

COMMUNITY OF PRACTICE FOR POSTGRADUATE EDUCATION AND SCHOLARSHIP STEERING COMMITTEE.

DATE: January 31st 2023
TIME: 08h30 - 09h30
LINK: [Click here to join the meeting](#)
CHAIR: Prof Stephanie Burton

AGENDA

SUPPORTING DOCUMENT

Annexure 1: Minutes of the Previous Meeting 11 November 2022

No.	Item	Presenter	Annex
1	Welcome and opening.	Chair	
2	Apologies.	Ms. Lehong	
3	Minutes of the Previous Meeting 11 November 2023. <i>For confirmation</i>	Chair	1 Pg.3
4	Confirmation of the Agenda. <i>For approval.</i>	Chair	
5	Matters Arising		
5.1	CoP PGES Meeting Dates for 2023. <i>For an update from USAf offices.</i>	Ms Lehong	
5.2	Update on AECRS programme activities. <i>For discussion.</i>	Prof Burton Dr. Jordaan	
5.3	Priority 2023 – Task team and focus area. <i>For discussion.</i>	Chair	
6	New Matters.		

6.1	CoP PGES Meeting on 24 February 2023 planning. <i>For discussion and decision</i>	Chair	
6.2	CoP PGES Website, Click on link . <i>For discussion and decision</i>	Ms.TK	
7	Closing and Next Meeting Date: Time: <i>For discussion and decision</i>	Chair	

Attendance Register

Names	Institution	Email	Accepted
Prof Stephanie Burton (Chairperson)	Professor: University of Pretoria	stephanie.burton@up.ac.za	Accepted
Prof Sibu Moyo (Deputy Chairperson)	DVC Research, Innovation and Postgraduate Studies: Stellenbosch University	smoyo@sun.ac.za	Accepted
Prof Annah Moteetee	Senior Director: Postgraduate School: University of Johannesburg	amoteetee@uj.ac.za	Accepted
Prof RM Coopoosamy	Professor: Mangosuthu University of Technology	rogerc@mut.ac.za	Accepted
Apologies.			
Prof Jesika Singh (RISG Rep)	DVC Research Innovation and Partnerships: University of Limpopo	jesika.singh@ul.ac.za	



Annexure 1.

**MEETING OF THE COP FOR POSTGRADUATE EDUCATION AND SCHOLARSHIP
STEERING COMMITTEE
HELD ONLINE ON FRIDAY, 11 NOVEMBER 2022
8:30 TO 9:30**

Present: Prof. Stephanie Burton (Chairperson), Prof. Sibusiso Moyo (Deputy Chairperson, Prof. Jesika Singh (RISG Representative), Prof. Annah Moteetee, Prof. RM Coopoosamy
In attendance: Ms. Janet van Rhyn, Ms. Sendra Lehong, Ms. Ntswalo Ngobeni

MINUTES

1. OPENING AND WELCOME

Prof. Burton opened the meeting and extended a word of welcome to all participants.

2. CONFIRMATION OF AGENDA

The agenda was approved with no amendments.

3. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous CoP PGES meeting, held on 17 October 2022, would be confirmed in the next CoP PGES meeting. They were noted by the Committee.

4. NEW MATTERS

4.1 TERMS OF REFERENCE FOR THE COP PGES

The ToRs for the CoP PGES were considered.

It **was noted** that the scope of work of the CoP's Steering Committee is to set the strategic direction for the CoP in consultation with its members and the RISG to achieve its goals. It should also guide and support the work of the CoP, and advocate for the initiatives and projects of the CoP within the sector.

The frequency of meetings and the quorum requirements were also noted. It was recommended that instead of specifying 50% plus 2, the ToRs should state that to establish a quorum, 3 members out of the 5 should be present. The Chair of the SC will provide reports to the RISG at their meetings.

The Chair emphasised that the CoP PGES SC would provide an oversight role in respect of the CoP. It was agreed that Ms. van Rhyn would circulate the CoP PGES ToRs to members of this committee for noting.

4.2 CONFIRMATION OF CHAIR AND DEPUTY CHAIR

It **was noted** that the CoP PGES members have been requested to conduct an online voting process.

Prof. Burton was nominated to serve as Chairperson of the CoP PGES, and Prof. Moyo as Deputy Chairperson. They accepted the nominations.

4.3 REFLECTION ON THE WORK OF THE COP PGES DURING 2022

Prof. Burton presented the following points for consideration.

4.3.1 During 2022, the CoP PGES was established, and its ToRs were approved by the USAf Board.

4.3.2 The CoP's inaugural meeting was held in March 2022, where the CoPs' focus areas were identified. These included supporting postgraduate education, developing capacity for postgraduate education and supervision, providing support for

supervisors, and enabling collaboration across all disciplines of all 26 public universities.

- 4.3.3 In June, a webinar was held in collaboration with the Council of Graduate Schools (USA) and SARChI Chair in Teaching and Learning at UJ. It focused on global conversations on postgraduate education and exploring Pan-African connections. It **also noted** that internationalization, student mobility and preparation of future faculty have long been key elements of postgraduate education.
- 4.3.4 In July, the focus was on the review of doctoral qualifications by the CHE, and in August, a workshop was held to discuss Thuso Resources. The meeting in October focused on postgraduate supervision.

4.5 DETERMINING PRIORITIES FOR 2023

In addition to the topics identified for the CoP PGES, which included managing and optimizing part-time study for postgraduate study programmes, postgraduate students' viewpoints and concerns, building collaboration to enrich the postgraduate experience, and building circulated modules into Master's and doctoral programmes, the list of priority areas for 2022 were expanded by adding mentorship for postgraduate students, student mobility, and research ethics and integrity.

The following inputs were made regarding priorities that should be addressed:

- 4.5.1 It would be important to continue the focus on aspects related to supervision, to ensure sustained supervisory capacity development as new supervisors join the ranks.
- 4.5.2 Explore recognition or certification of Master's by coursework and postgraduate short courses, which could be covered by the focus on circulated modules. It was agreed that this matter should be placed on the SC's agenda for in-depth engagement, after universities have been asked to share their practices in this regard.
- 4.5.3 It **was noted** that the RISG identified research integrity as a particular priority. It was suggested that a discussion on research integrity should also be discussed by the CoP PGES.
- 4.5.4 Ms. van Rhyn recommended that a couple of standing items such as funding could also feature on the CoP PGES's agenda, and be expanded by one or two priority areas which could be championed by one of the Steering Committee members assisted by a task group from the SC. Members of the SC were asked to identify focus areas where they would like to take the lead before the next meeting of the CoP PGES, so that they could make a short introduction and establish task teams to work on these items. Prof. Burton volunteered to take on research integrity. It was suggested that a list of topics should be drafted, indicating who are already working on them.

- 4.5.5 In relation to student mobility, it was noted that individual universities have existing partnerships, and that the CoP should look beyond what is happening already. There are certain countries in the world that are keen to partner with South Africa, which could be engaged in partnerships. Several of these, including China, France, Sweden and the US already exist, and lessons from these engagements could be explored. It is uncertain what the status of the DHET's White Paper on Internationalization is at this stage, and that some recommendations particularly relating to the recognition of credits, could be helpful. The ARUA network is another valuable partner which could assist in accessing grants, where USAf could play a leading role in responding to calls.
- 4.5.6 In summary, it **was noted** that there appears to be general agreement on the focus areas, and on the standing items that would feature on the agenda for 2023. A summary of focus areas and champions would be drafted. A year plan for 2023 should be drafted and agreed by the Steering Committee.
- 4.5.7 Ms. van Rhyn stated that other CoPs arrange occasional colloquia on specific topics and encouraged the CoP PGES to consider a similar event which should ideally be scheduled early in the year so that the budget could be set aside. The idea was supported, and CoP PGES members were requested to identify a good topic for a colloquium to be finalised in the next meeting. A possible topic could be student mobility, and it was agreed that Prof. Singh would draft a concept note as a starting point.

5.1 STEERING COMMITTEE AND COP PGES DATES FOR 2023

- 5.1.1 The Steering Committee **noted** the proposed dates for its own and CoP PGES meetings in 2023. Ms van Rhyn clarified that the CoPs usually meet three times a year. The first semester is generally quite busy, meaning that people generally prefer to meet in March or April.
- 5.1.2 The second meeting could be held in August, and the third in October or November, which could also be used for the colloquium.
- 5.1.3 It was agreed that the first meeting of the CoP PGES should be held in March, to keep the momentum and interest going. The first meeting would be used to introduce the list of priorities, inform the CoP about the intended colloquium, and then focus in depth on research integrity.
- 5.1.4 The second meeting could be arranged in late June and the colloquium in October. USAf would propose possible dates before the end of the year. It would be useful to inform the CoP about the envisaged dates and topics for the year as early as possible in the new year.

5.1.5 The next meeting of the CoP PGES Steering Committee will be arranged in February 2023, ideally not longer than 4 weeks prior to the CoP meeting.

6. CLOSURE

The Chair closed the meeting and thanked all members of the Steering Committee for their participation.

COMMUNITY OF PRACTICE FOR POSTGRADUATE EDUCATION AND SCHOLARSHIP

ACTION LIST

MEETING DATE: 11 NOVEMBER 2022

Agenda item	Action	Responsible	Due Date
1.	The meeting agreed on the focus areas, and on the standing items that would feature on the agenda for 2023. A summary of focus areas and champions as well as a year plan for 2023 should be drafted and agreed by the Steering Committee	Chair	TBC
2.	USAf would propose possible dates by December 2022 to inform the CoP about the envisaged dates and topics for the year as early as possible in the new year.	USAf Office	TBC
3	The next Steering Committee meeting will be arranged in February 2023 to prepare for the CoP meeting in March.	Chair	TBC
4	The first meeting would be used to introduce the list of priorities, inform the CoP about the intended colloquium, and then focus in-depth on research integrity. Prof. Burton agreed to champion research integrity	Chair	TBC
5	The second CoP meeting would be arranged in late June and the colloquium in October. A possible topic could be student mobility, and it was agreed that Prof. Singh would draft a concept note as a starting point.	Prof Singh	TBC

