

Dr Nico J Jooste

Portfolio: Academic Liaison

Chair: Publications Committee

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Career Review and Achievements to date:

Director Office for International Education, NMMU (formerly UPE): July 2000 – to date.

Developed an office for International Education at the University on a self funding model. International Student numbers grew from 130 in 2000 to 1450 in July 2004.

Executive Director of Eastern Cape Higher Education Association. June 1998 - June 2000

Director Higher Education Management Consultancy cc. January 1997 - June 2000

Provide Management Consulting for Higher Education. Projects. VISTA University. Re-engineered the Academic Administration of all the eight Vista Campuses. Assist with the designing of systems to allow for the decentralised Management of Vista University. Develop training for Academic Deans and advised on Higher Education Systems.

National Academic Co-ordinator ADVED Education January 1997 -January 1998

Responsible for the establishment of National Management System for ADVED Higher Education Division. Member of the Registrar of Private Colleges Advisory Group. National co-ordinator of ADVED contracts with Public Institutions.

Acting University Registrar

Jan 1996 - December 1996

Deputy Registrar Academic,

Jan 1993 -

University of Fort Hare

Responsible for the Academic Administration of the University. This includes planning and management of:

Admissions

Student Registration

Examinations

Faculty Administration.

Head Academic Support Services

March 1992 - December 1992

University of Fort Hare

Re-engineered the Admissions, Registration and Examination Departments. Introduced the ITS data management system. The exercise required strategic planning and redesign of three interrelated departments managed in a fragmented way. The services rendered to the University's customers, the students, improved drastically.

Lecturer/Senior Lecturer Department of History and Economic History February 1982 - February 1992

Taught at all levels. Specialising in Eastern Cape history and International Relations. Developed new courses at Honours level on African History and International Relations. Promoted and externally examined a number of MA candidates. Acted on numerous occasions as Head of Department. During this period presented various papers at History Conferences.

Examinations Officer August 1977 - January 1982

Introduced a computerised management system of student records. Developed new management systems for examinations in line with the then latest available technology.

Professional and Personal information:

Qualifications: BA(UP);

BA(Hons) (UFH);
MA (RAU) in history.
PhD (UFS) .

Training:

Progressive management training including:
Strategic planning seminars offered by American Council of Education.
Study tours visiting several USA Universities with a view to investigate methods of administering in a tertiary education environment.
The use of IT in management. Unisys.
The use of IT in teaching. Unisys.
Study visit to Centre for Higher Education Planning, University of Twente, Netherlands.