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**University Language Planning and Development Office
Second Quarterly Report: 2021**

INSPIRING GREATNESS

Second Quarterly Report

April-June -2021

Contents

1. Introduction	3
2. Terminology Development	3
3. Running Projects	4
3.1. Bua Le Nna project	4
3.2. Corpus Project	4-5
3.2.1. Oral Corpus, Corpus Building and parallel Corpus	5
4. Bilingual Tutorials Training	4-5
5. Dr9 Rule implementation	5
6. Stakeholder Relations	6
6.1. Multilingualism Symposium (UKZN & UFS)	6
7. CoPAL Meeting	6
8. Conclusion	6

1. Introduction

The report from the University Language Planning and Development Office (ULPDO) covers all the language related matters at the university. In order to fulfill its mandate, the language activities are divided into various program as listed in different sections of the report. The ULPDO is indebted to all the staff members who worked tirelessly despite the change in leadership during the course of the 2020 academic year. The challenges of the COVID-19 pandemic encountered by the ULPDO are not peculiar to ULPDO alone but the Office managed to somehow work around them.

The sections that follow outline the various activities of the ULPDO as a way of fulfilling its mandate including the planned activities of the office. The latter part of this report and the conclusion include the external engagement by the director.

2. Terminology Development

Terminology development is one of the key strategic projects of ULPDO. The office reported in the previous quarter that this part of work has been grossly affected by the national lockdown and subsequent restrictions imposed by the national state of disaster. This is owed to the fact that the project required more preparation time for it to transition from being physical to online. The surging of new infections during the month of June in what is now called the 'third wave' is really a cause for concern because it might again disturb the implementation of the project. It is worth noting though that regardless of the challenges mentioned above the office is forging ahead with the preparations of the first Chemical Engineering isiZulu terminology consultative workshop that is scheduled for the 23 – 25 June 2021. It is envisaged that the workshop will be held virtually, for the first time and hopefully all will go accordingly. It should be noted that the nature of terminology development is labour intensive, hence the workshops have always been run face to face.

3. ULPDO Running projects

3.1 Bua Le Nna project

It was reported in the last quarter that all other projects including Bua Le Nna has been transitioned from physical contact into online project because of the restrictions of COVID-19. To this end, four sessions have been successfully hosted. The numbers of participants fluctuate but with a noticeable increase this year (2021). As a way of background, again much work was put during the preparation of hosting the sessions this year given the difficult conditions of COVID-19. Therefore, the following were developed as Standard Operating Procedures (SOP's) for this project:

1. The development of the lesson plan
2. The development of the lesson roster
3. The development of the online register
4. The alignment of the session plan
5. The hosting of the weekly preparation meeting and subsequent minutes
6. The development of the instruction channel weekly
7. The development of the weekly report.

It is important to note that, the scope of Bua Le Nna has been expanded this year (2021) since the residence stakeholder has now included all residences at Howard College campus into the project instead of the traditional three.

3.2 Corpus Project

3.2.1 Oral Corpus, Corpus Building and parallel Corpus

The office continues to do this important work. In the period under review, on oral corpus the team has tagged 9 and verified 12 files to date. The plan is in place to deal with foreign words appearing on the files. It is expected that 50 files will be tagged by the end of June 2021. On corpus cleaning, novels with authors and reference files will be cleaned first. The plan on retrieving

reference files is also in place. On parallel corpus, the statistics is been updated as the edited files are submitted.

4. Bilingual Tutorials Training

The office continues to work under these COVID-19 conditions. In the period under review, the office has successfully hosted the virtual Bilingual Tutorial Trainings for this year (2021). The training was scheduled on the 10th-11th June 2021, on the School of Education studies respectively.

The objectives of Bilingual Tutorial Training are:

1. To train tutors on bilingual tutoring.
2. To impart knowledge about the UKZN language policy and plan
3. To standardize bilingual tutoring at UKZN.
4. To make isiZulu the language of teaching and Learning

The facilitators from the discipline of Language in Education in the School of Education have been steadfastly dedicated in this regard.

5. Dr9 Rule implementation

The nature of certain parts of this work is from inception been online e.g. the abstracts are submitted via e-mail and are kept on the Translation Management Tool (TMT) which is hosted by the server of the university and monitored and evaluated by ULPDO. However, some parts are originally physical such as the translation retreat and the training thereof. Therefore, it is important to note that the entire project has also been transitioned into virtual/online offerings. To this end, the impressive number (187) of abstracts has been received from the students for translation for purposes of April graduation. Whilst on the other hand, equally the language experts continue to work hard in translating these abstracts.

6. Stakeholder Relations

6.1. Multilingualism Symposium (UKZN & UFS)

The office continues to build, maintain and nurture synergistic relations with its both new and old stakeholders. It does so in appreciation of the overarching principle of multilingualism enshrined in the constitution of the Republic of South Africa, which bestows the responsibility of developing indigenous languages to various stakeholders. To this end, the university through its implementation arm called ULPDO has forged a partnership with the University of the Free state. The two institutions are going to co-host a mini-symposium scheduled for the 22nd of June 2021. The main aim of this symposium is to share their experience and expertise in that both institutions are going to have two presenters from each and thereafter discuss the synergies and projects of mutual interests.

7. CoPAL Meeting

There was a virtual meeting of the Community of Practice for the Teaching and Learning of African Languages (CoPAL) that was scheduled for the 8th of June 2021. The programme included the sharing of language policies and plans of by various universities in the country. The director and other representatives from various universities shared the language activities of the office and the UKZN language policy and plan activities.

8. Conclusion

On a different note, the director participated in two external engagements that compliment the activities of the ULPDO. The director was interviewed by Ms Nongcebo McKenzie on the 9th of June 2021 at 20h35 at Ukhozi fm on language related matters involving the ULPDO activities at UKZN and involvement at PanSALB.