



Programme for Foundations of HEMIS Workshop: 26 August 2011

Bamboo Auditorium, Kgorong Building (at the main entrance)
University of South Africa, Muckleneuk Ridge Campus, Pretoria

Time	Detail	Speaker/Facilitator
08:00 – 09:00	Arrival and Registration	
09:00 – 09:15	Welcome & opening	Mr Glen Barnes, Vice President, SAAIR
09:15 – 09:30	Overview of Programme	Mr Herman Visser (Unisa)
09:30 – 10:00	Higher Education – the big picture (<i>the ice breaker</i>) <ul style="list-style-type: none"> - What is HEMIS? - Why is it necessary? - PQM - The roles of DHET, CHE and SAQA - Enrolment Planning - Subsidy - Quality Assurance 	Mr Herman Visser (Unisa)
10:00 – 11:00	Fundamental Concepts: Qualifications and Courses <ul style="list-style-type: none"> - How do qualifications get approved, accredited and registered? - How do courses get approved - Qualification types - Qualification levels - Course levels - Funding credits - Calculation of funding credits for teaching and research with group work - Majors - Allocation of CESM categories with group work 	Mr Herman Visser (Unisa)
11:00 – 11:30	Tea & Coffee Break	
11:30 – 13:00	Fundamental Concepts: Student Reporting (<i>it's about the six pack</i>) <ul style="list-style-type: none"> - The student walk - What is a student? - Applications, registrations and cancelations - Census dates - Assessment and student activity - What and who to include - Scaling – why and how? - The bouncers – Auditors - Valpac - Data integrity - Valpac reports - Examinations and graduation 	Mr Neels Bezuidenhout (Unisa)
13:00 – 14:00	Lunch	
14:00 – 15:00	Fundamental Concepts: Staff Reporting (<i>the other stuff</i>) <ul style="list-style-type: none"> - Biographic information (Profile file) - Staff FTE file - Who, what and how 	Mr Neels Bezuidenhout (Unisa)
15:00 – 16:00	Fundamental Concepts: Space Reporting (All spaced out) <ul style="list-style-type: none"> - Why is this important and what is the link with students and staff? - Space usage - Use of space norms 	Mr Herman Visser (Unisa)
16:00 – 16:30	Tea & Coffee Break	
16:30 – 17:30	Open Forum to clarify remaining issues and a wrap of the day	Mr Herman Visser (Unisa)

Please note that bookings will be restricted to the first 60 registrations