

**MINUTES OF A MEETING OF THE DROSTDY HALL COMMITTEE HELD ON
MONDAY 29 APRIL 2019 AT 18:30 IN BARRATT LECTURE THEATRE 3, BARRATT
LECTURE COMPLEX**

2019.02.01 ATTENDANCE/APOLOGIES

Present: Catherine Parkinson (*Chair, Hall Warden & PA Warden*), Tlanelo Mothudi (*AG Warden*), Dr Albert Chakona (*Graham Warden*), Lungelo Kubayi (*AG Sub-Warden*), Surprice Malatji (*AG Sub-Warden*), Christine Roeber (*AG Sub-Warden*), Ashley Bristow (*Celeste Sub-Warden*), Thokozani Dladla (*Celeste Sub-Warden*), Adam Butler (*Graham Sub-Warden*), Dimakatso Pitja (*PA Sub-Warden*), Tapiwanashe Zinhumwe (*PA Sub-Warden*), Bennita Benza (*AG Head Student*), Retselisitsoe Ramoriting (*Celeste Head Student*), Keiryn O'Connor (*PA Head Student*).

In attendance: Candice Webber (*Drostdy Hall Administrator*).

Apologies: Adv. Shuaib Rahim (*Hall Fellow*), Mr Evert Knoesen (*Hall Fellow*), Sean Nkosi (*Celeste Warden*), Tadiwanashe Murahwi (*Graham Head Student*).

Absent: Nhlanhla Malisa (*Hall Senior Student*), Sebe Nondima (*Graham Sub-Warden*).

Catherine welcomed Rets & Thokozani to their first Hall Committee Meeting.

2019.02.02 CONFIRMATION OF MINUTES

The Minutes of the Hall Committee Meeting held on 18 February 2019 were confirmed by Dee & Ashley.

2019.02.03 MATTERS ARISING

There were no matters arising not covered elsewhere on the Agenda.

2019.02.04 OTHER MATTERS FOR THE AGENDA**1. Reports for meetings:**

Cath reminded the Committee that reports are submitted so that meetings go a lot quicker, as was requested at the beginning of the year, and the first term meeting did go quickly. However there is a concern that members are not reading the reports in advance of the meetings and therefore are not engaging in these meetings. Members were therefore reminded to please read the reports and be prepared for the meetings. These reports need to be professional as they go on record, and members need to be respectful and watch their tone. The reports are also not emails to Candice but rather updates for all.

Professional communication could also possibly be addressed at the accredited certificate course for deserving Drostdy Leadership students later this year. If any members have ideas for this course they need to e-mail Cath.

2019.02.05 REPORTS ON RESIDENCES BY HEAD STUDENTS**Allan Gray**

Bennita submitted her report in advance, which was circulated with the Agenda. *See Appendix 1.*

- It was confirmed that they can use any supplier for their tuckshop, as long as legitimate receipts are provided.
- They were reminded to give Candice the names of their two volunteers for Give 5.
- They cannot get finger-food from the Dining Hall for the Hall Academic Talk.
- In relation to them requesting a commenting book in Res for Dining Hall meals, the Committee agreed as a trial run, to add a Dining Hall tab on the google spreadsheet for reporting maintenance and housekeeping requests, so that requests, complaints and compliments regarding Dining Hall meals can also be recorded on this spreadsheet.

Prince Alfred

No report submitted.

Celeste

Retselisitsoe submitted her report in advance, which was circulated with the Agenda. *See Appendix 2*

- They were thanked for submitting their two names for Give 5.
- A concern was raised regarding them donating their Dining Hall fruit to Noncedo. It was noted that fruit should be fine provided it is their allotted portion, the concern of contamination from dining hall food should not concern fruit. We will reassess should it become a problem.

Graham

Tadiwanashe submitted his report in advance, which was circulated with the agenda. *See Appendix 3*. Tadiwanahe was not in attendance as he was writing a test and submitted his apologies.

- Candice reported that their Food/Entertainment Rep had re-scheduled their Res braai to the 11 May.
- Candice reminded Graham House that the 11 May is the last day allowed for functions.
- They were reminded to give Candice the name of their second Give 5 volunteer.
- It was agreed to send the report back to Tadiwanashe for relevant date corrections to be made, after approval from Graham House Comm and Warden.

2019.02.06**HALL SENIOR STUDENT REPORT BACK**

Nhlanhla did not submit a report, and was not in attendance.

The Committee agreed that from the R2000 RU Jamming Prize Money, R500 to be allocated each to Allan Gray, Prince Alfred and Graham. Whoever requests the remainder R500 for whatever reason, is to e-mail their proposal to Candice by end of Friday, 3 May 2019.

Nhlanhla is to e-mail his plans for the Hall Talent Show to be held on the 27 July, to the Hall Committee by a week before Swot Week. If these plans are not received by the deadline then there will be no Talent Show. If any students have suggestions for the Talent Show they should approach Nhlanhla. Nhlanhla also needs to submit his report to the Hall Committee, that he did not submit for the Hall Committee Meeting.

2019.02.07**SRC**

The SRC will be doing Dining Hall visits this week. We are not yet sure of what day they are coming to Drostdy Hall.

2019.02.08**HALL COMM PORTFOLIO POSITIONS****Community Engagement – Internal**

Bennita submitted her report in advance, which was circulated with the agenda. *See Appendix 4*.

- They are allowed to have their Hall Movie Night on Saturday 18 May, as long as this is low-key with no hype, as exams are just around the corner. No alcohol and no guests allowed. It is a movie de-stress event for the upcoming exams.
- The Community Engagement Reps must not do all the fundraising, food collecting, etc. themselves; the whole Hall must help and contribute.

Community Engagement – External

Antonique, Prince Alfred Community Engagement Rep, submitted her report in advance, which was circulated with the agenda. *See Appendix 5*.

- No members of the Committee were willing to take on this portfolio. Therefore we will leave Antonique in charge of Noncendo, and we will invite her to future meetings.

Environmental

- No members of the Committee were willing to take on this portfolio.
- We will hopefully receive the Wee-Wiser Posters from Res Ops soon.

Sports

Surprice submitted her report in advance, which was circulated with the agenda. *See Appendix 6.*

- Prince Alfred asked for clarity from Surprice, as what Surprice reports compared to what the Prince Alfred Sports Rep reports in Res, is completely different. Surprice was asked to reassess and e-mail the latest inter-res sports log to Candice to be sent to Hall Comm.

Academics

Dee submitted her report in advance, which was circulated with the agenda. *See Appendix 7.*

- The Hall Academic Talk will be held on Sat 11 May. It was noted that this talk will have to be held sometime between inter-res netball and the Graham House braai. As it is too late now to organise a Hall braai, it was suggested to serve tea and cake.

International

Tapiwanashe submitted her report in advance, which was circulated with the agenda. *See Appendix 8.*

- The International Office will provide more information regarding International Week and the International Parade by the 2 May.

Communications

No report received, and Tadiwanashe was not in attendance as he was writing a test.

- Unfortunately, still not enough Drostdy students have joined the Drostdy Facebook group. We will keep this group until the end of this year, just for Facebook sharing mostly. E-mail is the official form of communication in the Hall, and RU in general.
- Surprice asked why she was receiving e-mails about moderator approval. As Wardens, Sub-Wardens and Head Students are moderators of their Res mailing list, they receive these e-mails whenever an e-mail is sent to their Res mailing list that needs approval. These are usually e-mails with a large amount of content and/or attachment. Candice mostly approves these e-mails during working hours, however, outside of working hours someone else will need to approve these e-mails. As per Candice's e-mail at the beginning of the year.

Activism/Transformation/Awareness Raising

No report submitted.

- The Consent Talk for the Hall by Dr Mkhize will be held on the 15 May at 19h00 in Arts Major. Candice will inform Dr Mkhize of the venue. Celeste House is also included. This will be compulsory for first years, and House Comm Members are urged to attend so that returners feel more comfortable about also attending. If first years feel that they cannot attend they must speak to their Warden. It was agreed to ask Dr Mkhize for a brief on what she will cover in her talk.

2019.02.09

HALL FELLOW NOMINATIONS

No nominations were received.

If any of the Members come up with any nominations, they must e-mail Cath by mid-May. The Members do not have to approach these people themselves, Cath will check whether or not they are already Hall Fellows, and will approach them to see if they are interested.

2019.02.10 DINING HALL RULES

Sub-Wardens duties carry over to the Dining Hall. If a Sub-Warden does not want to deal with a student breaking the rules in the dining hall, they must hand it over to a Warden. If it is a student in another res they can message a Sub-Warden of that Res to deal with it. The Committee was asked to make sure they know the Dining Hall Rules. The Dining Hall Rules also apply to the Oppidans, and we can discipline them. The Dining Hall Rules apply until they are changed. If students want the rules to be changed they must submit their proposals to their Head Student, which will then be considered at a Hall Committee Meeting, and then possibly at a Board of Residences Meeting, the correct channels need to be followed. Cath to send an e-mail to the Drostdy Students concerning noise and music in the Dining Hall.

2019.02.11 MEAL VOUCHERS – 1 & 8 MAY

Each student will receive two R80 meal vouchers, one for each Public Holiday, and they have to sign for these. The two vouchers can be handed out to the students at the same time, as they are adults and need to be responsible. They are Pick n Pay vouchers as other shops did not want to come on board, and for eWallet there are too many banking fees. The normal Dining Hall charge for all 3 meals a day is R66. Everyone will be booked for all three meals on each of these Public Holidays and therefore everyone will get a meal voucher for each day. Wardens need to return the signed list and any unclaimed vouchers to Candice by the 18 May.

2019.02.12 VUKA MAKANA

Vuka Makana is a new version of the Nelson Mandela Trading Live. Members were asked to have a look at the poster and info, which is self-explanatory, and to encourage their Res to get involved.

2019.02.13 FIRST YEAR ONLINE SURVEY

A survey from the Division of Student Affairs will be coming out for first years to complete regarding their experience of O Week. Please encourage your first years to complete this survey as their input will be useful.

2019.02.14 KAY MOSIANE AWARD

We need to make a decision at the next Hall Committee Meeting on a way forward, that is sustainable, as fundraising etc. will need to be done. Last year Adam introduced this award in his Hall Senior Student year and kindly contributed R7500 for this award. If anyone has questions they must e-mail Cath before the next Hall Committee Meeting.

2019.02.15 WATER CRISIS PROTOCOL

It was decided at a Hall Wardens Meeting that if any student fails to obey or implement the Water Crisis Protocol they will be called to a hearing and will receive 20 compulsory service hours. It was agreed that this would be better if it was an Admission of Guilt Sanction. Cath will raise this at the next Disciplinary Committee Meeting, date still to be decided.

Students must not collect their shower water if they are menstruating. They must still take their water basin to the shower, in order to follow the protocol, however they can collect just the shower water while the water is warming up before they get into the shower. Also, students who are menstruating must flush the toilet if necessary, and must not leave blood in the toilet.

In some residences you do not need to use the shower mat as the water basin does not slip without a mat. This depends on the different res bathrooms and the type of floor tiles etc. Hopefully the taps of the greywater tanks in the bathrooms will be changed, as the water flow is very slow. Each Res must assess their facilities to see if any maintenance etc., is required, to make the protocol go as smooth as possible. e.g. the Prince Alfred toilet tap heads will have to be taken off as students are turning the taps back on and causing floods, and in Allan Gray House the toilet cistern lids need to be unbolted and removed. The sanitisers are coming, this got added because of concerns raised regarding hygiene, and to help with the smells.

Housekeeping do have cleaning procedures, and we can monitor this closely. Please report any concerns, or if necessary items are rolled out slowly. As this protocol is rolled out and concerns are raised we can share these with Jay Pillay to see if a solution can be found. Each Res can put up notices regarding any concerns specific to their Res. Cath confirmed that the smart water meters should be back on, after new calculations were done.

Celeste House need a water bucket for grey water in each bathroom, for grey water to be poured into toilet cisterns, as they do not have grey water tanks.

We need to change the mind-sets of students, and the reality of water running out shortly needs to be spelt out. It is everyone's responsibility to save water and to follow the protocol, and we need our student leaders buy in first.

2019.02.16 EMERGENCIES

If an ambulance is required please phone ER24 first, or CPU to call an ambulance for you. Don't worry about getting hold of the Warden etc. first, rather phone ER24 first as quickly as possible. You will need to give ER24 a clear description of the problem and clear directions to the scene. State up front that you are calling from Rhodes.

2019.02.17 NEW REPORTING SYSTEM FOR MAINTENANCE & HOUSEKEEPING REQUESTS

It was reiterated that all Housekeeping and Maintenance requests need to be logged onto the google spreadsheet, so that Housekeeping and Maintenance can be better monitored and hopefully requests will be done quicker. Requests cannot be submitted via WhatsApp, e-mail, verbally etc., it must be placed on the google spreadsheet. Requests also need to be specific in order for the request to be sent to the correct maintenance trade, and the correct location given, in order for maintenance to fix the problem. Candice reported that currently, for some reason the replacement of lights is taking very long.

Before Cath closed the meeting she reminded the Members that because it is an exam term we need to push the academic tone and mood. Cath also asked the Members to please remind their students about safety and to lock their rooms and windows.

The meeting ended at 20h09

COMPILED BY BENNITA T BENZA: HOUSE HEAD STUDENT

ALLAN GRAY HOUSE REPORT

Tuckshop.

Running smoothly since last term.

- To ask if we could change the supplier as some of his products are expensive eg apricots which could lead us to make a loss rather than a profit.
-

Community Engagement

- Had a crisis last term as we were about to close as there was a robbery at our school which is Noncedo
- Looking for ways to fundraise like a drostdy movie hall night and the date is to be announced.
- Asked donations from members of the house due to such a predicament as res members have helped extensively.
- Volunteering for this term has resumed as of 15th of April.
- Upcoming sports event for the children on the 3rd of May and we are encouraged as a Hall to take part in this event.

Entertainment Rep.

➤ Feedback from food meeting (held last term).

The staff said that if a student is unhappy with their food portion (please note: only start and veggies), they should ask the kitchen staff for another spoon.

- The staff asks that if the students have a problem with something they should approach them personally and tell them
- Students need to be politer to the staff. Please and thank you would be nice.
- The water in the dining hall is safe to drink
- Lettuce shortage due to drought
 - Staff should talk nicely to the students (Isego to raise this issue in the next food meeting)
 - They should be a commenting book for Dining Hall meals by the foyer. (to make a follow up from Candice about this).
- We have an upcoming finger food on the 4th of May.

Sports Rep

- We were position 2 for the sports that we played last term like Basketball.
- Upcoming sport is on the 4th of May which is pool and that is when sport is officially commencing for term 2.
- More sports to occur in the 2nd term.

Academic / Transformation

- There was res sister event which took place and it was successful.
- RU Learning course with first years which has been running for the entire term last term and is also continuing in the second term. It has already started.
- Fundraising for the academic event to occur in this term (As a Hall Event). Date to be announced. Dean of Pharmacy to be present.
- To take finger foods from the Hall to save costs.
- Pillow case and talks (transformation side) which is still in progress.

Environment Rep

- Separation of recycling properly has been exercised in the reses through the use of labelled boxes to dispose waste.
- Eco brick that is collection of 2 litre bottles which has started in term 1 and is still proceeding in term 2.
-

Head Student

- the res braai which happened on the 23rd of February went well.

- Give 5 initiative started last term through the selling of brownies. This term the project is ongoing as people donate money in the mail box closer to the foyer to raise these funds.
- Reported to the house on the maintenance which I attended and how the excel spreadsheet system could work (Tlameo emphasized this).
- Water restriction measures have been in force that is the use of basins and the flushing of the toilets using the grey water.
- Res hoodie design has been decided and now in the process of being manufactured as soon as the details from members of the house are confirmed.
- We had an emergency house meeting on the 17th of April Wednesday to address members of the house especially about water use and restrictions. It was advised to do this meeting here as there was going to be a public holiday on the actual Sunday.
- House comm meeting to be held on Sunday 28 April
- Treasurer portfolio which was vacant has found a replacement that is Esona Rozani.
- Next house meeting to be held on the 19th of May.
- Swot week Brunch to be held on the 26th of May.

First Term Report as at 25th April 2019

Highlights

- i. Inter-Res Sports
- ii. Sci-fest: Environmental Rep
- iii. House Meeting on 22nd February 2019: Committee Election
- iv. Meet & Great on 13th March 2019
- v. House Comm Meetings on 3rd March and 22nd April 2019
- vi. First House Braai on 26th April 2019

Celeste House (1 Male team) competed in a Chess Tournament held on 9th March 2019 at the Chess Clubhouse. They managed to play 1 game against Joe Slovo House and obtained two points. **Special thanks** to the team; Barnabas Muvhuti, Nqobani Mbiba, Sean Nkosi, Simon Runyowa and Siphosihle Wotshela. Celeste was unable to participate in other games due to academic commitments.

Our Environmental Rep Simon Runyowa represented Celeste at the Sci-fest on the 7th March 2019 where he was taught how to build Eco-Bricks. Due to time constraint, he was unable to invite the rest of the house to join him. He has learnt so much from the portfolio and has decided to host a Recycle Drive at Celeste for Environmental week in 3rd term.

Challenges

- i. Low Participation
Solution: Scheduled House meeting on the 8th May 2019 for different portfolios to share info about their portfolios and upcoming events. The committee members have also volunteered to participate in all events, as way to encourage participation from the rest of the house.
- ii. Limited funds: We have R2000 which is split on 4 Braais & a House Photo.
We would like to allocate money to other portfolios
Solution: Fundraising activities and external funding

Fund-Raising Ideas for Res & Give5

Suggestions from the Committee;

- i. Muffin Sale
- ii. Sell old items from the Box room
- iii. Elect one of the House members for Fire Walk
- iv. Looking into more fundraising activities

Future Plans

- i. **Environment Portfolio:** Recycle Drive for Environmental Week.
- ii. **Community Engagement Portfolio:** Once we receive the food list from Noncendo, Celeste would like to start a Food Drive to help Noncendo. Committee members have also suggested Celeste should donate their fruits from the Dining Hall. The house would also like to allocate money for CE after fundraising. Our Rep is currently working on a funding proposal for Noncendo.
- iii. **Sports Portfolio:** Organize more teams for upcoming games.
- iv. **Academic Portfolio:** Since there is not much happening in the portfolio, committee members have suggested that, ‘whenever any member of the house publishes an article, story, or has any academic achievements’, the house should congratulate them. Other suggestions include organizing a team for the Inter-res Debate, informing the house on upcoming Academic Talks, possibly getting a list of people excelling in particular courses or subjects to provide some Tutoring, and encouraging members to participate in the VC’s Schools Projects.
- v. **Entertainment Portfolio:** Celeste would like to plan other social activities besides the braais and schedule a game afternoon with Oakden House.

House Comm Meetings:

First Term: 03 March 2019

Second Term: 22 April 2019

Third Term: 21 July 2019

Fourth Term: 8 September 2019

Give5 Campaign headed by: Ashely Bristow and Retšelisitsoe Ramoriting

Drostdy Hall-Comm Meeting
29 April 2019
Graham House Briefing

Issues

1. House Party
2. Mentorship Program
3. Give Five Campaign

1. House Party (Entertainment)

Mothusi consulted Candice on the change of date, arrangements are underway for the party. Entertainment rep will soon update the House Comm on the status. Information will be shared with Hall Comm.

2. Mentorship Program (Academic Rep)

Internal Mentorship program to be finalised and rolled out by Monday 29 April 2019.

3. Give Five Campaign (Comm Engagement)

The 2019 Give 5 campaign is scheduled for the week of 29 July.

In response to the request of two students to lead the campaign, we have nominated Kenneth (Community Engagement) as one of the two representatives.

4. Other Matters

We took our house picture for the year. Unsatisfactory participation from senior students in the house. Considerations to have a second attempt.

• Dates this Term

-House Party	TBA
-House Braai	27 April
-Fines	3 May

Compiled by Tadiwanashe Murahwi

COMMUNITY ENGAGEMENT REPORT

COMPLIED BY BENNITA T BENZA.

INTERNAL REP

- All CE REPS were present for the training on the 16th of February expect for Celeste as she had not yet arrived.
- We have a new CE rep from Celeste and her name is Vuylewa.
- We also have a new CE REP External Hall Rep, Antonique (PE HOUSE).
- As stated that we had a robbery at Noncedo and thus we are in the process of fundraising to try and make the availability of the children's resources.
- We got donations in cash and kind from members of different houses and they were delivered to the school so that they could use the donated items.
- Volunteering is going on well as most houses are taking part however they are challenges as reported by CEREP CELESTE that she has to do volunteering alone as no one from her res is keen in this activity.
- We held a Hall Community Engagement meeting on the 18th of April to discuss events to be done this term and ways to fundraise. CEREP Graham house was absent due to an academic reason.
- Movie night was to be held on the freedom day but due to short notice has been shifted for a later date and will be a hall event to fundraise for the projects at Noncedo and the date is yet to be announced.
- On the 2nd of May, there is a presentation to be done by each Hall and its partner to the CE Department to see the progress and implementation of goals. It will be done through a power point presentation and venue has not been announced by SRC CE REP.
- On the 3rd of May, Noncedo has a Sports Day and all are welcome to come to this event.
- Jumbo sale to be held at an announced date.
- The goal of school readiness is being implemented well and the other 2 goals are still under progress.

Hi Candice

I received your email. For Community engagement we are currently working on raising funds as Noncedo Pre-School faced a break in during the school holidays. We are hoping to host a movie night on the 27th April, we are currently working on that. I have also collected some canned goods to donate to the school. I am also hoping to host a jumble sale so that we may have funds for the paint as that was our goal for this term. We are also currently helping the school with printing learning materials. I am hoping that we could also host a workshop to help the educators find entrepreneurial ways so that they may also uplift themselves.

I would also like to host a movie day at Prince Alfred for the children although I am not sure how to go about this.

Good morning Candice.

In terms of Sports there is not much to report on except for the inter-res log. Whereby it seems that in female res AG has managed to keep up our goal for this year as it is currently in first place along with Walker house. While PA and Ghouse really need to pull up their socks as they are also representing Drodsty and are far behind in terms of points. More participation and winning is required from ALL reses in order for us to meet our set goal for this year.

Thank you!

Kind regards
Malatji Surprice
Sent from [Mail](#) for Windows 10

Academic Portfolio Term 2:

RULearning is still continuing with the first years every Friday. Although interest in the programme seems to have dropped, particularly from Graham House, PA and Allan Gray students still seem very keen for the sessions. The students attending the sessions are still actively participate and share ideas.

The Academic Reps asked that I suggest to Hall Comm that they would like to have a Motivational speaker come address the hall before exams begin. They initially suggested having a braai for the hall as part of the event but now are thinking of raising money and serving light snacks at the event. They would preferably like to hear any suggestions hall comm might have as soon as possible as they would like to confirm with the speaker before the date. They have approached the dean of Pharmacy Professor Khamanga for the event and he has agreed to do it. The event will be for the students in the hall. The session will preferably take place at a venue such as Barrat or Eden Grove.

The posters in the dining hall regarding seniors who want to help out other students in the res is not yet up due to delays by the reps getting information from their house mates. I will be addressing the problem with the head students as I would like the details to be sent for printing by the end of next week (week starting Sunday the 28th of April). the academic reps are also busy with the set up of the posters for the houses regarding study skills and exam preparation. There will be fundraising events headed by the reps for the upcoming event. I ask that all the head students in the relevant houses assist with the sales of items.

Side Note: Can we as hall comm please ensure that the relevant authorities are contacted in cases of emergencies before we contact each other. Precious time could be lost trying to reach a fellow subwarden instead of an ambulance or the police first. Please also encourage the students that in cases of emergencies the authorities are contacted first before house/hall comm. I would also like to suggest that the reses have a short meeting or talk regarding what to do in case of an emergency.

INTERNATIONAL REP HALL COMM REPORT

BY TAPIWANASHE ZINHUMWE

The international office has commended Drostdy Hall as the most international hall on campus, through our participation in international week in the past and the aesthetic appeal of our hall. The international office is urging us to participate in our numbers in the international week .They are still drafting up the program for the international week but so far they have the following in plan :

18 May –International parade, the march will start at the Steve Biko lawns to New street then High street and ends at the clock tower

19 May- The first international summit ever at Rhodes University! Interesting topics are going to be covered for example adapting the European system of having continental passports , having an AU currency etc

20-24 May –International week events in line

25 May- Africa ball. Students will pay roughly R150 and staff R180

Collections for cyclone Idai are still in progress and if halls want to donate they should give their donations to the SRC office or the international office. Emails will be sent out beginning of May informing us of the accurate dates, times and prices. May we encourage our reses to participate in the International week and represent our Hall.

THANK YOU! SIYABONGA !TATENDA! ASANTE SANA!