MINUTES: **NWU School of Business and Governance**

Operational Meeting

DATE: 19 March 2018

TIME: 08:30 am

VENUE: Via adobe connect

PRESENT

1. Prof Fulu Netswera (Chair)
2. Prof Jan Meyer
3. Prof Christo Bisschoff
4. Prof Leon Jackson
5. Prof Stephan van der Merwe
6. Mr Johan Jordaan
7. Mr Albrecht Strydom
8. Mr Herman Thom
9. Prof Petrus Botha
10. Prof Ravinder Rena
11. Dr Joseph Lekunze
12. Ms Lungile Ntsizwane

APOLOGIES

1. Prof Ronnie Lotriet (Leave)
2. Prof Henry Lots (Teaching)
3. Prof Ines Nel (Leave)
4. Prof Yvonne du Plessis (Leave)
5. Prof Wedzerai Musvoto
6. Prof Hein Prinsloo
7. Prof Anet Smit (Leave)

In attendence

MS. Saleemah Abdullah (Committee Secretary)

ACTIVITY	ACTION/S
1. OPENING	
1.1 Welcome and personalia • The meeting was opened by Prof Fulu with a warm welcome and key note on the significance of holding such meetings. Mafikeng managed to connect successfully with minimal technical problems. No announcements were made at this stage except the request by Prof Fulu for Saleemah as the secretariat to distribute the minutes for each meeting 3 days after the Ops meeting. Prof Fulu also emphasised for us to have a standard procedure of having things done the same way.	
1.2 Apologies • Colleagues that sent in their apologies as stipulated in the attendance list were mainly because they are on leave and some had classes during the time of the meeting.	
2. DETERMINATION OF THE AGENDA	
2.1 The agenda was adopted with minor changes. The following items should follow each other in sequence: • Report from the School Director. • Report from the Deputy Director. • Report from the Programme Manager/s. • Report from the Short Learning courses. • Report from Unit of Continues Learning. • Report from the Research Office. • Report from Herman. • Finances.	

• Quality Assurance. • Marketing. • Matters of performance.	
3. CONFIRMATION OF MINUTES	
• The minutes for the 1st OPS meeting held on the 22nd Jan 2018 will be confirmed with the current minutes at the next Ops meeting.	
4. MATTERS ARISING	
4.1 School Director's Report **Reported by Prof Fulu:** Prof Fulu noted: • **Name Change:** The proposed name change for the school from "School of Business and Governance" to "NWU Business School" was approved by the faculty exco that sat on 13 March 2016. Subsequently, the Senate meeting that sat on 15 March also approved the change. • **School Facilities:** A funding proposal was developed by the school (Director and Deputy Director) with the assistance of Mr Hannes Malan from the Technology Transfer and Innovation. The ideal was presented to the School Advisory Board that subsequently appointed a sub-committee for infrastructure comprising Prof Raymond Parsons, Mr Douglas Ramaphosa and the school director. • **Research Centre on Industrialisation and Transformation:** The Director of the School together with the Deputy Director and consultants of TRADE Advisory (Martin Cameron and Francois Fouche) drafted and presented a proposal for the establishment of a research centre	• The submission is now submitted to the university council for final approval. • The proposal has been submitted to a prospective funder and initial funding meetings are currently being arranged. • The DPE requested submission of a small proposal by the 9th March which was done.

in Mafikeng. The proposal was well received by the Deputy Director Generals at the Department of Public Enterprises (DPE) in Pretoria.	
• **Autonomy of the Business School:** At the school Advisory Board Meeting held on 26 February at the ASPEN office in Woodmead, the question of the autonomy of the school was raised. Such autonomy has consequence relating to among others: ability of the school to administer its own executive education, short learning programmes, raising loans, positioning of its own website and financing its own facilities.	• The Advisory Board requested that a letter be written to the executive management of the university. A letter has since been submitted to the DVC Academic and the VC. Further deliberations on these matters with the executive management is anticipated.
• **Senate Representation of the School**: The Director of the School attended the university Senate Meeting that took place on the 15th March 2018. To his surprised, the School of Business and Governance is in accordance with the statues of the university not represented at Senate.	• The Director has subsequently written to the Executive Dean and the Chairperson of the Advisory Board to have this matter clarified and corrected.
• **Strategic Plans:** The School Strategic meeting that sat on 5 March established a task team of the Deputy Director and Prof Stephan van Der Merewe to further interrogate the draft School Strategic Plan.	• It is hoped that a reworked draft will be presented to the School before end of March 2016 for comments and finalisation.

• **OPS Reports:** It is requested that all programme and portfolio managers draft reports before every OPS meeting. This will serve a variety of purposes (a) help remind the portfolio leader to report accurately, (b) assist attendees to read documents upfront for feedback and comments, and (c) shorten the duration of the meeting. • **Dangote Business School:** A notification that the richest business man in African (Aliko Dangote) has funded the establishment of a business school.	• School members are advised to read about it online and that the school should congratulate them and initiate collaborations.
4.2 Acting Deputy Director's Report **Reported by Prof Meyer that:** • **New Opportunity**: Last year, the School was approached by the School of Management who requests s to offer them a PGDip that suites their market. The School is prepared to offer them this course. However, it will be housed under the Business School but still fall under the School of Economics. • **Mr Johan also noted that** the Sports Management also wants to do a course with us as soon as possible once the distance PGDip is approved. The one on Supply Chain is still awaiting approval for their confirmation. • **Strategic Plan progress:** Prof Meyer will meet up with Prof Stephan to finalise the mission and vision statement and also help write out the strategic plan in a more formal way. • **Administrative adhoc**: It is proposed to have a formal discussion on all PGDip and MBA related issues on the 24th-25th April. On the same matter, it will be appropriate to further discuss the design for the DBA.	• The School managed to design it. It is currently on it's way to ICAS for approval. Further developments will be shared when available.

Discussion on the DBA **Noted:** • **DBA:** The DBA will be a new direction for the Business School. It will help the School to have a focus area considering we are Business related. It will focus more on theory rather than the philosophical approach as the PhD. • **Level:** It will remain at NQF level 10. • **Purpose:** It will help students who do not fully meet the requirements for the PhD to part-take in.	• It was suggested that a meeting must be scheduled with Prof Fulu in order to discuss all academic programmes for the School.
4.3 Programme Manager's Report **MBA Programme** **Noted:** • **Current statistics**: There are 160 registered MBA 1 students. 10-15 still to be registered. There are 124 for phase 2 MBA and 36 still to register. The total number of registered is 313 MBA students on the system. • **Examinations**: The exam processes are now changing. Previously the exam paper would be given to Wilma from the lecturer, she will then gather them and give them to Linda who is the Faculty Manager. Linda would physically go to Wilma and download the paper from her pc. This has however placed a very huge security questions involved. • **Moderators report**: There is a pending matter on the moderator's report for the Potchefstroom BS. • **Efundi**: Efundi is a total mass at the moment. There is an-ongoing investigation on the matter. All developments will be discussed in upcoming meetings.	• The School will now follow the same process across whereby Wilma and Lungi will be the only people who will send out the question papers to the moderators then one person will be appointed to execute the

• **Student evaluations**: The student evaluations will now be posted on efundi from the beginning of May 2018. • **Student surveying:** A survey must be conducted for the language policy at Potch to teach English. The problem lies in how to execute this matter. • **Graduations:** The graduation ceremonies will still remain different for the time being. However, we must look at giving our students a token of appreciation for different achievements.	papers to each site of delivery. • The survey is about student satisfaction; all feedback is welcomed before sending out the survey to all our students. • The School must schedule a meeting to discuss having only one graduation ceremony for the whole School including all 3 sites of delivery.
4.4 PGDIP Programme **Dr Henry Lots Noted that:** • **Progress:** The programme is going well. The only challenge at the moment is efundi. • **Language policy:** There is a number of students who are requesting to have their classes conducted in English, record the class and put it up on efundi. The English survey will help populate this demand. • **Full time students:** The number of full-time students has increased from 70%-100%.	• **Lungile noted** that the draft for the satisfaction survey is complete and will be circulated after this meeting.

4.4 EXECUTIVE EDUCATION • Prof Inos is not in to comment. • **Progress on appointments:** Prof Anet noted that she has been in contact with Riya Nel to get clarity on who is responsible for what and who is now doing their claims etc, Riya responded to say someone will be appointed soon.	
4.5 Finance Report: **Noted by Albrecht that:** • **Progress:** The School is now aligned. Everything is going well. However, There is no budget yet, everyone will get what was allocated to them.	
4.6 Research Office Report **Noted by Dr Joseph Lekunzi that:** • Prof Rena is still to conduct the research module contact session for the Mafikeng site. • **Study School:** The study school module on the research module was successful. • **Progress:** The 1st assignment is due on efundi on the 9th of April. 2nd assignment on the 16th of August. Students will now be allocated to supervisors after their second assignment submission. • **Efundi:** A request to Prof Christof to align the mini-dissertation on efundi for all sites. • **PhD Workshop:** The workshop for the PhD selection in Potchefstroom went well. Thanks to all that participated. Next week the shortlisting of those students will take place.	• We still trying to get a unified process. We have to focus on the NQF level 9 and offer the module correctly.

• **Research reports:** Currently all research reports are now underway. The research booklet is being compiled. This will highlight what is expected of students/supervisors.	• The research office is currently compiling the research booklets which includes data from 2008-2017. However, the POPI Act is restricting them from retrieving such data. However, Prof Yvonne is positive they will find a way to conquer. • The research outputs have been circulated for feedback. These outputs will be included in the research booklet which will be circulated to all.
4.7 IBC **Noted by Prof Stephan van der Merwe that:** • No comment.	

4.8 Report by Mr. Herman Thom **Noted that:** • Not available for comments.	
4.10 Quality Assurance **Noted that:** • No comments.	
4.11 Marketing **Noted that:** • Prof Christof was not available for comments. • **Website:** However, it was noted that the website is outdated. The current information runs from 2016. This has to be fixed. • **New developments**: Prof Prinsloo had a meeting last week with the Dean at the Botswana University. They indicated that it is a brilliant idea to work with them. It was an informal meeting, which the Dean at that University still has to meet with his boss and finalise they will probably have a follow up meeting with all stakeholder.	• Prof Prinsloo will keep us updated on any progress.
4.12 HR Matters **Noted by Prof Leon Jackson that:** • On the 8th of March, 5 members of staff attended a course. Many opportunities are advertised on the Schools intranet. Staff is advised to attend as many courses as they wish.	• Prof Jackson will circulate a list of activities, which are funded.

5. GENERAL MATTERS	
• **Administrators Meeting:** Lungile will send out the invite to everyone. The meeting was initially scheduled to take place on the 24^{th} of March but postponed. • Prof Fulu will circulate the report on the BS which the richest man in Africa is proposing. Colleagues are advised to browse through the document this might be a strategy to approach him and extend our hands.	• It will now take place on the 10^{th} April 2018.

The chairperson thanked all those members who attended and the meeting was adjourned at 10h00 am.

Confirm this ______________________ day of ______________________________ 2018.

Director: NWU SGB
Prof Fulu Netswera

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Signature

Acting Director: NWU SGB
Prof Jan Meyer

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Signature