Dr Rehana Minty

✉ rehanam@uj.ac.za

📞 +27 81 532 4708

PREAMBLE

Born in Northern Kwa-Zulu Natal to an under-privileged family, I remember my father's work ethic in all aspects of his life. He instilled in me a steely determination to overcome all barriers and my success in both my personal life and career is attributed to the skills and life lessons he has taught me, that is, hard work, determination and perseverance are the cornerstones to success. I would like to be such an influential person in my students' lives and hence have been part of the teaching fraternity for the past 26 years. I have always studied with the objective of improving my knowledge and skills. Living in a third world country with all its challenges, affords me the opportunity to improve the lives of my fellow South Africans. I specialise in the use of ICTs in Education to enhance the teaching and learning experience for both learners and educators.

PERSONAL DETAILS

Name: Rehana Minty
Nationality: South African
Marital Status: Married with two children
Languages: English (1st language) and Afrikaans (2nd language)
Qualifications: PhD (ICTs in Education)
MEd (Computer Based Education) Cum Laude
BSc Hons (Information Systems)
BSc (Information Systems)
Diploma in Datametrics
Higher Education Diploma (4 Year) – Mathematics and Computer Science

PERSONAL ATTRIBUTES

- Have excellent verbal and written communication skills
- Management of people, processes and information
- Leadership in the work environment but also in other facets of social engagement
- Conflict Resolution
- Team player with good inter-personal skills
- Confident
- Diplomatic
- Planning, organising and coordinating activities
- Excellent budgetary skills
- Good Time management
- Excellent mentoring skills
- Community engagement/service
- Copes well under stress
- Served as a Trustee in a Sectional Title Scheme – Secretary and Financial portfolios

EDUCATION

Qualification:	**Doctor of Philosophy - PhD (ICTs in Education)**
Institution:	University of the Witwatersrand
Title of thesis:	The Viability of Teaching and Learning Mathematics using Information and Communication Technologies (ICTs) in Gauteng Paperless classrooms
Date obtained:	2021

Qualification:	**Magister Educationis - MEd (Computer Based Education) CUM LAUDE**
Institution:	University of Johannesburg
Title of dissertation:	Infusing Information and Communication Technologies (ICTs) into the teaching and learning of Mathematical Literacy
Date obtained:	2012

Qualification:	**Honours Bachelor of Science Information Systems**
Institution:	University of South Africa
Date obtained:	2007
Subjects:	Network Management, Information Security, Information Systems Development: Methodologies, techniques and Tools, Software Engineering, Database Design, Human-Computer Interaction, Research for Computing (Information Systems), Theory of Program Languages 1, Software Project Management, Research Project
Distinctions:	Information Security, Research for Computing (Information Systems), Research project

Qualification:	**Bachelor of Science**
Institution:	University of South Africa
Date obtained:	2001
Subjects:	Computer Science 101, Computer Science 111, Mathematics 101, Mathematics 111, Mathematics, 103, Mathematics 211, Mathematics 215, Statistics 101, Statistics 102, Statistics 111, Statistics 112, Statistics 202, Statistics 211, Statistics 203, Statistics 207, Statistics 302, Statistics 303, Statistics 305, Statistics 306, Information Systems 305, Information Systems 303, Computer Science 311
Distinctions:	Mathematics 101, Mathematics 111, Statistics 101, Statistics 111, Statistics 112, Statistics 211, Statistics 207, Information Systems 303, Statistics 306, Statistics 303, Statistics 305, Computer Science 311

Qualification:	**Diploma in Datametrics**
Institution:	University of South Africa
Date obtained:	1996

Qualification:	**Higher Education Diploma (Four – year course)**
Institution:	Springfield College of Education
Date obtained:	1993
Specialising Subjects:	Mathematics and Computer Science
Distinctions:	Mathematics

CERTIFICATES

Certificate: **Certified Microsoft Innovative Educator**
Institution: Microsoft
Date obtained: 2020

Certificate: **Blackboard Training Level 1**
Institution: Digital Teaching and Learning in Practice
Date obtained: 2018

Certificate: **Blackboard Training Level 2**
Institution: Digital Teaching and Learning in Practice
Date obtained: *2017*

Certificate: **ICDL International Computer Driving Licence**
Institution: ECDL Foundation
Date obtained: 2008

Certificate: **Conduct Outcomes-based Assessments**
Institution: University of Johannesburg
Date obtained: 2007

Certificate: **Facilitator: Principles of OBE as applied in Curriculum 2005**
Institution: Vista University in partnership with the Gauteng Department of Education
Phase: Intermediate/Senior Phase
Date obtained: 2002

Certificate: **Internet Literacy**
Institution: Prince Georges Community College, Maryland, USA
Date obtained: 2000

AWARDS

2018   Best Lecturer for 3rd year Management Services students in the Faculty of Engineering and Built Environment

EMPLOYMENT SUMMARY

Company	Employment Period	Designation
University of Johannesburg	Jan 2005 – Present	Lecturer Deputy HoD (EUC, CEPs and Online) since Jan 2021
Rand Afrikaans University (RAU)	2004	Lecturer/Subhead: Computer Information Technology and End-User Computing
Vista University	1996 - 2003	Lecturer/Subhead: Computer Information Technology and End-User Computing

Lenasia secondary School   1993 - 1995   Teacher

Responsibilities

DEPUTY HOD (EUC, CEPS AND ONLINE)
- Review/approve/reject all applications for all SLPs offered by the department.
- Ensure that the brochures and yearbook for SLPs and EUC are correct.
- Maintain quality control for all EUC modules offered on the four UJ campuses.
- Liaise with other departments and faculties regarding new and current offerings of EUC.
- Procurement of the electronic testing tool used for EUC.
- Managing all EUC tutors (± 16)
- Setting of learner guides for the various EUC modules and assessments.
- Interviewing, shortlisting and selection of EUC tutors.
- Compiling venue, lecturing and test timetables
- Mentoring and training tutors to teach the EUC curriculum.
- Management and use of the Electronic Assessment Tool for EUC (SAM)
- Training tutors to use the SAM tool.
- Programme reviews within the different Faculties for EUC modules

LECTURER/SUBHEAD/ACADEMIC COORDINATOR
- Evaluation and selection of the electronic assessment tool
- Developing learning material and learner guides for all modules taught and the various EUC modules
- Lecturing Information Technology modules on undergraduate and postgraduate levels
- Providing mentoring, advice and support to students on a personal level
- Setting/Moderating tests, assignments and examinations
- Compiling venue, lecturing and test timetables
- Managing EUC tutors
- Compiling all assessments for the various EUC modules
- Supervising student assistants
- Conducting research
- Interviewing, shortlisting and selection of EUC tutors
- Mentoring and training tutors to teach the EUC curriculum
- Management and use of the Electronic Assessment Tool for EUC (SAM)
- Training tutors to use the SAM tool
- Supervision of Honours and Masters' students
- Programme reviews within the different Faculties for EUC modules

SCHOOL TEACHER

- Taught the following subjects
  Computer Studies grades 10, 11 & 12
  Computer Literacy grades 8 and 9
  Mathematics grade 8

Subjects taught at HEIs

- End User Computing
- Systems Analysis and design 1A
- Systems Analysis and Design 1B
- Information Systems 1A
- IS Auditing
- Financial Information Systems 3A

- Financial Information Systems 3B
- Financial Information Systems 1A
- Financial Information Systems 1B
- Computer Fundamentals -CIT 5001
- Introduction to Databases – CIT 5002
- Introduction to Programming – CIT 003
- Information Systems – CIT 5004

Postgraduate Supervision

- 2017 – supervised 2 honours students
- 2019 – supervised 1 honours student – Student was selected as one of the top 3 students at departmental level to take part in the poster competition at college level
- 2020 – Co-supervising a master's student
  Supervised 4 honours students

OTHER

2021   Deputy HoD (EUC, CEPs, Online)
          Department of Applied Information Systems (AIS)

2020   **Moderator** – Advanced Diploma Information Administration IV (IFA107V)
               Tswane University of Technology
          Peer Reviewer: Mousaion Journal of Information Systems
          Peer reviewer: SAGE Online
          Responsible for the AIS Departmental Website
          Serves on the College Programme committee

2019   Peer Reviewer for articles submitted to the ICICIS conference
          Assisted with the ICICIS website

2017   Member of the ICICIS Steering Committee
          Assisted with the ICICIS website

2014   Moderator – End User Computing
          University of Mpumalanga

NATIONAL TRAINING, COURSES AND WORKSHOPS ATTENDED

- The Why and How of SLP – Gloria Castrillon (2020)
- Integration of Tutorials – online (2020)
- UJ Teams Training (2020)
- Career Development and Promotion Workshop (2020)
- Assessment Workshop (2020)
- Computer Assisted Qualitative Data Analysis: Introduction to Atlas.ti
- Blackboard Certified training
- Writing the Literature Review Workshop
- MEd and PhD Research Methodology Workshop

COMMUNITY SERVICE

- Trained unemployed people at the Jan Hofmeyer Centre in Johannesburg on the Microsoft Word and Excel
- Trained Teachers at Pioneer Primary School in Benoni on Microsoft Word and Excel on the beginners and Intermediate level

MEMBER

- The South African Council for Educators (Member No: 12304994)
- Member of IEEE – Membership No: 96624930
- Member of SAICSIT

RESEARCH INTERESTS

My focus is on ICTs in education, including electronic assessment, online and remote learning and paperless classrooms.

PEER REVIEWED CONFERENCE PROCEEDINGS

Minty, R. (2019) Tutor Experiences with the Use of an Electronic Assessment Tool at the University of Johannesburg. *IEEE International Multidisciplinary Information Technology and Engineering Conference (IMITEC)* pp. 91-96

Barlow-Jones, G., Ndayizigamiye, P., Brink, R., Bvuma, S., Minty, R. & Mhlongo, S. (2019). *LinkedIn as a Tool for Tracking IT Graduates,* Global Learn, 119-123

JOURNAL ARTICLES PUBLISHED

Minty, R. & Moll, I. (2020). Gauteng paperless classrooms: fantasy, fiction, or reality? Mousaion Journal of Information Systems, 38 (1), 1-16

Minty, R. (2018) To Use Electronic Assessment or Paper-Based Assessment? That is the Question (Apologies to Shakespeare). *The Independent Journal of Teaching and Learning,* Vol 13(1) 17-27

Minty, R. & Pather, E.V. (2014). The integration of ICTs in the teaching and learning of Mathematical Literacy: A study conducted in eight schools in Gauteng, South Africa. *International Journal of Science, Commerce and Humanities,* 2(1) 47-60

BOOKS

Ndayizigamiye, P., Barlow-Jones, G., Brink, R., Bvuma, S., Minty, R., & Mhlongo, S. (Eds.). 2021. Perspectives on ICT4D and Socio-Economic Growth Opportunities in Developing Countries. Hershey, PA: IGI Global. http://doi:10.4018/978-1-7998-2983-6

REFERENCES

Dr EU Pather
Ex-lecturer WITS and UNISA
071 199 4079
ethelpather@yahoo.com

Dr Stella Bvuma
Head of Department: Applied Information Systems
School of Consumer Intelligence and Information Systems
College of Business and Economics
University of Johannesburg
073 250 7711
stellab@uj.ac.za

Prof Roelien Brink
Deputy HOD: EUC, Online and CEP
School of Consumer Intelligence and Information Systems
College of Business and Economics
University of Johannesburg
082 043 2952
rbrink@uj.ac.za