



TO: ADINISTRATIVE AND SUPPORT STAFF

FROM: DR JM MABELEBELE, REGISTRAR

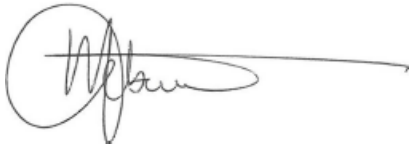
DATE: FRIDAY, 11 JUNE 2021

SUBJECT: CALL FOR NOMINATIONS: ONE (1) REPRESENTATIVE OF ADMINISTRATIVE AND SUPORT EMPLOYEES TO SERVE ON THE SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY COUNCIL

1. Sefako Makgatho Health Sciences University (SMU) plays an important role in addressing the human capital needs of South Africa and the rest of the African continent in both health care and science & technology fields.
2. The Council of the SMU is the governing body of the University, and has, as part of its fiduciary duty, a responsibility to determine the strategic direction of the University.
3. **One vacancy** will exist from mid-June 2021 in the category of *one employee representing administrative and support employees who is not a member of the Senate*. The vacancy will be filled by the administrative and support employees elected one of their own to serve on the Council. A member elected by, and from amongst the ranks of, administrative and support staff employees will serve on the Council for a four-year term aligned to the Council's term of office. Accordingly, nominations are hereby called for an employee representing administrative or support employees who is not a member of Senate. In accordance with the Institutional Statute, Section 20(3)(c), the following nomination procedure will apply:
 - a. *The administrative and support employees of the University must elect one representative to represent the constituency on the Council;*
 - b. *The representative must be an administrative or support employee, who is not a member of the Senate;*
 - c. *Candidates for election must be duly nominated and nominations must reach the Registrar at least 14 days before the date of the election and no person may be elected unless he or she has been nominated in writing by at least two employees from the category of administrative and support employees and the nominee has consented to such nomination in writing.*
4. In accordance with the Institutional Statute section 20(3)(b) the following voting and election procedure for the nominated employee will be adhered to:
 - a. *The administrative and support employees of the University must elect one representative to represent the constituency on the Council.*
 - b. *The election must take place by secret ballot at a **meeting** of administrative and support employees convened by the Registrar for that purpose, and the candidate who obtains the majority of the votes must be duly elected.*

- c. ***The quorum for the meeting is twenty per cent of the total number of administrative and support employees.***
- 5 The attached nomination form must be completed, signed and submitted to the office of the Registrar or emailed to hcroucamp@smu.ac.za on or before close of business on **Wednesday, 30 June 2021**. **In addition, hard copy nomination forms are available from the Office of the Registrar.**
- 6 The Registrar will deal with the nominations in accordance with the election procedures set out in the Statute and announce the results at the meeting referred to and contemplated in paragraph 4(b) above. **A candidate so elected will serve on the Council in his or her personal capacity and not as a representative of any interest group.**
- 7 **Please direct all enquiries and nominations to Mr Henno Croucamp, Office of the Registrar, Clinical Pathology Building, 5th Floor via email to hcroucamp@smu.ac.za**

Yours Sincerely



**DR JM MABELEBLE
REGISTRAR
Friday, 11 June 2021**

~ENDS~

