



DIE TAALEENHEID

Ons is die taalbeleidimplementeringstruktuur van die Universiteit van Johannesburg wat verantwoording aan die Senaatstaalkomitee en die Registrateur se kantoor doen. Ons verskaf raad oor taalpraktykkessies en koördineer die UJ-Taalbeleidimplementingsproses in die hele instelling (afdelings, fakulteite en departemente op al die kampusse). Ons het op 1 Junie 2008 tot stand gekom.

MISSIEVERKLARING

VISIE | Ons verskaf kliëntgerigte gehalte-ondersteuning ten opsigte van die implementering van die Universiteit se Taalbeleid.

MISSIE

| Ons is daartoe verbind om:

- grondige en uitstekende ondersteuning ten opsigte van die implementering van die Taalbeleid te verleen;
- uitstekende en volgehoue dienslewering aan die hele Universiteitgemeenskap te verseker;
- aan die hoogste standaard van toerekenbaarheid te voldoen.

WAARDES

- Om na professionalisme te streef en om integriteit in die uitvoering van ons pligte te handhaaf.
- Om respek vir taal- en kulturele diversiteit en ook menswaardigheid te bevorder.
- Om onself aan individuele en gesamentlike bydraes te wy.

DOELWITTE

Doel een: Gegronde ondersteuning ten opsigte van die implementering van die Taalbeleid

Om uitstekende bystand ten opsigte van die implementering van die Taalbeleid aan fakulteite, ondersteuningsdienste en die Universiteit se Uitvoerende Bestuur te verskaf en handhaaf.

Doel twee: Kultuur van transformasie

Om die Universiteit se waardes te bevorder deur middel van taaldienste wat tot die algemene kulturele transformasie van die hele Universiteit bydra.

DIENSTE

Ons rol is tweevoudig:

(a) **Taaldienste:** Ons verskaf *vertaal-, *taalversorgings-, en *tolkdienste in die akademiese, bestuurs- en administratiewe konteks. Ons verskaf twee tipse tolkdienste: *simultane tolking en *konsekutiewe tolking. Tolkdienste is op versoek beskikbaar gedurende Senaats- en UBK-vergaderings. Al ons dienste is beperk tot die vier amptelike tale van die Universiteit, naamlik Engels, Sesotho sa Leboa, Afrikaans en isiZulu. Ons ontwikkel 'n Sesotho sa Leboa en isiZulu terminologiedatabase en staaf dit deur ons samewerking met ander universiteite en taalbelangliggame/-organisasies. Dit is ons poging om hierdie inheemse tale te ontwikkel tot op die vlak van beoefening wat deur Engels en Afrikaans geniet word.

(b) **Taalbeleidimplementeringstrategie:** Ons het opdrag om 'n mikrotaalbeleidimplementeringstrategie op te stel en die implementeringsproses in die hele Universiteit te bestuur. 'n Belangrike aspek van ons opdrag is om die fakulteite, afdelings en departemente in die Universiteit by te staan om die Taalbeleid na te kom. Die spesifisiteit van ons take in hierdie afdeling sluit in:

- **Om raad en bystand te verskaf om taalopleidings-programme te koördineer:** funderingstaalprogramme, geletterdheidspogramme vir volwassenes, Engelse, Sesotho sa Leboa, Afrikaanse en isiZulu praktiese taalkursusse vir personeel en studente (op verskillende vlakke en vir verskillende doeleindes).
- **Vertaling:** 'n woord, frase, of teks wat in een taal geskryf is, word met woorde in 'n ander taal vervang, wat 'n ekwivalente betekenis as die van die oorspronklike taal het.
- **Taalversorging:** berei 'n teks vir publikasie voor deur foute te korrigeer en akkuraatheid en duidelikheid te verseker.
- **Tolking:** mondelinge vertaling van wat in een taal gesê is in 'n ander taal sodat sprekers van verskillende tale met mekaar kan kommunikeer.
- **Simultane tolking:** mondelinge vertaling uit een taal in ander taal, geskied gelyktydig.
- **Konsekutiewe tolking:** mondelinge vertaling uit een taal in ander taal, geskied om die beurt.

- **Werk saam met taalstudiedepartemente ten einde 'n taalnavorsingskomitee te vestig wat 'n hoë premie op die volgende plaas:** taal in hoër onderwys (insluitend taaloudits), tweedetaalonderrig in hoër onderwys, die ontwikkeling, uitbreiding en bewaring van inheemse en minderheidstale as tale van wetenskap en onderrig, veeltaligheid in hoër onderwys, akademiese geletterdheid (akademiese lees, skryf en praat), terminologie-ontwikkeling (onder andere in samewerking met ander hoëronderwysinstellings en die Pan-Suid-Afrikaanse Taalraad (PanSAT)).

- **Skakeling en samewerking met:** PanSAT, Kommissie vir die Bevordering en Beskerming van die Regte van Kulturele, Godsdienstige en Taalgemeenskappe, tersiêre taalinstellings en -departemente (onder andere taalontwikkelingseenhede wat deur die Departement van Onderwys en die Departement Kuns en Kultuur verskaf word, asook instellings vir taalpatologie en gebaretaal), nasionale en internasionale taal- en vertaalalliggame.
- **Taalbewustheidsveldtote:** gemik op personeel, studente en die gemeenskap.

IZINHLOSO

Inhoso yokuqala: ukwesekela okunesisekelo esihle ekufezeni nasekwenzani okunqunywe kuNqubomgomoyoLimi.

Ukuhlinzeka nokugcina izinsizakalo zokwesekela ukufenza nokwenziwa okunqunywe kuNqubomgomoyoLimi okuncomekayo kumafakhathi, imisebenzi yokusiza kanye neziphathimandla zeNyuviesi.

Inhoso Yesibili: Isiko lenguquko

Uukhuthaza amagugu eNyuviesi ngemisebenzi yezilimi efaka isandla enguqukweni yamasiko eNyuviesi yonke.

IMISEBENZI

Iqhaza lethu limbaxambil:

(a) **Imisebenzi yeziLimi:** Sihlela futhi sibhekele *ukuhumusha, *ukuhlela ulimi kanye nemisebenzi *yokutolika ngaphakathi engqikitini yeziLimi leSigele nasehhovisi likaRejistra. Sihlinzeka ngezindaba zokusethenziswa kolimi kanye nokubhekela uhlelo lokwenza okunqunywe kuNqubomgomoyoLimi yase-UJ esikhungweni sonke (Izigaba, amaFakhathi kanye neMinyango kuzo zonke iziKhungo). Saqala ukusebenza mhla woku-01 kuNhlangulana ngowesi-2008.

ISITATIMENDE SENHLOSONGQANGI

UMBONO | Sihlinzeka ngemisebenzi yokweseka eseqophelweni eliphezulu kwesibasebenzelayo, eqondene nokufeza okunqunywe kuNqubomgomoyeziLimi yaseNyuviesi.

INHLOSONGQANGI

| Siyazibophezelka ekwenzeni lokhu:

(b) **Isu Lokufeza Okunqunywe kuNqubomgomoyeziLimi:** Sinikeze umsebenzi wokwenza uhlaka Iwesu lokufeza okunqunywe kuNqubomgomoyeziLimi nokuqhuba uhlelo lokuyisembenza eNyuviesi yonke. Okubalulekile egunyenili lethu ukusiza amaFakhathi eNyuviesi, Izigaba kanye neMinyango ukuze ihambisanen eNqubomgomoyeziLimi e-UJ. Okucaciswe ngqo ngemisebenzi yethu kulesi sigaba kubandakanya:

- **Ukuhlinzeka ngezeluleko nosizo ekuxhumaniseni izinhlelo zokuQeqesha zoLimi:** Izinhlelo zoLimi eziyisisekelo; izinhlelo zokwazi ukufunda nokubhala zabantu abadal; izifundo zolimi ezenwi ngeSesotho sa Leboa, ngesiZulu, nge-Afrikaans nange-English kubasebenzi nabafundi (emazingeni ahluken nawezinhloso ezahlukene);

AMAGUGU

- Upukhophela ubungcweti nokugcina isithunzi ekwenzeni imisebenzi yethu.
- Uukhuthaza inhlonipho yolimi nokwehluhluhukana kwamasiko, kanjalo nesithunzi somunti.

- Ukuzibophezelka kwethu ekululeni isandla kumuntu ngamunye nasemaqenji.

UPHIKO LWEZILIMI

Ukuhlanganyela neminyango yezfundo Zolimi nezocwaningo uku kucwaningwe futhi kufundwe, ngalezi zifundo eqophelweni eliphezulu: Ulimi kwezeMfundoePhakeme (kubandakanya ucwaningo lwezilimi); ukufundisa ulimi lvesibili kwezemfundoePhakeme; ukuthuthukisa, ukwelula nokonga izilimi zendabuko nezincane njengezilimi zesayensi nokufundisa; izilimi eziningi kwezemfundoePhakeme; ukwazi ukufunda nokubhala izifundo (ukufunda isifundo, ukubhala, ukukhulumu); ukuthuthukisa amagama (phakathi kokunye ngokuhlanganyela nezinye izikhungo zeMfundoePhakeme kanye neBhodi yeziLimi iPan South African Language Board (PanSALB)).

- **Ukuxhumana nokuhlanganyela nalaba:** PanSALB; Commission for the Promotion and Protection of the Rights of Cultural, Religious and Linguistic Communities; izikhungo neminyango yezilimi ezikhungweni ezipakeme (phakathi kokunye izinhlaka ezithuthukisa ulimi, lwezilimi yeMfundoeNkomo kanye nowoBuciko namaSiko, kanjalo nezikhungo zocwaningo lwezilimi nolimi lwezimpawu); imigwamanda kaZwelonek neyamazwe omhla yezilimi nokuhumusha.

- **Ukwethulwa kweMikhankaso yokuQwashisa ngoLimi phakathi kwabasebenzi, abafundi kanye nomphakathi jikelele.**

* **Ukuhumusha:** Igama, isisho, noma ithekisthi elibhalwe ngolunye ulimi okunencavelo noma okufanayo nalokho kolimi ekususelwe kulona.

* **Ukuhlela ulimi:** Ukulungisela ithekisthi ukushicilelwaa ngokulungisa amaphutha nokuqinisekisa ukucwengeka nokulunga.

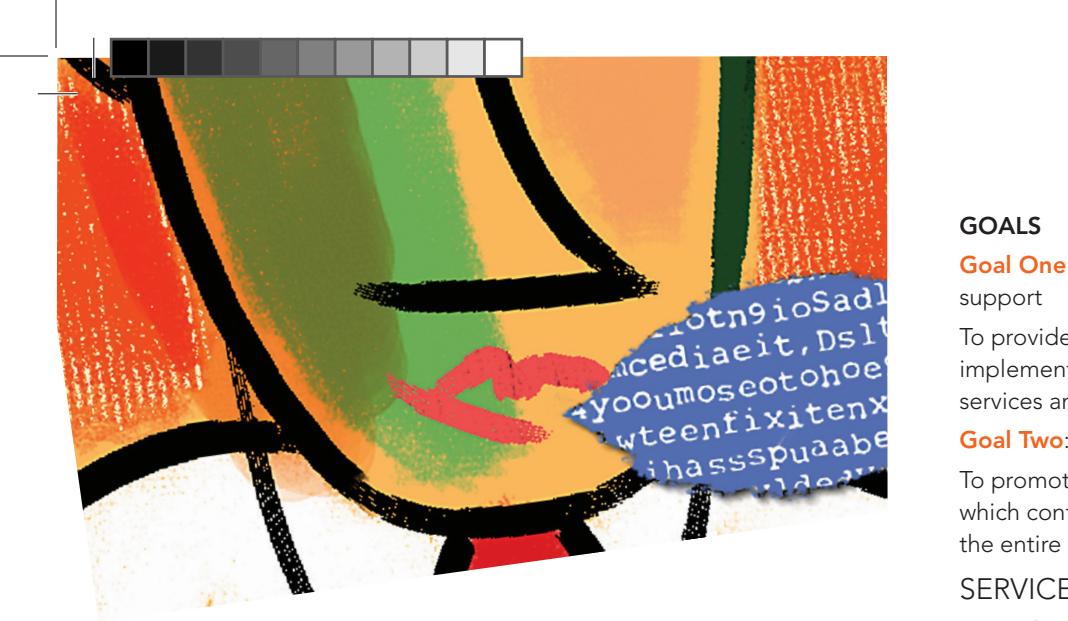
* **Ukutolika:** Ukuhumbusha ngokomlomo lokho okushiwo ngolunye ulimi ukuse kolunye ulimi ukze izikhulumi zezilimi ezahlukene zizokwazi ukuxhumana.

* **Ukutolika ngasikhathi sinye:** Ukuhumbusha ngokomlomo kusuka kolunye ulimi ukuse kolunye ulimi- ngasikhathi sinye.

* **Ukutolika okulandelene:** Ukuhumbusha ngokomlomo okusuka kolunye ulimi kuya kolunye, kwenziwa ngokulandela kunikwana ithuba.

THE LANGUAGE UNIT LEKALA LA MALEME DIE TAALEENHEID UPHIKO LWEZILIMI

RETHINK EDUCATION,
REINVENT YOURSELF.
UNIVERSITY
of
JOHANNESBURG



THE LANGUAGE UNIT

We are the Language Policy implementation structure of the University of Johannesburg, accountable to the Senate Language Committee and the Registrar's office. We advise on language practice issues and coordinate the UJ Language Policy implementation process across the entire institution (divisions, faculties and departments on all campuses). We have been in existence since 1 June 2008.

MISSION STATEMENT

VISION | We provide client-oriented quality support with regard to the implementation of the University's Language Policy.

MISSION | We commit ourselves to:

- providing well-grounded and excellent Language Policy implementation support;
- ensuring excellent and consistent service delivery to the entire University community;
- adhering to the highest standard of accountability.

VALUES

- Striving for professionalism and maintaining integrity in the performance of our duties.
- Promoting respect for language and cultural diversity, as well as human dignity.
- Dedicating ourselves to individual and collective contributions.

GOALS

Goal One: Well-grounded Language Policy implementation support

To provide and sustain excellent Language Policy implementation support services to faculties, support services and the University's executive management.

Goal Two: Culture of transformation

To promote University values through language services which contribute to the general cultural transformation of the entire University.

SERVICES

Our role is twofold:

- (a) **Language services:** We provide *translation, *language editing and *interpreting services within the academic, management and administrative contexts. We provide two types of interpreting services: *simultaneous and *consecutive. These services are available on request during Senate and MEC meetings. All our services are limited to the official languages of the University, viz. Sesotho sa Leboa, English, isiZulu and Afrikaans. We are building Sesotho sa Leboa and isiZulu terminology databases and authenticate this through our collaboration with other universities and language interest bodies/organisations. This is our attempt to develop these indigenous languages to the level of operation enjoyed by both English and Afrikaans.

- (b) **Language Policy implementation strategy:** We are tasked to draft a micro Language Policy implementation strategy and drive the implementation process throughout the entire University. Key to our mandate is assisting the University faculties, divisions and departments with complying with the UJ Language Policy. The specificity of our tasks in this section includes:

- **Providing advice and assistance in coordinating language training programmes:** Foundation language programmes; literacy programmes for adults; English, Sesotho sa Leboa, Afrikaans and isiZulu practical language courses for staff and students (at different levels and for different purposes).

- Collaborating with language study departments and research units so as to place high premium on research and study on the following themes:

Language in higher education (including language audits); second-language teaching in higher education; the development, extension and preservation of indigenous and minority languages as languages of science and teaching; multilingualism in higher education; academic literacy (academic reading, writing, speaking); terminology development (*inter alia* in cooperation with other higher education institutions and the Pan South African Language Board (PanSALB).

- **Liaison and cooperation with:** PanSALB; Commission for the Promotion and Protection of the Rights of Cultural, Religious and Linguistic Communities; tertiary language institutes and departments (*inter alia* language development units provided by the Departments of Education and of Arts and Culture); national and provincial media, institutes for language pathology and sign language; national and international language practice organisations/bodies.

- **The Launch of the Language Awareness Campaign:** Among staff, students and the broader community.

LEKALA LA MALEME

Re lekala la tsenyotirišong ya Pholisi ya Maleme ya phošollo ya polelo le *ditirelo tsa tlathollelo ka gare go tsa thuto, tsa taolo le tsa tshepedišo. Re aba mehuta ye mebedi ya ditirelo tsa tlathollelo: *tlathollelo ya sammaletee le *tlathollelo ya hlatlamano. Ditirelo tse di tla ba gona ka kgopelo ge ena le dikopano tsa Senata le tsa MEC. Ditirelo tsa rena ka moka di lekanyeditšwe go maleme a semmuša o Yunibesithi, e lego Seisimane, Sesotho sa Leboa, Seafrikanse le IsiZulu. Re aga dišego tsa mantšu tsa Sesotho sa Leboa le IsiZulu ra ba ra kgonthiša mantšu ao ka tselanalo le diyunibesithi tše dingwe le makgotla/mekgatlo ye e nago le kgahlego ka go tsa maleme. A ke maitekelo a rena a go tšwetša maleme a seAfrika pele, go a bea maemong a makaone a tirišo, a go lekana le a Seisemanle le Seafrikanse.

PONO

Re abela badirelwba rena thekgo ya maleba,

ya go ba le boleng mabapi le go phethagatša Pholisi ya

Maleme ya Yunibesithi.

MORERO

Re itlama go:

- **Translation:** A word, phrase, or text written in another language that has a meaning equivalent to that of the original.

- **Language editing:** Preparing a text for publication by correcting errors and ensuring clarity and accuracy.

- **Interpreting:** Oral translation of what is said in one language into another, so that speakers of different languages can communicate.

- **Simultaneous interpreting:** Oral translation from one language into the other – done at the same time.

- **Consecutive interpreting:** Oral translation from one language into the other – done in turns.

MAIKEMIŠTŠO

Maikemištšo a mathomo: Thekgo ya go ba le motheo ya go phethagatša Pholisi ya Maleme.

Go aba le go tšwelapele go aba ditirelo tše botse tsa thekgo ya go phethagatša Pholisi ya maleme mafapheng a dithuto, ditirelong tsa thekgo le go boloadiphethiši bja Yunibesithi.

Maikemištšo a bobedi:

Setšo sa mpšafatšo

Go tšwetšapele ditumelo tsa Yunibesithi ka ditirelo tsa polelo tše di nago le seabe setšong sa mpšafatšo ya Yunibesithi ka bophara.

DITIRELO

Karolo ya rena ke ya maphakgamabedi:

- (a) **Ditirelo tsa Maleme:** Re aba *phetolelo, *tekolo le phošollo ya polelo le *ditirelo tsa tlathollelo ka gare go tsa thuto, tsa taolo le tsa tshepedišo. Re aba mehuta ye mebedi ya ditirelo tsa tlathollelo: *tlathollelo ya sammaletee le *tlathollelo ya hlatlamano. Ditirelo tse di tla ba gona ka kgopelo ge ena le dikopano tsa Senata le tsa MEC. Ditirelo tsa rena ka moka di lekanyeditšwe go maleme a semmuša o Yunibesithi, e lego Seisimane, Sesotho sa Leboa, Seafrikanse le IsiZulu. Re aga dišego tsa mantšu tsa Sesotho sa Leboa le IsiZulu ra ba ra kgonthiša mantšu ao ka tselanalo le diyunibesithi tše dingwe le makgotla/mekgatlo ye e nago le kgahlego ka go tsa maleme. A ke maitekelo a rena a go tšwetša maleme a seAfrika pele, go a bea maemong a makaone a tirišo, a go lekana le a Seisemanle le Seafrikanske.

SETATAMENTE SA MORERO

Re abela badirelwba rena thekgo ya maleba,

ya go ba le boleng mabapi le go phethagatša Pholisi ya

Maleme ya Yunibesithi.

MORERO

Re itlama go:

- **Phetolelo:** Lentšu, sekafoko, goba sengwalwa seo se ngwadilwego ka polelo ye nngwe gomme se na le tlhalo ye e swanago le tlhalo ya sengwalwa sa mathomo.

- **Tekolo le phošollo ya polelo:** Go beakanya sengwalwa ka go se phošolla diphošo le go kgonthiša tlhalo le nepagalo.

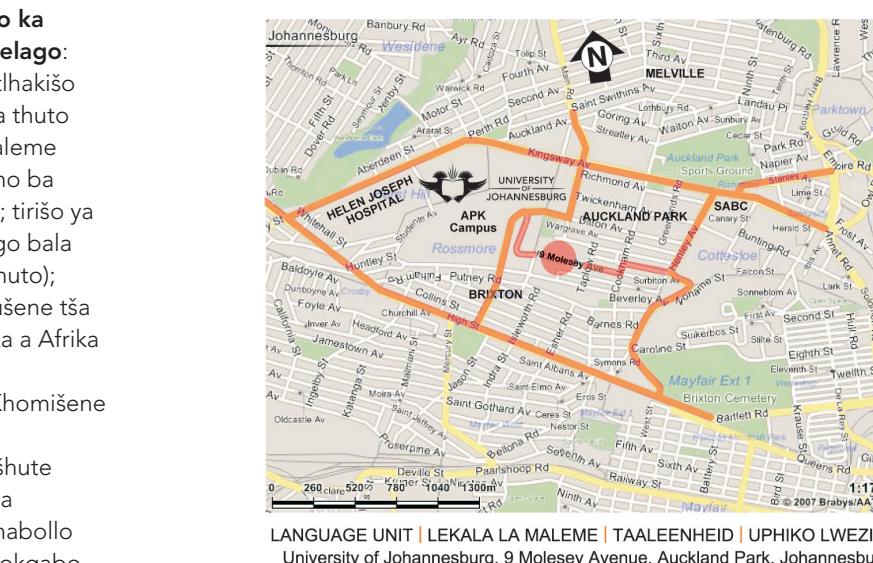
- **Tlathollelo:** Phetolelo ya molomo ya seo se bolelwago ka polelo ye e rilego ka polelo ye nngwe, gore baboledi ba dipolelo tsa go fapanwa ba kgone go boledišana le go kwana.

- **Tlathollelo ya sammaletee:** Phetolelo ya molomo ya go dirwa ka nako e ye tee, go tšwa polelong ye e rilego go ya go ye nngwe.

- **Tlathollelo ya hlatlamano:** Phetolelo ya molomo ya go dirwa ka go hlatlamana, go tšwa polelong ye e rilego go ya go ye nngwe.



LOCATION | LEFELO | LIGGING | INDAWO



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