

# Department of Electrical and Electronic Engineering Science



## STUDENT ELECTRICAL ENGINEERING SOCIETY



**The Future  
Reimagined**

### 1. WHAT IS SEES

- Student Electrical Engineering Society (SEES) is a student society that seeks to promote collaboration, academic excellence and balance amongst its members and society. SEES is open to all DEEES (Department of Electrical and Electronic Engineering Sciences) students at the University of Johannesburg.
- SEES creates a platform for DEEES students to share their hobbies, interests, opinions and visions amongst themselves and the department management.
- This society is the voice of every DEEES student and the channel between all students and department administrators.

### 2. VISION

- To create well-rounded future Professional Electrical Engineers.
- To have many engineering graduates from DEEES.
- To reach the gap between engineering and social issues.
- To reach out to the community by the application of Mathematical, Analytical, Social and Engineering skills
- To reach the gap between tertiary and basic education.

### 3. SOCIETY ACTIVITIES

#### 3.1 SEES mentor-mentee programme

- This programme is mainly aimed at first year students who are part of DEEES. Each first year will be allocated a mentor for guidance and empowerment throughout the year. Mentors will be successful DEEES students from 2nd year and beyond.
- Mentors will volunteer and a mentor-mentee list will be compiled by the SEES committee together with the departmental administrators. Mentors will have to attend a compulsory one-day mentorship workshop that will be hosted by Psycad.
- There will be a mentor-mentee meet and greet session and feedback sessions for each semester will be mandatory.

### 3.2 SEES outreach programme

- This programme is aimed at high school students who want to pursue careers in Science Technology Engineering and Mathematics (STEM).
- SEES will host performing students from disadvantaged high schools across Johannesburg.
- Students will be informed about STEM related careers, the bursary application process and the university application process. The students will also have the chance to put their leadership, engineering and science skills to the test. Fun activities will take place and refreshments will be provided.

## 4. LEADERSHIP ROLES AND RESPONSIBILITIES

The SEES committee is responsible to do the following:

- Discuss current and strategic matters with the department related to; programmes, curriculum, academics and academic requirements, facilities and resources.
- Organising student activities in and outside the department.
- Come up with strategies in improving and enhancing student lifestyle.
- Coordinate with the department management in organising major events in the department and the faculty.
- Gather feedback from students with regards to departmental life.

## 5. THE TEAM



**FOURTH YEAR CLASS REPRESENTATIVE AND CHAIRPERSON ~ MLONDOLOZI FAKUZE**

### RESPONSIBILITIES

- To make sure that each meeting is planned effectively, conducted according to the constitution and matters are dealt with in an orderly, efficient manner.
- To Co-ordinate the committee of the SEES to ensure that appropriate procedures are in place for the effective management of the society.



**VICE CHAIRPERSON ~ RUVARASHE NJINI**

### RESPONSIBILITIES

- Assumes the duties of the Chairperson in his or her absence.
- Directs the updating of the Society's Constitution and its revision.
- Advises the chairperson.
- Remains fair and impartial during the society's decision-making processes.
- Performs other duties as directed by the chairperson.



**THIRD YEAR CLASS REPRESENTATIVE AND FINANCIAL MANAGER ~ BONGINHLANHLA MABASO**

### RESPONSIBILITIES

- To represent the 3rd year class in Electrical and Electronic Engineering, FEBE, University of Johannesburg.
- Liaise with the class and the HOD, lodge all the students' grievances and make sure that all their needs are catered for by representing both the Minority and Majority of the class. Making sure no student is left behind.
- Treasurer in SEES, responsible for all the finances of the organization.



## **SECOND YEAR CLASS REPRESENTATIVE AND COMMUNICATIONS & ACADEMIC OFFICER ~ LEBOGANG MOLOTO**

### **RESPONSIBILITIES**

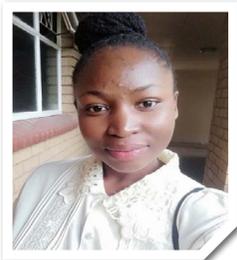
- To represent all DEEES students regarding all matters concerning academics (at a much higher level than class representatives).
- To ensure communication between students and the departmental administration.
- To represent students in all matters concerning academics.
- To assist students in matters of academic exclusion (F7).
- To represent students at faculty/departmental meetings, e.g. the marks meeting.
- To update students about academic policies.
- To ensure that learning is enhanced by designing the necessary programmes.
- To communicate effectively with students regarding anything concerning the society (social media, email, blackboard etc.)



## **FIRST YEAR CLASS REPRESENTATIVE AND PROJECT MANAGER ~ KOKETSO MMATHEPE TSEBE**

### **RESPONSIBILITIES**

- Activity and resource planning
- Organizing and motivating a project team
- Monitoring progress
- Managing reports and necessary documentation
- Organizing and motivating a project team



## **SECRETARY ~ NEMUKOMBAME NOMSA**

### **RESPONSIBILITIES**

- To ensure that meetings are organised and conducted effectively.
- Organizing and distribution information.
- Documenting financial information.
- Coordinate with other Societies within the institutions.
- Preparing reports and presentations.

## **6. CONTACT US**

- **Tel:** 011 559 2147
- **Email:** [sees.info.uj@gmail.com](mailto:sees.info.uj@gmail.com)
- **Website: Students society:** <http://tiny.cc/idussz>

**Faculty of Engineering and the Built Environment**  
Department of Electrical and Electronic Engineering Science

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