

### 3.3.1.3 Summary of Matters Considered/Approved by Council in the Course of 2017

In the year 2017 Mangosuthu University of Technology continued to strengthen governance and improve the effective operations of the university. In addition to the key governance-related decisions, as stated in the report of the Chairperson of Council, the most important decisions and approvals that were made by MUT's Council in 2017 were the following:

- The decision to keep the then acting executive management in place until a new Vice-Chancellor was formally appointed;
- The appointment of a recruitment agency to manage the recruitment of a new VC for MUT;
- The appointment of a Task Team to review MUT's Statute and the composition of Council and appointment of Council members;
- The election of a new Chairperson and Deputy Chairperson of Council at their meeting on 27 September 2017;
- Approval of MUT's revised Statute which included a few amendments;
- MUT's Budget for 2017;
- Salary adjustment of 6.4% across the board;
- The equalization of the housing subsidy and housing allowance from R700 per month to R1,100 per month;
- MUT's Community Engagement Flagships;
- The conditional approval of the leasing of the MRC building for research purposes;
- The appointment of new staff at MUT;
- The approval of full collective bargaining rights for the second staff union at MUT (TENUSA);
- A delegation from MUT to visit the Dublin Institute of Technology in Ireland;
- The appointment of new external Council members;
- The suspension of lectures on 20, 23, 24, 27 and 28 of March 2017 due to student protests related to NSFAS matters;
- Adoption of MUT's audited financial statement for 2016;
- The appointment of a contractor to complete the Student Residence Phase 1 project;
- Adjustment of the evening rate for lecturers by 6.4%;
- Approval of the salary increases of 6% for employees on grades P1 - P4;
- The conversion of the employment status of a number of employees from contract to permanent status with effect from 01 January 2017;
- Ratification of MUT's Maintenance Plan for 2017;
- Appointment of service providers to provide student accommodation;
- Approval of re-opening of negotiations with the owners of Ithala for the purchasing of their premises in Umlazi;
- The reinstatement of Sondlo Chartered Accountants as external auditors for the next three years;
- The creation of two additional nGAP positions;
- The process and panel for the interviewing of short-listed candidates for the VC's position.

In addition to the above matters, Council has executed its normal fiduciary duties as prescribed in MUT's Statute. Below is a summary of the governance duties which Council has executed in the course of 2017. These duties have been described in more detail in the report from the Chairperson of Council:

- Effective ethical leadership;
- Governance of risk;
- Governance of Information Technology;
- Compliance with laws, codes, rules and standards;
- Governing stakeholder relationships (workers, students and other stakeholders);
- Remuneration of Councillors, dealing with the policies, appraisals and amounts;
- Operational matters;
- Sustainability;
- Financial reporting; and
- Performance review.

As part of the execution of its fiduciary duties related to the governance of MUT, Council has approved the following policies, frameworks or charters that are intended to improve governance and management practices at MUT:

- The Academic Workload Model;
- The Budget Policy;
- MUT Internationalisation Strategy;
- MUT Stakeholder Engagement Plan;
- MUT Research and Innovation Strategic Plan;
- SCM Policy;
- MUT's 2017 Risk Register;
- The 2018 Governance Calendar;
- The compendium of charters for the university;
- Policy on Policies document;
- MUT's Annual Performance Plan for 2018;
- MUT's Mid-Year Performance Assessment Report for 2017.

### 3.3.2 Council Committees

As part of the execution of its governance functions and fiduciary duties and in accordance with MUT's Statute, Council has five sub-committees to help Council in making well-informed and responsible decisions for the university. The Sub-committees are the following:

- Finance & Remuneration Committee (now the Finance and Investment Committee);
- Audit and Risk Committee (now the Audit, Risk and Compliance Committee);
- Planning and Resources Committee;
- Human Resources Committee;
- Student Affairs Committee: This committee was established in 2017 and held two meetings during the year.

#### 3.3.2.1 Finance and Remuneration Committee (Finance and Investment Committee)

The Finance and Remuneration Committee, amongst other things, recommends the university's annual operating and capital budgets, and monitors performance in relation to approved operating and capital budgets. It is responsible for assuring the financial health of the institution as a "going concern". It is also responsible for ensuring that the accounting information systems are appropriate and the personnel complement is sufficient, not excessive, and is suitably qualified to maintain the accounting records of the institution.

The Finance and Remuneration Committee's specific terms of reference include direct authority for, or consideration and recommendation to the Council of, matters including general staff policies, remuneration and perquisites, bonuses, executive remuneration, members of Council remuneration and fees, service contracts, and retirement funds including post-retirement medical aid funding.

#### Number of meetings held by the Finance and Remuneration Committee

The Finance and Remuneration Committee held six meetings during 2017, including a joint meeting with the Audit and Risk Committee, on the following dates:

1. 1 March 2017
2. 17 March 2017
3. 30 May 2017
4. 27 June 2017 (joint meeting with the Audit and Risk Committee)
5. 6 September 2017
6. 28 November 2017

#### Main agenda items

The Finance and Remuneration Committee deliberated on the following main agenda items during its meetings in 2017:

1. Current student debt and the status of debt collection
2. Budget policy
3. Charter for the Finance Committee
4. Management accounts
5. Expense report per Executive Head
6. Supply chain management
7. Maintenance projects
8. Alignment of the budget with the university's strategy
9. Delegation of authority
10. Revised tender policy
11. Contracts management
12. Annual Procurement Plan
13. 2018 budget
14. Mandated Finance & Investment Committee reports to Council
15. Costing and pricing of Research Contracts Policy