



21 April 2015

HEQSF reference number: H06/14664/HEQSF

Qualification reference number: 6310 (as per HEQSF)

Authorised Qualification name: Bachelor of Administration

Directorate: Accreditation

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Dear Colleagues

RESPONSE TO THE DEFERRAL OF THE HEQSF-ALIGNMENT AND ACCREDITATION

HEQSF review comment

“Care needs to be taken in the submission of the application. The qualification abbreviation of the original programme is wrong. It should be B.Admin. not B.Admin.Hons. 74% of the programme is considered to be structured with the other 26% electives. In the Programme Design Details, the majority of the modules are considered to be not compulsory and all are considered to be electives. It is therefore not clear which modules are structured and which are electives, for examples of the 40+ in year one of the study. The number of modules in the aligned programme had been reduced to a more realistic 376 credits for a 3-year degree qualification. The Institution needs to take caution that if modules are removed from the original programme in order to align the



programme, then what it reports in the major field of study in the aligned programme is not affected by the modules that are removed, such as economics, sociology etc. Generally, the Institution needs to provide clarity in this regard.”

Response

The original programme’s abbreviation should indeed be a BAdmin and not B.Admin.Hons.as supported by the Qualification title, total credits and NQF Exit level. Using the Institutional reference number (6310), we could confirm that the programme is indeed a Bachelor degree and not a Bachelor Honours degree.

As part of the HEQSF-Alignment submission there are 42 modules listed in the first year of study. Twenty-two of these modules were previously elective options and were removed, as indicated by the module list. Service modules in Statistics were removed and replaced with modules that include business calculations that are more faculty-specific as well as tailor-made for Public managers, thus ensuring relevance to the Business, Economic and Management Sciences as well as to the aim and purpose of this programme for the Public Sector. Some modules from other core disciplines within the Economic and Management Sciences (i.e. Business Management, Human Resource Management and Economics) as well as the Humanities (Anthropology and Sociology) were excluded and replaced with more Public sector focused and skill-specific modules to enhance the outcomes of the programme. This would also positively contribute to the employability of students within the Public sector. The module dealing with Personal Finance was furthermore added, as this is seen as a core competency required from graduates graduating from the Business, Economic and Management Sciences. An additional four modules can be removed from the submission as this forms part of the Development Modules of the Extended Programme, namely MTDE1408 (Mathematics Literacy), SCLL1408 (Life Long Learning), AGAM1508 (Academic Literacy) and EALE1408 (Language and Communication skills).

As the modules that were removed were not contributing directly to the core aim and purpose of the qualification, but rather provided some background knowledge in a number of areas, the major fields of study were not affected by these changes. Also, the principles that underlined the curriculum review process institutionally included that a limitation will be set on the possible electives within a prescribed qualification. The outcome envisioned for this process was well-structured qualifications which will allow for meaningful focus and relevant design by removing credit overload and duplication of content, concept and skills.

The following curriculum structure will clarify compulsory /elective modules:

Module code	Module title	NQF Level	Credits per module	Compulsory/ Optional	Year	Total Credits per year
EPAM1514	Public Administration and Management Theories	5	16	Compulsory	1	
EPAM1624	Public Administration and Management in Action	6	16	Compulsory	1	

EPAH1624	Human Resource Management in the Public Sector	6	16	Compulsory	1	
EHRM1514	Introduction to Human Resource Management	5	16	Compulsory	1	
EIOP1524	Introduction to Individual Differences	5	16	Compulsory	1	
POLS1514	Introduction to Politics	5	16	Compulsory	1	
POLS1524	Introduction to World Politics & Global Governance	5	16	Compulsory	1	
ECPM1514	Calculations for Public Managers	5	16	Compulsory	1	128 (for year 1)
EPAM2614	Micro- and Macro-organisational Analysis	6	16	Compulsory	2	
EMMA2614	Municipal Management and Administration	6	16	Compulsory	2	
EMMA2624	The Study of Municipal Management and Administration	6	16	Compulsory	2	
ESCM2724	Supply Chain Management	7	16	Compulsory	2	
EMEP2624	Monitoring and Evaluation in the Public Sector	6	16	Compulsory	2	
EFEF1624	Personal Finance	6	16	Compulsory	2	
Choose one of the specialisation fields (i.e. two modules):						
ECAP2614	Career Psychology	6	16	Elective	2	
ELRM2624	Labour Relations Management	6	16	Elective	2	
or						
POLS2614	Globalisation and World Politics	6	16	Elective	2	
POLS2624	Governance & Political Transformation in Africa	6	16	Elective	2	128 (for year 2)
EMMA3714	Contemporary Issues in Local Government	7	16	Compulsory	3	
EPAM3714	Public Financial Management	7	16	Compulsory	3	
EPAL3714	Public Administration and Management Law	7	16	Compulsory	3	
EMMA3725	Municipal Finances	7	20	Compulsory	3	
EPAM3725	Public Policy Administration and Management	7	20	Compulsory	3	
Choose one of the specialisation fields (i.e. two modules):						
EORG3715	Organisational Psychology	7	20	Elective	3	

EPFM3724	Performance Management	7	16	Elective	3	
or						
POLS3714	Security & Conflict Studies	7	16	Elective	3	
POLS3724	Ideology & Political Theory	7	16	Elective	3	120 (for year 3)
Total qualification credits: 376						

The curriculum consists of 128 compulsory credits in the first year of study, followed by 96 compulsory credits and 32 elective credits (from either Political Science or Industrial Psychology) in the second year of study. The third and final year consist of 88 compulsory credits and a minimum of 32 elective credits from either of the two specialisation fields, namely Political Science or Industrial Psychology.

After revision a total of 312 credits is compulsory (83%*) for this qualification and a minimum of 64 credits (32 credits on NQF level 6 and 32 on NQF level 7) is considered elective (17%**).

* $312/376 \times 100 = 83\%$

** $64/376 \times 100 = 17\%$

We trust that you will find this response adequate to validate its accreditation and HEQSF alignment.

Kind regards



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