School T&L	**:**	**NWU Business School**
DATE	**:**	**Friday 08 March 2019**
TIME	**:**	**09:00 a.m.**
VENUE	**:**	**Via adobe connect/ E3 K 309**

PRESENT

1. Prof Jan Meyer (Chairperson)
2. Mr. Johan Jordaan
3. Prof Ronnie Lotriet
4. Ms Puleng Mogwere
5. Ms Lungile Ntsizwane
6. Prof Anet Smit

NOT PRESENT

Dr. Joseph Lenkunze

APOLOGIES

No apologies were submitted at this stage

In attendance

Miss Elé Wessels

ACTIVITY	ACTION
1. OPENING	
1.1. Welcome and personalia • A welcome note was delivered by Prof Jan Meyer who announced the proceeding of the day and officiated the meeting as the first meeting • Mr. Johan Jordaan opened the meeting with prayer	• Noted
1.2. Apologies • No apologies were noted. Due to technical problems, the video link to Mafikeng could not be established and Ms Ntsizwane and Ms Mogwere were excused from the meeting.	• Stand over
2. TERMS OF REFERECE	
Reported by Prof Jan Meyer Prof Meyer raised the following issues: • In absence of the programme manager for executive programmes, the programme managers of those specific programme should attend in the meetings until there is an executive programme manager. In this capacity, the following staff will form part of the T&L committee in future: Ms. Retha Scholtz Prof Stephan van der Merwe Prof Christo Bischoff • Prof Anet Smit vacates the portfolio of Quality Manager, but stays on as programme manager for FMP • Prof Ronnie Lotriet attends as programme manager for MMP • Prof Fulu Netswera is asked to find a replacement for Prof Smit as Quality Manager	• Noted • Agreed • Prof F Netswera

3. DETERMINATION OF THE AGENDA	

3.1.The agenda of the day, distributed by Prof Meyer
• Changes of the previous agenda on 21 August 2018
    ○ 4.2. Bullet 2 must be corrected
    ○ 5.1. Bullet 1 the word “clashers” must be clashes
• Prof Jan Meyer signed the agenda with changes on Friday, 8 March 2018
	• Noted
	• Agreed
	
	• Accepted

4. NEW ITEMS	
4.1. Sabbaticals approved for Prof Yvonne du Plessis and Prof Hein Prinsloo **4.2. Matters arising from minutes:** • New Research Methodology • MBA Programme • Next point on the agenda from is the 3rd money stream (executive education T&L) **4.3 Serious concerns about the lecturing facilities** (technological and physical): • No technical support service available after hours • Unavailable infrastructure • ICT failures • Equipment in classrooms	• Noted • Prof Ronnie Lotriet • Mr. Johan Jordaan • Noted with concern
5. MBA PROGRAMME	
5.1. Programme Problems: Prof Ronnie Lotriet • Concerns were mentioned on administrative problems experienced. • Internal processes must be looked at and must be “cleaned” (e.g. the dissertation process) before external parties are confronted. • 2nd opportunity examination Financial Management papers outstanding: Take up with Prof Nel	• Discussed • J Meyer
5.2. Programme Management: • Contract appointments – From 2020 Every external lecturer appointed will take care of 3 dissertations. • Fees for external lecturers will be adjusted annually with an inflation-linked cost-of-living-adjustment.	• J Jordaan / R Lotriet

• Internal lecturers: Standard workload per lecturer is 3 sites of delivery. Workload model must be revisited to reward them for any additional sites taught. Take cognisance of original site load contracted with lecturers. • One of the vacant posts will be filled with an appointment that can teach financial subjects (apart from those already advertised) • T&L committee (per site) will form the interview panel for new academic appointments. • Research Methodology module inconsistencies with requirements for research proposal needs to be addressed • The bottleneck in the dissertation process must be addressed as soon as possible • Semester swap (Corporate Governance swapping with Leadership) needs to be finalised before next SCAS meeting for inclusion in 2020 yearbook • A Capita Selecta will be introduced as an elective (MBAC 812). To be finalised before next SCAS meeting for inclusion in 2020 yearbook	• J Meyer to take up with F Netswera • J Meyer • J Meyer • J Meyer • J Meyer • R Lotriet • R Lotriet
5.3. Executive Education • The discussion on autonomy could address inefficiencies in the executive training.	• Noted
6. PGDM	
6.1. Curriculum changes: The following changes need to be formalised before the next SCAS meeting in April, for inclusion in the 2020 yearbook: • Subjects that get credited on MBA programme need to be revisited: Suggestion that Research Method (on NQF level 9) replaces one of the current credited subjects. • There needs to be a clear level difference in subjects that are taught on both PGSM and MBA levels (use level descriptors) • If a subject is credited, it should be an NQF level 9 subject presented on the level 8 programme, rather than the current level 8 programme presented on level 9. • The new structure (7 core modules plus 3 electives) is approved. The structure allows for cross-faculty PGDM. All faculties will be contacted, but it should be phased in.	• J Jordaan • J Jordaan / R Lotriet • Module coordinators • Accepted: To be addressed at next MBA IPE • J Jordaan
7. Round-robin item	
7.1. Johan Jordaan’s PhD. Title “A strategy for engaged learning in an MBA programme” is approved for submission.	