 regarding NCV?

The challenges that I encountered were: the high absenteeism, lack of interest, the literacy level of the learners and not making the correct career/field of study choice.

How would you motivate or advise other NCV lecturers to improve their results?

I would suggest that they should show a keen interest in what they are doing and have patience with the learners.

What is the level of understanding of the NCV learners in your class?

The level of understanding varies a lot. Learners that are coming from Technical schools are coping very well as opposed to learners coming from Academic schools.

Siphwe said: I want to remain the best and want to obtain good results in 2008 as well.

MS NELMA
ERASMUS TOP
ACHIEVER LECTURER
FOR NCV

What is the secret behind your success in achieving excellent results in English First Additional Language L2 in 2007?



There's no secret behind my so-called success, but I must say if a lecturer doesn't succeed in winning the hearts and minds of his/ her students, then he/ she might as well stop teaching. Being an expert in your subject field also cause the students to respect and trust you. The rest I will just attribute to divine intervention.

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BOKSBURG: 49 North Street · Plantation · Boksburg
Private Bag 208 · Boksburg 1460
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GERMISTON: Cnr Driehoek and Sol Roads
Private Bag 21030 · Germiston 1400
Tel: +27 11 872-0830 · Fax: +27 11 873-1769

What challenges did you encounter in your class during 2007 regarding NCV?

A few students were dumped onto the college by schools who regarded them as learners with behavioral problems, or who couldn't make academic progress in school. I don't think the idea has been stressed enough that the NCV courses are in many instances more difficult than some school subjects, and certainly NOT inferior to them.

How would you motivate or advise other NCV lecturers to improve their results?

Students must respect you for the person you are, the guidance they get from you, the example you set and subject knowledge you have, and not only because you are in a lecturing position. Get the students to take responsibility for themselves; stop spoon-feeding them. If you get them hooked on READING, then all your and their problems will be solved as by magic.

What is the level of understanding of the NCV learners in your class?

It was a problem in 2007 with Level 2 learners, but after a year in the system it has improved dramatically. The main problem was the inferior teaching of English in primary and some secondary schools, but the students are catching up.

Top Achiever NCV Learner

Ursula Andrea Margherita Filby:
Business Studies NQF Level 2 – 2007 (Office Admin)



What is the secret behind your success in obtaining the best results in NCV Business Studies in November 2007?

My secret is to attend all my classes and to study very hard.

What according to you are challenges that NCV learners face?

I think that it is a big challenge when you have a lack of self motivation and a lack of support from your family.

How would you motivate or advise your class mates to improve their results.

I would really advise them to attend all their classes and study their work.

Which section of your NCV studies did you enjoy most?

I enjoyed doing the whole of my course for NCV Office Admin L2.

Message From The Chairperson

The New Year started off with a big bang and sped off at almost breakneck speed to April 2008. The first standardised NCV test cycle was written across campuses, NATED Engineering national examinations were conducted



and Business Studies are preparing for their national examinations next month. EWC is indeed a beehive of academic activities. In addition all the supporting structures were also vigorous in sustaining the college to fulfil its core business to capacity.

The College Council hereby welcomes all students and staff members of EWC. It is our sincere hope that you will have a productive and rewarding time with EWC. My very best wishes accompany each and every stakeholder of EWC for the year that lies ahead.

Fanie Coetzee
Chairperson

Message From The Acting Principal

The primary performance indicator for an institution like EWC is learner throughput and performance. The evaluation of learner performance for 2007 places Business Studies

(NATED) at an average of 58%, Engineering Studies (NATED) at an average of 41% and National Certificate (Vocational) at an average of 58%. Clearly such performance indicates we still need to put more effort in our lecture room practices, amongst other things. In the context of the above assessment, our human resource capacity in terms of curriculum delivery is not our weakness since 90% of our educators are qualified professionals.

There is therefore a firm base for institutional growth. Our strategic target for this growth is an average performance of 70% in each of the learning areas by the year 2009.

We will however continue to consolidate the educators' skills level in so far as they need to quickly adapt to new pedagogical methodologies with respect to the NCV curriculum delivery requirements.

We have also improved our teaching and learning physical infrastructure, notably at Boksburg Campus in the sense that 2 workshops and a SIM office are 90% and 70% complete, respectively. There are other areas of infrastructural improvements done during 2007/8 financial year and are broadly reported in the recapitalization report. We will continue with these improvements beyond 2008.

When all resources are planned, deployed, monitored and reviewed, they need an active and continuously committed human spirit in order to achieve the strategic goals as initial intentions. We therefore need to patiently and persistently cajole our students to move away from mediocrity, to excellence through creativity and innovation in the lecture rooms. Even in this modern age era, as educators we are still "in loco parentis" with regards to the nature of our profession vis-a-vis the learners.

Let us continue striving for excellence.

DK Mabusela.
Acting Principal

Human Resource Management

Documents

During 2007 the following Human Resource documents were generated, i.e. drafted, served for input and were approved by Council (policies) or submitted for notice (as applicable):
Guidelines for internal staff communication;
Guidelines for semester, trimester and year marks;
Staff relations, support and social policy;
Attraction, retention and motivation strategy;
Semester, trimester and year marks for staff members – guidelines;
Succession planning policy;
Sexual Harassment policy;
Smoking policy (revised).

A number of job descriptions have been drafted and are available on the quality manual.

A strategy for training and development should serve at the HR document review in 2008. An RPL and career pathing document is outstanding and would have been premature in the light of the finalisation of the transfer and further collective agreements in terms of the implications of the new FET Act.

Training and development

The recapitalisation training projects will once again take precedence in 2008 and will focus on readiness in terms of L4 NCV.

ABET training for support staff members had commenced in 2007, amongst several other training interventions.

Long service awards

Staff members Kotsi JM, Schwann L, Mafikeng MS, Schreuder FA, Mei SA, Khanyile MM and Ngema SG have served at the college for 20 years. A further 22 staff members have achieved 10 years' service and 9 staff members, 15 years. Sincere congratulations are extended once again.

Vacancy lists 2007

The two vacancy lists were dealt with satisfactorily and appointments were made.

31 Educators and 27 non-educators had been appointed.

Dr Susan Ferreira
Human Resource Manager

Recapitalisation 2007/8

Implementation of the National Certificate Vocational - NQF Level 3

The College had successfully introduced the National Certificate Vocational (NCV) NQF Level 2 in 2007 and introduced NCV NQF Level 3 in 2008.

Infrastructure and Facilities.

Land for 2 workshops at Germiston Campus was purchased. Construction could not start yet as EWC is still awaiting rezoning approval from the municipality.

The following construction has started: Electrical Infrastructure Construction (Kempton and Kathorus) Engineering & Related Design (Kempton), Manufacturing & Assembly as well as Civil Engineering (Tembisa). Construction of 2 simulated offices at Boksburg is still in progress and will be completed in June 2008. The 2 workshops at

Boksburg had been completed in March 2008.

Four million Rand was transferred from Strategic Area 5 (Buildings) to Strategic Area 2 (Connectivity) to upgrade the connectivity between the Corporate Centre and Campuses. This was done to prevent a rollover of funds into the next financial year.

Equipment for workshops (Germiston, Kempton, Kathorus and Tembisa Campuses) as well as for the computer laboratories at the campuses was delivered. Equipment for simulated offices at Kempton, Alberton and Tembisa was also delivered during February 2008.

Willie Viljoen
Recapitalisation Project Manager

Quality Management Systems

Our main objective for 2008 is to obtain ISO (International Standards Organization) compliance. The Quality Assurance body we are using is S.A.B.S (South African Bureau of Standards).

EWJC was visited by two of the SABS accredited auditors on 3 March 2008 for the stage one audit and was deemed fit to advance to the stage two audit. Where stage one was just a desktop audit, stage two will be a physical visit to each campus and Corporate Centre. This exercise is scheduled for the week of 12 May 2008. During this visit our compliance to National legislation, the ISO 9001 standard and most importantly our own internal QMS will be tested.

In preparation for this, EWJC will run its own internal Audit into all our key performance areas prior to this visit of SABS. During these visits gaps will be identified and closed via the non-conformance route with corrective action.

A non-conformance is not misconduct, nor a finger pointing or a witch hunt. It is a documented procedure which initiates system improvement, which entails constant follow-ups that lead to control, verification and continuous improvement.

I need to thank everyone concerned that while we have new major challenges in the form of NCV and its implementation, RECAP, and high staff turnover, there is a definite positive attitude towards quality concepts like document control (coding), and usage of our Quality Manual.

Robert Ehlers
Quality Assurance Manager

Learner Affairs And Support

Information Desk

Campuses continued to render Information Desk services to learners who wanted to enrol at the college at the beginning of the year.

Career guidance and psychological counselling services

The Career guidance sessions were held at most campuses at the beginning of the new term. The objective was to assist the learners to make informed career choices. They were informed about various programmes offered at various campuses, the career opportunities and duties involved regarding the specific programmes.

Induction sessions

Induction sessions for new students were held at all six campuses.

Financial Aid

DoE bursaries have once more been made available for 2008 academic year. NCV learners have been requested to submit their applications so that recommendations can be made for them to be awarded such bursaries.

Furthermore, college bursaries both merit and indigent, continued to be awarded to qualifying learners who enrolled for NATED programmes.

Job placement

LAS continues to submit CV's of qualifying students/alumni for consideration in employment or learnership programmes to companies that approach the college for such purposes.

LAS document review

All reviewed and draft LAS documents have been approved and are accessible on the quality manual for use.

SAC leadership training

The residential leadership training for the newly elected SAC was held at Ekudeni Resorts in Muldersdrift from Thursday 21 to Saturday 23 February.

The elections of the executive committee and allocation of other portfolios took place on the last day of the training.

The following are the names of 2008 SAC members with their respective portfolio allocation:

Executive committee

| Name and Surname | Portfolio | Campus |
|------------------|------------------|-----------|
| Tiisetso Mohale | President | Alberton |
| Itumeleng Phale | Deputy President | Germiston |
| Keabetswe Leboa | Secretary | Tembisa |
| Pontsho Molefe | Treasurer | Kathorus |



2008 SAC Executive committee



2008 SAC

Other portfolios

Marketing and Communications: K. Thandanani (Kathorus), B. Masangane (Kempton);

Community Service: A Domingo (Alberton), H. Modupi (Boksburg), R. Mkhonto (Tembisa);

Facilities & Infrastructure: M. Tseke (Germiston), D. Motlaping (Kempton); **Governance &**

Management: M. Thembekwayo (Boksburg);

Arts & Culture: K. Shilubani (Alberton), T. Thokoa (Boksburg), L. Sibeko (Germiston), B. Sangweni (Kathorus), I. Kekana (Kempton), A. Rophele (Tembisa); **Sport:** N. Khongoane (Alberton), A. Matlala (Boksburg), A. Nyathikazi (Germiston), T. Mokaile (Kathorus), T. Ntuli (Kempton), P. Khanye (Tembisa).

Sports, Arts and Culture

The sport learners and staff held a mini-tournament on Saturday 1 March at Kempton Campus. The purpose was to select the best players that will represent EWJC in various sporting codes during the GUCOSCA league games for 2008.

Marketing

EWJC hosted a Delegation from Germany

EWJC hosted an LES delegation from Fürth, in Germany from 7 - 23 April 2008.

The delegation consisted of 6 students (five females and one male), one lecturer from the Ludwig Erhard Beruf Schule and one representative from Primondo (Quelle), a mail order house in Germany.

The group visited all six EWJC campuses and the Corporate Centre and went on a tour through Soweto, Johannesburg and Pretoria as well as to Sun City and Gold Reef City.

They furthermore experienced eco tourism in South Africa when visiting the Kruger National Park.



From left to right Front: Andreas Grasse, Marina Schreiner, Ms Elfriede Umberath (Tutor Quelle). Back: Mr Chris Hoyer (Lecturer LES), Katharina Riva, Nadja Ringler, Regina Weller, Nadine Kress

Campus News

ALBERTON CAMPUS

We hosted a successful Parents' Day on 6 March 2008. Parents came to visit the lecturers to find out more about the performance of their children. This created a situation for the lecturers to address possible problems with the parents.

We are proud to announce that the SAC chairperson of EWJC is from Alberton Campus. We wish Tiisetso Mogale and his team all of the best for 2008!

The Certificate Ceremony that was held on 14 March 2008 was as always a prestigious event. During this event recognition was given to the learners that excelled the previous year.

T Thupa, who was a PS staff member resigned.

T Sambo became T Malatji after getting married in December. They were also blessed with twins, a beautiful boy and girl.

The following staff members joined the staff of Alberton Campus: P Dibokoane, M Jacobs, J Mohlola and M Molinyane after the transfer of I Visser.

Beauty Nondze's, the catering ETL, contract expired in February and she was made an offer by SFA to work in their catering department. Good luck Beauty and thank you for all you have done for the Hospitality department.

We are very proud of our two SIM offices and now the Industrial kitchen! Our board room got its chairs back, so we feel very special with all the new things happening on the Campus.

BOKSBURG CAMPUS

With the completion of the workshops, Boksburg Campus is entering a new era in its history. The lecturing staff and learners are waiting in anticipation to utilize the facilities. This will not only enhance the teaching and learning environment but will also provide the necessary

skills that the learners will require for the working world. The NC(V) Level 3 commenced this year in the Business Studies. All NC(V) level 2 learners were referred for Career Guidance. The requested information was presented to a group of learners, including parents. Anyone who had additional questions was requested to stay behind and was seen individually. More or less 50 percent of the group stayed behind – mostly to ask questions relating to the potential learner's specific personality/school record.

Other matters of importance that took place during the beginning of the new year were as follows:

- The certificate ceremony took place on Friday, 7 March 2008, and all learners that were to receive an award were present for the occasion.
- The Inter-Campus game between Boksburg and Alberton took place on Friday, 14 March 2008.
- Four student mentors were elected to help in the Learner Affairs Office.
- SRC elections took place on Wednesday, 13 February 2008.
- Voluntary Counseling and Testing (HIV/AIDS) was scheduled for Wednesday, 27 February 2008.
- A Study Methods session with the Psychologist took place on Tuesday, 12 February 2008.
- SRC training was scheduled for 21-23 February 2008.

In conclusion the activities at Boksburg Campus showed remarkable dedication and commitment from both the staff and learners.

GERMISTON CAMPUS

Towards the end of November 2007 our Cosmetology learners were invited to participate in a community service day sponsored by SANTAM. Our learners treated the ladies of Dien Bothma Old Age Home with manicures. The elderly ladies especially enjoyed being spoilt with relaxing massages. This experience touched the hearts of our learners, and we would like to visit more old age homes during 2008.



The Hairdressing learners worked as volunteers at the CANSA Shavathon at Alberton City on Saturday, 16 February 2008. Their participation helped raise funds that will be used for prevention programmes and patient care services that will be used to further cancer research and provide home-based care for cancer patients.



Permission has been granted to Germiston Campus to conduct Nated Engineering Studies N2 for company learners in 2008.

A successful certificate ceremony was held on 14 March 2008.

Top Achievers were:

- Business Studies:** Financial Management – Mtimkulu BT; Human Resources Management – Lebea AB; Management Assistant – Mashishi PJ; Marketing Management – Sekoakoa ME.
- Engineering Studies:** Electrical Engineering (Heavy Current) – Makhado C; Electrical Engineering (Light Current) – Buza Z; Mechanical Engineering – Khumalo SG.
- Information Technology:** ICDL – Bush CA.
- Utility Studies:** Hairdressing – Shirinda C; Cosmetology – Sibeko L; Food Beverage Service and Professional Cookery – Banda T.

KATHORUS CAMPUS

Ms Terblanche (Marketing Lecturer) at Kathorus was elected to play for the SA women's cricket squad at Stellenbosch on 18 – 24 February 2008. They won and qualified for the World Cup which will be in 2009.

Mr Ledwaba who is a PL1 lecturer resigned on 1 February 2008. Mr Mawela who was a PL1 lecturer passed away on 23 January 2008. Our condolences go to his family.

We had Voluntary Counseling Testing (VCT) on 14 March 2008. The Fresher's Ball also took place on that day.

Our campus received new machines for the Fitting and Turning workshops and a new Electrical workshop is still under construction.

Carnival City invited the N4/N5 Light Current (Electrical Engineering) learners to participate in a project. Learners have been identified and the project has started.

Mr B Ngxabani, from Colgate Palmolive, visited the Campus. They are interested in sending their employees for a Fitting & Turning skills course and we are still waiting for further communication from them.

Kathorus Campus Certificate Ceremony took place on 20 March 2008.

KEMPTON CAMPUS

Ms Hettie Powell bids EWC and especially Kempton Campus Farewell 1973 – 31 July 2007.



I started lecturing Typing (evening classes) on a part-time basis in 1973, when the then Kempton Institute had still been called a Technical Institute and was situated in Myrtle Court, a block of flats in West Street Kempton Park.

At that stage, there had only been an Engineering Department, offering fulltime and part-time classes. Evening classes, for Grade 12 subjects, in Typing, Shorthand and Accountancy, had also been offered.

I had the privilege to participate in the merging process, where we had to change, from Kempton College to Kempton Campus, as it is known today.

My Career history:

- 1 May 1977: Appointed as a lecturer.
- 1 October 1981: Promotion to Senior Lecturer
- 1 May 1986: Deputy Principal.

During August 1988, the National Department organized a study tour to colleges in Scotland and America. I was one of the chosen team members of this delegation.

After returning from America, we started planning the Business Studies Curriculum Introductory N4 - N6, with Commerce, Industry and the Department.

Looking back over the years spent at the College, there were several highlights, which had enriched my professional life, as well as the Kempton Campus: team teaching; amphitheatre for assemblies; a well-equipped study centre, etc.

Being a member of the EWC Academic Board, as well as the Chairperson of the Campus Academic Board, contributed to my personal and professional growth.

2001: I was the co-ordinator for the Youth Foundation training programme since 2001 up to December 2007 and would like to extend my appreciation to all the dedicated and well-prepared lecturers who participated in this programme.

I regard my years at the College as enriching and I am so grateful that I had been afforded the opportunity, to make this part of my life.

Hettie Powell

TEMBISA CAMPUS

We would like to welcome the following staff members to our campus: Mr K Makole who is lecturing Languages in the Engineering department, Mr C Maphosa who will assist with Carpentry, Mr B Phungula for Electronics and Mr E Sibanda for Masonry. We hope that you will soon settle in and feel yourselves part of the campus and the college.

We had to say good-bye to Thembi Ndlovu who relocated and Elsie van den Berg who resigned after twenty seven years of service. Our best wishes accompany them and we hope that their new endeavors will bring them much joy. We also wish to congratulate the following staff members who celebrated their birthdays:

- January:** F Magwele (5), M Bosch (6), E v.d. Berg (7), D. v.d Merwe (15), S. Msibi & J. Soko (31).
- February:** D. Makoena (1), I. Dibakwane (6), N. Ramphela & J. Phosa (8), E. Dladla (11).
- March:** D. Shezi & G. Ngema (5), E. Sibanda (28).
- April:** K. Malope (1), M. Vos (2), H. Ngwira (10), J. Nonkala (12), S Gwegwe (13), J Mogale (16).

Soccer match

A soccer match between the staff and students were held and staff managed, in spite of creaking bones and shortness of breath, to beat the formidable student team 2-1. The man of the match was Simon Msibi, one of our General Assistants. Well done!



Certificate Ceremony

During the Certificate ceremony that was held on Friday, 14 March and organized by Corrie Müller and her able team, the following students received the best student's awards:

- Best Engineering student:** MA Masemola
- Best Business studies Student:** MI Masoga

With such an exciting start to the year, we hope that 2008 will be rewarding.