

SAE/008/0030/28

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AFRICAN NATIONAL CONGRESS

SOLOMON MANLANGU FREEDOM COLLEGE

MINUTES OF THE ADULT EDUCATION COMMITTEE

MEETING HELD AT SOMAFCO STAFFROOM ON

JANUARY 4TH 1983

1. Present:

- Cde. T. K. Maseko, Principal, Somafco, Chairman
- " M. Tikly, Director, Mazimbu Complex, Member,
- " Headmn Makonco, Youth Representative, member
- " R. Tunga - Adult Education Co-ordinator, Secretary.

2. Apology for Absence:

- Cde. Jackie - Youth Representative - Member.
- " E. Maboe - Ass. to H/T Primary School, member.
- " E. N. Ntilashe, Representative of the Community
- " R. Nzo (Manzo) - Womenes' Section - member.

3. Absent:

- Cde. Arthur Sidweshu. the Complex Commissar, Member
- " Elsie Abrahams, Health Department, member.
- " Representative of Works Committee.

4. Opening the meeting:

The meeting was opened at 5.10 instead of its scheduled time of 4.00 p.m. There was a poor attendance. The chairman urged all members to attend the next meeting.

Agenda: 1/1983: Minutes of Previous Meeting:

As there was no minutes of the previous meeting, the chairman asked the members to deal with the main agenda of the meeting - Agenda No.5:

Agenda 5/1983: Preparations for the Second Term, January 10th to 1st April 1983:

The chairman asked the meeting to devote itself to careful preparations and planning for the second term for the Adult Secondary Classes since the Basic Literacy and Intermediate classes Programme have taken off last term.

The Committee agreed upon the following routine procedure:

1. Allocation of subjects to teachers.
2. The timetable for classes and classrooms
3. The school calendar and the length of academic year.
4. The syllabus and the programme.
5. Discipline and code of conduct.
6. Resources and the enrolment on 10th January 1983 and thereafter.
7. Records and students' academic progress.
8. Staff meetings
9. Promotions, counselling and vocational training.

10. The chairman and the secretary should meet on Thursday the 6th to make a careful preparation and planning for the above routine procedure.

11. It was decided that the secondary classes would take place from 4.30 - 6.30 p.m. and 7.30 - 9.30 p.m. from Monday to Thursday.

12. It was decided that the programme should start with a general enrolment on Monday 10th January, 1982.

Agenda 6/1983 - General.

There should be ~~monthly~~ Adult Education Committee meeting.
The meeting closed at 5.45 p.m.