

**DRAFT MINUTES OF THE MEETING OF THE TASK TEAM ON  
COMMUNITY EDUCATION AND TRAINING CENTRES HELD ON  
7 NOVEMBER 2011 AT ETD P SETA –AUCKLAND PARK**

**PART 1: PROCEDURAL MATTERS**

**1. Opening and welcome**

The chairperson Ms Fébé Potgieter-Gqubule opened the meeting and thanked everyone for attending.

**2. Attendance and Apologies**

**2.1 Attendees**

**Task Team members**

Ms Fébé Potgieter-Gqubule

Ms Tsakani Chaka

Mr Mabu Raphotle (on behalf of Ms Sesi Nxesi)

Professor John Aitchison

Ms Nontsikelelo Makaula (NYDA) on behalf of Mr Yershen Pillay

Mr Bongani Magongo (NYDA) on behalf of Mr Yershen Pillay

**Stakeholders**

Ms Gratitude Ramphaka Auditor General South Africa (AGSA)

Mr Alec Green Auditor General South Africa (AGSA)

Mr James Keevy SAQA

Mr Samuel Isaacs SAQA

Ms Jenny Glenney SAIDE

Ms Maryla Bialobrzaska SAIDE

Mr Paul Mphisa SAIDE

**Department of Higher Education and Training**

Mr David Diale Department of Education and Training (DHET)

**Secretariat**

Ms Juliet Sibiya

**2.2 Apologies**

Mr Michael Cosser

Mr Ivor Baatjes

**2.3 Agenda**

The programme of the day was planned as follows:

|       |                                             |                       |
|-------|---------------------------------------------|-----------------------|
| 2.3.1 | Welcome and introductions                   |                       |
| 2.3.2 | Minutes of last meeting and matters arising |                       |
| 2.3.3 | Presentation on AGSA                        | Ms Gratitude Ramphaka |
| 2.3.4 | Presentation on SAQA                        | Mr Samuel Isaacs      |
| 2.3.5 | Presentation on NYDA                        | Mr Hershen Pillay     |
| 2.3.6 | Presentation on SAIDE                       | Ms Jenny Glenny       |

### **2.3.1 Welcome and introductions**

2.3.1.1 The chairperson gave opportunity to stakeholder members to introduce themselves.

2.3.1.2 Mr David Diale introduced the colleagues from AGSA, who are currently doing Transversal Audit on behalf of the Department of Higher Education and Training. Mr Diale explained that their brief is to perform audit functions across the country focusing on policies in the Provincial Education Departments.

2.3.1.3 The chairperson gave a briefing on the purpose of the task team. She indicated that the stakeholders' presentations will inform the development of the Concept paper on Community Education and Training Centres.

### **2.3.2 Minutes of last meeting and matters arising**

2.3.2.1 Minutes were deferred to the next meeting of the Task team.

## **3. Presentations**

3.1 **AGSA:** Ms Ramphaka and Mr Alec Green

3.1.2 The presenters mentioned that the framework within which audit was done was to look at whether policy implementation is run in an efficient manner (economy), whether it achieves the objectives (effectiveness) and whether the resources put equal the output (efficiency). The presenters explained that the audit is looking at the past three financial years, i.e. 2007/08, 2008/09 and 2009/10

3.1.3 The presenters explained that the report is not yet out as there has to be consolidation of the findings from all provinces.

3.1.4 The task team members were promised a document of the findings by AGSA.

3.1.5 The presentation gave a summary of the findings as follows:

#### **Funding**

- There is no uniform funding model.
- Funding does not meet requirements of provinces.
- There is no mechanisms to ensure AET receive funding – when provinces have budget shortages, they take from AET.
- Provinces are not spending on available funds.
- Provincial needs are prioritized where money allocated for AET is transferred for other use.

**Conditions of Service**

- Educators work for very few hours
- The DHET is not clear about retention of educators
- There are no guidelines for compensation.

**Curriculum**

- There is no guidance on content of curriculum
- Educators with a Matric Qualification struggle with the Unit Standards
- Provinces struggle with policy on Skills provisioning, especially in AET levels 1 to 3

**Advocacy**

- There is no clear target based marketing strategy
- Illiteracy population figures are not used and not distributed to centres.
- Provinces do not use illiteracy statistics for planning, centres continue with same figures year after year without knowledge of potential numbers

**Vacancies**

- The coordinators have limited responsibilities for monitoring and evaluation
- There is no high level management, only centre managers
- There is a high turnover of educators

**Facilities**

- Adult learners are housed in primary schools where they are compelled to use small desks.
- There is no security in some schools, most classes are offered at night when it is dark, and the environment pose danger to them.
- There are no amenities opened for them to use, i.e. bathrooms.
- There are no SLA's between AET and schools –the parties do not sign agreements – it is usually always treated on a mercy arrangement

**Learning and Teaching Support Material (LTSM)**

- There is no adequate funding for LTSM
- Pass rate at level 4 is disappointing
- There is no information for analysis of pass rate at levels 1 to 3
- There is no policy guideline which clearly links with the provision of the mass literacy campaign - Kha ri gude.
- Kha Ri Gude learners do not join AET centres at level 2

**Management Systems**

- There is no centralized management systems
- Reports and input are presented on manual forms.
- Data on EMIS and that used by AET officials is not the same.
- The performance of educators is not assessed.

- PEDs do not measure effectiveness of outcomes of the programme, but the budget and figures.
- The only measure that gets done is the pass rate of learners at level 4.
- Throughput is not measured at all – given the fact that learners do not write level 4 in one year, this information is missing.
- Data in AET is a challenge – EMIS is unverified and information at centres is captured manually for the Department to manage

#### 3.1.6 **Questions and comments that have been raised**

- What happens to those who go beyond level 4? Do they progress to level 4, is there a tracking system?
- Is Provincial data genuine?
- How distinct is AET data levels versus Matric data?

3.2 **NYDA:** Ms Nontsikelelo Makaula and Mr Bongani Magongo. The two presenters were standing in for Mr Yershen Pillay.

3.2.1 Presentation slides are attached

3.2.3 Questions and comments raised

- How is the popularity of awareness of NYDA and its programmes?
- Are programmes accessed by all population groups?
- At universities and colleges - support by programmes/ finance

3.3 **SAQA:** Mr Samuel Isaacs and Mr James Keevy

3.3.1 Presentation slides are attached

3.4 **SAIDE:** Ms Jenny Glenny and Ms Maryla Bialobrzaska

3.4.1 Presentation slides are attached

## 4. **House Keeping Matters**

4.1 The period for the International literature review done by Prof Aitchison has been extended until 5 December 2011

4.2 Input by Dr Lolwana will be done at the meeting of the 5 December 2011

4.3 The Concept Paper and the published Green Paper will be discussed at the meeting.

4.4 Mr Michael Cosser has been assigned to do some work at the HSRC as a result he will not be able to continue to do the local Literature Review, Mr Mabu Raphotle will assist in this regard.

4.5 On Community Education Research: The proposal has been submitted to the Supply Chain Management.

4.6 The comments given as an advice to the task team was to

- a) specify the TOR and include if there would be interviews and so on, and
- b) motivate the importance of the study to impact on the date.

4.7 The task team agreed that the Community Research will be done internally, by the task team members as sub – contractors as follows:

- a) Mr Ivor Baatjes to do research KZN
- b) Ms Tsakani Chaka to research on Limpopo

- 4.8 Members were reminded to submit required documents for the purpose of reimbursement.
- 4.9 Stakeholders to be invited in January are Public Works, SMME and COGTA.
- 4.10 **Date of next meeting**  
Next meeting will be held on 05 December 2011 at the ETDP SETA new offices as follows:

**Riverwoods Office Park  
24 Johnson Road  
Bedfordview**

**NB:** Task Team members will be notified of the contact numbers as soon as they are available.

5. **Adoption of minutes**

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Ms Fébé Potgieter – Gqubule  
(Chairperson)

Date: \_\_\_\_\_