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Higher Education South Africa NPC t/a HESA  
Reg. No. 2005/013211/08

**FOR ATTENTION:**

Dr Mbambo Thata  
Committee for Higher Education Librarians of South Africa  
P.O Box 14  
Pretoria  
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Dear Dr Thata

**RE: Recognition – HESA Aligned Community of Practice**

Over the last couple of years, HESA received a number of requests from different organisations and/or associations which had been established within the higher education sector to be recognized as formal HESA structures and/or to obtain support from HESA for their existence. In light of these requests, the HESA Executive Committee requested the Office in 2012 to conduct a review of Communities of Practice (CoPs) that were currently being supported by HESA, those that already have recognition status within HESA and the new requests received over the last year. The Office was further requested to make firm proposals to the Executive Committee on the recognition status of the different structures with the view of formalizing and/or reconfirming arrangements with the approved structures for the next three years.

A proposal was tabled at the last HESA Executive Committee meeting and it gives me great pleasure to inform you that the Committee agreed that the **Committee for Higher Education Librarians of South Africa (CHELSA)** could be recognized as a HESA aligned Community of Practice.

For your information, HESA has two categories of Communities of Practice:

1. HESA-convened CoPs – These CoPs were established in terms of HESA's strategic plan (e.g around projects) and the lifespan of operations is determined by the HESA strategic plan HESA provides financial and administrative support to these CoPs (i.e. Finance Directors' Forum; HR Directors' Forum; Transformation Managers' Forum; Registrars' Forum; Education Deans' Forum etc.).
2. HESA-aligned CoPs – These CoPs have been established on their own initiative and outside HESA and exist on their own energies. These CoPs however can contribute to specific issues of interest to HESA on a needs basis.

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**Directors:** M.S. Badat; A.C. Bawa (Chairperson); R. Bolman; C. de la Rey; T. Eloff; J.D. Jansen; M.R. Kgaphola; J.M. Mabelebele (CEO); M.S. Makhanya; M.W. Makgoba; F. Mazibuko; L.V. Mazwi-Tanga; P. Mbat; N.M. Mokgalong; I. Moutlana; T.Z. Mthembu; G.L. Nongxa; B.P. O'Connell; N. Ogude; M. Price (Deputy Chairperson); I.L. Rensburg; D.I. Swartz; M. Tom.

This status of the HESA aligned CoP entails the following:

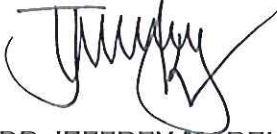
- i. The Community of Practice (CoP) exists on its own initiative and resources;
- ii. The CoP determines its own modus operandi to discuss issues of common interest across the sector (which includes the preparation of meeting documentation);
- iii. HESA does not provide financial or administrative support;
- iv. The CoP may use HESA's infrastructure (e.g. HESA website) and obtain access to other structures via the HESA office e.g. information dissemination purposes;
- v. The CoP may bring matters arising from their agenda to the attention of HESA via the HESA Office;
- vi. HESA may require the CoP to attend to any specific matter from its agenda which falls within the scope of work and expertise of the particular Community of Practice; and
- vii. The CEO and/or his representative may attend meetings of the CoP.

In terms of reporting, it will be expected that the CoP submit agendas and records of meetings to HESA. It is further expected that the CoP will develop a short report after meetings/workshops/events that will be submitted to the HESA Office and where necessary, tabled at the HESA Board.

However, it should be noted that the CoP does not have the authority to speak on behalf of HESA without a clear mandate from the HESA Board.

Dr Marianne Engelbrecht, Project Manager: Capacity Development, will be your contact person in the HESA Office. If you have any queries in this regard, kindly contact her at E-mail [marianne@hesa.org.za](mailto:marianne@hesa.org.za) or Tel. 012 481 2923.

Kind regards



**DR JEFFREY MABELEBELE**  
**CHIEF EXECUTIVE OFFICER**

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