



higher education
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Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Newsletter Second Edition | October 2018

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Nkangala
TVET COLLEGE

Skilling the Nation for Excellence

MyColMag
"Keeping You Updated"

EDITORIAL TEAM



Thato Ramaphakela



Bernard Nkadimeng



Clinton Mashabela

Contributors

Marcus Mokobaki

Siyabulela Ndlala

Editorial Comment



Thato Ramaphakela, Editor

We are excited to receive contributing articles from Nkangala TVET College staff, who in the absence of the editorial team, took upon themselves to capture the beautiful college moments to share with our readers.

College also welcome the new addition to "MyColMag" editorial team. Mr Mashabela joined the college in July 2018.

In this latest edition, we featured one of the college's longest serving employees. Read about her journey in public service, and be inspired. Long service goes hand in glove with loyalty.

In the policy matters section, editorial team investigated the need to comply with Performance Management and Development System with Human Resource Management.

When you read through the article, you will discover how important it is for employees to comply with the policy in ensuring good governance practises.

The team also interviewed a college staff members who put a standpoint on the importance of upholding good corporate image. As a college, we pride ourselves as a model to excellent customer service. We affirm the principles of *Batho Pele* in all our spheres of operation. Go through this edition and find out more. **Enjoy!!!**

Nkangala TVET College

VISION

Nkangala TVET College a centre of excellence providing skills for life long development.

MISSION

Providing collaborative support in the transformation of technical and vocational education and training to ensure placement and socio economic development through maximum utilisation of all available resources.

VALUES

Ubuntu
Professionalism
Integrity
Superior performance
Innovation
Batho Pele principles

Statement from the Principal

It is another exciting time for the College, as we report to all our stakeholders that we received another unqualified audit from Auditor General South Africa for 2017 financial year. We believe that, this will install confidence in investors and funders.

Once more, we commit ourselves to ensuring that we uphold good governance in our operations. The college council, under the leadership of Mr Tibane has provided oversight role in terms of governance, to ensure the college is in the right position in terms of performance, compliance and finance.

This year's results has improved to and I have reiterated that the results must be outstanding. The College is conducting support visits to campuses to evaluate and monitor the performance. We met with teams that have determination to ensure that they excel, given the limited resources.

Students are encouraged to adhere to attendance and punctuality policy, to meet the lecturing staff halfway in producing outstanding results. Omitted class attendance means that learning opportunity is missed and catch-up lessons are a tiring exercise.

Though we pledge our commitment to students support in terms of various interventions methods to assist struggling students academically. Funding for students has also yielded a number of challenges, we worked tirelessly to ensure students' allowances are paid. We welcome the development in National Student Fund Aid System (NSFAS) to address the backlog payment. We hosted the staff in August, and we will work closely with the funding scheme to assist students.

NSFAS has appealed to students to ensure that their SOPs are signed to FastTrack the payments and remove the backlog status.

Application for 2019 is open, new applicants are encouraged to **#APPLYNOW** to secure funding. Previous applicants and beneficiaries of NSFAS that made their applications manually and wish to benefit from the scheme are also encouraged to use online application process.

The College has also extended placement tests, until the end of October 2018. We encourage new applicants to start with their arrangements as soon as possible. This is an extension.

Sadly, the College lost one of its valuable employees, Mr Mthombeni to a very untimely tragic death. His passing has left a void in our hearts and has negatively affected academic progress. He was one of the best performing lecturers, and he will be a part of us forever.

On the other hand, we are following up an open inquest together with the family of a lecturing staff who has been reported missing several months ago. As the College community, we pin our hopes on her safe return.

*Cain Maimela
Nkangala TVET College,
Principal*



Good Corporate Image Marked Possible



A corporate image is an approach the institution presents itself to the public, specifically to targeted stakeholders. It requires employees, who perceive themselves as acting on behalf of the institution to make sense of their organisation in an ongoing social interaction with stakeholders and in a specific communication context. Corporate image embraces collective perceptions of reality, conducts to do things and interlocked performance within the organisation.

In today's cluttered market environment, a good corporate image provides an institution with visibility and recognisability to stand out from the crowd. Corporate image determines stakeholders' willingness to either provide or withhold support. Therefore, it is always vital for employees to uphold corporate image in a positive manner at all the time as it is seen as the lifeblood of any organisation. Sonto Ntshangase is one of Nkangala TVET College's front liners. In a one-on-one interaction with her,

Sonto has described the working environment as challenging but rewarding at the same time, especially when you aspire to learn more and represent the institution uprightly.

"I am often the first contact people meet, so I have to maintain a calm, courteous and professional demeanour at all the times, regardless of the visitor's behaviour because I am the image and voice of the College", she said.

She further stated that she is grateful for being part of Nkangala TVET College workforce, and she is demonstrating openness, integrity and willingness that Nkangala TVET College stands for, which is clearly articulated by Batho Pele principles. "I am grateful that I am awarded this opportunity within the College. The College is sharpening my corporate skills almost every day and it has become my second home, so I must represent it ethically regardless of the situation".

Artisan development at the top of the agenda.



Department of Higher Education and Training has tabled a target of thirty thousand artisans produced by 2020. The achievement can only be realised if the training institutions concerned commit to contribute to that vision.

Nkangala TVET College, as a training centre with excellent skills development not only as a core, but the top of its agenda has made strides towards that vision. Recently, three students received trade certificates after training in Witbank, Mpondozankomo and Middelburg campuses.

The qualified students also formed part of the Artisan Recognition Learning (ARPL), which was established in 2015. The program offers skills development to new trainees and skills gap to already employed people at a very affordable cost. Since its inception in 2015, the success rate for this program is at 80%.

ARPL program for newly trained artisan could take up to a duration of 24 months, which includes intensive theory and practical work. Meanwhile, people that have working

experience, they are able to complete the program in 7 weeks. Nkangala TVET College is proud of the progress by Makofane Kopano Kgaludi, Mashele Nikiwe Terrence and Makofane Katlego Regina in achieving the milestone.

The College is committed to produce more of its trainees to become future entrepreneurs to reduce the number of the unemployment rate, poverty alleviation and also to become capable workforce to address the skills shortage in the country.

“In an endeavour to assist apprentices to become well-skilled employees and entrepreneurs, we saw the power of Public-Private-Partnerships (PPP) coming into play. Stakeholder relations and management are very essential, as some of the practical efforts are performed in big companies as Work Based Exposure and Experience (WBE)”, Said Mr. J Joubert.

Editorial team would like to wish the three recently qualified artisans well in their future endeavours. They have a good story to tell.

Be the legacy.

Commemoration of centenary years of Nelson Mandela.



Two provinces namely, Mpumalanga and North West planned an event to honour the late Nelson Rolihlahla Mandela. The event was named Mandela Centenary Quiz Competition. This remarkable event was hosted by Orbit TVET College in Rustenburg, North West on the 17th of July 2018.

All six TVET Colleges from two provinces participated (Ehlanzeni, Gert Sibande, Nkangala, Taletso, Vuselela and Orbit). Each college presented a team of three participants or students. Nkangala team members were; Skosana Mongezi who is an SRC chairperson in Middelburg Campus, Rakgalakane Clifford and Ramanyela Thabang.

The three were selected after a tough competition which was held on 11 June, 2018 in Central Office. They emerged as informed and good researchers out of the other 12 students from other campuses of Nkangala TVET College.

The quiz questions were around the life of Mandela with special reference on his timeline. Nelson Mandela was among many South Africans who defied the status quo during the segregation period in South Africa.

The history surrounding him and other struggle icons ought to be taught to generations to come for, "If you don't know your history, then you don't know anything. You are like a leaf that does not know that it is a part of the tree"-Michael Crichton. Nkangala TVET College

scooped an award in this competition, defeating all other 5 Colleges.

Furthermore, on the 18th of May, 2018 staff in the College took a 5km walk in commemoration of the struggle icon. The walk to commemorate the struggle icon began from Highveld Mall and ended at Puma Rugby Stadium, eMalaheni.

by Marcus Mokobaki



Jetting off to China.



Nkangala TVET College students at OR Tambo International Airport, heading to China...

Students from Nkangala TVET College jetted off to China, as part of an agreement between Chinese culture and education centre and manufacturing engineering and related services Sector Education and Training Authority (merSETA).

The program sponsored 200 students from TVET Colleges across South Africa, and 10 engineering students in Nkangala TVET College benefitted from the program.

The program will run for a period of 12 months, with the aim of providing experiential learning to the selected students in China's top production and manufacturing companies.

While in China, the students will also be granted an opportunity to learn Chinese culture and language. Students from Electrical and Mechatronics were selected

and during send-off ceremony that was held in Middelburg Campus of Nkangala TVET College, one of the students who represented the ten said that he was excited about this opportunity.

"On behalf of everyone who was chosen for this program, we would like to thank all stakeholders involved for availing the funds for this program.

We will learn as much as possible and bring the skills back in South Africa to advance our country's technology to solve existing problems", he said.

Mr. Molifi Mabe spoke on behalf of the College principal, wished the team well and encouraged them to fly Nkangala TVET College high on the international stage. "We aim to skill the nation for excellence, that is our pay offline. Enjoy and learn as much as you can, stay safe and do your country proud", he said.

COLLEGE GRADUATIONS



College Sporting Activities



College Open Days



The old-time member of staff.

Q&A



Mgaselwa Maria Mguni, Records Management Officer in Nkangala TVET College

Briefly describe your occupational background

I have started working in the public sector in 1988. I have 30 years work experience within the public service. In 1994, I was absorbed by the Mpumalanga Department of Education and was based in Kwa-Mhlanga within facilities and transport management unit. In 2006, I was transferred to Nkangala FET College, which is presently known as Nkangala TVET College. Within the College, I got retained in Finance Section as a Procurement Officer. I served as a Procurement Officer with a passion for a period of 11 years. Afterwards, I was transferred to the section that I am currently in, which is Records Management. The mandate that I was given within the unit was to implement registry and records management.

What is records management and what does it entail?

Records management is an organisational function devoted to the management of information in an organisation throughout its life cycle, from the time of creation or inscription to its eventual disposition. This includes identifying, classifying, storing, securing, retrieving, tracking and destroying or

permanently preserving records. Therefore, my duties include but are not limited to the following:

- Receive, file and retrieve records
- Preserve and conserve records
- Archive records
- Manage archive and storage rooms
- Manage registry services

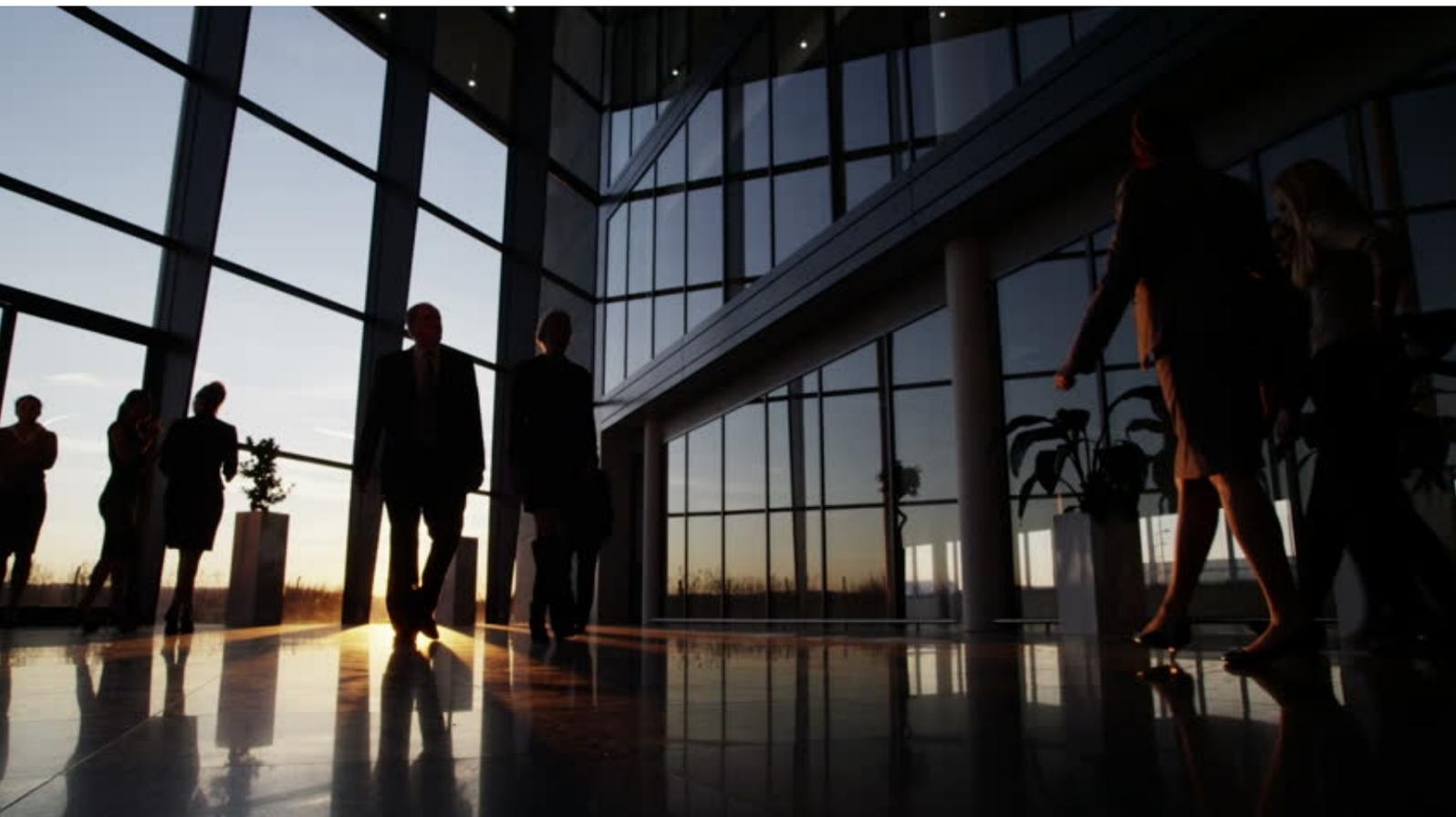
What inspired your choice of career?

I was inspired by the level of responsibilities and accountability required in this field. I knew that learning was possible, my knowledge in government policies, procedures and guidelines will improve.

How would you encourage the person who would like to follow in your footsteps?

Even though many academic institutions in the country have not yet accredited to offer a specific records management qualification. But I would emphasise one to know the importance of being able to articulate ideas and thoughts clearly and present them to those who do not know much about the field. I would also encourage the person to be reliable and dependable as each individual has a responsibility within a team. One has to have a passion about managing records.

Making individual performance meaningful



Performance Management and Development System (PMDS) was designed to provide a standardised monitoring tool for employee performance. Employee performance is developed using Key Results Areas (KRAs). The KRAs are developed to meet the organisations operational and strategic objectives.

The purpose of establishing PMDS is to ensure that each employee contributes successfully to the achievement of the organisations targets. The tool requires employees to enter into a personal agreement with immediate supervisor (who represents employer).

Department of Public Service and Administration (DPSA) dictates that assessment of the content of the agreement be reviewed half yearly, for reporting purposes. While performance of employee performance is managed daily, monthly and quarterly to track the progress and challenges that might hinder incumbent to meet their target.

This is done in order to put interventions in place to assist incumbent, because failure therefore affects the overall organisational target. PMDS policy has provision for Personal Development Plan (PDP) in the development plan, which incumbent must identify training needs to enable him or herself for personal learning that will assist in enhancing the quality of work produced. The employee assessment is measured on; targets

timeframes, quality, produced and compliance to necessary legislation.

What happens if the incumbent underperforms?

The review of performance must be done regularly by jobholder and immediate supervisor, thus avoiding circumstances for underperformance review during formal assessment period. Intervention plans must be put into place for employees who are struggling to achieve targets.

Compliance issues related to PMDS.

Jobholders and managers should enter into a performance agreement from beginning of each performance cycle. Reviews with motivation for incentive bonus or pay progression must be done half yearly.

It is a serious transgression to fail to enter into a performance agreement. Plans for developing agreement should be made soon after the organisation's Annual Performance and Strategic Plans are finalised and approved. The next review for performance assessment is end of September 2018 for half yearly reporting, HRM advices on submission and deadlines.

For more information, follow the link www.ntc.edu.za to read more about PMDS policy and guidelines. In the next edition, editorial team will cover Integrated Quality Management System (IQMS).

Career development for a better future



The attendance of the annual walk and learn career exhibition planned by Kruger National Park and Mpumalanga Department of Basic Education was considerably a success.

The event took place at Kruger National Park, Skukuza Rest Camp in Mpumalanga from the 7th to 11th of September, 2018 and involved over 200 grade 10 and 11 learners from high schools around Ehlanzeni, Nkangala and Gert Sibande Districts. The theme was focusing on hospitality, tourism and nature conservation.

Nkangala TVET College participated in the event and conducted presentations on tourism and hospitality courses offered by the College at Waterval Boven Campus. Mr. Mdluli and Mr. Maungwa were College representatives,

and they said that the event contributed meaningfully towards recruitment of new students for NCV programs.

“Nkangala TVET College, specifically Waterval Boven Campus benefited from the programme. We have been granted an opportunity to promote the services to potential learners”, said Mr. Mdluli.

In terms of Work Integrated Learning, the event involved 28 tourism students from Waterval Boven Campus. The students took part in the event as part of the Workplace Based Exposure (WBE) and had a prospect to visit and learn at various tourist attractions such as Air Link, Kruger International Airport and Phalaborwa International Airport.

By Siyabulela Ndlala

Appointment of Mr. Modishane

Nkangala TVET College is proud to announce the appointment of Mr. Modishane as the new head of Academics. This is a post that he acted on from November 2017. Mr. Modishane joined the sector in then Ndebele Technical College in 1990 before the merger and amalgamation of 5 campuses in Nkangala District. He was a high school educator for three years, then his passion saw him pursue a career in technical training and artisan development.

Mr. Modishane is a qualified electrical engineering artisan himself, and his self-motivated and hardworking character saw him moving up the ranks within the College. In 1996, he was appointed as a senior lecturer, 2004 as a Head of Department in engineering studies and eventually became a manager in the campus he joined as an electrical engineering facilitator.

His success and history in the College include the skyrocketing results amongst many. As soon as he was appointed a campus manager in now called CN Mahlangu Campus of Nkangala TVET College, he led a team that managed to produce almost double the digits of previous results of the campus.

When asked about how he managed to improve the campus results from 45% to 87%, he said that what was more important for him was to be positive, work hard, led by example and the rest followed.

That is one of the most valuable lessons this institution taught me”, he added. “I am passionate about skill development, for me, it is not just about producing outstanding results for students, but to fully equip them

for their next chapter in life, which is both becoming skilled entrepreneurs and competent labour forces. My next goal and important project on my bucket list is to ensure all campuses follow CN Mahlangu Campus example that nothing is impossible.

Together as a team in the academic sphere of the College, we will achieve the 80% target and more, maintain that and continue to grow”.

Mr. Modishane concluded by saying that, if anyone wants to achieve more in life, they must learn to respect time, in the workplace. We must stick to deadlines.

“Perform your duties without being micromanaged and invest in personal development because that is a key. I completed several qualifications while working, and I still need to enrol, education is important”, he concluded.

Meanwhile, the College bid farewell to Ms. Melanie Lamprecht, who terminated her service from the end of June 2018. Ms. Lamprecht was appointed as an interim Chief Financial Officer, and during her term of service in the College, the College received a thumb up from Auditor General South Africa.

She has since relocated to a new area. Nkangala TVET College would like to appreciate the tireless efforts of her and the team.

Mr. Maimela said earlier this year that the team should ensure that the clean audit status is maintained. The team is well equipped and capable of delivering desirable output. Nkangala TVET College has maintained an unqualified audit for two years in succession since the introduction of external audit bodies to TVET Sector.



**Mr. James Modishane
Newly Appointed
Deputy Principal**

Chairperson of College Council.

It is pleasing to realise that irrespective of some existing challenges in the higher education sector, the college has been able within the limited resources to proceed with provision of education.

The achievements and successes for the period under review have been through continuous commitment and dedication by the governing authority, management, staff, students, guardians, community and stakeholders of the College. Sound engagement between the stakeholders and role players towards attaining objectives of the institution has been central in the college.

The performance of the college was overseen and reviewed quarterly through reports presented by management to responsible committees for oversight by Council.

All committees have been able to present strategic recommendations to Council to inform and guide on constructive decisions required to enable a conducive work environment for students, administration and academic staff.

Academic Board reports considered by Council recorded an improvement on educational programmes of the college.

The primary responsibility and function of the college as an educational institution remain emphasised and repeated during engagement between Council and Management of the College.

The 2017 Unqualified Financial Audit Outcome issued by the Auditor General to the college served to motivate Council to emphasise its sustainability for continuous improvement in subsequent financial years. The commitment by workforce of the college cannot be left unrecognised thus it is much appreciated. A key stakeholder engagement process

was undertaken by the Council through a session with all recognised labour unions in the college to enhance working relations and create a communication and liaison platform for all interest parties.

It is worth to acknowledge implementation of administrative and educational programmes in the college by management under the leadership of the Principal, Mr CM Maimela. The Council further recognise the importance of students as the main and direct beneficiaries of education as a key to a successful future.

The partnership between management, staff and guardians contributed positively to the success of the college to date.

Let the next academic periods continue to bring light to the students of the college. **Thank you**

Mandla Tibane,
Chairperson: College Council



Meet the colleague.



Thulani Mathebula, from Central Office.

Meet Thulani Mathebula, a Business Management graduate and currently serving as an Accounting Clerk within finance section at Nkangala TVET College, Central Office. Mr. Mathebula joined the College workforce in 2010, and he is doing bookkeeping (cashbook and bank reconciliation) and processing payments as well as salaries for staff.

The reason he chose this career is based on his passion for numbers, he decided to study accounting in high school until tertiary level. "I have a passion for numbers, and I

know that accountants have a great deal of responsibilities. They are relied upon to record sales, purchases and transactions accurately".

He said that, the career has become apparent to him that accounting is an essential part of any institution.

"I have learned that organisations cannot function effectively without keeping track records of the movement of the business transactions and balances". He added that he is grateful to the College for granting him an opportunity to serve.

Be the Legacy



*Nelson Mandela
Centenary
2018
Be the Legacy*





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COLLEGE CONTACT DETAILS

Central Office

Cnr Haig & Norhey Str, Witbank 1035 | P.O Box 2282, Witbank 1035 | Tel: 013 658 4700

CN Mahlangu Campus

Physical/Postal, Training Road
Industrial Site, Siyabuswa 0472
013 973 9113/4

Middelburg Campus

Private Bag x21581
Middleburg 1050
013 1100 947

Mpondozankomo Campus

Private Bag X7259
Emalaheni 1035
013 699 0302/1113

1 Burg Street,
Middelburg 1020

No.1 Schonland Drive, Ferrobank
Ackerville, Emalaheni 1039.

Top of the World

3 Van der Bijl street
Witbank 1035
081 413 7928

Waterval Boven Campus

Private Bag x08
Waterval Boven 1195
013 658 4703

Witbank Campus

Private Bag x7215
Witbank 1035
013 656 2597

1st President Str,
Waterval Boven 1195

Cnr Smuts and Arras street
Witbank 1035

#MaSisulu100
<https://www.gov.za/masisulu100>

ALBERTINA SISULU
Centenary 2018



A Woman of Fortitude

