

Re: FEBE student communique 1: Welcome to 2021

13 January 2021

Dear students of the Faculty of Engineering & the Built Environment

A warm welcome back to all of you. It is hard to believe that I am already welcoming you back for 2021; it feels like just last week that I wrote the 2020 academic year (AY2020) close out letter. I hope that you have spent some well-deserved and much needed time with your loved ones and that you are rejuvenated, excited to close out AY2020 and ready for whatever 2021 may hold.

AY2020 was undoubtedly one of the most demanding, toughest, stressful and challenging years for the Faculty, CPUT, the Higher Education sector, South African as a county, and the world at large. As the AY2021 commences under lockdown level 3 (LL3) and a worrying early second wave with an alarming number of Covid cases, all indications are that 2021 will be no different. However, and hopefully with the experiences and lessons learned from last year, we will be much better prepared and planning for this year will include improvements on what was done under emergency circumstances.

(i) Close out of AY2020

Despite all the challenges, AY2020 progressed well, with about 85% of programmes closing out final assessments by 22 December 2020, but also some final assessments planned for December required changes or date shifts due to the early Covid-19 second wave. Nonetheless, starting 11 January 2021, the Faculty will be closing out the last 15% of programmes by the end of January 2021. With regards to the final assessments that were completed in December 2020; understandably staff had to take a much needed and well-deserved short break but many of them continued to mark in their own time. Those assessments are currently being marked, moderated and marks will be closed out as soon as possible; while maintaining the academic integrity. However, some students are still involved in practicals from as early as 4 January 2021 and final assessments/exams from 11 January 2021. Departments involved are closing out these practicals, final, deferred and re-assessments as per the planned timetables, with the publication of marks due between 29 January to mid-February 2021. Students will be able to view their results at (<https://www.cput.ac.za/students/about/results>) as soon as it has been released.

We understand that students are anxious to receive their final marks. HODs will communicate specific departmental publication, reassessments and deferred assessments dates with students as these are different for each department. If you have any queries please contact your respective department HOD or secretary for assistance (see Appendix 1 for contact details).

Health and safety (H&S) while on campus

I want to re-assure students that are required to be on campus for any activities that all the required H&S protocols have been put in place to ensure your safety while on campus. All we ask is that while on campus you adhere to the required H&S protocols. The faculty takes the H&S of all its staff, students and any person entering its premises seriously. All on-campus activities have to comply with the institutional H&S protocols and comply with the Covid-19 regulations. I have attached the CPUT face-to-face protocol in Appendix 2 with specific emphasis on section 8. Students must:

- a) Report for screening at least an hour prior to the assessment.
- b) Wear their face masks correctly, and maintain social distancing (1.5m) at all times.
- c) Report, in single file, to the assessment venue, at least 30 minutes prior to the assessment.
- d) Hand sanitize at the entrances to the assessment venue.

I further remind all students of the following faculty protocol that was communicated earlier in 2020:

- **Wearing of masks mandatory** – Any person not wearing a mask will be denied entry to the faculty buildings in line with the government regulations. Face masks must be worn covering both the nose and mouth at all times.
- Utilise the sanitisers at the entrance to buildings and venues and when leaving a building and/or venue.
- Only use the dedicated entrance and exit doors to buildings; do not use the emergency doors unless specifically indicated and/or there is an emergency announced and the building needs to be evacuated.
- Adhere to the maximum capacity allocation as indicated outside the venue.
- Use only the seating allocations in venues as indicated. Fill the rows from one side.
- Leave all venues in the condition that it was found in.
- No gatherings, crowding and congregation in or outside any passage, office, laboratory, venue, staircase or building at any time.
- Adhere to the capacity and physical distancing rules when using lifts.
- Avoid sharing of laptops; pens; books; cell phones; etc. as far as possible.
- No consumption of food or drinks in general areas or inside any venue.



#maskup #sanitise
#socialdistance

(ii) Planning for AY2021

This is indeed an unusual start to the year, and one never experienced before. As per the published CPUT academic calendar different student groups will register at different times. Please refer to the CPUT academic calendar and term dates (<https://www.cput.ac.za/about/dates>); and the registration website for more information on when and how you can register for 2021 (<https://www.cput.ac.za/students/about/registration>).

AY2021 will officially kick off much later in March (or as soon as the department's AY2020 has closed out). The start date for classes per programme will be communicated by respective HODs. Due to the late start, we will again have a shorter AY2021, with the current plan to close out the year by December 2021, though this will depend on what the year holds.

Please be reminded that the Student Services online (SOS) gives you access to all your student data, progress marks, registration and financial information, anytime and from anywhere, and to use this facility to update your personal information for 2021 (<https://www.cput.ac.za/students/about/sos>).

More detail on the multi-modal AY2021 year will follow in a subsequent communique.

Conclusion

I want to urge all students still involved in completing AY2020, under very difficult circumstances, to persevere and focus their energy and efforts on completing this year successfully. Remember why you started studying in the first place, know where you want to go, what your end goal is and focus on that. As your Dean I want nothing more than to see you progress to the next level. AY2020 has provided us with a unique opportunity to develop resilient graduates. As we plan for the Autumn graduation in April 2021, the highlight of any academic year, I for one, look forward to congratulating all those graduants who succeeded no matter the academic and personal hurdles they faced.

This pandemic will remain with us for months to come. Please be patient with the staff who are doing their very best to complete all processes as quickly as possible; be kind to one another, and remember everyone is going through something. Please stay safe and adhere to the call from the President to comply with all Covid-19 health and safety protocols and regulations.

Prof Marshall Sheldon

Dean of the Faculty of Engineering & the Built Environment

Appendix 1: Contact details for student queries

Please direct any queries you have as follows:

Query	Unit	Contact person
Registration, cancellations, exemptions	Faculty office	<ul style="list-style-type: none"> Chemical Engineering (Evette Festus, festuse@cput.ac.za) Clotex, DISE, CM&QS (Andre Burt, burta@cput.ac.za) Civil& Surv (Zaheera Rawoot, rawootz@cput.ac.za; 021 953 8729) DEECE (Wendy Stoffels stoffelsw@cput.ac.za; 021 959 6773) DMS (Zaheera Rawoot, rawootz@cput.ac.za; 021 953 8729) Mechanical & Mechatronics (Ngqamane Madonsela, madonselan@cput.ac.za) <p>Faculty officer (acting): Mr Badroen Cassiem, CassiemB@cput.ac.za Faculty Manager: Mr Niven Cloete, CloeteN@cput.ac.za</p>
IT related	CTS	<ul style="list-style-type: none"> Helpdesk: ctsservicedesk@cput.ac.za Connectivity and data: ctsservicedesk@cput.ac.za Password/login: ctsservicedesk@cput.ac.za Blackboard: ctsservicedesk@cput.ac.za
Academic	Departmental	<ul style="list-style-type: none"> Chemical Engineering (Siyasanga Nqwazi, Nqwazis@cput.ac.za; Elizma Alberts, VanWykE@cput.ac.za) Civil Engineering and Surveying (Ms Gaudentia Pretorius (pretoriusg@cput.ac.za) or Ms Wendy Heuvel (heuvelw@cput.ac.za)) Clothing and Textile (Ms Charlene Parenzee; parenzeec@cput.ac.za) ConMan & QuanSurv (Ms Charlene Daniels; DANIELSCH@cput.ac.za) DEECE (Deidre De Jong, dejonghd@cput.ac.za; Judy Rogers, rodgers@cput.ac.za) Industrial and Systems: (Shahida Ngonda; NgondaS@cput.ac.za) Maritime Studies: (Nomvuyo Nkani, nkanin@cput.ac.za) Mechanical and Mechtronics (Kulsum Mohamed, mohamedku@cput.ac.za) National Diploma & Diploma (Mechanical): Dr Msomi (msomiv@cput.ac.za); Mr Meyers (meyersl@cput.ac.za) and Mr Senda (sendap@cput.ac.za) BTech and Advanced Diploma (Mechanical): Mr Kohlhofer (kohlhoferw@cput.ac.za) and Mr Fawkes (fawkesh@cput.ac.za) Postgraduate: Prof Oliver (oliverg@cput.ac.za) Mechatronics: Mr Ayodele (ayodeleo@cput.ac.za)
Postgraduate studies	Faculty	<ul style="list-style-type: none"> Postgraduate studies: Ms Taylia Green (GreenT@cput.ac.za) Research and Innovation: Firoza Ismail (IsmailFe@cput.ac.za)

Please check the following for updates regularly (i) your official CPUT staff email; (ii) CPUT Newsflash; (iii) CPUT website and specifically (iv) the faculty landing page.