# SRC 2021/22 TERMREPORT I COMMUNICATIONS OFFICER

saam vorentoe  $\cdot$  masiye phambili  $\cdot$  forward together

Students' Representative Council Third Floor, Neelsie Student Centre Private Bag XI, Matieland, 7602 Tel: +27 21 808 2757 | Email: sr@sun.ac.za





### ALME ENGELBRECHT - INSTITUTIONAL PROJECT LIAISON- AENGEL@SUN.AC.ZA

## **Table of Contents**

Constitutional Responsibilities	2
Portfolio Overview	3
Committees/Task Teams	4
Term Overview	





### Constitutional Responsibilities

The Communications Officer portfolio is a mandatory portfolio within the SRC according to the student constitution s28(5)(b), with the duties set out as follows:

- (b) The Communication Officer- Is responsible for:
- (I) ensuring that students are continuously and fully informed of the activities of the SRC in accordance with s26(6).
- (II) Obtaining feedback from students inaccordance with s26(6).
- (III) Ensuring that the advice of Student Parliament reaches the SRC.

All duties for the term have been fulfilled as will be elaborated below.





## Portfolio Overview

This portfolio manages all external communication with students, as well communication with institutional stakeholders where necessary. This involves sending mass mailers, helping the Secretary General manage the SRC inbox, and liaise with the Branding and Marketing managers to ensure the brand of the SRC is upheld and students stay informed through multiple platforms.





#### Committees/Task Teams

The Communications Officer sits on the Communication policy task team which has been active since 2021. This task team is responsible for creating the university's communication policy, and the Communications Officer provides input that is relevant to students and how this policy will affect them. The task team is approaching its final meetings wherein the draft will be finalized.





#### **Term Overview**

This term was very short, thus not a lot happened with the portfolio. The biggest struggle faced was gaining access to the SRC inbox. When access was finally granted, there was an influx of emails concerning the vaccine mandate. A general response sent by the ICBC was shared with the concerned students as far as possible. This term also consisted of finalizing the budgets and going through general SRC training.