

Review of the Delegation of Authorities

The delegations of authority for the Support Services departments have been revised and will be submitted to Council for approval. Leading the Executive Management Committee (EMC), Dr Malaza has painstakingly taken time to ensure that discussion on the delegations of authority was a collaborative process. This has ensured that each activity for each department was properly analysed by EMC in order to conclude on the type of delegation suited for each level, whether it was for recommendation or for approval. The outcome of the revised delegations of authority is expected to result in:

- Effective management
- Employee development
- Facilitation of MUT's growth
- Articulation of Management hierarchy
- Enable better coordination



Dr Malaza, some members of EMC and invited guests to the EMC Lekgotla

Standard Operating Procedures (SoPs)

MUT now has for the first time a Standard Operating Procedures document. These have been developed for mandated reports to be submitted to Council. The SoPs are the outcome of a workshop that Dr Malaza convened on 2 July 2018. The purpose of the workshop was to the SoPs, and to provide guidance on Council's requirements with respect to the quality and processing of reports.

The SoPs provide the following for EMC:

- Clearly articulate the role of the Executive Sponsor as the interface between EMC and Committee of Council;
- Executive Sponsors are responsible for the management of their reports from their initial submission to a University structure, to Council and finally for the execution of a decision;
- Each Executive Sponsor should provide the relevant Chair of the Committee of Council with a high level summary of portfolio related issues serving before the Committee of Council. Such summary should contain a proposed recommendation in respect of each issue;
- Timelines will be entrenched in the SoPs to ensure reports meet agenda deadlines; and
- More than anything SoPs will ensure that communication with Council is seamless and consistent.

